



## Corporation of the Township of Alberton

Council for the Township of Alberton held its Regular Meeting of Council on Thursday, November 20, 2025, at 7:00 p.m., in person with the following present:

- Mayor: Mike Ford
- Councillors: Diane Glowasky, Tyson Dennis, Peter Spuzak, Shawn Spence
- Appointed Officers: Lisa Sheppard, CAO/Clerk-Treasurer; James Woods, Fire Chief (via Teams), Vance Brusven, Road and Park Superintendent, AVFD Captain M. Barlow
- Visitors: Carl Karamaoun of Aldapt Canada via Teams

**CALL TO ORDER:**

Mayor Ford called the meeting to order at 7:00 p.m.

**LAND ACKNOWLEDGEMENT:**

We show our respect and acknowledge we are gathered on Treaty 3 Territory, the traditional territory of Indigenous peoples since time immemorial. We are grateful for the opportunity to live, work and learn on this land and we are committed to a future where all people can walk together in friendship, peace and respect.

- ADDED ITEMS:** Item 7.4.7; Canada Summer Jobs Program and Item 7.4.8; NWHU email correspondence regarding emergency service workers with increased risk of exposure to infectious diseases

**2. ADOPTION OF THE AGENDA:**

Resolution Number	Moved and Seconded	CARRIED
2025-182	SPENCE/DENNIS	Carried
Be it resolved that; Council for the Township of Alberton hereby approves the agenda as amended for the November 20th, 2025, regular Council meeting.		

**3. DISCLOSURE OF INTEREST:** None

**4. MINUTES – PREVIOUS MEETING:**

Resolution Number	Moved and Seconded	CARRIED
2025-183	SPENCE/SPUZAK	Carried
Be it resolved that: The minutes of the October 16 <sup>th</sup> , 2025, regular Council meeting are approved as circulated.		

**5. DEPUTATIONS AND PETITIONS:**

- 5.1 Presentation from Carl Karamoun of Aldapt Canada; Carl presented information on AI technology and the advantages for smaller municipalities with lean staff teams. The presentation included AI general information, with simple and practical AI tools and educational training available to reduce repetitive tasks, improve productivity and the different training and tools available.

*Carl Karamaoun departed the meeting at 7:22 p.m.*

Mayor/Dep. Mayor Initials

Clerk Initials

**6. FINANCES AND ACCOUNTS:**

- 6.1 Accounts Payable for Prior month including online bill payments, Visa payments, Council, Payroll
- 6.2 Financial Reports for Prior Month:

- 6.2.1 Statement of Revenues and Expenditures to October 31, 2025, were received.
- 6.2.2 Financial Reports to October 31, 2025, were received
- 6.2.3 Monthly Investment Funds Summary to October 31, 2025, were received.

Resolution Number	Moved and Seconded	CARRIED
2025-184	DENNIS/SPUZAK	Carried
Be it resolved that: Council for the Township of Alberton hereby approves payment of the following Accounts Payable for the prior month of October 2025:		
<ul style="list-style-type: none"> <li>1. \$641,625.51 for general accounts payable, online bill and Visa payments and transfers to investment funds;</li> <li>2. \$1,772.10 for payments made to Council and;</li> <li>3. \$29,878.42 for Township staff payroll including mileage, prior to apportionment of CBO costs including mileage.</li> </ul>		

Resolution Number	Moved and Seconded	CARRIED
2025-185	SPENCE/DENNIS	Carried
Be it resolved that: Council for the Township of Alberton hereby acknowledges receipt of and approves the following financial reports provided to it:		
<ul style="list-style-type: none"> <li>(a) Statement of Revenue and Expenditures to October 31, 2025</li> <li>(b) Financial reports by department to October 31, 2025, and</li> <li>(c) ONE Monthly Investment Funds summaries for:                             <ul style="list-style-type: none"> <li>(i) Grants, Reserve Funds HISA to October 31, 2025, and</li> <li>(ii) Current/Excess Funds HISA to October 31, 2025</li> </ul> </li> </ul>		

**7. REPORTS of MUNICIPAL OFFICERS**

**7.1 ROADS**

7.1.1 Road and Park Superintendent's written report was received. Approximately 14 cubic yards of cold mix patching has been applied to roadways this season. Cold mix patching will continue until the winter weather sets in. One location, where gravel was placed earlier in the year on Frog Creek Road, was graded again due to considerable rain in early November and the heavy traffic volumes on Frog Creek. Fall trimming around road signs and cutting brush at intersections took place. Beaver management is ongoing. The surface treatment is setting up on Ducharme, Stewart and Whitmore. Bone Road has not set up as expected, and the contractor has been advised and pictures sent. The issue appears in the middle of the road, the contractor advised they will be in the area next spring and will come up with a plan.

7.1.2 Parks and Grounds Update – Pickle ball nets have been stored for the season, grass seed spread on the hill side for erosion control, and lawn mowers serviced and stored for the season. A couple missing shingles were replaced on the garage and boards on the soffit at Hill Road garage were installed. The energy efficient overhead door at the grader garage was installed and will make a huge difference with energy loss and safety for employees.

7.1.3 Joint Health & Safety Committee Report of November 12<sup>th</sup>, 2025, was received. The garage needs an updated first aid kit replacement and the rink shack has been winterized for the winter season.

7.1.4 Ministry of Transportation Pothole & Prevention Program – new program announcement, information, eligibility and draft application was reviewed.

  
Mayor/Dep. Mayor Initials

  
Clerk Initials

Resolution Number	Moved and Seconded	CARRIED
2025-186	SPUZAK/DENNIS	Carried
Be it resolved that: The Ministry of Transportation's Pothole and Prevention Program is designed to assist small and rural municipalities to maintain, improve and protect roadways. Council for the Township of Alberton hereby approves staff to submit an application to the Pothole and Prevention Program for 2025-2026, and any and all documentation to facilitate the application, prior to the December 12 <sup>th</sup> deadline.		

7.1.5 Municipal Drainage Course, district training opportunity May 13, 2026, registration – Thank you to the Township of Chapple for reaching out to facilitators for the municipal drainage course and the opportunity to bringing this training closer to home.

Resolution Number	Moved and Seconded	CARRIED
2025-187	SPENCE/SPUZAK	Carried
Be it resolved that: Council for the Township of Alberton hereby approves the \$180.00 registration fee for staff member Vance Brusven for the Municipal Drainage Course to be offered in the district and scheduled for May 13, 2026.		

7.1.6 2025 Structure Inspection appraisal report prepared by K. Smart Associates was received. Discussion regarding the report took place. Road and Park Superintendent has already addressed one of the signage items and will prepare a plan to address the remaining suggested signage items.

7.1.7 Ministry of Transportation email correspondence of Nov 10<sup>th</sup>, 2025, regarding Frog Creek shared roadway was received. Discussion regarding the Frog Creek culvert took place and CAO/Clerk-Treasurer to contact the Ministry of Transportation to set up a meeting to discuss the shared roadway.

7.1.8 Preventative Maintenance, Driver and Fleet Management Policy was reviewed.

Resolution Number	Moved and Seconded	CARRIED
2025-188	GLOWASKY/SPUZAK	Carried
Be it resolved that: Council for the Township of Alberton in support of preventative maintenance, driver safety and fleet efficiency, approves the Preventative Maintenance, Driver and Fleet Management Policy, which sets out information, safety compliance, legislative and reporting requirements, best practices and procedures to be followed with regard to its commitment to driver and vehicle safety and fleet management of vehicles; and that a By-Law be introduced and read a first, second and third time, passed and numbered as By-Law # 26/25, and that said By-Law be signed by the Mayor or Alternate, and the Clerk, sealed with the seal of the Corporation and be engrossed in the By-Law book.		

*Road and Park Superintendent V. Brusven departed the meeting at 7:52 p.m.*

## 7.2 VOLUNTEER FIRE DEPARTMENT

7.2.1 Fire Chief provided a written report. Training is focusing on member teach-backs from FireCon and pumping operations and drafting. Members are planning participation in the annual winter parade. Two (2) new members of the brigade have begun their orientation. The Fire Chief advised he will have a 2026 training calendar ready for the next Council meeting of December 11<sup>th</sup>. Fire Chief and Captain Barlow provided a synopsis of two software options to replace the current Vector Solutions. Vector has limitations and not entirely user-friendly. FirePro is \$1,800.00 per year and has the ability to track personnel on scene, training events and record training attendance and education plans with ease. FirePro also offers streamlined reporting features for incident reporting to the Ontario Fire Marshall. PS Trax is \$2,700 per year and can be utilized across the organization, not just for the fire department but also the entire corporation assets. PSTrax can monitor every asset from PPE, SCBA, equipment, vehicles and alerts for upcoming maintenance and inspections. The two products suggested of PSTrax and FirePro will offer a savings of \$1,000 per year instead of Vector. Staff directed to not renew Vector Solutions and to implement FirePro and PSTrax with an annual savings of approximately \$1000.00.

  
Mayor/Dep. Mayor Initials

  
Clerk Initials

- 7.2.2 AVFD participation in the annual winter parade and candy cane treats for the parade route received approval.

Resolution Number	Moved and Seconded	CARRIED
2025-189	SPUZAK/DENNIS	Carried
Be it Resolved: Council for the Township of Alberton hereby confirms the attendance of members of the Alberton Volunteer Fire Department to attend and present apparatus in the Annual Winter Parade, to take place in Fort Frances on Saturday, November 29th, 2025, at 5:00 p.m. and includes approval for \$100.00 for candy canes for the parade route.		

- 7.2.3 Emergency Planning Group – reports, minutes and annual reporting requirements was reviewed. Emergency Planning Group members attended training in Rainy River on September 4<sup>th</sup>, 2025, with the table-top exercise taking place on November 5<sup>th</sup>, 2025.

Resolution Number	Moved and Seconded	CARRIED
2025-190	SPENCE/SPUZAK	Carried
<p>Be it Resolved: Council for the Township of Alberton confirms the November 5th, 2025, Emergency Control Group Meeting, exercise and education session held on September 4th, 2025, in Rainy River were held with all personnel present;</p> <p>WHEREAS Training, exercise and regular evaluation form the basis for ensuring that collective efforts at all levels can be properly coordinated;</p> <p>WHEREAS Effective emergency response is possible only when people understand the Plan, their roles, and have had the opportunity to practice the procedures;</p> <p>WHEREAS Council for the Township of Alberton has received and approves the Crisis Communication Plan, prepared by staff, to augment the Emergency Plan and the Emergency Control Group in providing timely, effective and coordinated communication to internal and external stakeholders during an emergency and includes information and resources for residents on how to prepare for an emergency;</p> <p>WHEREAS new annual requirements for municipalities are to include a Hazard Identification Risk Assessment (HIRA) and listing of Critical Infrastructure reports, to be included with annual reporting to Emergency Management Ontario;</p> <p>WHEREAS staff have prepared a HIRA and Critical Infrastructure listing, and the Emergency Planning Group reviewed both those reports on November 5th, 2025;</p> <p>BE IT RESOLVED THAT Council for the Township of Alberton has received the written report and minutes of the November 5th, 2025, emergency exercise session, the HIRA and the Critical Infrastructure listing, and direct the CEMC primary J. Woods to upload all necessary and required reports to Emergency Management Ontario, to facilitate reporting obligations prior to the deadline of December 31st, 2025.</p>		

*Councillor Dennis departed the meeting at 8:07 p.m.*

- 7.2.4 Ministry of Natural Resources October 31<sup>st</sup>, 2025, information memo regarding proposed Wildland Fire Management Act and Bill 27 proposed changes to the *Forest Fires Prevention Act* were reviewed. Draft updates and improvements were underway for the Open-air Burning By-law and our burn permit process, however, with these proposed changes, it was decided that the updates should be tabled until these proposed amendments are in force to ensure our process and by-law are in compliance with the new regulations.
- 7.2.5 Updates on revision to the Burn Permit process and draft of updates to the Open-Air Burning By-law will be tabled for now, in order to ensure any revisions and/or updates are in alignment with the Bill 27 proposed changes to the *Forest Fires Prevention Act* and the proposed new Wildland Fire Management Act.
- 7.2.6 Scheduled maintenance November 24, 2025, for Unit 9-8 – Unit 9-8 had been scheduled for exhaust manifold work and a new tail light lens replacement on November 24<sup>th</sup>, however garage moved the appointment up to November 19<sup>th</sup>, 2025. The service has been completed, and Unit 9-8 is back in service.
- 7.2.7 Update on the Cancer Prevention Grant for 2024-2025 – Fire Chief advised that the grant is on track and will be complete prior to the next Council meeting of December 11, 2025.

*Fire Chief J. Woods and Captain Barlow departed the meeting at 8:27 p.m.*

### 7.3 CBO/BY-LAW ENFORCEMENT OFFICER

- 7.3.1 CBO's Alberton Monthly Building Report for October was received.  
 7.3.2 CBO's AMBIS Monthly Building Report for October was received.

  
 Mayor/Dep. Mayor Initials

  
 Clerk Initials

**7.4 CAO/CLERK-TREASURER/TAX COLLECTOR**

7.4.1 CAO/Clerk-Treasurer’s Report – CAO/Clerk-Treasurer’s report was received. CAO/Clerk-Treasurer completed the Municipal Elections Training Program, and the in-person training has been scheduled for May 4<sup>th</sup>, 2026, in Thunder Bay. The Administrative Assistant attended a free grant writing workshop in Emo on October 29, 2025, and it was very informative. The Resident Engagement Survey continues and is ongoing, and residents are encouraged to complete the brief survey on our website or paper copies of the survey are available. WSIB rebate information for 2026 in the amount of \$9,677.97 was received. Our interim audit is taking place on December 10<sup>th</sup>, 2025. The Ontario Trillium Grant Compliance Audit was completed on October 20<sup>th</sup>, 2025. CVOR operator course and exam was completed on October 30<sup>th</sup>, 2025. The firehall pond fence repair quotes for supplies for the parts needed has been received, however due to the lateness in the season and winter weather imminent, the actual repairs will need to be deferred until next spring.

7.4.2 Rink Roof Project Update – The Certificate of Substantial Completion was issued on October 17<sup>th</sup>, 2025, with the final items of two (2) lights to be installed over the rink entrance and another rail at the bottom of the fencing along the toboggan slide now completed. Once 60 days from the Certificate of Substantial Completion has passed, the final 10% holdback amount will be requested by the Contractor.

7.4.3 Property Tax Report and Arrears was received. Final 2025 Property Tax bills were due by July 31<sup>st</sup>, 2025. Despite exhaustive staff efforts, there remains approximately \$17,504.00 in outstanding property taxes. In accordance with the tax collection policy, accounts which are not paid, or have not made repayment arrangements by December 4<sup>th</sup>, 2025, will be sent to a collection agency. Final notices were mailed on November 3<sup>rd</sup>, 2025.

7.4.4 Provincial Offences Administration (POA) third quarter report, prepared by the Town of Fort Frances was received.

7.4.5 Ministry for Seniors and Accessibility 2026-2027 Seniors Community Grant information was received. This grant funding provides opportunities for seniors to stay active, educated and connected in their communities. Staff are working on the grant application and the deadline for applications is December 18<sup>th</sup>, 2025.

Resolution Number	Moved and Seconded	CARRIED
2025-191	SPUZAK/GLOWASKY	Carried
Be it resolved that: Council for the Township of Alberton hereby approves staff submit an application to the Ministry for Seniors and Accessibility, 2026-2027 Seniors Community Grant Program, supporting opportunities for seniors to stay active, educated and connected in their communities.		

7.4.6 Staff Training for the 2026 Municipal Election – information was reviewed on education opportunity for in-person training offered by AMCTO for the 2026 municipal elections and taking place in Thunder Bay on May 4<sup>th</sup>, 2026.

Resolution Number	Moved and Seconded	CARRIED
2025-192	SPENCE/SPUZAK	Carried
Be it resolved that: Council for the Township of Alberton hereby approves staff attendance, travel and registration fee of \$500.00 for in-person municipal election training on May 4th, 2026, at Thunder Bay City Hall, with travel reimbursement to be in accordance with the Municipal Expense Policy.		

7.4.7 Added item: Canada Summer Jobs Program information was reviewed. The program provides wage subsidies to employers from not-for-profit organizations, the public sector and private sector with 50 or fewer employees, to create quality summer employment opportunities for young Canadians.

  
 Mayor/Dep. Mayor Initials
   
 Clerk Initials

Staff are working on the program application and requesting approval to submit an application by the December 11<sup>th</sup>, 2025, deadline.

Resolution Number	Moved and Seconded	CARRIED
2025-193	GLOWASKY/SPENCE	Carried
Be it resolved that: Council for the Township of Alberton hereby approves an application to the Canada Summer Jobs Program be submitted; to create quality summer employment opportunities for young Canadians, and to provide quality summer work experiences and the development of skills for youth.		

7.4.8 Added item: Northwestern Health Unit (NWHU) correspondence dated November 12<sup>th</sup>, 2025, requiring organizations with emergency service workers, which includes volunteer fire departments, to have a designated officer for infectious disease exposures was received. As per the Public Services Health and Safety Association and the Northwestern Health Unit correspondence; this designated officer for infectious disease exposure requirement is mandatory, even for small, rural volunteer fire services. A designated officer must be available 24 hours a day as per Ontario Public Health Standards. The designated officer role is to assist with facilitating notification between emergency service workers and the local public health unit (NWHU).

**7.5 MAYOR/COUNCIL REPORTS**

- 7.5.1 Mayor Ford – no report
- 7.5.2 Councillor Glowasky – advised she attended a Recreation Committee meeting on Nov 5<sup>th</sup>, 2025
- 7.5.3 Councillor Spuzak – no report
- 7.5.4 Councillor Dennis – no report
- 7.5.5 Councillor Spence – Councillor Spence advised he attended the Joint Police Services Board meeting on October 20<sup>th</sup>, 2025, and the next meeting is scheduled for December 15<sup>th</sup>.

**8. REPORTS OF COMMITTEES AND BOARDS:**

**8.1 Rainy River District Municipal Association (RRDMA)**

8.1.1 Councillor Spuzak advised he attended the RRDMA meeting on November 12<sup>th</sup>, 2025, in Chapple. Planning is underway for the Annual General Meeting to take place on Saturday, January 10<sup>th</sup>, 2026, in Nestor Falls. A draft agenda for the January 10<sup>th</sup>, 2026, AGM was reviewed with a couple of speakers to be finalized in the next weeks.

Resolution Number	Moved and Seconded	CARRIED
2025-194	SPUZAK/GLOWASKY	Carried
Be it resolved that: Council for the Township of Alberton hereby approves the attendance and \$45.00 registration fee for: Peter Spuzak, Tyson Dennis (if available), Lisa Sheppard and Diane Glowasky at the Rainy River District Municipal Association (RRDMA)'s 35th Annual General Meeting to be held on Saturday, January 10th, 2026, at the Nestor Falls Community Hall, commencing at 9:00 a.m.		

8.1.2 District Community Safety and Well Being Plan – Clerk provided a verbal update regarding the update of the District Community Safety and Well Being Plan: The district clerks were to meet the afternoon of October 15, 2025; however the meeting has been rescheduled to Wednesday, November 26<sup>th</sup>, 2025 in Emo for the group to get together with DRRSB and determine next steps.

**8.2 District of Rainy River Services Board (D.R.R.S.B.)**

8.2.1 Mayor Ford attended the DRRSB board meeting earlier today and advised that a new four year agreement had been reached with the Land Ambulance. Request for Proposals (RFP's) regarding the Fifth Street and Frenette property have been posted. Work on a new Children Service Plan is well underway.

  
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 Mayor/Dep. Mayor Initials

  
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 Clerk Initials

8.2.2 Highlights Newsletter of the District of Rainy River Services Board Meeting of October 16<sup>th</sup>, 2025, was received.

**8.3 Recreation Committee**

8.3.1 Councillor Glowasky provided a verbal update - The Recreation Committee held a meeting on November 5<sup>th</sup>, 2025, to plan for the next event: Breakfast with Santa on Saturday, December 13<sup>th</sup>, 2025. Meghyn Hearn has been recruited to the Recreation committee and is a most welcome addition, and brings with her youth, enthusiasm and eagerness to help plan events.

Resolution Number	Moved and Seconded	CARRIED
2025-195	SPENCE/SPUZAK	Carried
<p>Be it resolved that: Recreation Committee members play a vital role in enhancing community well-being and help to plan and coordinate events and opportunities;</p> <p>Council for the Township of Alberton hereby welcomes and appoints Meghyn Hearn to the Alberton Recreation Committee, of which appointment is effective immediately.</p>		

**8.4 NOMA Board**

8.4.1 Northern Ontario Municipal Association (NOMA) Board media releases Oct 15-Nov 13, 2025, were received.

8.4.2 NOMA request for support dated November 3, 2025, regarding designation of Northern highway improvements as a national major project priority was received.

Resolution Number	Moved and Seconded	CARRIED
2025-196	GLOWASKY/SPENCE	Carried
<p>WHEREAS Northern Ontario's economic and social well-being depends on safe, reliable east-west and north-south transportation corridors, particularly Highways 11 and 17, which form the Trans-Canada Highway system across the region; and</p> <p>WHEREAS these highways carry significant volumes of commercial and passenger traffic, yet remain largely two-lane corridors that face frequent closures and safety risks due to weather, congestion, and collision exposure; and</p> <p>WHEREAS the four-laning of Highway 17 and modernization of Highway 11 remain long-standing goals of Northern communities; and</p> <p>WHEREAS the proven "2+1" highway design—alternating passing lanes separated by a continuous median barrier—has demonstrated safety outcomes comparable to full twinning, at substantially lower cost, land, and environmental impact, and can be scaled or converted to four lanes as traffic volumes increase; and</p> <p>WHEREAS the Government of Ontario has announced initial 2+1 pilot projects in Northern Ontario, providing an important opportunity to test and expand this model across other sections of the Trans-Canada network; and</p> <p>WHEREAS modernizing Highways 11 and 17 will improve safety, reduce closures, strengthen supply-chain reliability for mining, forestry, agriculture, energy, and tourism, and enhance national resilience and emergency response capacity; and</p> <p>WHEREAS a coordinated, phased 2+1 build program—prioritizing key Northern sections with high freight volumes and safety concerns—would deliver measurable benefits for communities, Indigenous partners, and the broader Canadian economy;</p> <p>NOW THEREFORE BE IT RESOLVED THAT the Council for the Township of Alberton supports the adoption and phased implementation of a 2+1 highway program on Highways 11 and 17 as a nation-building initiative; and</p> <p>THAT the Government of Canada be urged to recognize this initiative as a project of national interest under the Building Canada Act and to partner with Ontario to co-fund and accelerate planning, design, and construction; and</p> <p>THAT the Government of Ontario be encouraged to expand the current pilot to a full corridor-wide program, sequencing projects according to readiness, safety benefit, and economic importance; and</p> <p>THAT both levels of government ensure early, meaningful, and capacity-supported engagement with affected Indigenous Nations, including opportunities for training, contracting, and equity participation; and</p> <p>THAT the program incorporate consistent corridor-wide safety features (barrier-separated 2+1 cross-sections, controlled passing frequency, wildlife mitigation), resilience measures (closure reduction, climate adaptation), and clean-growth practices (EV-charging readiness, recycled aggregates, and low-carbon materials); and</p>		

  
Mayor/Dep. Mayor Initials

  
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THAT copies of this resolution be forwarded to the Prime Minister of Canada, the Premier of Ontario, the Minister of Transport (Canada), the Minister of Infrastructure (Canada), the Ontario Minister of Transportation, Northern MPs and MPPs, the Federation of Northern Ontario Municipalities (FONOM), the Northwestern Ontario Municipal Association (NOMA), the Association of Municipalities of Ontario (AMO), the Federation of Canadian Municipalities (FCM), the Rural Ontario Municipal Association (ROMA), and neighboring municipalities for endorsement.

8.4.3 NOMA save the date and information regarding NOMA annual general meeting and conference scheduled for April 22-24m 2026 in Thunder Bay was received.

**8.5 Rainy River District West O.P.P. Detachment Board**

8.5.1 Agenda package of the October 20<sup>th</sup>, 2025, meeting was received.

**9. OLD BUSINESS**

9.1 No items.

**10. NEW BUSINESS**

10.1 Options for voting methods for the 2026 municipal election were reviewed. Municipalities are required to pass a by-law before May1st in an election year to set out the voting method(s) to be utilized. Vote-by-mail is a popular choice in smaller municipalities, and combinations of different voting methods are encouraged to ensure accessibility to all voters. While internet voting options exist, they are cost prohibitive for smaller municipalities and may create barriers for some in a “tech-only” voting method. Staff will gather more research on what methods worked well in the past for smaller municipalities and will bring options back in the new year.

10.2 Annual calendar scheduling for 2026 regular Council meetings was reviewed. Discussion took place regarding day of the week scheduling and meeting start and adjournment times. With the current 7:00 p.m. start time, Council meetings often adjourn quite late which creates challenges. For the upcoming Council meeting on December 11, 2025, the CAO/Clerk-Treasurer will provide a proposed 2026 schedule of regular Council meetings, along with key dates for the 2026 municipal election, for Council’s approval. The 2026 meetings will begin at 4:30 p.m. to promote more efficient and cost-effective use of staff time, offer increased flexibility for scheduling presentations and delegations and to reduce late hour adjournments.

10.3 Ontario Municipal Partnership Fund 2026 funding notice and information were received.

10.4 Ministry of Municipal Affairs and Housing correspondence dated October 30, 2025, regarding Bill 17 and amendments to the *Development Charges Act, (1997)* was received.

10.5 Written request from Ted Galusha requesting approval to hire a contractor to slope ditch (approximately 20 feet) in the municipal road allowance on the west side of 1234 Hall Road was received.

Resolution Number	Moved and Seconded	CARRIED
2025-197	GLOWASKY/SPENCE	Carried
<p>Be it resolved that: WHEREAS Council has received a written request dated October 24th, 2025, attached herewith as “Schedule A”, from resident Ted Galusha requesting approval to slightly slope approximately 20 feet of ditch on the west side of his property at 123 Hall Road, in order to safely maneuver a lawn tractor in weeding and mowing his property;</p> <p>WHEREAS the request is to slightly slope approximately twenty (20) feet on the west side to allow ease in mowing and maintenance of weeds and shall not alter the depth or drainage of the ditch in any way;</p> <p>WHEREAS Mr. Galusha’s written request acknowledges that with winter approaching, this work will take place in the Spring of 2026, and that he will arrange a qualified hired contractor to perform the sloping work, and that there would be no cost to the Township, nor any damage to Township infrastructure;</p> <p>WHEREAS any work in or on a municipal road allowance requires the consent of Council;</p> <p>BE IT RESOLVED Council for the Township of Alberton supports Alberton residents and the pride they take in their properties and approves Mr. Galusha’s written request. The Contractor shall obtain the utility locates prior to</p>		

  
 Mayor/Dep. Mayor Initials
   
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commencing the work. Date and plan of work to be shared and coordinated with the Road and Park Superintendent, prior to any work commencing.

*Councillor Dennis arrived back to meeting at 9:28 p.m.*

- 10.6 Ontario Community Infrastructure Fund (OCIF) 2026 funding allocation and information was received.
- 10.7 Ministry of Environment, Conservation and Parks correspondence and information dated October 24, 2025, regarding finalization of amendments to two regulations under the *Environment Protection Act*, O.Reg 406/19 was received.
- 10.8 Preliminary draft of 2026 Budget and 2026 capital budget requests were reviewed. Increasing pressures on municipalities such as dramatic year-over-year levy increases in provincially downloaded services, new downloaded services such as Ontario One-Call annual fees, aging infrastructure, inflation and economic insecurity are just some of the challenges facing municipalities. Work to continue on the 2026 budget and brought back on the December and January agendas as further information comes in related to policing, ambulance and social service levy increases.

**10.9 REQUESTS FOR SUPPORT**

10.9.1 Municipality of Bluewater; regarding support for the Government of Canada to maintain climate change as a top national priority and continue to support municipalities in their efforts to mitigate and adapt to climate change through sustainable infrastructure funding was received.

2025-198	SPENCE/GLOWASKY	Carried
<p>WHEREAS Council for the Township of Alberton having considered correspondence from the Municipality of Bluewater, October 6th, Resolution; respectfully urging the Federal Government to keep climate change as a foremost national priority;</p> <p>AND WHEREAS urging the Government of Canada to maintain climate change as a top national priority, prioritize investments in clean energy and continue to support municipalities in their efforts to mitigate and adapt to climate change, including through sustainable infrastructure funding;</p> <p>FURTHER BE IT RESOLVED THAT Council for the Township of Alberton supports the above correspondence and requests a copy of this resolution be sent to the Municipality of Bluewater.</p>		

10.9.2 City of Cambridge; regarding support for rent protection for tenants and requesting the Province of Ontario provide adequate protection against excessive and malicious rent increases for all rental units occupied for residential purposes was received.

2025-199	GLOWASKY/SPENCE	Carried
<p>WHEREAS Council for the Township of Alberton having considered correspondence from the City of Cambridge, Resolution dated October 28, 2025, requesting the Province of Ontario provide adequate protection against excessive and malicious rent increases for all rental units occupied for residential purposes, while maintaining the ability for landlords to operate a viable and sustainable business;</p> <p>WHEREAS the need for affordable rental housing not only applies to new builds but also to the protection of existing affordable units, and the removal of rent control in 2018 on any new rental unit opened the door to excessive year over year rent increases and the resulting anxiety and mental anguish that come with unpredictable rental costs and loss of housing security;</p> <p>FURTHER BE IT RESOLVED THAT Council for the Township of Alberton support this correspondence and request a copy of this resolution be sent to the City of Cambridge.</p>		

10.9.3 Township of Assignack; regarding Mandatory Firefighter Certification and respectfully requesting the Province of Ontario amend the legislation to provide a two-year extension from July 1, 2026, to July 1, 2028, for the certification requirements to better accommodate the realities faced by volunteer firefighters was received.

2025-200	SPENCE/GLOWASKY	Carried
<p>WHEREAS Council for the Township of Alberton having considered correspondence from the Township of Assignack, Resolution # 97-10-2025, dated October 21, 2025, respectfully requesting the Province of Ontario amend the Mandatory Firefighter certification deadline from July 1, 2026 to July 1, 2028 and requests that the current two-year period for full certification from the date of hire be removed to better accommodate the realities faced by volunteer firefighters;</p>		

  
Mayor/Dep. Mayor Initials

  
Clerk Initials

FURTHER BE IT RESOLVED THAT Council for the Township of Alberton support this correspondence and request a copy of this resolution be sent to the Township of Assignack.

**11 PLANNING**

11.1 Adopt a By-law to amend the Official Plan to allow a site-specific policy to give an exemption for the subject land, 147 Oakwood Road, to be serviced with municipally piped water by way of an extension from the Town of Fort Frances, and execution of an Easement agreement with the Town of Fort Frances for work within the Alberton road allowance was reviewed.

2025-201	SPENCE/GLOWASKY	Carried
<p>WHEREAS Official Plan Amendment Application #OPA 2025-01 was submitted to Council for the Township of Alberton seeking approval of an Official plan amendment to allow piped municipal water and sewer services, should same become available, to be provided by the Town of Fort Frances to the property known for civic and 911 purposes as 147 Oakwood Road, being Part Lot 1, River Range, Crozier, PT 1, 48R4621, Alberton, PIN 56021-0769;</p> <p>AND WHEREAS Council for the Township of Alberton imposed certain contingencies by way of Resolution #2025-113 which it required to be completed to its satisfaction prior to approval of such amendment to By-Law #26/11, which contingencies have been fulfilled or addressed to the satisfaction of the Township;</p> <p>AND WHEREAS Council for the Township of Alberton deems it acceptable to amend By-Law #26/11 substantially in accordance with the requested amendment contained in Part B of the document provided by or on behalf of the Applicant;</p> <p>NOW THEREFORE Council for the Township of Alberton hereby authorizes that a By-Law to amend the Township of Alberton Official Plan By-Law #26/11, in the form attached hereto as Schedule "A", be introduced and read a first, second and third time, passed and numbered as By-Law 27/2025, and that said By-Law be signed by the Mayor or alternate, and the Clerk, sealed with e seal of the Corporation and be engrossed in the By-Law book;</p> <p>AND FURTHER THAT, subject to By-Law 27/25 coming into full force and effect, Council for the Township of Alberton hereby authorizes that a by-law:</p> <ol style="list-style-type: none"> <li>1. To approve execution of an Easement Agreement with the Town of Fort Frances in the form attached hereto as "Schedule B" to allow the Town of Fort Frances to provide the water and sewer services to the Property; and</li> <li>2. To approve execution of a Transfer of Easement in the form set out in Schedule "C" to the said Easement Agreement, Be introduced and read a first, second and third time, passed and numbered as By-Law 28/25, and that the said by-law be signed by the Mayor or alternate, and the Clerk, sealed with the seal of the Corporation and be engrossed in the By-Law book.</li> </ol>		

11.2 Clerk provided a verbal update of proposed changes to the *Planning Act*, that may impact minor variances and additional dwelling unit setbacks prescribed as a percentage. The CAO/Clerk-Treasurer attended an Ontario Association of Committee of Adjustments (OACA) Lunch and Learn session, where education and materials were provided regarding Committee of Adjustment decisions and reasoning to ensure any decision conforms with the *Provincial Planning Statement (PPS 2024)* as well as changes to the *Planning Act* likely to be proclaimed soon, that will impact setback distances, with a prescribed "as of right" if a proposal is within a prescribed percentage of the required setback (the minimum distance a building or structure must be from a property line) on specified lands. The changes work with *Ontario Regulation 299/19: Additional Residential Units*, to help create additional residential units, such as basement suites, by eliminating additional barriers related to setbacks. These changes to section 34 of the *Planning Act*, through Bill 60, aim to reduce the amount of minor variance applications to Committees of Adjustments. These changes would impact only those municipalities who currently provide municipal water and sewer services, but the legislation may be expanded in the future to all area areas including rural.

**12 INFORMATION AND PUBLIC ANNOUNCEMENTS**

12.1 Mayor Rob Burton of Oakville; correspondence dated October 19, 2025, regarding energy security and Enbridge Build Canada Now report were received.

  
 Mayor/Dep. Mayor Initials

  
 Clerk Initials

- 12.2 Association of Municipalities of Ontario (AMO)'s Newsletters and updates dated Oct 17th-Nov 13th were received.
- 12.3 Association of Municipalities of Ontario (AMO)'s Policy updates, news and information was received.
- 12.4 Rainy River Future Development Corporation welcomes 2025-2026 Board of Directors was received.
- 12.5 Ombudsman Ontario October 2025 newsletter was received.
- 12.6 Ministry of Agriculture, Food and Agribusiness November 2025 newsletter was received.
- 12.7 Government of Canada news release dated November 4, 2025, regarding Budget 2025: Canada Strong was received.
- 12.8 Municipal Employer Pension Centre Ontario correspondence dated November 7, 2025; Changes to OMERS governance was received.
- 12.9 Ministry of Environment, Conservation and Parks correspondence dated November 7, 2025, seeking feedback on proposed boundaries for the consolidation of Ontario's 36 conservation authorities into regional authorities was received.

**13 IN CAMERA – CLOSED MEETING SESSION**

13.1 No items.

**14 ADJOURNMENT**

Resolution Number	Moved and Seconded	CARRIED
2025-202	SPENCE/GLOWASKY	Carried
Be it resolved that: A By-Law to confirm the proceedings of Council for the Township of Alberton conducted at its November 20 <sup>th</sup> , 2025 regular Council meeting be introduced and read a first, second and third time, passed and numbered as By-Law #29/25, and that said By-Law be signed by the Mayor or Alternate, and the Clerk, sealed with the seal of the Corporation, and be engrossed in the By-Law book.		

Resolution Number	Moved and Seconded	CARRIED
2025-203	GLOWASKY/SPENCE	Carried
Be it resolved that: This meeting of Council for the Township of Alberton shall be and is hereby adjourned at 10:14 p.m.		



\_\_\_\_\_  
Mayor (or designated alternate Deputy Mayor)



\_\_\_\_\_  
Clerk (or Deputy Clerk)



\_\_\_\_\_  
Mayor/Dep. Mayor Initials



\_\_\_\_\_  
Clerk Initials