



**MINUTES OF THE REGULAR MEETING OF THE CALGARY PARKING AUTHORITY
HELD ON 2016 July 28 AT 7:30 a.m. IN THE CPA MAIN BOARD ROOM,
620 – 9th Ave S.W.**

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

Absent: Councillor Chu
L. Hassanali

Also Present: M. Derbyshire, General Manager

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

1. WELCOME AND CONFIRMATION OF AGENDA

CONFIRM AGENDA, Moved by E. Sawyer that the agenda for the July 28 2016 CPA Board be confirmed.

CARRIED

2. CONFIRMATION OF MINUTES – June 23, 2016

F. Clemens noted edit to Item 4A. "RPP report will further explain changes to the RPP process."

CONFIRM AMENDED MINUTES, Moved by M. Logan that the Minutes for the 2016 June 23 regular meeting of the CPA Board be confirmed as amended.

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 7:40 am., to consider business matters.

MOVED by S. Gittens to move out of camera at 8:42 am report.

RISE AND REPORT

3A. ACQUISITION OF THIRD PARTY BUSINESS, CPA2016-21

Moved to accept Report CPA2016-21 for information and keep confidential pursuant to Section 27(1) of the Freedom of Information and Protection of Privacy Act.

CARRIED

3B. STRATEGIC ASSET ADVISORY COMMITTEE UPDATE

Moved by E. Chidley to approve the proposed process for property acquisition approvals as outlined in Report SAAC2016-05 Property Acquisition Criteria and accept the SAAC Update for Information.

CARRIED

Administration requested to bring back report regarding naming of the Impound Lot to the Strategic Asset Advisory Committee.

4A. BUSINESS PLAN STATUS REPORT, CPA2016-18

M. Derbyshire presented Report CPA2016-18.

Moved by E. Sawyer to receive for information.

CARRIED

4B. FINANCIAL RESULTS TO JUNE 30, 2016, CPA2016-19

M. Derbyshire presented financial results to June 30, 2016.

J. Pantazopoulos enquired about providing ParkPlus specific information in the report.

Administration responded that this would be included in the October Quarterly Report.

Moved by M. Logan to receive Report CPA2016-19 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 the re-appointment of Deloitte as the CPA's external auditor and accept report AC2016-03, CPA Integrated Risk Management for information.

CARRIED

2. Governance Committee

E. Chidley reported that Directors survey questionnaires have been received.

M. Logan provided an update that the Selection Committee (Councillor Carra, M. Logan, M. Derbyshire) met and reviewed applications and compared them to a Skills Matrix and evaluated candidates. A Report was sent to City Clerks including a short list and competency matrix with recommendations.

Moved by S. Gittens to accept for information.

CARRIED

5B. LIST OF OUTSTANDING AND RECURRING ITEMS

Moved by M. Logan to accept list of Outstanding and Recurring Items for information.

CARRIED

5C. GM REPORT

M. Derbyshire presented the GM Report for July. Noted addition to this report is a Human Resources section.

Moved by E. Sawyer to receive for information.

CARRIED

6. CHAIR'S UPDATE

F. Clemens reported that he and M. Derbyshire have met with several Councillors. Meetings have been very positive.

Distributed "20 Questions" Governance Board Books which Board Members may find helpful.

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 9:25 am., to consider business matters.

MOVED by F. Clemens to move out of camera at 9:35 am and keep confidential.

7. ADJOURNMENT

Meeting adjourned at 9: 35 a.m.

CONFIRMED BY THE CALGARY PARKING AUTHORITY

ON 2016 _____

CHAIRMAN

MEMBER