

**PERSONNEL, FINANCE, SOCIAL DEVELOPMENT & ADMINISTRATION
WEDNESDAY, OCTOBER 21, 2009 at 12:00 p.m.
REPORT**

PRESENT: Deputy Mayor Heather Botelho
Councilor Terry Stover
Rebecca Allen, Executive Assistant
Albert Meijering, Chief Administrative Officer
Roxanne Chan, Chief Financial Officer

ALSO PRESENT: Councilor Louise Lawrie

1. CALL TO ORDER

Councillor Terry Stover called the meeting to order at 12:02 p.m.

2. APPROVAL OF AGENDA

The agenda was approved as presented.

3. APPROVAL OF REPORTS

4. DEPARTMENTAL REPORTS, CORRESPONDENCE AND/OR PRESENTATIONS

4.1 Approval of the accounts for the month ending August 2009

The accounts for the Town for period ending September 2009 were reviewed and the following items were noted:

Cheque #028338	Northwest Company Ltd.	Pinata
Cheque #028342	Trouble Shooter Computers	Printer for Boiler Room
Cheque #028352	Day\$ Inn- Thompson	Name on Account

There was discussion on the payment to The Northwest Company. This charge was for a piñata for the end of Summer Program Party.

There was discussion on the payment to Trouble Shooter Computers as to why we are purchasing from town employees private businesses. The CFO stated that we have purchased products from him in the past because he matches the same rate we would get from someone else and also installs at no charge.

There was discussion the Days Inn Account. The name of the account authorization is still under Lori Negrych's name. This should be changed. The CFO stated that she will make sure the name is changed to the new Financial Assistant's name.

There was further discussion on the accounts the town has with MTS. There are still charges for touch tone phone rentals and it is felt it would be a savings if the town were to purchase their own hardware for these lines.

ACTION: Administration to look into the charges for touch tone phones with MTS.

RECOMMENDED TO COUNCIL FOR APPROVAL

5. NEW BUSINESS**5.1 Issue Sheet - Arena Maintenance Workshop**

An issue sheet was presented for Luke Spence, Arena Attendant, to attend an ice making workshop in Winnipeg on November 16, 2009. The workshop will help him to understand how to read the ice, flood style, shaving patterns, and to assess the problems that could arise during the making of ice.

RECOMMENDED TO COUNCIL FOR APPROVAL**6. OLD BUSINESS****7. IN CAMERA**

7.1 The committee went into an in camera discussion at 12:10 p.m.
The committee finished the in camera discussion at 12:35 p.m.

8. NEXT MEETING

8.1 November 18, 2009

9. ADJOURNMENT

The meeting adjourned at 12:36 p.m.