

CITY OF SALMON ARM

Minutes of the **Downtown Parking Commission** Meeting held in Room 100 at City Hall and by electronic means on **Tuesday, August 20, 2024.**

PRESENT:

Tim Lavery	Councillor, City of Salmon Arm
Candice Benner	DSA Representative
Bill Laird	Member at Large
Vic Hamilton	Member at Large
Regan Ready	Member at Large
Claire Askew	DSA Representative
Morgen Matheson	DSA Representative
Rob Niewenhuizen	Director of Engineering & Public Works
Jenn Wilson	City Engineer
Gary Buxton	Director of Planning & Community Service
Travis Bartsch	City Bylaw Officer

ABSENT:

Cathy Ingebrigstson	Member at Large
Gerald Forman	DSA Representative

GUEST:

The meeting was called to order at 8:04 a.m. by Chair, Vic Hamilton.

1. INTRODUCTIONS AND WELCOME

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.

3. PRESENTATIONS:

No presentations.

4. **APPROVAL / CHANGES / ADDITIONS TO AGENDA**

Moved: Morgen Matheson

Seconded: Candice Benner

THAT: the Downtown Parking Commission Meeting Agenda of August 20, 2024 be approved as circulated.

CARRIED UNANIMOUSLY

5. **APPROVAL OF MINUTES FROM JULY 16, 2024**

Moved: Morgen Matheson

Seconded: Candice Benner

THAT: the Minutes of the July 16, 2024 Downtown Parking Commission Meeting be approved.

CARRIED UNANIMOUSLY

6. **OLD BUSINESS ARISING FROM MINUTES**

a) Parking Survey - Donny Robichaud, Enforcement Summer Student provided an update:

- This year's parking stall survey will not include the number of private parking stalls.
- 10:00 am is generally when the downtown parking demand begins.
- 12:00 pm, parking demand is at its highest, possibly due to a lunch hour rush.
This is noted on:
 - Ross St - 2 hour parking,
 - Hudson Ave - 2 hour parking, and
 - Alexander St - 1 hour parking and highest turnover of vehicles.
- Day of the week does affect parking demand:
 - Monday - least busiest
 - Tuesday - demand starts to increase
 - Wednesday and Thursday - busiest days
 - Friday - slight decrease in demand
- Vehicles are provided an extra 20-30 minutes past the expiration of both timed complimentary parking and paid parking, prior to parking tickets being issued.
- Inner Core (pay hourly lot):
 - In May, people were utilizing this lot, but was noted that many vehicles were parked without a time ticket having been purchased.
 - In August, an increase in the number of people utilizing this lot has been observed, and compliance with purchasing time tickets has increased.

- b) It was noted by a DPC member that the Salmar Classic Theatre is a venue for occasional events that may last for up to 3 hours. These events are attended by seniors who may have mobility challenges and who utilize parking in the Ross St Plaza and on Alexander St, which do not allow for 3 hour parking.

7. **NEW BUSINESS**

- a) Downtown Parking Plan review
- Section 10.1 Recommendations
 - Section 10.2 Implementation Plan

Rob Niewenhuizen reviewed the Recommendations and Implementation Plan.

- Previously purchased pay parking meters are planned to be installed at:
 - Alexander St & 2nd Ave NE
 - Okanagan Ave & 1st St NE
 - 2nd Ave & 6th St NE
- No new pay meters are scheduled to be purchased at this time.
- Wayfind – updated signs have been installed.
- Secure bike parking ideas are being explored.

Discussion:

- Would it be beneficial to allow monthly parking passes to be purchased which would allow a vehicle to be parked on a 2 hour timed complimentary parking street for in excess of 2 hours?
 - DPC to discuss a, Monthly Parking Pass for Street Parking program at a later date. The intention would be allow downtown employees to park on the street near their place of employment for longer than 2 hours.

Moved: Vic Hamilton

Seconded: Bill Laird

THAT: City Council issues a request to Provincial authorities for assistance with the collection of unpaid municipal bylaw parking fines.

CARRIED UNANIMOUSLY

8. **OTHER BUSINESS – Correspondence (for information)**

No correspondence.

9. **NEXT MEETING**

The next meeting of the Downtown Parking Commission will be Tuesday, September 17, 2024. The Chairperson will be Claire Askew.

Downtown Parking Commission Meeting of August 20, 2024

10. ADJOURNMENT

Moved: Morgen Matheson

Seconded: Candice Benner

THAT: the Downtown Parking Commission Meeting of August 20, 2024 be adjourned.

CARRIED UNANIMOUSLY

The meeting was adjourned at 8:59 a.m.

"T. BARTSCH"

Travis Bartsch, City Bylaw Officer

Minutes received as information by Council at their Regular Meeting of August 26, 2024.