



**PUBLIC MINUTES
STANDING POLICY COMMITTEE ON FINANCE**

**Monday, August 17, 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
- ABSENT:** Councillor R. Donauer (Leave of Absence)
His Worship Mayor D. Atchison (Ex-Officio)
- ALSO PRESENT:** Councillor P. Lorje
CFO/General Manager, Asset & Financial Management
K. Tarasoff
Solicitor B. Bleakney
Deputy City Clerk D. Kanak
Committee Assistant J. Fast

1. CALL TO ORDER

Councillor Paulsen called the meeting to order.

2. CONFIRMATION OF AGENDA

Moved By: Councillor Iwanchuk

1. That Financial Reports be added as Item 11.8 under In Camera Agenda Items; and
2. That the agenda be confirmed as amended.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

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 July 20, 2015 be adopted.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

5. UNFINISHED BUSINESS

6. COMMUNICATIONS (requiring the direction of the Committee)

6.1 Delegated Authority Matters

6.2 Matters Requiring Direction

6.2.1 2016 Proposed Budgets - Advisory Committees

The Deputy City Clerk reported that as required for all advisory committees, proposed budgets are submitted for consideration by the Standing Policy Committees prior to placement in the 2016 Business Plan and Budget document for review at the time of budget deliberations. The following proposed budget has been put forward by the Saskatoon Accessibility Advisory Committee for consideration by the Standing Policy Committee on Finance:

Saskatoon Accessibility Advisory Committee (Same as 2015 Approved Budget)

\$3,000 – Conference Attendance

Moved By: Councillor Iwanchuk

That the proposed 2016 budget of the Saskatoon Accessibility Advisory Committee be forwarded to the 2016 Business Plan and Budget deliberations for consideration at the appropriate time.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

6.2.2 Internal Audit Plan 2015 to 2019 (File No. CK. 1600-3)

Moved By: Councillor Olauson

That the Internal Audit Plan - 2015 to 2019 be approved and forwarded to City Council for information at its meeting to be held on September 28, 2015.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

Solicitor Bleakney entered the meeting at 2:02 p.m.

6.3 Requests to Speak (new matters)

6.3.1 Saskatoon Chapter of Alliance for Equality of Blind Canadians (AEBC) - Accessibility Issues (File No. CK. 100-17)

Mr. Mike Simmons, Vice President, Saskatoon Chapter, AEBC, addressed the Committee regarding accessibility issues. He requested that audible pedestrian signals be automatic with no requirement to press a button, which is difficult for those who are sight challenged. Mr. Simmons expressed his appreciation to Saskatoon Transit regarding the program which announces bus stops automatically. He inquired when new parking meters would be placed on permanent pads as the temporary spots can cause mobility issues. Mr. Simmons also spoke regarding taxis and asked that laws in place in Ottawa be looked at as an example with regard

to rules and regulations for taxi drivers to assist in providing better service for people with visual impairments.

General Manager, Community Services Grauer addressed questions regarding progress in relocation of parking meters to their permanent position. An update report will be provided to the Standing Policy Committee on Transportation.

Moved By: Councillor Clark

That the matter be referred to the Accessibility Advisory Committee for further discussion and report back to a future meeting of the appropriate Standing Policy Committee.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

7. REPORTS FROM ADMINISTRATION

7.1 Delegated Authority Matters

7.1.1 Request for Direct Sale to Saskatchewan Housing Corporation for Group Home Lots in Evergreen (Files CK. 4215-1, AF. 4214-1, LA. 4215-014-224 and 4215-014-265)

CFO\General Manager, Asset & Financial Management Tarasoff presented the submitted report.

Moved By: Councillor Olauson

1. That the Director of Saskatoon Land be authorized to offer, by direct sale, Lot 21, Block 669, Plan 102137633; and Lot 62, Block 669, Plan 102146891 to Saskatchewan Housing Corporation for the purpose of constructing group homes; and
2. That the City Solicitor be requested to prepare the sale agreements 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 and Councillor Olauson

CARRIED UNANIMOUSLY

7.1.2 Quarterly Report - Builder and Developer Lot Supply - July 15, 2015 (Files CK. 4110-1, AF. 4131-1, 4125-1, and LA. 4110-1)

Director of Saskatoon Land Long presented the report and answered questions of the Committee.

Moved By: Councillor Olauson

That the information be received.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

7.1.3 Western Development Museum (WDM) Parking Lot (File No. CK. 465-1)

CFO\General Manager, Asset & Financial Management Tarasoff reviewed the report.

Ms. Joan Champ, Western Development Museum, answered questions of the Committee and noted that \$3 million was the amount given to cover not only the paving but also lighting developments, landscaping and improvements to the park area adjacent to the parking lot. Ms. Champ noted that Phase I is for the parking lot at a cost of approximately \$1.8 million, which includes electrical, consulting fees, site preparation, and storm sewer work.

Discussion followed regarding whether any amount had been committed to the project by the Province. Ms. Champ reported that

she would be having further discussions with the Province with respect to their request for funding for the project.

Moved By: Councillor Iwanchuk

That consideration of the following motion be deferred to the next meeting of the Standing Policy Committee on Finance to provide an opportunity for the Western Development Museum to meet with the Province regarding their funding request and report back on those discussions:

“that the matter of a potential contribution to the \$1.8 million parking lot project at the Western Development Museum be referred to the 2016 Business Plan and Budget deliberations to consider an amount that would take into consideration fundraising by the Western Development Museum and any cost-sharing by the Province.”

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

7.2 Matters Requiring Direction

7.2.1 Business Improvement Districts' 2014 Financial Statements (Files CK. 1680-1, AF. 1680-2, 1680-3, 1680-4 and 1680-5)

CFO\General Manager, Asset & Financial Management Tarasoff presented the report.

Moved By: Councillor Olauson

1. That the 2014 Audited Financial Statements from the Saskatoon Downtown Business Improvement District, Broadway Business Improvement District, Riversdale Business Improvement District, and the Sutherland Business Improvement District be received as information; and

2. That the report of the A/CFO/General Manager, Asset & Financial Management be forwarded as information to City Council at its meeting to be held on September 28, 2015.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

**7.2.2 Acquisition of Land for Future Development NW 33-37-5 W3
(Files CK. 4020-1, AF. 4020-1 and LA. 4020-015-005)**

CFO\General Manager, Asset & Financial Management Tarasoff presented the report.

Moved By: Councillor Olauson

That the Standing Policy Committee on Finance recommend to City Council at its meeting to be held on August 20, 2015:

1. That the Director of Saskatoon Land be authorized to purchase the NW $\frac{1}{4}$ 33-37-5 W3 comprising of approximately 155.18 acres from Ritva Helena Wheaton at a purchase price of \$4,207,240;
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; and
3. That the Property Realized Reserve be used as the funding source for this purchase, including legal, administrative costs and disbursements.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

7.2.3 Purchase of Abandoned Spur Lines from Canadian National Railway Company (Files CK. 4020-1, x 4225-1, AF. 4020-1 and LA. 4020-015-005)

CFO/General Manager, Asset & Financial Management Tarasoff presented the report.

Moved By: Councillor Iwanchuk

That the Standing Policy Committee on Finance recommend to City Council at its meeting held August 20, 2015:

1. That the Real Estate Manager be authorized to purchase three abandoned spur lines in the North Downtown and Kelsey/Woodlawn areas from Canadian National Railway Company at a total purchase price of \$2,235,000;
2. That the Real Estate Manager be authorized to enter into market-rate licence agreements with Pattison Signs for seven existing billboard poster faces situated on redundant Canadian National Railway Company spur lines;
3. That the City Solicitor be requested to prepare the sale agreements and that His Worship the Mayor and the City Clerk be authorized to execute the agreements under the Corporate Seal; and
4. That the Property Realized Reserve and the Dedicated Roadway Reserve be used as the funding sources for the purchase price, including legal, administrative costs and disbursements.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

7.2.4 Farm Land Fixed Taxation Agreement Extension (Files CK. 1920-1, AF. 1920-1)

CFO\General Manager, Asset & Financial Management Tarasoff reviewed the report, and together with City Assessor Huisman answered questions of the Committee.

Moved By: Councillor Olauson

That the Standing Policy Committee on Finance recommend to City Council at its meeting to be held on September 28, 2015:

1. That the extension of the Farm Land Fixed Taxation Agreement with Mr. Brian Sutherland be approved; 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: Councillor Olauson, Councillor Paulsen, Councillor Iwanchuk and Councillor Clark

CARRIED UNANIMOUSLY

7.2.5 Amendments to the Industrial Land Incentive Program - Policies (Files CK. 3500-13, AF. 4001-0 and LA. 4226-0)

CFO/General Manager, Asset & Financial Management Tarasoff introduced the report. Finance & Sales Manager Meinema provided details of the proposed amendments and answered questions of the Committee.

Moved By: Councillor Olauson

That the Standing Policy Committee on Finance recommend to City Council at its meeting to be held on September 28, 2015:

1. That the revisions to Council Policy No. C09-009 and Administrative Policy No. A09-009, Industrial Land Incentives Program, be adopted; and

2. That the City Clerk be requested to update the policies as reflected in the report of the CFO/General Manager, Asset & Financial Management Department dated August 17, 2015.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

7.2.6 Leasing of Civic Facility - Sutherland Memorial Hall - 1112 Central Avenue (Files CK. 600-3, AF. 600-1, 290-1 and LA. 4225-80-1)

The Deputy City Clerk reported that the Committee has requested that the Administration review and report on the general matter of service group facility rental management agreements.

CFO/General Manager, Asset & Financial Management Tarasoff presented the report.

Moved By: Councillor Olauson

That the Administration submit a report to City Council at its meeting to be held September 28, 2015 recommending:

1. That the lease of the City-owned facility known as Sutherland Memorial Hall, located at 1112 Central Avenue, be mutually terminated with the Sutherland Memorial Hall Corporation and a new lease agreement be entered into with the POW City Kinsmen Club of Saskatoon at a lease rate of \$1.00 per year for a period of five years with an option for renewal, based on the terms as set out in the report of the A/CFO/General Manager, Asset & Financial Management dated August 17, 2015; 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: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

7.2.7 Enterprise Resource Planning (ERP) System Business Case Contract Award (Files CK. 115-1 and AF. 115-1)

CFO/General Manager, Asset & Financial Management Tarasoff presented the report and answered questions of the Committee with respect to the current system, the need for development of a comprehensive business case for the potential implementation of an ERP System, and the benefits of an ERP System.

Moved By: Councillor Iwanchuk

That the Standing Policy Committee on Finance recommend to City Council at its meeting to be held on August 20, 2015:

1. That the Request for Proposal for Consulting Services for an Enterprise Resource Planning Business Case be awarded to Deloitte;
2. That the City Solicitor prepare the necessary Agreement and that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal; and
3. That an additional \$75,000 be allocated to Project 1829 – Corporate Enterprise Resource Planning (ERP) System from the Asset and Financial Management Department Capital Reserve.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

7.2.8 North Commuter Parkway and Traffic Bridge - Intent to Borrow (Files CK. 6050-10, x6050-8 and AF. 6050-10)

CFO/General Manager, Asset & Financial Management Tarasoff presented the report and together with Financial Analyst Smith answered questions of the Committee.

Moved By: Councillor Olauson

That the Administration submit a report to City Council at its meeting to be held on August 20, 2015 recommending that the planned Public Private Partnership range of borrowing from \$109M to \$122M, plus or minus a 10% variance, for the North Commuter Parkway and Traffic Bridge project (Capital Project 2407), through a capital asset financing agreement between the City of Saskatoon (City) and the Preferred Proponent be approved (such borrowing structured as payments to the Preferred Proponent over a period of 30 years, including to repay the capital costs of the project).

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

- 8. URGENT BUSINESS**
- 9. MOTIONS (notice previously given)**
- 10. GIVING NOTICE**
- 11. IN CAMERA AGENDA ITEMS**

Pursuant to an earlier resolution, Item 11.8 was considered with this item.

11.1 Terms of Reference - Audit (File No. CK. 1600-17)

[In Camera - Economic, Financial and Other Interests, Audits and Tests, and Policy Options/Advice]

11.2 Proposed Internal Audit Process (File No. CK. 1600-1)

[In Camera - Policy Options/Advice]

11.3 Land Sales (Files CK. 4215-1 and AF. 4110-1)

[In Camera - Economic/Financial - Land]

11.4 Land Sales (Files CK. 4215-1, AF. 4214-1 and LA. 4221-015-008)

[In Camera - Economic/Financial - Land]

11.5 Land Exchange (Files CK. 4020-1, x6050-9, AF. 4020-1, 6050-1 and LA. 4022-015-001)

[In Camera - Economic/Financial - Land]

11.6 Land Sales (Files CK. 4215-1, x4110-44, AF. 4214-1 and LA. 4131-26)

[In Camera - Economic/Financial - Land]

11.7 Verbal Update - Land - Policy Review

[In Camera - Economic/Financial - Land]

11.8 Financial Reports (File No. CK. 1610-9)

[In Camera – Economic, Financial and Other Interests and Audits and Tests]

Moved By: Councillor Olauson

That the above items be considered In Camera.

In Favour: Councillor Paulsen, Councillor Iwanchuk, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

12. ADJOURNMENT

The meeting adjourned at 2:53 p.m.

Councillor T. Paulsen, Chair