

AT REGINA, SASKATCHEWAN, TUESDAY, NOVEMBER 3, 2015

AT A MEETING OF THE FINANCE AND ADMINISTRATION  
COMMITTEE  
HELD IN PUBLIC SESSION

AT 4:00 PM

**These are considered a draft rendering of the official minutes. Official minutes can be obtained through the Office of the City Clerk once approved.**

Present: Councillor Wade Murray, in the Chair  
Councillor, Bryon Burnett  
Councillor, Bob Hawkins  
Councillor, Barbara Young

Regrets: Councillor, Shawn Fraser

Also in Attendance: Council Officer, Ashley Thompson  
Legal Counsel, Jana-Marie Odling  
Chief Legislative Officer & City Clerk, Jim Nicol  
Executive Director, City Planning & Development, Diana Hawryluk  
Director of Finance, June Schultz  
Manager of Corporate Accounting, Lorrie Schmalenberg  
Senior City Planner, Jennifer Barrett

APPROVAL OF PUBLIC AGENDA

**Councillor Barbara Young moved, AND IT WAS RESOLVED, that the agenda for this meeting be approved, as submitted.**

ADOPTION OF MINUTES

**Councillor Bob Hawkins moved, AND IT WAS RESOLVED, that the minutes for the meeting held on October 6, 2015 be adopted, as circulated.**

ADMINISTRATION REPORTS

FA15-32	Three-Year Contract with Crown Enterprises Ltd. for Off-Site Records Storage
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**Recommendation**

1. That City Council authorize the City Clerk or designate to negotiate and approve the terms of an agreement with Crown Enterprises Ltd. (CEL) for off-site storage services for corporate and archival records for the period of March 1, 2016 and ending February 28, 2019.
2. That the City Clerk be authorized to execute the agreement with CEL after review and approval by the City Solicitor.
3. That this report be forwarded to the November 23, 2015 meeting of City Council for approval.

**Councillor Bryon Burnett moved, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in.**

FA15-33      2015 Audit Service Report

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**Recommendation**

1. That the 2015 Audit Plan presented in this report be approved.
2. That the Chief Financial Officer be authorized to sign the engagement letter with Deloitte, LLP to provide financial audit services for the year ending December 31, 2015.

Valerie Watson and Royce Bereti, representing Deloitte, addressed the Committee.

**Councillor Bob Hawkins moved that the recommendations contained in the report be concurred in.**

**Councillor Bob Hawkins moved, in amendment, AND IT WAS RESOLVED, that a recommendation #3 be added as follows:**

3. That when the 2016 Audit Plan is presented the issue of exclusively employing on-shore professionals be explored, keeping in mind of cost and timing.

**The main motion, as amended, was put and declared CARRIED.**

FA15-34      Provincial Affordable Home Ownership Program (AHOP)

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**Recommendation**

1. That the Executive Director of the City Planning and Development Division be authorized to enter into a revenue agreement with the Saskatchewan Housing Corporation on behalf of the City of Regina, so that the City of Regina may receive a final payment from the Saskatchewan Housing Corporation in the amount of \$253,291 for the City of Regina's enrollment in the Affordable Home Ownership Program.
2. That once the City Solicitor has reviewed the agreement, the City Clerk be authorized to sign on behalf of the City.
3. That this report be forwarded to the November 23, 2015 City Council meeting.

**Councillor Bryon Burnett moved, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in.**

ADJOURNMENT

**Councillor Barbara Young moved, AND IT WAS RESOLVED, that the meeting adjourn.**

The meeting adjourned at 4:45 p.m.

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Chairperson

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Secretary