

**Subject: Temporary Parking Solutions and Enforcement
Options for the Meridian Community Centre****Recommendation:**

**BE IT RESOLVED THAT Council receive Report #2022-0020,
Temporary Parking Solutions and Enforcement Options for the
Meridian Community Centre, for information;**

**AND THAT Council direct staff to take no further action in relation to
temporary parking at the Meridian Community Centre pending
receipt of the parking study;**

**AND THAT Council direct staff to prepare a by-law to regulate parking
at the Meridian Community Centre and other properties owned by the
Town of Pelham where parking is provided.**

Background:

The Meridian Community Centre ("MCC") is an important cultural and recreational asset for the Town of Pelham. The MCC provides multiple services to the community and is a busy and well-attended facility. Due to the success of its programs, there can be a parking shortage at the MCC which may cause patron hardship and inconvenience.

In December 2021, Council directed staff to research potential temporary parking solutions for the MCC, including potentially using adjacent Town-owned lands for temporary parking, and to research and explore parking enforcement options to ensure that patrons of the MCC use the provided parking, including potentially amending the Town's parking by-law.

Analysis:Potential Temporary Parking Solutions for the MCC

At its November 5th, 2018 meeting of Council staff presented a report regarding opportunities to increase parking for the Meridian Community Centre. (See attached report "Meridian Community Centre Parking", dated November 5th, 2018). This report was at the request of Council relating to the parking demand and usage for the community centre and concerns with respect to the shortage of parking

during peak time (Saturday and Sunday afternoons) and on certain evenings when multiple user groups are using the community centre at the same time. The options presented for consideration were as follows:

1. Retain the lands legally described as Part 4, 59R-1605 to be developed for approximately 200 additional parking spaces.
2. Retain the northern portion only of the lands legally described as Part 4, 59R-1605 to be developed for approximately 93 additional parking spaces.
3. Maintain the status quo with regards to Part 4, 59R-1605 and sell it for development purposes.
4. Negotiate shared use parking agreements with other nearby venues.

Part 4 of reference plan (59R-1605) is a parcel of land located in the southeast corner Block 4 and 14 of Registered Plan 59M-432. (See Appendix A – Reference Plan 59R-1605). The land is owned by the Town and could be used to support additional parking for the MCC. In November of 2018 staff engaged Upper Canada Consultants Limited (UCC) to investigate the possibility of converting Part 4 into a permanent parking lot and to complete a high level estimate for the proposed work. It was estimated that Part 4 could be converted into a parking lot which would produce approximately 200 parking spaces at an estimated cost of \$853,000 (plus HST) (2018 dollars). Including inflation and construction cost increases in the amount of 3% per year the cost in 2022 dollars is estimated at \$960,000 (plus HST) This estimate included providing engineering and construction services only and did not consider the opportunity cost of the value of the land estimated at \$966,000 (2018 dollars).

Another option offered for consideration was to retain a portion of Part 4 for parking. The northern portion of Part 4, if retained, would support approximately 93 additional spaces and the south portion would support an additional 107 spaces. The report noted that the southern portion of Part 4 was better suited for development given its configuration. The estimated cost to retain the northern portion of Part 4 and convert it into a parking lot based on the 2018 estimate provided by UCC is \$375,320 (plus HST). In 2022 dollars the cost is estimated at \$422,400 (plus HST). This estimate also does not include the opportunity cost of the value of the land that is retained and not sold for development.

An option for Council's consideration would be to construct a temporary parking lot on all or a portion of Part 4. Based on the present site conditions of Part 4 and without having completed a topographic or geotechnical survey it is difficult to determine the amount of excavation and imported fill required to bring the site a

suitable subgrade elevation. Making educated assumptions for grading and assuming a granular base and finished surface using crushed Granular A material to a thickness of 300mm the estimated cost to construct a temporary parking lot on the entire area of Part 4 is \$170,000 (plus HST). The estimated cost of constructing a temporary parking lot on the northern portion of Part 4 only is approximately \$75,000 (plus HST).

The Town also owns a property north of the MCC on the northeast corner of Meridian Way and Wellspring Way. This is the property identified formerly as the Wernoorf. It is Part 4 of Block 3 on registered plan 59M-432. (See Appendix B – Reference Plan 59M-432). The property has an area of 4,404 m²

At the regularly scheduled council meeting of December 17th, 2018, staff presented a report regarding options of converting this property into a temporary parking lot. At the time of the report staff estimated that the cost to prepare the parcel and construct a granular parking lot was \$80,000 (plus HST). The design accommodated an additional 140 parking spaces.

Based on 2022 construction costs staff estimate that a temporary granular parking lot on this parcel of land will cost approximately \$115,000 (plus HST). It is noted however that the Town has recently retained Shift Landscape Architecture Co. Inc. to undertake a vision for a civic square on these lands as contemplated by the East Fonthill Site Master Plan and zoning of the lands. It is anticipated that work related to the vision will come to Council for approval in Q2 2022.

The construction of the temporary parking lots can be designed so that the construction of a permanent parking lot structure would reuse the materials incorporated into the temporary pavement structures. This would ultimately result in a lower cost for a permanent solution in the future.

While there are possible options to provide temporary parking at the MCC, staff do not recommend investing capital funds into constructing temporary parking lots prior to receipt of the completed parking study.

Parking Enforcement Options

The Town has authority to pass by-laws to regulate parking (i) on highways under its jurisdiction; (ii) on municipal land other than highways; and (iii) on private property in some circumstances.

The Town presently has three by-laws that regulate parking: By-law No. 89-2000 (as amended), the Parking and Traffic By-law, By-law No. 97-2020 (as amended), the Accessibility Parking By-law, and By-law No. 97-2030 (as amended), the Fire Route By-law.

The Fire Route By-law designates certain private roadways as fire routes. The by-law prohibits persons from obstructing or encumbering designated fire routes and from parking or leaving vehicles on designated fire routes that are properly signed. Persons who contravene the Fire Route By-law may be subject to prosecution under the *Provincial Offences Act* or be required to pay an Administrative Penalty under Town By-law No. 4319-2021, the Parking Administrative Penalty By-law. The Fire Route By-law also permits enforcement personnel to have the vehicle removed.

The Accessibility Parking By-law authorizes persons with a disabled person parking permit to park in spaces designated for the use of physically disabled persons and to park for up to three hours in any parking area without paying a fee. Persons who contravene the by-law may be prosecuted under the *Provincial Offences Act* or may be required to pay an Administrative Penalty. The Accessibility Parking By-law also permits enforcement personnel to have a contravening vehicle removed.

To the extent that any portion(s) of the parking lots at the MCC are designated fire routes or designated as accessible parking areas, they are already subject to the Fire Route By-law and the Accessibility Parking By-law, including the enforcement provisions.

The Parking and Traffic By-law is extensive and regulates matters such as stopping, standing and parking of vehicles, the establishment of bus stops and school bus loading zones, loading and unloading freight or merchandise from vehicles, traffic movement, traffic signs and signals, speed limits, load restrictions, driving rules and pedestrian obligations. Persons who contravene the by-law may be subject to prosecution under the *Provincial Offences Act* or may be required to pay an Administrative Penalty under the Parking Administrative Penalty By-law. The by-law also authorizes enforcement staff to have vehicles that are improperly parked, abandoned or unplatd to be removed. However, the Parking and Traffic By-law applies only to "Highways" under the jurisdiction of the Town. "Highway" is defined by reference to the *Highway Traffic Act*, which generally describes highways as areas intended for or used by the general public for the passage of vehicles. It does not encompass other municipal lands such as parking lots. As a result, the Parking and Traffic By-law does not presently apply to the MCC parking lots.

As noted above, however, the Town has authority to regulate parking on municipal land other than highways. The *Municipal Act, 2001* authorizes municipalities to impose administrative monetary penalties for parking by-law contraventions and an associated regulation provides that unpaid penalties can result in denial of a vehicle permit. The *Municipal Act, 2001* also authorizes municipalities to provide for the removal and impounding or restraining and immobilizing of vehicles parked or left in contravention of a parking by-law.

To implement and enforce parking controls at the MCC, Council may opt to (1) amend the Parking and Traffic By-law to encompass parking on municipal land other than highways, including parking lots at the MCC and other Town-owned facilities; (2) enact a new by-law to regulate parking on municipal land other than highways; or (3) enact a new by-law to regulate parking on municipal land other than highways and other private property within the Town.

Staff do not recommend option (1). As noted above, the Parking and Traffic By-law is extensive. Many matters addressed in the by-law have little to no applicability to municipal lands other than highways. Amending the by-law to include non-highway lands would be a significant undertaking as it would be necessary to ensure that all potentially applicable provisions are identified and amended appropriately without impacting the application of the by-law to highways under the Town's jurisdiction. It would also lengthen the by-law considerably.

Staff do not recommend option (3) as there is presently no indication that private property owners in the Town wish to have parking on their properties regulated by the Town. In the event that such information develops in the future, it would be possible to amend the by-law contemplated by option (2).

Staff recommend option (2). A by-law to regulate parking on municipal land other than highways would encompass the parking lots at the MCC and other properties and facilities owned by the Town where parking is provided. The by-law would be relatively brief and could include the enforcement mechanisms outlined above. It would also be necessary to amend the Parking Administrative Penalty By-law to designate the new by-law as being subject to the administrative penalty system.

Financial Considerations:

The cost associated with a permanent / temporary parking solution will vary based on the areas used. The following are estimates to complete various options:

- 1) Retain Part 4, 59R-1605 to be developed for approximately 200 additional permanent parking spaces (\$966,000 plus HST).
- 2) Retain the northern portion of Part 4, 59R-1605 to be developed for approximately 93 additional permanent parking spaces (\$422,400 plus HST).
- 3) Retain Part 4, 59R-1605 to be developed for approximately 200 additional temporary parking spaces (\$170,000 plus HST).
- 4) Retain the northern portion of Part 4, 59R-1605 to be developed for approximately 93 additional temporary parking spaces (\$75,000 plus HST).
- 5) Construct a temporary parking area on Part 4 of Block 3 on registered plan 59M-432 (\$115,000 plus HST).

There are no direct costs associated with preparing a by-law to regulate parking on municipal land other than highways, including parking lots at the MCC and other properties and facilities owned by the Town where parking is provided. However, there will be costs associated with implementing the by-law, including signage and enforcement costs. The quantum of these costs is unknown.

Alternatives Reviewed:

Council may direct staff to further investigate one or more of the temporary parking solutions outlined above.

Council may direct staff to pursue option (1) or option (3) to implement and enforce parking controls at the MCC.

Strategic Plan Relationship: Build Strong Communities and Cultural Assets

Ensuring that patrons can access the MCC through adequate parking and parking enforcement will help build a strong community and enhance the value of the MCC to the Town and its residents.

Consultation:

Bob Lymburner, Fire Chief, Director of Fire and By-law Services

Vickie vanRavenswaay, RRFA, Director of Recreation, Culture and Wellness

Other Pertinent Reports/Attachments:

Appendix A – Reference Plan 59R-1605

Appendix B – Reference Plan 59M-432

Report “Meridian Community Centre Parking” dated November 5th, 2018

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