

FINANCE, COMMUNICATIONS & PLANNING
SEPTEMBER 9, 2008

Meeting called to order at 4:05 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 \$75,227.95 presented for payment.
RECOMMENDATION: The invoices as presented be approved.

BUSINESS ARISING

BUSINESS TAX RATE

PROFESSIONAL Discussion on the request received for Council to review a tax amount for a proposed commercial building on Manitoba Drive. After conversation with the Assessment Agency it was realized that a value could not be determined without the building plan showing size, use and tenant space.
RECOMMENDATION: That the property owner be written explaining this and if the information could be provided it would be forwarded to the Assessment Agency for review.

WEBSITE

MAINTENANCE Clerk spoke with our current website maintenance person and he would be willing to provide training to our staff to do maintenance and updates in-house. This should be done before the end of the month.

FIRE TRUCK & PICK-UP

TRUCK FOR FIRE DEPT Clerk informed the Committee that an application was made to Government for funding for a new pumper fire truck. It was also noted that there may be money under the JEPP funding for a pick-up truck to tow the hazmat trailer. The Fire Chief will be making application under this program for a pick-up truck as well.

OVERRUNS WATER

TREATMENT PLANT Staff still working to get the approval for the overrun on the Water Treatment Plant. Clerk attended a meeting at Municipal Affairs last week and learned that the letter was written, however, it was not signed by the Minister. Will continue to follow up to ensure receipt of the approval.

NEW BUSINESS

CAPITAL ROAD
WORK

Discussion on funding in the amount of approximately \$146,000 to allow the required Capital Road Work to proceed.

RECOMMENDATION: That the work proceed with surplus funding from our current budget and any amount exceeding the surplus funding be borrowed.

LAND SALE POLICY

Clerk brought to the attention of the Committee discrepancies in small amounts of land being sold to extend residential building lots.

RECOMMENDATION: That all small blocks of land sold from this date forward be charged by the Land Sale Policy. Any land that was priced outside of the policy and not purchased will now have to be recalculated as per the new policy.

YULETIDE - AD

Request received from Transcontinental for the Town to advertise in the Yuletide.

RECOMMENDATION: That Council decline advertising space at this time.

FIRE AT TOWN'S
LANDFILL SITE

Discussion on the cost to the Town associated with the fire at the Town's Landfill Site. Public Works Department placed equipment and four operators at the site to bury garbage that was left uncovered by the Contractor. As part of the Contract garbage is supposed be buried daily however, this was not done.

RECOMMENDATION: That the cost to the Town of the equipment and operators be billed back to the Contractor and if not paid in full in 30 days, will be deducted from the monthly contract payment.

FILING ROOM

Clerk explained that office staff are in desperate need of 3 - 4 new filing cabinets for property files due to the number of new streets being constructed. There is an issue of space for the new cabinets as all filing areas are filled and we have no place to put the new cabinets. One suggestion was to change the Conference Room into a file room until other areas can be freed up.

RECOMMENDATION: That staff explore the option of using the Conference Room as a file room by removing the large conference table and placing a smaller table allowing room for filing cabinets at the back of the room.

WRITE OFFS Write offs in the amount of \$1,949.93 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 5:00 pm.

Respectfully submitted,
Frazer Russell, Chairperson