August 19, 2025

ADMINISTRATIVE REPORT TO THE COMMITTEE OF THE WHOLE

ON

PARKING MANAGEMENT PLAN

PURPOSE

The purpose of this report is to provide the Committee of the Whole with information on challenges with the City's current parking system and to recommend a series of practical, phased changes aimed at improving parking availability, efficiency, and equity for residents, visitors, and businesses.

COUNCIL STRATEGIC PLAN

This report supports Council's strategic priorities and areas of focus regarding:

- **Governance and Service Excellence**
  - Asset Management: We plan for the development, improvement, repair, and replacement of our infrastructure.
  - Community Engagement: We promote purposeful, available, and innovative engagement opportunities to ensure a range of voices are heard, thus informing decisions, creating transparency, and cultivating relationships.
  - Fiscal Responsibility: We are accountable to Kamloops residents and businesses in providing effective management, best value, and responsible use of tax dollars.
  - Service Excellence: We promote the continuous development of staff and encourage innovation in process and service delivery.
- **Economic Health**
  - Business Development: We ensure our efforts and investments are measurable and accountable.
  - Economic Strength: We build strategies to increase our competitive advantage, cultivate growth, and support our residents.
  - Partnerships: We seek and foster the key relationships that will support our economic goals.
  - Growth Management: We are deliberate and purposeful in planning for the growth of our community.

SUMMARY

This report recommends updates to the City's parking management approach, including adjustments to fine amounts, monthly parking rates, and other related policies, to improve efficiency, fairness, and overall system performance.

RECOMMENDATION:

That the Committee of the Whole recommend that Council:

a) authorize staff to use Provincial Housing Capacity Building Grant funds to develop an implementation plan for short-term strategies identified in the Parking Management Study outside of the proposed increases to parking rates, fines, and event parking

b) direct staff to prepare amendments to *Traffic Bylaw No. 23-30, Fees and Charge Bylaw No. 44-14, Municipal Ticket Information Bylaw No. 43-15,* and *Parks and Public Lands Bylaw No. 35-66* for Council's consideration to reflect the adjustments to parking rates, fines, and event parking outlined in this report

c) direct the Corporate Services Director to update the 2026–2030 Five-Year Financial Plan

DISCUSSION

The City initiated a Parking Management Study in fall 2019, which was presented at the October 24, 2023, Committee of the Whole meeting. The report highlighted key findings specific to the Downtown and North Shore Study Areas.

Building on these findings, staff are preparing a request for proposals to secure a parking management solution that meets the City's evolving needs. The request for proposals is expected to be released in the third quarter of 2025. As part of the evaluation process, shortlisted proponents will need to show examples of their pay and display machines with all personal or identifying information removed. Community members will have the opportunity to attend an engagement event to test and rate the machines, with their feedback incorporated into the overall scoring matrix for the competitive bid.

Emerging parking issues and related mitigation strategies have been identified and are organized by the Downtown and North Shore Study Areas, as outlined below. Staff are proposing to bring forward the required bylaw amendments to a future Council meeting.

Downtown Study Area

Short-Term Parking Strategies

- Limited On-Street Parking Supply in Some Areas of Downtown

  The following parking rate increases are proposed:

	Current	Proposed
On-street parking on Victoria Street between the 100 and 800 blocks	$1.25 per hour for the first two hours $2.50 for the third hour, for a three-hour maximum	$2.00 per hour for the first two hours $4 for the third hour, for a three-hour maximum
On-street parking for all other streets	$1.25 per hour for the first two hours $2.50 for the third hour, for a three-hour maximum	$1.50 per hour for the first two hours $3 for the third hour, for a three-hour maximum
Paid parking hours	9:00 am to 6:00 pm, Monday to Saturday	7:00 am to 7:00 pm, Monday to Saturday

The following parking fine charges are proposed:

	Current	Proposed
Expired time or unpaid parking violations	$40	$80 payable in 30 days
Reduced ticket amounts	$10, if paid within 24 hours $20, if paid within 30 days	$50 if paid within 24 hours $65 if paid within 15 days
Late Payment Fee	n/a	$50 late payment fee applied if the ticket is paid after 30 days
Serious parking violations (e.g. obstructing a fire hydrant or crosswalk)	$50	$100
Reduced ticket amounts	$15, if paid within 24 hours $25, if paid within 30 days	$70 if paid within 24 hours $85 if paid within 15 days
Late Payment Fee	n/a	$50 late payment fee applied if the ticket is paid after 30 days

No fee increases are proposed for parkade rates to encourage their use during the day.

- People Using an On-Street Parking Space All Day

  As all-day on-street parking is not permitted, adjustments to parking rates, fine amounts, and enforcement practices, including how collections are handled, are intended to encourage higher turnover by increasing the penalties associated with ignoring time limited parking restrictions.

  An additional proposed change involves adjusting the hours for metered parking both on-street and in surface lots. Currently, on-street meters operate from 9:00 a.m. to 6:00 p.m., Monday to Saturday, while surface lot meters operate from 7:00 a.m. to 5:00 p.m., Monday to Saturday. The proposal would standardize both from 7:00 a.m. to 7:00 p.m., Monday to Saturday.

At the time of the parking study, the Community Services Division was not staffed to full capacity, making it challenging to allocate dedicated resources to parking. Now that the team is fully staffed, it is easier to implement a parking enforcement strategy that enables officers to educate, encourage, and, when necessary, enforce compliance, helping ensure regular parking turnover in business districts.

- Existing Parkades and Surface Lots are Not Fully Utilized

  To encourage greater use of existing parkades and surface lots, the following strategies are proposed:

  - maintain current parkade rates while increasing rates to park in on-street parking spaces
  - implement a $20 flat rate for event parking effective one hour before the doors open at the respective event for:

    - Lorne Street parking lots adjacent to the Sandman Centre
    - Tournament Capital Ranch designated overnight camping spaces
    - McArthur Island Sport and Event Centre designated overnight camping spaces

  Additional consultation will be conducted with affected Tournament Capital Centre user groups.

- Parking Spilling into Adjacent Residential Communities

  Provincial Housing Capacity Building Grant funds will be utilized to develop amendments to the residential parking permit program to address the evolving needs of growing business districts, thereby reducing parking pressures on adjacent residential neighbourhoods are in the planning stages.

- Insufficient Parking Spaces for Persons with Disabilities

  The Community Services Division is working with the Transportation Division on this matter, and any future considerations will be brought forward to a Council or committee meeting for consideration.

- Insufficient Loading Zones for Commercial Vehicles

  The Community Services Division is working with the Transportation Division on this matter, and any future considerations will be brought forward to a Council or committee meeting for consideration.

- Parking Availability Being Impacted During Event Times

  Staff propose implementing a $20 flat rate for event parking, effective one hour before the doors open at the respective event for:

- Lorne Street parking lots adjacent to the Sandman Centre
- Tournament Capital Ranch designated overnight camping spaces
- McArthur Island Sport and Event Centre designated overnight camping spaces

This pricing approach is intended to incentivize attendees to save money by choosing alternative transportation methods or parking in spaces that are not as close to the venue.

There will be no impact on the dedicated accessible parking spots on Lorne Street for accessible parking use, which are available at no charge to individuals with accessible parking permits.

North Shore Study Area

The most identified short-term issues in this studied area were around space designation and the limited on-street parking supply in certain areas.

Mitigation measures will focus on space allocation and designation during the redevelopment of the Tranquille corridor. Additional strategies could include increased enforcement and introducing time-limited parking, pay parking, and a residential parking permit program.

The proposed residential parking permit program would be necessary to prevent spillover parking on neighbourhood streets, where drivers may attempt to avoid paying for parking, leading to long-term daytime parking on residential streets.

The proposed expanded or revamped residential parking permit program would be considered with the proposed implementation of pay parking on the North Shore.

Current Monthly Parking Lot Inventory

The current City-owned parking lots, their current monthly rates, and the proposed changes are as follows:

Lot	Current Rate	Proposed Rate
400 Lorne Street Parking Lot	$55 per month or $4 per day	$65 per month or $5 per day
500 Lorne Street Parking Lot	$40 per month or $4 per day	$50 per month or $5 per day
Heritage House Parking Lot	$55 per month or $4 per day	$65 per month or $5 per day
Sandman Centre Parking Lot	$55 per month or $4 per day	$65 per month or $5 per day
West End Riverside	$55 per month	$65 per month

The proposed increases for surface lot rates are due to the lack of recent adjustments and the need to remain competitive with the rates for private lots, which currently range between $47 per month and $150 per month. The average monthly charge for a surface lot in Kamloops is $80 per month.

As Kamloops continues to experience record population growth, concerns are increasing regarding parking and parking management in business districts and the adjacent residential areas.

The Province has removed the City's authority to require off-street parking for residential developments in transit-oriented areas. This change may present challenges for visitors or new residents who primarily rely on personal vehicles.

Boat Launches

Kamloops has three City-owned boat launches that require ongoing investment for maintenance and adequate parking for vehicles with attached trailers. Currently, there is no charge for parking. Staff propose that the City introduce on-site parking fees for boat launches as follows:

Boat Launch	Proposed	
	Half Day	Full Day
McArthur Island	$5	$10
Pioneer Park	$5	$10
Valleyview	$5	$10

Overnight parking will not be permitted, and vehicles remaining in the area outside the boat launches' hours of operation are at risk of being ticketed and towed.

FINANCIAL IMPLICATIONS

The additional expected revenue of $345,000 will be included in the 2026 budget and can be split to offset taxation and to increase the contribution to the Parking Reserve.

PERSONNEL IMPLICATIONS

No personnel changes are being proposed at this time; however, if current staffing levels are insufficient to support an effective parking enforcement program, additional full-time equivalents may be required to meet operational demand.

IMPLEMENTATION PLAN

The proposed changes would be implemented in the following phases:

- Phase 1 - Adjust parking rates, fines, event parking, and paid boat launch parking strategies to reflect current costs and financial commitments associated with parking operations and reserves. To ensure a smooth transition, these changes should align with the City's procurement process, especially given that the current parking machines are outdated and cannot be easily reprogrammed to accommodate the proposed updates.

- Phase 2 - Use funding from the Provincial Housing Capacity Building Grant funds to engage a qualified professional to review and recommend updates to the current residential parking permit program.

- Phase 3 - Once the residential parking permit program is redefined, work on strategies to implement pay parking on the North Shore.

K. Uzeloc
Protective Services
Director/Fire Chief

Approved for Committee of the Whole

Concurrence: J. Luison, Assistant Civic Operations Director/Public Works Divisional Manager
M. Kwiatkowski, P.Eng., Development, Engineering, and Sustainability Director
D. Hallinan, FCPA, FCMA, Corporate Services Director

Author: W. Beatty, Community Services Manager

Reviewed by: D. Magdolen, Cultural Services and Events Manager
S. Holmes, BPhEd, Sport, Recreation, and Wellness Manager
A. Smeaton, Business Operations and Events Supervisor
K. Rodrigue, Communications Manager
M. Helfrich, CPA, CA, Business Manager
D. Rutsatz, CPA, CGA, Planning and Procurement Manager
S. Behn, P.Eng. Transportation Engineer - Planning and Operations
D. Anderson, Deputy Corporate Officer
J. Messerer-Trosin, Legislative Coordinator

WB/kjm