



## LIVERY TRANSPORT ADVISORY COMMITTEE

**MINUTES of MEETING**  
**COMMENCING 2017, May 23 at 1:04 p.m**  
**Legal Traditions Committee Room**  
**4<sup>th</sup> Floor, Administration Building (Municipal Complex)**  
**313 - 7th Avenue SE**

### GOVERNANCE REVIEW (THE SUBCOMMITTEE)

**MEMBERS PRESENT:** Gordon Lowe – General Public, Subcommittee Chair  
Kurt Enders – Taxi Broker  
Kay She – General Public  
Ian Lawson – Limousine Broker  
Tongjie Zhang – General Public- LTAC Chair (ex-officio)

**MEMBERS ABSENT:** Cheryl McLaughlin – General Public, Subcommittee Vice Chair  
Andrew Rodych – Tourism Calgary

**CITY SUPPORT STAFF PRESENT:**  
Marcia Andreychuk – LTAC Business Analyst  
Nicole Zhang – Business Strategist  
Carmen Hindson – Senior Business Strategist  
Marc Halat – Manager, Compliance Services  
Richard Hinse – Director, Calgary Community Standards

### ASCERTAIN QUORUM

The Chair ascertained that quorum was present.

### CONFIRMATION OF AGENDA

CONFIRM AGENDA, Moved by Kay She that the Agenda for today's meeting be confirmed.  
**CARRIED**

### CONFIRMATION OF MINUTES

CONFIRM MINUTES, Moved by Ian Lawson that the Minutes of the 2017 April 28 meeting of the Governance Review Subcommittee be confirmed, as amended. **CARRIED**

## DECLARATION OF PECUNIARY INTEREST

The following persons declared a pecuniary interest:

Kurt Enders, Taxi Broker  
Ian Lawson, Limousine Broker

## CHAIR'S OPENING REMARKS

The Chair thanked everyone for attending.

Remarks from Richard Hinse, Director, Calgary Community Standards.

## NEW BUSINESS: GOVERNANCE REVIEW PROJECT KICK-OF MEETING WITH VENDOR

The subcommittee provided feedback about their expectations for the LTAC governance review to Administration and the vendor, Hara Associates. The team from Administration explained the draft Statement of Work for Hara Associates and provided an overview of the next steps and timeline.

**EXCUSING ABSENCE OF MEMBERS:** All absent members gave prior notice to the Chair.

## ADJOURNMENT

ADJOURN, Moved by Ian Lawson that the meeting adjourn. (2:30 p.m.) **CARRIED**

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G. Lowe, Chair

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C. McLaughlin, Vice Chair