



# **Finance & Administration Committee**

**Tuesday, December 5, 2017  
4:00 PM**

**Henry Baker Hall, Main Floor, City Hall**



## OFFICE OF THE CITY CLERK

### **Public Agenda Finance & Administration Committee Tuesday, December 5, 2017**

#### **APPROVAL OF PUBLIC AGENDA**

#### **ADOPTION OF MINUTES**

Finance & Administration Committee - Public - Nov 7, 2017 4:00 PM

#### **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.

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



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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.

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.

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.

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>
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CM15- 13	Finance and Administration	2016 Tax- Supported General and Utility Operating and Capital Budgets
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2. That the updated List of Outstanding Items be forwarded to the Executive Committee for information.

## ADJOURNMENT