



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING AUTHORITY
HELD ON 2013 December 5, AT 7:00 a.m. IN THE CPA Centre of Excellence,
604 – 9th Ave S.W.**

Present: Councillor Carra
Councillor Magliocca
E. Sawyer
M. Logan
G. MacDonald
T. Malik
L. Hassanalli
D. Yung

Also Present: T. McLeod, General Manager
W. Haidey, Controller

Minutes by: B. Goodman

Councillor Carra will Chair the meeting until elections are held. Councillor Carra will relinquish position once Chairman elected.

Councillor Carra called the meeting to order at 7:26 am.

Board Members viewed a video of Kevin Bland's (Enforcement Officer) heroic efforts in the Auburn Bay Fire.

T. McLeod presented Kevin Bland with a CPA Life Saving Award. Councillor Carra extended thanks on behalf of the Board.

1. CONFIRMATION OF AGENDA

CONFIRM AGENDA, Moved by E. Sawyer that the agenda for the December 5, 2013 CPA Board be confirmed.

CARRIED

2. CONFIRMATION OF MINUTES – September 19, 2013, October 24, 2013

CONFIRM MINUTES, Moved by M. Logan that the Minutes for the 2013 September 19 regular meeting and 2013 Oct 24, 2013 special meeting of the CPA Board be confirmed.

CARRIED

3A. REVIEW OUTSTANDING AND RECURRING ITEMS

CONFIRM THE LIST OF OUTSTANDING AND RE-OCCURRING ITEMS, Moved by Councillor Carra to accept that the List of Outstanding and Re-Occurring Items as of 2013 December 5 for information.

CARRIED

3B. 311 STATISTICS

T. McLeod presented the 311 statistics for the month of October.

T. Malik would like statistics to continue to be included in the Board Package for information.

MOVED BY T. Malik to accept the 311 Statistics for information.

CARRIED

4A. ELECTION OF CHAIRMAN

CHAIRMAN NOMINATIONS: E. Sawyer nominated G. MacDonald for position of Chair.
M. Logan nominated T. Malik for position of Chair.

Moved by Councillor Carra to close nominations.

CARRIED

A silent ballot was held. After votes counted; Councillor Carra welcomed T. Malik as the new Chairman of CPA.

CARRIED

4B. ELECTION OF VICE CHAIRMAN

VICE CHAIRMAN NOMINATIONS:

M. Logan nominated G. Macdonald as Vice-Chairman. Nomination was declined.
T. Malik nominated D. Yung as Vice-Chairman. D. Yung accepts nomination.

No further nominations were received, therefore nominations closed. D. Yung was appointed to position of VICE CHAIRMAN.

CARRIED

4C. APPOINTMENT OF AUDIT COMMITTEE

E. Sawyer advised that as stipulated in the CPA guidelines, both the Chief Financial Officer and the Vice-Chairman of the CPA are members of the Audit Committee.

E. Sawyer is prepared to continue as Chair of Audit Committee.

Councillor Carra opened nominations for the Audit Committee.

E. Sawyer nominated G. MacDonald as a member of the Audit Committee. G. MacDonald accepts nomination.

No further nominations were received therefore nomination closed. By acclamation E. Sawyer (Chair), D. Yung and G. Macdonald are appointed to the **Audit Committee**.

CARRIED

4D. ANNUAL APPOINTMENTS TO SUBCOMMITTEES (STRATEGIC ASSET ADVISORY COMMITTEE, GOVERNANCE, IP/PARKPLUS)

Councillor Carra advised that Fred Clemens has been asked to join the SAAC Committee and he has agreed. City Council is in agreement.

Moved by Councillor Carra that F. Clemens be an advisory member of S.A.A.C.

CARRIED

M. Logan is pleased to continue as Chair of the Strategic Asset Advisory Committee.

CARRIED

Councillor Carra opened nominations for the three positions of the Strategic Asset Advisory Committee.

E. Sawyer nominated Councillor Carra as a member of the Strategic Asset Advisory Committee. Nomination accepted.

Councillor Carra nominated G. MacDonald as a member of the Strategic Asset Advisory Committee. Nomination accepted.

No further nominations were received, therefore nomination closed. M. Logan (Chair), Councillor Carra and G. MacDonald are appointed to the **Strategic Asset Advisory Committee**.

CARRIED

Councillor Carra opened nominations for the Governance and GM Performance Committee.

M. Logan advised he would like to step off of the Governance Committee.

G. MacDonald will serve as Chair of Governance Committee.

CARRIED

L. Hassanalli volunteered to serve on the Governance Committee and IP/ParkPlus Committee.

No further nominations were received, therefore nomination closed. G. MacDonald (Chair), L. Hassanali and D. Yung to serve on the **Governance and GM Performance Committee**.

Moved by M. Logan that G. MacDonald, L. Hassanalli and Councillor Magliocca be nominated for IP/ParkPlus Committee. Nominations accepted.

CARRIED

No further nominations were received, therefore nomination closed. G. MacDonald (Chair), L. Hassanalli and Councillor Magliocca to serve on the **IP/ParkPlus Committee**.

Councillor Carra relinquished position of Chair and T. Malik took the Chair.

4E. CPA2013-20 2014 ANNUAL SCHEDULE OF MEETINGS

Next meeting to be held January 30, 2014. Agreed to continue with 1.5 hours; starting at 7:30 – 9:00 am.

MOVED BY M. Logan, that Report CPA2013-20 Annual Schedule of Meetings be accepted.

CARRIED

4F. CPA2013-19 QUARTERLY FINANCIAL REPORT

T. McLeod introduced W. Haidey, Controller of CPA. W. Haidey presented Quarterly Financials.

T. McLeod noted that the ILOT Auction was moved from Saturday to Wednesday monthly which has saved on overtime. Auction has been well received and attended.

G. MacDonald asked if we have any idea how many people use city parking on a regular basis that could be potential cell phone users or ParkPlus users. T. McLeod advised that CPA has a number of initiatives/campaigns to promote cell phone use. Also, CPA staff are on-street promoting cell phone usage.

G. MacDonald requested to build in the potential and compare. Administration will provide to the Board.

MOVED BY G. MacDonald that CPA2013-19 Quarterly Financial Report be received for information

CARRIED

Moved by M. Logan that all remaining items be tabled to the next meeting.

CARRIED

5. ADJOURNMENT

Moved by M. Logan that the CPA do now adjourn.

CARRIED

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2014 _____

CHAIRMAN

MEMBER