



## Council Report

For the Meeting of May 16, 2024

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**To:** Council **Date:** April 30, 2024  
**From:** Susanne Thompson, Deputy City Manager and Chief Financial Officer  
**Subject:** Parking Fines and Street Occupancy Fees and Fines – Amendments to Bylaws

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### RECOMMENDATION

That Council give first, second and third readings to:

1. Bylaw Notice Adjudication Amendment Bylaw No. 4, Bylaw No. 24-023
2. Streets and Traffic Bylaw Amendment Bylaw No. 17, Bylaw No. 24-024
3. Ticket Bylaw Amendment Bylaw No. 15, Bylaw No. 24-033

### EXECUTIVE SUMMARY

On February 8, 2024, as part of the 2024 financial planning process, Council directed staff to bring forward amendments to bylaws to increase parking fines and street occupancy fees as follows:

1. Parking fines:
  - a. Metered zones \$60 with early payment discount of \$30
  - b. Time-limited zones \$60 with early payment discount of \$30
  - c. Residential zones \$80 with early payment discount of \$40
  - d. No stopping zones \$80 with early payment discount of \$40
  - e. Commercial zones \$80 with early payment discount of \$50
2. Street occupancy fees:
  - a. Public Works Service fee \$50 per visit
  - b. Sidewalk Occupancy fee \$20 per 13 m<sup>2</sup>
  - c. Clarify the Bylaw by specifying a Boulevard Occupancy fee of \$10 per 13 m<sup>2</sup> per day
  - d. Lane Closure fees:
    - Local Roads - \$50/lane/day
    - Collector Roads - \$75/lane/day
    - Downtown or Secondary Arterial - \$100/lane/day
    - Arterial - \$250/lane/day
    - AAA bike lane - \$100/lane/day

During the preparation of these bylaw amendments, staff identified a number of other related amendments that would provide the necessary staff tools to continue to align street occupancy requests with mobility goals and encourage compliance with established processes. The additional changes are as follows:

1. Include a delegation to Director to establish AAA bike lane not identified in the official community plan.
2. Make explicit Director's ability to require traffic management and traffic control plans, per current practice.
3. Impose fees for closure of an AAA bike lane on arterial streets equal to the occupation fee for closure of a sidewalk or vehicle lane on the arterial street.
4. New rush fee of \$50 for late street occupancy permit requests.
5. Widening situations where the City can charge actual cost of crew attendance - from attendance after hours and weekends to attendance at anytime for anything other than installation or removal of signs to reserve space.
6. New fee of \$70 per hour for traffic control plan and traffic management plan review. In circumstances where such plans are required, this review already occurs prior to issuance of an occupancy permit, and the fee reflects the average staff cost to the City per hour for traffic management or traffic control plan review.
7. Add requirement for compliance with traffic control and traffic management plans.
8. Add ability for Director to cancel an occupancy permit for failure to comply with any of the conditions of the permit.
9. Increasing/adding new minimum fines in Schedules F and G to the Streets and Traffic Bylaw, MTI amounts (Ticket Bylaw) and notice amounts (Bylaw Notice Adjudication Bylaw) for violations of 106(2) and 106(9).
10. Various housekeeping – e.g. remove reference to sidewalks where it is redundant, fix punctuation in section 9, add definitions as required to give meaning to new provisions.

To enable the above changes, three bylaws require amendments as follows:

The amendments to the *Bylaw Notice Adjudication Bylaw* will:

1. Increase penalties and discounts for certain parking contraventions
2. Increase penalties and discounts for occupying a street without a permit; and
3. Impose a new fine for non-compliance with a condition of a street occupancy permit.

In addition to the specific amendments identified by staff as listed above, in accordance with the February 8 Council direction the amendments to the *Streets and Traffic Bylaw* will:

1. Increase the minimum fines for certain parking and street occupancy offences;
2. Increase street occupancy and street closure fees; and
3. Clarify the Bylaw by imposing a specific boulevard occupancy fee.

The amendments to the *Ticket Bylaw* will:

1. Increase the fine for obstructing the street without a permit issued under section 106 of the Streets and Traffic Bylaw, Bylaw No. 09-079; and
2. Impose a fine for not complying with a condition of a permit issued under section 106 of the Streets and Traffic Bylaw, Bylaw No. 09-079.

Respectfully submitted,

Susanne Thompson  
Deputy City Manager and Chief Financial Officer

**Report accepted and recommended by the City Manager**