

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 9:30 a.m. on February 27, 2014.

Present: Michael Tziretas, Chair
Geri Kozorys-Smith, Vice Chair
Councillor Ana Bailão
Darius Mosun
Paul Scargall

Lorne Persiko, President
Teresa Toigo, Board Secretary

Absent: Councillor Giorgio Mammoliti
Shimshon Posen

For the record, it is noted that Director Mosun declared a conflict of interest with respect to Minute #14-010 and did not participate in discussions or voting regarding this item.

The following representatives were in attendance for discussions regarding Minute #14-012 and In-Camera Minute Reference #14-012:

Perry Bitterman, Bitterman and Associates Ltd.
Andrea Robinson, Knowles Canada
Scott Pasternack, Solicitor, Legal Services Office, City of Toronto

14-008 The Board confirmed the minutes of the January 16, 2014 meeting.

FINANCE & ADMINISTRATION

14-009 The Board received, for information only, a list of cheques issued and shown as Annex A to the February 27, 2014 Agenda (vouchers 63553-64085 and 400081).

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

Vice Chair Kozorys-Smith declared a conflict of interest with respect to Cheque #63725.

14-010 The Board approved a staff memorandum dated February 20, 2014 recommending that the Toronto Parking Authority contribute \$50,000.00 to the City of Toronto's 2014 Trees Across Toronto Planting Program.

14-011 The Board approved a staff memorandum dated February 20, 2014 recommending authorization of the expenditure of funds, in an amount not to exceed \$25,000.00 to Knowles Consultancy Services Inc. to provide fairness advisory and monitoring services in regards to the Mobile Payments Request for Proposal process.

14-012 The Board approved a staff memorandum dated February 21, 2014 recommending that staff enter into negotiations with the selected proponent for the Toronto Parking Authority's Mobile Parking Payments System and adopted the recommendations contained in the confidential attachment to staff's report (**refer to In-camera Minute #14-012**).

In-Camera Minute (re: A proposed lease and/or license agreement)

14-013 The Board received, for information only, a staff memorandum dated February 26, 2014 regarding the on and off-street revenue results for year to date January 2014 (Final).

14-014 The Board received, for information only, a staff memorandum dated February 27, 2014 regarding the January 2014 Financial Results.

14-015 The Board approved a staff memorandum dated February 26, 2014 recommending that staff enter into a three (3) year agreement with Merkley Design for the design and production of the TPA Annual Reports for 2013, 2014 and 2015 for a total cost of \$37,967.00 plus HST.

DESIGN & CONSTRUCTION

14-016 The Board approved a staff memorandum dated February 20, 2014 recommending that the Consulting Services contract for the Proposed Electrical Lighting System Upgrade for Carpark No. 34 at 25 Dundas Street East, Carpark No. 171 at 730 Mt. Pleasant Road and Carpark No. 178 at 650 Mt. Pleasant Road be awarded to SNC Lavalin Inc. for the amount of \$36,300.00 plus \$2,700.00 for disbursements and an additional amount of \$6,000.00 as contingency allowance; being the sum total amount of \$45,000.00 plus HST.

14-017 The Board approved a staff memorandum dated January 31, 2014 recommending that the Consulting Services contract for the Proposed Elevator Modernization of Carpark No. 26 at 33 Queen Street East and Carpark No. 150 at 40 Larch Street be awarded to Ayling Consulting Services Inc. for the amount of \$15,100.00 plus \$1,900.00 for disbursements and an additional amount of \$3,000.00 as contingency allowance; being the sum total amount of \$20,000.00 plus HST.

14-018 The Board approved a staff memorandum dated January 31, 2014 recommending that the Prime Consultant Services contract for the Proposed Surface Carpark No. 533 at 2298-2300 Lakeshore Boulevard be awarded to Exp Services Inc. (Exp) for the amount of \$36,800.00 plus \$2,200.00 for disbursements and an additional amount of \$4,000.00 as contingency allowance; being the sum total amount of \$43,000.00 plus HST.

PARKING OPERATIONS – OFF-STREET

14-019 The Board approved a staff memorandum dated February 18, 2014 recommending the expenditure of \$19,762.50 plus applicable taxes, for the purchase of 50 acrylic illuminated "Green P" trailblazing sign faces from SignAge & Lighting Systems Inc.

DEVELOPMENT & MARKETING

- 14-020 The Board approved a staff memorandum dated February 20, 2014 recommending:
- 1) The selection of Mars-Philter as the successful proponent of the Marketing and Advertising Agency Request for Proposal ("RFP"); and,
 - 2) Mars-Philter's strategy, planning and ongoing client leadership fee of \$51,900 for the 2014/2015 marketing period with the option to renew thereafter from year to year.

On motion by Director Scargall, seconded by Director Mosun, 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

- 14-021 The Board received, for information only, a staff memorandum dated January 20, 2014 regarding "Security Report – Vehicle Break-In Summary – Off-Street Facilities" (Third Quarter)
- (Confidential – re: Security of the City's or a local board's property)*
- 14-022 The Board received, for information only, a staff memorandum dated February 19, 2014 regarding "Security Report – Vehicle Break-In Summary – Off-Street Facilities" (Fourth Quarter)
- (Confidential – re: Security of the City's or a local board's property)*
- 14-023 The Board approved a staff memorandum dated February 21, 2014 regarding an update on mediation / litigation proceedings and invoices received for legal services.
- (Confidential – re: Litigation or potential litigation, including matters before administrative tribunals, affecting the City or a local board)*
- 14-024 The Board approved a staff memorandum dated February 21, 2014 regarding an advertising Licence Agreement.
- (Confidential – re: A proposed lease and/or license agreement)*
- 14-025 The Board approved a staff memorandum dated February 20, 2014 regarding a proposed property acquisition and easement agreement for municipal parking purposes.
- (Confidential – re: A proposed or pending land acquisition for City or agency purposes)*
- 14-026 The Board approved a staff memorandum dated February 21, 2014 regarding a proposed management agreement.
- (Confidential – re: A proposed management agreement)*

14-027 The Board received a verbal update regarding a personnel matter.

(Confidential – re: Personal matters about an identifiable individual; including City or local board employees)

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

OTHER BUSINESS

14-028 The Board received, for information only, a copy of the following article recently appearing in local newspapers, publications and media:

- 1) "Councillor pushes for longer parking grace period", Toronto Sun, February 14, 2014.

Meeting adjourned at 11:15 a.m.

Michael Tziretas, Chair