

**MUNICIPALITY OF CENTRAL MANITOULIN  
COMMITTEE OF THE WHOLE-OFFICE AND ADMINISTRATION COMMITTEE  
COMMITTEE OF THE WHOLE  
MINUTES – January 24, 2023**

A video meeting of the Office and Administration Committee was held on January 24, 2023 with the following in attendance:

Chair Councillor Farquhar, Mayor R. Stephens, Councillors Bisailon, Diebolt, Mitchell, Scott, and D. Stephens, CAO/Clerk D. Deforge and 4 members of the public.

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

**MOTION: R. STEPHENS AND SCOTT**

That the agenda be approved with the addition of

9 c a) Letter – Mielonen & Trainor – 2023 01 24 – Zoom Meetings ...carried.

There were no declarations of pecuniary interest.

**MOTION: D. STEPHENS AND MITCHELL**

That the minutes of the last regular meeting of the Office and Administration Committee held on December 14, 2022 be approved...carried.

The Committee accepted the email from Canada Post regarding the Providence Bay Post Office for information only.

**MOTION: D. STEPHENS and MITCHELL**

That we recommend to Council that Committee and Council meetings continue to be conducted using Zoom and that the ability to utilize the chat function be left to the discretion of the Chair and further that all meetings are to be recorded and posted to the website...carried.

**MOTION: D. STEPHENS AND MITCHELL**

That the letter from Ms. Mielonen and Ms. Trainor regarding Zoom Meetings be accepted for information only...carried.

The Committee discussed the Municipal insurance policy renewal and requested that a comparison report by account be prepared for the next meeting and further that the CAO/Clerk research any cost savings related to insuring municipal equipment for current value rather than replacement cost.

**MOTION: D. STEPHENS and SCOTT**

That we recommend to Council that a plaque be installed in the front lobby honoring the valued 41-year contribution of the former CAO/Clerk Ruth Frawley...carried.

**MOTION: D. STEPHENS and DIEBOLT**

That we recommend to Council to donate \$5,000 per year to Manitoulin Streams for 2023 to 2027...carried.

**MOTION: D. STEPHENS and MITCHELL**

That we recommend to Council that the donation financial report ending December 31, 2022 be approved...carried.

**MOTION: MITCHELL and BISAILLON**

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

There was a discussion on both the Office and Administration draft operating and capital budget. The committee requested an estimate for budget for the supply and installation of equipment which would allow a hybrid of in person/Zoom meetings in the Council Chambers.

**MOTION: D. STEPHENS and MITCHELL**

That we now go in camera to consider an issue under section 239 (2) d of the Municipal Act...carried.

**MOTION: D. STEPHENS and SCOTT**

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

**MOTION: D. STEPHENS and BISAILLON**

That we recommend to Council the CAO/Clerk adjust the budget and hours of work for the By-Law Enforcement position as discussed in camera and further the research requested in camera be completed for discussion at the Committee of the Whole budget meeting on January 31, 2023...carried.

The meeting was adjourned at 5:35 p.m. on a motion made by Councillor Scott.