



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING AUTHORITY  
HELD ON 2017 June 22 AT 7:30 a.m. IN THE CPA Centre of Excellence,  
604 – 9<sup>th</sup> Ave S.W.**

Present: F. Clemens (Chair)  
Councillor Carra  
Councillor Chu  
E. Chidley  
S. Gittens  
L. Hassanali  
M. Logan  
J. Pantazopoulos  
E. Sawyer

Absent: L. Falkenberg

Also Present: S Trigg, Acting General Manager  
J. Hackett, Controller  
K. McCaw – Manager, Information Technology  
R. Simpson – Manager, Sales and Marketing  
C. MacDonald, Executive Office Coordinator

F. Clemens called the meeting to order at 7:37 am.

**1. WELCOME AND CONFIRMATION OF AGENDA**

CONFIRM AGENDA, Moved by S. Gittens that the agenda for the June 22 CPA Board be confirmed.

CARRIED

**2. CONFIRMATION OF MINUTES – May 25, 2017**

M. Logan provided an update regarding Item 6.: that the Downtown Parking Strategy Policy Revision Recommendations were approved at the May 29, 2017 Council Meeting.

CONFIRM MINUTES, Moved by M. Logan that the Minutes for the 2017 April 27 regular meeting of the CPA Board be confirmed.

CARRIED

**3. 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 7:34 am, to consider business matters.

MOVED by M. Logan to move out of camera at 8:00 am without reporting.

#### **4A. CPA BOARD SELECTION AND SKILL SET FRAMEWORK**

F. Clemens requested that if any Board member is unable to serve on the CPA Board next year to please advise him. Also, let F. Clemens know if anyone is interested in position of Chair.

#### **5A1. AUDIT COMMITTEE UPDATE**

E. Sawyer, Chair of the Audit Committee reported that this morning CPA is presenting to The City's Audit Committee.

F. Clemens, S. Trigg and E. Sawyer will be presenting report AC2017-0438, previously distributed to the CPA Board.

#### **5A3. PARKPLUS COMMITTEE UPDATE**

S. Gittens, Chair of the ParkPlus Committee, reported on the meeting held on June 8<sup>th</sup>, 2017.

S. Gittens noted that administration will be revisiting lost bids and provide trend analysis twice a year.

Moved by L. Hassanali to accept this update for information.

CARRIED

#### **5A4. STRATEGIC ASSET ADVISORY COMMITTEE UPDATE**

M. Logan, Chair of the Strategic Asset Advisory Committee noted that the Committee will meet on July 6<sup>th</sup> and receive an update on 9AP.

#### **5B. LIST OF OUTSTANDING AND RECURRING ITEMS**

Moved by E. Sawyer to receive the List of Outstanding and Recurring Items for information.

CARRIED

**5C. GM UPDATE, CPA-2017-18**

S. Trigg presented the GM Report for June.

The following items were noted:

- CPA is on track for RPP roll-out
- RPP Communication Plan is on track
- Attending Council on Monday June 26 to seek approval for CPA Governance Bylaw Amendment
- Revenue is favorable to budget at this time.

Moved by S. Gittens to accept the GM report for information.

CARRIED

**6. CHAIR'S UPDATE**

F. Clemens noted the following:

- Digital Board Packages will be rolled out in September at the latest.
- Issues being presented at the June 26<sup>th</sup> Council lunch will be: Tribunal, RPP roll-out and Governance Bylaw changes

**7. ADJOURNMENT**

Meeting adjourned at 8:32 a.m.

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2017\_\_\_\_\_

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
MEMBER