



Staff Report

Administration

Report To: Council
Meeting Date: June 29, 2020
Report Number: FAF.20.110
Subject: Follow Up to Staff Report FAF.20.104 COVID-19 Phase 1 Reopening Plan
Prepared by: Shawn Everitt, CAO

A. Recommendations

THAT Council receive Staff Report FAF.20.110, entitled "Follow up to Staff Report FAF.20.104 COVID-19 Phase 1 Reopening Plan";

AND THAT Council approve the implementation of a resident card program that (Option A) includes/(Option B) excludes eligibility for licensed Short Term Accommodation properties;

AND THAT Council direct that a By-law be enacted at the June 29, 2020 Council Meeting to include a new Schedule "E" and Schedule "F" to Parking By-law 2003-11 that will regulate the placing, standing, stopping or parking of an object or vehicle on specific streets from June 30th until October 31st, 2020, as attached to this staff report.

AND THAT Council acknowledge that the enactment of a new Schedule "E" and Schedule "F" to By-law 2003-11, being the Parking By-law as amended, that will limit parking on the streets identified in Attachment 1 for the period of June 30th until October 31st, 2020 is proposed in accordance with the "Emergency Provision" section of the Town Policy "Provision of Notice and Manner of Giving Notice to the Public Policy, POL.COR.07.03" that states:

Emergency Provision

If a matter or situation arises that, in the opinion of the Chief Administrative Officer or designate, is considered to be of an urgent or time sensitive nature, or could affect the health and well-being of the residents of the Town, or if a state of emergency is declared, or is so directed by a Provincial Ministry, the notice provisions may be waived and best efforts should be made to provide as such notice as is reasonable under the circumstances.

Parking Fee Structure

AND THAT Council approve Option 1 of this Report to maintain the current \$10.00 per hour rate for Non-Resident Only Parking Fee;

OR

AND THAT due to the COVID-19 related impacts and increased operational expenses to manage parks , Council waives the provisions of the “Provision of Notice and Manner of Giving Notice to the Public, Policy POL.COR.07.03” as it relates to the approval of fees and charges and public consultation on budget priorities to approve a new parking fee structure, from \$10.00 per hour for Non-Resident Only Fee as approved in the 2020 Fees and Charges By-law, and approve Fees and Charge as outlined in Option(s) as outlined in this report;

Options _____

Emergency Provision

If a matter or situation arises that, in the opinion of the Chief Administrative Officer or designate, is considered to be of an urgent or time sensitive nature, or could affect the health and well-being of the residents of the Town, or if a state of emergency is declared, or is so directed by a Provincial Ministry, the notice provisions may be waived and best efforts should be made to provide as such notice as is reasonable under the circumstances.

B. Overview

This report is a follow up to Staff Report FAF.20.104 to provide Council with additional time to consider the inclusion or exclusion of streets and roads that would be established to prohibit and or limit parking on streets specific to provide tools to control potential parking and overcrowding concerns.

C. Background

Staff Report FAF.20.104, entitled “COVID-19 Phase 1 Reopening Plan”, was brought directly to the June 15, 2020 meeting of Council as directed by Council. This follow up staff report provides additional information about the streets and roadways included in the “Parking By-law” as well as provides Council with more time for consideration of this matter.

D. Analysis

2020 Resident Card

Staff have included an example of a proposed Resident Card that is recommended to be circulated to all property owners within the Town of The Blue Mountains (Attachment 1). Each property owner will be provided with two (2) resident cards to be used as identification for parking in “Paid Parking” identified areas and entrance into the Town’s Landfill Site.

Staff intend to develop a formalized system that can provide a more robust and modernized resident card program. Staff are currently working with The Blue Mountains Public Library on the possibility of using the existing system that the Library uses to manage and produce their

Library Cards. Staff suggest that this system could produce a formal Resident Card that would work with the new paid parking system being considered for implementation in 2020.

Staff are requesting direction from Council with regards to whether or not licensed Short Term Accommodations and Numbered Companies would be issued Resident Cards as per the following options:

Option A: Council approve the implementation of a Resident Card program that includes eligibility for licensed Short Term Accommodation properties.

Option B: Council approve the implementation of a Resident Card program that excludes eligibility for licensed Short Term Accommodation properties.

On-Street Parking By-law

Staff report FAF.20.104 focused on Section 6 of the existing By-law 2003-11 that provides the ability to enforce no parking, no standing and no stopping on streets identified in Attachment 2 of this report. Staff have reflected on the input received from residents along with the discussion at the June 15, 2020 Council meeting and have revised the list to now include flexibility under Section 7: Time Limit Parking and have revised this to allow for on-street parking during specific ranges of time.

As noted in the previous staff report, staff suggested that (as when the shale beach was closed to vehicular access) secondary and adjacent streets became parking areas for waterfront access. This extension to the current By-law would limit on-street parking until October 31, 2020.

If approved, Staff will install a series of signs that will identify the streets that have been included in Schedule "E" and Schedule "F" of the proposed By-law.

Emergency Provision

The Town's "Provision of Notice and Manner of Giving Notice to the Public Policy, POL.COR.07.03" provides that if a matter or situation arises that, in the opinion of the Chief Administrative Officer or designate, is considered to be of an urgent or time sensitive nature, or could affect the health and well-being of the residents of the Town, or if a state of emergency is declared, or is so directed by a Provincial Ministry, the notice provisions may be waived and best efforts should be made to provide as such notice as is reasonable under the circumstances.

This report is recommending that a new Schedule "E" to the Town's Parking By-law 2003-11, be enacted to limit parking on specific streets for the period of June 30, 2020 to October 31, 2020, it being noted that the Town's annual "No On-Street Parking During Winter Maintenance" begins November 1.

As noted in the previous report, staff intend to enforce the no parking rules and will utilize Section 10 of the By-law "Continued Violations".

Paid Parking Program

The 2020 approved budget included implementation of a paid parking program. The proposed fee structure, as outlined in the Fees and Charges By-law, included a \$10.00 per hour Non-Resident Fee.

With regards to the recommendation to waive the Notice Policy to amend the Fees and Charges By-law relating to the Parking Hourly Rate (Non-Resident only), Staff are seeking guidance and direction from Council as to how to proceed. Staff has provided the following options for Council to consider:

Option 1

Maintain \$10.00 per hour parking for Non-Residents/Non-Property Owner as approved in the 2020 Budget

Option 2 (Includes various options with dollar amounts and maximum hours for discussion)

| Option | Per Hour up to 3 Hours | Per Hour After 3 Hours up to ____ Hours |
|---------------|-------------------------------|--|
| 2 (a) | \$2.00 per hour | \$5.00 per hour max of ____ hours |
| 2 (b) | \$3.00 per hour | \$6.00 per hour max of ____ hours |
| 2 (c) | \$4.00 per hour | \$7.00 per hour max of ____ hours |
| 2 (d) | \$5.00 per hour | \$8.00 per hour max of ____ hours |
| 2 (e) | \$_____ per hour | \$_____ per hour max of _____ hours |

Option 3

An annual parking pass be included in the amended Fees and Charges By-law for Non-Resident/Non-Property Owners.

| Option | Seasonal Pass Fee | Pro-Rated for 2020 |
|--------|--|----------------------|
| 3 (a) | \$200.00 seasonal pass for a person that does not own property in the Town of The Blue Mountains | No |
| 3 (b) | \$200.00 seasonal pass for a person that does not own property in the Town of The Blue Mountains | Yes – \$120 for 2020 |
| 3 (c) | \$250.00 seasonal pass for a person that does not own property in the Town of The Blue Mountains | No |

| Option | Seasonal Pass Fee | Pro-Rated for 2020 |
|--------|--|----------------------------|
| 3 (d) | \$250.00 seasonal pass for a person that does not own property in the Town of The Blue Mountains | Yes - \$200 for 2020 |
| 3 (e) | \$_____ seasonal pass for a person that does not own property in the Town of The Blue Mountains | Yes/No – Council to Direct |

| Option | Seasonal Pass Fee | Pro-Rated for 2020 |
|--------|--|----------------------------|
| 3 (f) | \$50.00 seasonal pass for a person that does not own property in the Town of The Blue Mountains but is employed within the Town of The Blue Mountains | No |
| 3 (g) | \$100.00 seasonal pass for a person that does not own property in the Town of The Blue Mountains but is employed within the Town of The Blue Mountains | No |
| 3 (h) | \$_____ seasonal pass for a person that does not own property in the Town of The Blue Mountains but is employed within the Town of The Blue Mountains | Yes/No – Council to Direct |

E. The Blue Mountains Strategic Plan

- Goal #1: Create Opportunities for Sustainability
 Objective #1 Retain Existing Business
 Objective #2 Attract New Business
 Objective #3 Promote a Diversified Economy

Objective #5 Improved Visibility and Local Identity

Goal #2: Engage Our Communities & Partners

Objective #1 Improve External Communication with our Constituents

Objective #2 Use Technology to Advance Engagement

Objective #3 Strengthen Partnerships

Goal #3: Support Healthy Lifestyles

Objective #1 Promote the Town as a Healthy Community

Objective #3 Manage Growth and Promote Smart Growth

Objective #4 Commit to Sustainability

Goal #4: Promote a Culture of Organizational & Operational Excellence

Objective #1 To Be an Employer of Choice

Objective #2 Improve Internal Communications Across our Organization

Objective #3 To Consistently Deliver Excellent Customer Service

Objective #4 To Be a Financially Responsible Organization

Objective #5 Constantly Identify Opportunities to Improve Efficiencies and Effectiveness

Goal #5: Ensure Our Infrastructure is Sustainable

Objective #1 Develop a Long-Term Asset Management Plan for the Maintenance, Renewal and Replacement of Existing Infrastructure

Objective #3 Implement Best Practices in Sustainable Infrastructure

Objective #4 Ensure that Infrastructure is Available to Support Development

F. Environmental Impacts

Implementing a COVID-19 Reopening Plan for Town lands while utilizing best practices and measures that meet Public Health Unit and Provincial guidelines.

G. Financial Impact

The recommendations contained in this report specific to paid parking anticipate the collecting of budgeted revenue that was identified in the 2020 budget.

H. In consultation with

Senior Management Team

I. Public Engagement

The topic of this Staff Report has not been subject to a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Shawn Everitt, Chief Administrative Officer at cao@thebluemountains.ca.

J. Attached

1. Example of Resident Permit
2. Draft By-law to Amend Parking By-law 2003-11

Respectfully Submitted,

Shawn Everitt
Chief Administrative Officer

For more information, please contact:
cao@thebluemountains.ca
519-599-3131 extension 234



Resident Card

Valid Until December 31, 2020

[**www.thebluemountains.ca**](http://www.thebluemountains.ca)

The Corporation of the Town of The Blue Mountains

By-Law Number 2020 –

Being a By-law to amend By-law 2003-11, as amended, being a By-law to regulate the placing, standing, stopping or parking of an object or vehicle on highways within the Town of The Blue Mountains

WHEREAS Section 11(3) of the Municipal Act, R.S.O. 2001, c.25 provides that a lower tier municipality may pass By-laws respecting matters within the spheres of jurisdiction set out therein, including parking on highways;

AND WHEREAS Council of The Corporation of the Town of The Blue Mountains has enacted By-law 2003-11 to regulate the placing, standing, stopping or parking of an object or vehicle on highways within the Town of The Blue Mountains;

AND WHEREAS Council of The Corporation of the Town of The Blue Mountains has received staff report “FAF.20.110 Follow Up to Staff Report FAF.20.104 COVID-19 Phase 1 Reopening Plan” and deems it appropriate to amend By-law 2003-11;

NOW THEREFORE, Council of The Corporation of the Town of The Blue Mountains hereby enacts as follows:

- 1. That By-law 2003-11 is hereby amended by adding a new Schedule “E” and Schedule “F” as attached to this By-law;
- 2. That Section 6.0 of By-Law 2003-11 be repealed and replaced with the following new Section 6.0:

6. NO PARKING AREAS

When authorized signs have been erected, the highways as set out in Schedule “A”, Schedule “B”, Schedule “C”, Schedule “D” and Schedule “E” attached hereto shall be deemed no parking , no standing and no stopping areas in the areas described therein.

- 3. That Section 7.0 of By-Law 2003-11 be repealed and replaced with the following new Section 7.0:

7. TIME LIMIT PARKING

Where authorized signs have been erected, the highways as set out in Schedule “B” and Schedule “F” attached hereto shall be deemed time limited parking and no person shall park a vehicle on the highway for more than the time limit posted thereon.

And Further that this By-law shall come into force and take effect upon the enactment thereof.

Enacted and passed this 30th day of June, 2020

Alar Soever, Mayor

Corrina Giles, Town Clerk

Town of The Blue Mountains

Schedule “E”

By-law No. 2020-

Being a By-law to amend By-law 2003-11, as amended, being a By-law to regulate the placing, standing, stopping or parking of an object or vehicle on highways within the Town of The Blue Mountains

When authorized signs have been erected, the highways as set out in Schedule “E” shall be deemed no parking, no standing and no stopping areas between June 30, 2020 and October 31, 2020.

| Highway Name | Portion So Designated | Prohibited Times of Use |
|--------------------------------|--|-------------------------|
| 3 rd Line | Both sides 650 north of 6 th Sideroad | Anytime |
| 4 th Line | Both sides from 21 st Sideroad south to Grey Road 119 | Anytime |
| 6 th Sideroad | Both sides from TBM/Osprey Townline south to 10 th Line | Anytime |
| 6 th Sideroad | Both sides 4200 meters east to 4 th Line | Anytime |
| 10 th Line | Both sides from 3 rd sideroad northeast to 9 th Sideroad | Anytime |
| 10 th Line | Both sides - Grey Road 13 north to Grey Road 113 | Anytime |
| 21 st Sideroad | North side – Grey Road 2 west to 5 th Line | Anytime |
| 21 st Sideroad | North side – 250 meters west of 5 th Line to the 4 th Line | Anytime |
| 21 st Sideroad | South side – Grey Road 2 to 4 th Line | Anytime |
| Bay Street West | Both sides - full length | Anytime |
| Bayview Avenue | Both sides - full length | Anytime |
| Blue Mountain Drive | Both sides - full length | Anytime |
| Brophy’s Lane | Both sides - full length | Anytime |
| Cameron Street | Both sides from 10th Line to Peel Street | Anytime |
| Cottage Avenue | Both sides from Mill Street to Bay Street East | Anytime |
| Elgin Street North | Both sides - full length | Anytime |
| Delphi Lane 16M-62 (Peaks Bay) | Both sides - full length | Anytime |
| Delphi Lane 16M-23 (Peaks Bay) | Both sides - full length | Anytime |
| Ellis Drive | Both sides - full length | Anytime |
| Fieldcrest | Both sides - full length | Anytime |
| Fraser Crescent | Both sides - full length | Anytime |
| Gibson Way | Both sides - full length | Anytime |

Town of The Blue Mountains
Schedule “E”
By-law No. 2020-

| Highway Name | Portion So Designated | Prohibited Times of Use |
|-------------------------|--|-------------------------|
| Grey Street North | Both sides - full length | Anytime |
| Hidden Lake Road | Both sides - full length | Anytime |
| Lake Drive | Both sides - full length | Anytime |
| Lakeshore Drive | Both sides from Lansdowne Street North to Elma Street North | Anytime |
| Lake Shore Road | Both sides - full length | Anytime |
| Lakeshore Road West | Both sides - full length | Anytime |
| Lakewood Drive | Both sides - full length | Anytime |
| Lansdowne Street North | Both sides - full length | Anytime |
| Long Point Road | Both sides, North West side of road from Highway 26 to waters edge | Anytime |
| Lora Bay Drive | Both sides from Sunset Boulevard to Highway 26 | Anytime |
| Maple Lane | Both sides - full length | Anytime |
| McAuley Street North | Both sides - full length | Anytime |
| Mill Street | Both sides - full length | Anytime |
| Old Lakeshore Road | Both sides - full length | Anytime |
| Peel Street | Both sides from Cameron Street to Highway 26 | Anytime |
| Railway Street | Both sides - full length | Anytime |
| Scandia Lane | Both sides - full length | Anytime |
| Sunset Boulevard | Both Sides – 50 meters west of Lora Bay Drive | Anytime |
| Swiss Meadows Boulevard | Both sides - full length | Anytime |
| Wards Road | Both sides - full length | Anytime |

Town of The Blue Mountains

Schedule “F”

BY-LAW No. 2020-

Being a By-law to amend By-law 2003-11, as amended, being a By-law to regulate the placing, standing, stopping or parking of an object or vehicle on highways within the Town of The Blue Mountains

When authorized signs have been erected, the highways as set out in Schedule “F” shall be limited parking and no person shall park a vehicle on the highway for more than the time limit posted thereon June 30, 2020 and October 31, 2020.

| Highway Name | Portion So Designated | Maximum Time Limit | Prohibited Times of Use |
|---------------------------|--|--------------------|-------------------------|
| 21 st Sideroad | North side from 5 th Line to 250 meters west | 2 hours | Anytime |
| Aberdeen Court | Both sides – full length | 2 hours | 9:00 am and 6:00 pm |
| Aspen Way | Both sides from Blueski George Crescent to Lakeshore Road West | 2 hours | Anytime |
| Bay Street East | Both Sides - Beaver River east to McAuley North | 2 hours | 7:00 am and 6:00 pm |
| Bayview Avenue | Both sides- full length | 2 hours | 7:00 am and 6:00 pm |
| Chamonix Crescent | Both sides – 500 meters south of Lakeshore Road West | 2 hours | 7:00 am and 6:00 pm |
| Clark Street | Both sides – full length | 30 minutes | Anytime |
| Collens Court | Both sides - full length | 2 hours | 9:00 am and 6:00 pm |
| Elgin Street North | Both sides – full length | 2 hours | 7:00 am and 6:00 pm |
| Grey Street North | Both sides – full length | 2 hours | 7:00 am and 6:00 pm |
| High Bluff Lane | Both sides – full length | 2 hours | 7:00 am and 6:00 pm |
| Hoover Lane | Both sides – full length | 2 hours | 7:00 am and 6:00 pm |
| Hope Street | Both Sides – full length | 2 hours | 7:00 am and 6:00 pm |
| Huron Street East | Both sides – full length | 2 hours | 7:00 am and 6:00 pm |
| Huron Street West | Both sides from Lansdowne Street North to Bruce Street North | 2 hours | 7:00 am and 6:00 pm |
| Indian Circle | Both sides – full length | 2 hours | 9:00 am and 6:00 pm |
| Kitzbuhl Crescent | Both sides – 500 meters west of Grey Road 19 | 2 hours | 7:00 am and 6:00 pm |
| Lakeshore Road East | Both sides - full length | 30 minutes | 7:00 am and 4:00pm |
| Lansdowne Street North | Both sides – full length | 2 hours | 7:00 am and 6:00 pm |
| Lions Park Lane | Both Sides – full length | 30 minutes | Anytime |
| Margaret Street South | Both Sides – full length | 30 minutes | 9:00 am and 6:00 pm |

| Highway Name | Portion So Designated | Maximum Time Limit | Prohibited Times of Use |
|----------------------|---|--------------------|-------------------------|
| McAuley Street North | Both sides – full length | 2 hours | 7:00 am and 6:00 pm |
| Schoolhouse Court | Both sides – full length | 2 hours | 9:00 am and 6:00 pm |
| Scotts Court | Both sides - full length | 2 hours | 9:00 am and 6:00 pm |
| Slabtown Road | South side - 50 meters west of Slabtown bridge | 30 minutes | Anytime |
| Sleepy Hollow Road | Both sides, 500 metres west of Grey Road 19 | 2 hours | 7:00 am and 6:00 pm |
| St Moritz Crescent | Both sides, 500 metres south of Lakeshore Road West | 2 hours | 7:00 am and 6:00 pm |
| Sunset Boulevard | Both sides from Christie Beach Sideroad to 50 meters west of Lora Bay Drive | 2 hours | 7:00 am and 6:00 pm |
| West Ridge Drive | Both sides - full length | Anytime | 9:00 am and 6:00 pm |
| Woodland Park Road | Both sides - full length | 2 hours | 9:00 am and 6:00 pm |