



**FINANCE & ADMINISTRATION COMMITTEE  
MEETING MINUTES**

Thursday, March 3, 2022  
3:00 pm  
Virtual Meeting

Present: N. Mann, Chair, S. Finamore, Member, E. Pearce, Member, D. Marchisella, Mayor & Ex Officio

Resources: A. Sonnenburg, Dir. of Finance/Treasurer, D. Gagnon, CAO, N. Bray, Dir. of Clerks and Planning, D. Halloch, Dir. Public Works, S. Antunes, Special Projects Manager, B. Lackie, Assistant to CAO, B. Croskery, Human Resources Coordinator, A. Laurence, Deputy Clerk, J. Truman, Chief Building Official

**4. MINUTES OF THE PREVIOUS MEETINGS**

**4.1 October 18, 2021**

E. Pearce, Member joined the meeting at 3:03 pm.

**Res#: 1/22**

Moved By: S. Finamore

Seconded By: D. Marchisella

That the minutes of the October 18, 2021 meeting of the Finance and Administration Committee be adopted.

**Carried**

**6. INTRODUCTION AND CONSIDERATION OF CORPORATE REPORTS**

**6.1 Memo of the Director of Finance and Treasurer**

Re. December 2021 Unaudited Statement of Financial Position

**Res#: 2/22**

Moved By: S. Finamore

Seconded By: D. Marchisella

That the memo of the Director of Finance and Treasurer be received and forwarded to Council for their information.

**Carried**

**6.2 Memo of the Director of Finance and Treasurer**

2021 VISA Activity

**Res#: 3/22**

Moved By: E. Pearce

Seconded By: D. Marchisella

That the memo of the Director of Finance and Treasurer re. 2021 Visa activity be received.

**Carried**

**6.3 Memo of the Director of Finance and Treasurer**

Re. 2022 Insurance Renewal

**Res#: 4/22**

Moved By: E. Pearce

Seconded By: S. Finamore

That the memo of the Director of Finance and Treasurer re 2022 Insurance Renewal be received and forwarded to Council for information.

**Carried**

**6.4 Report of the City Clerk**

Re. Public Engagement at Council Meetings

**Res#: 5/22**

Moved By: S. Finamore

Seconded By: D. Marchisella

THAT the report from the Director of Clerks & Planning Services concerning an amendment to the Procedural By-law Section 12.1 Public Presentations and Delegations during an Electronic Meeting and Section 47 – Public Question Period be received;

And that By-law 16-6 be amended by changing Public Question Period to Public Input Session;

And that By-Law 16-6 be amended further to allow for Public Presentations and Delegations during Electronic Meetings;

And that the appropriate by-law be passed to enact this direction.

And that the report be forwarded to Council for direction.

**Carried**

## **6.5 Memo of the Deputy Clerk and Accessibility Coordinator**

Re. Advisory Committee Review - Update

**Res#: 6/22**

Moved By: S. Finamore

Seconded By: D. Marchisella

That the memo of the Deputy Clerk and Accessibility Coordinator re. Advisory Committee Review be received.

**Carried**

- 7. PRESENTATION OF COMMITTEE REPORTS**
- 8. OUTSIDE BOARD AND COMMITTEE REPORTING**
- 9. UNFINISHED BUSINESS**
- 10. PETITIONS**
- 11. CORRESPONDENCE**
- 12. ADDENDUM**
- 13. PUBLIC QUESTION PERIOD**
- 14. CLOSED SESSION**
- 15. SCHEDULING OF NEXT MEETING**

The next scheduled Finance & Administration meeting is April 18/22.

## **16. ADJOURNMENT**

**Res#: 7/22**

Moved By: E. Pearce

Seconded By: S. Finamore

That the meeting be adjourned at the hour of 3:47.

**Carried**