



Corporation of the Municipality of Temagami

Memo No.
2019-M-136

Memorandum to Council

Staff

Committee

Subject: Administration of Municipal Parking

Agenda Date: August 22, 2019

Attachments: Parking stall rules

RECOMMENDATION

BE IT RESOLVED THAT Council receive memo 2019-M-136 regarding administering municipal parking stalls.

INFORMATION

The Municipality owns/leases and operates three paid parking lots. One at the end of the Lake Temagami Access Road, one on the west side of where Wildflower Avenue meets Lakeshore Drive, and one at the Temagami Community Centre.

The question has arose on how municipal staff administer the stalls in our parking lots. The steps are as follows:

1. A request is received for a parking stall.
2. Depending on availability, the requester is allocated a stall, sent an invoice, and the parking stall agreement/rules form.
3. If the parking lot is full the requester will be added to the current waiting list and sent a form which once returned will confirm their placement on the waiting list.
4. As spots become available they are allocated to the next person on the waiting list, who will then be sent an invoice and the parking stall agreement/rules form.
5. If the person refuses the stall, they shall be removed from the waiting list or placed at the bottom of the waiting list.
6. Names will be removed from a parking list by one of three ways; at the renters request, when the renter no long owns a property or resides in the municipality, or if the renter fails to pay for the parking stall in the prior year.

It should also be noted that there is an active waiting list for electrical stalls at the end of the Access Road, for non-electrical stalls at the end of the Access Road, and stalls on Wildflower/Lakeshore. The attached parking stall rules and agreement are attached for further information.

Respectfully Submitted:
Sabrina Pandolfo
Deputy Treasurer