



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING AUTHORITY
HELD ON 2014 July 31 AT 7:30 a.m. IN THE CPA Centre of Excellence,
604 – 9th Ave S.W.**

Present: T. Malik - via conference
D. Yung (Acting Chair)
Councillor Carra
S. Gittens
L. Hassanali
M. Logan
G. MacDonald
Councillor Magliocca

Absent: E. Sawyer

Also Present: T. McLeod, General Manager
W. Hogman, Interim General Manager – Aug 1, 2014
W. Haidey, Controller

T. Malik called the meeting to order at 7:30 a.m. and made a request for D. Yung to Chair the Meeting.

D Yung will act as Chair for this meeting.

1. WELCOME AND CONFIRMATION OF AGENDA

AMENDMENT, Moved by G. MacDonald to move Item 4. Governance Committee Update forward to follow Item 2. Confirmation of Minutes.

CONFIRM AMENDED AGENDA, Moved by D. Yung that the agenda for the July 31, 2014 CPA Board be confirmed as amended.

CARRIED

2. CONFIRMATION OF MINUTES – June 19, 2014 and July 8, 2014

CORRECTION: D Yung noted that he was in attendance via conference at July 8th, 2014 Meeting however he is listed as Absent.

CONFIRM AMENDED MINUTES, Moved by S. Gittens that the Minutes for the 2014 June 19 Meeting and July 8 Special Meeting be confirmed as amended.

CARRIED

4. SUB-COMMITTEE REPORTS AND UPDATES

A. Governance Committee

G. MacDonald, Chair of Governance Committee, provided an update.

G. MacDonald reported that a selection committee (T. Malik, G. MacDonald, M. Logan, Councillor Carra) conducted interviews and appointed W. Hogman as Interim General Manager effective August 1, 2014.

G. MacDonald is leading the search for a permanent replacement for the General Manager. Met with CPA Human Resources and City of Calgary Human Resources and put out Statement of Engagement for recruiters; (4 recruiters due to time constraints). Deadline is August 11th, 2014. As a Committee, will look at Statements and decide which recruiter to award. Time frame of Jan 5th to fulfill the position; not a hard deadline; more time will be taken if required.

G. MacDonald has been working with City Clerks regarding the recruiting process. An advertisement for Elector Members has been posted to the Institute of Corporate Directors (ICD) website. At the September 23rd Governance Committee Meeting applications will be reviewed and competency matrix prepared. This will be an augmentation to City's current process. Matrix, without bias will go to City Council.

MOVED BY L. Hassanali to accept for information.

CARRIED

MOVE IN CAMERA, Moved by D. Yung that in accordance with Section 197 of the *Municipal Government Act*, and Sections 24(1)(a) and 24(1)(g) and 25(1) (c) (ii) of the *Freedom of Information and Protection of Privacy Act*, the Authority now move in camera at 7:50 a.m., to consider business matters.

MOVED by M. Logan to move out of camera at 8:05 a.m. and report to the Authority.

CARRIED

RISE AND REPORT

3A. BUSINESS MATTERS

MOVED BY S. Gittens to receive the ParkPlus System Report, C2014-0621 for information. This report is to remain confidential pursuant to Sections 24(1)(b) and 25 (1) (b) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

MOVED BY Councillor Carra to suspend the implementation of the Parking Pricing Policy and revisit in 6 months (December). Administration to bring forward.

CARRIED

4. SUB-COMMITTEE REPORTS AND UPDATES

B. Audit Committee

On behalf of E. Sawyer, Chair of the Audit Committee, D. Yung provided an update.

The Audit Committee supports the decision to re-appoint Deloitte as CPA's external auditor.

AC2014-02 CPA Integrated Risk Management Report was presented.

MOVED BY T. Malik to receive report for information.

CARRIED

C. IP/ParkPlus Committee

L. Hassanali advised that there is nothing to report as there has been no Committee Meeting since last Board Meeting.

D. Strategic Asset Advisory Committee

M. Logan, Chair of Strategic Asset and Advisory Committee provided an update.

Anthill: Marketing phase has begun, demo to start in September.

Veritas: OLSH is proceeding with an Expression of Interest process regarding the disposition. Disposition approved on July 4th. Looking for a Service Level Agreement with OLSH.

East Village Parkade: T. McLeod reported that RFP went out yesterday. Deadline for submission is end of August, early September.

Criterion: Confirmed that CPA funded original purchase. City Council approved the sale with part of the proceeds going towards a Heritage Project.

ILOT: Tracking on time and on budget. 50% complete and submitted for cost estimate.

MOVED BY D. Yung to receive for information.

CARRIED

E. Chairman's Update

Major item is hiring of W. Hogman as Interim General Manager. No further items to report.

5A. 15 MINUTE FREE PARKING REPORT

As directed by Council: Motion Arising, Moved by Councillor Chu that Council direct the CPA to conduct a cost benefit analysis to providing 15 minute free street parking and to return to the SPC on Transportation and Transit no later than Q3 2014.

D. Bell, Manager of Operations and Facilities presented the 15 Minute Free Parking Report.

T. McLeod mentioned that a parking session has to be registered in order to receive 15 Minute Free Parking; grace period after 15 minutes.

Councillor Magliocca enquired what impact the cycle track would have on parking stalls. T. McLeod responded that there will be new parking stalls added to off-set what is lost. Net stalls will be well off-set. Goal is better operation of street.

M. Logan asked Councillor Carra what feedback had been received from Bridgeland area with pilot to eliminate RPP and add ParkPlus to provide customer business use and residential customers in evenings. Councillor Carra responded that it was well received and has been very positive.

T. Malik requested examples / options be added to the report to simplify. Consult with Councillor Chu to confirm we are providing a suitable option.

Administration requested to make amendments and circulate final report to Board Members prior to presentation at Transportation and Transit Committee Meeting.

MOVED BY S. Gittens to receive for information and proceed with presentation to T & T in September with amendments.

CARRIED

5B. FINANCIAL RESULTS TO JUNE 30, 2014, CPA2014-05

W. Haidey presented financial results to June 30, 2014.

MOVED BY L. Hassanali to receive June 30, 2014 results for information.

CARRIED

5C. 2015-2018 CPA BUSINESS ACTION PLAN, CPA2014-05

T. McLeod presented the CPA Business Action Plan. T. McLeod advised that we are fully aligned with the City's Action Plan. This forms part of CPA's presentation to the Transportation and Transit Committee on Sept 19, 2014.

MOVED BY S. Gittens to approve CPA2014-06, 2015-2018 CPA Business Action Plan for submission to The City of Calgary.

CARRIED

5D. 2015-2018 CPA OPERATING BUDGET, CPA2014-06

W. Haidey presented the proposed adjustments to the 2015-2018 Operating Budget and answered questions of the Board.

MOVED BY Councillor Carra to approve the Operating Budget.

CARRIED

5E. 2015-2018 CPA CAPITAL BUDGET, CPA2014-08

MOVED BY Councillor Carra to approve the Capital Budget.

CARRIED

6A. LIST OF OUTSTANDING AND RECURRING ITEMS

M. Logan mentioned that the submission to City Clerks for Recruitment of Board Members should be added to the tracking list – Q3. Administration will add to list.

MOVED BY M. Logan to accept the List of Outstanding and Recurring Items as amended.

CARRIED

6B. GM UPDATE

T. McLeod presented the GM Update for the month of July.

D. Yung extended thanks to T. McLeod on behalf of the Board.

M. Logan advised that Transportation took the Parking Policy Report to Council on July 28th.

Transportation have been asked by Council to update City Parking Policy; i.e. cash-in-lieu. M. Logan enquired if the Board would like to have an active role in the process and provide funding to accelerate policies impacting CPA. CPA manages and implements policies outlined that will be completed over the next 4 years.

Councillor Magliocca and D. Yung are in agreement.

M. Logan will bring back specifics to the Board Meeting in September.

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7. ADJOURNMENT

MOVED by M. Logan that the CPA do now adjourn at 9:30 a.m.

CARRIED

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2014 _____

CHAIRMAN

MEMBER