

The Corporation of The Township of Jocelyn

Regular Meeting of Council

Wednesday January 7, 2026

5:00pm

3670 5<sup>th</sup> Side Road, Hilton Beach, ON P0R 1G0

1. Call To Order
2. Approval of Agenda
3. Declarations of Disqualifying Interest
4. Closed Session

*Be it resolved that Council proceed into Closed Session at \_\_\_ p.m. in accordance with Section 239 of the Municipal Act in order to address matters pertaining to*

*(3.1) A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:*

- 1. The meeting is held for the purpose of education or training the members*
- 2. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.*

5. Business Arising From Closed Session
6. Reeve's Address
7. Delegations/ Presentations
8. Committee of the Whole Working Session (*to work on policy/plans*)
9. Approval of Minutes of Most Recent Meetings
  - A) *Regular Meeting of Council Meeting Minutes – December 3, 2025*
  - B) *Special Meeting of Council Meeting Minutes – December 17, 2025*

10. Council Direction From Previous Meeting

11. Legislative Matters

- 11.1. By-Laws: A) Lars – Interim Taxation By-Law

- 11.2. Public Hearings: Planning or Zoning Matters

12. Committee / Local Board Reports

- A. Roads
  - B. Museum
  - C. Planning
  - D. Landfill

- E. Tenby Bay Cemetery
- F. Fire Department
- G. Building
- H. Recreation

### 13. Administrative Matters

13.1 New Business/ Reports from Officers/ Employees on Various Issues (including reports from departments that require Council's approval)

*A) Insurance Renewal*

13.2 Financial Update/ Statement

13.3 Update on Capital Projects

### 14. Leadership Issues

14.1 Asset Management Plan

14.2 New Policy

14.3 Notice of Motion

### 15. Correspondence : Information

*A) Letter from Trefry Memorial Center – December 10, 2025*

### 15. Confirmation of Proceedings By-Law

### 16. Adjournment

The Corporation of the Township of Jocelyn

Regular Meeting of Council Minutes

Wednesday December 3, 2025

6:00pm

3670 5<sup>th</sup> Side Road, Hilton Beach ON, P0R 1G0

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Present:

Reeve Cori Murdock

Lars Moffatt, Treasurer – Deputy Clerk

Councillor Dennis Sophia

Kaylee D'Angelo, Clerk-Deputy Treasurer

Councillor Jason Kennedy – Via Zoom

**Call to Order**

25-281

Moved by: Dennis Sophia

Seconded by: Jason Kennedy

Be it resolved that we call this Regular Meeting of Council to order at 6:05pm.

Cd.

**Approval of Agenda**

25-282

Moved by: Dennis Sophia

Seconded by: Jason Kennedy

Be it resolved that we adopt the December 3, 2025 Regular Meeting Council agenda as presented.

Cd.

## **Closed Session**

25- 283

Moved by: Dennis Sopha

Seconded by: Jason Kennedy

Be it resolved that Council proceed into Closed Session at 6:06pm in accordance with the Section 239 of the Municipal Act in order to address matters pertaining to :

(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;

\* Discussion regarding: A) The Hilton Road Well

B) Labour relations, employee/ volunteer negotiations

## **Arising From Closed Session**

25-284

Moved by: Dennis Sopha

Seconded by: Jason Kennedy

Resolved that we do ride from Closed Session at 7:26pm.

Cd.

**Councillor Albert Crowder was called to join the meeting, he attended the Closed Session over the phone.**

**Councillor Greg Gilbertson joined the Closed Session in person, within the first ten minutes.**

25-285

Moved by: Dennis Sopha

Seconded by: Jason Kennedy

Be it resolved that Council directs the staff to complete the closed session directives.

Cd.

### **Approval of Minutes From Most Recent Meetings**

25-286

Moved by; Dennis Sophia

Seconded by: Greg Gilbertson

Be it resolved that Council approve the meeting minutes from the November 5, 2025 Regular Meeting of Council.

Cd.

### **Declarations of Disqualifying Interest – N/A**

**Reeve's Address – N/A**

**Delegations / Presentations– N/A**

### **Committee of the Working Whole**

#### **Update of Fees/ Charges – The Jocelyn Hall Rental Fees**

25-287

Moved by: Greg Gilbertson

Seconded by: Dennis Sophia

Be it resolved that Council review the current hall rental fee structure, viewing the local neighboring township fees for comparison. Council asks the Clerk to draw up an agreement for review next meeting.

Cd.

Clerk Kaylee D'Angelo submitted a report, the purpose of this report is to provide Council with information for consideration, regarding the current rental practices for the Jocelyn Hall and to recommend the establishment of a formalized and updated fee structure that reflects the true costs of operating and maintaining the facility. Council did discuss that an update is most likely needed and give direction to prepare a recommendation for next meeting.

## **Legislative Matters**

### **Emergency Management**

25-288

Moved by: Dennis Sopha

Seconded by: Greg Gilbertson

Be it resolved that Council pass By-Law No. 2025- 1666 – Being a bylaw to establish an Emergency Management Program and Emergency Response Plan.

Cd.

### **Committee/ Board Reports**

#### **Landfill**

25-289

Moved by: Greg Gilbertson

Seconded by: Dennis Sopha

Whereas the Council of the Corporation of the Township of Jocelyn enacted By-Law No. 2025- 1655, Being a by-law to establish a Landfill Committee for the Corporation of the Township of Jocelyn;

And whereas Section 3 of the By-Law No. 2025 – 1655 provides for the appointment of committee members by Council;

Now therefore be it resolved that the Council of the Corporation of the Township of Jocelyn hereby appoints Ted Almdal, a Township ratepayer, as a member of the Landfill committee for the remainder of the Term of Council or until such time as Council, by resolution, determines otherwise.

Cd.

**Fire Department** – November Report was submitted by Fire Chief Rick Sirvio. *Attached to December 3, 2025 Agenda Package.*

## **Administrative Matters**

### **A) Holiday Hours**

25- 290

Moved by: Dennis Sopha

Seconded by: Greg Gilbertson

Be it resolved that the Jocelyn Township Office will close at 4:00pm on December 22, 2025 and reopen on January 5, 2026 , consistent with the holiday schedules of neighbouring municipalities; and further that the Landfill will remain **closed** on Wednesday December 24, 2025, operate regular hours on Sunday December 28, 2025 from 12:00pm to 5:00pm, and be open December 31, 2025 from 11:00am to 2:00pm; and further that the staff be directed to post these hours on social media and on the office door to notify the public.

Cd.

#### **B)Declarations of Surplus**

25-291

Moved by: Greg Gilbertson

Seconded by: Dennis Sopha

Be it resolved that Council declare the 2002 Skandic Ski-Doo as surplus to the needs of the Township, and that staff be directed to take the necessary steps to post the unit for sale, with a lowest acceptable price of \$500.

Cd.

#### **Financial Statement/ Update**

Moved by: Greg Gilbertson

Seconded by: Dennis Sopha

Be it resolved that Council receives the Financial Report 2025-12-01 submitted by Lars Moffatt.

Cd.

**Correspondence : For Action**

(Business Arising From Closed Session )

25-293

Moved by: Dennis Sopha

Seconded by: Greg Gilbertson

Be it resolved that we allow the Share Shed to be open on December 14, 2025 and December 21, 2025 providing all stipulations are met.

Cd.

**Confirmation of Proceedings**

25-294

Moved by: Dennis Sopha

Seconded by: Greg Gilbertson

Resolved that we do pass **By-Law 2025- 1667** to confirm the proceedings of the December 3, 2025 Meeting of Council.

Cd.

**Adjournment**

25-295

Moved by: Greg Gilbertson

Seconded by: Dennis Sopha

Be it resolved that Council agree to adjourn this meetings at 8:12pm and will meet again on **January 7, 2026 at 7pm** or at the call of the Reeve.

Cd.

DRAFT

The Corporation of the Township of Jocelyn

**Special Meeting of Council Minutes**

**Wednesday December 17, 2025**

**5:00pm**

**3670 5<sup>th</sup> Side Road, Hilton Beach ON, P0R 1G0**

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**Present:**

Reeve Cori Murdock	Councillor Jason Kennedy – Via Zoom
Clerk – Deputy Treasurer Kaylee D’Angelo	Councillor Dennis Sopha – Via Zoom
Treasurer – Deputy Clerk Lars Moffatt	

**Call To Order**

25- 296

Moved by: Dennis Sopha

Seconded by: Jason Kenndy

Be it resolved that we call this Special meeting of Council to order at 5:08pm.

Cd

**Approval of Agenda**

25-297

Moved by: Dennis Sopha

Seconded by: Jason Kennedy

Be it resolved that we adopt the December 17, 2025 Special Meeting of Council agenda, as presented.

Cd.

**Declarations of Disqualifying Interest – N/A**

## **Administrative Matters – Circular Materials Agreement**

25- 298

Moved by: Jason Kennedy

Seconded by: Dennis Sopha

Be it resolved that Council authorizes the Reeve and Clerk signing authority to enter into a new agreement with Circular Materials for blue box collection services, effective January 1, 2026, with the following two options

1. Offering recycling depot services to authorized businesses and non eligible sources with any fee overages being incurred by the Township or;
2. Only offer services to eligible ratepayers within the Township.

Council has chosen Option 1.

Cd.

## **Planning Matters**

25-299

Moved by: Jason Kenndy

Seconded by: Dennis Sopha

Be it resolved to approve the Shore Road Application from the following:

Shore Road Allowance - Applications for purchase:

5174 Wierzbicki Dr. PLAN M401 LOT 42

Roll # 000000370410000

And whereas Council has no objections to their request to purchase the shore road allowance;

Therefore, Council approves the application in principle, authorizing the applicants to proceed to the next step of the process.

Cd.

## **Closed Session**

25-300

Moved by: Jason Kennedy

Seconded by: Dennis Sophia

Be it resolved that Council proceed into Closed Session at **5:17pm** in accordance with Section 239 of the Municipal Act in order to address matters pertaining to

(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;

\* Discussion regarding : Labour relations pertaining to staffing

Cd.

### **Arising From Closed Session**

25-301

Moved by: Jason Kennedy

Seconded by: Dennis Sophia

Resolved that we do rise from Closed Session at 5:25pm.

Cd.

25-302

Be it resolved that Council directs staff to carry out the items discussed during Closed Session.

Cd.

### **Confirmation of Proceedings**

25-303

Moved by: Jason Kennedy

Seconded by: Dennis Sophia

Be it resolved that we do pass **By-Law 2025 – 1668** to confirm the proceedings of the December 17, 2025 Special Meeting of Council.

Cd.

**Adjournment**

25-304

Moved by: Jason Kennedy

Seconded by: Dennis Sopha

Be it resolved that Council agree to adjourn this meeting at 5:38pm and will meet again on **January 7<sup>th</sup> at 7:00pm** or at the call of the Reeve.

Cd.

**The Corporation of the Township of Jocelyn  
BY-LAW NO. 2025-XX**

**BEING A BY-LAW TO PROVIDE FOR AN INTERIM TAX LEVY, APPROVE AN  
INTERIM BUDGET FOR THE 2026 FISCAL YEAR AND TO PROVIDE FOR THE  
PAYMENT OF TAXES AND TO PROVIDE FOR PENALTY AND INTEREST ON  
UNPAID TAXES.**

**WHEREAS** Section 317 of the *Municipal Act, 2001*, provides that the Council of the local municipality may, before the adoption of the estimate for the year, pass a by-law to levy on the whole of the assessment for realty property according the last revised assessment roll, a sum not to exceed that which would be procured by applying the prescribed percentage of fifty percent (50%) to the total 2025 rate to property assessments, including but not limited to residential, farm, managed forest, aggregate, commercial, industrial, pipelines, other unique property assessment classes as established by relevant legislation;

**AND WHEREAS** it is in the best interest of the Township to approve an interim budget until the final budget is approved later in 2026;

**NOW THEREFORE, BE IT RESOLVED THAT the Council of the Corporation of the  
Township of Jocelyn ENACTS AS FOLLOWS:**

**1. Interim Tax Levy**

THAT an interim tax levy for the year 2026 shall be collected on the whole of the assessment for realty property according to the last revised assessment role and multiplied by 50% of the 2025 property tax rates as approved under By-law No. 2025-1653.

**2. Interim Installment Amounts and Dates**

That said levy as outlined in section 1 shall be divided into two equal or near equal installments (due to rounding). The first interim installment shall be due as of March 27, 2026 and the second interim installment shall be due as of May 27, 2026.

**3. On all taxes of the interim levy, which are in default on the first day of the month following the installment due dates (being April 1st and June 1st, 2026), interest will be added at a rate of 1.25% per month and will be added on the first day of each and every month the default continues, until December 31, 2026.**

**4. THAT on all taxes of the interim tax levy installments in default as per the due dates in section 3, interest will be added at a rate of 1.25 percent per month for each month or fraction thereof in default.**

**5. THAT on all taxes in default as on January 1, 2026, interest shall be added at the rate of 1.25 percent per each month or fraction thereof, and all by-laws or parts of by-laws inconsistent with this policy are hereby rescinded.**

**6. THAT penalties and interest added on all taxes of the interim tax levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid interim tax levy.**

7. THAT the Tax Collector may mail, electronic mail or cause to be mailed to the resident or place of business of such person indicated on the last revised assessment roll, a written, digital or printed notice specifying the amount of taxes payable.
8. That the taxes payable may be addressed by mail to the Township of Jocelyn Municipal Office, located at 3670 5th Side Road, Hilton Beach, ON, P0R 1G0.
9. **Use of Previous Year's Budget**  
That the Council of the Township of Jocelyn hereby approves and adopts the use of the 2025 operating budget as approved under By-law No. 2025-1653 as the interim budget for 2026 until a final budget is passed at a later date, and that Officers of the Corporation may procure under this budget as authorized under relevant policy. The final budget shall be completed and approved by Council by no later than June 30, 2026.

10. **Effective Date**

This by-law shall come into force and take effect on the date it is passed.

**READ a first, second and third time and finally passed this 7th day of January, 2026.**

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Reeve Cori Murdock

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Clerk Kaylee D'Angelo

**JOCELYN TOWNSHIP FIRE DEPARTMENT  
MONTHLY REPORT  
COUNCIL**

**REPORTING PERIOD Dec 2025**

**Number of Fire Calls:** **2 Fire Calls**

**Number of First Response Calls:** **9 Medical**

- We had a total of 69 calls for 2025. Fire Calls 18. Medical 49. MVC 2
- Busy month, 11 calls, two fire training nights and one medical training night.
- We spent one training night going over our ice rescue equipment and operational procedures. We spent another training night training at the marina. We went through several evolutions of rescues on the ice and in the lake.
- Burned the two large bush piles at the dump which were piled up for us.
- We are presently designing a sign for #1 Fire Hall.
- We were successful in receiving the 2026 Fire Protection Grant. We will receive \$33,400 from the Ontario Government. This will buy personal protective equipment to prevent firefighters from being exposed to cancer causing agents.

**Date: Jan 6/26**

Rick Sirvio  
Jocelyn Fire Chief

## Report to Council

**Date:** January 7, 2026

**From:** Lars Moffatt, Appointed Treasurer

**Discussion Topic:** 2026 Insurance Renewal

1. The Township is in receipt of a quote from Northern Insurance to renew our insurance policy for the 2026-2027 period. The quoted amount for this renewal is \$62,293.00 plus applicable taxes, and fees. This quote is approximately \$3,478 higher than the previous year's premiums (\$58,815).
2. All coverage amounts are the same as previous years, which includes annual event insurance, cyber insurance, coverage for our firefighters and all property/equipment and general liability coverage.

## Recommendation:

That Council accept the 2026-2027 insurance renewal from Northern Insurance in the amount of \$62,293.00 plus all taxes and fees.



## DR. HAROLD S. TREFRY MEMORIAL CENTRE

A Division of The Corporation of the Township of St. Joseph  
Seniors and Persons with a Disability Services



Dec. 10, 2025

Township of Jocelyn  
3650 5<sup>th</sup> Side Rd  
Hilton Beach, ON P0R 1G0

Dear Reeve and Council,

On behalf of the Dr. Harold S. Trefry Memorial Centre and the numerous clients that live within your municipal boundaries, thank you very much for the donation of \$1200.00 towards supporting programs that service seniors and persons with a disability.

Your contribution and commitment to promote these essential programs for seniors and persons with a disability assists in making a significant difference in our capacity to enhance the overall well-being of the residents across the East Algoma Region and is the reason that so many of them remain in their own homes, and in their communities.

We value the partnership we have with The Township of Jocelyn and are very grateful for the action your community has taken to ensure the success of the community support programs offered to seniors and those who wish to remain at home.

A handwritten signature in black ink that reads "Marcy Clark".

Marcy Clark  
Manager

Corporation of The Township of Jocelyn

**By-law No. 2026-1670**

**Being a by-law to confirm the proceedings of the Council of Township of Jocelyn at its meeting on the 7<sup>th</sup> day of January , 2026.**

**Whereas** Subsection 3 of Section 5 of the Municipal Act, SO 2001, c. 5, provides that municipal powers, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise.

And Whereas it is deemed expedient and desirable that the proceedings of the Council at its meeting on the 7<sup>th</sup> day of **January 2026** be confirmed and adopted by by-law.

Now therefore, the Council of The Corporation of The Township of Jocelyn hereby **Enacts as follows:**

1. That the actions of the Council at its meeting held on the **7<sup>th</sup> day of January 2026**, in respect of each motion, resolution and other action passed, and taken by the Council at its meeting, is hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this Bylaw; and
2. That the Head of the Council and the proper officers of the Corporation of the Township of Jocelyn are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and, except where otherwise provided, the Chair and the Clerk are hereby directed to execute all documents necessary in that behalf, and to affix the Corporate Seal of the Corporation of the Township of Jocelyn to all such documents.
3. This By-law shall come into force and effect on the date of final passing thereof.

Passed in Open Council on the **7th of January 2026**.

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Reeve

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Clerk