Corporation of the Township of Alberton

Council for the Township of Alberton held its Regular Meeting of Council on Thursday, October 15, 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, James Woods, Fire Chief

Visitors:

CALL TO ORDER:

Mayor Ford called the meeting to order at 4:31 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: 2026-136
Moved and Seconded: SPENCE/DENNIS
Be it resolved that; Council for the Township of Alberton hereby approves the agenda as circulated for the October 15th, 2026, regular Council meeting.
Motion Carried.

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

Resolution Number: 2026-137
Moved and Seconded: SPUZAK/SPENCE
Be it resolved that; The minutes of the September 17th, 2026, regular Council meeting are approved as circulated.
Motion Carried.

5. **REPORTS of MUNICIPAL OFFICERS**

5.1 **ROADS, PARKS and GROUNDS**

5.1.1 Road and Park Superintendent's written report was received. Pothole maintenance and repairs are routine and ongoing, and Oakwood Road required considerable pothole maintenance earlier this week. Frog Creek Road was graded the first week of October. Staff completed JHSC Certification, Part Two training on October 7th. The inside of the Rink Shack received a coat of paint and grounds maintenance is ongoing. Brush clearing from culvert ends and culvert inspections continue. Locates have been received for upcoming culvert work

and the fencing parts have been received for maintenance at the Firehall. The plow truck received its annual safety inspection earlier today and is now back in service.

5.1.2 Joint Health & Safety Committee written report of October 8th, 2026, was received; it was noted that a few of the landscaping ties around the exercise equipment have aged, are shifting and will require replacement in the future. Biological hazards, specifically toilet paper and bodily fluids were discovered near the covered ice surface. The Road and Park Superintendent immediately remediated and sanitized both areas upon discovery. Park users are reminded that multiple refuse containers are available throughout the grounds and are urged to utilize them for proper disposal. No other items noted.

5.1.3 Review preliminary planning for accessible ramp project – discussion took place regarding planning for the future ramp project. A Community Open House will be planned in the near future to welcome feedback, ideas and everyday details to ensure the ramp works beautifully for everyone.

5.1.4 Prescribed Mandatory OPSS.MUNI Standards beginning July 1, 2027 – Information on *O.Reg 283/26* under the *Public Transportation and Highway Improvement Act* was received. Beginning July 1, 2027, municipalities will be required to ensure applicable municipal road projects conform to prescribed mandatory OPSS.MUNI standards. Further information, implementation planning and municipal engagement activities will take place in the coming months to assist in preparing for July 1, 2027.

Road and Park Superintendent departed the meeting at 4:50 p.m.

5.2 **VOLUNTEER FIRE DEPARTMENT** *(note: Fire Department section of the agenda was deferred until 5:48 p.m. to accommodate Fire Chief's previous commitment)*

5.2.1 The Fire Chief provided a written report. The department is awaiting an estimated delivery date for the bunker gear equipment for new members and various replacement gear for existing members. 2026 Training is going smoothly, and the brigade is transitioning to preparing for winter operations. Two call-outs for response were received recently for carbon monoxide alarms. CEMC planning for yearly reporting requirements to Emergency Management Ontario is underway, and is to be scheduled for Tuesday, December 1st, 2026, at 4:30 p.m. Joint operations and mutual aid-based training is schedule for late fall. One generator required maintenance which has been completed, and it is now back in service. Planning for the brigade participation in the annual Trunk or Treat Event is underway. The annual pump and ladder test for unit 9-1 was completed by Keewatin Fire on October 1st, 2026. Applications for the 2026-2027 Fire Prevention Cancer Protection Grant and the Community Wildland Fire Preparedness Grant were submitted.

Resolution Number: 2026-138

Moved and Seconded: SPUZAK/SPENCE

Be it resolved that; WHEREAS the Township of Alberton has previously completed the Ontario FireSmart Program and developed an approved Community Wildland Fire Protection Plan (CWPP), and may be eligible for implementation grant funding for education, prevention and preparedness;

FURTHER BE IT RESOLVED Council for the Township of Alberton hereby supports an application be submitted to the Ministry of Natural Resources, Ontario FireSmart Communities Implementation Grant Program.

Motion Carried.

Resolution Number: 2026-139

Moved and Seconded: GLOWASKY/SPENCE

Be it resolved that; Council for the Township of Alberton hereby schedules the date of Tuesday, December 1st, 2026, beginning at 4:30 p.m. for the Emergency Management Group's annual review of the municipal emergency management program, with the attendance required for the members listed below.

- CEMC

- CEMC Alternate
- Mayor
- Deputy Mayor
- Information Officer
- Information Officer Alternate
- Road and Park Superintendent

Motion Carried.

5.2.2 Emergency Management Ontario – Newsletter dated October 1, 2026, was received as information.

5.2.3 AVFD Member Farewell and Recognition of Service

Resolution Number: 2026-140

Moved and Seconded: DENNIS/SPENCE

Be it resolved that; Council for the Township of Alberton accepts the resignation of Ron Cameron from the Alberton Volunteer Fire Department. Council extends its gratitude and heartfelt thanks to Ron, recognizing his long-standing dedication, service and commitment to the community. While he steps away to focus on family, and should future circumstances allow, Mr. Cameron would be warmly welcomed back to the brigade. Motion Carried.

Fire Chief Woods departed the meeting at 6:01p.m.

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

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

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

5.3.3 CBO's Building Information Report for September 2026 was received.

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

5.4.1 CAO/Clerk-Treasurer's Report was received and included the following: Staff finalized an update to the Purchasing and Procurement Policy as well as prepared a Privacy Impact Assessment Policy. Staff are also working on updating the Council History Through the Years archives. The history had been previously documented up to 1991, and archiving up to present day is almost complete. A vacation request for the CAO/Clerk-Treasurer from January 4th to 8th, 2027, was approved by Council.

5.4.2 Property Tax Report was received. Final tax billings were due by July 31, 2026. As of October 8th, there was $19, 069.00 in outstanding property taxes past due. Past due notices were mailed on October 1st, 2026.

5.4.3 Canada Summer Jobs Program 2027 information was received. Staff prepared a 2026 reconciliation of the program funding. Recipients of the federal program receive partial funding to assist with implementation for youth employment opportunities. The 2026 Township portion of this program was $2,763.72 and provided an important and valuable opportunity for youth work experience. Discussion took place regarding the success of the program this year and consideration for continued participation in the 2027 budget.

5.4.4 Association of Municipalities of Ontario (AMO) New Lead Where You Live learning module information – Staff attended an overview session on September 29th for the launch of the new AMO's on-line member of council training platform. It is designed to be self-directed with sessions scheduled through early 2027. Pricing per person for each module is $275.00, with five modules available.

5.4.5 Build Communities Strong Fund (formerly CCBF), final Report on CCBF Procedures 2025 was received. The Township had been randomly selected for an audit of 2025. The final audit is now complete with no issues noted on the final report.

5.4.6 Dates scheduled for the Interim and Year-End Audit – the Interim audit has been scheduled for Monday, December 7th, 2026, and the year-end audit is scheduled for the week of February 16th to 19th, 2027.

5.4.7 Onboarding of Curbside Blue Box recycling for eligible residents – the Clerk provided an update regarding onboarding for Communities Outside the Transition for curbside blue box recycling. Circular Materials is responsible to the province for the onboarding of communities. As per the *O. Reg 391/21* under the *Resource Recovery and Circular Economy Act, 2016* legislation; the program is available to those residents of Ontario who have curbside garbage collection. Curbside garbage collection is privately arranged within the Township and those residents who have arranged for curbside garbage collection will be eligible for curbside recycling collection, with a planned target date of Spring 2027. Staff will work with Circular Materials in the next few months to assist with onboarding of eligible residents.

5.5 **MAYOR and COUNCIL REPORTS**

5.5.1 Verbal Report – Mayor Ford, a discussion took place regarding Ontario's recent time change announcement of October 13, 2026, to align Northwestern Ontario with Manitoba, and permanently observing Daylight Savings Time (DST). Community leaders across the Northwest met with Hon. Greg Rickford and MPP Sol Mamakwa regarding Manitoba's decision, where there was overwhelming support to align with Manitoba. Many communities conducted surveys and Alberton did the same. The Township's survey had great participation, and the results were 85% in favour of aligning with Manitoba and observing permanent DST and no longer having seasonal time changes.

Resolution Number: 2026-141

Moved and Seconded: DENNIS/SPENCE

Be it resolved that; WHEREAS the Government of Manitoba has officially ended seasonal time changes to remain on permanent Daylight Savings Time; and

FURTHER BE IT RESOLVED that the Council for the Township of Alberton is in favour of remaining on Daylight Savings Time to ensure time consistency with the Province of Manitoba.

Motion Carried.

5.5.2 Verbal Report – Councillor Glowasky provided an update from the ad hoc Riverside Health Care (RHC) and Rainy River District Municipal Association (RRDMA) Communication Committee. RHC has met four times with the ad hoc communications committee this year to support collaboration and relationship building relating to challenges and opportunities. Physician recruitment continues to be a focus, and RHC is developing a Master Service and Capital Plan. Councillor Glowasky advised the next adhoc RRDMA and RHC Communication meeting is scheduled for October 20th, 2026.

5.5.2 Verbal Report – Councillor Spuzak, no items

5.5.3 Verbal Report – Councillor Dennis, no items

5.5.4 Verbal Report – Councillor Spence, no items

6. REPORTS OF COMMITTEES AND BOARDS:

6.1 RAINY RIVER DISTRICT MUNICIPAL ASSOCIATION (RRDMA):

6.1.1 Councillor Spuzak reported that the next RRDMA meeting is scheduled for October 22nd at 10:00 a.m. in Barwick.

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

6.2.1 Highlights and agenda of the September 17th, 2026, regular board meeting were received as information. Mayor Ford attended the board meeting earlier today (October 15, 2026), where the following items were considered; a report on the opening of a daycare located within the new Rainy River School, a report on a 54-unit affordable rent proposal has

progressed to phase two, and a report and update on Rose Manor. The next DRRSB regular board meeting will be scheduled for January 2027.

6.2.2 DRRSB September Newsletter was received as information.

6.3 **RECREATION COMMITTEE:**

Councillor Glowasky reported that the annual Fall BBQ and corn roast, held on Sunday, September 20th was a wonderful event. The hamburgers and corn were awesome, and everyone had a great time visiting and enjoying the park. These events are a success because of the community, the dedicated Recreation Committee, Student Volunteers and our Alberton Volunteer Fire Department members. Thank you to everyone who attended and helped.

6.4 **NOMA BOARD:**

6.4.1 Northern Ontario Municipal Association (NOMA) Communications from September 11th to October 8th, 2026, received as information.

6.4.2 Minutes of the NOMA Board of Directors Meeting held on June 17, 2026, were received as information.

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

6.5.1 Agenda Package of the September 18th, 2026, meeting and minutes of the May 15th, 2026, meeting were received as information.

7. DEPUTATIONS, PETITIONS and PRESENTATIONS

7.1 No items.

8. FINANCES AND ACCOUNTS

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

Resolution Number: 2026-142

Moved and Seconded: SPENCE/DENNIS

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

1. $132, 691.07 for general accounts payable, online bill and Visa payments, and transfers to investment funds;
2. $1, 272.52 for payments made to Council; and
3. $20, 436.97 for Township staff payroll including mileage, prior to apportionment of CBO Costs including mileage.

Motion Carried.

8.2 Financial Reports for Prior Month:

8.2.1 Revenues and Expenditures to September 30, 2026

8.2.2 Financial Reports to September 30, 2026

8.2.3 Monthly Investment Funds Summary to September 30, 2026

Resolution Number: 2026-143

Moved and Seconded: DENNIS/SPENCE

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 September 30, 2026;
2. Financial Reports by Department to September 30, 2026; and
3. ONE Monthly Investment Funds Summaries for:

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

(b) Current/Excess Funds HISA to September 30, 2026.
Motion Carried.

9. OLD BUSINESS

9.1 No items.

10. NEW BUSINESS:

10.1 Revised Financial Statements and Partner Contributions for Provincial Offences Administration (POA) first quarter, and Financial Statements and Partner Contributions for POA second quarter, received from the Towns of Fort Frances - Council deferred this item to the next meeting to allow the incoming Council an opportunity to review.

10.2 Adopt a revised Purchasing and Procurement Policy – an updated policy was reviewed to provide clarity, direction and include framework reporting procedures; aligning with the *Municipal Buy Ontario Directive* and in compliance with the *Buy Ontario Act*.

Resolution Number: 2026-144
Moved and Seconded: DENNIS/GLOWASKY
Be it resolved that; A By-Law to adopt an updated and revised Purchasing and Procurement Policy be introduced and read a first, second and third time, passed and numbered as By-Law # 48/26 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.
Motion Carried.

10.3 Adopt a by-law to provide for paying remuneration and expenses to Members of Council and Officers of the Municipality while acing in their capacity on behalf of the Municipal Corporation. As per Section 283(7) of the *Municipal Act*, the bylaw must be reviewed at least once per term.

Resolution Number: 2026-145
Moved and Seconded: SPUZAK/SPENCE
Be it resolved that; A By-Law to provide for Remuneration and Expenses for Members of Council and appointed Officers, while acting in their capacity on behalf of the Municipal Corporation be introduced and read a first, second and third time, passed and numbered as By-Law # 49/26 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.
Motion Carried.

10.4 By-law to adopt a Privacy Impact Assessment Policy – Privacy Impact Assessments (PIA) are a requirement for municipalities effective January 1, 2027, and are necessary for the collection, use, storage and retention of personal information.

Resolution Number: 2026-146
Moved and Seconded: GLOWASKY/DENNIS
Be it resolved that; WHEREAS Effective January 1, 2027, the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990, Chapter M.56, provides that a municipality shall implement policy, procedures and risk mitigation measures to protect the privacy of individuals with respect to personal information and Privacy Impact Assessments are a practical, strategic necessity;
FURTHER BE IT RESOLVED that a By-Law to adopt a Privacy Impact Assessment Policy be introduced and read a first, second and third time, passed and numbered as By-Law # 50/26 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.
Motion Carried.

10.5 **REQUEST FOR SUPPORT**:

10.5.1 Ryan Canada ULC request for support regarding reinstatement of regular property assessments was received.

Resolution Number: 2026-147

Moved and Seconded: SPENCE/DENNIS

Be it resolved that; WHEREAS a well-functioning and up-to-date assessment system supports strong communities and makes the province an attractive place to invest;

AND WHEREAS property assessments in Ontario have not been updated in over a decade, making them the most outdated in Canada, while provinces such as Alberta and British Columbia update assessments annually to reflect current market conditions;

AND WHEREAS the prolonged pause in the reassessment cycle has created significant distortions in assessed values, resulting in inequities among property classes;

AND WHEREAS outdated assessments negatively impact investment decisions, economic competitiveness, municipal planning, and disproportionately affect independent small businesses;

AND WHEREAS reassessments are designed to be revenue neutral for the municipality, ensure fairness in taxation, maintain public confidence in the property tax system, and support long-term municipal financial planning;

AND WHEREAS a coalition of municipalities, chambers of commerce, tourism organizations, small businesses, and major property owners have called upon the Government of Ontario to update property assessments;

NOW THEREFORE BE IT RESOLVED that Council for the Township of Alberton hereby calls upon the Premier of Ontario and the Minister of Finance to direct the Municipal Property Assessment Corporation to promptly resume the regular property assessment cycle, and that a copy of this resolution be forwarded to:

- The Honourable Doug Ford, Premier of Ontario
- The Honourable Peter Bethlenfalvy, Minister of Finance

Motion Carried.

10.5.2 Township of McNab/Braeside request for support regarding the Ontario Provincial Police (OPP) Municipal Costing Model was received.

Resolution Number: 2026-148

Moved and Seconded: SPUZAK/DENNIS

Be it resolved that; WHEREAS Council for the Township of Alberton having considered correspondence from the Township of McNab/Braeside dated September 10, 2026; regarding the current Ontario Provincial Police (OPP) municipal policing cost model and the significant cost increases being imposed on small rural municipalities;

AND WHEREAS While the Province has limited the increase in OPP policing costs for 2027 to a maximum of 11 per cent, an increase of up to 11 per cent is not reasonable or sustainable for small rural municipalities;

AND WHEREAS the Township recognizes and values the OPP's role in keeping our communities safe, however, the current funding model does not fairly reflect the financial realities, policing circumstances and the differences between small and urban areas;

AND WHEREAS municipalities with populations of 10,000 or less can have substantially different circumstances than larger urban communities, and small rural municipalities should not be expected to absorb increases of this magnitude under a funding model that does not adequately recognize the differences between rural and urban communities;

FURTHER BE IT RESOLVED council for the Township of Alberton supports the Township of McNab/Braeside and respectfully urges the Province to re-evaluate the OPP municipal policing cost model, and develop a more equitable, predictable and sustainable approach to policing costs for small rural municipalities;

AND FURTHER BE IT RESOLVED that a copy of this resolution be forwarded to:

- Township of McNab/Braeside
- Honourable Michael S. Kerzner, Ministry of the Solicitor General
- Association of Municipalities of Ontario (AMO)
- Northern Ontario Municipal Association (NOMA)

- Rural Ontario Municipal Association (ROMA)

Motion Carried.

11. PLANNING:

11.1 Clerk provided a verbal update and next steps for the final draft of a new Official Plan – FOTENN is actively making the final revisions to the Official Plan and Zoning By-law and will send both shortly. A municipal Official Plan must be consistent with the *Provincial Policy Statement (PPS) 2024* and the *Planning Act*. Consistency with the *PPS 2024* and the *Planning Act* helps to ensure alignment with broader provincial priorities such as housing, infrastructure and reflecting local needs and priorities. Once the final draft is received, the next step will be to schedule and host a public meeting to allow for comments and review. Following the public meeting, Council can choose to adopt the Official Plan. The Zoning Bylaw would be enacted after the Official Plan is approved. Once the Official Plan is adopted by Council it then must be submitted to the Province of Ontario for approval. The provincial approval process may take approximately 120 days, and then once approved by the Ministry of Municipal Affairs and Housing it will be in full force and effect.

12. INFORMATION and PUBLIC ANNOUNCEMENTS:

12.1 Association of Municipalities of Ontario (AMO)'s Newsletters and information updates received between September 11th, to October 8th, 2026
12.2 Ministry of Agriculture, Food and Agribusiness October 2026 Newsletter
12.3 Ontario Ombudsman September 2026 newsletter
12.4 Correspondence from Ontario Ministry of Natural Resources, dated September 11, 2026, regarding Inspection of MNR- Approved Prescribed Burn Plan for Slash Pile Burning for Boundary Waters Forest
12.5 Briefing Note from Northwestern Health Unit, dated September 4th, 2026, regarding Alcohol Availability in Ontario
12.6 ROMA 2027 Annual Conference Information - Sunday January 24th to Tuesday, January 26th, 2027
12.7 Hydro One Municipal Newsletter
12.8 Correspondence from Probity Municipal Consulting, dated September 28, 2026, regarding orientation pricing for incoming municipal councils
12.9 Rural Ontario Municipal Association (ROMA) Annual Conference 2027, Early Bird Registration

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

13. IN CAMERA– CLOSED MEETING SESSION

13.1 No items.

14. ADJOURNMENT

Mayor Ford expressed his deepest thanks and appreciation to the 2022-2026 Council, acknowledging the dedication and unwavering commitment to making our community a better place to live, work and grow. The Mayor extended best wishes to Councillors Dennis and Spence, as their terms come to an end, thanking them for the lasting positive impact of their public service.

14.1 By-law to confirm proceedings of current meeting

Resolution Number: 2026-149

Moved and Seconded: SPUZAK/SPENCE

Be it resolved that; A By-Law to confirm the proceedings of Council for the Township of Alberton conducted at its October 15th, 2026, regular Council meeting be introduced and read a first, second and third time, passed and numbered as By-Law # 51/26, 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.

Motion Carried.

Mayor/Dep.Mayor Initials

Clerk Initials

14.2 Adjournment

Resolution Number: 2026-150
Moved and Seconded: DENNIS/SPENCE
Be it resolved that; That this regular meeting of Council for the Township of Alberton shall be and is hereby adjourned at 6:10 p.m.
Motion Carried.

[redacted]

Mayor (or designated alternate Deputy Mayor)

[redacted]

Clerk (or Deputy Clerk)

Mayor/Dep.Mayor Initials

Clerk Initials