



MINUTES

**Public Finance and Administration Committee
Wednesday, September 13, 2023
Council Chambers 1:00 p.m.**

PRESENT: Mayor Mark MacKenzie
Deputy Mayor Lori Hoddinott
Karin Haelssig
Andre Szombathy

REGRETS: Fay Koplín
Jill Campbell

STAFF PRESENT: Lindsey Lee, CAO/Clerk
Angela Young, Deputy Clerk
Suzanne Bouchard, 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

There were no disclosures of pecuniary interest declared at this time.

3. Adoption of the Agenda

3.1 Dated September 13, 2023

The Agenda was updated to include supporting documentation pertaining to items 9.2 & 9.3.

RECOMMENDATION-22-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Andre Szombathy

THAT the Agenda dated September 13, 2023 be adopted as amended.

CARRIED.

4. Delegations and Presentations

Nil.

5. Adoption of Committee Minutes

5.1 Public Finance & Administration Committee Meeting - June 14, 2023

RECOMMENDATION-23-2023

Moved by Karin Haelssig, seconded by Deputy Mayor Lori Hoddinott

THAT the minutes of the June 14, 2023 Public Finance & Administration Committee be adopted as amended.

CARRIED.

Direction: Change the wording on the minutes to reflect that Andre Szombathy & Fay Kolpin sent their regrets as opposed to listing them as absent.

6. Requests Submitted by Members of the Public

Nil.

7. Reports

Nil.

8. Information Items

Nil.

9. Unfinished Business

9.1 DRAFT TOR Finance and Administration V2

RECOMMENDATION-24-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Andre Szombathy

THAT the draft Terms of Reference for the Finance & Administration Committee be accepted as information as submitted and circulated.

CARRIED.

Direction: Bring the amended Terms of Reference back to the October Public Finance and Administration Committee Meeting.

Direction: Add "Minute Approval Policy" to a future Public Finance & Administration Committee Meeting.

9.2 Community Working Groups Guidelines

RECOMMENDATION-25-2023

Moved by Karin Haelssig, seconded by Deputy Mayor Lori Hoddinott

THAT the Community Working Groups Guidelines be accepted as information as submitted and circulated.

CARRIED.

9.3 Working Groups - Terms of Reference

RECOMMENDATION-26-2023

Moved by Karin Haelssig, seconded by Deputy Mayor Lori Hoddinott
THAT the Working Groups - Terms of Reference be accepted as information as submitted and circulated.

TABLED.

Direction: Bring the Working Groups - Terms of Reference back to the October Finance & Administration Committee Meeting.

10. New Business

10.1 Accountability and Transparency Policy

RECOMMENDATION-27-2023

Moved by Karin Haelssig, seconded by Deputy Mayor Lori Hoddinott
THAT the Accountability and Transparency Policy be accepted as information as submitted and circulated.

CARRIED.

Direction: Bring the Accountability and Transparency Policy forward to Council for adoption.

Direction: Add the topic "Budget Committee" to the October Public Finance and Administration Committee Meeting for discussion.

11. Draft By-Laws

Nil.

12. Public Questions/Comments

Nil

13. Notice of Upcoming Meeting Dates

October 11, 2023 - 1:00 p.m.

14. Adjournment

The Public Finance and Administration Committee Meeting adjourned at 2:34 p.m.