

**MUNICIPALITY OF CENTRAL MANITOULIN
OFFICE AND ADMINISTRATION COMMITTEE
MINUTES – May 23, 2023**

A video meeting of the Office and Administration Committee was held on May 23, 2023 with the following in attendance:

Chair Councillor Farquhar, Mayor R. Stephens, Councilor's Bisailon, Mitchell, Scott and D. Stephens, CAO/Clerk D. Deforge, Payroll Clerk H. Nicklasson and 2 members of the public.

The meeting was called to order at 4:06 p.m.

MOTION: D. STEPHENS AND BISAILLON

That the agenda be approved with following changes:

Remove:

7 a Website Redesign

Add:

7 b Alternate to Student Hiring

7 c Meeting changes...carried.

There were no declarations of pecuniary interest.

MOTION: D. STEPHENS AND BISAILLON

That the minutes of the last regular meeting of the Office and Administration Committee held on April 25, 2023 be approved...carried.

There was no update to assisted living.

The committee discussed the update to the Councillor Code of Conduct by the Integrity Commissioner and also a date for Municipal Councillor training.

The RFP for the Website Redesign was forwarded to the Water, Waste and Education meeting on June 1, 2023.

Payroll Clerk H. Nicklasson joined the meeting to respond to questions from the committee regarding the summer student positions. Staff is directed to advertize the open summer positions to adults at the budgeted hourly rates.

MOTION: BISAILLON AND D. STEPHENS

That we recommend to Council to approve the following committee meeting changes for June 2023 only: Finance and Economic Development – June 12, 2023 7:00 pm
Office and Administration – June 21, 2023 4:00 pm...carried.

MOTION: D. STEPHENS AND SCOTT

That we recommend to Council to accept the donation report to April 30, 2023...carried.

MOTION: D. STEPHENS AND SCOTT

That we recommend to Council that the year to date financial report for the Office and Administration Committee ending April 30, 2023 be approved...carried.

MOTION: BISAILLON AND R. STEPHENS

That we now go in camera to consider an issue under section 239 (2) b of the Municipal Act...carried.

MOTION: SCOTT AND D. STEPHENS

That we now come out of in camera...carried.

MOTION: SCOTT AND D. STEPHENS

That CAO/Clerk is directed to proceed as discussed in camera...carried.

The meeting was adjourned at 4:44 p.m. on a motion made by Councillor Scott.