



PUBLIC MINUTES
STANDING POLICY COMMITTEE ON FINANCE

Monday, February 8, 2016, 2:00 p.m.
Council Chamber, City Hall

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

ABSENT: Councillor T. Paulsen, Chair
Councillor A. Iwanchuk, Vice-Chair
Councillor R. Donauer

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

1. CALL TO ORDER

The Acting Chair called the meeting to order.

2. CONFIRMATION OF AGENDA

Moved By: His Worship the Mayor

1. That the letter from Ms. Jana King-Mayes, Executive Assistant, dated February 4, 2016, be considered Urgent Business Item 8.1; Notice of Annual General Meeting - The Saskatoon Gallery and Conservatory Corporation;
2. That the letter from Ms. Jana King-Mayes, Executive Assistant, dated February 4, 2016, be considered Urgent Business Item 8.2; Notice of Annual General Meeting - The Art Gallery of Saskatchewan;
3. That the agenda items be considered in the order determined at that discretion of the Acting Chair; and
4. That the agenda be confirmed as amended.

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

CARRIED UNANIMOUSLY

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

Moved By: His Worship the Mayor

That the minutes of the Regular Meeting of the Standing Policy Committee on Finance held on January 4, 2016, be adopted.

In Favour: 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**
- 6.3 Requests to Speak (new matters)**
- 6.2 Matters Requiring Direction**

7. REPORTS FROM ADMINISTRATION

7.1 Delegated Authority Matters

7.1.1 2016 Tag Days (Files CK. 200-3 and AF. 200-3)

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

Moved By: His Worship the Mayor

That the applications for the 2016 Tag Days, be approved.

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

CARRIED UNANIMOUSLY

7.1.4 Request for Direct Sale to 101233054 Saskatchewan Ltd. (Auto Clearing) - Marquis Industrial Area (Files CK. 4215-1, AF. 4215-1 and LA. 4221-15-009)

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

Director of Saskatoon Land Long answered questions of the Committee about the exploration of the additional tools to bring the City's Industrial lands to market.

Moved By: His Worship the Mayor

1. That the Director of Saskatoon Land be authorized to offer to 101233054 Saskatchewan Ltd. (Auto Clearing) Lots 1 to 4, Block 943, Plan 102197729 and Lots 1, 2, 11 and 12, Block 944, Plan 102197729 for the purpose of relocating their automobile dealership; and
2. That the City Solicitor be requested to prepare the Agreement for Sale 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 and Councillor Olauson

Against: Councillor Clark

CARRIED

7.2 Matters Requiring Direction

7.2.1 Meewasin Valley Authority Contract for Landscape Consulting on the Aspen Ridge Greenway Project (Files CK. 4131-32 x CK. 4131-5, AF. 4131-1 and LA. 4131-30)

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

Moved By: His Worship the Mayor

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

1. That the City of Saskatoon (City) enter into a consulting services agreement with the Meewasin Valley Authority to act as Saskatoon Land's consultant to complete the detailed design, tender, contract administration and construction management for the Greenway adjacent to Phase 1 in Aspen Ridge; and
2. That the City Solicitor be requested to prepare the standard consultant services agreement.

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

CARRIED UNANIMOUSLY

7.2.2 Acquisition of Land for Future Development (Files CK. 4020-1, AF. 4020-1 and LA. 4020-015-007)

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

Moved By: His Worship the Mayor

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

1. That the Real Estate Manager be authorized to purchase LSD 9 and 10 of 6-38-5 W3 comprising of approximately 69.62 acres from Neil and Mary Bartsch at a purchase price of \$450,000;
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: His Worship the Mayor, Councillor Clark and Councillor Olauson

CARRIED UNANIMOUSLY

7.2.3 Property Tax Liens 2015 (Files CK. 1920-3 and AF. 1920-3)

CFO/General Manager, Asset & Financial Management Tarasoff presented the submitted report regarding the tax enforcement process.

Moved By: His Worship the Mayor

That the Standing Policy Committee on Finance recommend to City Council that the City Solicitor be instructed to take the necessary action under provisions of *The Tax Enforcement Act* with respect to properties with 2015 tax liens.

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

CARRIED UNANIMOUSLY

7.2.5 Mail Folder/Inserter Equipment - Award of Request for Proposal (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 Standing Policy Committee on Finance recommend to City Council:

1. That a contract with Pitney Bowes Canada for the supply of mail folder/inserter equipment for a net cost of \$145,953.47 be approved; and
2. That Purchasing Services be authorized to issue the necessary Purchase Order.

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

CARRIED UNANIMOUSLY

7.2.7 25th Street Parking Lot Improvements and Leases Along 1st Avenue Between 24th and 33rd Street (Files CK. 4130-13 x 4225-1 and AF. 4110-1)

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

Real Estate Manager, Asset & Financial Management Pfeil answered questions of the Committee about the Army Navy & Air Force Veterans parking lot and parking demand.

Moved By: His Worship the Mayor

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

1. That the Administration be authorized to proceed with the enhancement/creation of interim use surface parking lots at 85 and 88 25th Street E at an approximate cost of \$320,000;
2. That the Administration be authorized to issue a Request for Proposals (RFP) for the lease and management of pay-and-display parking lots at 85 and 88 25th Street E;
3. That the Administration be authorized (within the City Manager's authority) to enter into land lease agreements with interested adjacent landowners on the west side of 1st Avenue N between 25th Street E and 33rd Street E at market rent with a five-year term and a five-year renewal option;
4. That public space improvements be made to the vacant remnant parcel at 375 1st Avenue N at an approximate cost of \$150,000; and
5. That the Property Realized Reserve (PRR) be used as the interim funding source for the enhancement work of the parking lots at 85 and 88 25th Street E as well as the public space improvements to 375 1st Avenue N, and that the lease revenues be used to pay back the PRR for such improvements.

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

CARRIED UNANIMOUSLY

8. URGENT BUSINESS

8.1 Jana King-Mayes, Executive Assistant - Notice of Annual General Meeting - The Saskatoon Gallery and Conservatory Corporation (Files CK. 175-27)

Moved By: His Worship the Mayor

That a report be forwarded to City Council recommending:

That the City of Saskatoon, being a member of The Saskatoon Gallery and Conservatory Corporation, appoint Donald Atchison, or in his absence, Tiffany Paulsen or Charlie Clark 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 Gallery and Conservatory Corporation, to be held on the 15th day of March 2016, or at any adjournment or adjournments thereof.

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

CARRIED UNANIMOUSLY

8.2 Jana King-Mayes, Executive Assistant - Notice of Annual General Meeting - The Art Gallery of Saskatchewan Inc. (Files CK. 175-27)

Moved By: His Worship the Mayor

That a report be forwarded to City Council recommending:

That the City of Saskatoon, being a member of The Art Gallery of Saskatchewan Inc., appoint Donald Atchison, or in his absence, Tiffany Paulsen or Charlie Clark 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 Art Gallery of Saskatchewan Inc., to be held on the 15th day of March 2016, or at any adjournment or adjournments thereof.

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

CARRIED UNANIMOUSLY

7.1 Delegated Authority Matters

7.1.2 Corporate Asset Management Plan (Files CK. 430-80 x 7500-1 and AF. 1295-002)

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

Director of Finance, Asset & Financial Management Hack presented the submitted report regarding the Corporate Asset Management Plan and answered questions of the Committee.

General Manager, Transportation and Utilities Jorgenson answered questions of the Committee regarding statistics on water main breaks and the City's strategy to deal with infrastructure improvements.

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

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

CARRIED UNANIMOUSLY

7.1.3 Quarterly Report - 2015 Year-End Builder and Developer Lot Supply (Files CK. 4110-1, AF. 4131-1, 4125-1 and LA. 4110-1)

Director of Saskatoon Land Long presented the submitted report regarding the 2015 year-end report on single-family, multi-family, and industrial inventory and answered questions of the Committee.

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

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

CARRIED UNANIMOUSLY

7.2 Matters Requiring Direction

7.2.4 Standard and Poor's Canadian Ratings - City of Saskatoon (Files CK. 1500-4 and AF. 1500-4)

CFO/General Manager, Asset & Financial Management Tarasoff presented the submitted report summarizing Standard and Poor's AAA Canadian Ratings. The report recently released by Standard and Poor's reaffirmed the City of Saskatoon's "AAA"/Stable Outlook credit rating. The Administration answered questions of the Committee about Standard and Poor's "AAA" rating factors.

Moved By: His Worship the Mayor

That the report of the CFO/General Manager, Asset and Financial Management Department, dated February 8, 2016, be forwarded to City Council for information.

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

CARRIED UNANIMOUSLY

7.2.6 2016 Budget Approval - Business Improvement District (Files CK. 1905-5 x 1680-1, AF. 1680-2, 1680-3, 1680-4 and 1680-5)

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

Moved By: His Worship the Mayor

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

1. That the 2016 budget submissions from the Partnership, Broadway Business Improvement District, Riversdale Business Improvement District, Sutherland Business Improvement District, and the 33rd Street Business Improvement District be approved; and
2. That the City Solicitor be requested to prepare the 2016 Business Improvement District Levy Bylaws for submission to City Council for consideration at the same meeting that the Mill Rate Bylaws are presented.

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

CARRIED UNANIMOUSLY

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 Internal Audit Matter (Files CK. 1600-1 and AF. 1600-1)

[In Camera - Audits and Tests]

11.7 Continuous Improvement Update (Files CK. 630-1)

[In Camera - Economic/Financial - Land]

11.8 Land Sales (Files CK. 4215-1, AF. 4214-1 and LA. 4134-2)

[In Camera - Economic/Financial - Land]

Moved By: His Worship the Mayor

That the Committee move *In Camera* to consider Items 11.1 to 11.8.

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

CARRIED UNANIMOUSLY

12. ADJOURNMENT

The meeting adjourned at 2:46 p.m.

Councillor E. Olauson, Acting Chair

D. Kanak, Deputy City Clerk