

OFFICE AND ADMINISTRATION COMMITTEE

MINUTES – NOVEMBER 27, 2018

Attending: Chairperson Councillor MacDonald, Mayor R. Stephens, Councillor Farquhar, Scott and Taylor, along with two members of the public and the CAO/Clerk.

Just prior to the commencement of the meeting Blair Sullivan, a founding member of the Harbour Centre/Discovery Centre Board was presented with a framed certificate appointing him as an honorary member for life to the Discovery Centre Board and the Mayor thanked him for his many, many years of service to his community.

The Chairperson called the meeting to order at 1:30 p.m.

**MOTION: Scott and Farquhar**

That the agenda be approved with the addition of items 8.c) MICA letter of request for sponsorship and 10 b. in camera under section 239 (2) (b) of the *Municipal Act*...carried.

There were no declarations of pecuniary interest.

**MOTION: Scott and D. Stephens**

That the minutes of the last regular meeting of the Office and Administration Committee held on October 23, 2018 be approved...carried.

Old Business: Assisted Living  
Strategic Priorities  
Northern Credit Union

New Business: The current Ward System was discussed.

**MOTION: D. Stephens and R. Stephens**

That we recommend to Council that Council's annual remuneration be set at:  
Head of Council- \$15,000.00  
Council Member- \$10,000.00 effective January 2019...carried.

Correspondence: Central Manitoulin Community Garden letter-The Clerk was asked to respond to the letter which requested that the Municipal summer students weed and water the community garden.

**MOTION: D. Stephens and R. Stephens**

That we recommend to Council that the Municipality donate \$250.00 from each ward for a total of \$750.00 to the Manitoulin Student Aid Fund...carried.

**MOTION: D. Stephens and Farquhar**

That we recommend to Council that the Municipality sponsor the shirt for the Manitoulin Passage Ride in the amount of \$250.00, and further that the Municipality requests the most recent financial report from MICA...carried.

The Ride Manitoulin 2018 Financial report was reviewed for information only.

**MOTION: Scott and D. Stephens**

That we recommend to Council that the donation record up to November 22, 2018 be approved...carried.

**MOTION: Farquhar and R. Stephens**

That we recommend to Council that the year to date financial report ending October 31, 2018 for the Office and Administration Committee be approved...carried.

**MOTION: Scott and Farquhar**

That we recommend to Council that the Office and Administration Committee operating budget for 2019 be accepted and forwarded to the Committee of the Whole meeting in January 2019...carried.

**MOTION: Farquhar and Scott**

That we now go in camera to consider two issues under the Municipal Act, sections 239(2) (c) and (b)...carried.

**MOTION: D. Stephens and Scott**

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

**MOTION: D. Stephens and Farquhar**

That we recommend to Council that the CAO/Clerks performance review be accepted and that a salary increase be approved as discussed and agreed to in camera...carried.

The meeting was adjourned at 2:40 p.m. on a motion made by Councillor Scott.