



**PUBLIC MINUTES
STANDING POLICY COMMITTEE ON FINANCE**

**Monday, April 4, 2016, 2:00 p.m.
Council Chamber, City Hall**

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

ABSENT: Councillor E. Olauson (Leave of Absence)

ALSO PRESENT: CFO/General Manager, Asset & Financial Management
K. Tarasoff
Solicitor D. Kowalski
Deputy City Clerk S. Bryant
Committee Assistant K. Kuspira

1. CALL TO ORDER

The Chair called the meeting to order at 2:00 p.m.

2. CONFIRMATION OF AGENDA

Moved By: His Worship the Mayor

That the agenda be confirmed as presented.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

Moved By: Councillor Iwanchuk

That the minutes of the Regular Meeting of the Standing Policy Committee on Finance held on March 7, 2016, be adopted.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

5. UNFINISHED BUSINESS

6. COMMUNICATIONS (requiring the direction of the Committee)

6.1 Delegated Authority Matters

6.1.1 2016 Updated Internal Audit Plan - PricewaterhouseCoopers LLP (File CK. 1600-3)

Moved By: His Worship the Mayor

That the 2016 Updated Internal Audit Plan be approved.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

6.2 Matters Requiring Direction

6.2.1 Roads Maintenance Program Value for Money Report - PricewaterhouseCoopers LLP (Files CK. 1600-17)

The following related reports were provided for consideration:

- Roads Maintenance Program Value for Money Report - PricewaterhouseCoopers LLP;
- Administration Response and Timelines - Roads Maintenance Program Value for Money Report - April 4, 2016 report of the General Manager, Transportation and Utilities Department; and

- Roadways Design, Construction, and Maintenance Civic Service Review - November 9, 2015 report of the General Manager, Corporate Performance Department.
Mr. Jesse Radu, PricewaterhouseCoopers LLP, was in attendance to present the Road Maintenance Program Value for Money Report.

Mr. Jesse Radu, PricewaterhouseCoopers LLP, was in attendance to review the report and answer questions of the Committee regarding road conditions and maintenance, and associated costs.

CFO/General Manager, Asset and Financial Management Tarasoff also addressed questions of the Committee regarding follow-up on the recommendations presented and communication of progress made on road maintenance.

The Committee expressed interest in knowing what savings are realized once recommendations are put in place and seeing a dashboard type measure in this regard to track what has been established in the current program and expected achievements.

Moved By: His Worship the Mayor

That the reports be received as information and forwarded to City Council for information.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

Moved By: Councillor Clark

That the Administration be instructed to work with the Auditor to develop a process (dashboard) to present to Committee at the appropriate time (Fall of 2016).

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

6.2.2 North Central Transportation Planning Committee - Annual Membership Fee (File CK. 155-10)

Moved By: His Worship the Mayor

That the Standing Policy Committee on Finance recommend to City Council that the invoice of \$600.00 for annual membership for the North Central Transportation Planning Committee be paid.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

6.3 Requests to Speak (new matters)

6.3.1 Tourism Saskatoon - Fee-for-Service Agreement (File CK. 1870-10)

A letter dated March 4, 2016 from Mr. Todd Brandt, President and CEO, Tourism Saskatoon, requesting to make a presentation, along with Board Chair, Mr. Dale Grant, regarding the above matter, was provided. A package from Tourism Saskatoon was also provided.

Mr. Todd Brandt, President and CEO, and Mr. Dale Grant, Board Chair, Tourism Saskatoon, presented the submitted report and answered questions of the Committee.

Moved By: His Worship the Mayor

1. That the speakers be heard;
2. That the Tourism Saskatoon 2015 Audit Financial Statements be forwarded to City Council for information; and
3. That the remaining submissions from Tourism Saskatoon be received as information.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

7. REPORTS FROM ADMINISTRATION

7.1 Delegated Authority Matters

7.1.1 Request for Tax Exempt Status: Proposed Saskatchewan Aviation Museum and Learning Centre (Files CK. 1965-1 and AF. 1965-1)

CFO/General Manager, Asset and Financial Management Tarasoff reviewed the submitted report and answered questions of the Committee.

Moved By: His Worship the Mayor
That the April 4, 2016 report of the CFO/General Manager, Asset and Financial Management be received as information.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

Moved By: His Worship the Mayor
That the Administration communicate with the Aviation Museum and Learning Centre regarding eligible criteria for a grant through the Cultural Grant Program.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

7.1.2 Corporate Inventory Status - 2015 (Files CK. 1290-1 and AF. 1290-1)

CFO/General Manager, Asset and Financial Management Tarasoff reviewed the submitted report.

Moved By: His Worship the Mayor
That the April 4, 2016 report of the CFO/General Manager, Asset and Financial Management be received as information.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

7.1.3 Request to Sell City-Owned Property - South West Industrial Area (Files CK. 4215-1 and AF. 4214-1)

CFO/General Manager, Asset and Financial Management Tarasoff reviewed the submitted report.

Moved By: His Worship the Mayor

1. That the Director of Saskatoon Land be authorized to sell three parcels (Lot 24, 25 and 26, Block 183, Plan 102193837) in the South West Industrial area to the highest bidder through a public tender process with reserve bid prices;
2. That if the parcels are not sold through the tender process, they be placed for sale over-the-counter on a first-come, first-serve basis;
3. 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 the servicing costs and for returned parcels; and
4. 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.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

7.1.4 103 Pohorecky Crescent - Request for Proposal Update (Files CK. 4215-1, AF. 4131-1 and LA. 4219-012-003)

CFO/General Manager, Asset and Financial Management Tarasoff reviewed the submitted report.

Moved By: His Worship the Mayor
That the April 4, 2016 report of the CFO/General Manager, Asset and Financial Management Department be received as information.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

7.1.5 Transfer of Unpaid Utilities to Property Tax (Files CK. 1550-1 and AF. 1550-1)

CFO/General Manager, Asset and Financial Management Tarasoff reviewed the submitted report and answered questions of the Committee.

Revenue Collection and Customer Service Manager Voth and Director of Corporate Revenue Sutherland responded to questions of the Committee regarding the collection process for unpaid utility bills.

Moved By: His Worship the Mayor
That the April 4, 2016 report of the CFO/General Manager, Asset and Financial Management Department be received as information.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

Moved By: Councillor Clark
That the Administration be instructed to hold further discussions with the industry on this matter with a report back with the findings

of that consultation and how this practice compares to other utilities and decision making authorities.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

7.2 Matters Requiring Direction

7.2.1 Report on Investments - December 2015 (Files CK. 1790-3 and AF. 1790-3)

CFO/General Manager, Asset and Financial Management Tarasoff reviewed the submitted report.

Moved By: His Worship the Mayor

That the report of the CFO/General Manager, Asset and Financial Management Department, dated April, 2016, be forwarded to City Council for information.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

7.2.2 Billboard License on City-Owned Land - Request to Change from Poster to Static Digital (Files CK. 4225-1, AF. 290-1 x 4020-1, and LA. 4225-00-1)

CFO/General Manager, Asset and Financial Management Tarasoff reviewed the submitted report.

Moved By: His Worship the Mayor

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

1. That written consent be provided to Pattison Outdoor Advertising Ltd. to convert an existing static billboard located on

ISC Parcel No. 118925130 (north side of Circle Drive West) to a digital billboard;

2. That written consent be provided to Pattison Outdoor Advertising Ltd. to convert a double-sided static billboard located on ISC Parcel No. 203095065 (south side of Circle Drive West) to a single-sided static billboard;
3. That the License Agreements for each billboard be amended to grant Pattison Outdoor Advertising Ltd. an option to renew for an additional term of five years at market rent; and
4. That the City Solicitor be requested to prepare the appropriate agreements, and that His Worship the Mayor and the City Clerk be authorized to execute the agreements under the Corporate Seal.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

7.2.3 Wanuskewin Heritage Park Lease of City-Owned Land - Application to UNESCO World Heritage Designation (Files CK. 4225-1 and AF. 4206-1)

CFO/General Manager, Asset and Financial Management Tarasoff reviewed the submitted report.

Moved By: His Worship the Mayor

That the Standing Policy Committee on Finance recommend to City Council that the reinstatement of a long-term lease with Wanuskewin Heritage Park, including an Option to Purchase, based on the terms contained in the April 4, 2016 report of the CFO/General Manager, Asset and Financial Management, be approved.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

7.2.4 2017 Residential and Condominium Revaluation (Files CK. 1616-2 and AF. 1615-8)

City Assessor Huisman provided a PowerPoint and answered questions of the Committee regarding the reassessment of residential and condominium taxes and tax rate, and communication to the public.

Moved By: His Worship the Mayor

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

1. That the information be received; and
2. That the tax impact of the 2017 provincial reassessment for the residential and condominium class be phased in equally over a two-year period, with 50% in 2017 and 50% in 2018.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

7.2.5 Transportation & Utilities Capital Projects Funding Reallocation (Files CK. 1702-1 and TU. 1700-1)

Moved By: His Worship the Mayor

That the Standing Policy Committee on Finance recommend to City Council that the transfer of funds as indicated below, be approved:

1. \$147,399 from the Arterial Road Reserve be allocated to Capital Project #1462 – Arterial Road – Clarence Avenue;
2. \$259,615 from the Infrastructure Water and Sanitary Sewer Reserve to Capital Project #1615 – Water Distribution; and
3. \$292,148 from the pooled Reallocation of Capital Funds to Capital Project #2003 – Highway 14 and Highway 7 Grade Separation.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

**7.2.6 Amendments to Council Policy Nos. C09-033 and C09-006
(Files CK. 4215-1, AF. 4110-1 and LA. 4001-0)**

Director of Saskatoon Land Long presented the report and answered questions of the Committee regarding processes used for land sales.

Moved By: His Worship the Mayor

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

1. That the proposed amendments to Council Policy No. C09-033, Sale of Service City-Owned Lands, and Council Policy No. C09-006, Residential Lot Sales – General Policy, be adopted; and
2. That the City Clerk be requested to update the policies as reflected in the April 4, 2016 report of the CFO/General Manager, Asset and Financial Management Department.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

8. URGENT BUSINESS

11. IN CAMERA AGENDA ITEMS

Moved By: His Worship the Mayor

That the Committee move *In Camera* to consider Items 11.1 to 11.4.

(Councillor Olauson was not present)

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

CARRIED UNANIMOUSLY

11.1 Internal Audit Update (Files CK. 1600-3 and AF. 1600-1)

[In Camera - Audits and Tests]

11.2 Internal Audit Update (File CK. 1600-3)

[In Camera - Third Party Information]

11.3 Inquiry - Land Matter (Files CK. 4131-1, AF. 4131-1 and LA. 4110-1)

[In Camera - Economic/Financial - Land]

11.4 Land Matter (Files CK. 4215-1, AF. 4214-1 and LA. 4217-014-006)

[In Camera - Economic/Financial - Land]

12. ADJOURNMENT

The meeting was adjourned at 3:44 p.m.

Councillor T. Paulsen, Chair

S. Bryant, Deputy City Clerk