

The Corporation of The Township of Jocelyn

Meeting of Council

Wednesday January 21, 2026

7:00pm

3670 5th Side Road, Hilton Beach, ON P0R 1G0

1. Call To Order
2. Approval of Agenda
3. Declarations of Disqualifying Interest
4. Reeve's Address
5. Delegations/ Presentations
6. Approval of Minutes of Most Recent Meetings – *Regular Meeting of Council Minutes – January 7, 2026*
7. Legislative Matters

7.1 Public Hearings: Planning or Zoning Matters – A) *Shore Road Allowance - That part of the original shore road allowance in front of Part of Lot 13, Concession VII, also being in front of lot 3, Registered Plan M304, described as Part 1, 1R14275 – Owner M. Packalen and D. Falcioni, 1436 Sterling Bay Drive.*

7.2 By-Laws A) *BY-LAW NO. 2026-Xx – Being a by-law to stop up, close and sell the portion of the original shore road allowance.*

7.3 Procedural By-Law (Draft)

8. Committee / Local Board Reports
 - A. *Recreation – Volunteer Opportunity Notice*

9. Administrative Matters

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

 - A) *Draft Share Shed Policy*
 - B) *Draft Landfill Use Guidelines*

10. 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

(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 the building department & Chief Building Official.

11. Business Arising From Closed Session

12. Correspondence : For Action – *Crime Stoppers*

13. Confirmation of Proceedings By-Law

14. Adjournment

The Corporation of the Township of Jocelyn

Regular Meeting of Council Meeting Minutes

Wednesday January 7, 2026

5:00pm

3670 5th Side Road, Hilton Beach, ON P0R 1G0

Present:

Reeve Cori Murdock

Clerk Kaylee D'Angelo

Councillor Dennis Sopha

Councillor Greg Gilbertson (5:18pm arrival)

Councillor Jason Kennedy (via Zoom)

Councillor Albert Crowder (via phone)

Call To Order

26-305

Moved by: Dennis Sopha

Seconded by: Albert Crowder

Be it resolved that we call this Regular Meeting of Council to order at 5:13pm.

Cd.

Approval of Agenda

26-306

Moved by: Dennis Sopha

Seconded by: Albert Crowder

Be it resolved that we adopt the January 7, 2026 Regular Meeting of Council agenda, with the amendment of adding section 2(f) to the Closed Session:

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

Cd.

Declarations of Disqualifying Interest – N/A

Closed Session

26-307

Moved by: Dennis Sopha

Seconded by: Albert Crowder

Be it resolved that Council proceed into Closed Session at 5:14pm in accordance with Section 239 of the Municipal Act in order to address matters pertaining to:

2 f) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

3.1 A meeting of 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 educating 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. 2006, c.32, Sched.A, s.103 (1).

Cd.

Arising From Closed Session

26-308

Moved by: Dennis Sopha

Seconded by: Jason Kennedy

Resolved that we do rise from Closed Session at 7:02pm.

Cd.

- *During the Closed Session at 5:18pm Councillor Greg Gilbertson arrived.*

Approval of Minutes From Most Recent Meetings

26-309

Moved by: Greg Gilbertson

Seconded by: Dennis Sopha

Be it resolved that Council approve the meeting minutes from the December 3, 2025 and December 17, 2025 Meeting of Council

Cd.

Legislative Matters – By-Laws

26-310

Moved by Greg Gilbertson

Seconded by: Dennis Sopha

Be it resolved that Council does pass **By-Law No. 2026-1669** 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 the penalty and interest on unpaid taxes.

Cd.

Committee/ Local Board Reports

Fire Department – Reporting Period: December 2025

Fire Chief Rick Sirvio submitted his report (*found in the January 7, 2026 Agenda Package*). In the year 2025, there was a total of 69 calls- that is 18 fire calls, 49 medical calls, and 2 MVC's.

Recreation – A call for volunteers will go out this month on our social media as well as in The Clippings.

Administrative Matters – Reports from Staff

Insurance Renewal

26-311

Moved by: Dennis Sopha

Seconded by: Greg Gilbertson

Be it resolved that Council accepts the 2026/2027 renewal with Northern Insurance in the amount of \$ 62 293 plus applicable taxes and fees.

Cd.

Council asks if staff can shop around check into any other more affordable options for next year.

Correspondence : For Information

Letter received from Trefry Memorial Center – December 10, 2025 thanks the Township of Jocelyn the donation of \$1200 towards supporting essential service programs. (*letter included in January 7, 2026 Agenda Package*)

Confirmation of Proceedings

26-312

Moved by: Dennis Sopha

Seconded by: Greg Gilbertson

Resolved that we do pass **By-Law 2026-1670** to confirm the proceedings of the January 7, 2026 Meeting of Council.

Cd.

Adjournment

26-313

Moved by: Greg Gilbertson

Seconded by: Dennis Sopha

Be it resolved that Council agree to adjourn this meeting at 7:20pm and will meet again on January 21, 2026 at 7:00pm or at the call of the Reeve.

Cd.

The Corporation of the Township of Jocelyn

Notice of Intent

TAKE NOTICE that the Council of the Corporation of the Township of Jocelyn proposes to enact a by-law to stop-up, close and sell those portions of the original allowance for road set out and described as follows:

That part of the original shore road allowance in front of lot 3, Registered Plan M301 and further described as follows:

Part 1, Plan 1R-14275 -1436 Sterling Bay Road – Packalen/Falcioni

The proposed by-laws will come before Council for consideration at its regular meeting at 7:00 p.m on Wednesday, January 21, 2026 at the Jocelyn Township Office, 3670 5th Side Road, Jocelyn Township. At that time Council will hear in person or by solicitor or agent, any person who claims that their land will be prejudicially affected or who applied to be heard. Please note that the decision of Council is final.

Date: January 7, 2026

Kaylee D'Angelo, Clerk- Deputy Treasurer

Township of Jocelyn

THE CORPORATION OF THE TOWNSHIP OF JOCELYN

BY-LAW NO. 2026-Xx

BEING A BY-LAW TO STOP UP, CLOSE AND SELL THAT PORTION OF THE ORIGINAL ROAD
ALLOWANCE SET OUT AND DESCRIBED AS FOLLOWS:

That part of the original shore road allowance in front of Part of Lot 13, Concession VII, also being in front of lot 3, Registered Plan M304, described as Part 1, 1R14275 – Owner M. Packalen and D. Falcioni, 1436 Sterling Bay Drive.

WHEREAS it is deemed expedient and in the interest of the Corporation of the Township of Jocelyn, hereinafter called the Corporation, that the original shore road allowance set out and described in schedule A attached hereto be closed and stopped up and the lands be transferred to the adjoining landowners;

AND WHEREAS notice of this by-law has been published in local publications, not less than five days or more than thirty days prior to the notice of intention to pass the by-law

AND WHEREAS notice of this by-law has been posted in the most public places in the immediate neighbourhood of the said shore road allowance;

AND WHEREAS the Council of the said Corporation has heard in person or by his counsel, solicitor or agent, all persons claiming that their land will not be prejudicially affected by this by-law and who applied to be heard;

NOW THEREFORE, the Council of the Corporation of Jocelyn hereby enacts as follows:

That upon and after the passing of this by-law, that part of the original shore road allowance in front of Part of Lot 13, Concession VII, also being in front of lot 3, Registered Plan M304, described as Part 1, 1R14275 – Owner M. Packalen and D. Falcioni 1436 Sterling Bay Drive, Township of Jocelyn, on St. Joseph Island, in the District of Algoma.

And set out and described in Schedules A and B attached hereto, be and the same is hereby closed and stopped up and transferred to the adjoining landowner after execution of an agreement confirming the agreement and mutual releases as advised by legal counsel.

All that part of the said unopened shore road allowance herein before described and stopped up shall be declared surplus municipal land and transferred to the adjoining landowners.

The Clerk of the Corporation of the Township of Jocelyn is hereby authorized to sign or execute such deeds or other documents as may be necessary to effect conveyance of that part of the said unopened shore road allowance herein described and which has been stopped up and closed.

Read a first and second time this 21st day of January, 2026

Read a third and final time this 21st day of January, 2026

REEVE

CLERK

THE CORPORATION OF THE TOWNSHIP OF JOCELYN

BY-LAW NO. 2026-

Schedule A

Part of the original shore road allowance in front of Part of Lot 13,
Concession VII, also being in front of lot 3, Registered Plan M304, described
as Part 1, 1R14275 –Township of Jocelyn, on St. Joseph Island, in the District
of Algoma.

Owner M. Packalen and D. Falcioni, 1436 Sterling Bay Drive

THE CORPORATION OF THE TOWNSHIP OF JOCELYN

BY-LAW NO. 2026-

Schedule B

(registered plan)

The Corporation of the Township of Jocelyn

PROCEDURAL BY-LAW

By-law No. 2026-XXXX

Being a by-law to provide for the adoption of revised Rules of Procedure for the Municipal Council of The Corporation of the Township of Jocelyn and its committees, and to repeal and replace By-law No.-----.

WHEREAS Section 238(2) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, requires every municipality and local board to pass a procedure by-law governing the *calling, place, and proceedings of meetings, and to provide for public notice of meetings*;

AND WHEREAS Sections 223.2 to 223.8 of the *Municipal Act, 2001*, as amended, authorize municipalities to establish codes of conduct for members of council and local boards and provide for penalties for contraventions;

AND WHEREAS Section 238 of the *Municipal Act, 2001* defines a “meeting” for the purposes of municipal governance;

AND WHEREAS Council has previously enacted By-law No. 2018-1398 to govern its proceedings and now deems it expedient to repeal and replace that by-law;

NOW THEREFORE, BE IT RESOLVED THAT the Council of The Corporation of the Township of Jocelyn enacts as follows:

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1. DEFINITIONS

In this by-law:

- 1.1 **“Act”** means the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended.
- 1.2 **“Agenda”** means the list of items to be dealt with at a meeting.
- 1.3 **“Clerk”** means the Clerk of the Township or their appointed alternate in their absence(Deputy Clerk).
- 1.4 **“Closed Session”** means a meeting or part of a meeting closed to the public under section 239 of the Act.
- 1.5 **“Committee”** means any advisory or other committee, including ad hoc committees, established by Council.
- 1.6 **“Council”** means the Municipal Council of The Corporation of the Township of Jocelyn.
- 1.7 **“Head of Council”** means the Reeve or Acting Reeve of the Township.
- 1.8 **“Meeting”** has the same meaning as set out in section 238 of the Act.

1.9 **“Member”** means a member of Council, a committee, or a local board, including the Head of Council.

1.10 **“Quorum”** means a majority of the whole number of members, or not less than two members where quorum is reduced due to declarations under the *Municipal Conflict of Interest Act*.

2. COUNCIL MEETINGS

2.1 The Inaugural Meeting of Council shall be held no later than thirty-one (31) days after the commencement of a new term of Council.

2.2 Regular meetings of Council shall be held once on the first Wednesday of each month at 7:00 p.m. in the Council Chambers. In winter months (November to April), a second meeting per month may be called to address additional items. Additional meetings will be determined by resolution or at the call of the Reeve.

2.3 The Head of Council may call a Special Meeting of Council at any time in accordance with the Act, as amended.

2.4 All regular and special meetings of Council shall be open to the public except where Council resolves to proceed into closed session.

3. NOTICE OF MEETINGS AND AGENDAS

3.1 Notice of meetings shall be given by posting the meeting schedule and agenda at the Municipal Office and, where practicable, on the municipal website.

3.2 Agendas for regular meetings shall be posted at least forty-eight (48) hours prior to the meeting.

3.3 Failure to provide notice shall not invalidate the proceedings of a meeting.

4. CLOSED MEETING MATERIALS

4.1 All closed meeting materials shall be treated as confidential and returned to the Clerk at the conclusion of the closed session.

4.2 All closed meeting materials shall be printed on coloured paper.

4.3 Materials will be handed out in person at the time of the closed meeting.

4.4 Members will attend closed sessions in person or by using Zoom.

4.5 In the event that a Councillor must attend a closed session virtually – the camera must be on at all times, showing members that they are in a secluded area.

5. JOINT COUNCIL MEETINGS

5.1 When applicable, Joint meetings with other municipalities shall be held at a location determined by the host municipality.

5.2 The host municipality shall be responsible for notice, agendas, and chairing the meeting. The host municipality's procedure by-law will prevail.

6. ABSENCE OF HEAD OF COUNCIL

6.1 If the Head of Council is absent, the Acting Reeve shall preside. If both are absent, Council shall appoint a presiding officer from among the members present.

7. QUORUM AND CALLING MEETINGS TO ORDER

7.1 The Presiding Officer shall call the meeting to order once quorum is present.

7.2 If quorum is not present within fifteen (15) minutes of the scheduled start time, the meeting shall be adjourned.

8. CONDUCT OF COUNCIL MEETINGS

8.1 The Presiding Officer shall maintain order and decorum and decide all questions of procedure, subject to appeal by Council.

8.2 Members shall conduct themselves respectfully and in accordance with this by-law and any applicable Code of Conduct.

8.3 Open meetings may be recorded or streamed online provided they do not interfere with the meeting. When applicable, the Clerk may post the link to the electronic meeting on the Township's website.

9. DUTIES OF OFFICERS

9.1 The Clerk shall prepare agendas, record minutes, and ensure Council decisions are implemented.

9.2 When applicable, the Treasurer shall ensure timely payment of accounts approved by Council unless other relevant policies authorize different procedures and general delegation.

10. AGENDAS

10.1 Items for the agenda must be submitted to the Clerk by the end of the week (Friday at 4:30 p.m.) prior to the meeting.

10.2 Unless approved by majority, Council will discuss items in the following order so if there are actually matters to be discussed:

1. Call To Order
2. Approval of Agenda
3. Declarations of Disqualifying/Pecuniary Interest
4. Reeve's Address
5. Delegations/ Presentations
6. Approval of Minutes of Most Recent Meetings
7. Council Direction From Previous Meeting
8. Legislative Matters
 - 8.1. By-Laws
 - 8.2. Public Hearings: Planning or Zoning Matters
9. Committee / Local Board Reports
 - A. Roads
 - B. Museum

- C. Planning
- D. Landfill
- E. Tenby Bay Cemetery
- F. Fire Department
- G. Building
- H. Recreation
- I. Trefry

10. Administrative Matters

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

16. Business Arising From Closed Session

17. Confirmation of Proceedings By-Law

18. Adjournment

10.3 Council may alter the order of business by a majority consensus.

10.4 In the event that no reports, correspondence or discussion topics for any of the items as noted in section 10.2 are included, they will not be listed in the agenda and will not be discussed until necessary.

11. ADDENDUM TO THE AGENDA

11.1 At the request of the Clerk, an addendum may be added for urgent matters arising after agenda publication, subject to approval of Council.

12. MINUTES

12.1 Minutes shall record the proceedings of the meeting without comment, including all resolutions and decisions. Staff, Officers and Council members in attendance shall be recorded in the minutes. If these individuals arrive late or leave early, the time of such shall be noted in the minutes.

12.2 Non-member individuals that are attending the meeting either in person or electronically will not be included in the recorded minutes unless the meeting is a Town Hall, is matter discussed under the Planning Act (as amended), or the individual/group is attending for the purpose of an approved delegation/presentation.

12.3 All approved minutes shall be signed by the Mayor and Clerk with the corporate seal on the documents.

13. ADOPTION OF MINUTES

13.1 Minutes shall be adopted by resolution of Council (preferably occurring at the following meeting), with corrections limited to errors or omissions.

14. PUBLIC PRESENTATIONS AND DELEGATIONS

14.1 Delegations shall request permission to appear before Council in writing using the prescribed form. This must be submitted by the Wednesday of the week prior to the meeting and are subject to approval by the Reeve and Clerk.

14.2 Delegations shall be limited to five (5) minutes unless otherwise approved by Council to be extended to a total maximum of ten (10) minutes.

14.3 Delegations are for information purposes only

14.4 There will be zero tolerance for aggressive, threatening or derogatory remarks from anyone attending or participating in the meeting. The Head of Council can remove anyone from the Chambers found to be in violation of the Code of Conducts or the Zero Tolerance Policy.

14.5 No more than 2 delegations will be heard at a meeting.

14.6 If a delegation requests that Council reconsider a matter that has already been discussed or decided, the request will be automatically denied if it is submitted within three (3) months of the original decision.

15. PASSING OF BY-LAWS

15.1 By-laws shall be introduced by motion and may receive three readings at the same meeting unless other applicable legislation requires multiple readings.

16. MOTIONS

16.1 Motions shall be presented, debated, amended, and voted on in accordance with this by-law.

16.2 All motions voted on will be included in the meeting minutes. Motions that are withdrawn or deferred will still be recorded.

17. ADJOURNMENT

17.1 Meetings shall adjourn at 10:00 p.m. unless Council resolves otherwise.

18. VOTING

18.1 Each member shall have one vote, and all votes shall be taken openly unless a recorded vote is requested by a member. Recorded votes will be included in the minutes when applicable.

19. RECONSIDERATION

19.1 A matter previously decided by Council may be reconsidered (at the request of a Council member) only once, following receipt of a written request to reconsider submitted to the Clerk in advance of the meeting.

20. CLOSED SESSIONS

20.1 Council may enter closed session only in accordance with section 239 of the Act.

21. RULES OF DEBATE AND CONDUCT

21.1 Council shall follow the rules of procedure set out in this by-law and, where not provided for, *Robert's Rules of Order*.

22. POINTS OF ORDER AND PRIVILEGE

22.1 Points of order and questions of privilege shall be decided by the Presiding Officer, subject to appeal.

23. COMMITTEES

23.1 Committees shall be appointed by Council and shall report to Council. Committees shall submit written reports to Council for consideration. Specific committee matters shall not be discussed by Council unless a written report has been submitted.

24. COMMITTEE AGENDAS & PROCEEDINGS

24.1 Committee agendas shall be prepared in a form similar to Council agendas.

24.2 Committee meetings shall follow the same procedure as Council meetings with respect to notice of meetings, minutes, and general procedure. The Chair of the committee will act as the Presiding Officer of the meeting.

25. RESOURCE STAFF

25.1 If requested by the Clerk, Municipal staff shall attend meetings as required and provide support to Council and committees.

26. ELECTRONIC PARTICIPATION

26.1 In the event that a member cannot attend due to unsafe weather conditions, health and safety restrictions, illness or disability, or vacation, Members may participate electronically in meetings in accordance with the Act. Electronic participation shall be conducted using the Township-approved platform, being Zoom.

26.2 When a member is participating electronically by Zoom, they may be counted in determining quorum and have the authority to vote on motions tabled at the meeting.

26.3 Attendance by telephone (audio-only) shall be permitted during open meetings only and shall not be permitted during closed sessions.

26.4 Members participating electronically in closed sessions shall have their camera turned on at all times.

26.5 In the interest of confidentiality, members attending closed sessions electronically shall ensure they are in a private location and that no other individual can hear or observe the proceedings.

26.6 In the event of an emergency as declared by the Reeve or Clerk, all members may attend electronically.

26.7 The Head of Council or delegate may chair a meeting electronically.

26.8 The Clerk may clerk a meeting electronically.

27. REPEAL OF BY-LAW

27.1 By-law No. -----is hereby repealed and replaced with by-law No. 2025-XXXX

28. SHORT TITLE

28.1 This by-law may be cited as the "Procedural By-law".

29. SCHEDULES

29.1 Schedule "A" – Delegation Request Form forms part of this by-law.

READ A FIRST, SECOND AND THIRD TIME AND PASSED on _____, 2026.

Reeve

Clerk

Volunteer Opportunity – Maple Run & Harvest Fest

The Corporation of the Township of Jocelyn is looking for volunteers to help bring back two much-loved community events: the **Maple Run** and **Harvest Fest**. These events have been vital in bringing our community together for fun, connection, and shared experiences.

The Maple Run would be scheduled for Sunday May 31, 2026 and Harvest Fest taking place on Saturday September 5, 2026.

We understand that volunteering year-round may not be possible for everyone. For that reason, Council is creating a **separate committee for each event**. The role of each committee will be to develop ideas, gather information, review pricing, and plan event details, then present recommendations to Council for approval. Committees will work closely with Township office staff to ensure each event can successfully take place this year.

Volunteers may choose to:

- Sit on an event committee, **or**
- Lend a hand on the day of the event.

Both options require attending planning meetings and registering with the Township office.

Our goal is to restore a strong sense of **community, friendship, and togetherness**. Let's work together to kick-start these events and make them a success once again!

Landfill Share Shed Policy

Category: ADMINISTRATION

Date Established:

Responsible Office: CLERKS

Date Last Revised: 01/01/26

Summary:

This Landfill Share Shed Policy establishes the framework and standards for the operation of the Share Shed located at the municipal landfill at 1117 4th Concession Road. The Township Landfill is operated under the approval of the Province of Ontario, Ministry of the Environment, Conservation & Parks. The current approval is number A561001, dated October 13, 2006. The Share Shed was constructed in 2012 with the intention that gently used saleable items be dropped off for resale at a reduced price. Payment is made on a donation basis.

Objectives:

- Establish framework for operations of the Landfill Share Shed.
- Foster public trust through transparency and responsiveness.
- Promote responsible reuse of gently used items.
- Support local food bank from donations received through sale of items from Landfill Share Shed
- Ensure consistency in Share Shed operations year after year.
- Establish a framework for the conduct and expectations of volunteers operating the Landfill Share Shed on behalf of the Township of Jocelyn.

Scope:

This policy applies to the operation of the Landfill Share Shed and applies to Council, employees, ratepayers, volunteers, donators, and supporters.

Definitions:

Municipal Communications Policy: means the Municipal Communications Policy that establishes the framework and standards for all communications carried out by the municipality, including volunteers.

Staff: means all officers and administrative staff, whether full-time, part-time, contract or seasonal.

Volunteer: means individuals appointed to act on behalf of the municipality and provide services on behalf of the municipality.

Volunteer Code of Conduct: means the Township of Jocelyn Volunteer Code of Conduct dated 2025-08-05 and updated from time to time.

Policy Statement:

The use of the Share Shed shall be open to ratepayers, donator and supports providing all other policies of the municipality are adhered to. The Share Shed was constructed with the intention that gently used items be dropped off for resale instead of disposed in a landfill. Payment is made on a donation basis.

Policy Review:

This policy will be reviewed every two years, or as required, to reflect changes in legislation, technology, and community expectations. Amendments will be approved by Council.

Share Shed Opening, Closing and Hours:

The Landfill Share Shed shall be opened for the season from the first landfill opening day after April 1 and closed for the winter season by November 1 each year. The hours for the season shall be determined yearly based on volunteer/staff availability.

Volunteer Selection:

Prior to each season, Township staff shall request interested volunteers submit their interest in writing to the Clerk. The request will be advertised on the Township website and social media. The Human Resources committee will review and select volunteers for the season.

Volunteer Duties:

Once selected, volunteers shall attend a training session to determine opening hours and review duty expectations. All volunteers are to abide by the Volunteer Code of Conduct and sign the acknowledgement prior to their volunteer hours begin. Once selected, Volunteers shall report to the Clerk. Any questions or concerns shall be directed to the Clerk.

Volunteers are responsible for accepting and sorting items for display at the Share Shed. Items accepted will be in good condition, not broken, chipped or otherwise damaged, in good working order and with the probability of "sale." Items are accepted at the discretion of the volunteer on duty. All other items will be returned to the donator or placed in the landfill if the donator is a rate payer.

Volunteers are to ensure the public does not loiter and ensure the comfort of residents and visitors.

Volunteers shall ensure that the Landfill Share Shed is safe for the public and that no trip hazards or safety concerns exist that may cause for a member of the public to be injured.

Volunteers shall ensure that the Landfill Share Shed is a welcoming and non-judgemental environment. They shall ensure all members of the public using the share shed are treated with respect by volunteers or other members of the public.

Volunteers must not store items in the landfill attendant's office. This portion of the structure is off limits to the public and is for the use of the landfill attendants only.

Volunteers must not save items for other individuals.

Volunteers must not remove items from the share shed for their personal use until one week after the item has been put on display. Under no circumstances can volunteers resell any items removed from the share shed.

Share Shed Procedure:

All individuals, rate payers or non-rate payers are eligible to access the share shed. They may donate items or make donations to “purchase” items. Should any person not adhere to the policies, Volunteers will notify Township staff who will review the issues and may deny access to any person who does not adhere to policies of municipality.

All rules and regulations of the municipality must be adhered to including the Harassment Policy. If any volunteer or member of the public feels they are being harassed they shall file a written complaint with the municipality. The municipality will review and may suspend privileges to the share shed for a member of the public or dismiss the volunteer. Notice of suspension or dismissal will be provided in writing.

Process for Limiting Access to Share Shed:

1. A written complaint including date(s) of concern
2. Investigation carried out by Human Resources Committee
3. Interview(s) with affected parties, if applicable
4. If deemed necessary, a registered letter will be sent to the individual. Options include, a letter of warning, a letter of restriction for a period of time or a ban from the Share Shed.

Wednesday & Sunday (Nov 1- March 31)	12:00 p.m. - 5:00 p.m.
Wednesday & Sunday (April 1 – Oct 31)	12:00 p.m. - 8:00 p.m.

The Landfill will be open on long weekend **Mondays** 12-5pm INSTEAD of Sunday
Share Shed is open 12- 4pm April 1 – November 1 (weather permitting)

Waste Disposal Guidelines

Landfill use: All eligible landfill users are required to have an address in Jocelyn Township.

Tipping Fees: Required for all non-household dumping. Tipping Fees are to be paid at the Township Office Monday, Wednesday or Friday between 10am-4pm. This must be done prior to visiting the Landfill.

Tipping Fees 2026:

Pick Up Truck	\$15.00
Single Axle Utility Trailer	\$15.00
Double Axle Utility Trailer	\$25.00
Single Axle Dump Trailer	\$ 25.00
Double Axle Dump Trailer	\$ 60.00
Dual Axle (Dump Truck)	\$120.00

Tri Axle	\$150.00
Commercial Dumpster	\$ 125/150/175

Scrap metal and white goods (Freon tagged)	No charge. Place in designated location.
Tires – NOT accepted	
Rims	No charge. Place in designated location.
Electronics	No charge. Use Bin provided in Recycling area.
Shingles	Tipping fees apply based on load size.

Boats– Fibreglass, up to a max of 20 feet. All motors, parts, fuel and fluid must be removed. Tipping fee must be paid at the office with proof of boat size. **\$5.00 per foot**

FREON REMOVAL TAG: This may be purchased at the Township Office Only. This \$50 sticker will allow you to deposit one freon containing appliance (fridge, freezer, air conditioning unit) in the designated area at the landfill and the Township will contract the freon removal for you and recyle the unit.

*Other fees may apply

Landfill Use Guidelines

These guidelines provide an overview of the requirements for use of the Jocelyn Township Municipal Landfill Site and have been developed to reflect Ministry of

the Environment regulations. Public co-operation in following these guidelines will benefit the entire community. By working together, we can prolong the life of our current landfill site and reduce the tax dollars required to operate this facility.

Failure to comply with these guidelines may result in withdrawal of individual dumping privileges

Household refuse must be separated from recyclable materials and non-household refuse.

Household refuse is to be thrown over the bank in designated area.

Recyclable materials must be placed in recycling depot collection bins.

Tipping fees are in effect for non-household refuse (i.e. building materials/demolition)

Non-household refuse must be separated and placed within appropriate areas of landfill site.

Designated areas are signed for each type of non-household refuse.

Need to dispose of unused prescriptions and medical sharps?

The Health Products Stewardship Association operates programs locally through participating pharmacies to collect these products.

Visit your local participating pharmacy to return these products. Find the one nearest you by visiting www.healthsteward.ca or by downloading the Recyclepedia App on your device. MacKay's Island Pharmacy is a location on the Island.

Pharmaceuticals/medications/prescription drugs and medical sharps are household hazardous waste and should not be placed in the regular garbage collection.

Please see these sites for more information on medical waste disposal:

<http://www.healthsteward.ca/sites/default/files/MRPRackCard.pdf>

<http://www.healthsteward.ca/sites/default/files/SCP RackSharpsEn2018.pdf>

Hazardous Waste

The Township of Jocelyn does not accept household hazardous waste in the municipal landfill. Hazardous Waste includes products which are corrosive

(such as acids), flammable (burns easily), reactive (explosive or produce deadly vapours), or toxic (poisonous to humans). Examples of household hazardous waste include: acids, aerosols, antifreeze, bases (cleaning solutions, etc.), batteries, fire extinguishers, flammables (cleaning solvents), oils, paint, pesticides, pharmaceuticals, propane cylinders and sharp objects (needles). All household hazardous waste must be taken to the Household Hazardous Waste Depot at 402 Fifth Line East in Sault Ste. Marie: Phone: (705) 759-5201 Hours of Operation: Closes for Winter, reopens in April. The Depot will accept hazardous waste from small businesses as well. The service is free of charge to residents, however, fees apply to businesses. The Special Waste Depot accepts: paint, batteries, motor oil, antifreeze, pesticides, acids, diesel fuel, flammables, varsol, oil filters, aerosols and bases, propane tanks and cylinders, printer cartridges, sharps/biohazard containers, pharmaceuticals, caustics, oxidizers, organic liquids, cell phones, fluorescent light tubes.

Electronic Equipment

Electronic equipment such as computers, monitors, TVs, cell phones, fax machines, CD players, etc. are accepted at the waste disposal site. Most electronics can be recycled using the electronics recycling totes found at our recycling area, ask the attendant.

Recycling Program

Recycling helps to save our environment and will prolong the life of our landfill. Recyclable materials should be sorted into two categories: Paper Products (paper, magazines and cardboard) and Plastic and Metal Containers. The following items are accepted at our Recycling Depot:

Paper Stream:

- Newspaper
- Cardboard
- Shredded paper
- Pizza boxes
- Paper towel/toilet paper rolls
- Paper egg cartons
- Waxed milk/juice cartons
- Magazines, including glossy paper
- Wrapping/tissue paper

- Phone books, hard and soft covered books

Commingle Stream:

- #1 - #7 plastic containers (Must have this recycling number printed on container)
- Steel/aluminum/tin cans/tinfoil
- NO grocery bags

The following items are NOT accepted at our Recycling Depot:

DO NOT PUT IN PAPER BIN:

- Any plastics, tins, cans, glass
- NO STYROFOAM OF ANY TYPE
- Wood, including no orange crates with wood supports

DO NOT PUT IN COMINGLE BIN:

- Steel
- Plastics other than #1 - # 7 (must have these numbers on the container)
- Glass bottles, Jars, pane glass, drinking glasses, mirrors
- Empty paint cans
- Plastic bags, plastic wrap or Ziploc bags even if they are #1 or #2
- NO STYROFOAM OF ANY TYPE
- Plastic vegetable/ fruit trays even if they are #1 or #2
- Shredded paper
- Plastic plates & utensils
- Paper plates
- Styrofoam of any kind
- Bottle caps & lids
- Packing peanuts or bubble wrap
- Greasy or wet paper (pizza boxes, food bags)
- Containers with food residue still on them
- Bags inside of containers (cereal bags, etc.)
- Pet food bags (they're lined with plastic)
- Automotive chemical containers
- Pesticide containers
- Film, batteries, light bulbs, garden hoses

- Tissues, napkins, paper towels
- Tyvek (polyethylene fiber)
- Six-pack ring holders (cut up & put in trash)
- Metal scraps

Share Shed

The Share Shed is located at Jocelyn Township Landfill Site. The Share Shed is open from April 1 – November 1 on Wednesdays and Sundays from 12-4pm. No drop-offs are permitted outside of Share Shed hours please- if you have an exceptional circumstance please contact the office. Ratepayers and visitors are encouraged to contribute good quality items that are no longer wanted but are still useable by others. Items are available on a first come, first serve basis and donations are not required, but are appreciated. All donations are given to the St. Joseph Island Food Bank.

Acceptable Items Include:

- Small Household Items
- Books and Magazines
- Children's Toys
- Sports Equipment
- Small Appliances (in working condition)
- Tools (in working condition)

Unacceptable Items Include:

- Hazardous Materials or Waste
- Liquids of any kind
- Stuffed Animals
- Appliances containing Freon
- Microwave Ovens
- No bathing suits or under garments of any kind.

After the final weekend of the season, the share shed will be cleared out by staff – with items being donated where possible or disposed of.



580 Second Line East

Sault Ste. Marie, ON P6B 4K1

(705) 759-5081

info@saultcrimestoppers.com

www.saultcrimestoppers.com

Executive Directors

Michael Goodship, CPA, CGA
Chair/Treasurer

Velvet Redmond Harten
Vice-Chair

Directors

Andrew Bessell

Brian Lester

Spencer Sharabura

Coordinators

Cst. Ashley Nickle, OPP
Algoma District
Program Coordinator

Kendra Addison
Sault Ste. Marie
Program Coordinator

Support

Henry Jin
Volunteer Assistant Coordinator

**SAY it
HERE**

January 14, 2026

Mayor Mark Henderson
Township of Jocelyn
3670 5th Side Road, R.R. #1
Hilton Beach, Ontario P0R 1G0

**Call for Municipal Support – Helping Crime Stoppers Reach Its \$10,000
Regional Goal for 2026**

Dear Mayor and Members of Council,

The Board of Directors of Crime Stoppers of Sault Ste. Marie and Algoma District is writing to request your municipality's direct support through a \$500 contribution for the 2026 calendar year.

Crime Stoppers is a proven, cost-effective public safety program that serves every municipality in Algoma District by providing a secure, anonymous way for residents to report information related to crime. These tips assist investigations conducted by the Ontario Provincial Police and local police services, often leading to arrests, case resolutions, and the prevention of further harm.

For 2026, Crime Stoppers has set a clear and achievable regional objective: to raise \$10,000 through modest municipal contributions across Algoma District. This funding target is essential to maintaining core operations, including tip processing, secure reporting technology, public awareness initiatives, and reward payments. Without this support, the sustainability of the program is placed at risk.

A contribution of \$500 per municipality is intentionally structured to be fiscally reasonable while collectively ensuring the continued availability of Crime Stoppers services across the region. When municipalities participate together, the burden on any one community remains minimal, while the impact is substantial.

Crime Stoppers does not receive guaranteed or base operational funding. Our ability to function depends on the shared commitment of the communities we serve. The municipalities that recognize the value of preventative, community-driven public safety solutions. Your municipality's participation directly strengthens regional collaboration and demonstrates leadership in supporting effective crime prevention.

We are asking Council to consider this request as part of its 2026 budget planning and to join neighbouring municipalities in helping Crime Stoppers reach its \$10,000 funding goal. This collective investment ensures that residents across Algoma District continue to have access to a trusted,

anonymous reporting system that supports law enforcement and protects community safety.

Should Council require additional information or wish to discuss this request further, we would be pleased to provide supporting materials or attend a meeting at your convenience. Please feel free to reach me directly at (705) 255-7783 or brian@saultcrimestoppers.com.

Thank you for your consideration and for your ongoing commitment to the safety and well-being of your community and the broader Algoma District.

Sincerely,

Brian Lester



Brian Lester, Director

Crime Stoppers of Sault Ste. Marie and Algoma District

Corporation of The Township of Jocelyn

By-law No. 2026-Xx

Being a by-law to confirm the proceedings of the Council of Township of Jocelyn at its meeting on the 21st 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 **21st 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 **21st 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 **21st day of January 2026**.

Reeve

Clerk