



**Finance and Administration Committee Meeting Minutes
January 6, 2015, 3:30pm. – 5:00pm.
Council Chambers – City Hall**

Present: Mayor: Sheryl Spence. Councillors: Kevin Tooley, Richard Beck, Trevor Peterson. City Manager Stanley Westby and Finance Manager Clae Hack

1. Welcome and Introductions
2. Deloitte Audit Plan
 - a. Representatives from Deloitte including Matt Hladun (Senior Manager) and Andrew Coutts (Audit Partner) presented the committee with the audit plan for the December 31, 2014 audit. The audit field work will commence in March 2015, with the expectation that a final audit report will be ready by the end of April, 2015.
3. Cell Phone Policy
 - a. The Cell Phone policy was presented with the requested additional information regarding why certain positions were being reimbursed for their cell phones. The Policy was accepted as presented and is to come forward to a subsequent Council Meeting for approval.
4. 2015 Budget
 - a. An overview to the 2015 budget was presented to the Committee. The committee requested that additional information be added to the budget presentation including tax information on specific commercial properties so that Council could see the effect on existing businesses. All other information was accepted as presented and to be presented to Executive Committee on January 19, 2015.
5. Multi Material Recycling Program (MMRP)
 - a. Information regarding the Multi-Material Recycling Program (MMRP) was presented to the Committee. As previously reported to Council, the MMRP was set to launch on January 1, 2015 and would have seen the City of Warman receive a grant of \$190/tonne of recycled material (as opposed to \$20/tonne under the old program). This would have resulted in nearly \$90,000 in revenue in 2015 for the City of Warman. Administration recently received an email from the Policy and Legal Advisor for SUMA advising that the launch of this program has been suspended indefinitely due to changes the Province has made regarding funding. The budget has been adjusted to include \$0 revenue in 2015, although we are still hopeful that some form of the program will launch during 2015. The information was accepted as presented.
6. Council Indemnity Policy
 - a. The Council Indemnity Policy was revised to include the 2.60% increase as well as a \$150/month car allowance for the Mayor for travel including Warman, Martensville and Osler. The policy was accepted as presented and is to be brought forward to a subsequent Council Meeting for approval.

Next meeting February 3, 2015 at 3:30pm

Adjournment at 5:00pm

