Corporation of the Township of Alberton

Council for the Township of Alberton held its Regular Meeting of Council on Thursday, May 21, 2026, at 4:30 p.m., in person with the following present:

Mayor:	Mike Ford
Councillors:	Diane Glowasky, Peter Spuzak, Shawn Spence, Tyson Dennis
Appointed Officers:	Lisa Sheppard, CAO/Clerk-Treasurer, Vance Brusven, Road and Park Superintendent

Visitors:

CALL TO ORDER:

Mayor Ford called the meeting to order at 4:32 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.

1. **ADDED ITEMS:** None

2. **ADOPTION OF THE AGENDA:**

Resolution Number	Moved and Seconded	CARRIED
2026-068	SPENCE/GLOWASKY	Carried
Be it resolved that; Council for the Township of Alberton hereby approves the agenda as circulated for the May 21st, 2026, regular Council meeting.		

3. **DISCLOSURE OF INTEREST:** None
4. **MINUTES – PREVIOUS MEETING:**

Resolution Number	Moved and Seconded	CARRIED
2026-069	DENNIS/SPENCE	Carried
Be it resolved that: The minutes of the April 16th, 2026, regular Council meeting are approved as circulated.		

5. **REPORTS of MUNICIPAL OFFICERS**

5.1 **ROADS, PARKS and GROUNDS**

5.1.1 Road and Park Superintendent's written report was received. Culvert markers are being installed and brushing and debris removal around culvert ends is underway. Two (2) signs damaged due to winter weather were replaced this week. Pothole maintenance is ongoing. Frog Creek grader work performed and the parking lot at the park received maintenance and fill material in low spots. Attended a Drainage Course through the University of Guelph on May 13th which was very informative with thanks to the Township of Chapple for helping to organize this training closer to home.

5.1.2 Joint Health & Safety Committee written report of May 12th, 2026, was received. Staff to arrange for ceiling remediation of the ceiling and repair at the grader garage. No other items requiring attention were identified on the report.

5.1.3 Rink and Park Update – Pickleball nets and basketball nets were installed for the enjoyment of residents. Lots of garbage picked up and removed from the park, rink areas and the Bog Walk. Maintenance on mower equipment has been completed, with a potential new tire needed on the mower.

5.1.4 Culvert replacement on Frog Creek Road, a shared roadway; planning for the twin corrugated culvert replacement is underway and engineered drawings will be ready for the first week of June and preparation of Request for Quote (RFQ) documents is underway. A preliminary draft traffic plan for project was reviewed. A temporary daily road closure at the site will be required to ensure safety.

Resolution Number	Moved and Seconded	CARRIED
2026-070	GLOWASKY/DENNIS	Carried
Be it resolved that: Council for the Township of Alberton authorizes an invitation quote procurement process for the like-for-like twin culvert replacement on Frog Creek Road, with quotations received to be reviewed by Council at the June 18th, 2026, meeting.		

5.1.5 Ontario's Accelerated High Speed Internet Program (AHSIP) Project has begun within Alberton. The Government of Ontario committed nearly $4 billion dollars to ensure anyone in Ontario who wants to connect to high-speed internet will be able to do so by the end of 2028. This provincial project and investment will help ensure that every household and business, in every community, will have access to the digital world. Utility locates have been completed and infrastructure installation has begun.

Road and Park Superintendent departed the meeting at 5:04 p.m.

5.2 **VOLUNTEER FIRE DEPARTMENT**

5.2.1 The Fire Chief was not in attendance, no written report received. The CAO/Clerk-Treasurer spoke to the agenda items numbered 5.2.2 through 5.2.5.

5.2.2 Emergency Management Ontario (EMO) Amethyst Sector May Newsletter was received.

5.2.3 EMO Provincial Emergency Operations Centre correspondence of April 20th, 2026, providing information on available resources to respond to emergencies and significant threats to Ontario's communities was received as information.

5.2.4 Office of the Fire Marshall's memo dated April 13, 2026, providing information on united efforts for communicating fire safety messaging across the province was received as information.

5.2.5 Alberton Volunteer Fire Department – Brigade Captain position

Resolution Number	Moved and Seconded	CARRIED
2026-071	SPENCE/DENNIS	Carried
Be it resolved that: Council for the Township of Alberton accepts the resignation of Mike Barlow from the officer role of Captain with the Alberton Volunteer Fire Department, effective May 13th, 2026. During his time as Captain, Mike demonstrated professionalism, integrity and a commitment to public safety, and he will remain on as a valued volunteer member with the brigade.		

5.2.6 By-law to adopt an updated Automatic Aid Agreement between the Townships of Alberton, Chapple, Emo and LaVallee and the Town of Fort Frances

Resolution Number	Moved and Seconded	CARRIED
2026-072	GLOWASKY/SPENCE	Carried
Be it resolved that: A By-Law to adopt an updated Automatic Aid Agreement between the Townships of Alberton, Chapple, Emo, LaVallee and the Town of Fort Frances attached as "Schedule A", be introduced and read a first, second and third time, passed and numbered as By-Law # 38/26 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.		

5.2.7 By-law to renew an Agreement with Kenora Central Ambulance Communication Centre (CACC) for Fire Dispatch

Resolution Number	Moved and Seconded	CARRIED
2026-073	GLOWASKY/DENNIS	Carried
Be it resolved that: A By-Law to execute a renewal agreement with the Kenora CACC/Lake of the Woods District Hospital for District Fire Services dispatch be introduced and read a first, second and third time, passed and numbered as By-Law # 39/26, 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.		

5.3 **CBO/By-Law ENFORCEMENT OFFICER**

5.3.1 CBO's Alberton Monthly Building Report for April 2026 was received.

5.3.2 CBO's AMBIS Monthly Building Report for April 2026 was received.

5.3.3 Update from the annual AMBIS partners meeting held on April 27, 2026, included chapter news from the Ontario Building Official Association, and an update on the Province of Ontario hiring of a third-party to go through the latest Building Code to determine potential additional revisions to further align Ontario's Building Code with the National Building Code Standards. Septic tank and field inspections in Sudbury and North Bay have been downloaded from the health units to municipalities in both those areas. The AMBIS Committee reviewed the CBO's annual Employee Performance Evaluation and discussion on CBO succession planning took place.

Resolution Number	Moved and Seconded	CARRIED
2026-074	SPENCE/DENNIS	Carried
Be it resolved that: Council for the Township of Alberton hereby supports the Area Municipal Building Inspection Services (AMBIS) Committee's resolution and confirms that the annual Consumer Price Index increase in remuneration payable to the Chief Building Official (CBO), in accordance with his employment contract, is and shall be 1.888%, effective May 1st, 2026, as set out in the Consumer Price Index – All Items annualized table for Ontario and as published online by Statistics Canada, and attached herewith.		

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

5.4.1 CAO/Clerk-Treasurer's Report was received. Nominations now open for the Municipal Election this fall. Nominations for Mayor and four (4) Councillors accepted until 2:00 pm on August 21st, 2026. CAO/Clerk-Treasurer attended election training in Thunder Bay on May 4th, 2026, offered by AMCTO. Candidate packages are available on the Township's website or in-person at the office. Candidates are encouraged to call the office to book an appointment to file their nomination papers.

5.4.2 Property Tax Report was received. There are $28,470.55 in outstanding interim taxes past due. Past due notices were mailed on April 6th and again on May 4th. Final tax billings will be prepared the first week of June and will be due by July 31, 2026.

5.4.3 Ministry of Municipal Affairs and Housing correspondence dated April 23, 2026, regarding municipal 2026 Annual Repayment Limit was received as information.

5.4.4 CCBF Association of Municipalities of Ontario (AMO) – correspondence dated April 27, 2026 – each year CCBF/AMO conducts random audits of the program to monitor compliance and conditions governing the use of the CCBF (Canada Community Building Fund) and Alberton has been randomly selected for the year 2025. BDO LLP are the auditors for the fund and will reach out in June to perform the audit.

5.4.5 Provincial Offences Administration (POA) 2025 Q4 Report prepared by the Town of Fort Frances was received as information.

5.4.6 Association of Municipalities (AMO) Local Leadership Foundations will be offering a new learning program designed specifically for Ontario's municipal elected officials and will be a valuable resource for new Councils post-election. Staff have signed up for the waitlist for more information on the roll-out of this program.

5.4.7 Information on the Proposed amendments to the *Municipal Act, Municipal Elections Act, O.Reg 530/22, Bills 105 and 98* was received as information.

5.4.8 Circular Materials correspondence dated April 30, 2026, communities Outside of Transition Blue Box Collection – indicating there are 32 municipalities remaining to be onboarded to the Blue Box Program, including Alberton. Circular Materials advises they are striving to provide residential Blue Box Collection service to all communities on the Outside of Transition List within the final quarter of 2026.

5.4.9 2026 Municipal Election - Clerk's Procedures, Forms and Election Specific Accessibility Plan was reviewed. Copies will be available at the Office during regular business hours and will be part of the candidates filing package.

5.4.10 Community Clean-Up Event – in the spirit of Provincial Day of Action on Litter, Northern Bin Rentals and the Township of Alberton are hosting a Community Clean-up Event on Saturday, June 6th, 2026. Working together for a greener future on June 6, 2026.

5.5 **MAYOR and COUNCIL REPORTS**

5.5.1 Verbal Report – Mayor Ford, no items

5.5.2 Verbal Report – Councillor Glowasky advised she attended the AMBIC Committee meeting that was held on April 27th, 2026.

5.5.3 Verbal Report – Councillor Spuzak, no items

5.5.4 Verbal Report – Councillor Dennis, no items

5.5.5 Verbal Report – Councillor Spence advised he was unable to attend the joint district O.P.P. Detachment Board Meeting that was held on Friday, May 15, 2026.

6. REPORTS OF COMMITTEES AND BOARDS:

6.1 RAINY RIVER DISTRICT MUNICIPAL ASSOCIATION (RRDMA):

6.1.1 Verbal Report by Councillor Spuzak. The RRDMA's General meeting was held the evening of May 20th, 2026, in Rainy River. Councillor Spuzak shared that the meeting was well attended, and three guest speakers provided presentations: (1) Mr. Sims and Mr. Bruyere from Coeur Mine, (2) Teika Newton from Lake of the Woods Water Sustainability Foundation and (3) Angela Halvorsen-Smith from Rainy River Future Development Corporation. The RRDMA approved a $.10 cent increase to the per capita levy to municipalities and discussed reducing the number of general meetings held per year.

6.2 District of Rainy River Services Board (D.R.R.S.B.):

6.2.1 Mayor Ford was unable to attend the general DRRSB meeting this morning at 10:00 a.m. however, he did attend the Building & Service Review Committee Meeting earlier this afternoon, where an update was provided on the exploratory redevelopment work that is underway for the fifth street property. The site is being reviewed for two potential uses: affordable housing on the vacant land and renovation of the existing building for child care spaces.

6.2.2 DRRSB minutes of March 19th, 2026, and the agenda package of April 16th, Board meeting was received as information.

6.3 RECREATION COMMITTEE:

Councillor Glowasky provided a verbal update from the recent Recreation Committee meeting of May 12th, 2026. Plans are underway for the July 1st Family event, with popcorn, freezies, lemonade, a food truck, bike decorating and lots of games. The May 30th Market event is fast approaching along with the Community Clean-up Event on June 6th, and the Committee is looking at planning another fall corn roast event.

6.4 **NOMA BOARD:**

6.4.1 Northern Ontario Municipal Association (NOMA) Communications from April 11th to May 14th, 2026, received as information.

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

6.5.1 Minutes of March 30th, 2026, meeting and agenda package of May 15th, 2026, meeting, received as information.

7. DEPUTATIONS, PETITIONS and PRESENTATIONS

7.1 No items.

8. FINANCES AND ACCOUNTS

8.1 Accounts Payable for April, including online bill payments and Visa payments, Council, Payroll

Resolution Number	Moved and Seconded	CARRIED
2026-075	GLOWASKY/SPENCE	Carried

Be it resolved that: Council for the Township of Alberton hereby approves payment of the following Accounts Payable for the prior month of April 2026:

1. $257, 693.24 for general accounts payable, online bill and Visa payments, and transfers to investment funds;
2. $2, 376.71 for payments made to Council; and
3. $19, 317.72 for Township staff payroll including mileage, prior to apportionment of CBO Costs including mileage.

8.2 Financial Reports for Prior Month:

8.2.1 Revenues and Expenditures to April 30, 2026

8.2.2 Financial Reports to April 30, 2026

8.2.3 Monthly Investment Funds Summary to April 30, 2026

Resolution Number	Moved and Seconded	CARRIED
2026-076	DENNIS/GLOWASKY	Carried

Be it resolved that: Council for the Township of Alberton hereby acknowledges receipt of and approves the following financial reports provided to it:

1. Statement of Revenue and Expenditures to April 30, 2026;
2. Financial Reports by Department to April 30, 2026; and
3. ONE Monthly Investment Funds Summaries for:

(a) Grants, Reserve Funds HISA to April 30, 2026; and

(b) Current/Excess Funds HISA to April 30, 2026.

9. OLD BUSINESS

9.1 No items.

10. NEW BUSINESS:

10.1 District Vet Committee's written correspondence received April 7, 2026, regarding municipal vet fees are no longer required to be collected with the Northern Economic Development and Growth to now work directly with Vet Clinics going forward was received as information.

10.2 Ministry of Municipal Affairs and Housing correspondence received April 22, 2026, regarding amendments to *O.Reg 584/06*, under the *Municipal Act*, changes coming into force on July 16, 2026 regarding municipal stormwater fees was received as information.

10.3 Ministry of Environment, Conservation and Parks written correspondence received April 22, 2026, regarding a new proposal and proposed changes to the requirements for was disposal sites was received as information.

10.4 Ministry of Environment, Conservation and Parks written correspondence received April 20, 2026, regarding proposed *Environmental Assessment Act* amendments to improve the comprehensive environmental assessment process.

10.5 Province of Ontario announcement of April 24, 2026; Northern Ontario Resource Development Support (NORDS) Fund to continue for 144 northern municipalities was received as information. Specific details for the NORDS program continuation will follow in the coming weeks.

10.6 June Pride

Resolution Number	Moved and Seconded	CARRIED
2026-077	GLOWASKY/SPENCE	Carried

Be it resolved that: Pride events across Canada and around the world promote diversity, equity, and inclusion and take a positive stance against discrimination, hatred, and violence towards 2SLGBTQIA+ people (two-spirit, lesbian, gay, bisexual, trans, queer/questioning, intersex, and asexual people);

AND WHEREAS symbols, messages, and public leadership in support of Pride are necessary to show a community's sense of welcome and belonging for 2SLGBTQIA+ individuals and families, and its care for 2SLGBTQIA+ identifying youth;

AND WHEREAS acknowledging and participating in Pride underscores and affirms our respect for the dignity, equality, and visibility of 2SLGBTQIA+ people and families;

AND WHEREAS 2SLGBTQIA+ people – and especially trans and gender diverse people – continue to be unfairly targeted with hatred and violence;

AND WHEREAS The month of June is recognized in Canada and around the world as Pride Month, a time to celebrate diversity, promote inclusion, and recognize the valuable contributions of the 2SLGBTQI+ community to the social, cultural and economic fabric of our community;

AND WHEREAS Pride Month serves as an opportunity to honour the strength, resilience and advocacy of 2SLGBTQI+ individuals, celebrating the progress made, recognizing the work still ahead, and standing united in support for equality for all;

FURTHER BE IT RESOLVED THAT Council for the Township of Alberton is committed to fostering safe, inclusive, and welcoming spaces for all, and encourages all citizens to reflect and work together on equality, acceptance, and inclusion for all people throughout the year.

10.7 Ministry of Emergency Preparedness and Response- written correspondence received May 7, 2026, advising the Township of Alberton met all thirteen (13) CEMC program requirements for 2025 was received as information.

10.8 Honourable George Pirie, Minister of Northern Economic Development and Growth correspondence received May 8, 2026, regarding the official launch of the 2026 Northern Ontario tourism social media campaign received as information.

11. PLANNING:

11.1 Ministry of Municipal Affairs and Housing correspondence received April 23, 2026, regarding information on the Proposed Regulation under the *Planning Act* and Complete Application Requirements with Early Municipal Alignment Encouraged for municipalities working on updating Official Plans was received.

11.2 Update from FOTENN regarding the next steps for the new Official Plan and Zoning Bylaw and scheduling a Public Open House was received.

Resolution Number	Moved and Seconded	CARRIED
2026-078	SPENCE/GLOWASKY	Carried

Mayor/Dep.Mayor Initials

Clerk Initials

Be it resolved that: Council for the Township of Alberton confirms a Special Council Meeting for Thursday, June 25, 2026, commencing at 4:30 p.m., as part of the review of its Official Plan; and
WHEREAS The purpose of the meeting is to discuss the revisions that are required to the current Official Plan, adopted in 2017, to ensure that it conforms with applicable provincial plans, has regard to matters of provincial interest under section 2 of the Planning Act, and is consistent with policy statements issued under section 3(1) of the Planning Act;
AND FURTHER BE IT RESOLVED that a Public Open House be scheduled to immediately follow on June 25th, 2026, at the Township of Alberton Office, to allow the public to review the Official Plan, ask questions, and provide feedback and comments.

12. INFORMATION and PUBLIC ANNOUNCEMENTS:

12.1 Association of Municipalities of Ontario (AMO)'s Newsletters and updates April 10th to May 15th, 2026
12.2 Ministry of Agriculture, Food and Agribusiness May 2026 newsletter
12.3 Rural Ontario Municipal Association (ROMA) April 16th, 2026, Board Highlights
12.4 Ontario Ombudsman April 2026 newsletter
12.5 Hydro One's new Municipal Newsletter, received April 21, 2026
12.6 Ministry of Natural Resources correspondence dated April 30, 2026, regarding the Regulations under the *Geologic Carbon Storage Act, 2025*
12.7 Municipal Propoerty Assessment Corporation (MPAC) Newsletter received May 5, 2026
12.8 Email communication from N. Plante dated May 7, 2026, regarding a proposed development
12.9 Northwestern Health Unit's 2025 Financial Statements
12.10 Immigration Ontario correspondence dated May 8, 2026, regarding Expression of Interest in participating in the next phase of Ontario's regionalization efforts aimed at supporting local labour market needs
12.11 Minister of Seniors and Accessibility, Honourable Raymond Cho's correspondence dated May 14, 2025, with information on the Ontario Seniors-Let's Get Moving program and the importance of supporting older adults

The above Section 12 Information and Announcement items were received as information.

13. IN CAMERA– CLOSED MEETING SESSION

13.1 Resolution to go in-camera as permitted for one item under Section 239(2)(f) advice that is subject to solicitor-client privilege, including communication necessary for that purpose, the general nature thereof is to receive communication regarding CV-2600000006-0000, and items under Section 239(2)(d) labour relations or employee negotiations; the general nature thereof is Employee Performance Evaluations (EPE's) for the CAO/Clerk-Treasurer and Administrative Assistant/Deputy Clerk.

Resolution Number	Moved and Seconded	CARRIED
2026-079	GLOWASKY/DENNIS	Carried

Be it resolved that: Council for the Township of Alberton hereby moves to an in-camera session at 6:24 p.m. for the purpose of discussing matters affecting the municipality as permitted by Section 239 of the Municipal Act, 2001 which allows a meeting or part of a meeting to be closed to the public for the following subject matter to be considered: one item under Section 239 (2) (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose, the general nature thereof is to receive communication regarding CV-2600000006-0000, and items under Section 239 (2) (d) labour relations or employee negotiations; the general nature thereof is Employee Performance Evaluation (EPE's) for the CAO/Clerk-Treasurer and Administrative Assistant/Deputy Clerk.

13.2 Return to open session

Resolution Number	Moved and Seconded	CARRIED
2026-080	SPENCE/DENNIS	Carried

Be it resolved that: Council for the Township of Alberton hereby returns to an open session at 7:00 p.m.

Mayor/Dep.Mayor Initials

Clerk Initials

Resolution Number	Moved and Seconded	CARRIED
2026-081	GLOWASKY/SPENCE	Carried
Be it resolved that: Council for the Township of Alberton upon review of an Employee Performance Evaluation (EPE), hereby confirms a merit-based wage increase as discussed in-camera, for the Administrative Assistant/Deputy Clerk position, to be effective upon her three years of service anniversary date of May 29th, 2026.		

Resolution Number	Moved and Seconded	CARRIED
2026-082	SPENCE/GLOWASKY	Carried
Be it resolved that: Council for the Township of Alberton upon review of an Employee Performance Evaluation (EPE), hereby confirms a merit-based wage increase as discussed in-camera, for the CAO/Clerk-Treasurer position, to be effective upon her three years of service anniversary date of May 29th, 2026.		

14. ADJOURNMENT

14.1 By-law to confirm proceedings of current meeting

Resolution Number	Moved and Seconded	CARRIED
2026-083	SPUZAK/DENNIS	Carried
Be it resolved that: A By-Law to confirm the proceedings of Council for the Township of Alberton conducted at its May 21st , 2026 regular Council meeting be introduced and read a first, second and third time, passed and numbered as By-Law # 40/26, 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.		

14.2 Adjournment

Resolution Number	Moved and Seconded	CARRIED
2026-084	SPENCE/GLOWASKY	Carried
Be it resolved that: That this regular meeting of Council for the Township of Alberton shall be and is hereby adjourned at 7:02 p.m.		

Mayor (or designated alternate Deputy Mayor)

Clerk (or Deputy Clerk)

Mayor/Dep.Mayor Initials

Clerk Initials