

AGENDA – PARKING ADVISORY COMMITTEE

AGENDA FOR THE REGULAR MEETING OF THE PARKING ADVISORY COMMITTEE TO BE HELD IN THE DODD NARROWS ROOM, VICC, 101 GORDON STREET, ON WEDNESDAY, 2008-SEP-17, COMMENCING AT 12:00 P.M.

1. **Call to Order:**
2. **Introduction of Late Items:**
3. **Adoption of Agenda:**
4. **Adoption of Minutes:**
 - (a) Minutes of the Parking Advisory Committee, City of Nanaimo, held in the Millstone River Room, VICC, 101 Gordon Street, Nanaimo, BC, on Tuesday, 2008-JUN-24, at 12:00 p.m. 2-4
5. **Delegations:**
6. **Chair's Report:**
7. **Reports of Advisory Bodies:**
 - (a) Robbins Parking Report
8. **Staff Reports:**
9. **Information Only Items:**
 - (a) Parking Asset and Issues Update (Linda Murray)
10. **Consideration of Late Items/Other Business:**
11. **Next Meeting:**

The next regular meeting of the Parking Advisory Committee will be held in the City Hall Board Room, 455 Wallace Street, Nanaimo, BC on date to be determined.
12. **Adjournment:**

PARKING ADVISORY COMMITTEE

MINUTES OF THE REGULAR MEETING OF THE PARKING ADVISORY COMMITTEE,
HELD IN THE MILLSTONE RIVER ROOM, VICC, 101 GORDON STREET, NANAIMO, BC,
ON TUESDAY, 2008-JUN-24, COMMENCING AT 12:00 NOON

PRESENT: Committee Member (Chair) B. McAuley
Committee Member D. Klein
Committee Member M. Briggs
Committee Member B. McGuffie
Committee Member J. Ruttan

ABSENT: Councillor L. McNabb
Committee Member E. Garner
Committee Member D. Covey

STAFF: L. Murray, Risk & Parking Manager
S. Gurrie, Steno, Risk Management (Recording Secretary)
M. Hutchinson, Economic Development Officer, EcDev

OTHERS: A. Mears, Robbins Parking
T. Mayrhofer, Coast Bastion Hotel

1. Call to Order:

The meeting was called to order at 12:07 p.m.

2. Introduction of Late Items:

None.

3. Adoption of Agenda:

It was moved by B. McGuffie and seconded by J. Ruttan that the Agenda be adopted as circulated. The motion carried unanimously.

4. Adoption of Minutes:

It was moved by J. Ruttan and seconded by M. Briggs that the Minutes of the Parking Advisory Committee, City of Nanaimo, held in the City Hall Boardroom, 455 Wallace Street, Nanaimo, on Wednesday, 2008-MAR-26, be adopted as circulated. The motion carried unanimously.

5. Delegations:

None.

6. Chair's Report:

None.

7. Reports of Advisory Bodies:

(a) Robbins Parking Report:

A. Mears attended the meeting on behalf of Robbins Parking. During a verbal update to the Committee for Robbins Parking, the following points were noted:

- a. A. Mears noted to the Committee the Port of Nanaimo Centre Parkade is now open and is looking good, though it hasn't been at capacity as of yet.

8. Staff Reports:

None.

9. Information Only Items

(a) Parking Asset Inventory and Issues Update (L. Murray)

Ms. Murray presented an oral, information only, staff report regarding parking issues. There was a general discussion regarding the report items. In particular, the following items were noted:

1. **No Go No Tow.** Ms. Murray informed the Committee that Robbins Parking is now using the No Go No Tow Service in Victoria for a trial period, and the option of bringing the service to Nanaimo will be determined with the help of the Parking Study.
2. **Financial Reports.** Ms. Murray brought the Citation and Financial Reports to the Committees attention. She informed the Committee that the Finance Department is still working on the format of the reports and asked if there were any suggestions. There were none at this time.
3. **Parking Strategy - Opus Hamilton.** Ms. Murray updated the Committee on the status of the Parking Strategy being done by our consultant, Opus Hamilton. She informed the Committee that an Internal and External Stakeholder meeting would be held in the Millstone River Room of the VICC on Thursday, where Opus Hamilton would be gathering information and ideas from these stakeholders for the study. There would be about 12 to 14 people at both the Internal Stakeholder meeting during the a.m. and the external stakeholder meeting in the p.m. Ms. Murray advised the Committee that per the RFP, this was the first round of meetings, followed by a website survey that will soon be up and running, a public hearing, then interim reports, followed by a second round of meetings and reports in the fall. Ms. Murray informed the Committee that a summary would be provided as well as recommendations in approximately March of 2009. The recommendations would first come to the Parking Advisory Committee and then to Council for implementation.

4. **Port of Nanaimo Centre.** Ms. Murray relayed to the Committee that the Port of Nanaimo Centre Parkade is now open. There are a number of deficiencies and upgrades that need to be done, including, graffiti, painting, scrubbing, signage as well as a number of other issues. There are two more security guards that have been hired, which brings security coverage up to 24 hours a day, seven days a week. Ms. Murray also advised the Committee that due to duct work, the parkade is short 22 spaces. Therefore, bike racks and cages are being looked at to utilize the spaces available. Ms. Murray notified the Committee that the spots assigned to the Retail Space are available for our use until November but there will at no time be monthly spaces for rent at the PoNC Parkade. Ms. Murray told the Committee that adding the Port of Nanaimo Centre Parkade had been added to the list of parkades in the Bylaw.
5. **Other Parkades and Parking Notes.** Ms Murray discussed with the Committee the various parking notes that have been going on with City owned parking. She noted that the clean-up of the Dunsmuir lot was successful with over 1000 needles cleaned up off of the bank between the Dunsmuir Lot and the School District's parking lot. Ms. Murray also noted that the damage that occurred at the Bastion Street Parkade has been repaired and the City will be obtaining Mike Herold Engineering to assess the Bastion Street Parkade for earthquake stability and upgrading. Ms. Murray also noted that the various construction projects have commenced in the downtown area or will be in short time. Discussion also ensued regarding the Prideaux Street Parking lot and parking meters installed there. Ms. Murray said that the Parking Study would help us to determine the best needs of the Prideaux Street parking facility.

It was moved by D. Klein and seconded by B. McAuley that Ms. Murray's report be received. The motion carried unanimously.

10. Consideration of Late Items/Other Business

None.

11. Next Meeting

The next regular meeting of the Parking Advisory Committee will be held in the City Hall Board Room, 455 Wallace Street, Nanaimo, BC on Wednesday, 2008-SEP-17, at 12:00 noon.

12. Adjournment

It was moved by B. McGuffie and seconded by B. McAuley at 1:00 p.m. that the meeting be adjourned. The motion carried unanimously.

B. MCAULEY
CHAIR

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