Paid Parking Project  
March 4, 2008  

Minutes  

1. Call to Order  

Committee Chair Gwen Gilbert called the meeting to order at 10:45 am in the Sauble Beach Community Centre located at 30 Community Centre Drive.  

2. Attendance  

Voting members in attendance were as follows:  

Don Dougall, Friends of Sauble Beach  
Rick Lyttle, Amabel Property Owners Association  
Bob Wilkie, Sauble Revitalization Committee  
Richard Husak, Sauble Chamber of Commerce  

Non-voting members in attendance were as follows:  

Gwen Gilbert, Mayor, Committee Chair  
Don Crain, Facilities Coordinator  
Malcolm McIntosh, CAO  
Carol Hopkins, Municipal Law Enforcement  
Lyle Ransome, Municipal Law Enforcement  
Brad McRoberts, Manager of Public Works  
Angie Cathrae, Public Works Administrative Assistant  

Don Dougall representing the Friends of Sauble Beach assumed voting rights in the absence of Bob Parsons.  

3. Adoption of Minutes  

Bob Wilkie asked for clarification of page two, paragraphs three and four. Chair Gilbert indicated that the additional charge mentioned was the penalty clause.  

Rick Lyttle indicated that page four, third paragraph should be changed to take out the detail of his agreement. He indicated that although he did agree to the fact contained therein, he did not make vocal his agreement.  

RECOMMENDATION: That the minutes of the meeting held December 4, 2007 be adopted as amended.  
Moved by Richard Husak  
Seconded by Rick Lyttle  
CARRIED
4. Unfinished and New Business

a) **MAPQUEST AND GOOGLE** – Brad McRoberts reported that he had left a voice message on the Google answering service indicating the importance of the inclusion of the parking areas on the maps. He is awaiting a response.

Don Dougall indicated that he would like to see maps and information regarding paid parking available at the Tourist Information Centres.

Brad McRoberts answered that this information could be produced.

**ACTION ITEM...THE MANAGER OF PUBLIC WORKS PREPARE MAPS AND BROCHURES FOR TOURIST INFORMATION CENTRES OUTLINING PAID PARKING.**

b) **SAUBLE TENNIS ASSOCIATION LETTER** – The Committee discussed the fact that the tennis courts are owned by the Town but are maintained by the Sauble Tennis Association as outlined in the report from Don Crain. Committee members discussed the possibility of issuing two free passes to the Tennis Association or designating “Tennis Parking Only” spaces. They discussed the difficulty in enforcing and monitoring free passes (passes being lost or used for other areas of the beach) versus the enforcement issues surrounding designated spaces (cars parked in spaces must belong to people actively playing tennis).

**RECOMMENDATION:** That the Paid Parking Committee recommends that two parking spots be designated and clearly marked “Tennis Court Parking Only” and that these be spots where no fee is charged when playing tennis only; and further that this be for a trial period of one year.

Moved by Rick Lyttle
Seconded by Don Dougall
CARRIED.

c) **SAUBLE CHAMBER PRESENTATION** – The Committee discussed the document as presented by Jessika Husak at the December 4, 2007 Committee meeting.

Rick Lyttle indicated the importance of keeping the paid parking program as simple as possible and indicated that Council has embraced a $10 flat rate for Lakeshore Blvd and the parking lots and $2 per hour to a maximum of $10 per day for 2nd Avenue. He further indicated that information on page two of the report had already been done. He commented that Jessika should be thanked for the amount of work she put into her presentation and that the Committee appreciates her input.
Richard Husak commented that some items in the presentation cannot be dealt with at the Paid Parking Committee and that communication with the Sauble merchants is important.

Malcolm McIntosh indicated that urban design is being considered under the Main Street revitalization initiative. He further indicated that there is considerable public interest in cycling and the comments on the increased cycling areas in the report are “doable”.

Bob Wilkie asked whether a letter of response could be sent to Jessika for items which concern the Paid Parking Committee and have the letter referred to other sources for response.

Chair Gilbert and Malcolm McIntosh agreed that the Manager of Public Works should respond to the letter and that it be forwarded to Donna Elliott, Economic Development Officer, for further consideration.

ACTION ITEM...THE MANAGER OF PUBLIC WORKS RESPOND TO JESSIKA HUSAK IN REGARD TO HER PARKING STUDY PRESENTATION AS IT APPLIES TO THE PAID PARKING COMMITTEE AND THAT THE LETTER INDICATE THE APPRECIATION OF THE PAID PARKING COMMITTEE FOR THE AMOUNT OF WORK PUT INTO THE PRESENTATION AND FURTHER THAT HER PRESENTATION BE FORWARDED TO DONNA ELLIOTT FOR CONSIDERATION

d) CHANGE MACHINES— Lyle Ransome reported that the north end of the beach is a difficult spot for people to get change as there are very few businesses and certain businesses won’t cooperate by giving out change. He indicated that he had spoken to McKay Meters about change machines and had been told that theft and vandalism could be a problem without the proper facilities to house the machines. He further reported that the ticket spitters don’t take bills and it would be an additional cost if the machines were to be retrofitted to accept bills.

Rick Lyttle reminded the committee that Jessika Husak had indicated she would speak to the Chamber merchants and ask for their cooperation in giving out change.

Richard Husak indicated that he would also speak with merchants about giving out change.

Carol Hopkins and Lyle Ransome reported that banks change a fee for purchasing rolled coin and depositing rolled coin and that may be a deterrent for merchants. The Committee discussed the possibility of merchants purchasing rolled coin from the Town by visiting Town Hall or by having a delivery service provided by the By-Law Department. If this
were to happen, it would be a service for merchants only and not for the general public.

ACTION ITEM...THAT JESSIKA HUSAK AND RICHARD HUSAK SPEAK WITH MERCHANTS AND ASK FOR THEIR COOPERATION IN GIVING OUT CHANGE AND FURTHER THAT MERCHANTS BE ASKED IF THEY WOULD CONSIDER THE PLACEMENT OF CHANGE MACHINES INSIDE THEIR BUSINESSES

The Committee then discussed the possibility of a change machine at the permanent site of the new Tourist Information Centre. It was indicated by Don Crain that cash has not been on hand at the Tourist Information Centre because it is not only dangerous but creates insurance issues.

ACTION ITEM...THAT THE BY-LAW DEPARTMENT RESEARCH THE COST OF CHANGE MACHINES, THE COST FOR THE TICKET SPITTERS TO ACCEPT BILLS AND THE POSSIBILITY OF A COIN EXCHANGE PROGRAM FOR MERCHANTS WHICH COULD BE COORDINATED THROUGH TOWN HALL

e) PARKING IMPROVEMENT OPTIONS – Brad McRoberts reported that Council has adopted the improvement options and that the improvements will be implemented when the weather permits.

f) COUNCIL RECOMMENDATIONS – Chair Gilbert explained the Council recommendations for the 2008 season. They include the allowance of two vehicles per household per seasonal pass, the wording for “stopping” has been amended, the paid hours of 8am-5pm, and a $10 flat fee for Lakeshore Blvd and the parking lots and $2 per hour to a maximum of $10 on 2nd Avenue.

g) BY-LAW AMENDMENT – Lyle Ransome and Carol Hopkins explained the amendments to the parking by-law. The amendments include the new lot at Poehman Lane where there will not be a ticket spitter. A sign will be installed at that location. Lyle indicated to the Committee that the by-law has to first be passed by Council, then be forwarded to the Crown Law Office and come back to Town Hall for enforcement before May 15.

RECOMMENDATION: That the Paid Parking Committee recommends to Council that the by-law as prepared by the By-Law Department and presented to this Committee be approved with the addition of Lot 5 to Schedule “C”.

Moved by Don Dougall
Seconded by Rick Lyttle
CARRIED
h) NEW BUSINESS

[i] Bob Wilkie indicated that he wanted a copy of the Dobson agreement to be brought forward to the Committee. Brad McRoberts explained that the 2008 agreement was considered by Council and it was determined that a survey would be undertaken prior to the finalization of the agreement.

Malcolm McIntosh further explained that a survey is necessary for the enforcement of the agreement and to satisfy legal issues.

ACTION ITEM... THE 2007 DOBSON AGREEMENT BE INCLUDED IN THE NEXT PAID PARKING PACKAGE

[ii] Chair Gilbert explained to the Committee her performance as Chair of the Paid Parking Committee was not the best position for the Committee and she felt that the Committee would be better served if the Chair was a member of the Committee and not the Mayor. She further explained that she is an “ex-officio” member of all committees.

RECOMMENDATION: That the Committee appoints Rick Lyttle as Chair of the Paid Parking Committee.
Moved by Bob Wilkie
Seconded by Richard Husak
CARRIED

[iii] Bob Wilkie questioned why the Committee had no input for the change of parking rates and hours. He felt that it better served the public to have all areas charged $2 per hour or $10 per day. He indicated that a flat rate of $10 was greedy.

Chair Gilbert explained that Council had changed the rates to reflect the charges from the year before. The $2 per hour charge was implemented due to the improper programming of the ticket spitters.

Richard Husak indicated that Lobby’s has lost business due to the increased hours of paid parking. He feels that merchants would not support the $10 flat fee.

When asked by Don Dougall if there would be additional cost to the Town for the increased hour of paid parking, Lyle Ransome answered that he was on contract and there would be no additional cost.

Bob Wilkie then indicated that the “Paid Parking Committee” has been quoted numerous times in the paper as having made recommendations that
the Committee did not make. Chair Gilbert answered that a solution may be to speak with the editor of the paper or publish a letter or press release.

[v] Bob Wilkie indicated that he wanted to see the paid parking program represented in the Town newsletter. Committee members believed that it had been mentioned in the newsletter.

ACTION ITEM... THAT THE COMMITTEE BE PROVIDED WITH THE TOWN NEWSLETTER FOR INFORMATION ONLY

[v] Richard Husak asked that the season pass fee be added to the next agenda for Committee reconsideration.

Don Dougall indicated that it would be interesting to find out how many passes were purchased by residents and how many were purchased by visitors.

5. Future Meeting

Discussion took place about the possibility of changing the meeting dates to Wednesdays to accommodate all members. May 7, 2008 was chosen as a date pending confirmation of meeting location availability.

6. Adjournment

RECOMMENDATION: That the Committee adjourn at 12:15 pm.
Moved by Richard Husak
Seconded by Rick Lyttle
CARRIED