



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING AUTHORITY
HELD ON 2015 September 24 AT 7:30 a.m. IN THE CPA Centre of Excellence,
604 – 9th Ave S.W.**

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

Absent: Councillor Carra

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

T. Malik called the meeting to order at 7:34 a.m.

1. WELCOME AND CONFIRMATION OF AGENDA

AMENDMENTS:

Moved by F. Clemens to add 10 minutes to Item 4A4. "Strategic Asset Advisory Committee."

Moved by T. Malik to move Item 6B. "Introduction of New Staff", to follow Item 1. "Confirmation of Agenda."

CONFIRM AMENDED AGENDA, Moved by F. Clemens that the agenda for the September 24, 2015 CPA Board be confirmed as amended.

CARRIED

6B. INTRODUCTION OF NEW STAFF

M. Derbyshire introduced Richard Simpson as the Senior Sales Specialist for ParkPlus who began with CPA August 26, 2015. R. Simpson provided his background.

M. Derbyshire introduced Joan Hay who was promoted effective August 3, 2015 to position of CPA Enforcement Support Manager. This was an internal promotion. J. Hay provided an introduction.

M. Derbyshire presented a new website for the ParkPlus System which will be helpful in marketing ParkPlus. It will go live in October.

T. Malik suggested a link from CPA's main site.
Administration will look into further.

T. Malik requests the in-development website address so Board Members can provide feedback. Administration will arrange.

2. CONFIRMATION OF MINUTES – July 30, 2015

CORRECTION: S. Gittens noted in Governance Committee update, he was listed as Vice-Chair of Governance Committee; should be Chair of Governance Committee.

Business arising: R. Stanley, M. Logan and M. Derbyshire met on June 18th regarding Cash-in-Lieu. Also M. Logan advised that a staff member is reviewing Cash-in-Lieu.

CONFIRM MINUTES, Moved by E. Sawyer that the Minutes for the 2015 July 30 Meeting be confirmed as amended.

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 7:45 a.m., to consider business matters.

MOVED by M. Logan to move out of camera at 8:30 a.m. and report to the Authority.

RISE AND REPORT

Moved by M. Logan to receive draft Presentation to Council for information.

CARRIED

Moved by S. Gittens to receive General Manager Evaluation Report for information.

CARRIED

Moved by S. Gittens to receive Board Selection and advised he will work with Administration to ensure report is received by City Clerks by October 8, 2015.

CARRIED

4A. SUB-COMMITTEE REPORTS AND UPDATES

4A1. Audit Committee

Next Audit Committee Meeting is November 10, 2015.

4A3. IP/ParkPlus Committee

F. Clemens provided an update from the September 10, 2015 Committee Meeting.

Committee met and reviewed progress of ParkPlus Marketing. Introduced to Richard Simpson, Senior Sales Specialist who also attended Committee Meeting.

Computer- Aided Dispatch (CAD) rolled out and working well. CPA is trialing LPR cameras, video based system, which can count vehicles and record plate numbers. It would provide a decrease in cost and be more efficient in time.

T. Malik enquired on a final date for Edmonton. M. Derbyshire responded that date has not been confirmed at this time. Administration confirmed that we would be involved in any media. T. Malik emphasized that we need to stay on top of media blitz for this project.

4A4. SAAC Update

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

Veritas – not yet closed.

East Village Parkade –Method of Disposition going to Land and Asset Strategy Meeting on Oct 29, 2015.

F. Clemens requested that Veritas be added to the next Strategic Asset Advisory Committee Meeting agenda for further discussion. Administration will arrange.

4B. LIST OF OUTSTANDING AND RECURRING ITEMS

E. Sawyer suggested removing last three items from CPA Administration Follow-up list and to number items.

T. Malik requested a better communication system be provided in the Centre of Excellence to accommodate video / audio conferencing. Administration will investigate options and advise.

5. CHAIR'S UPDATE

T. Malik advised a final date has not been provided for CPA's Presentation to Council.

6B. GM REPORT

M. Derbyshire presented the General Manager Report for September.

Corps of Commissionaires have been amazing to work with and a great partner. Very supportive in this transition.

M. Derbyshire met with Heather Reed-Fenske, City CTO, to work through issues with RPP.

M. Derbyshire reported seeing a decline in waitlist numbers which continues to be an emerging risk.

Stalls have been occupied by hourly/daily parkers. Continuing to monitor and take appropriate steps. Economic downtown has affected waitlists.

T. Malik requests administration look at wait lists to provide more accurate numbers. Administration will revisit waitlist process.

Councillor Chu suggested looking at a reduced parking rate at lunchtime to provide incentive.

Administration will look parking rates/promotions over lunch..

M. Derbyshire will send a link to a video on CPA parking rates.

7. ADJOURNMENT

Moved by M. Logan Meeting adjourned at 9:00 a.m.

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2015 _____

CHAIRMAN

MEMBER