



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING COMMITTEE  
HELD ON 2018 October 10 AT 7:30 a.m. IN THE CPA Centre of Excellence,  
604 – 9<sup>th</sup> Ave S.W.**

Present: J. Pantazopoulos (Acting-Chair)  
E. Chidley  
F. Clemens – via conference  
Councillor Chu  
Councillor Davison  
S. Gittens  
L. Hassanali  
J. Kwong  
M. Thompson

Also Present: G. Furtado, General Manager  
C. MacDonald, Executive Office Coordinator

J. Pantazopoulos called the meeting to order at 7:30 am.

**1. WELCOME AND CONFIRMATION OF AGENDA**

CONFIRM AGENDA, Moved by S. Gittens that the agenda for the Oct 10, 2018 CPA Board be confirmed.

CARRIED

**2. CONFIRMATION OF MINUTES – July 24, 2018**

CONFIRM MINUTES, Moved by Councillor Davison that the Minutes for the Regular Meeting of the CPA Board be confirmed.

CARRIED

3. **MOVE IN CAMERA**, Moved S. Gittens 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 Committee now move in camera at 7:35 am, with respect to the following items:

3A. 9AP-Project Update, CPA2018-25

3B. CIBC-CPA Assets – verbal

MOVED by S. Gittens to move out of camera at 8:25 am and rise and report.  
CARRIED

3A. 9AP – Project Update, CPA2018-25  
Administration in attendance: G. Furtado, C. MacDonald

Moved by S. Gittens to accept Report CPA2018-25, 9AP Update for information.  
Report CPA2018-25 to remain confidential subject to section 24 and 25 of the  
*Freedom of Information and Protection of Privacy Act*.  
CARRIED

3B. CIBC-CPA Assets - verbal  
Administration in attendance: G. Furtado, C. MacDonald

Moved by L. Hassanali that the closed meeting discussions with respect to the verbal  
report remain confidential subject to Sections 16 and 25 of the *Freedom of  
Information and Protection of Privacy Act*.  
CARRIED

#### **4A. SUB-COMMITTEE REPORTS AND UPDATES**

##### **1. Audit Committee**

J. Kwong, Chair of the Audit Sub-Committee, provided an update from the meeting held on  
September 25, 2018.

The Audit Subcommittee had a discussion and thorough review of CPA's Risk Management  
Report, CPA AC2018-02 and attachments and forward to the Calgary Parking Committee  
for information.

CPA's Annual Status Report and powerpoint presentation, AC2018-060, was reviewed and  
amended. The revised materials will be forwarded to The City's Audit Committee for  
presentation at The City's Audit Committee Meeting (October 24), and forward to the Calgary  
Parking Committee for information. Glen Furtado and John Kwong will present report to The  
City Audit Committee on October 24, 2018.

The Audit Subcommittee reviewed the updated Audit Subcommittee Terms of Reference  
and recommends proposed amendments to the Audit Subcommittee Terms of Reference to  
the Calgary Parking Committee. (Item 5F.)

MOVED BY L. Hassanali to receive Report CPA AC2018-02 and Report AC2018-0601 for information.
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CARRIED

##### **2. Governance Committee**

E. Chidley, Chair of the Governance Subcommittee reported on the meeting held  
September 12, 2018.

The subcommittee reviewed the Committee Orientation Plan and approved with minor revisions. Orientation has been enhanced and will take place in November.

Requested that G. Furtado have a 30 minute face to face meeting with new elector members once appointments are finalized.

MOVED BY S. Gittens to receive this update for information.

CARRIED

#### **5. Strategic Planning Oversight Committee**

J. Pantazopoulos, provided an update from the meeting held September 13, 2018.

Oversight Committee reviewed the final Strategic Plan. Lots of engagement with employees with good buy-in. Confirmed top three priorities and reason and rationale behind them. Very good meeting.

MOVED BY E. Chidley to receive update for information.

CARRIED

#### **4B. LIST OF OUTSTANDING AND RECURRING ITEMS**

Noted that all items are on track.

MOVED BY Councillor Chu to receive the list of Outstanding and Recurring Items.

CARRIED

**MOVE IN CAMERA**, Moved by Councillor Davison 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 Committee now move in camera at 8:45 am, to discuss business matters.

Administration in attendance: G. Furtado, J. Foulds, C. MacDonald

Moved by J. Pantazopoulos to move out of camera at 9:00 am and report.

#### **5A. CPA 4 YEAR OPERATING AND CAPITAL BUDGET 2019-2022**

MOVED BY S. Gittens to approve the 2019-2022 Operating and Capital Budget as presented.

CARRIED

## **5C. DELEGATION OF AUTHORITY POLICY, CPA2018-27**

This report provides updated drafts which incorporate the Committee's comments and feedback on the draft Delegation of Authority Policy, which the Governance Subcommittee had previously recommended for approval.

MOVED BY M. Thompson to approve the Delegation of Authority Policy, as attached in Report CPA2018-27.

CARRIED

**MOVE IN CAMERA**, Moved by S. Gittens 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 Committee now move in camera at 9:10 am, to discuss business matters.

Administration in attendance: G. Furtado

Moved by S. Gittens to move out of camera at 9:20 am and not report.

CARRIED

## **5D. 2019-2022 STRATEGIC PLAN, CPA2018-28**

G. Furtado presented Report CPA2018-28 was presented which outlines the process that was used to develop the 2019-2022 Strategic Plan for the Calgary Parking Authority and explains the context for the plan being recommended for approval.

MOVED BY S. Gittens to approve the 2019-2022 Strategic Plan as attached in Report CPA2018-28.

CARRIED

## **6. Presentation to end of term Elector members**

G. Furtado gave a presentation of CPA History recognizing Fred Clemens, Lisha Hassanali and Sebastien Gittens for their years of service as they step down from the Calgary Parking Committee.

J. Pantazopoulos extended thanks to Fred Clemens, on behalf of the Calgary Parking Committee for his dedication to CPA and assistance and direction provided to members as Chair of the Committee.

**7. ADJOURNMENT**

Meeting adjourned at 9:36 a.m.

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2018 \_\_\_\_\_

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
MEMBER