

THE CORPORATION OF THE TOWNSHIP OF JOCELYN

Minutes of the Council Meeting

December 3, 2024

7:00 p.m.

JOCELYN TOWNSHIP OFFICE

The regular meeting of Council was held on December 3, 2024 at the Jocelyn Township Office.

Present:	Reeve Mark Henderson Councillor Jason Kennedy Acting Clerk and Treasurer Clive Henderson	Councillor Greg Gilbertson Councillor Albert Crowder Deputy Treasurers Dennis Sopha, Peter Barna and Cori Murcock
Absent:	Councillor Nelson Soares	
Staff:	Niki Moore	

Call to order

24-480

Moved by Greg Gilbertson

Seconded by Albert Crowder

Resolved that we do call the regular meeting of Council to order at 7:08 PM.

Cd.

Adoption of Recording Secretary

24-481

Moved by Jason Kennedy

Seconded by Albert Crowder

Resolved that we do appoint Niki Moore to act as recording secretary for this meeting in the absence of the Clerk and Deputy Clerks.

Cd.

Adoption of Agenda and Amendment

24-482

Moved by Albert Crowder

Seconded by Greg Gilbertson

Resolved that we adopt the agenda and addendum thereto as amended and to add office staff.

Cd.

Disclosures of Conflict of Interest

No conflicts of interest were declared

Delegates

1. Reeve Henderson welcomed Kathy Horgan and Enrigue Paraco, MMAH to the meeting

- Kathy Horgan explained her role with the MMAH and that her staff would be attending at the Township office to review policies, bylaw, resolutions, etc.

- They will be interviewing Municipal staff and Council Members.

- Their purpose is to determine if the Township could benefit from improvements and to applaud areas that the Municipality is excelling at. The overall goal is to help the Municipality.

- Once their report is completed it will be sent to the Minister for approval and once approved, they will meet again with Council to go through any recommendations they feel will benefit the Municipality

- They will likely start next week by providing a list of policies however, they likely won't be attending at the Township office until early January. It is unknown how long they would be at the Office but expect it will be for 2-3 days to start.

- It was noted that Enrigue Paraco is moving to another position and that a new advisor would be appointed for the Municipality.

2. Niki Moore re Shore Road Allowance Purchases

Only available if there were questions during the Shore Road Open Meeting

3. Cori Murdock re Disc Golf and Property Boundary Dispute

- Cori Murdock attended and reported on the 2025 Disc Golf Season which included the Township hosting the Northern Ontario Disc Golf Championships (NOC) in September 2025 (September 26-28th). It is a Provincial Elite Series Tournament with only 1 or 2 Elite stops.

- A request was made to Council for permission to close the park to the public for the 3 days of the Tournament and support in hosting the event. Volunteers are welcome.

- Cori Murdock reported on the Property Boundary Dispute with the adjoining landowner. Property line markers were found and sketches (not legal surveys) were provided to Council. With use of the front and back pole markers, all four of the Intermediate Bars, google maps and the assistance of a trained surveyor and surveying equipment, the line was mapped. It was found that there was a portion of the cross country trail system that crossed onto the rate payer's property of approx. 50 feet. It was also found that approx. 200 feet of the rate payer's main line of maple syrup production is on Township Property as well as approx. 100 feet of maple syrup tapping lines. Approximately 50-100 feet of the rate payer's 4 wheeler trail is on Township property. The entire Disc Golf Course is on Township Property with the closest point being 50-60 feet inside the property line.

- Recommendations were made presented to Council in the report for consideration

- Council asked if Cori would be willing to reach out to the ratepayer and the Solicitor to discuss options

24-483

Moved by Greg Gilbertson

Seconded by Albert Crowder

Resolved that by appointment, Cori Murdock speak with Landowner and Solicitor to further investigate Cori's option #2 (attached)

Cd.

Public Meeting

Further to the Agenda, a public meeting was held in accordance with By-Law 2018-1395, being a by-law establishing a policy for shore road allowance sales.

Part of the original shore road allowance in front of part of Lots 12 and 13 Concession 7, Registered Plan M-334 and parts of Lot 13, Concession 7, Registered Plan M-304 Township of Jocelyn, on St. Joseph Island, in the District of Algoma.

Part 1, Plan 1R 14178 –5950 Jocelyn Drive - Lot 49, Plan M334;
Part 2, Plan 1R 14178 –5964 Jocelyn Drive - Lot 47, Plan M334;
Part 3, Plan 1R 14178 –5970 Jocelyn Drive - Lot 46, Plan M334;
Part 4, Plan 1R 14178 – Lot 44, Plan M334, Sterling Bay Drive;
Part 5, Plan 1R 14178 – Lot 43, Plan M334, Sterling Bay Drive;
Part 6, Plan 1R 14178 – Lot 42, Plan M334, Sterling Bay Drive;
Part 7, Plan 1R 14178 – 1282 Sterling Bay Drive - Lot 41, Plan M334;
Part 8, Plan 1R 14178 – 1284 Sterling Bay Drive - Lot 40, Plan M334;
Part 1, Plan 1R 14179 – 1306 Sterling Bay Drive - Lot 38, Plan M334;
Part 2, Plan 1R 14179 – Lot 37, Plan M334 Sterling Bay Drive;
Part 3, Plan 1R 14179 – 1322 Sterling Bay Drive - Lot 36, Plan M334;
Part 4, Plan 1R 14179 – 1336 Sterling Bay Drive - Lot 22, Plan M304;
Part 5, Plan 1R 14179 – 1342 Sterling Bay Drive - Lot 21, Plan M304;
Part 6, Plan 1R 14179 – 1350 Sterling Bay Drive - Lot 20, Plan M304;
Part 7, Plan 1R 14179 – 1356 Sterling Bay Drive - Lot 19, Plan M304

Public Notice of the proposed closing, stopping up and sale was provided to abutting landowners, posted publicly, and sent to affected agencies. Any member of the public who felt that their land would be prejudicially affected by the sale was provided the opportunity to submit their objection to this meeting. No objections were received, either written or verbal, in regard to the proposed sales. Hearing no further comments, Council adopted the by-law to proceed with the sale of the subject property.

24-484

Moved by Jason Kennedy

Seconded by Greg Gilbertson

Resolved that we do provisionally approve the proposed sales of portions of the original shore road allowance in front of Lots 12 and 13, Concession 7, Registered Plan M-334 and in front of Lot 13, Concession 7, Registered Plan M-304, as proposed.

Cd.

COMMITTEE REPORTS/UPDATES

- | | | |
|-------------|-----------------------|--------------------------|
| 1. Roads | 5. Tenby Bay Cemetery | 9. Recreation |
| 2. Museum | 6. Fire Department | 10. Health Care |
| 3. Planning | 7. Buildings | 11. Trefry |
| 4. Landfill | 8. Clerks Report | 12. Emergency Management |

Several verbal reports were provided by Council members and representatives.

1. Greg Gilbertson - Winter season has started
2. Janet Callahan reported the things have winded down for the season with the Museum but that they participated it the Holly Jolly Christmas event in Hilton Beach. The Museum has also submitted the application for 2 assistants for the 2025 year.
3. Albert Crowder - Nothing new to report
4. Albert Crowder – Nothing new to report
5. Albert Crowder – Nothing new to report
6. Albert Crowder – Nothing new since last meeting
7. Clive Henderson reported a total of 18/19 permits issued for the year
8. No Clerks Report
9. Report given earlier in meeting
10. Albert Crowder – More difficult to get Locums
11. Faye Stevens – There hasn't been a new meeting since the last council meeting
12. Dennis Sopha – Has re-established communications with Jeff Edwards

Previous Business

1. Clerk-Treasurer Advertising

24-485

Moved by Greg Gilbertson

Seconded by Albert Crowder

Resolved that we do authorize the placement of ads for the proposed Clerk-Treasurer position in Island Clippings and on the Township Website and Sault Today Classifieds, and at SaultCareerCentre.ca.

Cd.

2. Establishment of Hiring Committee for Clerk-Treasurer Position

24-486

Moved by Albert Crowder

Seconded by Greg Gilbertson

Resolved that we do establish a Hiring Committee to interview candidates for the proposed Clerk-Treasurer position consisting of the following persons:

- Reeve Henderson
- Jason Kennedy
- Albert Crowder
- Greg Gilbertson
- Clive Henderson
- Mike Jagger

Cd.

3. Appointment of Ann Mullins as Deputy Treasurer

24-487

Moved by Greg Gilbertson

Seconded by Jason Kennedy

Resolved that we do appoint Ann Mullins as Acting Deputy Treasurer pending the hiring of a full time Clerk-Treasurer.

Cd.

New Business

1. Emergency Management – CEMC Requirements
2. Bookkeeping Contract Extension – Ann Mullens
3. Holiday Season Office Hours

24-488

Moved by Albert Crowder

Seconded by Jason Kennedy

Resolved that we do authorize closure of the Township Office for the Christmas/New Year holiday season as has been our tradition, to be posted on website and door.

Cd.

4. Ontario Good Roads Association Membership

- Discussed between Council
- Cost is \$700 and works best in Southern Ontario but the local membership may be better for our area.
- will not be renewing membership

5. Purchase of Golf Cart

-to be funded from recreation and not taken from funds raised at 2024 Harvest Fest.

24-489

Moved by Jason Kennedy

Seconded by Greg Gilbertson

Resolved that we do authorize the purchase of a gas powered Club Car Golf Cart from Tonya and Andrew Hatton at a cost of \$7,000.00.

Cd.

Correspondence: Information Items

1. Resolutions from other Townships – St. Joseph
2. Ministry of Citizenship and Multiculturalism - Order of Ontario Nominations
3. O.P.P. - Criminal record Check Issues
4. Faye Stevens – Meeting Notice Complaint

24-490

Moved by Greg Gilbertson

Seconded by Albert Crowder

Resolved that we do support the application by the Canadian Mental Health Association of Algoma to the Government of Ontario for a HART (Homelessness, Addictions Recovery & Treatment) Hub to be located in Sault Ste. Marie.

Cd.

Reports and Newsletters: Information items

Newsletters and other municipal service boards reports and minutes are posted on <https://jocelyn.ca/committees-and-boards/>

BY-LAWS

1. Remuneration and Benefits

24-491

Moved by Jason Kennedy

Seconded by Greg Gilbertson

Resolved that we do pass By-law No. 2024-1611A being a By-law affecting certain conditions for the good and welfare of the Officers and Employees of the Corporation of The Township of Jocelyn.

Cd.

2. Accounts Payable Policy

24-492

Moved by Greg Gilbertson

Seconded by Jason Kennedy

Resolved that we do Pass By-law No. 2024-1612 being a By-law to adopt an Accounts Payable Policy.

Cd.

3. CCBF Agreement

24-493

Moved by Greg Gilbertson

Seconded by Albert Crowder

Resolved that we do pass By-law No. 2024-1613 being a By-law to Authorize an Agreement (CCFB Funding).

Cd.

4. Deputy Clerk/Treasurer Appointments

24-494

Moved by Jason Kennedy

Seconded by Greg Gilbertson

Resolved that we do pass By-law No. 2024-1614 being a by-law to appoint Deputy Clerk-Treasurers (Carla Beire and Michelle Turco).

Cd.

5. Shore Road Allowance Closure/Sales

24-495

Moved by Albert Crowder

Seconded by Greg Gilbertson

Resolved that we do pass By-law No. 2024-1615 being a By-law to stop up, close and sell to the adjoining owners, portions of the original shore road allowance in front of Lots 12 and 13 Concession 7 (Registered Plans M-334 and M-304).

Cd.

6. Emergency Management Agreement

24-496

Moved by Greg Gilbertson

Seconded by Jason Kennedy

Resolved that we pass By-law No. 2024-1616 being a by-law to establish an Emergency Management Program and an Emergency Response Plan.

Cd.

7. Appointment of Acting Deputy Treasurer

24-497

Moved by Greg Gilbertson

Seconded by Albert Crowder

Resolved that we do pass By-law No. 2024-1617 being a By-law to appoint an Acting Deputy Treasurer (Ann Mullins).

Cd.

AMENDMENT

1. Advertise for Additional Staff

24-498

Moved by Greg Gilbertson

Seconded by Albert Crowder

Resolved that we advertise for admin help. The acting Clerk to place an ad in the Clippings and as per the Clerk Treasurer.

Cd.

CONFIRMATION BY-LAW

24-499

Moved by Jason Kennedy

Seconded by Albert Crowder

Resolved that we do pass By-Law No. 2024-1618 being a By-Law to confirm the proceedings of this meeting.

Cd.

ADJOURN

24-500

Moved by Albert Crowder

Seconded by Jason Kennedy

Resolved that we do agree to adjourn and meet again on January 14th, 2025 at 7:00 p.m. or at the call of the Reeve.

Cd.

Reeve Mark Henderson

Treasurer/Deputy Clerk Clive Henderson