



**MINUTES**

**Public Finance and Administration Committee  
Wednesday, May 10, 2023  
Council Chambers 1:00 p.m.**

**PRESENT:** All members of the Public Finance and Administration Committee were in attendance this evening.

**STAFF PRESENT:** Lindsey Lee, CAO/Clerk  
Charlene Jackson, Interim Treasurer

**MEDIA PRESENT:** Nil.

**1. Call to Order and Roll Call**

We acknowledge that we are on the unceded territory of the Algonquin Anishinaabe Peoples.

**2. Disclosure of Pecuniary Interest and the General Nature Thereof**

**3. Adoption of the Agenda**

3.1 Dated May 10, 2023

**RECOMMENDATION-9-2023**

Moved by Karin Haelssig, seconded by Jill Campbell  
*THAT the Agenda dated May 10, 2023 be adopted as submitted.*

**CARRIED.**

**4. Delegations and Presentations**

Nil.

**5. Adoption of Committee Minutes**

5.1 April 12 - Public Finance and Administration Committee Minutes

**RECOMMENDATION-10-2023**

Moved by Jill Campbell, seconded by Deputy Mayor Lori Hoddinott  
*THAT the minutes of the April 12, 2023 Public Finance and Administration Committee Meeting be adopted as presented.*

**CARRIED.**

**6. Requests Submitted by Members of the Public**

Nil.

**7. Reports**

Nil.

**8. Information Items**

Nil.

**9. Unfinished Business**

9.1 Draft Terms of Reference

**RECOMMENDATION-11-2023**

Moved by Deputy Mayor Lori Hoddinott, seconded by Karin Haelssig  
*THAT the Draft Terms of Reference be brought back as soon as possible following the start of the new permanent Treasurer.*

**CARRIED.**

9.2 Purchasing Policy

**RECOMMENDATION-12-2023**

Moved by Karin Haelssig, seconded by Deputy Mayor Lori Hoddinott  
*THAT the Purchasing Policy be brought back as soon as possible following the start of the new permanent Treasurer.*

**CARRIED.**

Under definitions, amend item 4 to better reflect the signing authority wording.

9.3 Accountability and Transparency Policy

**RECOMMENDATION-13-2023**

Moved by Jill Campbell, seconded by Deputy Mayor Lori Hoddinott  
*THAT the Accountability and Transparency Policy be tabled until the new permanent Treasurer has time to review and bring comments back.*

**CARRIED.**

**10. New Business**

10.1 Draft Sponsorship Policy

**RECOMMENDATION-14-2023**

Moved by Deputy Mayor Lori Hoddinott, seconded by Jill Campbell  
*THAT the Public Finance and Administration Committee accept Draft Sponsorship Policy as information as submitted and circulated.*

**CARRIED.**

Staff to review, convert to Township policy format and then bring back to Public Finance and Administration Committee for consideration.

- 10.2 Mark MacKenzie - Comparing McNab/Braeside to Other Lower Tier Renfrew County Municipalities

**RECOMMENDATION-15-2023**

Moved by Karin Haelssig, seconded by Andre Szombathy

*THAT the document Comparing McNab/Braeside to other lower tier Renfrew County Municipalities, prepared by Committee member Andre Szombathy, be accepted as submitted and circulated.*

**CARRIED.**

Committee Member Karin Haelssig vacated the meeting at this time (2:30 p.m.).

**11. Draft By-Laws**

Nil.

**12. Public Questions/Comments**

Nil.

**13. Notice of Upcoming Meeting Dates**

June 14, 2023 - 1:00 p.m.

**14. Adjournment**

14.1

**RECOMMENDATION-16-2023**

Moved by Deputy Mayor Lori Hoddinott, seconded by Jill Campbell

*THAT the Public Finance and Administration Committee Meeting adjourned at 2:47 p.m.*

**CARRIED.**

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MEETING CHAIR