

MUNICIPALITY OF CENTRAL MANITOULIN
OFFICE AND ADMINISTRATION COMMITTEE MEETING MINUTES
JANUARY 24, 2017

Attending: Chairperson Councillor MacDonald, Mayor R. Stephens, Councillors Baran, Farquhar, Scott, D. Stephens and Taylor along with the CAO/Clerk.

The meeting was called to order at 1:00 p.m.

MOTION: D. Stephens and R. Stephens

That the agenda be approved with the addition of a third item in the in camera session- Municipal Act- Section 239 (2) (b)-----Ontario Labour Board.....carried.

There were no declarations of pecuniary interest.

MOTION: D. Stephens and Scott

That the minutes of the last regular Office and Administration Committee meeting held on November 22, 2016 be approved.....carried.

There were no delegations.

Old Business:

-Assisted Living-The Clerk gave a report on discussions with Tony Nutt, Build North about a planned meeting with Joe DiPietro of Autumn Wood Assisted Living. Mr. DiPietro will contact the Clerk after January 31, 2017 to arrange a meeting with Council.

-Ombudsman Office-Mindemoya Drain inquiry-no new information.

-The Committee undertook a review of the Procedural By-law. The Clerk will bring back to the next committee meeting examples on how other municipalities handle the procedure of voting by the chair and also "tabling" of motions.

MOTION: D. Stephens and Scott

That we recommend to Council that the Clerk be authorized to investigate the feasibility of hiring a Health and Safety Coordinator jointly with neighbouring municipalities.....carried.

-Ride Manitoulin-request for funding-The Clerk did not receive the requested financial information therefor the Committee will table this request.

-Manitoulin Northshore Victims Services November request for sponsorship of the November 26 2016 Funspiel was also tabled as this event was cancelled in 2016.

-Discussion was held on increasing the amount of the three bursaries that the municipality annually gives at the MSS Awards Night. The suggested amount was \$300.00 each.

MOTION: R. Stephens and Scott

That we recommend that the Clerk be authorized to proceed with an application to NOHFC for a curator for the Central Manitoulin Historical Society.....carried.

The Committee discussed the need for established criteria for evaluating bid/tender documents. The Clerk will ask the Municipal Coordinator to draft a simplified document based on the two examples shown to the committee.

MOTION: R. Stephens and D. Stephens

That we recommend to Council that the Municipality support Manitoulin Island Cycling Advocates by donating \$250.00 to MICA's Passage Ride 2017.....carried.

MOTION: Scott and R. Stephens

That we accept the on going donation record as present.....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 December 31, 2016 be approved.....carried.

MOTION: D. Stephens and Scott

That the Office and Administration Capital Budget be forwarded to the Committee of the Whole meeting being held immediately after this meeting.....carried.

MOTION: D. Stephens and Scott

That we now go in camera to consider the following:

- a. Municipal Act-Section 239 (2) (e)----Spooner
- b. Municipal Act-Section 239 (2) (b)----Ontario Labour Board
- c. Municipal Act-Section 239 (2) (b)----CAO/Clerk's Performance Review

MOTION: Scott and R. Stephens

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

MOTION: R. Stephens and Farquhar

That we recommend to Council that the CAO/Clerk be given a one point increase in salary.....carried.

The meeting was adjourned at 3:10 p.m. on a motion made by Councillor Scott.