



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING AUTHORITY
HELD ON 2016 March 24 AT 7:30 a.m. IN THE CPA Centre of Excellence,
604 – 9th Ave S.W.**

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

Absent: L. Falkenberg

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 Councillor Chu to add Item 4D. Downtown Parking Strategy.

CONFIRM AMENDED AGENDA, Moved by Councillor Carra that the agenda for the March 24, 2016 CPA Board be confirmed as amended.

CARRIED

2. CONFIRMATION OF MINUTES – February 25, 2016

CONFIRM MINUTES, Moved by E. Sawyer that the Minutes for the 2016 February 25 regular meeting of the CPA Board be confirmed.

CARRIED

MOVE IN CAMERA, Moved by F. Clemens 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 7:33 am., to consider business matters.

MOVED by M. Logan to move out of camera at 8:11 am and not report.

4A. 2016 CPA COMMUNICATION UPDATE, CPA2016-10

C. Casallas, Communications Assistant and Customer Service Representative, presented the CPA Communications Plan for 2016.

There will be no Spotlight on Parking issued this year; instead, for cost efficiency, CPA will be launching an interactive microsite as a report to the community about CPA's 2015 successes and community initiatives.

Moved by L. Hassanali to accept report for information.

CARRIED

4B. PARKING BYLAW FINE INCREASE, CPA2016-09

M. Derbyshire presented Parking Bylaw Fine Increase Report, CPA2016-09 which seeks a bylaw amendment to the Calgary Parking Bylaw 41M2002 to update the fine amounts through the Transportation and Transit Committee.

Moved by M. Logan to accept Report CPA2016-09.

CARRIED

Opposed: S. Gittens

4C. STRATEGIC PLANNING SESSION

F. Clemens reported that he met with E. Chidley and suggested topics of Session were provided to the Board.

Topics noted were:

- ParkPlus – deep dive into
- What governance model does CPA look like – broad level
- SWOT,
- current situation,
- strategy with respect to ownership of properties / joint
- short term situation
- Medium term – getting ParkPlus into the world

- Autonomous vehicles – conversation (SWOT analysis)
- Transit Oriented Development
- Downturn – how is CPA helping; building a City in a positive way
- What will Parkades look like in the future

Outcome of session will be to provide guidance to Administration to determine best way forward in meeting Strategic Plan Goals.

4D. Downtown Parking Strategy

M. Logan presented update on Downtown Parking Strategy

Proposed strategy is going forward to April Transportation and Transit Committee Meeting. Report will be circulated to CPA for comment.

CPA has been part of the process and supportive.

Moved by S. Gittens to accept report for information.

CARRIED

5A. SUB-COMMITTEE REPORTS AND UPDATES

1. Audit Committee

E. Sawyer, Chair of the Audit Committee provided an update.

Moved by E. Sawyer to approve Terms of Reference and receive the 2016 Work Plan for information.

CARRIED

E. Sawyer advised that Management letter points are being followed up with a process and Deloitte will review during the 2016 interim audit in October/November of 2016.

Moved by E. Sawyer to approve the 2015 year-end financial statements and receive the Year-end Audit Communication for information.

CARRIED

2. Governance Committee

F. Clemens reported that he and E. Chidley met with D. Finley and reports that the annual Director Assessment will be occurring in 2016.

5B. LIST OF OUTSTANDING AND RECURRING ITEMS

List of Outstanding and Recurring Items accepted for information.

5C. GM REPORT

M. Derbyshire presented the GM Report for March.

M. Derbyshire reported that revenue is down. In order to address this; the Leadership Team have developed a cost / revenue initiative plan and are working through projects monthly.

M. Derbyshire reported on a Corporate Report Card that provides tracking of Corporate and Department Goals. These goals are discussed and updated at the Leadership Team bi-monthly.

6. ADJOURNMENT

Meeting adjourned at 9:34 a.m.

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2016 _____

CHAIRMAN

MEMBER