



**MINUTES OF THE SPECIAL MEETING OF THE CALGARY PARKING AUTHORITY  
HELD ON 2012 November 20, AT 5:00 p.m. IN THE CPA Centre of Excellence,  
604 – 9<sup>th</sup> Ave S.W.**

Present: D. Wood  
Ald. D. Hodges  
Ald. G. Carra  
E. Sawyer  
B. O'Leary, Q.C.  
M. Logan  
F. Clemens  
T. Malik  
G. MacDonald

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

Minutes by: B. Goodman

D. Wood called the meeting to order at 5:00 pm.

**1. CONFIRMATION OF AGENDA**

CONFIRM AGENDA, Moved by B. O'Leary that the agenda for the November 20, 2012 CPA Board be confirmed.

CARRIED

**2. CONFIRMATION OF MINUTES – October 25, 2012**

Brian O'Leary noted corrections / clarification should be made to Item 4C. and 4D as follows:

"4C. Brian O'Leary would like a Corporate Citizen Policy developed."

"4D. Brian O'Leary would like a Sustainability Policy developed to include buildings."

CONFIRM AMENDED MINUTES, Moved by B. O'Leary that the Minutes for the 2012 October 25 regular meeting of the CPA Board be confirmed as amended.

CARRIED

#### **4G. CPA2012-21 QUARTERLY FINANCIAL REPORT**

MOVED BY D. Wood, that Report CPA2012-12 Financial results be tabled to the next CPA Board Meeting.

CARRIED

MOVE IN CAMERA, Moved by D. Wood 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 5:30 p.m., to consider business matters.

MOVED BY M. Logan to instruct legal counsel (R. Anderson from Osler, Hoskin & Harcourt LLP) to proceed expeditiously with ParkPlus Intellectual Property litigation in accordance with advice of legal counsel.

CARRIED

#### **4E. CUSTOMER SATISFACTION SURVEY**

DISTRIBUTION: T. McLeod distributed Customer Satisfaction Survey Questionnaire from Ipsos Reid to receive comments from members.

#### **4F. CPA2012-20 2013 ANNUAL SCHEDULE OF MEETINGS**

MOVED BY D. Wood to reschedule January 31 Board Meeting to January 24.

MOVED BY B. O'Leary to reschedule March 28 Board Meeting to March 27; April 25 Board Meeting to May 2 and August 1 Board Meeting July 31.

MOVED BY E. Sawyer to reschedule Audit Committee Meeting Dates.

MOVED BY T. Malik to have all meetings start at 7:30 am, with 7:00 am breakfast.

MOVED BY D Wood to have amended Calendar be provided at December Board Meeting and to have agenda item added to discuss Strategic Session.

CARRIED

#### **4A. ELECTION OF CHAIRMAN**

CHAIRMAN NOMINATION: B. O'Leary nominated D. Wood with unanimous support to continue as Chairman.

CARRIED

#### **4B. ELECTION OF VICE CHAIRMAN**

VICE CHAIRMAN NOMINATIONS: E. Sawyer nominated F. Clemens as Vice Chairman.

CARRIED

No further nominations were received, therefore nominations closed. By acclamation F. Clemens was appointed to position of VICE CHAIRMAN.

#### **4C. APPOINTMENT OF AUDIT COMMITTEE**

D. Wood opened nominations for the 3 positions of Audit Committee. As stipulated in the CPA guidelines, both The Chief Financial Officer or designate and the Vice Chairman of the CPA are members of the Audit Committee.

E. Sawyer nominated B. O'Leary as a member of the Audit Committee. B. O'Leary accepted nomination.

CARRIED

No further nominations were received therefore nomination closed. By acclamation E. Sawyer (Chair), F. Clemens and B. O'Leary are appointed to the Audit Committee.

#### **4D. ANNUAL APPOINTMENTS TO SUBCOMMITTEES (STRATEGIC ASSET ADVISORY COMMITTEE, GOVERNANCE, IP/PARKPLUS)**

D. Wood opened nominations for the three positions of the Strategic Asset Advisory Committee.

M. Logan is pleased to continue as Chair of the Strategic Asset Advisory Committee.

CARRIED

Alderman Carra volunteered to serve on the Strategic Asset Advisory Committee.

CARRIED

No further nominations were received, therefore nomination closed. M. Logan (Chair) and Alderman Carra are appointed to the Strategic Asset Advisory Committee.

D. Wood opened nominations for the Governance and GM Performance Committee.

Brian O'Leary to serve as Chair.

M. Logan to continue as member of the Governance and GM Performance Committee.

MOVED BY F. Clemens to appoint G. MacDonald to the Governance and GM Performance Committee.

CARRIED

No further nominations were received, therefore nomination closed. B. O'Leary (Chair), M. Logan and G. MacDonald to serve on the Governance and GM Performance Committee.

D. Wood opened nominations for the IP/ParkPlus Committee.

T. Malik to serve as Chair.

F. Clemens and B. O'Leary to continue as members of IP/ParkPlus Committee.

MOVED BY M. Logan to appoint G. MacDonald to the IP/ParkPlus Committee.

CARRIED

No further nominations were received, therefore nomination closed. T. Malik (Chair), F. Clemens, B. O'Leary and G. MacDonald to serve on the IP/ParkPlus Committee.

All items remaining to be tabled to the next meeting.

## **5. ADJOURNMENT**

MOVED BY F. Clemens that the CPA do now adjourn.

CARRIED

CONFIRMED BY THE CALGARY PARKING AUTHORITY

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

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
MEMBER