



**Ad Hoc Committee on Parking**  
Council of the Village of Merrickville – Wolford

**Meeting Minutes (May 9, 2016)**

**In Attendance:**

Councillor Chuck MacInnis  
Mike Neelin (Chair)  
Mike Zaversenuke (Secretary)  
Connie Adams  
Andy Boffee (Bylaw Officer)  
Absent: Carlos Card  
Regrets: Beverley Bryant

**Call To Order** 10:10 AM

**Disclosure of Pecuniary Interests** None

**Approval of Agenda** The May 9 agenda was reviewed and Mike Neelin motioned to approved agenda, Connie Adams seconded, all agreed.

**Approval of Previous Minutes** Amended Minutes of April 25 meeting were reviewed and approved for distribution. Mike Neelin motioned to approve amended minutes, Mike Z seconded, all agreed. The April 25 minutes can now be forwarded to Council.

**Delegations** None

**Open Question Period** None

**Old Business** Previous minutes action items Task List was reviewed as follows:

Task (1): Committee to review task list and prioritize. This was done and discussed further under New Business section.

Task (2): Andy to investigate types of line paint available and cost.

Discussion: Andy mentioned that Dave Powers had started the street line painting using the existing paint. Dave was mandated to use environmentally friendly water based paint at a cost \$1600.00 plus labor. Existing street lines would only be painted and would be repainted in future when needed. As the painting has started Councillor MacInnis recommended we may have to repaint the lines in future with other paint but for now to drop the subject and concentrate on other business.

Task (3): Andy reviewed the cost of “P” parking signs. The cost was \$25 for a 18”X24” sign. The quote was from one supplier.

**New Business**

The following discussions took place during the meeting:

- Parking Signage was discussed in length as follows:
- Councillor Chuck MacInnis discussed the need for immediate action to improved the village parking signage before summer visitors arrive and that additional

information on number of signs and cost was needed before we could present our recommendations to Council

- Councillor MacInnis asked Andy to provide a report with the following information for our next meeting:
- (1) Determine the number of “P” parking signs needed, the cost, the approximate placement (locations) and how the signs could be installed.
- (2) Andy was to check if existing poles could be used for parking signage and the number of poles that would need to be installed.
- Once we had a signage budget cost, Councillor MacInnis would present to Council our “P” parking signage recommendations for immediate implementation.
- The Ad Hoc Committee on Parking “List of Ideas” was reviewed and discussed as follows:
- Mike Zaversenuke presented his recommendations for categorizing the “List of Ideas” into implementation Phases and Priority. Each item was then discussed individually.
- The Ad Hoc Committee on Parking “List of Ideas” was reviewed and amended as follows: The items were sorted into one of the following four categories:
- **Phase Categories**
- Phase A: easy, quick, low cost.
- Phase B: easy, moderate duration, moderate cost
- Phase C: moderate effort, moderate duration, higher cost
- Phase D: hard, long term, expensive
- **Hoc Committee on Parking “List of Ideas”**

Here is the list of Parking Suggestions reviewed and prioritized:

#	Phase	Item	Comments
1	C	Reverse angle parking on Main Street West	Requires consultation
2	C	Reverse angle parking on Main Street East	Delete, County road, no authority
3	B	Additional public parking (lot 1- Wellington East Street (behind Foodliner), lot 2- Drummond Street (behind Chaiya Décor), lot 3 – St John Street (beside parks Canada Depot), lot 4 – south of Wellington East Street beside LCBO, lot 5 Read Street (beside Coba Studios)	Requires consultation with lot owners.
4	A	Upgrade public parking lot on Wellington West Street	
5	D	One way street on Main Street West	Delete, 1 way on Main would create 1 way on Brock which would affect the fire lanes.
6	C	More parking space road markings on all streets	
7	D	Convert existing parallel parking to angle parking at Post Office	Delete, parking is close to corner so would only get one additional parking space, high cost.
8	A	Improve parking signage i.e. install proper ”P” signs at municipal parking lots and to give directions to the parking lots (i.e. “P” with arrows).	
9	A	Timed parking at high traffic areas (i.e. Post Office, etc)	Ok, Bylaw in place for 5 minute

			timed parking
10	A	Remove “Police Parking” sign at Post Office	Done, sign removed.
11	A	Public consultation (hold public information meeting and ask public to complete survey).	
12	D	Pave and mark Read Street in front of hockey rink	High cost
13	B	Paint curbs red with white “No Parking” decal in on all streets (saves cost of metal posts with metal no parking signs).	Delete, no red zones are allowed in provincial law so enforcement would be a problem.
14	B	Remove all snow banks from both sides of Main Street West (to widen road in winter).	
15	B	Mark white lines on curbs as well as on road to clearly mark parking areas.	
16	B	Event parking: For events get pre-authorized permission to use vacant land, school parking lots and Grenville Casting building parking lot, etc.	
17	A	Install “Passenger “drop off” areas near shopping area with special signage	Do for events only. Create event drop off areas.
18	C	Create bicycle parking areas.	
19	A	Confirm if “No Parking” area in front of Oh La De Da shop is valid	Yes, No Parking area at Oh La de Da is valid.(Andy)
20	D	Initiate a formal process for collecting data on parking problems (conduct semi-formal street interviews to find out what needs to be changed).	Delete, same as item 11
21	A	Timed parking to fix people using parking lots as day parking	
22	A	Designate Brock West Street as Fire Lane with proper signage	Fire chief recommended fire lane signage with symbols, 2 times parking fine.
23	A	Create flat rate for parking fees & raise fines on fire lane)	Added item
24		Create motorcycle parking area	Added item
25		Create bus parking area	Added item
26		Other ideas	

#### **Task List:**

- (1) Andy Boffee to provide recommendations report on number, location and installation method for installing parking “P” signage.
- (2) Andy to determine if existing poles could be used for parking signage and number of additional poles that might be required.
- (3) All committee members were asked to review the List of Ideas for the next meeting so we could create a list of prioritized, recommended immediate action items that the Council could implement for summer.

#### **Next Meeting**

- The next meeting date will be on Tuesday, May 24 at 10:00AM in the Council Chambers and the meeting duration would be no longer that 1 hour 15 minutes.

#### **Adjournment**

- Mike Neelin motioned to adjourn the meeting and Connie Adams seconded it. All agreed and the meeting was adjourned at 11:38AM.