



Finance & Administration Committee

**Monday, December 3, 2018
4:00 PM**

Henry Baker Hall, Main Floor, City Hall



OFFICE OF THE CITY CLERK

**Public Agenda
Finance & Administration Committee
Monday, December 3, 2018**

APPROVAL OF PUBLIC AGENDA**ADOPTION OF MINUTES**

Minutes from the meeting held on November 6, 2018

ADMINISTRATION REPORTS

FA18-25 Sale of City Property – 20 Sheppard Street - Regina Huda School

Recommendation

1. That the sale of the City of Regina (City) owned subject property to the Regina Huda School at market value be approved, subject to the approval to sell dedicated lands.
2. That the Administration be authorized to finalize any other commercially relevant terms and conditions of the sale documents.
3. That the City Clerk be authorized to execute the Sales Agreement documents as prepared by the City Solicitor.
4. That this report be forwarded to the December 17, 2018 meeting of City Council for approval after public notice has been advertised.

RESOLUTION FOR PRIVATE SESSION

AT REGINA, SASKATCHEWAN, TUESDAY, NOVEMBER 6, 2018

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
Councillor Jason Mancinelli
Councillor Barbara Young

Regrets: Councillor Sharron Bryce

Also in Attendance: Council Officer, Ashley Thompson
Legal Counsel, Jana-Marie Odling
Executive Director, City Planning & Development, Diana Hawryluk
Executive Director, Financial & Corporate Services, Barry Lacey
Manager, Property Taxation & Admin, Tanya Mills

APPROVAL OF PUBLIC AGENDA

Councillor Jason Mancinelli 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 September 4, 2018 be adopted, as circulated.

ADMINISTRATION REPORTS

FA18-22 Heritage Building Rehabilitation Program (18-HBRP-03) 3225 13th Avenue – Sacred Heart Academy

Recommendation

1. That a Tax Exemption for the property located at 3225 13th Avenue, being Units 1 - 30 in Condo Plan 91R09011, be approved in an amount equal to the lesser of:
 - a) Fifty per cent of eligible costs for the work completed as described in the Conservation Plan in Appendix B; or
 - b) An amount equal to the total property taxes payable on the subject property for 10 years.

2. That the provision of the property tax exemption be subject to the following conditions:
 - a) Eligibility for the property tax exemption includes the requirement that the property possesses and retains its formal designation as a Municipal Heritage Property in accordance with *The Heritage Property Act*.
 - b) The property owner shall submit detailed written documentation of payments made for the actual costs incurred (i.e. itemized invoices and receipts) in the completion of the identified conservation work as described in Appendix B. In the event the actual costs exceed corresponding estimates by more than 10 per cent the property owner shall provide full particulars as to the reason(s) for any cost overrun or portion thereof, if considered not to be reasonably or necessarily incurred for eligible work.
 - c) The work that is completed and invoices submitted by September 30th each year would be eligible for an exemption the following year for up to 50 per cent of the cost of approved work.
3. That the City Solicitor be instructed to prepare the necessary tax exemption agreement and authorizing bylaw to provide the tax exemption as detailed in this report.
4. That the Executive Director of City Planning & Development or designate be authorized under the tax exemption agreement to make all determinations regarding reimbursements of the costs incurred for work done to the property based on the City of Regina's Heritage Building Rehabilitation Program and the Conservation Plan for the property (Appendix B to this report).
5. That the Executive Director of City Planning & Development or designate be authorized to apply to the Government of Saskatchewan on behalf of the property owner for any exemption of the education portion of the property taxes that is \$25,000 or greater in any year during the term of exemption.
6. That this report be forwarded to the November 26, 2018 meeting of City Council for approval.

Ray Plosker and Dale Scrivens, representing Academy Housing/Cathedral Courts, addressed the Committee.

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

FA18-23 Regina Downtown Business Improvement District – Proposed Boundary Expansion

Recommendation

1. That the City Solicitor be instructed to amend *The Regina Downtown Business Improvement District Bylaw No. 2003-80* to expand the Regina Downtown Business Improvement District boundary as depicted in Appendix A to this report.
2. That this report be forwarded to the November 26, 2018 City Council meeting for approval.

Judith Veresuk, representing Regina Downtown Business Improvement District, addressed the Committee.

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

FA18-21 Setting 2019 Greenfield Servicing Agreement Fee and Development Levy Rates

Recommendation

1. That the 2019 greenfield Servicing Agreement Fee and Development Levy rates be set at \$442,000 per hectare for residential and commercial development and \$147,333 per hectare for industrial-zoned development, itemized as follows and approved effective January 1, 2019:

| Greenfield Development | Transportation | Water | Wastewater | Drainage | Parks/Rec | Admin |
|-------------------------------|-----------------------|--------------|-------------------|-----------------|------------------|--------------|
| Residential & Commercial | \$223,000 | \$107,200 | \$45,000 | \$0 | \$21,600 | \$45,200 |
| Industrial-Zoned | \$74,333 | \$35,733 | \$15,000 | \$0 | \$7,200 | \$15,067 |

2. That this report be forwarded to the November 26, 2018 City Council meeting for approval.

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

FA18-24 Application for Title - 2018 Liens

Recommendation

1. That the Manager, Property Taxation & Admin be authorized to serve six-month notices on all parcels of land included in the list of lands marked as Appendix A.
2. That the Manager, Property Taxation & Admin be authorized to proceed with the next steps in tax enforcement on the expiry of the six-month notices.
3. That this report be forwarded to the November 26, 2018 meeting of City Council for approval.

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

RESOLUTION FOR PRIVATE SESSION

Councillor Barbara Young moved, AND IT WAS RESOLVED, that in the interest of the public, the remainder items on the agenda be considered in private.

RECESS

Councillor Barbara Young moved, AND IT WAS RESOLVED, that the Committee recess for five minutes.

The Committee recessed at 4:40 p.m.

Chairperson

Secretary

December 3, 2018

To: Members
Finance & Administration Committee

Re: Sale of City Property – 20 Sheppard Street - Regina Huda School

RECOMMENDATION

1. That the sale of the City of Regina (City) owned subject property to the Regina Huda School at market value be approved, subject to the approval to sell dedicated lands.
2. That the Administration be authorized to finalize any other commercially relevant terms and conditions of the sale documents.
3. That the City Clerk be authorized to execute the Sales Agreement documents as prepared by the City Solicitor.
4. That this report be forwarded to the December 17, 2018 meeting of City Council for approval after public notice has been advertised.

CONCLUSION

When considering the sale of City-owned land, standard procedure is for Administration to ensure the land is made publicly available and to offer the land for sale at market value. In this case, the subject land is to be sold to Regina Huda School without any public offering, but at market value, which requires City Council approval. This report is to facilitate the direct sale of the land to Regina Huda School, subject to the approval to sell dedicated lands, which requires a separate approval and will be brought to Council through the Regina Planning Commission.

BACKGROUND

Regina Huda School was established in 1999 as an independent Islamic school, it partnered with Regina Public Schools in 2011. The partnership allows teachers, students, and families to access the division's student assessment programs, professional development and support programs as well as other resources. Regina Huda School's mission for students is to gain the best of Canadian culture while preserving their Islamic identity. The school has grown from 20 students and two teachers in 1999 to 589 students and 61 staff today.

The school caters to the Muslim Community but is not exclusive and welcomes non-Muslim students if they agree with objectives of the school. The staff are all non-Muslim except for teachers who are teaching Arabic and Islamic manners.

The school is well respected nation-wide and attracts highly skilled professionals to Regina who are interested in having their children attend an Islamic School, receiving one to two inquiries

per week from parents interested in moving to Regina should their child be granted a space at the school.

In 1999, the Huda School purchased the site previously owned by the Harvest City Christian Academy (The Academy) at 40 Sheppard Street. The subject property (20 Sheppard Street) is adjacent to 40 Sheppard Street and is dedicated Public Reserve. It was utilized by The Academy for playground/recreation areas as per agreement with The Regina Public School Board.

The Huda School Board contacted the Province in early 2018 asking to purchase the subject land in order to expand their school. They were told by the Province that the land could be made available to them if the City was to obtain title to the land from the Province.

Following contact from the Huda School Board, the City requested the Province to transfer the title into the City's name. As the Academy no longer occupies the site at 40 Sheppard Street, the Province was willing to relinquish the parcel at 20 Sheppard Street to the City of Regina as per Section 191 subsection 6 of *The Planning and Development Act, 2007* upon the City's request.

The title was transferred to the City of Regina on August 14, 2018. Following the transfer, the Real Estate Branch began the first of three due diligence processes, an internal circulation to determine if internal departments would approve the sale. The next steps include seeking the approval through the Finance and Administration Committee and City Council to sell the land directly without a public offering and finally seeking the approval to sell dedicated land through the Regina Planning Commission and City Council.

DISCUSSION

This report is to facilitate the direct sale of this property at market value to the Regina Huda School subject to the approval to sell designated lands.

Additionally, because 20 Sheppard Street is dedicated land, it cannot be sold until approval to sell dedicated land is granted as per Section 199 subsection (2) of *The Planning and Development Act, 2007*. This process is expected to take approximately six months and is running concurrently through the Regina Planning Commission and City Council to receive the appropriate approval.

Administration is seeking approval to sell the land directly to the Regina Huda School at the same time that the process seeking permission to sell dedicated lands is taking place. Should approval to sell the land directly to the Regina Huda School not be approved, the application to sell dedicated lands would be withdrawn.

Selling the land to the Regina Huda School allows them to construct a state-of-the-Art building including more classrooms, a Prayer Hall and potentially another building which would serve as multi-purpose facility and gymnasium. The land acquisition would compliment their current building, allowing them to better integrate and serve their growing community.

The goals of the School support The City of Regina's Official Community Plan (OCP) as outlined in this report. Pending the approval of this recommendation and the approval to sell

dedicated lands, a purchase and sale agreement will be drafted by the City Solicitor based on the following:

| | |
|-------------------|--|
| Subject Property: | 20 Sheppard Street Approximately 8145 square metres (Appendix A) |
| Purchaser: | Regina Huda School. |
| Purchase Price: | \$681,234.75 |
| Deposit received: | \$182,574.12 |

RECOMMENDATION IMPLICATIONS

Financial Implications

If the recommendations in this report are approved the sales proceeds of \$681,234.75 will be deposited into the dedicated land sales reserve as per *Section 9 of The Dedicated Lands Regulations*.

Environmental Implications

None associated with this report.

Policy and/or Strategic Implications

Official Community Plan (OCP)

The sale of this land would support the following Official Community Plan Goals:

Goal 1 – Culture

Support Cultural Development and Cultural Heritage

Goal 2 - Inclusion

10.12

Respond to the cultural needs and aspirations of Regina’s increasingly diverse population through culturally relevant programs, services and facilities.

Goal 3 – Accessibility

Ensure access to cultural resources, learning opportunities and activities.

10.15

Partner with stakeholders to improve promotion of, awareness of, and *access to cultural* resources, learning opportunities, and activities.

10.16

Support equitable access to cultural resources, practices and activities.

Social Development

Goal 1 – Social Sustainability

Promote and enhance social sustainability by recognizing that quality of life in a community depends on both its physical and community resources.

13.3

Encourage the use of ACTIVITY CENTRES, open space, *community resources*, and other areas within the public realm for neighbourhood gatherings, accommodation of service providers, and delivery of community programs.

Goal 5 – Social Inclusion

Ensure that Regina is socially inclusive and strives for social equality regardless of age, ethnicity, religion, income, sexual orientation, ability or family structure.

13.17

Partner with stakeholders and the broader community to promote education and awareness programs and social marketing strategies as a way to advance cultural awareness, as well as to prevent and reduce bullying, racial tensions, and misunderstanding among diverse populations.

Other Implications

The approval of this report is subject to the independent process running concurrently through City Planning seeking approval to sell dedicated lands. The Regina Huda School will be required to comply with the City's building standards. The Real Estate Branch has registered an easement to protect the City's drainage infrastructure on the subject property.

COMMUNICATIONS

A copy of this report and Council's decision will be provided to the Regina Huda School.

DELEGATED AUTHORITY

As provided in section 101 (1) (k) of *The Cities Act*, the sale of City-owned property without a public offering and a sale at less-than-market-value rates cannot be delegated to the Administration and therefore requires the approval of City Council.

Respectfully submitted,



Barry Lacey, Executive Director,
Financial & Corporate Services

Appendix A

1:1,200



Corporate Services/Land and Real Estate Management/Real Estate

Project: Proposed Sale

Civic Address: 20 Sheppard Street

Legal Description: Blk/Par R5-Plan 65R29321 Ext 0

