



Decision Letter

Toronto Parking Authority - Audit and Risk Management Committee

Meeting No.	11	Contact	Gina Ang, Committee Administrator
Meeting Date	Thursday, September 25, 2025	Phone	416-397-4592
Start Time	9:30 AM	E-mail	tpaboard@toronto.ca
Location	Video Conference	Chair	Zeshan Khan

PR11.4 - Delegation of Authority Update: June 2 - August 31, 2025

Decision Type: ACTION

Status: Adopted

Wards: All

Committee Decision

The Toronto Parking Authority - Audit and Risk Management Committee recommends that:

1. The Board of Directors of the Toronto Parking Authority receive the report (September 4, 2025) from the President, Toronto Parking Authority for information.

Origin

(September 4, 2025) Report from the President, Toronto Parking Authority

Summary

At its meeting on September 25, 2025, the Toronto Parking Authority - Audit and Risk Management Committee considered [Item PR11.4](#) and made recommendations to the Board of Directors of the Toronto Parking Authority.

Summary from the report (September 4, 2025) from the President, Toronto Parking Authority:

At its meeting of November 8, 2021, the Board of Directors, Toronto Parking Authority (TPA) reviewed, approved and endorsed an update to TPA Policy Resolution 5-10: Delegation of Authority, as amended by resolution. Among other things, these amendments increased the TPA President's authority to make commitments on behalf of Toronto Parking Authority from an amount not exceeding \$250,000 to an amount not exceeding \$500,000.

At the same meeting, the Board of Directors also established an Audit and Risk Management Committee and adopted the mandate and Terms of Reference presented

in Item PA27.13. Under the Roles and Responsibilities adopted by the Board, the Audit and Risk Management Committee shall review a list prepared by Management that summarizes the items where the TPA President has used the increased delegation of authority.

At its meeting of July 19, 2024, the Toronto Parking Authority Board of Directors approved proposed amendments to Toronto Parking Authority Policy Resolution 5-10: Delegation of Authority as outlined in Appendix B to the report (June 11, 2024) from the President, Toronto Parking Authority. The approved amendments recognize the authorities under Toronto Parking Authority Policy Resolution 5-7: Procurement for the President to award a contract through a non-competitive procurement process in an amount not exceeding \$250,000. Where the President uses this authority, Management has committed to providing a summary of the purchasing activity in its regular Delegation of Authority update to the Audit and Risk Management Committee.

The purpose of this report is to provide a summary outlining the Toronto Parking Authority President's use of the increased Delegation of Authority between June 2, 2025, and August 31, 2025.

Background Information

(September 4, 2025) Report from the President, Toronto Parking Authority on Delegation of Authority Update: June 2 - August 31, 2025

(<https://www.toronto.ca/legdocs/mmis/2025/pr/bgrd/backgroundfile-258413.pdf>)

Appendix A - Internal Memorandum - Purchase Order Award

(<https://www.toronto.ca/legdocs/mmis/2025/pr/bgrd/backgroundfile-258415.pdf>)