

## PARKING ADVISORY COMMITTEE

MINUTES OF THE REGULAR MEETING OF THE PARKING ADVISORY COMMITTEE,  
HELD IN THE BOARD ROOM, CITY HALL, 455 WALLACE STREET, NANAIMO, BC,  
ON WEDNESDAY, 2008-FEB-06, COMMENCING AT 12:00 NOON

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**PRESENT:** Committee Member (Chair) B. McAuley  
Committee Member E. Garner  
Committee Member B. McGuffie  
Committee Member D. Covey  
Committee Member J. Ruttan

**ABSENT:** Councillor L. McNabb  
Committee Member M. Briggs  
Committee Member D. Klein

**STAFF:** L. Murray, Risk Manager and Parking Manager  
S. Gurrie, Steno Risk Management (Recording Secretary)  
T. Davidson, Bylaw Enforcement Officer

**OTHERS:** C. Curley, Robbins Parking  
A. Mears, Robbins Parking  
T. Mayrhofer, Coast Bastion Hotel  
G. Hanson, Downtown Nanaimo Partnership  
D. LaBerge, RCMP  
D. Tacon, Vancouver Island Conference Centre  
G. Hanson, Downtown Nanaimo Partnership

1. Call to Order:

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

2. Introduction of Late Items:

Introduction of the new representative for Tourism of Nanaimo, Parking Advisory Committee Member, John Ruttan.

3. Adoption of Agenda:

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

4. Adoption of Minutes:

It was moved by B. McGuffie and seconded by D. Covey that the Minutes of the Parking Advisory Committee, City of Nanaimo, held in the City Hall Boardroom, 455 Wallace Street, Nanaimo, on Wednesday, 2007-NOV-28, 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:

Mr. Curley and Mr. Mears attended the meeting on behalf of Robbins Parking. Mr. Curley gave a brief, oral presentation on the new PCI Compliance machines that will make their debut February 7, 2008 at the Harbourfront Parkade. Robbins Parking set up one of the new machines for the meeting as a presentation. During Mr. Curley's presentation, the following points were noted:

- a. The new PCI Compliance machines feature brighter, bigger LCD screens that provide better visual and user friendly features. The machines will except all major credit cards, promotional and value cards, paper money (and will dispense correct change) as well as Canadian and American coins. Mr. Curley advised the committee that the average credit card transaction takes only 7 to 14 seconds and a coin transaction is instant. The LCD screen and software is very similar to a PC with a Windows based screen which has the capabilities of changing the screen's appearance. The machines are all live, with signals sent directly to dispatchers upon the occurrence of tampering, malfunctions, etc.; and
- b. BC Ferries has completely converted all of their machines over to the new PCI Compliance machines on and off the Island with very positive results. Mr. Curley estimates Robbins will have all of their machines changed over in their various other locations in approximately 18 months. With the operator of the PCI Compliance machines right out of Burnaby BC, Mr. Curley is confident the process will run smoothly.

(b) RCMP Report:

Mr. Dave LaBerge of Nanaimo RCMP gave an oral update on the parking challenges facing him and other RCMP officers, particularly due to the downtown nightclubs and the congestion caused by the patrons and vehicles. From the update, the following points were noted by Mr. LaBerge:

- a. Various downtown nightclubs are posing a traffic congestion problem in the downtown core on Skinner Street. With all of the nightclubs closing at approximately the same time, there are between 500 and 1000 people exiting onto the streets after the clubs close. Because of this, visibility is one of the issues posing a problem. The RCMP has a difficult time seeing between parked traffic and the crowds. Because of the narrow road, hundreds of people pour out into the street causing safety concerns as well. The crowds cause irritations, bumping, shoving, unnecessary outbreaks and riots. Emergency Response, fire trucks, etc. will be unable to successfully respond to emergency situations with the crowds, as well as the parked cars.

- b. Mr. LaBerge suggested a no parking strip along the troubled one-way street area, and a taxi cab area where they can be picked up more conveniently, causing fewer disturbances. Mr. LaBerge would like the Parking Advisory Committee to put forward a recommendation of "No Parking Zone" as well as a designated taxi cab area. Ms. Murray advised that all of these issues are linked together with the opening of the new Port of Nanaimo Centre, more taxi drivers, security in parkades, and a safer downtown. Ms. Murray suggested convening with the other committees to work towards a solution best for everyone. Ms. Murray also advised the Opus Hamilton, the consultant hired to do the Parking Strategy, would be reviewing all of downtown signage issues to come up with a long-term solution. Mr. LaBerge concurred with Ms. Murray and thanked the Committee for it's time.

(c.) DNP Report:

G. Hanson from the Downtown Nanaimo Partnership provided an update on the Marketing Events & Promotional Committee. This year the group is working on a marketing plan to increase public awareness of parking in the downtown core. The plan is called 'Park, Shop & Dine Downtown'. The budget for the project is approximately \$32,000, with the DNP & sponsors putting up some of the funds. The question is whether the Parking Advisory Committee and or the City of Nanaimo would be prepared to contribute to the costs (\$13,000 to \$15,000). A decision is required by the end of March for May publication.

8. Staff Reports:

None.

9. Information Only Items

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

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

1. **Parking Strategy.** Ms. Murray informed the Committee that the tender process has been completed and the contract has been awarded. Ms. Murray is in the process of finalizing the contract and a news release will be issued shortly.
2. **Prideaux Parking Lot Report.** Ms. Murray advised at its last regular meeting, the PAC requested that staff prepare a report regarding issues and competing user group issues. Ms. Murray said Staff is still completing the necessary research to complete the report as soon as possible.

3. **Construction schedule and parking facilities.** Ms. Murray updated the Committee on a number of major construction projects commencing in the downtown core. Many of these projects will require the removal of meters, the relocation of handicapped parking and loading zones and additional parking for construction and service vehicles. The City has completed negotiations on the lease of an additional parking facility located close to the downtown core for use by construction vehicles and others requiring access to downtown. Staff will continue to monitor the projects to balance the interests of all user groups.
4. **Port of Nanaimo Centre and Parkade.** Ms. Murray relayed to the Committee the substantial completion for the PoNC project is tentatively set for April 2008, with the first conference scheduled for June 2008. Meetings are being held among City staff and stakeholders to review parkade and street parking issues and security initiatives.
5. **Bastion Parkade Damage.** On January 24, 2008, a service truck owned by a recycling company backed into the overhead steel sign structure on the Skinner Street entrance, taking down the structure and causing substantial damage. The driver then left the scene but was later apprehended. Reports have been filed with the RCMP and ICBC and Robbins Parking has cordoned off the broken sign and will be obtaining estimates to fix the sign.
6. **BC Ferries.** Ms. Murray reported on the BC Ferries construction and advised that construction is ongoing and there is no further news on the status of the purchase of the City's Brechin lot at this time. Staff will continue to monitor the situation and report back.
7. **Canadian Parking Association.** Ms. Murray announced that she has joined the Vancouver Island Chapter of the Canadian Parking Association, which recently met in Nanaimo. The group includes representatives from several municipalities, private companies, and contractors (including Robbins Parking) specializing in parking management. The annual Canadian conference will be held in Victoria in October 2008.

It was moved by J. Ruttan and seconded by B. McGuffie 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 is to be announced.

The Parking Advisory Committee moved into "In Camera" at 1:25 p.m.

The Parking Advisory Committee moved out of "In Camera" at 2:17 p.m.

12. Adjournment

It was moved and seconded at 2:17 p.m. that the meeting be adjourned, with the next Meeting of the Parking Advisory Committee to be held at a "not yet determined" date in the Main City Hall Boardroom Chambers. The motion carried unanimously.

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**B. MCAULEY**  
**CHAIR**

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