

The Corporation of The Township of Jocelyn

Special Meeting of Council Minutes

Wednesday February 19, 2025

5:00PM

Jocelyn Township Office

3670 5th Side Road, Hilton Beach, ON

Present: Reeve Cori Murdock

Councillor Greg Gilbertson

Clerk Kaylee D'Angelo

Councillor Jason Kennedy (via Zoom)

Councillor Clive Henderson

Councillor Albert Crowder (via phone)

Call To Order

25-61

Moved by: Greg Gilbertson

Seconded by: Clive Henderson

Resolved that we do call the Special Meeting of Council to order at 5:01pm

Cd.

Adoption of Agenda

25-62

Moved by: Clive Henderson

Seconded by: Greg Gilbertson

Resolved that we do adopt the agenda as presented.

Cd.

Adoption of Previous Meeting Minutes

Council agrees to allow more time for review of the draft meeting minutes from the February 8, 2025 meeting.

Disclosures of Conflict of Interest

None to declare

Closed Session

25-63

Be it resolved that Council proceed into Closed Session at 5:02pm in accordance to the Ontario Municipal Act

2) A meeting or part of a meeting may be closed to the public if the subject matter being considered is

b) Personal matters about an identifiable individual , including municipal or local board employees.

d) Labour relations or employee negotiations

f) Advice that is subject to solicitor – client privilege, including communications necessary for that purpose.

End of Closed Session

25-64

Moved by: Greg Gilbertson

Seconded by: Clive Henderson

Resolved that Council rise from closed session at 6:05PM

Cd.

As a result of closed session, Council adopted the following resolution

25-65

Moved by: Greg Gilbertson

Seconded by: Clive Henderson

Be it resolved that Council asks CAO Henderson to facilitate weekly staff meetings, to include weekly goals and training goals.

Cd.

25-66

Moved by: Greg Gilbertson

Seconded by: Clive Henderson

Be it resolved that Council adds a Treasurer's Report to our Monthly Committee Reports. Reports shall include but not be limited to bill payment updates, status updates, projected timelines for completion of item etc.

Cd.

25- 67

Moved by: Clive Henderson

Seconded by: Greg Gilbertson

Be it resolved that Council asks all Committee Reports be submitted in writing (email) to the Clerk, two days prior to regular Council Meetings

Cd.

Committee Reports

Treasurer's Report- Currently, the Treasurer is pausing her work and unable to give her report at this time.

Clerk's Report- Clerk Kaylee D'Angelo reports that there has been an ongoing connection issue with the office phone lines, making it difficult to receive accurate detailed information. It was also reported that the office is in a state of transition to a new filing system, making it difficult to

access existing files while setting up the new ones. Next week, all office staff will be asked for assistance in refiling current computer files and reorganizing the physical copies in the office.

25-68

Moved by: Greg Gilbertson

Seconded by: Clive Henderson

Be it resolved that Council authorizes Clerk D'Angelo to reach out to Bell Canada and address the issues of static on the landline phone for the office and take the necessary steps to have it repaired, provided the repair is under \$300.

Cd.

New Business

CAO Henderson presented information regarding a training course he would like to participate in, at his own cost.

25-69

Moved by: Greg Gilbertson

Seconded by: Clive Henderson

Be it resolved that Council approves of the virtual training for CAO Henderson, at no expense to the Municipality.

Cd.

25-70

Moved by: Greg Gilbertson

Seconded by: Clive Henderson

Be it resolved that Council approve By-Law Xx-Xx

To provide an Interim Tax Levy and to provide for the payment of taxes and penalty and interest on unpaid payments.

Cd.

25- 71

Moved by: Clive Henderson

Seconded by: Greg Gilbertson

Be it resolved that Council approve By-Law #- Xx-Xx to set tax classes and ratios for Municipal purposes for the 2025 year.

Cd.

25-72

Moved by: Clive Henderson

Seconded by: Greg Gilbertson

Be it resolved that Council approve and confirm the surface treatment plan for 2025 of 36000 sq meters (app. 6 km)

Cd.

25-73

Moved by: Clive Henderson

Seconded by: Greg Gilbertson

Be it resolved that Council approve By-Law # Xx-Xx

For Retention of Records and Files for the Municipality of Jocelyn.

Cd.

25- 74

Moved by: Greg Gilbertson

Seconded by: Clive Henderson

Be it resolved that we accept the Municipal Insurance Program Proposal – Policy Term January 9, 2025 – January 9 , 2026 at an annual premium of \$58, 815. And will issue payment as such.

Cd.

25- 75

Moved by: Greg Gilbertson

Seconded by: Clive Henderson

Be it resolved that Council ask Clerk D’Angelo to secure a list of who has keys to the office, this may include requesting help from IT. This may require changing the locks and a new list being created. Clerk D’Angelo will gather quotes for lock replacement.

Cd.

25- 76

Moved by: Clive Henderson

Seconded by: Greg Gilbertson

Be it resolved that Council approve adding Kaylee D’Angelo, Michelle Turco, and Cori Murdock as signing authority on all Township accounts. Signatures required will be one staff and one councilor.

Cd.

Confirmation By-Law

25- 77

Moved by: Clive Henderson

Seconded by: Greg Gilbertson

Resolved that we do pass By-Law 2025- 16XX to confirm the proceedings of the meeting of Council held on February 19, 2025.

Cd.

Adjournment

25-78

Moved by: Greg Gilbertson

Seconded by: Clive Henderson

Resolved that we do agree to adjourn at 6:36pm and agree to meet again on March 4, 2025 or at the call of the Reeve.

Cd.

Reeve Cori Murdock

Clerk Kaylee D'Angelo