

***FINANCE, COMMUNICATIONS & PLANNING***  
***NOVEMBER 4, 2008***

Meeting called to order at 4:00 pm by Cr. Russell.

<u>IN ATTENDANCE</u>	Chairperson	F. Russell
	Mayor	F. Best
	Deputy Mayor	L. Browne
	CAO	R. Hiscock
	Town Clerk	M. Blackmore

INVOICES Invoices in the amount of \$108,382.57 presented for payment.  
RECOMMENDATION: The invoices as presented be approved.

BUSINESS ARISING

CODE OF CONDUCT A second draft of a Code of Conduct policy was presented for the Committee's review. Any further comments to be given to the CAO. Copy of the policy to go to Council for their adoption.

COMMERCIAL TAX

RATE Letter received from a local business concerning taxes that would be charged on a new proposed building. Another issue was the rate charged for Professional Class. Letter to be written giving the rates for Property, Business, Water and Sewer. However, until the building is assessed we cannot give a firm tax amount.

NEW BUSINESS

BOOSTER STATION

CAMERA Reports of vandalism at the Booster Station on Shoal Harbour Drive. Quote obtained in the amount of \$1,525 to install a surveillance camera at the site.  
RECOMMENDATION: That the camera be installed.

PSAB SOFTWARE

Request to purchase a software package for PSAB reporting in the amount of \$6,195.  
RECOMMENDATION: That this be approved.

WRITE OFFS

Write offs in the amount of \$2,442.89 presented for the Committee's review.  
RECOMMENDATION: That the write offs as presented be approved.

INCOME REPORT

Income report presented and reviewed by the Committee.

ADJOURN

Meeting adjourned at 4:55pm.

Respectfully submitted,  
Frazer Russell, Chairperson