

OFFICE AND ADMINISTRATION COMMITTEE
AGENDA – Wednesday November 27, 2019
7:00 P.M.

1. Call to order.
2. Approval of agenda.
3. Declaration of pecuniary interest.
4. Approval of minutes of last regular meeting- September 24, 2019
5. Delegation:
6. Old Business:
 - a. Assisted Living
 - b. Strategic Priorities
7. New Business:
 - a. EDO position- change to Community Development/Outreach Coordinator ?
 - i)New job description
 - b. December 2019 meeting schedule changes.
 - c. Resignation of Ward # 3-Sandfield Councillor.
 - d. Bi-election or appointment of Ward # 3 Councillor.
8. Correspondence:
 - a. Royal Canadian Legion-Military Recognition Book.
 - b. Manitoulin Student Aid Fund-request for donation.
 - c. Manitoulin Family Resources-Christmas Basket Campaign.
9. Financial Business:
 - a. Ongoing Donation record
 - b. Year to date financial report - September 30,2019
- October 31, 2019
 - c. Office and Administration Committee operating budget-2020
10. In Camera:
 - a. Municipal Act, Section 239 (2) (e)- Two legal issues
11. Adjournment.