



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING AUTHORITY
HELD ON 2012 September 27, AT 8:00 a.m. IN THE CPA Centre of Excellence,
604 – 9th Ave S.W.**

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

Absent: Ald. G. MacLeod
B. O'Leary, Q.C.

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

Minutes by: B. Goodman

D. Wood called the meeting to order at 8:00 am.

1. CONFIRMATION OF AGENDA

AMENDMENT, Moved by M. Logan that the Agenda for today's meeting be amended by adding an Item to the In Camera Session.

CARRIED

CONFIRM AGENDA, AS AMENDED, Moved by E. Sawyer that the agenda for the 2012 CPA Board be confirmed, as amended.

CARRIED

2. CONFIRMATION OF MINUTES – July 26, 2012

CONFIRM MINUTES, Moved by M. Logan that the Minutes for the 2012 July 26 regular meeting of the CPA Board be confirmed.

CARRIED

3. REVIEW OUTSTANDING AND RECURRING ITEMS

Moved by D. Wood to revise the heading from “Due Date” to “Target Date.”

CARRIED

Moved by E. Sawyer that reference Item 7. “Quarterly Financial Report” that an update be added for November to include financial results update to October 31st, 2012.

CARRIED

CONFIRM THE LIST OF OUTSTANDING AND RE-OCCURRING ITEMS, Moved by Alderman Hodges that the List of Outstanding and Re-Occurring Items as of 2012 September 27 be confirmed as amended.

CARRIED

4A. CPA2012-15 2013-2014 CPA OPERATING AND CAPITAL BUDGET ADJUSTMENT

The 2013-2014 Operating Budget adjustments and Capital Budget adjustments were presented by T. McLeod and W. Haidey.

Moved by M. Logan to amend the 2013-2014 Operating Budget by increasing 2014 Property and Business taxes to reflect the tax increase approved by Council for 2014.

CARRIED

Moved by E. Sawyer to amend the 2013-2014 Capital Budget by realignment of the capital budget between years to reflect a closer approximate to the actual planned expenditures.

CARRIED

Motion Arising by D. Wood to present a detailed capital project plan for 2013-2014 to the board at a future meeting.

CARRIED

MOVED BY E. Sawyer that the Authority approve the proposed 2013-2014 CPA Operating Budget Adjustments (program 104) and 2013-2014 CPA Capital Budget Adjustments (program 106), as amended for submission to The City of Calgary.

CARRIED

4B. CPA2012-16 CPA PERFORMANCE MEASURES

The performance measures and a Power Point on CPA Complaint Tracking 2010-2012 were presented by T. McLeod.

MOVED BY M. Logan that Report CPA2012-16 CPA Performance Measures be received for information.

CARRIED

4C. CPA2012-17 QUARTERLY FINANCIAL RESULTS TO AUGUST 31, 2012

The financial results to August 31, 2012 were presented by T. McLeod and W. Haidey.

MOVED BY E. Sawyer to receive Report CPA2012-17 Quarterly Financial Results to August, 2012.

CARRIED

4D. SEMI-ANNUAL REPORTING "SHAREHOLDER MEETING"

D. Wood led a discussion on shareholder meeting options.

D. Wood will work with T. McLeod on a detailed communication plan when presenting at the Transportation and Transit Committee in November and the Annual Report to City Audit Meeting in May 2013.

5. IN-CAMERA

MOVE IN CAMERA, Moved by E. Sawyer 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 am., to consider business matters.

RISE and REPORT

A. Customer Satisfaction Survey

Moved by M. Logan that the customer satisfaction survey questions developed by Ipsos Reid, in conjunction with CPA Administration be reviewed by the Board for approval before implementation.

CARRIED

B. Integrated Risk Management Report

Moved by F. Clemens to approve recommendations 1 to 3 of report AC2012-01-revised as follows:

1. Receive AC2012-01-revised (updated 2012-01 incorporating recommendations from the Audit Committee) for information. That the Report, remain confidential pursuant to Sections 24(1)(b) and 25(1)(b) and (c) of the *Freedom of Information and Protection of Privacy Act*.
2. Approve the CPA Risk Policy per Attachment 1 in AC2012-01-revised. That the Report, and Attachments remain confidential pursuant to Sections 24(1)(b) and 25(1)(b) and (c) of the *Freedom of Information and Protection of Privacy Act*.
3. Approve the CPA Risk Tolerance Statement per Attachment 2 in AC2012-01-revised. That the Recommendations, Report, In Camera discussion and Attachments remain confidential pursuant to Sections 24(1)(b) and 25(1)(b) and (c) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

Moved by M. Logan to add a 4th recommendation to report AC2012-01-revised, as follows:

4. The CPA Risk Policy be made publicly available through our website.

CARRIED

C. Board Indemnification Renewal

Moved by F. Clemens to renew board indemnification insurance certificate.

CARRIED

6. ADJOURNMENT

MOVED BY F. Clemens that the CPA do now adjourn at 11:20 am.

CARRIED

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2012 _____

CHAIRMAN

MEMBER