

Draft Parking Authority Meeting

Council Chambers
Pembroke, Ontario
August 29, 2018
12:03 p.m.

1. Call to Order

Present:

Councillor Lafreniere, Chair
Lou Hammill
Rick Lewis

Also Present:

Colleen Sauriol, Secretary
Kathy Johnston, By-law Enforcement Officer
Heidi Martin, Recording Secretary

The Chair called the meeting to order at 12:03 p.m. The Chair requested that a new item be added to the agenda as 6 a. 2017 Financial Report – Fred Sinclair and that the other agenda items follow.

2. Disclosure of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest.

3. Approval/Amendment of Meeting Agenda

Motion:

Moved by Lou Hammill
Seconded by Rick Lewis

That the amended agenda of the Parking Authority meeting of August 29, 2018 be approved.

Carried

4. Approval of Minutes

Motion:

Moved by Rick Lewis
Seconded by Lou Hammill

That the minutes of the Parking Authority meeting of May 23, 2018 be accepted as circulated.

Carried

5. Business Arising from Minutes

There was no business arising from the minutes.

6. New Business**a. 2017 Financial Statement – Fred Sinclair**

Mr. Sinclair presented the draft Financial Statement for the year 2017 and indicated that at the end of 2017, the Parking Authority had a surplus of \$9,046. A discussion was held in regards to the Parking Authority Reserve and the importance of ensuring, once the Parking Authority is dissolved, that the reserve funds be used for parking matters only. It was recommended that any ideas for the future use of the reserve be forwarded to Ms. Sauriol who will prepare a report for the next Parking Authority meeting.

Motion:

Moved by Rick Lewis

Seconded by Lou Hammill

That the Parking Authority accepts the draft Financial Statement as presented.

Carried

b. Parking Concerns on Dunlop Street between Mackay Street and Centre Street

Ms. Sauriol presented the report.

Direction:

Staff was directed to notify the residents of Dunlop Street of the Committee's intent to implement "No Parking" on the south side of Dunlop Street between Mackay Street and Centre Street and any comments received are to be reviewed at the next Parking Authority meeting.

c. By-law Enforcement Request for 186 Pembroke Street West

Ms. Sauriol reviewed the report. A discussion was held and it was noted that precedence has been set at 58 Pembroke Street West.

Motion:

Moved by Lou Hammill

Seconded by Rick Lewis

That the Parking Authority recommends to the Planning and Development Committee that the owner of 186 Pembroke Street West (Dr. Gallant) be granted the authority to ticket vehicles that do not have permission to park in the parking lot with the following conditions:

1. The owner will issue parking tickets for the parking lot at 186 Pembroke Street West only and this includes preparing for and attending Provincial Offences Court as required;
2. The owner will deal with any complaints regarding the parking tickets issued at 186 Pembroke Street West;

3. The owner will provide a progress report to the Pembroke Planning and Development Committee on a quarterly basis;
4. The owner is responsible for the cost of purchasing parking tickets in the prescribed form;
5. The owner is responsible for and will erect signage which indicates the fine structure of the parking tickets in the parking lot; and
6. The owner will notify the Manager of Planning and Building immediately if there are any changes associated with the person issuing the tickets.

Carried

d. Request for an Accessible Parking Space on Peter Street

Ms. Sauriol reviewed the report and a discussion was held. A discussion was held.

Motion:

Moved by Lou Hammill

Seconded by Rick Lewis

That the Parking Authority recommends to the Planning and Development Committee that the first parking space on the east side of Peter Street closest to Pembroke Street East be converted to an accessible parking space.

Carried

e. Monthly Report

Ms. Sauriol reviewed the report. There were no questions.

7. Next Meeting

The next meeting of the Parking Authority will be October 17, 2018 at 12:00 noon.

8. Adjournment

The Chair requested Committee take a moment to recognize the loss of Jim Sloan, a member of the Parking Authority who died on June 11, 2018 and to remember his many contributions to the Committee and the community at large.

Motion:

Moved by Lou Hammill

Seconded by Rick Lewis

That the April 18, 2018 meeting of the Parking Authority adjourn at 12:48 p.m.

Carried