



**PUBLIC MINUTES
STANDING POLICY COMMITTEE ON FINANCE**

**Monday, October 5, 2015, 2:00 p.m.
Council Chamber, City Hall**

PRESENT: Councillor T. Paulsen, Chair
Councillor A. Iwanchuk, Vice-Chair
Councillor C. Clark
Councillor E. Olauson
His Worship Mayor D. Atchison (Ex-Officio)

ABSENT: Councillor R. Donauer (Leave of Absence)

ALSO PRESENT: CFO/General Manager, Asset & Financial Management K. Tarasoff
Solicitor B. Bleakney
Deputy City Clerk D. Kanak
Committee Assistant K. Kuspira

1. CALL TO ORDER

The Chair called the meeting to order.

2. CONFIRMATION OF AGENDA

Moved By: His Worship the Mayor

1. That the Budget Update Report be added as item 11.6 under In Camera Agenda Items; and
2. That the agenda be confirmed as amended.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Olauson, His Worship the Mayor and Councillor Clark

CARRIED UNANIMOUSLY

3. DECLARATION OF PECUNIARY INTEREST

4. ADOPTION OF MINUTES

Moved By: Councillor Iwanchuk

That the minutes of Regular Meeting of the Standing Policy Committee on Finance held on September 8, 2015 be adopted.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark, Councillor Olauson and His Worship the Mayor

CARRIED UNANIMOUSLY

5. UNFINISHED BUSINESS

6. COMMUNICATIONS (requiring the direction of the Committee)

6.1 Delegated Authority Matters

6.2 Matters Requiring Direction

6.3 Requests to Speak (new matters)

7. REPORTS FROM ADMINISTRATION

7.1 Delegated Authority Matters

**7.1.1 Lease Renewal for 201-3rd Avenue North - Essex Plaza -
Saskatoon Land (Files CK. 520-1, AF. 4225-1 and LA. 4235-012-
7)**

CFO/General Manager, Asset & Financial Management Tarasoff presented the report regarding the lease renewal of the Essex Plaza for the continued use by the Saskatoon Land Division.

Moved By: His Worship the Mayor

1. That the Lease Agreement Renewal between the City of Saskatoon (City) and General Management Services Ltd. for a portion of the Essex Plaza building located at 201 – 3rd Avenue North, for a term of three years and six months (October 1, 2015 to February 28, 2019) with the same terms, conditions and lease rate as the existing agreement be approved; and
2. That the City Solicitor review the renewal agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

In Favour: His Worship the Mayor, Councillor Iwanchuk, Councillor Paulsen, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

7.1.2 Retendering of 3102 Caen Street in Montgomery Place (Files CK. 4215-1, AF. 4214-1 and LA. 4217-014-006)

Moved By: His Worship the Mayor

1. That the Director of Saskatoon Land be authorized to sell ISC Surface Parcel 136261830 (3102 Caen Street) and a portion of ISC Surface Parcel 136261841 (Attachment 1 of the October 5, 2015 report of the CFO/General Manager, Asset and Financial Management) by public tender with a reserve bid price of \$420,000; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

In Favour: His Worship the Mayor, Councillor Olauson, Councillor Paulsen, Councillor Iwanchuk and Councillor Clark

CARRIED UNANIMOUSLY

7.2 Matters Requiring Direction

7.2.1 Amendments to Policy Nos. C02-030 Purchase of Goods, Services and Work, and A02-027 Corporate Purchasing Procedure (Files CK. 1000-5, AF. 421-002 and 185-1)

CFO/General Manager, Asset & Financial Management Tarasoff presented the report regarding minor revisions to City Council Policy, as well as the Administrative Policy.

Councillor Olauson was excused at 2:03 p.m.

Moved By: His Worship the Mayor

That the Standing Policy Committee on Finance recommend to City Council:

1. That the amendments to reporting requirements contained in Council Policy No. C02-030 and Administrative Policy No. A02-027 be adopted;
2. That the City Clerk be requested to update the polices as reflected in the October 5, 2015 report of the CFO/General Manager, Asset and Financial Management Department; and
3. That the City Solicitor be instructed to amend Bylaw No. 8174, The City Administration Bylaw, 2003, to reflect the change in Reporting to Council.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and His Worship the Mayor

CARRIED UNANIMOUSLY

7.2.2 Proposed Internal Audit Administration Process and Amendments to Council Policy No. C02-032 (Files CK. 1600-1 and AF. 1600-1)

CFO/General Manager, Asset & Financial Management Tarasoff presented the report and addressed questions of the Committee

regarding the audit process, reporting and budget.
Councillor Olauson re-entered the meeting at 2:05 p.m.

Moved By: His Worship the Mayor

1. That the proposed administrative process for Internal Audit work be approved; and
2. That the Administration submit a report to City Council recommending amendments to Council Policy No. C02-032, Internal Audit Charter.

In Favour: His Worship the Mayor, Councillor Paulsen, Councillor Clark, Councillor Olauson and Councillor Iwanchuk

CARRIED UNANIMOUSLY

7.2.3 Contract Award Report - May 1 to August 31, 2015 Contracts Between \$50,000 and \$75,000 (Files CK. 1000-1 and AF. 1000-1)

Moved By: Councillor Iwanchuk

That the report of the CFO/General Manager, Asset and Financial Management Department, dated October 5, 2015, be forwarded to City Council for information.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark, Councillor Olauson and His Worship the Mayor

CARRIED UNANIMOUSLY

7.2.4 Request to Sell City-Owned Property - Aspen Ridge Neighbourhood (Files CK. 4215-1, x CK. 4131-32, AF. 4131-1 and LA. 4131-30)

Director of Saskatoon Land Long presented the report and answered questions of the Committee regarding proposed changes to the development controls.

Moved By: His Worship the Mayor

That the Standing Policy Committee on Finance recommend to City Council:

1. That the Director of Saskatoon Land be authorized to sell 134 single-family lots with legal descriptions of Lots 1 to 38, Block 701, Plan No. to be registered; Lots 1 to 13, Block 702, Plan No. to be registered; Lots 1 to 25, Block 703, Plan No. to be registered; Lots 1 to 16, Block 704, Plan No. to be registered; Lots 1 to 28, Block 705, Plan No. to be registered; and Lots 1 to 14, Block 706, Plan No. to be registered on Fast Crescent, Court, Way and Lane through a lot draw process;
2. That if the parcels are not sold through the lot draw process, they will be placed for sale over-the-counter on a first-come, first-served basis;
3. That the Director of Saskatoon Land be authorized to sell Lots 1 and 2, Block 701 to the highest bidder through a public tender process for the intended use of developing Type II Residential Care Homes, Child Care Centres or Pre-Schools with tender conditions and reserve bid prices plus applicable taxes;
4. That any of the pre-designated Type II Residential Care Home, Child Care Centre or Pre-School lots which are not sold through the public tender process be placed for sale over-the-counter on a first-come, first-served basis for the same intended purpose for a period of one year with conditions specified in the Agreement for Sale;
5. That the Director of Saskatoon Land be authorized to make minor adjustments to the approved pricing that may be necessary to account for changes in servicing costs and lots being returned;
6. That the Director of Saskatoon Land be authorized to administer development controls for the 134 single-family lots; and
7. That the City Solicitor be requested to prepare the Agreements for Sale and that His Worship the Mayor and the City Clerk be authorized to execute the agreements under the Corporate Seal.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark, His Worship the Mayor and Councillor Olauson

CARRIED UNANIMOUSLY

8. URGENT BUSINESS

9. MOTIONS (notice previously given)

10. GIVING NOTICE

11. IN CAMERA AGENDA ITEMS

11.1 Land Development (Files CK. 4110-1, AF. 4110-1, AF. 4110-001 and LA. 4110-001)

[In Camera - Economic/Financial - Land]

11.2 Land Development (Files CK. 4110-1, AF. 4131-1 and LA. 4110)

[In Camera - Economic/Financial - Land]

11.3 Internal Audits (Files CK. 225-77)

[In Camera - Economic/Financial & Other Interests - Audits and Tests]

11.4 Land Matter (Files CK. 4110-36, AF. 4020-1 and LA. 4110-1)

[In Camera - Economic/Financial - Land]

11.5 Land Matter (Files CK. 4215-1, AF. 4110-1 and LA. 4134-1)

[In Camera - Economic/Financial - Land]

11.6 Budget Update (Files CK. 1600-1 and AF. 1600-1)

[In Camera - Audits and Tests]

Moved By: His Worship the Mayor

That the Committee move In Camera to consider items 11.1 to 11.6

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark, Councillor Olauson and His Worship the Mayor

CARRIED UNANIMOUSLY

12. ADJOURNMENT

The meeting adjourned at 2:11 p.m.

Councillor T. Paulsen, Chair

D. Kanak, Deputy City Clerk