



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING AUTHORITY
HELD ON 2015 March 26 AT 7:30 a.m. IN THE CPA Centre of Excellence,
604 – 9th Ave S.W.**

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

Also Present: M. Derbyshire, General Manager
W. Haidey, Controller

T. Malik called the meeting to order at 7:35 a.m.

1. WELCOME AND CONFIRMATION OF AGENDA

G. MacDonald introduced Doug Martinson who joined the Board for Breakfast. He will be facilitating the Strategic Session being held April 25-26, 2015. Doug's bio was sent to Board Members via email.

CONFIRM AGENDA, Moved by E. Sawyer that the agenda for the March 26, 2015 CPA Board be confirmed.

CARRIED

2. CONFIRMATION OF MINUTES – February 19, 2015

M. Logan reported that reference:

- Item 4B. Governance Section; J. Speck has not been scheduled as yet.
- Item 5D. Carshare Policy; Report went to Transportation and Transit Committee on March 18 and will be going forward to Council.

CONFIRM MINUTES, Moved by G. MacDonald that the Minutes for the 2015 February 19 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 7:50 a.m., to consider business matters.

MOVED by G. MacDonald to move out of camera at 8:15 a.m. and not report to the Authority.

CARRIED

4. SUB-COMMITTEE REPORTS AND UPDATES

A. Audit Committee

E. Sawyer, Chair of the Audit Committee, presented the Audit committee update.

Committee recommended changes to Terms of Reference for approval. Recommend changing membership from having to include CPA Vice-Chair and instead include “two citizen members” one of which should be financially literate.

Change wording to read: Annual appointments will be made following the annual organization of the CPA Board.

Next Audit Committee meeting in April focused on Internal Control; July focused on Risk Management.

Moved by E. Sawyer to approve Terms of Reference as amended and receipt of the WorkPlan.

CARRIED

Committee reviewed Audited year-end financial statements and Deloitte 2014 Year-End Audit Communication.

F. Clemens enquired about pension deficit referenced on Page 22, Item 15. Pension shortfall is a risk.

T. Malik advised that as a Board we need to be aware of it; however it is systemic across all industries.

Moved by M. Logan to approve the financial statements and receive for information 2014 year end audit communication.

CARRIED

B. Governance Committee

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

Doug Marteinson will be facilitating the Strategic Session. Proposing a different structure for this session with an open form style.

S. Gittens and M. Derbyshire met with G. Cole last week.

Board Assessment has begun today with D. Finley.

F. Clemens would like an educational type component included in the session. He suggests 2 hours on agenda for parking theory.

T. Malik asked for vote/interest level for a 1-2 hour relevant education session. All agreed.

E. Sawyer suggested we focus on parking.

Administration will look into a 1-2 hour session.

C. IP/ParkPlus Committee

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

Councillor Carra commented that FCM is meeting in Edmonton and would be a great opportunity for ParkPlus.

G. MacDonald requests we work with them for public announcement.

Administration will investigate.

Moved by F. Clemens to receive update for information.

CARRIED

D. Strategic Asset Advisory Committee

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

Criterion goes to Council on March 30th.

ILOT Tender closed yesterday.

Moved by L. Hassanali to receive update for information.

CARRIED

E. Chair's Update

T. Malik reported that he has been attending meetings with the Mayor and Councillors to introduce M. Derbyshire.

T. Malik suggests a ride-along with the ParkPlus vehicle for members of the Board. If you're interested in a ride please let M. Derbyshire, B. Goodman know.

Urge Board Members to take part in various Committee Meetings; attend as many as you can; any meetings are open to the full Board.

Please advise Barb if your update item requires more time.

5A. RESIDENTIAL PARKING PERMIT PROGRAM, CPA2015-04

Shelley Trigg, Manager of Communications provided a presentation of RPP proposed changes.

Next steps; present report to Transportation and Transit Committee and finally to City Council.

Administration will monitor implementation and include in future GM Reports.

Moved by Councillor Carra that the Board receive this report for information.

CARRIED

5B. 2015 COMMUNICATION PLAN

Received for information.

5C. APRIL 24TH BOARD MEETING

E. Sawyer recommends cancelling the meeting as the Strategic Session will be held April 25-26.

Moved by E.Sawyer to cancel April 24th Board Meeting.

CARRIED

6A. LIST OF OUTSTANDING AND RECURRING ITEMS

Received for information.

6B. GM REPORT

M. Derbyshire presented the GM Report for the month of March.

7. ADJOURNMENT

Meeting adjourned at 9:30 a.m.

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2015 _____

CHAIRMAN

MEMBER