

TORONTO PARKING AUTHORITY

A meeting of the Board of Directors of the Toronto Parking Authority was held at Toronto Parking Authority Offices, 33 Queen Street East, 2nd Floor Boardroom at 9:00 a.m. on October 22, 2015.

Present: Michael Tziretas, Chair
Paul Scargall, Vice Chair
Geri Kozorys-Smith
Peter Leon
Elke Rubach

Lorne Persiko, President
Teresa Toigo, Board Secretary

Absent: Councillor John Filion
Councillor Giorgio Mammoliti

City Auditor General, Beverly Romeo-Beehler and Audit Director, Jerry Shaubel, of the City of Toronto Auditor General's Office were in attendance to answer questions in regards to Minute # 15-152

Walker Young and representatives of the City of Toronto's Shared Services Project Team were in attendance for a presentation update and to answer questions in regards to Minute # 15-153.

15-150 The Board confirmed the minutes of the September 17, 2015 meeting, with the following amendment:

Vice Chair Scargall's name was incorrectly referenced as seconding the motion in recessing the closed session of the in-camera meeting. The Board member name seconding the motion should read as Director Leon. Motion carried.

FINANCE & ADMINISTRATION

15-151 The Board received, for information only, a list of Cheques issued and shown as Annex A to the October 22, 2015 Agenda (vouchers 69262 to 69565).

For the record, the following conflict of interest was identified:

Director Kozorys-Smith declared a conflict of interest with respect to Chq #69338.

15-152 The Board, in consideration of staff memorandum dated October 16, 2015 recommending that the Board of Directors of the Toronto Parking adopt the recommendations contained in the report from the City of Toronto Auditor General, entitled "Toronto Parking Authority – Phase 1: Audit of Real Estate Activities", passed the following motions:

On motion by Vice Chair Scargall, seconded by Director Leon, the Board of Directors of the Toronto Parking Authority:

- 1) Received the report of the Auditor General dated October 15, 2015;
- 2) Adopted recommendations numbered 1 through 13. in the Audit Report from the City of Toronto Auditor General's Office: "Toronto Parking Authority – Phase 1: Audit of Real Estate Activities, dated October 15, 2015";

- 3) Thanked the Auditor General for presenting the results of the audit and for joining the Toronto Parking Authority Board at their meeting of October 22, 2015 to answer questions from the Board. Staff from both the Auditor General's Office and the Toronto Parking Authority involved in the Audit were thanked for their hard work and efforts;
- 4) Directed that the report dated October 15, 2015 from the Auditor General be forwarded to the Committee Administrator for inclusion in the Audit Committee agenda for October 23, 2015; and,
- 5) That the foregoing decision be forwarded to the City of Toronto Audit Committee.

Motion carried.

- 15-153 The Board received, for information only a staff memorandum dated October 16, 2015 regarding "Update on the Shared Services Project" report dated September 3, 2015.
- 15-154 The Board received, for information only, a staff memorandum dated October 16, 2015 regarding the On and Off-Street Revenue Results – Year to Date September 2015 (Final).
- 15-155 The Board received, for information only, a staff memorandum dated October 16, 2015 regarding the September 30, 2015 Financial Results.
- 15-156 The Board approved a memorandum dated October 16, 2015 from the Finance and Audit Committee Chair recommending that the Board of Directors adopt the Toronto Parking Authority Board Standing Committee Charter for the Finance and Audit Committee.

DESIGN & CONSTRUCTION

- 15-157 The Board approved a staff memorandum dated October 16, 2015 recommending that the construction contract for the 2015 Fence and Lighting Upgrade of Carpark No. 276 located at 138 Hamilton Street, be awarded to Melrose Paving Co. Ltd. for the amount of \$58,530.00 plus \$3,470.00 as contingency allowance, being the sum total amount of \$62,000.00 plus HST.

PARKING OPERATIONS

- 15-158 The Board approved a staff memorandum dated October 15, 2015 recommending that a contract for the "Supply and Delivery of Various Uniform and Work Apparel Items for Toronto Parking Authority (TPA) Staff (Supervisor, Enforcement, Attendant/Student and Maintenance)", as and when required, for a three (3)-year term with up to three (3) additional one (1) year optional renewal periods at TPA's sole discretion, be awarded to Outdoor Outfits Limited (The Vendor), for the unit amounts per apparel item stipulated in the Vendor's proposal submission dated September 16, 2015, subject to an annual inflation factor not exceeding the CPI rate. (The total amount of the Vendor's submission for the initial bulk order, based on the estimate of quantities provided by TPA for the purpose of evaluating the proposals, is \$173,759.30, not including HST).
- 15-159 The Board approved a staff memorandum dated October 16, 2015 recommending the expenditure of funds not to exceed \$90,000.00 plus applicable taxes to Passport Parking Inc. for the development, testing, implementation and ongoing support of a self-service customer portal and associated administrative console for issuing and collection of payments for parking permits and event parking at TPA facilities. The system to be fully integrated with the TPA Mobile Payments for parking system.

- 15-160 The Board approved a staff memorandum dated October 14, 2015 recommending the expenditure of funds not to exceed \$25,000.00 plus applicable taxes to CDW Canada for a three-year support and repair contract for the Motorola M67 Handheld devices utilized by TPA field staff.

On motion by Vice Chair Scargall, seconded by Director Kozorys-Smith, the Board recessed the public session of the meeting to consider the following confidential reports in closed session with specific reference made to the reasons cited under both the City of Toronto Act for closed meetings and the Toronto Parking Authority's Policy Resolution 1-1 "Meetings and Minutes Open to the Public".

IN-CAMERA

- 15-161 The Board approved a staff memorandum dated October 16, 2015 regarding an expenditure of funds under the Information Technology budget for an annual license renewal.

(Confidential – re: Security of the City's or a local board's property)

- 15-162 The Board approved a staff memorandum dated October 16, 2015 regarding an expenditure of funds under the Information Technology budget for the provision of Information Technology Data Security services.

(Confidential – re: Security of the City's or a local board's property)

- 15-163 The Board approved a staff memorandum dated October 16, 2015 regarding an expenditure of funds under the Information Technology budget for services in support of the TPA Business Continuity Plan.

(Confidential – re: Security of the City's or a local board's property)

- 15-164 The Board received, for information only, a staff memorandum dated October 16, 2015 regarding the 2016 Budget Update.

(Confidential – re: Labour relations or employee negotiations)

- 15-165 The Board received, for information only, a presentation by TPA President regarding a Human Resources related matter.

(Confidential – re: Labour relations or employee negotiations)

On motion by Director Rubach, seconded by Vice Chair Scargall, the Board recessed the closed session of the meeting.

OTHER BUSINESS

- 15-166 The Board received, for information only, copies of the following articles recently appearing in local newspapers, publications and media:
- 1) “Weston residents can comment on plan 30-storey apartment building on John Street at community council, Inside Toronto, October 7, 2016;
 - 2) “Affordable housing project in the works for part of former Parkdale LCBO”, Inside Toronto, September 25, 2015; and,
 - 3) “Revenue tools ‘not a dirty word’ says new Toronto City Manager”, Toronto Star, October 15, 2015.
- 15-167 The Board received, for information only, a copy of the Public Works and Infrastructure Committee’s report PW7.5 entitled “Ten-Year Cycling Network Plan: Project Update and 2016 Implementation Program”.
- 15-168 The Board received, for information only, advance notification from staff, that the following staff reports may be issued to the Board in advance of the November 19, 2015 Board meeting through a Poll of Directors due to their time sensitive nature.
- 1) A Lease Surrender Agreement; and
 - 2) Contract Award for temporary surface paving installation at Municipal Carpark 277.

Meeting adjourned at 10:50 a.m.

Michael Tziretas, Chair