

**MUNICIPALITY OF CENTRAL MANITOULIN
OFFICE AND ADMINISTRATION COMMITTEE
MINUTES – October 22, 2024**

A video meeting of the Office and Administration Committee was held on October 22, 2024 with the following in attendance:

Chair Councillor Farquhar, Mayor R. Stephens, Councillors Bisailon, , Mitchell, Scott, and D. Stephens, CAO/Clerk D. Deforge, and three (3) by video. The meeting was recorded.

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

MOTION: D. STEPHENS AND R. STEPHENS

That the agenda be approved as presented...carried.

There was no declaration of pecuniary interest.

MOTION: SCOTT AND BISAILLON

That the minutes of the last regular meeting of the Office and Administration Committee held on September 24, 2024 be approved...carried.

Staff continue to work on the following items:

- Housing Needs Study
- 2024 Insurance
- Events Grant Application Process – Large Event
- Events Donation Application Process – Small Event.
- Integrity Commissioner presentation at a future Office and Administration meeting.

The 1st draft of the new Procedural By-Law was distributed to Council for review and comment. Comments are requested by November 15 to enable staff to incorporated comments into the draft document.

MOTION: SCOTT AND BASAILLON

That we recommend to Council to set the December Meeting as follows:

- December 3, 2024 - Roads Committee
- December 5, 2024 – Water, Waste and Education Committee
- December 10, 2024 – Property Committee
- December 12, 2024 – Finance & Economic Development Committee
- December 17, 2024 – Safety, Security & Health Committee
- December 19, 2024 – Council...carried.

MOTION: BISAILLON AND R. STEPHENS

That we recommend to Council that By-Law 2024-32 being a by-law to appoint a screening officer for the Municipality of Central Manitoulin be given its three readings and be duly passed...carried.

MOTION: BISAILLON AND FARQUHAR

That we recommend to Council that By-Law 2024-33 being a by-law to appoint a hearing officer for the Municipality of Central Manitoulin be given its three readings and be duly passed...carried.

Committee requested qualifications and costing for the Hearing Officer.

MOTION: SCOTT AND R. STEPHENS

That we recommend to Council to accept the donation report to September 30, 2024 as presented ...carried.

MOTION: R. STEPHENS AND FARQUHAR

That we recommend to Council to accept the year-to-date expense report for the Office & Administration Committee dated August 31, 2024...carried.

MOTION: BISAILLON AND R. STEPHENS

That we now go in camera to consider the following issues:

- a. Municipal Act, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees – Staff issues/HR Review
- b. Municipal Act 239 2(c) Matters regarding a proposed or pending acquisition or disposition of land by the municipality or local board...carried.

MOTION: SCOTT AND BISAILLON

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

MOTION: BISAILLON AND R. STEPHENS

That we recommend to Council that the CAO/Clerk proceed with the negotiations as discussed In Camera...carried.

The meeting was adjourned at 4:37 p.m. on a motion made by Councillor Scott.