

<b>SUBJECT</b>	<b>CAPITAL PROJECTS/SUB REPAIRS CODE CHANGES</b>
<b>MEETING DATE</b>	March 25 <sup>th</sup> 2020
<b>MOTION</b>	<b>BE IT RESOLVED THAT the AMS Council or approve the changes to the relevant sections of the Code of Procedure relating to the Capital Projects Fund and the SUB Repairs and Renewals Fund as presented.</b>
<b>PREPARED BY</b>	Cole Evans, Vice-President Administration
<b>DOCUMENTS</b>	1. Relevant Code Changes

**DESCRIPTION & RATIONALE**

After concerns brought be about the efficiency of bringing small-scale projects to Council for approval, the Operations Committee has determined the best method of solving this issue is to give the Operations Committee greater ability to approve small-scale projects without sending them to other bodies for approval.

**BENEFITS**

Reputational,  
Financial,  
Sustainable, Social

- Greater efficiency with approving small-scale maintenance and renovation projects.
- Reducing bureaucratic process of proposals “bouncing around” Committees when they are of a low dollar amount.

**RISKS**

Financial,  
Operational,  
Reputational

None.

**COSTS**

Financial,  
Resources, Lifecycle

None.

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**TIMELINE**  
Implementation  
Timeline

Immediate upon adoption.

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**CONSULTATION**  
Internal & External  
Groups

N/A.

5. Funds Established by Referendum

(a) **The Capital Projects Fund:**

- (i) The Capital Projects Fund shall, subject to paragraphs (iv) and (v) below, be administered by Council on the recommendation of the Finance Committee or the Executive Committee.
- (ii) The Fund shall be used to finance specific capital projects authorized by the referenda of November 1982, November 1991, and January 2014 and not yet completed or made irrelevant, these being:
  - (i) the construction of new day care facilities;
  - (ii) development of athletic facilities in the vicinity of the AMS Student Nest;
  - (iii) development of on-campus student housing;
  - (iv) AMS Student Nest renovations and expansion; and
  - (v) additions and improvements to the Society's software systems.
- (iii) To ensure sustainability of the Fund, Council shall not spend more than fifty percent (50%) of the annual intake of the Fund. Of the remaining fifty percent (50%), twenty percent (20%) shall remain in the Fund and thirty percent (30%) shall be transferred to the Student Union Building Repairs and Replacement Fund.
- (iv) Paragraph (i) notwithstanding, an expenditure of more than five percent (5%) of the annual intake of the Fund must be approved by the Finance Committee before being submitted to Council for approval.
- (v) Paragraph (i) notwithstanding, an expenditure of less than one percent (1%) **two percent (2%)** of the annual intake of the Fund may be approved by the Finance Committee without submission to Council.
- (vi) **Paragraph (i) notwithstanding, an expenditure of less than two percent (2%) of the annual intake of the Fund may be approved by the Operations Committee without submission to Council.**
  - (i) **The Operations Committee may only approve expenditures relating to renovations or maintenance of the AMS Nest.**
- (vii) When a proposed expenditure must go to Council, it shall first be presented as a consultation item at the Council meeting preceding the meeting at which Council approval is being sought.
- (viii) If a proposed expenditure involves a third party contractor, the expenditure proposal must be accompanied by quotes from at least two (2)

third party contractors.

6. Funds established by Bylaw 11(2)

(a) **The Student Union Building Art Fund** shall be administered by the Operations Committee in accordance with Bylaw 11(2)(a)(i).

(b) **The Student Union Building Repairs and Replacement Fund:**

(i) The Student Union Building Repairs and Replacement Fund shall, subject to paragraphs (ii) and (iii) below, be administered by Council on the recommendation of the Operations Committee, the Finance Committee, or the Executive Committee. In accordance with Bylaw 11(2)(a)(ii), this Fund may only be used to purchase, replace or repair the Society's student government furnishings and equipment, including fixed structural features of the Society's buildings, such as doors, ceiling frames, walls, carpets and floors, as well as business equipment, furniture in the AMS Student Nest, computers, printers and audio-visual equipment. The minimum limit of the Fund shall be fifteen percent (15%) of the replacement value of the Society's student government furnishings and equipment as determined from the audits carried out by the Managing Director and the Finance Committee.

(ii) Paragraph (i) notwithstanding, an expenditure of more than five percent (5%) of the total amount in the Fund must be approved by at least two (2) of the Committees authorized to make recommendations on expenditures from the Fund before being submitted to Council for approval: that is, at least two (2) of the Finance Committee, the Executive Committee, and the Operations Committee.

**(iii) Paragraph (i) notwithstanding, an expenditure of less than five percent (5%) of the total amount in the Fund may be approved by the Operations Committee without submission to Council.**

Paragraph (i) notwithstanding, an expenditure of less than 0.5% (half of one percent) of the total amount in the Fund may be approved by the Finance Committee or the Operations Committee without submission to Council.

(iv) If a proposed expenditure involves a third party contractor, the expenditure proposal must be accompanied by quotes from at least two (2) third party contractors.