



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

**Meeting Minutes (June 3, 2016)**

**In Attendance:**

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

**Call To Order** 10:08 AM

**Disclosure of Pecuniary Interests** None

**Approval of Agenda** The June 3 agenda was reviewed and Connie Adams motioned to approved agenda, Mike Neelin seconded, all agreed.

**Approval of Previous Minutes** Amended Minutes of May 9, 2016 meeting were reviewed and approved for distribution. Mike Neelin motioned to approve amended minutes, Beverley Bryant seconded, all agreed. The May 9 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): Andy Boffee to provide recommendations and report on “P” parking signage.

Discussion: Andy presented his “P” parking signage report to the committee.

This will be discussed further under the New Business section.

Task (2): Andy to determine if existing poles can be used for “P” parking signage.

Discussion: Andy has determined where and how signage can be installed.

Task (3): Committee member to review parking list of ideas to prioritize them.

Discussion: Partially completed, task will be continued in next meeting.

**New Business**

The following discussions took place during the meeting:

- (1) Andy Boffee presented his Parking Signage May 16, 2016 report to the committee. After a lengthy discussion the following recommendations were made:
- (a) The large “S2-CUSTOM” “P” parking signs (with parking street names), designated for the village entrance locations were discussed. The large signs are expensive and visitors will recognize the universal “P” blue parking signage so

- the entrance signs were deemed as not required. Andy was instructed to remove the requirement for the four “S2-CUSTOM” signs from his proposal (saving \$362.96).
- (b) The standard “P” 18” X 24” parking signs detailed in Andy’s report were reviewed and found to be acceptable for purchase at a cost of \$25.35 each
  - © Additional “P” parking signage should be added to the report denoting public parking at the library and the parking area near the Parks Canada lock master house off Main Street East.
  - (d) The report detailed a quantity of 19 signs were required. It was suggested that additional spare signs should be purchased now to allow for replacement and additional public parking lots.
  - (e) It was agreed that the responsibility for deciding where the “P” signs would be installed would be Andy Boffee’s responsibility.
  - (f) Andy Boffee’s report was accepted (with above amendments) and he was directed to proceed with the purchase and installation of the “P” blue parking signs as detailed in his Parking Signage report of May 16, 2016 upon the approval of Council.
  - (g) Motion: Mike Neelin motioned to request Council to consider the purchase and installation of the blue “P” parking signs in the village (as per the amended Parking Signage report of May 16, 2016) to improve village parking. Connie Adams seconded, all agreed.
- (2) Mike Neelin discussed the idea of Reverse Angle parking (Ad Hoc Parking Committee Action Item # 14) to the committee, with the resulting action:
    - (a) Mike Neelin to create a presentation on Reverse Angle Parking and present it to the Ad Hoc Parking Committee discussing the “pros and cons” on the issue. If possible he is to ask for an opinion from the local OPP and Dave Powers (public works) on the reverse angle parking issue.
  - (3) Councillor MacInnis presented a letter from George Barnhill that asked that the Parking Committee address two issues (1) Tour bus area parking and (2) disabled parking areas.
 

Discussion: Bus area parking is on our Action List for discussion (item # 18) and there are existing disabled parking areas already designated in the village. As a footnote the bylaw officer mentioned that people do observe the disabled signage.

    - (4) Councillor MacInnis discussed the information the Committee needed to provide to Council to recommend parking solutions. This included information on cost, value added, pros & cons, how the solution would resolve safety and parking issues and how it would be implemented i.e. what paint and signs needed, etc..

**Task List:**

- (1) Mike Neelin to create a Reverse Angle Parking presentation and present it to the Ad Hoc Parking Committee discussing the “pros and cons” on the issue.
- (2) The Ad Hoc Parking Committee is to action the motion to request Council to consider the purchase and installation of the blue “P” parking signs in the village

- (3) All committee members were asked to review the Ad Hoc Parking Committee Action Items List for the next meeting so we could confirm the list of prioritized, action items that can be then presented to Council.
- (4) Committee members were asked to select action items from the Ad Hoc Parking Committee Action Items list (above) that they would be responsible to investigate and provide a report to the committee.

**Next Meeting**

- The next meeting date will be on Friday, June 24 at 9:00AM in the Council Chambers and the meeting duration would be 2 hours.

**Adjournment**

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

**Ad Hoc Parking Committee Action Items (Revised)**

Here is the list of Parking Suggestions prioritized for review:

	<b>Phase Index</b>	<ul style="list-style-type: none"> <li>- <b>Phase Categories</b></li> <li>- Phase A: easy, quick, low cost.</li> <li>- Phase B: easy, moderate duration, moderate cost</li> <li>- Phase C: moderate effort, moderate duration, higher cost</li> <li>- Phase D: hard, long term, expensive</li> </ul>	
<b>#</b>	<b>Phase</b>	<b>Item</b>	<b>Comments</b>
1	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).	
2	A	Designate Brock West Street as Fire Lane with proper fire lane signage	Fire chief recommended fire lane signage with symbols, 2 X parking fine.
3	A	Install "Passenger "drop off" areas near shopping area with special signage	Do for events only. Create event drop off areas.
4	A	Upgrade public parking lot on Wellington West Street	
5	A	Timed parking to fix people using parking lots as day parking	
6	A	Timed parking at high traffic areas (i.e. Post Office, etc)	Ok, Bylaw in place for 5 minute timed parking
7	A	Public consultation:	
7a	A	Hold public information meeting.	
7b	A	Conduct parking survey to get ideas on improvements & issues	
8	A	Create flat rate for parking fees & raise fines on fire lane)	
9	B	Create new public parking lots to add parking slots at the following locations:	Requires consultation with lot owners.
9a	B	Public Parking Lot #1- Wellington East Street (behind Foodliner)	
9b	B	Public Parking Lot # 2- Drummond Street (behind Chaiya Décor),	
9c	B	Public Parking Lot #3 – St John Street (beside parks Canada	

		Depot),	
9d	B	Public Parking Lot # 4 – south of Wellington East Street beside LCBO	
9e	B	Public Parking Lot #5 - Read Street (across from Coba Studios)	
10	B	Event parking: For events get pre-authorized permission to use vacant land, school parking lots and Grenville Casting building parking lot, etc.	
11	B	Remove all snow banks from both sides of Main Street West (to widen road in winter).	
12	B	Mark white lines on curbs as well as on road to clearly mark parking areas.	
13	C	Create bicycle parking areas.	
14	C	Reverse angle parking on Main Street West	Requires consultation
15	C	More parking space road markings on all streets	
16	D	Pave and mark Read Street in front of hockey rink	High cost
17	D	Create motorcycle parking area	Discussion needed
18	D	Create bus parking area	
19		Other ideas	