

FINANCE, ADMINISTRATION & PLANNING
JANUARY 26, 2010

Meeting called to order at 4:10 pm by Councillor Pickett.

<u>IN ATTENDANCE</u>	Chairperson	J. Pickett
	Mayor	F. Best
	Councillor	H. Smith
	Town Clerk	M. Blackmore
	CAO	R. Hiscock

INVOICES Invoices in the amount of \$359,564.71 presented for payment.
RECOMMENDATION: The invoices as presented be approved.

BUSINESS ARISING

LAND SALE
MANITOBA DRIVE

Further discussion on the request by a property owner on Manitoba Drive to purchase a portion of the easement. CAO checked with the adjacent property owner and they are not interested in purchasing any portion of the easement.
RECOMMENDATION: That the first property owner be approached to see if they would be interested in purchasing the entire lot rather than leaving a small strip of land unused.

NEW BUSINESS

UNION NEGOTIATIONS
EVENTS CENTRE

CAO informed the group that a proposed Union Agreement was received for the employees of the Events Centre and a Committee needed to be set up to begin negotiations.
RECOMMENDATION: That Cr. Pickett, CAO, Events Centre Manager and Town Clerk form the Committee to enter into negotiations with the Union.

AD - VIOLENCE
PREVENTION MONTH

Request received from the Packet to place an ad for Violence Prevention Month.
RECOMMENDATION: That due to the incredible increase in the volume of such requests, the Committee felt that they would only entertain requests for ads pertaining to Town activities.

CONTRIBUTION REQUEST
MISS TEEN NL

Request received from a student that will be participating in the Miss Teen NL 2010 Pageant, for a contribution toward cost associated with being a participant.
RECOMMENDATION: The Town's Donation Policy states that contributions would be considered for group/individuals qualifying to compete in national competitions, therefore, this request would not qualify under the Town's Policy.

LEASE AGREEMENT

PARO ENTERPRISES LTD Some time ago a Lease Agreement was drafted between the Town and Paro Enterprises Ltd for a block of land on Masonic Crescent. This land was upgraded and paved by Paro, however, it was determined by them, before the agreement was finalized, that they would not be needing the required land at the present time. Paro is now requesting that Council allow them first chance to lease this land in the future should it be required by them for their building opposite this block of land.

RECOMMENDATION: That due to the amount of money invested by Paro Enterprises Ltd on this block of land that they be given first right of refusal should another request be made for this land.

BALBO ELEMENTARY

WATER SAFETY PRO

Request received from Clarendville Balbo Elementary School for the Town to sponsor a Water Safety Program for the two grade five classes.

RECOMMENDATION: That this be approved for this year.

WINDOW DRESS

EVENTS CENTRE

One quote only received as follows for window dress for offices and meeting rooms at the Events Centre:

Paint Shop - \$2,273 + HST

RECOMMENDATION: That the quote as presented be approved and must be taken from the set up budget for the Events Centre.

EVENTS CENTRE

EMPLOYEE

It was brought to our attention that one of the employees that transferred from CARA staff to the Events Centre was being paid less then employees hired by the Town for the Events Centre.

RECOMMENDATION: That the employee transferred from CARA staff be paid the same hourly rate as the new hire Arena Attendant, effective November 1, 2009, the date of the new hire.

EVENTS CENTRE

MANAGER VEHICLE

ALLOWANCE

Request from the Events Centre Manager to be given a vehicle allowance or use of a Town vehicle.

RECOMMENDATION: That Events Centre Manager make use of the Town vehicle on site whenever possible and to keep a log of all personal vehicle use which will be paid as per the Town's Travel Policy.

WRITE OFFS

Write offs in the amount of \$2,483.99 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 5:35 pm.

Respectfully submitted,
John Pickett, Chairperson