

MUNICIPALITY OF CENTRAL MANITOULIN  
OFFICE AND ADMINISTRATION COMMITTEE  
MINUTES

JANUARY 25, 2022

Attending: Chairperson Councillor Diebolt, Mayor R. Stephens, Councillors Johnston, Shaffer, D. Stephens and Tribinevicius, along with the CAO/Clerk and three members of the public.

The meeting was called to order at 4:03 p.m.

**Motion: D. Stephens and Tribinevicius**

That the agenda be approved.....carried.

There were no declarations of pecuniary interest.

**Motion: R. Stephens and Diebolt**

That the minutes of the last regular meeting of the Office and Administration Committee held on December 15, 2021 be approved.....carried.

There were no delegations/petitions.

Old Business: Assisted Living-Currently being discussed at the Safety, Security and Health Committee  
Strategic Priorities – Reviewed  
Zoom Meetings – will continue for the foreseeable future.

New Business:

Taping of Committee and Council meetings-The Committee discussed the recording and putting on the website of all meetings. The CAO will provide further information regarding the issue of capacity of the website to accommodate over the long-term copies of all meetings.

Staffing-The CAO/Clerk let Council know in December 2021 that she will be retiring at the end of 2022. The Committee discussed the process of hiring a new CAO/Clerk and how the upcoming Municipal Election may affect this. The Clerk provided the Committee several documents pertaining to the hiring of a new CAO/Clerk. Further information will be forth coming for the next Office and Administration Committee meeting.

Climate Change Implementation Coordinator – the CAO gave an update from Billings Township on the hiring of for this position.

**Motion: R. Stephens and Johnston**

That we recommend to Council that the CAO/Clerk be authorized to sign the Ontario Trillium Foundation agreement for the Community Building Fund-Capital project for the new roof structure over the Ice Plant at the Providence Bay Arena.....carried.

**Motion: Shaffer and R. Stephens**

That we recommend to Council that the Municipality donate \$ 550.00 to the Send-a-Kid-to-Camp 2022 fundraising campaign.....carried.

**Motion: Tribinevicius and R. Stephens**

That we recommend to Council that the year - to - date financial report for the Office and Administration Committee ending December 21, 2021 be approved.....carried.

**Motion: D. Stephens and Tribinevicius**

That we recommend to Council that the 2022 operation budget for the Office and Administration Committee be approved and forwarded to the Committee of the Whole budget meetings....carried.

**Motion: D. Stephens and Tribinevicius**

That we now go in camera to consider two issues as follows:

- a. Municipal Act-Section 239(2)(c) Acquisition of Land-Providence Bay Landfill
- b. Municipal Act-Section 239(2) (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

**Motion: D. Stephens and R. Stephens**

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

The meeting was adjourned at 5:15 p.m. on a motion made by Councillor Shaffer.