



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING AUTHORITY
HELD ON 2015 October 22 AT 7:30 a.m. IN THE CPA Centre of Excellence,
604 – 9th Ave S.W.**

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

Absent: L. Hassanali

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

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

1. WELCOME AND CONFIRMATION OF AGENDA

AMENDMENT:

New Board Member announcement deferred to November Board Meeting;
recommendation's by Council November 9th, 2015.

Note: Per Bylaw 28M2002 Chair, Vice-Chair and Committee appointments typically made following The City Organizational Meeting; delayed until Board member appointments from Council.

CONFIRM AMENDED AGENDA, Moved by M. Logan that the agenda for the October 22, 2015 CPA Board be confirmed as amended.

CARRIED

2. CONFIRMATION OF MINUTES – September 24, 2015

CORRECTION: Note Item 6B. GM's report – correction from Heather Reid to Heather Reed-Fenske.

CONFIRM AMENDED MINUTES, Moved by E. Sawyer that the Minutes for the 2015 September 24 Meeting be confirmed as amended.

CARRIED

3A. SUB-COMMITTEE REPORTS AND UPDATES

3A1. Audit Committee

No update required.

3A2. Governance Committee

S. Gittens advised that M. Derbyshire's Personal Development Plan was received and update will be provided to M. Derbyshire in due course.

3A3. IP/ParkPlus Committee

Deferred to 5D., Marketing and Business Development.

3A4. SAAC Update

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

Impound Lot on time and on budget.

3B. LIST OF OUTSTANDING AND RECURRING ITEMS

List of Outstanding and Recurring Items received for information.

4. CHAIR'S UPDATE

Thanks to Governance Committee for reviewing candidate resumes. Report to City Clerks sent on Oct 2, 2015.

5A. PRICING – ECONOMIC DOWNTURN

W. Haidey, Controller, presented Parkade, On-Street and Surface Lot revenues to Sept 30th, 2015.

Two surface lots have opened in East Village.

T. Malik suggested signs downtown advertising lower prices in lots.

Moved by Councillor Carra that the CPA Board directs Administration to, given economic circumstances in the City, conduct analysis of potential strategic moves in regards to pricing surface/ parkade and on-street prices and report back with options and include potential policy changes pertaining to flexibility.

CARRIED

5B. LAND DISPOSAL STRATEGY

D. Bell, Manager-Operations and Facilities, presented Land Disposal Strategy.

Councillor Carra suggests this item be added to agenda for Strategic Meeting in November to Council.

Recommendation today – revisit disposing of Lot 7 and 62.

Moved by T. Malik to refer this matter to Strategic Asset Advisory Committee, October 28 Meeting and provide recommendation to Board in November.

CARRIED

5C. CYBERSECURITY AT CPA

K. McCaw, Manager of IT, presented Cybersecurity methods currently in place at CPA.

E. Sawyer, advised that role is in Risk Management and part of Risk Register; currently yellow and monitoring regularly.

E. Sawyer requests this item be added to the agenda for next Audit Committee Meeting.

5D. MARKETING AND BUSINESS DEVELOPMENT

W. Hogman, Manager of Business Development, presented the Marketing Plan /update for ParkPlus as well as an update on Technology Development.

M. Derbyshire demonstrated system being used to track all sales leads. Long sales cycles; focus is on sales and marketing strategy.

Moved by S. Gittens, Chair of IP/ParkPlus Committee, that this Committee be renamed “ParkPlus” Committee.

CARRIED

M. Derbyshire confirmed that “Marketing ParkPlus” is number one priority with CPA.

5E. COMMUNICATION PLAN SUMMARY

S. Trigg, Manager of Communications, presented an update on the Communication Plan.

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 9:10 a.m., to consider business matters.

MOVED by F. Clemens to move out of camera at 9:20 a.m. and report to the Authority.

RISE AND REPORT

The Board accepts resignation of T. Malik and appoints F. Clemens as Acting Chair moving forward.

5F. GM REPORT

M. Derbyshire presented the General Manager Report for October.

6. ADJOURNMENT

Moved by F. Clemens Meeting adjourned at 9:25 a.m.

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2015 _____

CHAIRMAN

MEMBER