



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING AUTHORITY  
HELD ON 2014 February 20 AT 7:30 a.m. IN THE CPA Centre of Excellence,  
604 – 9<sup>th</sup> Ave S.W.**

Present: T. Malik (Chair)  
D. Yung (Vice-Chair)  
Councillor Carra  
L. Hassanali  
M. Logan  
Councillor Magliocca  
E. Sawyer

Absent: G. MacDonald

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

Minutes by: B. Goodman

T. Malik called the meeting to order at 7:33 a.m.

**1. CONFIRMATION OF AGENDA**

CONFIRM AGENDA, Moved by Councillor Carra that the agenda for the February 20, 2014 CPA Board be confirmed.

CARRIED

**2. CONFIRMATION OF MINUTES – January 30, 2014**

CONFIRM MINUTES, Moved by M. Logan that the Minutes for the 2014 January 30 Meeting be confirmed.

CARRIED

### **3. SUB-COMMITTEE REPORTS AND UPDATES**

#### **A. Strategic Planning Committee**

Councillor Carra, Chair of the Strategic Planning Committee, reported on the Strategic Planning Committee Meeting held on February 14th, 2014.

The CPA Strategic Plan will develop our future direction and provide guidance for the organization. It will also be a good communication device to be confirmed with City Council.

#### **A list of Key Focus Areas were established:**

- Policy
- Assets
- Financial
- Governance
- Quality of Service
- Stakeholder Relations
- Emerging Technology

The Committee is also developing new Vision / Mission Statements and finalizing an Action Plan.

Next meeting T. McLeod will provide Vision / Mission Statements with feedback from CPA employees and develop a Strategic Plan template and Action Plan for February 25th.

Next meeting is on Tuesday, February 25<sup>th</sup>, 3:30 pm. All Board Members are welcome to attend.

#### **B. Strategic Asset Advisory Committee**

M. Logan, Chair of Strategic Asset Advisory Committee reported on the Meeting held on February 5, 2014.

Criterion Building

Recommend sale of the Criterion Building, 121 – 8<sup>th</sup> Street S.W., as building is surplus to CPA needs.

CPA will include recommendation that proceeds are to be returned to CPA Capital Reserve Fund.

MOVED by M. Logan to accept the Recommendations in Report SAAC2014-03 as follows:

1. Declare the property surplus to the needs of the Calgary Parking Authority.
2. Authorize Administration to offer the following property for sale to the Public subject to the final approval of Council.

3. Proceeds of disposition to be allocated to Calgary Parking Authority Capital Reserve fund.

CARRIED

Lot 66

MOVED by Councillor Carra that the CPA Board is not interested in land transfer as currently stated by Centre City, however CPA is interested in utilizing our assets to develop the 8<sup>th</sup> Street corridor without impacting parking services.

CARRIED

East Village Parkade

Recommendation completed by Dean Bell, CPA Manager of Operations and Facilities, to meet with local developer. Development will be staged parking with architectural feature; propose mixed use element in the front. Can add decks, possibly residential tower; phase could add more parking.

Require recommendation to proceed with preparing preliminary plans for parkade and possible liner building.

M. Logan recommends to go to market and include future phases. (e.g. liner building)

T. Malik would like to emphasize phased approach and cost difference between parkade and surface lot.

Next step is doing conceptual designs which will require funds.

There is a local parking need as Music Centre will only have 34 stalls; minimal parking allocated for library; police parkade planned for demolition.

E. Sawyer recommends meeting / pursuing funding options with CMLC. T. McLeod to continue engaging CMLC.

M. Logan suggests to proceed with conceptual design and issue a Purchase Order of not more than \$500,000.

AMENDMENT, MOVED BY M. Logan to amend recommendation 2.in Report SAAC2014-02:

To read:

“Allocate funds from the CPA Capital fund to service conceptual designs not to exceed \$500,000.”

CARRIED

MOVED by M. Logan to accept the Amended Recommendations in Report SAAC2014-02 and SAAC2014-01:

SAAC2014-02

1. Prepare parkade and possible liner building conceptual designs and budgets and report back to the authority by May 2014.
2. Allocate funds from the CPA Capital fund to service conceptual designs not to exceed \$500,000.
3. Provide the Authority with regular project progress reports.

SAAC2014-01

1. Authorize Administration to issue a Request for Proposal (which will include business terms between the CPA and the proponent) for the design of a multi-use facility on those lands at 603-609 Ave SW, 615 3<sup>rd</sup> Ave SW and 311 5<sup>th</sup> St SW to redevelop the subject property.

CARRIED

**C. IP/ParkPlus Committee**

L. Hassanali reported on IP/ParkPlus Committee Meeting held February 11, 2014.

Terms of Reference were finalized.

All Committees have updated Terms of Reference.

E. Sawyer raised the question if any members can attend however terms reflect they are non-voting. This is unusual.

Board recommends changing terms to allow voting.

AMENDMENTS, MOVED by E. Sawyer to amend Terms of Reference presented as follows:

7.1 be changed to include all Board Members; "may take part in the discussion or debate and vote."

7.6 be changed to remove first sentence "Delegates cannot attend in place of a Committee member that cannot attend."

AND

7.6 be changed to remove "not have the right to vote" and replace with "shall have the right to vote"

CARRIED

MOVED by E. Sawyer to accept Amended Terms of Reference as below and attach revised Terms of Reference to Minutes.

CARRIED

Chair advised that a Board Member has requested that Electoral members to receive iPads to manage CPA meeting documents. This matter was discussed and majority/all of the board members present voted against the request for iPads.

**D. Governance Committee**

Councillor Carra provided update on Elector Member.

T. Malik requests all members look at any suitable candidates and forward to T. Malik.

**4A. CPA STRATEGIC PLANNING ITEM**

Standing topic was addressed under Item 3A.

**5A. LIST OF OUTSTANDING AND RECURRING ITEMS**

CONFIRM THE LIST OF OUTSTANDING AND RE-OCCURRING ITEMS, Moved by M. Logan to accept the List of Outstanding and Re-Occurring Items as of 2014 February 20 for information.

CARRIED

**5B. GM UPDATE AND 311 STATISTICS**

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

GM update to be sent electronically to members.

MOVED BY M. Logan to accept the 311 Statistics for information.

CARRIED

**6A. CPA2013-07 CPA CORPORATE RESPONSIBILITY POLICY**

T. McLeod presented the CPA Corporate Responsibility Report.

T. Malik requested that this document be available on our website and update as necessary.

M. Logan noted Item 3 in Policy be moved to Investing in the Community.

AMENDMENT, MOVED by M. Logan to change Recommendation 2:

``CPA Administration to deliver an annual Social Responsibility Report.``  
To read  
``CPA Administration to deliver quarterly updates and an annual report to the Board.``

CARRIED

MOVED BY M. Logan to adopt Corporate Responsibility Policy Report with amendments.

CARRIED

## **6B. ENVIRONMENTAL SUSTAINABILITY POLICY AND GUIDELINES**

Recommend that comments be provided to T. McLeod and brought back to Board at a future meeting.

## **OTHER BUSINESS**

W. Haidey advised that anyone wanting WCB coverage to please submit birthdate to W. Haidey prior to renewal date of February 26, 2014

## **7. ADJOURNMENT**

MOVED BY T. Malik that the CPA do now adjourn at 9:20 am.

CARRIED

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2014 \_\_\_\_\_

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
MEMBER