



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING COMMITTEE
HELD ON 2020 April 3 AT 7:30 a.m. via conference.**

Present: J. Pantazopoulos (Chair)
E. Chidley
Councillor Chu
Councillor Davison
C. Coutinho
C. Male
D. Morgan
S. Qureshi

Absent: Andrew Osis

Also Present: G. Furtado, General Manager
J. Foulds, Controller and Manager of Financial Services
D. Wannamaker, Manager, Operations and Facilities
M.J. Richardson, Executive Advisor

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

1. WELCOME AND CONFIRMATION OF AGENDA

J. Pantazopoulos amended the agenda to include a 5 minute break after Item 3D.

CONFIRM AGENDA, Moved by D. Morgan that the agenda for the April 3, 2020 Calgary Parking Committee be confirmed.as amended.

CARRIED

2. CONFIRMATION OF MINUTES – February 25, 2020

CONFIRM MINUTES, Moved by S. Qureshi that the Minutes for the 2020 February 25 regular meeting of the Calgary Parking Committee be confirmed.

Seconded by E. Chidley

CARRIED

3A. AUDIT SUBCOMMITTEE UPDATE

C. Male, Chair of the Audit Sub-Committee, provided an update from the meeting held on March 24, 2020. Noted there was full attendance at a remote meeting.

The Audit Sub-Committee reviewed and approved the 2020 Work Plan and forward to the Calgary Parking Committee for information.

Deloitte was in attendance for the Audit Sub-Committee Meeting to answer any questions regarding the Year-End Report. The Audit Sub-Committee forwards to the Calgary Parking Committee for information.

The Audit Sub-Committee reviewed the Audited Year-End financial statements and forward to the Calgary Parking Committee for approval.

C.Male noted there was nothing unusual to report, no management letter points or housekeeping matters.

The Audit Subcommittee recommends that the Calgary Parking Committee approve the financial statements. There were no adjustments or changes.
Thanks to J. Foulds and his staff in this difficult time.

MOVED BY C. Male to approve the Audited Year-End financial statements and receive the Work Plan and Year-End Report for information.

Seconded by Councillor Davison

CARRIED

3B. GM REPORT, CPA2020-06

G. Furtado presented an update on the previous month's activities and specifically the impacts that COVID has had on the CPA.

Some items noted:

- Keeping CPA employees informed regarding COVID. Initiated a Business Continuity Plan early in January
- Position identification: remote work, shift splits, mitigating risks to operations and employees
- Lot 36 City Hall parkade closed to public March 23, parkers relocated.
- Lot 40 James Short Parkade closed to public March 26, Lot 60 TELUS Convention Centre Parkade closed to public April 1
- Lot 28 McDougall, Lot 54 Centennial and Lot 72 Veritas only open to contract parkers
- Revenues down substantially. Minimizing expenses.
- Continue to work with Council to provide good will to community as a partner
- Will not be able to make \$11M return to City.
 - C. Male will bring forward at Council as part of risk.

Administration requested to add to Audit Subcommittee Agenda: accounting impacts expected in next year's financials.

Big note of appreciation from D. Morgan in how quickly all requests to CPA have been responded to in regard to COVID.

MOVED BY C. Coutinho to receive Report CPA2020-06 and GM Update presentation for information.

CARRIED

3C. ASSET MANAGEMENT PLAN UPDATE, CPA AC 2020-01

D. Wannamaker presented Report CPA AC2020-01 which was approved at the March 24, 2020 Audit Subcommittee Meeting to the Calgary Parking Committee for information.

This update included a presentation on the Strategic Asset Management Plan.

Administration to bring back a recommendation to the June 2, 2020 Calgary Parking Committee Meeting.

MOVED BY D. Morgan to receive Report CPA AC 2020-01 and accept the Strategic Asset Management Plan and Asset Management Plan as presented for information.

CARRIED

3D. LIST OF OUTSTANDING AND RECURRING ITEMS

Administration will look further into getting a tool and form of approvals to communicate where we're at in the budget.

Moved by E. Chidley to receive the list of Outstanding and Recurring Items for information.

CARRIED

MOVE IN CAMERA, Moved by S. Qureshi 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 9:13 am, with respect to the following items:

4A. Notice of Motion Oversight Subcommittee Meeting Update

Administration in attendance: G. Furtado, A. Donohoe

Administration requested to invite all Committee Members to the April 16, 2020 Notice of Motion Oversight Subcommittee Meeting.
Administration will update Committee via email on consultant awarded.

Moved by E. Chidley to accept the update for information. Update to remain confidential subject to section 24 and 25 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

4B. 9AP-Project Update, CPA2020-05

Administration in attendance: G. Furtado, D. Wannamaker

Moved by S. Qureshi to receive Report CPA2020-05, 9AP Update for information. Report CPA2020-05 to remain confidential subject to section 24 and 25 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

5. ROUND TABLE

C. Coutinho informed the Committee that the Governance Subcommittee meeting on January 29, 2020 failed to achieve quorum and so was not a valid meeting. Consequently, the Governance Subcommittee will meet as soon as possible to table and discuss all the items that were on the agenda for the January meeting.

C.Coutinho requested that the meeting be recorded in accordance with the requirements in section 55 of City Bylaw 35M2017.

Moved by J. Pantazopoulos to move out of camera at 10:20 am.

CARRIED

6. ADJOURNMENT

Meeting adjourned at 10:20 a.m.

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2020 _____

CHAIR

MEMBER