

MINUTES OF THE REGULAR MEETING OF THE TRANSPORTATION ADVISORY COMMITTEE,  
HELD IN THE BOARD ROOM, CITY HALL, ON THURSDAY, 2010-SEP-23,  
COMMENCING AT 3:00 P.M.

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PRESENT: Allan Davidson, Chair  
Jim Routledge  
Michele Patterson  
Councillor Jim Kipp

Staff: Tom Hickey  
Andrew Tucker  
Tom Moscrip  
Gordon Foy  
Randy Churchill  
Tim Davidson  
Jodi Wilson

ABSENT: Councillor Bill Holdom  
Councillor Larry McNabb  
Trevor McLeod

1. CALL MEETING TO ORDER:

The meeting was called to order at 3:00 p.m.

2. CHAIR'S WELCOME AND REPORT:

The Chair welcomed everyone to the first meeting and introductions took place. The Chair will be on holidays for the month of October and suggested that the committee elect a Vice-Chair. The committee suggested dealing with that under 'Other Business'.

3. APPROVAL OF AGENDA AND LATE ITEMS:

- (a) It was moved and seconded that the agenda be approved. The motion carried unanimously.

All distribution of agendas and minutes will be done through email.

- (b) It was moved and seconded that meeting lengths be kept to no longer than two hours. The motion carried unanimously.

- (c) It was moved and seconded that meeting dates be set at the end of each meeting. The motion carried unanimously.

4. ADOPTION OF MINUTES:

There were no previous sets of minutes to adopt.

5. DELEGATIONS:

There were no delegations in attendance.

6. REPORTS:

(a) Cycling infrastructure Partnerships Grant Application for 4<sup>th</sup> Street

This report was adopted by Council on 2010-Aug-30. The report was submitted to Council to meet an application deadline of 2010-Sep-01 for a possible grant of 50% of eligible costs up to a maximum of \$100,000.

(b) Transportation Road Rules

The information on low powered vehicles was received. A flow chart was provided showing the breakdown. ICBC's website provides a more thorough breakdown of the rules and regulations. [http://www.icbc.com/registration/reg\\_rules\\_low\\_pwr.asp](http://www.icbc.com/registration/reg_rules_low_pwr.asp)

Staff will acquire accident statistics from ICBC for the next Transportation Advisory Committee meeting.

(c) Transportation Safety Board (TSB) Report regarding the Dorman Rail Crossing Collision

- The TSB did an investigation after the train/car collision at the rail crossing on Dorman Road.
- The TSB prepared a draft report and sent it to designated reviewers for comment.
- After due consideration of representations of designated reviewers, a final report was prepared.
- The TSB issued the final report publicly on 2010-Sep-09.

The City was not a designated reviewer and therefore did not receive the TSB report until 2010-Sep-09.

As a next step, City staff will meet with the BC Safety Authority, the Ministry of Transport and Southern Railway to review the report and discuss any action to be taken.

It was moved and seconded that the Information Reports (a), (b) and (c) be received. The motion carried unanimously.

(d) Parking Management Study

Staff provided a brief review of the Parking Management Study and its Terms of Reference. The Committee then reviewed the recommendations of the Parking Advisory Committee that were referred from Council. The status of the recommendations from the Parking Management Study are as follows:

Forward the Parking Strategy to the City's Transportation Advisory Committee for future reference and to the Regional District of Nanaimo (RDN) to focus future transit planning specifically in the study areas of the Downtown, Vancouver Island University and the Nanaimo Regional General Hospital. *Copies of the Parking Strategy have been forwarded to VIU and RDN Transit to assist in their discussions on transit planning.*

Standardize all of the time restricted on-street, but unmetered, zones to maximum 2 hour parking. *This action has been initiated and is approximately 50% complete.*

Commence discussions with the Downtown Nanaimo Business Improvement Area (DNBIA) and the Chamber of Commerce with the intent to implement a merchant-based refund of parking in the downtown core. *Preliminary discussions have been initiated.*

Commence a process with the business community (DNBIA and the Chamber of Commerce) to implement parking meter kiosks on Commercial Street, Bastion Street, and Church Street with parking rates that are greater than rates on off-street lots and in parkades. *The DNBIA supports this recommendation in principle and would support a survey of downtown businesses and property owners to determine the level of support.*

Improve wayfinding of available City parking using such things as:

- update the website to clearly identify graphically where public parking is located downtown;
- provide parking diagrams to the DNBIA, Chamber of Commerce, Tourism Nanaimo and businesses located in the downtown that wish to include this information on their website; and
- include parking wayfinding diagrams in the Visitor Guide.

*Bylaw staff have prepared revised maps of parking availability downtown. These are available on the City's website and will be printed as a card which downtown businesses can give to their customers.*

Consult with the DNBIA regarding parking signage in the downtown core. *Bylaw staff have met with the DNBIA parking committee on this matter.*

Forward the Strategy to Vancouver Island University (VIU) and request that VIU consider adding to their off-street parking inventory or suggest another viable strategy to City Staff to reduce parking demand in this zone. *VIU has initiated work on a Transportation Demand Management (TDM) Plan.*

Request Vancouver Island University and the Regional District of Nanaimo (RDN) commence discussions on how the RDN's transit function can better serve the university. *Ongoing*

In January, the committee will be receiving a report from staff regarding parking policy and further recommendations will be made to Council.

Currently, on street parking around the University is the highest priority issue. Attendance at VIU continues to grow and year over year increasing numbers of students park on residential streets around the campus, as well as at the Nanaimo Ice Centre, the Nanaimo Aquatic Center / NDSS, Serauxmen Stadium and even at the Northfield Rest Stop. City Municipal Enforcement staff receive several calls daily regarding parking violations which has resulted in the issuance of tickets and/or vehicles being towed. Residents in the university area are very disgruntled because VIU has been slow to address its Transportation/Parking needs.

RECOMMENDATION:

The Transportation Advisory Committee recommends that Council establish Resident Only parking within 500 Meters of Vancouver Island University if VIU is unable to implement a Transportation/Parking Plan that meets the expectations of the City and impacted residents in a timely manner.

It was moved and seconded. The motion carried unanimously.

RECOMMENDATION:

The Transportation Advisory Committee recommends that Council endorse City staff participation in Vancouver Island University's Transportation Demand Management planning and its implementation.

It was moved and seconded. The motion carried unanimously.

7. CORRESPONDENCE:

A brief overview of the news article by the Ministry of Transportation and Infrastructure regarding the Kelowna Rapid Bus took place.

8. OTHER BUSINESS:

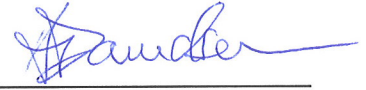
It was moved and seconded that the Vice-Chair position would be filled every six months by a member at large committee member starting with Michele Patterson. The motion carried unanimously.

9. NEXT MEETING:

The next meeting will be held on 2010-Nov-25, in the City Hall Board Room located at 455 Wallace Street. The meeting time will be 3:00 p.m. to 5:00 p.m.

10. ADJOURNMENT:

It was moved and seconded at 4:48 p.m. that the meeting adjourn. The motion carried unanimously.

A handwritten signature in blue ink, appearing to read "Fauder", written over a horizontal line.

CHAIR