



REPORT FOR ACTION WITH CONFIDENTIAL ATTACHMENT

IT Policies Update

Date: August 30, 2026

To: Board of Directors of the Toronto Parking Authority

From: President, Toronto Parking Authority

Wards: All

REASON FOR CONFIDENTIAL INFORMATION

This report involves the security of property belonging to the City or one of its agencies or corporations.

The amended Information Technology Policies 8-1 to 8-13 are provided as a confidential attachment and include policies around access controls, logging and monitoring, incident response, and the identification of essential services and systems. Public disclosure could reasonably be expected to compromise the security of the TPA's environment. Accordingly, the attachments are recommended to remain confidential, while this report is presented publicly to confirm that the review was completed and to describe its scope.

SUMMARY

The purpose of this report is to secure the Board of Directors approval for Management's recommended updates of the Toronto Parking Authority's Information Technology Standards and Policies. The proposed revisions address critical regulatory compliance requirements (PCI v4.0.1 and ISO 27001/27002:2022) and reflect industry's best practices for information security governance.

RECOMMENDATIONS

The President, Toronto Parking Authority recommends that:

1. The Board of Directors of Toronto Parking Authority approve the amended Information Technology Policies (Policy 8.1 to 8.13) as presented in Confidential Attachment 1.

2. The Board of Directors direct that Confidential Attachment 1 remain confidential in its entirety as they involve the security of property belonging to the City or one of its agencies or corporations and public disclosure could reasonably be expected to compromise the security of the TPA's environment.

FINANCIAL IMPACT

The review and endorsement of TPA Policy Resolutions 8-1 through 8-13, as outlined in this report, will have no financial impact.

DECISION HISTORY

On April 24, 2017, 17-055, the Board approved a memorandum dated April 18, 2017 from the Board Policy Committee Chair recommending revisions to the TPA's Policy Resolution Manual as recommended by the Policy Resolution Committee of the Board and summarized in Attachment #1 of staff's report.

https://parking.greenp.com/app/uploads/2017/09/00000163_minutes.pdf

On March 31, 2014, Item 5.2 (14-038), the Board approved a Staff memorandum dated April 23, 2014 regarding Information Technology Services.

https://parking.greenp.com/app/uploads/2016/12/00000129_agenda.pdf

COMMENTS

The TPA's IT policies were first adopted on March 31, 2014 (14-038). In the intervening years, amendments arising from the annual PCI DSS compliance reviews now require formal Board approval — the mechanism this report provides.

The current IT policies have had subsequent minor amendments since they were first adopted. Several amendments to the IT policies have been made through the annual PCI-DSS Compliance reviews, which now require formal approval.

For 2025-2026, a thorough review and update were undertaken to maintain alignment with evolving regulatory requirements, technological change, and organizational change. This update encompasses the following 13 information security policies:

8-01 Information Security Program

- 8-02 Asset and Information Management
- 8-03 Information Security Risk Management Process
- 8-04 Acceptable Use of IT Resources
- 8-05 Personnel Security Management
- 8-06 Third-Party Access Management
- 8-07 Physical and Environmental Security Management
- 8-08 IT Configuration Management
- 8-09 Information Security Auditing, Logging and Monitoring
- 8-10 Access Control
- 8-11 System Development Life Cycle
- 8-12 Reporting Information Security Incidents
- 8-13 Identify Business-Critical / Essential Services and Systems

CONTACT

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SIGNATURE

W. Scott Collier
President, Toronto Parking Authority

ATTACHMENTS

Confidential Attachment 1 - IT Policies Update