



PUBLIC MINUTES
STANDING POLICY COMMITTEE ON FINANCE

Monday, April 3, 2017, 2:01 p.m.
Council Chamber, City Hall

PRESENT: Councillor A. Iwanchuk, Chair
Councillor R. Donauer, Vice Chair
Councillor C. Block
Councillor B. Dubois
Councillor M. Loewen

ABSENT: His Worship Mayor C. Clark (Ex-Officio)

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

1. CALL TO ORDER

The Chair called the meeting to order at 2:01 p.m.

2. CONFIRMATION OF AGENDA

Moved By: Councillor Dubois

That the agenda be confirmed as presented and that the speakers be heard.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

3. DECLARATION OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4. ADOPTION OF MINUTES

Moved By: Councillor Donauer

That the minutes of Regular Meeting of the Standing Policy Committee on Finance held on March 6, 2017 be adopted and the minutes of Special Meeting of the Standing Policy Committee on Finance held on March 28, 2017 be adopted.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

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 Board of Management of the Downtown Saskatoon Business Improvement District - Written Procedures for Meetings [File No. CK. 175-48]

The Deputy City Clerk reported that under Section 55.1 (5) of the Cities Act, "A Council shall ensure that all council committees controlled corporations and other bodies established by the council have publically available written procedures for conducting business at meetings."

Moved By: Councillor Donauer

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

1. That the information be received; and
2. That the Downtown Saskatoon Business Improvement District make the procedures publicly available in paper or electronic format at its normal place of business.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

6.2.2 Notice of Annual Member's Meeting - Saskatchewan Place Association Inc. - May 3, 2017 [File No. CK. 175-31]

Moved By: Councillor Donauer

That the Standing Policy Committee on Finance recommend to City Council that the City of Saskatoon, being a member of the Saskatchewan Place Association Inc., appoint Mayor Charlie Clark, or in his absence, Councillors Davies or Hill, 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 Saskatchewan Place Association Inc., to be held on the 3rd day of May, 2017, or at any adjournment or adjournments thereof.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

6.2.3 Federation of Canadian Municipalities (FCM) - Legal Defence Fund [File No. CK. 155-2]

A letter dated March 17, 2017 from Clark Somerville, FCM President, requesting contribution to the above fund, along with a related invoice, was provided.

Moved By: Councillor Dubois

That further information be provided to municipalities as to what the fund is for and to clarify why more long term planning was not done and what long-term planning will be done and to determine whether Saskatoon has benefited from the legal defence fund.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

Moved By: Councillor Loewen

That Administration inquire and report back on whether the current legal process would be eligible under the fund.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

Moved By: Councillor Donauer

That Administration report back on a potential funding source.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

6.2.4 2016 Annual Report - Saskatoon Accessibility Advisory Committee [File No. CK. 430-1]

Moved By: Councillor Dubois

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

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

6.2.5 Proposed 2018 Budgets - Advisory Committees

The following budget proposals were provided for the Committee's consideration for placement in the 2018 Business Plan and Budget document for review by City Council at the appropriate time:

- The Saskatoon Accessibility Advisory Committee - \$3,000 (same as 2017 budget) - The Saskatoon Accessibility Advisory Committee had requested consideration of the proposed budget for education and awareness initiatives.

Moved By: Councillor Dubois

That the proposed budget of \$3,000 of the Saskatoon Accessibility Advisory Committee be forwarded to the Leadership Team Governance Subcommittee for review and report prior to the inclusion of the proposed budget in the 2018 Business Plan and Budget.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

6.3 Requests to Speak (new matters)

6.3.1 Todd Brandt, President and CEO, and Dale Grant, Board Chair, Tourism Saskatoon - Fee-For-Service Agreement [File No. CK. 1870-10]

A request to speak on the matter dated March 9, 2017 was received from Todd Brandt, President and CEO, and Dale Grant, Board Chair, Tourism Saskatoon.

The following documents were provided:

- 2016 Measures Dashboard – Final
- 2016 Audited Financial Statements
- 2017 Measures Dashboard
- 2017 Operating and Capital Budget summary, including statement of leveraging ratio of City Funding.

Mr. Brandt and Mr. Grant advised the Committee regarding the 2016 Audited Financial Statements and 2016 and 2017 Measures Dashboard and addressed questions of the Committee regarding their submissions.

Moved By: Councillor Block

That the Standing Policy Committee on Finance recommend to City Council that the Tourism Saskatoon 2016 Audited Financial Statements and additional submissions from Tourism Saskatoon be received as information.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

7. REPORTS FROM ADMINISTRATION

7.1 Delegated Authority Matters

7.1.1 Internal Audit Budget Information Update – February 2017 [File No. CK. 1600-3 and AF. 1600-1]

Moved By: Councillor Block

That the information be received.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

7.1.2 Request to Sell City-Owned Property – Bentley Crescent Lot Groupings, Kensington Neighbourhood [File No. CK. 4215-1, x 4110-44, AF. 4131-1 and LA. 4131-26]

Director of Saskatoon Land Long addressed questions about the proposal to administer architectural guidelines to facilitate Craftsman style homes for this development.

Moved By: Councillor Dubois

1. That the Director of Saskatoon Land be authorized to sell 85 single-family lots, divided within 27 groupings, in the Kensington neighbourhood with legal descriptions as follows: Lots 1 to 37, Block 106, Plan No. 102144844; Lots 1 to 7, Block 107, Plan No. 102144844; Lots 1 to 15, Block 108, Plan No. 102144844; and Lots 1 to 26, Block 109, Plan No. 102144844, with the groupings to be sold through an open market (standard terms) sales approach in compliance with the terms and conditions outlined in the April 3, 2017 report of the CFO/General Manager, Asset and Financial Management Department;
2. That if no offers are received for the grouped lots over a 30-day offer acceptance period, the lots remain for sale over-the-counter until acceptable market price offers are received;
3. That the Director of Saskatoon Land be authorized to administer development controls for the 85 lots, aimed at facilitating a Craftsman style housing theme; 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.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

7.1.3 2015 Canadian Award for Financial Reporting [File No. CK. 1895-3 and AF. 369-1]

Moved By: Councillor Donauer

1. That the information be received and forwarded to City Council for information; and
2. That the Administration report to the *In Camera* meeting of the Standing Policy Committee on Finance to provide the confidential comments referenced in the January 30, 2017 letter from the Government Finance Officers Association.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

7.1.4 Corporate Inventory Status – 2016 [File No. CK. 1290-1 and AF. 1290-1]

Moved By: Councillor Donauer

That the information be received.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

7.2 Matters Requiring Direction

7.2.1 Report on Investments – December 2016 [File No. CK. 1790-3 and AF. 1790-3]

CFO/General Manager, Asset and Financial Management Tarasoff answered questions of the Committee regarding reserves, their role in funding the replacement of assets, and how investments relate to this.

Moved By: Councillor Block

That the report of the CFO/General Manager, Asset and Financial Management Department, dated April 3, 2017, be forwarded to City Council for information.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

7.2.2 Incentive Application – DSI Underground Canada Ltd. [File No. CK. 3500-13 and AF. 3500-1]

Moved By: Councillor Dubois

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

1. That the application from DSI Underground Canada Ltd. (DYWIDAG Systems International) for a five-year tax abatement on the incremental portion of taxes at 3919 Millar Avenue, as a result of its expansion in 2017, be approved as follows:
 - a. 100% in Year 1;
 - b. 80% in Year 2;
 - c. 70% in Year 3;
 - d. 60% in Year 4;
 - e. 50% in Year 5; and
2. That the City Solicitor be instructed to prepare the appropriate agreements.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

7.2.3 Lease of City-Owned Farm Land [File No. CK. 4225-2, AF. 4225-1 and LA. 4213-017-001]

Moved By: Councillor Donauer

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

1. That the Administration be authorized to enter into a farm lease with Airview Farms Inc. for NW 2-37-06-W3, NW 34-36-06-W3, and NE 34-36-06-W3, totalling approximately 325 acres of arable land;
2. That the Administration be authorized to enter into a farm lease with Mr. Derek Dery for portions of NW 23-36-06-W3 and NE 23-36-06-W3, totalling approximately 125 acres of arable land;
3. That the Administration be authorized to enter into a farm lease with Highmark Foundations Ltd. for LSD 11 NW 33-37-05-W3, LSD 14 NW 33-37-05-W3, and portions of LSD 12 NW 33-37-05-W3 and LSD 13 NW 33-37-05-W3, totalling approximately 152 acres of pasture land; 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.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Dubois, Councillor Block and Councillor Loewen

CARRIED UNANIMOUSLY

7.2.4 Shaw Centre Air Handler Equipment Enclosure – Consulting Services – Award of Request for Proposal [File No. CK. 606-2, AF. 500-1 and FA. 939-16-5]

Director of Facilities and Fleet Management LaFreniere addressed questions of the Committee regarding the design of the enclosure and on the budget related this project.

Moved By: Councillor Block

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

1. That the proposal submitted by Robb Kullman Engineering LLP for consulting services for Air Handler Equipment Enclosure at Shaw Centre, at a total estimated cost of \$115,255, plus applicable taxes be approved; and
2. That His Worship the Mayor and the City Clerk be authorized to execute the contract documents as prepared by the City Solicitor under the Corporate Seal.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

7.2.5 Contract Management System – Award of Contract [File No. CK. 261-1, x CK. 1000-5 and TU. 100-01]

Director of Construction and Design Anger addressed questions about the proposed system, including potential for use by other departments and provisions for retention and capture of data at the end of the subscription term.

Moved By: Councillor Dubois

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

1. That the City enter into an agreement with ISN Canada for the setup and supply of a Contract Management System at a total cost of \$120,225.00 (including GST and PST); 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 Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

7.2.6 Boychuk Interchange Land Acquisition – TWP 362 [File No. CK. 4020-1, x 6000-1, AF. 4020-1 and LA. 4021-016-005]

Moved By: Councillor Dubois

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

1. That the Administration be authorized to purchase a portion of Surface Parcel No. 146095106 from George Brent Reddekopp for the Boychuk Interchange Project as per the terms noted in the April 3, 2017 report of the General Manager, Transportation and Utilities Department;
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 Project P2016 Boychuk Drive/Highway 16 Grade Separation be used as the funding source for this purchase, including legal and administrative costs and disbursements.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

8. URGENT BUSINESS

9. MOTIONS (notice previously given)

10. GIVING NOTICE

11. IN CAMERA AGENDA ITEMS

Moved By: Councillor Block

That the following matters be considered *In Camera*.

CARRIED UNANIMOUSLY

11.1 Internal Audit Matter - Saskatoon Transit Resources and Scheduling [File No. CK. 1600-18]

The Committee recessed at 3:20 p.m.

12. RISE AND REPORT

The Standing Policy Committee on Finance Committee convened *In Camera* at 3:31 p.m. in Committee Room A, City Hall and recessed at 5:30 p.m.

Councillors Gersher and Gough were present at the In Camera meeting.

Representatives of Internal Auditors, PricewaterhouseCoopers LLP; and General Manager, Transportation and Utilities Department Jorgenson and Director of Saskatoon Transit were also in attendance.

The Committee rose and reported at 5:45 p.m. as follows:

Agenda Item 11.1 - Internal Audit Matter - Saskatoon Transit Resources and Scheduling [File No. CK. 1600-18]

Moved By: Councillor Donauer

That the information be received; that the matter come forward to May 1, 2017 public meeting of the Committee; that public reports from the Internal Auditor and the Administration be forwarded to the same meeting; and that the discussion and portions of the *In Camera* reports remain *In Camera* under Sections 17, 18, and 19 of LAFOIPP.

In Favour: Councillor Iwanchuk, Councillor Donauer, Councillor Block, Councillor Dubois and Councillor Loewen

CARRIED UNANIMOUSLY

13. ADJOURNMENT

The meeting adjourned at 5:46 p.m.

Councillor A. Iwanchuk, Chair

D. Kanak, Deputy City Clerk