

## 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, 2007-NOV-28, COMMENCING AT 12:00 NOON

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**PRESENT:** Committee Member (Chair) B. McAuley  
Committee Member D. Klein  
Committee Member E. Garner  
Committee Member B. McGuffie  
Committee Member M. Hynes  
Committee Member D. Covey

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

**STAFF:** L. Murray, Risk Manager and Parking Manager  
S. Gurrie, Steno Risk Management (Recording Secretary)  
T. Margueratt, Property Agent, Property Services

**OTHERS:** C. Curley, Robbins Parking  
A. Mears, Robbins Parking  
D. Mechalchuk, No Go No Tow

1. **Call to Order:**

The meeting was called to order at 12:05 p.m.

2. **Introduction of Late Items:**

None.

3. **Adoption of Agenda:**

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

4. **Adoption of Minutes:**

It was moved by D. Klein and seconded by E. Garner that the Minutes of the Parking Advisory Committee, City of Nanaimo, held in the City Hall Boardroom, 455 Wallace Street, Nanaimo, on Wednesday, 2007-OCT-31, be adopted as circulated. The motion carried unanimously.

5. **Delegations:**

None.

6. **Chair's Report:**

None.

7. **Robbins Parking Report:**

Mr. Curley and Mr. Mears attended the meeting on behalf of Robbins Parking. Mr. Curley introduced Mr. Mechalchuk of "**NO GO NO TOW**" towing alternatives, located in Courtenay, British Columbia, and is the manufacturer of the product. Mr. Mechalchuk provided samples of notices, violation tickets, and contracts and gave the Committee an oral presentation on No Go No Tow, making the following points:

- a. No Go No Tow is an alternative form of towing. Instead of towing the vehicle, a clamp is attached to the vehicle's tire allowing the vehicle to remain in its original location. Mr. Mechalchuk informed the Committee that it is a more cost effective, efficient, and convenient alternative to towing, with release prices always less than towing and site visits estimated at approximately \$5.00 per visit;
- b. Mr. Mechalchuk reviewed with the Committee how the system works and the usual contract terms. Random patrols or specific calls are possible and can pick up 2 plates per second to see if there are past violations and if so, whether a clamp is to be put in place. If a clamp is to be placed on the vehicle there are large notices (8 1/2x11) printed and glued to the driver's window after a 5 minute grace period. The clamp is then applied and if the vehicle owner calls the number on the notice, response time is 20 minutes to be back to remove the clamp if payment is received. Mr. Mechalchuk also advised the Committee that there is also a contract in instances where the vehicle owner cannot pay (which occurs in approximately 2 - 5% of the cases), but that at least 70% of contracts pay; and
- c. Mr. Mechalchuk advised the Committee that the No Go No Tow system does not replace towing entirely. Towing would still be required in the instances of safety and when removal of the vehicle is necessary. No Go No Tow is used for enforcement issues, not safety issues. If the City of Nanaimo were to acquire this service through No Go No Tow, it would be implemented through the Robbins Parking Contract.

It was moved by B. McGuffie and seconded by M. Hynes that Mr. Mechalchuk's presentation be received. The motion carried unanimously.

8. **Staff Reports:**

None.

9. **Information Only Items**

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

Ms. Murray delivered 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. Ms. Murray updated the Committee on the RFP tender document that has now been finalized and will be published shortly. Ms. Murray said that the timeframes for completion of the project have been pushed back about a month. Ms. Murray informed the Committee that they will see the report from the consultant at the draft stage.
2. Ms. Murray provided the Committee with an update on the Coastal Community Credit Union Parkade Agreement, advising that an increase in their rates has been included in their agreement, which had not been taking place on a regular schedule, but is now up to date.
3. Ms. Murray updated the Committee regarding the License Agreement has been signed between VIA Rail and the City of Nanaimo for the temporary operation of passenger train service from the Prideaux Street parking lot. Ms. Murray let the Committee know that the Britco trailer is now in service with Hydro services, etc. and is now available to the public. Ms. Murray gave appreciation to Trudi Margueratt from Property Services for her help with the licence agreement.
4. Construction affecting parking: Ms. Murray provided an update to the Committee regarding the commencement of construction and some of the issues that have arisen with the BC Ferries expansion project, the Port of Nanaimo Centre, the Federal Building and other sites of interest and concern. Ms. Murray advised the Committee that our parking inventory is down to 1/4 of a lot due to the construction equipment and activity going on in the BC Ferries vicinity, and the construction that continues on with the Port of Nanaimo Centre and other non-City related issues has caused an even greater shortage of parking, especially in the downtown area. Ms. Murray reported to the Committee that the option to lease the parking lot at the Howard Johnson Hotel has been approved by Senior Management, and currently she, with Ms. Margueratt are in negotiations for the space. Ms. Murray also advised that the TELUS lot is still a possibility that will be looked into as well, and the City of Nanaimo will try to acquire the lease back from the Port Authority, though the prospect is unlikely. Ms. Murray also asked the Committee for input with the Rideau Street parking lot in regards to ticket meters, pay parking, etc. to accommodate downtown patrons better, yet keeping in mind the RDN Transit uses the area as well as VIA Rail. Ms. Murray will include a report for the next Committee meeting to lay out the options.
5. Ms. Murray provided the Committee with an update regarding other parking issues involving City of Nanaimo Staff. She conveyed to the Committee that Staff will no longer be parking in front of City Hall or the Annex Building and will no longer be taking up valuable meter spots intended for the taxpayers. Ms. Murray informed the Committee she is working with Senior Management to implement new parking plans for City of Nanaimo Staff that will take place in the next year, with some changes taking effect before the Parking Strategy and the rest implemented with the use of the Parking Strategy.

It was moved by D. Klein 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, with a possible Christmas luncheon on Wednesday, 2007-DEC-19, at 12:00 noon.

**12. Adjournment**

It was moved by E. Garner and seconded by B. McAuley that the meeting be adjourned at 1:25 p.m. The motion carried unanimously.

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