

# THE CORPORATION OF THE TOWNSHIP OF JOCELYN

## Minutes for Special Meeting of Council

Monday March 6, 2025

4:30pm

Location: Jocelyn Township Office  
3670 5<sup>th</sup> Side Road, Hilton Beach, ON.

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### Present:

Deputy Reeve Greg Gilbertson

Councillor Albert Crowder (via phone)

Councillor Cori Murdock

Councillor Jason Kennedy (via Zoom)

Clerk Kaylee D'Angelo

### Call To Order

25-86

Moved by: Cori Murdock

Seconded by: Jason Kennedy

Be it resolved that Council call this Regular Meeting of Council to order at 4:37pm.

Cd.

### Approval of Agenda

25-87

Moved by: Cori Murdock

Seconded by: Jason Kennedy

Be it resolved that Council adopt the agenda as presented, including the addendum.

Cd.

### No declarations of Pecuniary Interest/ Conflict of Interest

### New Business

By-Law to repeal the proceedings of the February 8, 2025 and February 19, 2025 meetings due to procedural issues.

*Due to procedural issues all decisions made on February 8, 2025 and February 19, 2025 are hereby repealed.*

1. The Clerk has received and accepted the resignation of Reeve Henderson dated February 8, 2025.
2. Council has declared the Reeve seat as vacant

### **Filling the Vacancy**

25-88

Moved by: Cori Murdock

Seconded by: Jason Kennedy

Council has two options to fill a vacancy which is governed by section 263 of the Municipal Act:  
Filling Vacancies

263 (1) If a vacancy occurs in the office of a member of council, the municipality shall subject to this session

(a) Fill the vacancy by appointing a person who has consented to accept the office if appointed;  
or

(b) Require a by-election to be held to fill the vacancy in accordance with the *Municipal Elections Act*, 1996. 2001, c. 25, s.263 (1)

Be it resolved that Council has chosen to fill the vacancy by appointing a person who has consented to accept the office which is within their right and in accordance with the Municipal Act.

Cd.

### **Appointment of A Reeve**

25- 89

Moved by: Jason Kennedy

Seconded by: Albert Crowder

Be it resolved that Council has chosen to fill the Reeve vacancy by appointing Cori Murdock, who has consented to accept the office

Cd.

### **Interim Tax Levy**

25-90

Moved by: Greg Gilbertson

Seconded by: Jason Kennedy

Be it resolved that Council approve By-Law No. 1627

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

Cd.

### **Tax Classes and Ratios for Municipal Purposes for 2025**

25-91

Moved by: Greg Gilbertson

Seconded by: Jason Kennedy

Be it resolved that Council approve By-Law No. **2025-1628 and 2025- 1627**

To set tax classes and ratios for Municipal purposes for the 2025 year.

Cd.

### **Job Descriptions**

25-92

Moved by: Greg Gilbertson

Seconded by: Jason Kennedy

The review and approval of job descriptions for the positions of Clerk and Treasurer have been tabled until next meeting in order to give Council members time to review.

Cd.

The Clerk has received and accepted the resignation of Deputy Clerk / Treasurer Clive Henderson dated February 8, 2025.

### **Signing Authority**

25-93

Moved by: Greg Gilbertson

Seconded by: Jason Kennedy

Be it resolved that Council notify the Northern Credit Union of who will be given signing authority on all accounts. Council directs the Clerk to draft a letter to be brought to the bank. All Council members and two staff are to be added.

Cd.

#### **Office Equipment Request**

25-94

Moved by: Greg Gilbertson

Seconded by: Jason Kennedy

Be it resolved that Council has received a request for a new laptop, for staff use. Council would like to receive three quotes by next Regular Meeting. Staff will gather the information and present it.

Cd.

#### **Motion to Enter Closed Session**

25-95

Moved by: Greg Gilbertson

Seconded by: Jason Kennedy

In accordance with Section 239 of the Ontario Municipal Act, 2001, s. 239 (2) permits Council to meet in closed session:

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

a) the security of the property of the municipality or local board

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

**Council will discuss the progress and goals of the treasury department and staff.**

Cd.

#### **Arising From Closed Session**

25-96

Moved by: Greg Gilbertson

Seconded by: Jason Kennedy

Be it resolved that we arise from Closed Session at 6:24pm

Cd.

### **Business Arising Out of Closed Session**

25-97

Moved by: Jason Kennedy

Seconded by: Greg Gilbertson

Be it resolved that Council directs Deputy Treasurer Carla Beier to request a report from Consultant Ann Mullins outlining the time to completion of 2023 reconciliation and a projected timeline to complete the 2024 reconciliation, and that she complete and submit the T4's to CRA as soon as possible.

Cd.

### **Confirmation By-Law**

25-98

Moved by: Greg Gilbertson

Seconded by: Jason Kennedy

Be it resolved that we do pass By-Law **2025- 1630** to confirm the proceedings of the meeting of Council held on March 6, 2025.

Cd.

### **Adjournment**

25-99

Moved By: Greg Gilbertson

Seconded by: Jason Kennedy

Resolved that we do agree to adjourn and meeting again on March 12, 2025 at 7:00pm or at the call of the Reeve.

Cd.

