Minutes – Executive Policy Committee – October 31, 2012

REPORTS

Minute No. 428 Transfer of Assets (Donation) from the Federal Government of Canada to the City of Winnipeg

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendation of the Winnipeg Public Service and recommends to Council:

1. That the acceptance of the donation and the transfer of assets from the Federal Government of Canada to the City of Winnipeg be approved.

2. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

DECISION MAKING HISTORY:

Moved by Councillor Browaty,

That the recommendation of the Winnipeg Public Service be concurred in and forwarded to Council.

Carried

ADMINISTRATIVE REPORT

Title: ***Transfer of Assets (Donation) from the Federal Government of Canada to the City of Winnipeg***

Critical Path: **Executive Policy Committee - Council**

AUTHORIZATION

Author	Department Head	CFO	CAO
W. Yee	B. Thorgrimson	N/A	D. Joshi, COO

RECOMMENDATIONS

1. That Executive Policy Committee approve the acceptance of the donation and authorize the transfer of assets from the Federal Government of Canada to the City of Winnipeg.
2. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

REASON FOR THE REPORT

Pursuant to the City Organization By-law No.7100/97, Executive Policy Committee has the power and duty to act as the Inter-governmental Affairs Committee to conduct all necessary formal relationships with the Government of Canada.

IMPLICATIONS OF THE RECOMMENDATIONS

The City will assume responsibility and ownership for all property that are transferred.

The transaction will reduce cost to both the City and the Federal Government.

HISTORY

On April 25, 2012 the City of Winnipeg entered into an agreement with Human Resources and Skills Development Canada (HRSDC) to act as the Community Entity in Winnipeg for administration of the Homelessness Partnership Strategy (HPS) funds. As a result of this change, HRSDC began the process of relocating their staff. A consequence of their relocation is that the Federal Government must remove their assets, which include office furniture and file cabinets from 361 Hargrave to storage.

The City of Winnipeg's Housing Development Division under the Planning, Property and Development Department are currently located at 361 Hargrave and are expanding our staff complement due to the administration of the HPS and require additional furnishings to accommodate staff.

The City's Public Service met with representatives of the Federal Government and negotiated the transfer of Federal office furnishings to the City of Winnipeg at no cost. This transfer is on the sole condition that the City formally accepts ownership of the furnishings.

Schedule A includes a listing of all assets to be transferred and the formal signoff letter to the City of Winnipeg.

FINANCIAL IMPACT

Financial Impact Statement Date: October 25, 2012

Project Name:

Transfer of Assets (Donation) from the Federal Government of Canada to the City of Winnipeg

COMMENTS:

If the City were was to purchase, as surplus items, the assets to be transferred by the Federal Government, the estimated cost would be negligible. As such, there are no material financial implications associated with this report.

"Original Signed By"
Mike McGinn, CA
Manager of Finance

CONSULTATION

In preparing this report there was consultation with:

Legal Services
Human Resources and Skills Development Canada

SUBMITTED BY

Department: Planning, Property & Development
Division: Housing Development
Prepared by: W. Yee
Date: *October 25, 2012*
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Transfer of Assets Letter from Federal G


List from 361 Hargrave to The City

Chief Financial Officer Branch (CFOB)
Western Canada – Territories (W-T) Region
1400 – 300 West Georgia Street
Vancouver BC V6B 6G3

October 9, 2012

Barry Thorgrimson
Director of Planning, Property Development
The City of Winnipeg
3rd floor, 65 Garry Street
Winnipeg MB R3C 4K4

Re: Transfer of Assets

Dear Mr. Thorgrimson

As per discussions with HRSDC, The City of Winnipeg agrees to take responsibility for the list of assets (attached) which are currently located at 361 Hargrave Street in Winnipeg and currently under the responsibility of The Department of Human Resources and Skills Development Canada (HRSDC). The transfer of assets shall be effective as of November 1, 2012. It is agreed that all costs for the transfer are the responsibility of the receiving department.

It is certified by Barry Lagerstrom, Regional Manager of Assets and Accommodations (W-T Region) that the assets have been removed from the original department, HRSDC's inventory listing.

Barry Lagerstrom
Regional Manager, Assets and Accommodations

Represents original asset owner

Barry Thorgrimson
Director of Planning, Property Development

Represents new asset owner

Canada

Transfer list from 361 Hargrave to The City of Winnipeg

ITEM	QTY	DESCRIPTION	ASSET NUMBER
WORKSTATIONS	1	Corners and sides	H1471640 H1456666 H1471764 H1412776
PEDESTALS	1	Mobile drawer unit with castors	H1471657 H1488586
Cabinet	1	4 drawer	H1492042
BOOKCASE	1	Manager style, wood	H1488883
TABLE	1	Manager or Director's meeting table	H1488834
DESK	1	Manager's desk (2-3 pieces) 4 pieces	H1412669 H1412677 H1412685 H1412693
	4	Visitor's chair, not adjustable	H2010218 H2010219 H2010215 H2010217
WORKSTATIONS	1	Corner and sides	H1488578 H1471624 H1456880 1456872 H1471624
CABINETS	1	Secure cabinet 2 small drawers, 1 long drawr & 1 cabinet door	H1456690
Pedestal	1		H1488578
WORKSTATIONS	1	Corners and sides	H1412784 H1412792 H1456682
CABINETS	1	2 drawer	H1412701
PEDESTALS	1	Mobile drawer unit with castors	H1488560
Chair	1	Task chair	No number
WORKSTATIONS	1	Corners and sides	H1412818 H1471723 H1471715 H1412800 H1412826
CHAIRS	1	Task chair on castors, fully adjustable	No number
CABINETS	1	2 drawer	H1471566
PEDESTALS	2	Mobile drawer unit with castors	H1488719 H1492240
BOOKCASE	1	Manager style, wood	H1488636

CABINETS	1	5drawer file cabinet, legal or lateral 1	H1492059 No number
FRIDGE	1		H1449828
WORKSTATIONS	1	Corners and sides	H1471582 H1471632 H1471681 H1471707
Pedestal	2	1	H1488552
Cabinet	1	2 drawer	H1434838
CABINETS	1	Storage cabinet: 72" Ht or 66" Ht	H1337460
	2	3 drawer file cabinet, legal or lateral *5 Drawer file cabinet	H1434754 H1434739
SHREDDER	1		H1446436
Workstation	1	Corners and sides	H1412719 H1471673 H1412737
Cabinet	1	2 drawer	H1471574 H1488594
Workstation	1	Corners and sides	H1456708 H1488743 H1488735 H1488750
Cabinet	1	4 drawer secure	H1488727
TV	1	TV and Remote	H1456864
Workstation	1	Corners and sides	H1456641 H1412768 H1412750 H1412743 (hutch)
Chair	1	Task	H1492208
Cabinet	1	4 drawer secure	H1471558
Laminator	1		H2010229
Table	2	Lunchroom table	H1456815 H1449810
	1	Large boardroom table	H1449992
Chairs		Large Boardroom Chairs	H1337536 H1337767 H1337700 H1337544 H1337312 H1337775 H1337510 H1337684 H1337288

			H1337742 H1337676 H1337759 H1337692 H1337338 H1337718 H1337353 H1337783 H1337726 H1337809 H1337528 H1337551 H1337791 H1492067 H1032841
	8	Small Boardroom chairs	H1232851 H1233115 H1224825 H1233032 H1224999 H1233123 H1232984 H1233024
	6	Lunchroom Chairs	A4824914 A4824427 H1204850 H1204835 A4824492 A4824450
TV	1	Large Boardroom TV	H1449885
Overhead Projector	1		H1456955
Projector Screen	1		H1488669
Flip Chart	1		H1449844
VCR	1		H1449877
Chair	3	Wooden Reception	No numbers