



PUBLIC MINUTES
STANDING POLICY COMMITTEE ON FINANCE

Monday, March 7, 2016, 2:00 p.m.
Council Chamber, City Hall

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

ABSENT: Councillor A. Iwanchuk, Vice-Chair

ALSO PRESENT: Councillor P. Lorje
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 at 2:00 p.m.

2. CONFIRMATION OF AGENDA

Moved By: His Worship the Mayor
That the agenda be confirmed as presented.

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

CARRIED UNANIMOUSLY

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

Moved By: Councillor Donauer

That the minutes of the Regular Meeting of the Standing Policy Committee on Finance held on February 8, 2016, be adopted.

In Favour: Councillor Paulsen, Councillor Clark, Councillor Donauer, 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

6.2.1 Trans Canada Yellowhead Highway Association - Membership (Files CK. 155-5)

Moved By: His Worship the Mayor

That the Standing Policy Committee on Finance recommend to City Council that the 2016 membership in the Trans Canada Yellowhead Highway Association, in the amount of \$34,994.77, be paid.

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

CARRIED UNANIMOUSLY

6.2.2 Tourism Saskatoon 2015 Un-audited Financial Statement (Files CK. 1870-10)

Moved By: His Worship the Mayor

That the Tourism Saskatoon 2015 Un-audited Financial Statement be forwarded to City Council for information.

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

CARRIED UNANIMOUSLY

6.2.3 Notice of Annual General Meetings - Saskatoon Centennial Auditorium & Convention Centre and Saskatoon Centennial Auditorium Foundation (Files CK. 175-28)

A letter dated February 22, 2016, from Ms. Pam Kilgour, Director of Finance, TCU Place - Saskatoon's Arts & Convention Centre, was provided.

Moved By: His Worship the Mayor

1. That the City of Saskatoon, being a member of the Saskatoon Centennial Auditorium & Convention Centre Corporation Board of Directors, appoint Donald Atchison, or in his absence, Tiffany Paulsen or Ann Iwanchuk, of the City of Saskatoon, in the Province of Saskatchewan, as its proxy to vote for it on its behalf at the Annual General Meeting of the members of the Saskatoon Centennial Auditorium & Convention Centre Corporation, to be held on the 28th day of April, 2016, at any adjournment or adjournments thereof; and
2. That the City of Saskatoon, being a member of the Saskatoon Centennial Auditorium Foundation Board of Directors, appoint Donald Atchison, or in his absence, Tiffany Paulsen or Ann Iwanchuk, of the City of Saskatoon, in the Province of Saskatchewan, as its proxy to vote for it on its behalf at the Annual General meeting of the members of the Saskatoon Centennial Auditorium Foundation, to be held on the 28th day of April, 2016, or at any adjournment or adjournments thereof.

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

CARRIED UNANIMOUSLY

6.3 Requests to Speak (new matters)

7. REPORTS FROM ADMINISTRATION

7.1 Delegated Authority Matters

7.1.1 Report on Write-downs of Surplus Inventory - 2015 (Files CK. 1290-1 and AF. 1001-1)

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

Moved By: His Worship the Mayor
That the information be received.

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

CARRIED UNANIMOUSLY

**7.1.2 Contract Award Report - September 1 to December 31, 2015
Contracts between \$50,000 and \$75,000 (Files CK. 1000-1 and
AF. 1000-1)**

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

Moved By: His Worship the Mayor
That the information be received.

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

CARRIED UNANIMOUSLY

**7.1.3 Request to Sell City-Owned Property - Marquis Industrial Area
(Files CK. 4215-1, AF. 4214-1 and LA. 4134-2)**

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

Moved By: His Worship the Mayor

1. That the Director of Saskatoon Land be authorized to sell seven lots (Lots 1 to 4, Block 950, Plan 102175714 and Lots 6 to 8, Block 927, Plan 102175714) in the Marquis Industrial area to the highest bidder through a public tender process with reserve bid prices;
2. That if the lots 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.

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

CARRIED UNANIMOUSLY

**7.1.4 Preliminary Year-End Financial Results - December 31, 2015
(Files CK. 1704-1 and AF. 1704-1)**

CFO/General Manager, Asset & Financial Management Tarasoff presented the submitted report and answered questions of the Committee regarding the reserve balance and additional assessment growth money.

Moved By: His Worship the Mayor

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

1. That the fuel surplus amount of \$2.441 million not be transferred to the Fuel Stabilization Reserve;
2. That the transfer of the Snow Removal and Ice Management Program allowable surplus amount of \$0.622 million into the Snow and Ice Management Reserve be approved; and
3. That the transfer of the preliminary civic surplus of \$1.436 million to the Fiscal Stabilization Reserve be approved.

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

CARRIED UNANIMOUSLY

7.1.5 Consultant Services - 2015 (Files CK. 1000-1 and AF. 4560-1)

CFO/General Manager, Asset & Financial Management Tarasoff reviewed the submitted report, provided a PowerPoint presentation, and answered questions of the Committee regarding the matter.

Moved By: His Worship the Mayor
That the information be received.

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

CARRIED UNANIMOUSLY

Moved By: Councillor Clark
That Administration report to the Committee on a review of the value on consulting contracts including some analysis to help clarify what money has been saved using consultants

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

CARRIED UNANIMOUSLY

Moved By: Councillor Clark
That the Administration report on how the City will ensure value for money in the City's use on consultants on a go-forward basis.

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

CARRIED

Moved By: His Worship the Mayor
That the PowerPoint presentation be provided to all members of City Council at this time.

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

CARRIED UNANIMOUSLY

7.2 Matters Requiring Direction

7.2.1 HBI Office Plus - Supply of Haworth Office Furnishings - Blanket Purchase Order (Files CK. 1005-1 and AF. 600-1)

CFO/General Manager, Asset & Financial Management Tarasoff presented the submitted report and answered questions of the Committee regarding the request.

Moved By: Councillor Donauer

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

1. That the Administration prepare a blanket purchase order with HBI Office Plus, the exclusive Saskatchewan supplier of Haworth Office Furnishings, for the next five (5) years for an estimated cost of \$250,000 (not including taxes) per year; and,
2. That Purchasing Services issue the appropriate blanket purchase order.

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

CARRIED UNANIMOUSLY

7.2.2 Annual Status Report - Non-Policy Tax Incentive Agreements (Files CK. 1965-1, AF. 1600-1 and 1965-1)

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

Moved By: His Worship the Mayor

That the report of the CFO/General Manager, Asset and Financial Management Department, dated March 7, 2016, be forwarded to City Council for information.

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

CARRIED UNANIMOUSLY

7.2.3 Renewal of Listing Agreement - Former Saskatoon Police Service Headquarters - 130 4th Avenue North (Files CK. 600-5, AF. 600-5 and 4215-1, and LA.4214-013-003)

Moved By: His Worship the Mayor

That the Standing Policy Committee on Finance recommend to City Council that the existing listing agreement with ICR Commercial Real Estate (ICR) for the marketing and sale of the former Saskatoon Police Service Headquarters properties be extended for a period of six months at list prices as directed by the Administration.

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

CARRIED UNANIMOUSLY

7.2.4 Leasing of Civic Property - Bowerman House - 1328 Avenue K South (Files CK. 710-10 x 600-3 and PL. 907-1)

Moved By: His Worship the Mayor

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

1. That a new Lease and Operating Agreement be entered into with the Meewasin Valley Authority for the City of Saskatoon-owned property known as the Bowerman House, located at 1328 Avenue K South;
2. That the Meewasin Valley Authority, in lieu of paying rent, maintain the premises in accordance with the terms of the Lease and Operating Agreement, for a period of five years; and
3. 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 Clark, Councillor Donauer, Councillor Olauson and His Worship the Mayor

CARRIED UNANIMOUSLY

8. URGENT BUSINESS

9. MOTIONS (notice previously given)

10. GIVING NOTICE

11. IN CAMERA AGENDA ITEMS

11.1 Roads Maintenance Program Report (Files CK. 1600-17)

[In Camera - Audits and Tests]

11.2 2016 Internal Audit Plan (Files CK. 1600-3)

[In Camera - Audits and Tests]

11.3 Internal Audit Matter (Files CK. 1600-3)

[In Camera - Third Party Information]

11.4 Internal Audit Update (Files CK. 1600-3)

[In Camera - Third Party Information]

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

[In Camera - Audits and Tests]

11.6 Land Sales (Files CK. 4215-1 and AF. 4214-1)

[In Camera - Economic/Financial - Land]

11.7 Land Matter (Files CK. 4225-1 and AF. 4206-1)

[In Camera - Economic/Financial - Land]

Moved By: His Worship the Mayor

That the Committee move *In Camera* to consider Items 11.1 to 11.7

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

CARRIED UNANIMOUSLY

12. ADJOURNMENT

The meeting was adjourned at 3:16 p.m.

Councillor T. Paulsen, Chair

D. Kanak, Deputy City Clerk