



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING AUTHORITY HELD  
ON 2012 March 1, AT 8:00 a.m. IN THE CPA Centre of Excellence, 604 – 9<sup>th</sup> Ave S.W.**

Present: F. Clemens  
Ald. D. Hodges  
Ald. G. Macleod  
E. Sawyer  
M. Logan  
B. Bazinet  
T. Malik

Also Present: T. McLeod, General Manager  
W. Haidey, Controller

Absent: D. Wood  
B. OLeary Q.C.

Minutes by: B. Goodman

F. Clemens called the meeting to order at 8:00 am.

**1. CONFIRMATION OF AGENDA**

AMENDMENT, Moved by Alderman MacLeod that the Agenda for today's meeting be amended by adding an In Camera Verbal update.

CONFIRM AGENDA, AS AMENDED, Moved by M. Logan that the agenda for the 2012 March 1 CPA Board be confirmed, **as amended**, as follows:

6. In Camera Update

CARRIED

F. Clemens welcomed Jason Markosoff from the Calgary Herald.

**2. CONFIRMATION OF MINUTES – February 2, 2012**

At the request of M. Logan, an amendment was noted in 5B. CPA2012-01 2012 Downtown Cash-In-Lieu Parking Rate. B. Bazinet notes that future costing of a parkade stall for the purposes of developing the cash in lieu rate should reflect underground parking.

AMENDMENT, Moved by M. Logan to amend the minutes to read as follows:

“Increase the 2011 Cash-In-Lieu parking rate of \$36,360 by 4% to a revised value of \$37,815 as the 2012 Cash-In-Lieu rate.”

CONFIRM MINUTES, Moved by F. Clemens that the Minutes for the 2012 February 2 Regular Meeting of the CPA Board be confirmed as amended.

CARRIED

**3. CONFIRMATION OF THE LIST OF OUTSTANDING AND RE-OCCURRING ITEMS AS OF 2012 MARCH 1**

CONFIRM THE LIST OF OUTSTANDING AND RE-OCCURRING ITEMS, Moved by Alderman MacLeod that the List of Outstanding AND Re-Occurring Items as of 2012 March 1 be confirmed.

CARRIED

**4A. GENERAL MANAGER UPDATE**

T. McLeod presented the General Manager's update for February 2012.

DISTRIBUTION

CPA 2011 Successes Brochure and CPA Winter 2012 Newsletter were distributed.

MOVED BY Alderman MacLeod to receive the General Manager Update for information.

CARRIED

**4B. COMMITTEE UPDATES**

**i) AUDIT**

E. Sawyer provided an update from the February 13, 2012 Audit Meeting. Terms of Reference has been approved and provided to Members. Assessment of Internal Controls was also provided. Confirmed that a Risk Assessment of the CPA is in progress as one of the City's Internal Auditor's objectives for 2012. Results will be reviewed by the CPA Audit Committee and the CPA Board prior to presenting to the City's Audit Committee in the May's Annual Governance status update.

Motion rising: Administration to provide a copy of the Audit Workplan to all Board Members.

MOVED BY M. Logan to accept for information.

CARRIED

**ii) IP/PARKPLUS**

T. McLeod provided an update from Committee Meeting held on February 21, 2012. Committee to elect Chairman next meeting.

Motion rising: E. Sawyer requested Terms of Reference/Workplan for IP/ParkPlus Committee.

MOVED BY Alderman MacLeod to accept for information.

CARRIED

**iii) GOVERNANCE/GM PERFORMANCE**

T. McLeod provided update. General Manager Goals and Objectives have been submitted to Chair and Vice-Chair then to the Governance Committee. Board Compensation to be discussed in upcoming Governance Committee Meeting. Governance Documents prepared December 2011 were included in Board Package. Law Department is working on Indemnification letter.

Motion rising: Administration to send a reminder to Law Department requesting letter. M. Logan will follow up with City.

Motion rising: E. Sawyer requested Terms of Reference/Workplan for Governance Committee.

MOVED BY Alderman MacLeod to accept for information.

CARRIED

**iv) STRATEGIC ASSET ADVISORY COMMITTEE (SAAC)**

T. McLeod provided update from February 14, 2012 Committee Meeting. M. Logan provided a further update.

T. McLeod advised that Land Acquisition for the Anthill site is being submitted to City Land and Asset Strategy Committee in the next few days.

Motion rising: Administration to provide briefing to Alderman MacLeod prior to going to Council.

Motion rising: E. Sawyer requested Terms of Reference/Workplan for SAAC Committee.

MOVED BY M. Logan to receive Land Acquisition document as information.

CARRIED

**4C. SUBLETTING STALLS**

T. McLeod presented Subletting Stalls attachment.

MOVED BY Alderman MacLeod to accept as information.

CARRIED

**5A. CPA2012-02 TAXI HYDRANT ZONE REPORT**

T. McLeod presented CPA2012-02 Taxi Hydrant Zone Report.

AMENDMENT, Moved by M. Logan to recover fee of the signage and implementation costs (estimated at \$15k) from the Taxi Limousine Advisory Committee (TLAC).

MOVED BY Alderman Macleod to approve report as amended.

CARRIED

**5B. CPA2012-03 GENERAL AVENUE PROGRESSIVE RATE UPDATE**

T. McLeod presented CPA2012-03 General Avenue Progressive Rate Update Report.

MOVED BY M. Logan to approve recommendations in Report CPA2012-03.

CARRIED.

**6. IN-CAMERA**

MOVE IN CAMERA, Moved by M. Logan 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 9:30 a.m., to consider business matters.

RISE AND REPORT, Moved by F. Clemens that the Authority rise without reporting.

CARRIED

**7. ADJOURNMENT**

MOVED BY F. Clemens that the CPA do now adjourn at 10:00 AM.

CARRIED

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2012 \_\_\_\_\_

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
MEMBER