



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING AUTHORITY
HELD ON 2016 February 25 AT 7:30 a.m. IN THE CPA Centre of Excellence,
604 – 9th Ave S.W.**

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

Also Present: M. Derbyshire, General Manager
W. Haidey, Controller

F. Clemens called the meeting to order at 7:30 am.

1. WELCOME AND CONFIRMATION OF AGENDA

AMENDMENT:

Moved by F. Clemens to add item: 4D. Financial Results to Dec 31, 2015, referred from Jan 28, 2016 meeting.

CONFIRM AMENDED AGENDA, Moved by E Sawyer that the agenda for the February 25, 2016 CPA Board be confirmed as amended.

CARRIED

2. CONFIRMATION OF MINUTES – January 28, 2016

CONFIRM MINUTES, Moved by S. Gittens that the Minutes for the 2016 January 28 regular meeting of the CPA Board be confirmed.

CARRIED

MOVE IN CAMERA, Moved by M. Logan 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., to consider business matters.

MOVED by S. Gittens to move out of camera at 8:20 a.m. and keep confidential.

Rise without Reporting

4A. PARKING ENFORCEMENT ACTIVITY, CPA2016-05

M. Derbyshire presented the Parking Enforcement Activity Report. Refocusing/doubling efforts to ensure needs of community are being met.

M. Derbyshire reported that the transition to tablets is providing much more accuracy with 98% of valid tags reported.

Moved by Councillor Chu to accept report for information.

CARRIED

4B. CPA REVENUE FORECAST

M. Derbyshire presented the CPA Revenue forecast report for information. Look to bigger conversation at the April Strategic Planning Session.

E. Chidley queried if other cities have changed their pricing model.

M. Derbyshire responded that CPA has limited influence in pricing model as it is set by Council.

J. Pantazopoulos requested that the ParkPlus opportunity be incorporated for the Strategic Session in April.

Moved by J. Pantazopoulos to receive report for information.

CARRIED

4C. CPA EMPLOYEE SATISFACTION SURVEY

M. Derbyshire presented the Employee Satisfaction Survey. This is an annual survey that forms the baseline for three organizational objectives for 2016.

M. Logan noted only drop was “confidence in Senior Management” and enquired how this is being addressed.

M. Derbyshire responded that the Leadership Team will be taking a more focused look at results with Ipsos Reid to address.

M. Derbyshire reported that CPA is continuing to apply to become a “Top 100 Employer”.

Moved by E. Sawyer to accept for information.

CARRIED

4D. FINANCIAL RESULTS TO DECEMBER 31, 2015

W Haidey presented the Year-end Financial Results.

The Audit Committee will be looking at results further at the March 10th, 2016 Committee Meeting.

Moved by M. Logan to accept for information.

CARRIED

5A. SUB-COMMITTEE REPORTS AND UPDATES

1. Audit Committee

No update.

2. Governance Committee

E. Chidley and M. Derbyshire met to review the CPA Work Plan.

M. Derbyshire introduced E. Chidley to Donna Finley from Finley and Associates who will be conducting the annual Director Assessment.

Discussion was held regarding the April Strategic Session.

Administration will look into possible local venues; Devonian Gardens, Zoo, Heritage Park.

Dates for event confirmed: Friday, April 22 afternoon, dinner;
 Saturday, April 23 all day session,
 Sunday, April 24, morning.

M. Derbyshire advised that he will continue to keep Board Members apprised of any courses of significant interest from the Institute of Corporate Directors (ICD).

Moved by Councillor Carra to receive update for information.

CARRIED

3. ParkPlus Committee

S. Gittens, Chair of the ParkPlus Committee, provided an update.

S. Gittens was appointed Chair of the ParkPlus Committee at the February 11, 2016 Committee Meeting.

Terms of Reference were reviewed and amended.

Moved by L. Hassanali to approve Terms of Reference and accept update for information.

CARRIED

4. Strategic Asset Advisory Committee (S.A.A.C.)

M. Logan, Chair of the S.A.A.C., provided an update.

M. Logan was appointed as Chair of the Strategic Asset Advisory Committee at the February 18, 2016 Committee Meeting.

Terms of Reference were reviewed and amended.

Lot 62: Method of Disposition (MOD) report went to Land and Asset Strategy Committee (LASC) on January 28, 2016 and it was recommended that the site be transferred to Calgary Municipal Land Corporation (CMLC). City Council approved the transfer to CMLC on February 9, 2016.

M. Logan requests Lot 62 be added to the March 24, 2016 CPA Board Agenda to allow more time. Administration will arrange.

An opportunity for a potential development site was identified and presented at the SAAC Meeting held February 18, 2016 (Report SAAC2016-02, 1040 5 Avenue SW). SAAC has forwarded report to the CPA Board and recommends approval to purchase with due diligence. From a strategic point of view; offers potential for a future surface lot; operational Short Tow or investment opportunity.

Discussion held.

Moved by E. Sawyer to amend Recommendation to add:
to be funded by the City's parking land acquisition reserve fund.

Moved by J. Pantazopoulos to amend Recommendation to add:
submit the offer subject to Board's approval.

Motion as amended:
Submit an offer subject to Board's approval with due diligence on 1040 5 Avenue SW for a new surface parking lot or office rental at a cost not to exceed \$1,700,000 to be funded by the city's parking land acquisition reserve fund.

CARRIED

Moved by M. Logan to approve Terms of Reference.

CARRIED

5B. LIST OF OUTSTANDING AND RECURRING ITEMS

List of Outstanding and Recurring Items accepted for information.

6. ADJOURNMENT

Meeting adjourned at 10:16 a.m.

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2016 _____

CHAIRMAN

MEMBER