



## REPORT FOR ACTION

### 2019 Toronto Parking Authority Parking Passes

**Date:** January 24, 2019  
**To:** Board of Directors, Toronto Parking Authority  
**From:** Acting President, Toronto Parking Authority  
**Wards:** All

#### SUMMARY

---

As directed by the Toronto Parking Authority (TPA) Board, staff have conducted a review of parking passes issued to former and current Board members, City Councillors and TPA retirees under the longstanding TPA policy. This review included an assessment of pass holder utilization and the rationale of issuing passes to these groups. A survey was also conducted across a spectrum of public sector transportation-focussed agencies to understand generally the practice of issuing passes to retirees.

Based on staff's review, the following is noted:

- The intent of providing a lifetime pass to retirees is to honour and reward their long-time commitment to the TPA. TPA policy provides lifetime passes upon retirement to those with a minimum of 20 years of service. The practice of providing lifetime passes is not inconsistent with other transit organizations.
- City Councillors utilize TPA parking passes as part of their business travel. Discontinuing the issuance of parking passes to Councillors will not reduce overall costs to the City as these costs are likely to be incurred as business travel expenses during the course of the Councillors' duties and would otherwise be recovered through their budgets.
- A very limited number of passes are issued to other Agency and City of Toronto staff, for business travel purposes.
- Staff propose amendments to the TPA Policy Resolution 3-4.

## RECOMMENDATIONS

---

The Acting President of the Toronto Parking Authority recommends that:

1. The Board of the Directors of the Toronto Parking Authority approve 2019 Toronto Parking Authority annual parking passes for long-serving Toronto Parking Authority employees with over 20 years of service, listed in Attachment 1 to the report dated January 24, 2019 (84 pass cards).
2. The Board of the Directors of the Toronto Parking Authority approve 2019 Toronto Parking Authority annual parking passes for Members of Council listed in Attachment 1 to the report dated January 24, 2019 (23 pass cards).
3. The Board of the Directors of the Toronto Parking Authority approve 2019 Toronto Parking Authority annual parking passes for active members of the Toronto Parking Authority Board of Directors (5 parking passes, upon reinstatement of the Board).
4. The Board of the Directors of the Toronto Parking Authority approve the following amendments to Toronto Parking Authority *Policy Resolution 3-4, Issuing of Life Time & Annual Toronto Parking Authority Parking Passes, as outlined in Attachment 2*, which will have the effect of eliminating the issuance of parking passes to City officials, members of the Toronto Parking Authority Board post-2014 upon completion of their service, and longstanding employees who leave the Toronto Parking Authority prior to retirement:

### *Section 1, Life Time Parking Passes:*

- Delete the word “*irrevocably*” in the preamble, so this sentence now reads, “*Life time passes are issued to individuals who meet one of the following criteria:*”;
- Delete the wording in item 1a) as follows: “*or leaving the Toronto Parking Authority in good standing*”, so this item now reads, “*Upon retirement and having worked for the Toronto Parking Authority and the Parking Authority of Toronto; or the Parking Authority of North York; or any employee who transferred from the City of Toronto to the Toronto Parking Authority at the time of amalgamation in 1998; for a combined total years of service equalling twenty (20) full years.*”;
- Delete item 1b) in its entirety: “*to any Board Members, upon leaving the Board in good standing.*”

### *Section 2, Annual Passes:*

- Delete item 2d) in its entirety: “*City of Toronto management employees who are listed on page three (3) of the attached list.*”

5. The Board of the Directors of the Toronto Parking Authority direct staff to enact the amended policy as approved including any amendments to Attachment 2 of the report (January 24, 2019) of the Acting President, Toronto Parking Authority, as may be required, on a go-forward basis.

## FINANCIAL IMPACT

---

The following table shows, for each category, the number of parking passes, the total usage cost for each category in 2018 and an average usage cost per pass.

Category	Number of Passes Issued	2018 Usage	2018 Average Usage per Pass
Former Board Members - Pre 2014	8	\$ 3,790	\$ 474
Former Board Members - Post 2014	2	\$ 821	\$ 411
Current Board Members	5	\$ 1,022	\$ 204
City of Toronto / Agencies	4	\$ 5,957	\$ 1,489
City Councillors	41	\$ 15,822	\$ 386
TPA Retirees	76	\$ 24,624	\$ 324

With these recommendations and reduction of pass issuance, it is estimated that there will be a reduction of approximately \$6,778 in 2019.

## DECISION HISTORY

---

The Toronto Parking Authority ("TPA") Board of Directors, in considering Item PA1.1 at its meeting of December 19, 2018, directed the Acting President to review the Toronto Parking Authority Policy Resolution 3-4, "*Issuing of Life Time and Annual Toronto Parking Authority Parking Passes*" and the issuance of 2019 Toronto Parking Authority parking passes for the remaining groups listed in Attachment 1 to the report (December 3, 2018) and to report back to the Board at its meeting in January 2019.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2019.PA1.1>

## COMMENTS

---

The remaining groups which have been issued annual or lifetime parking passes to be reviewed as directed by the Board of Directors comprise:

- Former Board Members
- Active Board Members (pending reinstatement of the Board)
- City of Toronto / Agencies
- City Councillors
- TPA Retirees

This review included an assessment of pass holder utilization and the rationale for issuance of the passes. A survey was also conducted of several transit organizations in the public sector to understand the practice of issuing lifetime passes to retirees.

For 2018, 41 Councillors were issued annual passes. With the recent changes resulting in a reduction of City Council to 25 seats, there will be a commensurate reduction of parking passes issued to Councillors, and associated costs. A discontinuation of parking passes for Councillors would have minimal effect on overall costs to the City as these costs would largely transfer business travel expenses for Councillors to their own budgets.

Two provisions in the Policy address(ed) the issuance of parking passes to Board members. Prior to 2014, a longstanding clause established that the Board could issue a lifetime parking pass, "*to any Board Member, upon leaving the Board, whose service was viewed by other Board Members to be exemplary. These individuals are normally former Chairs and are selected by the Board of Directors*". Eight (8) passes are issued pursuant to this clause. In 2014 this was amended by the Board to reflect the current provision, namely that a lifetime pass be issued, "*to any Board Members, upon leaving the Board in good standing*". Staff recommend that the provision to issue passes to former Board members be struck from the Policy going forward, however, under the circumstances passes issued to the eight (8) former Board members under the exemplary service provision in effect prior to 2014 continue to be provided.

City staff usage has declined significantly over the years with usage by only 3 staff remaining in 2018. We recommend eliminating this to be consistent with the broader practice for city and agency officials.

Through staff's survey of 15 public sector organizations providing transit services, it was noted that a large majority of these organizations (80%) provided lifetime passes to their retirees in recognition of their service, with criteria that ranged from 0 to 23 years of service. Toronto Parking Authority's current practice recognizes the commitment of its retirees who achieve 20 years of service.

Staff is evaluating current controls and processes to monitor and validate utilization, and will be implementing continuous improvement actions to more effectively manage costs.

## **CONTACT**

---

Robin Oliphant, Acting President, Toronto Parking Authority, 416-393-7282,  
[robin.oliphant@toronto.ca](mailto:robin.oliphant@toronto.ca)

## **SIGNATURE**

---

---

Robin Oliphant  
Acting President, Toronto Parking Authority

## **ATTACHMENTS**

---

Attachment 1: Toronto Parking Authority 2019 List of Annual Parking Pass Cardholders  
- Extract of Full Listing of December 2018  
Attachment 2: Proposed Amendments to Toronto Parking Authority Policy Resolution  
3-4, "*Issuing of Life Time and Annual Toronto Parking Authority Parking Passes*".

# ATTACHMENT 1: TORONTO PARKING AUTHORITY 2019 LIST OF ANNUAL PARKING PASS CARDHOLDERS - EXTRACT OF FULL LISTING OF DECEMBER 2018

## TORONTO PARKING AUTHORITY 2019 LIST OF ANNUAL PARKING PASS CARDHOLDERS

(Recommended Amendments from 2018 Board Approved Cardholders' List)

### Extract of Full Listing of December 2018

#### GROUP: BOARD MEMBERS (PAST & PRESENT) AND LONG SERVING TPA EMPLOYEES (OVER 20 YEARS SERVICE) (91 Pass Cards)

A. Milliken Heisey, Q.C.	George Mandrapilias	Maria Correia	Sam Roussos
Agnes Siokalo	<del>Geraldine Kozorys-Smith</del>	Maurice Anderson	<del>Shimshon Posen</del>
Alton East	Gloria Dupuis	Mian Aziz	Silvana Cargoe
Andreas Anemos	Greg Parks	Michael Grimes	Stan Kumorek
Andrew Drummond	Gwynfor Thomas	Michael Koo	Steve Batscos
Andy Sledziewski	Harry Aslin	Michelle Koo	Tadeusz Romaniuk
Anna Koczkowska	Home Eng	<del>Michael Tziretas</del>	Victor Smith
Anna Silletti	Hugh Hanlon	Mike Feldman	Wasim Ahmed
Antonio Caminiti	Hugo Espina	Mike Moraites	Wayne Hubley
Armino Santo	Ian Alleyne	Nick Iordache	Yeewing Fortune
Audrey Dickson	Ian Rankin	Orestis Siaggas	
Barbara Mintz	Irfan Aziz	Patrick Moy	
Barry Martin	Jack McRae	Paul Hrmo	
Brian Quinn	Jameson Wong	Paul Kourounis	
Chris Rutledge	Jim McMahon	<del>Paul Scargall</del>	
Daniel Bobadilla	Joel Rice	Peter Cahill	
<del>Darius Mosur</del>	John Bero	Peter Ing	
Dave E. Roberts	John Maletich	<del>Peter Leon</del>	
Domenico PannoZZo	Juan Loo	Peter Prescott	
Douglas Cass	Karl Plooard	R. Everard	
<del>Elke Rubach</del>	Kay Aslin	Ramzan Salehmohamed	
Emil Zamara	Kevin Maracle	Reginald W. Lewis	
Frank Boehm	Krystyna Krok	Robert Bundy	
G.C. Daigle	Lennox Clarke	Robert Johnston	
George Borecki	Lesley Browne	Rocco Plantamura	
George K. Soulis	Leszek Zlotkowski	Rod McNeely	
George Kwan	Lynne Hedley	Ron Tsin	

**Note:** Five (5) new passes will be issued to active Board members upon the appointment of the new Board of Directors of the Toronto Parking Authority

#### GROUP: CITY OF TORONTO, AGENCIES AND COUNCILLORS \* (26 Pass Cards)

Ana Bailão	Joe Cressy
Anthony Perruzza	John Filion
Brad Bradford	Josh Matlow
Cynthia Lai	Kristyn Wong-Tam
Denzil Minnan-Wong	<del>Matthew Pegg</del>
<del>Dr. Eileen DeVilla</del>	Michael Thompson
Frances Nunziata	Mark Grimes
Gary Crawford	Mike Colle
Jaye Robinson	Mike Layton
Jim Karygiannis	Paul Ainslie
<del>John Kiru</del>	Paula Fletcher
James Pasternak	Shelley Carroll
Jennifer McKelvie	Stephen Holyday

**Note:**

\* Mayor and two Councillor members do not require the use of a parking pass card.

## ATTACHMENT 2:

# PROPOSED AMENDMENTS TO TORONTO PARKING AUTHORITY POLICY RESOLUTION 3-4, "ISSUING OF LIFE TIME AND ANNUAL TORONTO PARKING AUTHORITY PARKING PASSES"

TORONTO PARKING AUTHORITY	
POLICY RESOLUTION	3-4
POLICY ITEM: Issuing of Life Time & Annual Toronto Parking Authority Parking Passes	PAGE 1 OF 1
<p>The Toronto Parking Authority issues annually a parking pass card that allows the holder free parking privileges at all of the TPA off-street parking lots that accept credit cards and at all on-street pay-and-display machines. The only locations where the card cannot be used is in those areas where parking meters are used to control payment for on-street parking spaces.</p>	
<p>1. <b>Life Time Parking Passes</b></p> <p>Life time parking passes are issued <del>irrevocably</del> to individuals who meet one of the following criteria:</p> <ul style="list-style-type: none"><li>a) Upon retirement <del>or leaving the Toronto Parking Authority in good standing</del> and having worked for the TPA and the Parking Authority of Toronto; or the Parking Authority of North York; or any employee who transferred from the City of Toronto to the TPA at the time of amalgamation in 1998; for a combined total years of service equalling twenty (20) full years;</li><li><del>b) To any Board Members, upon leaving the Board in good standing.</del></li></ul>	
<p>2. <b>Annual Passes</b></p> <p>The Toronto Parking Authority issues parking passes valid for one calendar year to the following:</p> <ul style="list-style-type: none"><li>a) Toronto Parking Authority Board members,</li><li>b) Toronto Parking Authority management and supervisory staff who, because of their duties, require frequent access to and from Parking Authority off-street lots or on-street parking, <del>and</del></li><li>c) All members of City Council;</li><li><del>d) City of Toronto management employees who are listed on page three (3) of the attached list.</del></li></ul> <p>Annual passes are intended to be used primarily when the individual is on TPA or City business, but also to familiarize pass holders with TPA facilities and operations and provide opportunities to pass observations or criticisms back to TPA staff for potential improvements to the facility or the quality of service.</p>	
<p>3. The Board of Directors of the Toronto Parking Authority may award an annual parking pass to an individual who sits on Toronto Parking Authority Committees, without reimbursements, or that <del>boards</del> other municipal boards.</p>	
<p>4. A list of annual parking pass holders will be reviewed and approved by the Board once each year. No other individuals will be entitled to receive an annual Parking Authority pass card other than those on the list or on approval of the Board of Directors throughout the year.</p>	
<hr/>	
FIRST ADOPTED: 79-304 (PAT)	
LAST AMENDED: October 22, 2014	MINUTE NUMBER: 44-442
LAST REVIEWED: April 24, 2017	MINUTE NUMBER: 47-066