

Office and Administration Committee  
Meeting Minutes – September 27, 2022

@ 4:00 p.m.

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

The meeting was called to order at 4:00 p.m.

**MOTION: Scott and Tribinevicius**

That the agenda be approved with the addition of 10.a.ii Providence Bay Landfill attenuation zone negotiations.....carried.

There were no declarations of pecuniary interest.

**MOTION: Tribinevicius and Scott**

That the minutes of the last regular meeting of the Office and Administration Committee held on June 28, 2022 be approved.....carried.

There were no delegations/petitions.

Old Business: Assisted Living: After an extensive discussion on how to acquire and assisted living facility for Central Manitoulin, the following motion was made.

**MOTION: D. Stephens and Tribinevicius**

That staff be asked to explore the establishment of and Economic Development Corporation and provide the Committee with the pros and cons of doing so.....carried.

Strategic Priorities-The priorities of the Office and Administration committee were reviewed.

New Business:

- An email from Island Roots Flower Farm, a business in the Municipality of Central Manitoulin, was reviewed for information only, requesting that their event, Fall Harvest Day on October 1, 2022 be declared an event of municipal significance to accommodate their AGCO application for reduced fee for a special event liquor licence. No motion was forthcoming.

**MOTION: D. Stephens and Scott**

That we recommend to Council that the municipality donate \$ 500.00 to Cambrian College Foundation scholarship and bursary program.....carried.

**MOTION: D. Stephens and Tribinevicius**

That we recommend to Council that the municipality donate \$ 1,000.00 to the 21<sup>st</sup> annual Manitoulin Hospital Bike Tour, by donating to the Mindemoya Hospital Auxiliary for the Lets Emerge Together Campaign.....carried.

**MOTION: Scott and Tribinevicius**

That we recommend to Council that the municipality supports the Royal Canadian Legion Ontario Command Military Service Recognition Book by sponsoring advertisement space in the amount of \$ 625.00 for a ¼ page colour ad.....carried.

A discussion on whether to increase the hours of the By-law enforcement officer was held and staff was asked to prepare a proposal on the need for doing this or not during budget considerations.....carried.

**MOTION: D. Stephens and Scott**

That we recommend to Council that the donation financial report up to September 22, 2022 be accepted as presented.....carried.

**MOTION: D. Stephens and Tribinevicius**

That we recommend to Council the year to date financial report ending August 31, 2022 for the Office and Administration Committee be approved.....carried.

**MOTION: Tribinevicius and Scott**

That we now go in camera to consider the following:

- a. Municipal Act, Section 239(2) (c)-acquisition/disposition of land-two items
- b. Municipal Act, Section 239(2) (e)– update on legal issues-three items
- c. Municipal Act, Section 239(2)(d) – Hiring – CAO/Clerk .....carried.

**MOTION: Tribinevicius and D. Stephens**

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

**MOTION: D. Stephens and Scott**

That we recommend to Council that a Special Meeting of Council be held on September 29th, 2022 at 7:00 p.m. in the Municipal Council Chamber, and further, that two further individuals be appointed to the CAO/Clerk Hiring Committee.....carried.

The meeting was adjourned at 6:08 p.m. by Councillor Scott.