Memorandum to the Council of
Corporation of the Municipality of Temagami

Subject: Implementation Requirements for Recommendations of Lake Temagami Access Road Ad Hoc Parking Committee

Memo No: 2025-M-074

Date: March 27, 2025

Attachment: None

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Recommendation

BE IT RESOLVED THAT the Council receives Memo 2025-M-074 as presented.

AND FURTHER THAT Council will select and approve the Lake Temagami Access Road Ad Hoc Parking Committee recommendations from the following categories:

AND FURTHER THAT Council approves the following recommendation categories (check boxes):

- Regulatory
- Operational & Administrative
- Infrastructure & Capital
- Enforcement & Compliance
- Community Engagement
- Technology & Digital

Contents

1. Executive Summary

This report outlines the recommendations from the Lake Temagami Access Road Ad Hoc Parking Committee, assessing their feasibility for implementation. Recommendations are categorized by regulatory, operational, infrastructure, financial, enforcement, community engagement, and technological considerations. Each category is analyzed for its financial, legal, administrative, and technological requirements.

Key priorities include:

- Regulatory Updates: Amend by-laws to improve enforcement and waitlist policies.

- Operational Improvements: Implement digital tracking for payments and leases.

- Infrastructure Investments: Expand parking lots, introduce EV infrastructure, and improve signage.

- Enforcement Strengthening: Enhance ticketing, towing procedures, and compliance audits.

- Community Engagement: Improve signage and online accessibility of parking regulations.

- Technological Enhancements: Develop digital mapping, online permit systems, and GIS tracking.

This feasibility report provides a structured approach for the Municipality to implement sustainable and efficient parking management solutions while ensuring regulatory compliance and fiscal responsibility.

2. Background

The Lake Temagami Access Road Ad Hoc Parking Committee was established to evaluate and enhance parking stall administration. With the Council's receipt of memo 2025-M-069, this report categorizes the recommendations based on their implementation requirements. Additionally, it serves as a feasibility assessment, helping the Council determine which recommendations to adopt, the associated commitments, and the resources needed for full implementation.

3. Categorization of Recommendations

3.1. Regulatory Recommendations (By-law and Policy Changes)

3.1.1. Relevant Sections (From 2025-M-069):

- 2.1 General Parking Rules

- 2.2 Electrical Outlets

- 2.3 Enforcement (Ticketing & Complaints)

- 2.4 Payment (Lease Terms, Fees, Penalties)

- 2.5 Allocation (Eligibility & Transfers)

- 3.3 Waitlist Procedures & Requirements

- 4.2 Reserved Parking, Waitlist & Review

3.1.2. Implementation Requirements

Financial	Legal	Administrative	Technology
Minimal	High	High	Moderate

3.2. Operational & Administrative Recommendations

3.2.1. Relevant Sections (From 2025-M-069):

- 3.3.6 Waitlist Management System

- 4.1.9 Audit & Reassignment of Unused Stalls

- 5.6.1 Development of an Online Map for Parking

3.2.2. Implementation Requirements

Financial	Legal	Administrative	Technology
Medium	Low	High	High

3.3. Infrastructure & Capital Improvement Recommendations

3.3.1. Relevant Sections (From 2025-M-069):

- 4.1.1 Pull-through Parking Spaces

- 4.1.3 Lot Expansions (Lots 3, 4, 5, 6)

- 4.1.4 Commercial/Contractor Parking Creation

- 4.1.10 EV Service Expansions

- 4.1.12 Improved Signage

- 4.7 Growth & Expansion (Trailer Parking, Drive-thru, Angled Parking)

3.3.2. Implementation Requirements

Financial	Legal	Administrative	Technology
High	Medium	Medium	Moderate

3.4. Financial Recommendations (Revenue & Cost Recovery)

3.4.1. Relevant Sections (From 2025-M-069):

- 2.4 Payment Rules (Fees & Penalties)

- 4.1.3 Funding Opportunities for Expansion

- 4.1.10 Investigate EV Service Fees

3.4.2. Implementation Requirements

Financial	Legal	Administrative	Technology
High	Medium	Medium	High

3.5. Enforcement & Compliance Recommendations

3.5.1. Relevant Sections (From 2025-M-069):

- 2.3.1 Ticketing & Towing

- 2.3.2 Complaint Verification Process

- 4.1.9 Audit of Existing Stall Holders

3.5.2. Implementation Requirements

Financial	Legal	Administrative	Technology
Medium	High	High	High

3.6. Community & Stakeholder Engagement

3.6.1. Relevant Sections (From 2025-M-069):

- 4.1.7 Posting of Waitlist Rules Online

- 4.1.8 Posting of Parking Stall Rules Online

- 4.6.3 Tourist-Friendly Signage Language

3.6.2. Implementation Requirements

Financial	Legal	Administrative	Technology
Low	Low	Medium	High

3.7. Technology & Digital Transformation

3.7.1. Relevant Sections:

- 4.6.1 Development of a Digital Parking Map

- 3.3.6 Online Waitlist Tracking System

- 4.1.7-4.1.8 Online Rule Posting

- 4.1.10 EV Infrastructure Planning

3.7.2. Implementation Requirements

Financial	Legal	Administrative	Technology
Medium	Low	Medium	High

4. Implementation Priorities

4.1. Immediate Regulatory Updates: Amend by-laws to formalize eligibility, enforcement, and waitlist rules.

4.2. Operational Efficiency Improvements: Implement digital tracking systems for payments, leases, and complaints.

4.3. Capital Investments: Secure funding for lot expansions, EV infrastructure, and signage.

4.4. Enforcement Strengthening: Improve ticketing and towing protocols for unauthorized parking.

4.5. Public Communication Strategy: Enhance signage, website updates, and stakeholder engagement.

5. Conclusion

This Feasibility Report ensures that Council is fully informed about the scope, costs, and commitments required for implementation. Accepting a recommendation signifies a full commitment to its financial, legal, and operational requirements. By securing financial resources, adjusting legal frameworks, leveraging digital tools, and enhancing operational oversight, the Municipality can achieve more efficient and equitable parking management.

Summary of Implementation Needs by Recommendation Type

Recommendation Type	Financial Needs	Legal Needs	Administrative Needs	Technology Tools
Regulatory	Minimal	High	Medium	Legal Document Management
Operational	Medium	Low	High	Online Permit Systems
Infrastructure	High	Medium	High	GIS Mapping, Design Software
Financial	High	Medium	Medium	Accounting Software, Payment Portals
Enforcement	Medium	High	High	License Plate Recognition, Ticketing Systems
Community Engagement	Low	Low	Medium	Website CMS, Public Surveys
Technology	Medium	Low	High	Digital Maps, Permit Portals, EV Charging Apps