

**INFORMATION ONLY**

To: Mayor & Members of Council

Title: Director of Planning & Community Services – Parking at Marine Park

Date: July 14, 2025

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**Background:**

On May 19, 2025, Council received correspondence from Lelaine Pukas regarding a request to accommodate seniors that participate in the Grey Grebes and OC6 paddling groups that enter the lake at Marine Park. The request was that some form of parking pass be provided.

Staff considered the request, and there is some administrative complexity in operating a series of passes to multiple people that are effective over a long period of time. As an alternative, staff recommend proceeding with the option of adjusting the parking signage and pay station settings to implement a 9:00 a.m. – 6:00 p.m. pay parking window (instead of the current 8:00 a.m. – 6:00 p.m. window – see current signage in image below). This would effectively provide a grace period in the morning for members of the public using the lot before 9:00 a.m. Bylaw Enforcement routes will also be adjusted to coincide with the new times. Also worth noting, the new pay station uses a pay-by-plate system, so users are no longer required to return to their vehicles to display a receipt.



Council also received a request on June 17, 2025, from the Shuswap District Arts Council requesting that a parking pass be provided to the person setting up the sound equipment for the Wednesday on the Wharf concert series in the summer. Given that this is for a single individual

at prescribed times and dates, issuing a permit in this case is much simpler and this request will be accommodated.

Under the Parks and Open Spaces Bylaw 4606, Section 3, where Council delegates some of their powers to the Parks Manager, the following applies to the Marine Park issues (as it is within a park):

3.2 The Parks Manager may or may not:

b) designate certain areas of a park or open spaces for a specific use and may prescribe certain rules and regulations for the use and may prescribe such times desired by the Parks Manager for such use;

c) issue a permit or approval for any event, procession, march, performance, ceremony, concert, gathering or meeting and may charge rent for the use of any park, open spaces or portion thereof as set down in the current City Fee for Services Bylaw No. 2498, as amended from time to time.

A similar provision in the Traffic Bylaw delegates decision making power to the Director (of Engineering and Public Works) for similar instances on public streets:

201. 4) to order the placing or erection of traffic control devices for the regulation, control or prohibition of the stopping, standing or parking of vehicles on a street;

This provision has been used in the past to issue permits for street parking related to special events (e.g. Roots and Blues on Alexander Street) and other unique circumstances.

**Legislative authority / plans / reports:**

	Official Community Plan		Master Plan
	Community Charter/LGA	X	Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2024-2028 Financial Plan
			Long Term Financial Plan

**Financial Considerations:**

Adjusting the hours for parking fees in Marine Park will have an impact on parking revenues. Based on a brief analysis of parking fees at Marine Park in 2025, approximately 5% of the parking revenue is derived from short term parking that is initiated prior to 9:00 a.m. The 5% amounts to approximately \$325 of the overall revenue from Marine Park in the first 6 months of 2025 (which was \$5,920).

**Alternatives & Implications:**

1. Information Only – No Motion Required.

**Communication:**

The proposed direction will be communicated to those who sent letters to Council.

Prepared by: Director of Planning & Community Services  
Reviewed by: Chief Financial Officer  
Approved by: Chief Administrative Officer

Attachments:

- Letter from L. Pukas dated May 19, 2025
- Letter from Shuswap District Arts Council dated June 17, 2025