

CITY OF SALMON ARM

Minutes of the **Downtown Parking Commission** Meeting held in Room 100 at City Hall and by electronic means on **Tuesday, October 17, 2023.**

PRESENT:

Tim Lavery	Councillor, City of Salmon Arm
Bill Laird	Member at Large, Chair
Vic Hamilton	Member at Large
Regan Ready	Member at Large
Claire Askew	DSA Representative
Jacquie Gaudreau	DSA Representative
Travis Bartsch	Resource Personnel, City Bylaw Officer
Gabriel Bau	Resource Personnel, City Engineer
Gary Buxton	Resource Personnel, Director of Planning & Community Services
Rob Niewenhuizen	Resource Personnel, Director of Engineering & Public Works

ABSENT:

Cathy Ingebrigston	Member at Large
Gerald Foreman	DSA Representative
Morgen Matheson	DSA Representative

GUEST:

The meeting was called to order at 8:00 a.m. by Chair, Bill Laird.

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:

4. APPROVAL / CHANGES / ADDITIONS TO AGENDA

Addition of Item 7 c) Parking lot lease update and 7 d) Lakeshore Drive update.

Moved: Regan Ready

Seconded: Jacquie Gaudreau

THAT: the Downtown Parking Commission Meeting Agenda of October 17, 2023 be approved with additions.

CARRIED UNANIMOUSLY

5. APPROVAL OF MINUTES FROM SEPTEMBER 19, 2023

Moved: Regan Ready

Seconded:

THAT: the Downtown Parking Commission Meeting Minutes of September 19, 2023 be adopted.

CARRIED UNANIMOUSLY

6. OLD BUSINESS ARISING FROM MINUTES

No old business.

7. NEW BUSINESS

a) Draft Parking Budget

Rob Niewenhuizen presented the Budget.

- Ross Street parking lot resurfacing project.
 - Efforts will be made to coordinate work to be completed on less busy days for businesses. Monday, Tuesday and Wednesday would be preferred.
 - Regan Ready asked that handicap parking spaces be clearly marked to ensure such spots are not utilized by vehicles not displaying a handicap permit. Rob Niewenhuizen stated that a new thermoplastic marking is being researched, which is expected to last about six years.
- Jacquie Gaudreau asked how long it has taken to accumulate the two million dollars in reserve. Rob Niewenhuizen answered, ten years.
- Tim Lavery added as information that a 1% tax increase relates to approximately two hundred thousand dollars.

Moved: Regan Ready

Seconded: Jacquie Gaudreau

THAT: the Commission supports the proposed 2024 Parking Budget as presented.

CARRIED UNANIMOUSLY

7. **NEW BUSINESS - continued**

b) **Parking Permit Request - CMHA**

Discussion included:

- CMHA has existing off street parking space available behind their building.
- Clarification required as to if the request was for two designated street parking spaces or for permits that could then be used in any location.
- What do other municipalities do to assist CMHA with staff parking challenges?
- Bill Laird stated that he has parking available nearby. Parking spots may possibly be made available to CMHA in this lot for one year. Dan Gun (Bill's representative) will contact Travis to discuss details of such an arrangement.

Conclusion:

- More information is required on exactly what is being asked for in this request before a decision is made.
- This item is to be brought back to the next meeting.

c) **Parking Lot Leases Update**

Rob Niewenhuizen provided the following information:

- Avon lease will not be renewed.
- Inner Core will be renewed for a two year term.

d) **Lakeshore Drive Update**

Gabriel Bau provided the following information:

- Timberline Solutions Ltd. will conduct an improvement project at 170 Lakeshore Drive.
- Start date will be after October 9, 2023. Estimated length of project is three weeks.
- Timberline Solutions Ltd. has been granted one parking space to use for the duration of this project.

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

No correspondence.

9. **NEXT MEETING - Tuesday, November 21, 2023**

The next meeting of the Downtown Parking Commission will be Tuesday, November 21, 2023. The Chairperson will be Vic Hamilton.

Downtown Parking Commission Meeting of October 17, 2023

10. ADJOURNMENT

Moved: Bill Laird

Seconded: Vic Hamilton

THAT: the Downtown Parking Commission Meeting of October 17, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:36 a.m.

Travis Bartsch

Minutes received as information by Council at their Regular Meeting of _____, 2023.