

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-AUG-29, COMMENCING AT 12:00 NOON

PRESENT: Committee Member (Chair) B. McAuley
Committee Member D. Covey
Committee Member E. Garner
Committee Member B. McGuffie
Committee Member M. Hynes
Committee Member M. Briggs
Councillor L. McNabb

ABSENT: Committee Member D. Klein

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

OTHERS: C. Curley, Robbins Parking
A. Mears, Robbins Parking
G. Hanson, Downtown Nanaimo Partnership

1. Call to Order:

The meeting was called to order at 12:10 p.m.

2. Introduction of Late Items:

Linda J. Murray introduced new staff, Sheila Gurrie, the new steno for Risk Management.

3. Adoption of Agenda:

It was moved by B. McGuffie and seconded by M. Hynes 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-Aug-01, 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 presented a report regarding occupancy levels at City of Nanaimo Downtown parking facilities. The report detailed a random recording of occupancy levels throughout the month of August 2007.

Mr. Curley advised the Committee that:

- a. the rule of thumb for monthly parking occupancy is 85 percent of capacity to permit adequate space for daily parking;
- b. during the past three years there has been a significant loss in inventory with on-street parking spots dropping from 908 to 770 spaces and off-street parking from 481 to 363 spaces, and
- c. there appears to have been a loss of public and private off-street parking assets in recent years without a long-term plan replacing parking lot inventories.

It was moved by M. Hynes and seconded by D. Covey that Mr. Curley's report 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 staff's report. There was a general discussion regarding the report items. In particular, the following items were noted:

1. Rate increase and Parking Strategy Study recommendations will be presented to Council on September 10, 2007.
2. Protection Island Parking Plan in final draft stage and will be implemented in September/October, 2007.
3. The Esplanade clean-up is complete and two hour parking restrictions from 8:00 a.m. until 5:00 p.m. will take effect shortly.
4. Ms. Murray requested the Committee's input regarding a request from the Malaspina Business Students Association which is holding a seminar in November 2007 at the Coast Bastion Hotel for 150 people, with 75 of those people staying in the hotel. The Association requested parking for the 75 participants for the 3 day event. The Committee's consensus was that, given the shortage of parking downtown and the need to encourage sustainability initiatives, the Committee was unable to endorse the request.
5. Status of the Bastion Street Parkade lighting upgrade.

6. Ms. Murray requested that the Committee review the GIS map containing potential downtown off street parking facilities with a view to identifying viable options for monthly parking assets. Robbins Parking and Ms. Murray advised the Committee that all monthly lots are currently at capacity (with exception of the Bastion Parkade) and there will be increased demand in both the short and long term, even with the opening of the Port of Nanaimo Centre Parkade in April of 2008 (which has no monthly parking available).
7. Ms. Murray advised the Committee that yellow curbing had been added back to the Prideaux Street parking lot in order to assist loading of the E & N passenger train as a result of the recent fire.
8. Ms. Murray updated the Committee of the situation occurring at 300 Comox Street where squatters have set up residence. A site clean-up and increased security at that address is required and staff will deal with these issues in the short term. As the property site was a former gas station, environmental issues will be kept in mind.
9. Mr. Clemens was not available to address questions regarding parking reserves, but will be present at the next meeting.

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

10. Consideration of Late Items/Other Business

Mr. McNabb referred to staff an inquiry he received from a resident regarding the commercial loading zones downtown.

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, 2007-SEP-26, at 12:00 noon.

12. Adjournment

It was moved by E. Garner and seconded by B. McGuffie that the meeting be adjourned at 1:07 p.m. The motion carried unanimously.

B. MCAULEY
CHAIR