

**OFFICE AND ADMINISTRATION COMMITTEE**  
**AGENDA – TUESDAY-SEPTEMBER 27, 2022**  
**4:00 p.m.**

1. Call to order.
2. Approval of agenda.
3. Declaration of pecuniary interest.
4. Approval of minutes of last regular meeting- June 28, 2022
5. Delegation:
6. Old Business:
  - a. Assisted Living
  - b. Strategic Priorities
7. New Business:
  - a. Island Roots Flower Farm-email request for designation as Community Event
  - b. Cambrian Foundation-request for donation
  - c. Annual Manitoulin Hospital Bike Tour – request for sponsorship – Dale Scott
  - d. Royal Canadian Legion-Military Service Recognition Book-request for support
  - e. Staffing-By-Law Officer increase hours for 2023
8. Correspondence:
  - a. Project Lifesaver-Donor update
9. Financial Business:
  - a. Ongoing Donation Record – to September 22, 2022
  - b. Year to date financial report – to August 31, 2022
10. In Camera:
  - a. Municipal Act, Section 239(2) (c)-acquisition/disposition of land
  - b. Municipal Act, Section 239(2) (e)– update on legal issues
  - c. Municipal Act, Section 239(2)(d) – Hiring – CAO/Clerk
11. Adjournment