

AT REGINA, SASKATCHEWAN, TUESDAY, DECEMBER 5, 2017

AT A MEETING OF FINANCE & ADMINISTRATION COMMITTEE
HELD IN PUBLIC SESSION

AT 4:00 PM

These are considered a draft rendering of the official minutes. Official minutes can be obtained through the Office of the City Clerk once approved.

Present: Councillor Bob Hawkins, in the Chair
Councillor Sharron Bryce
Councillor John Findura
Councillor Jason Mancinelli
Councillor Barbara Young

Also in Attendance: A/Deputy City Clerk, Amber Ackerman
Council Officer, Kristina Gentile
City Manager, Chris Holden
City Solicitor, Byron Werry
Legal Counsel, Jana-Marie Odling
Executive Director, City Planning & Development, Diana Hawryluk
Executive Director, City Services, Kim Onrait
Executive Director, Financial & Corporate Services, Barry Lacey
Executive Director, Transportation & Utilities, Karen Gasmol
Director, Parks and Open Space, Ray Morgan
Manager, Cemeteries, Golf & Landscape Trades, Ken Poure
Manager, Corporate Information Governance, Linda Unger

APPROVAL OF PUBLIC AGENDA

Councillor John Findura moved, AND IT WAS RESOLVED, that the agenda for this meeting be approved, as submitted, and that the delegations be heard in the order they are called by the Chairperson.

ADOPTION OF MINUTES

Councillor Barbara Young moved, AND IT WAS RESOLVED, that the minutes for the meeting held on November 7, 2017 be adopted, as circulated.

ADMINISTRATION REPORTS

FA17-27 Advance Approval for Capital Projects, Community Investments Allocation and Housing Incentives

Recommendation

That advance approval be provided for the following items:

1. \$46 million be provided for the 2018 General Fund Capital Projects identified in Appendix A to provide sufficient time within each project to meet deadlines and completion dates.
2. \$4.2 million be provided for the 2018 Community Investments grants allocation to allow community investments to be provided to funded agencies without delay.
3. Transfer of \$2 million from the Winter Maintenance Reserve to the Social Development Reserve to fund the 2018 funding commitments for the Housing Incentives Program.
4. That this report be forwarded to the December 18, 2017 City Council meeting for approval.

Councillor Barbara Young moved, that the recommendations contained in the report be concurred in.

Councillor Barbara Young moved, in amendment, AND IT WAS RESOLVED, that the projects noted below, listed in Appendix A of this report, be removed and that they be considered with the Regina Police Service Budget:

Project	Description	Funding Source	Amount
Communications – Regina Police Service	Call handling, monitoring, diagnostic and security software \$270,200. Patrol radios \$27,600.	Current Contributions	\$229,600
Emergency Services Equipment – Regina Police Service	Various upgrades to equipment due to end of life cycle. The two largest purchases include a Tactical Rescue Vehicle and Enhanced Body Armor.	Current Contributions	\$750,000
Fleet – Regina Police Service	The 2018 plan includes the regular replacement of marked, unmarked and specialty vehicles.	Current Contributions	\$605,200
Information Technology – Regina Police Service	Various Information Technology requirements including hardware and software upgrades.	Current Contributions	\$1,035,200
Total Regina Police Service Capital Projects			\$2,620,000

The main motion, as amended, was put and declared carried.

FA17-28 Cemetery Fee Schedule for 2018 and 2019

Recommendation

1. That the Cemetery Fee Schedule for 2018 and 2019, as set out in Appendix B, be approved and the respective rates come into effect January 1, 2018.
2. That the City Solicitor be instructed to prepare and bring forward the amendments to *The Cemeteries Bylaw 2008-27* in this report, as described in Schedule A.
3. That this report and associated bylaw be forwarded to the December 18, 2017, meeting of City Council.

Jeff Christiansen, representing Speers Funeral Chapel, addressed the Committee.

Councillor Sharron Bryce moved that the recommendations contained in the report be concurred in.

Councillor Sharron Bryce moved, in amendment, that when a family requests for Sunday or Statutory Holiday interment, that we have this available, but that the payment structure cover the costs for the service.

Councillor Sharron Bryce moved, in amendment, that the handling fee of the dome and vault, be a separate charge from the cost of the dome and vault product.

Councillor Sharron Bryce withdrew her amendments.

Councillor Sharron Bryce moved, AND IT WAS RESOLVED, that this item be referred back to the Administration and that a revised report come back to the meeting of the Finance and Administration Committee on January 9, 2018 to include the following:

1. **Payment structure for Sunday and Statutory Holiday interment requests.**
2. **Separate the handling fee and the dome and vault product cost.**

FA17-29 Lease of City Property at part of the NW 8-18-19 W2M to the Rural Municipality of Sherwood

Recommendation

1. That the lease of a portion of City owned property located within the NW 8-18-19 W2M to Rural Municipality of Sherwood be approved consistent with the terms and conditions stated in the body of this report.
2. That the Administration be authorized to finalize any other commercially relevant terms and conditions of the lease documents.
3. That the City Clerk be authorized to execute the Lease Agreement documents as prepared by the City Solicitor.
4. That this report be forwarded to the December 18, 2017 meeting of City Council for approval after the public notice has been advertised.

Councillor Jason Mancinelli moved, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in.

FA17-30 Contract with Eloquent Systems Inc. for Virtual Archives Software

Recommendation

1. That the City Manager or designate be delegated authority to negotiate, finalize and approve of the City entering into new agreements or amending the existing agreement with Eloquent Systems Inc. for its Hosted Virtual Archive Software as a Service (SAAS) for an indefinite term.
2. That the City Clerk be authorized to execute the necessary agreements after review and approval by the City Solicitor.

Councillor Barbara Young moved that the recommendations contained in the report be concurred in.

Councillor Sharon Bryce moved, in amendment, AND IT WAS RESOLVED, that the wording in recommendation #1 be changed from 'an indefinite term' to 'a 5 year term'.

The main motion, as amended, was put and declared CARRIED.

FA17-31 2017 Review of Outstanding Items

Recommendation

1. That the following item be deleted from the list of outstanding items for the Finance and Administration Committee, as it has been replaced with CM17-2 under the City Council Outstanding Items List:

<u>Item</u>	<u>Committee</u>	<u>Subject</u>
CM15-13	Finance and Administration	2016 Tax- Supported General and Utility Operating and Capital Budgets

2. That the updated List of Outstanding Items be forwarded to the Executive Committee for information.

Councillor John Findura moved, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in.

ADJOURNMENT

Councillor Sharron Bryce moved, AND IT WAS RESOLVED, that the meeting adjourn.

The meeting adjourned at 5:37 p.m.

Chairperson

Secretary