



Township of Brock Interoffice Memorandum

To: Mayor and Member of Council
From: Fernando Lamanna, Clerk/Deputy CAO
Subject: Traffic By-law Amendment Update
Date: Monday, September 26, 2022

With Committee adopting the recommendations of Report 2022-PS-012 Traffic Control By-Law Amendments, on September 12, 2022, staff met to review and discuss the process for issuing municipal parking permit applications.

Currently on the township website, residents of Thorah Island and boathouse owners can complete, and pay for a monthly, or seasonal parking permit. An automated email message is received by staff in the Clerks office and the parking permit is printed, laminated, and mailed to the applicant. The parking permit is then required to be displayed in the vehicle.

With the introduction of 40 spaces within municipal lots in Sunderland, staff will be modernizing and streamlining the existing online process by eliminating the need to print and display a parking permit and monitor permitted vehicles via licence plate numbers. The modernization of issuing parking permits does present cost savings as a result of eliminating a physical permit and allows residents/guests to pay and park immediately without the wait for a mailed parking permit.

Additionally, staff have identified the need to introduce an "overnight" parking permit option at a rate of \$15 per licenced vehicle. This additional option, not only allows for administrative tracking of the total number of permitted spaces, but provides guests of Brock residents an option to park overnight at a municipal lot.

Staff will be modifying the existing online form, to include vehicle description and licence plate/registration number, municipal lot, and parking pass duration. The online process will generate email notifications to Clerks for administration of the program and to By-laws for enforcement of permitted vehicles. The updated form will be active shortly following the formal adoption of the amending Traffic By-law on September 26, 2022.