



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING AUTHORITY  
HELD ON 2015 January 23 AT 7:30 a.m. IN THE CPA Centre of Excellence,  
604 – 9<sup>th</sup> Ave S.W.**

Present: T. Malik (Chair)  
Councillor Chu  
F. Clemens  
S. Gittens  
L. Hassanali  
M. Logan  
G. MacDonald  
E. Sawyer

Absent: Councillor Carra

Also Present: W. Hogman, Interim General Manager  
W. Haidey, Controller

T. Malik called the meeting to order at 7:38 a.m.

**1. WELCOME AND CONFIRMATION OF AGENDA**

AMENDMENT, Moved by T. Malik to add a line item for any additional items going forward.

CONFIRM AMENDED AGENDA, Moved by M. Logan that the agenda for the January 23, 2015 CPA Board be confirmed as amended.

CARRIED

**2. CONFIRMATION OF MINUTES – November 20, 2014**

M. Logan reported that reference Item 4J. Consolidated Parking Policy Work Plan; Work Plan went to Committee and was endorsed by Council. Proceeded to start working with CPA.

Correction noted from T. Malik that “Councillor Carra relinquished Chair” listed on Page 2 and 4. Administration will correct.

CONFIRM AMENDED MINUTES, Moved by E. Sawyer that the Minutes for the 2014 November 20, 2014 Meeting be confirmed.

CARRIED

**MOVE IN CAMERA**, Moved by T. Malik 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 7:48 a.m., to consider business matters.

MOVED by T. Malik to move out of camera at 8:50 a.m. and report to the Authority.

CARRIED

## **RISE AND REPORT**

### **3A. Governance Committee Update**

G. Macdonald, Chair of Governance Committee, provided Committee update.

Committee resolution and recommendation for Acting General Manager salary will be worked with CPA Human Resources Department.

Adjusted Directors Expense Policy; Administration will update.

G. Macdonald advised that 100% attendance is required at Strategic Retreat. Best dates: April 25-26, 2015. E. Sawyer requested that G. MacDonald check bylaw to confirm.

Board Assessments: recommend that CPA engage Donna Finley, as she has the best knowledge of CPA and history with CPA Board.

New Code of Conduct declaration from City Clerk's distributed to Elector Members for signature. CPA Conflict of Interest document distributed to all members; signed on an annual basis.

### **3B. Strategic Asset Advisory Committee Update**

Dean Bell, Manager of Operations and Facilities, provided update.

Criterion Building: Council approved the sale on Jan 12, 2015; close end of March. \$250,000 from the proceeds of the sale will be going to the Heritage Fund.

ILOT: Tracking well – breaking ground in April 2015. Consolidating CPA enforcement staff at this location.

Veritas: public marketing released on December 12, 2014 and offer submissions due on January 22, 2015. Board approval required. Administration will provide recommendations.

E. Sawyer requested that report needs to be clear that proceeds go to the CPA.

Moved by M. Logan to receive update for information.

CARRIED

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

##### **A. Audit Committee**

E. Sawyer, Chair of the Audit Committee, advised that the next Audit Meeting is March 10, 2015. All Board members are welcome to attend

##### **B. IP/ParkPlus Committee**

S. Gittens, Chair of the IP/ParkPlus Committee, provided update.

Next meeting is February 12, 2015, all members welcome to attend.

W. Hogman reported on patent status and projects.

F. Clemens enquired if we have metrics around how ParkPlus has helped Edmonton gain compliance. Metrics prove that system works.

Moved by F. Clemens to receive update for information.

CARRIED

##### **C. Chairman's Update**

T. Malik requested that members provide any agenda items to Barb two weeks prior to Board Meeting and advise time required.

#### **5A. CPA BOARD STRATEGIC SESSION**

Recommended topics have been provided in the Governance Update. Please forward any additional topics to G. Macdonald.

Administration will see if Author Jeff Speck is affordable and/or available.

E. Sawyer suggests that the new General Manager will have items as well as CPA Leadership Team.

#### **6A. LIST OF OUTSTANDING AND RECURRING ITEMS**

W. Hogman advised that Quarterly Financial January report, delayed to February. Annual Cash in Lieu Rate update to be developed in conjunction with Consolidated Parking Policy Work Plan initiatives.

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

CARRIED

**6B. GM UPDATE**

W. Hogman presented the GM Update for the month of January.

Administration to find out compliance comparison to other Cities. Key metric to benefits of ParkPlus.

T. Malik requested that Administration send electronically in advance of meeting.

**7. ADJOURNMENT**

Meeting adjourned at 9:50 a.m.

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2015 \_\_\_\_\_

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
MEMBER