

**OFFICE AND ADMINISTRATION COMMITTEE**  
**AGENDA – Tuesday – February 25, 2020**  
**1:30 p.m.**

1. Call to order.
2. Approval of agenda.
3. Declaration of pecuniary interest.
4. Approval of minutes of last regular meeting- December 17, 2020
5. Delegation:
6. Old Business:
  - a. Assisted Living
  - b. Strategic Priorities
7. New Business:
  - a. Procedural By-law: Rescinding of Motions
  - b. Health and Safety Coordinator Position
  - c. FONOM Conference 2020-City of Timmins
8. Correspondence:
  - a. Angel Bus Committee – request for financial support
  - b. MSS-Robotic Team request for sponsorship
  - c. MICA-request for membership payment
  - d. Manitoulin Fine Arts Association-request for financial support
  - e. Send – A- Kid to Camp-request for financial support
  - f. Membership Service Award-CAO/Clerk
9. Financial Business:
  - a. Ongoing Donation record
  - b. Year to date financial report – December 31, 2019
10. In Camera:
11. Adjournment.