Municipality of Chatham-Kent  
Infrastructure and Engineering Services  
Engineering and Transportation Division  

To: Mayor and Members of Council  
From: Chris Thibert, P. Eng  
Director, Engineering and Transportation  
Date: September 30, 2019  
Subject: Notice of Motion, Wallaceburg Downtown BIA Parking Issues  

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**Recommendations**

It is recommended that:

1. The on-street parking spaces along Nelson Street between Wellington Street and Elizabeth Street be converted from a 1-hour limit to a 2-hour limit.

2. The existing twelve (12) public parking spaces in Municipal Parking Lot ‘K’ be converted from a 2-hour limit to a 3-hour limit.

3. Administration investigate the use of Kinette Park on Fork Street for extra parking spaces to add to Municipal Parking Lot O be differed to the parking lot improvement program for future consideration.

4. The Traffic and Parking By-law 245-2004 be amended to reflect these recommendations.

**Background**

The following Notice of Motion was approved by Chatham-Kent Council at the June 24, 2019 meeting:

“Cl. C. McGregor – Amendment of Traffic and Parking By-law in Wallaceburg - That the Traffic and Parking By-Law #245-2004 be amended to include the following changes for the Community of Wallaceburg: That the Municipality convert the three on-street parking spaces on the north side of James Street immediately east of Nelson Street to two accessible permit spaces, in accordance with provincial legislation and as requested by the Adult Centre Management. That Senior Pedestrian crossing signs be installed in the area of the Adult Centre along James Street. That the Municipality convert the on-street parking spaces along Nelson Street between Wellington Street and Elizabeth Street from a 1-hour limit to a 2-hour limit. That the Municipality convert the
existing twelve (12) public parking spaces in Municipal Parking Lot ‘K’ from a 2-hour limit to a 3-hour limit; That the Municipality investigate the use of Kinette Park on Fork Street for extra parking spaces to add to parking lot O; The above recommendations will include communication with the Wallaceburg BIA and local affected business owners and report back to Council at the August 12th Council Meeting."

Comments

The Engineering and Transportation Division conducted a parking study for the Wallaceburg Business Improvement Area (BIA) in June of 2017. The results of that study were presented to the Wallaceburg BIA along with several recommendations for adjustments to the Traffic and Parking By-Law to improve parking and community satisfaction in the downtown area. Since that time, further recommendations were brought forward through Council, which are detailed below.

Administration, through direction from the motion above, attended the July 30, 2019 Wallaceburg BIA meeting to discuss the each request in detail and obtain their feedback which is provided below.

1. Accessible Parking on James Street

A request to convert the three parking spaces on the north side of James Street between Nelson Street and Fork Street to two accessible permit spaces was received by the Wallaceburg Adult Activity Centre.

The 2017 parking study confirmed that the current amount of accessible spaces along James Street is sufficient. Administration, with support of this study data, does not recommend this request for additional accessible spaces.

Additionally, the Wallaceburg BIA did not support this request as the parking spaces are well utilized by the adjacent property/business owners and there are currently four accessible parking spaces on the south side of James Street at this location.

2. Senior Pedestrian Crossing Signs

A request to install senior pedestrian crossing signs on James Street at the Adult Activity Centre was received; however, the Wallaceburg BIA has supported a recommendation to install a new pedestrian crossing along James Street that will be implemented under a separate contract. The required signage associated with this new pedestrian crossing will be in conflict with this request for senior signage.

It is important to note that the new pedestrian crossing will assist with all pedestrians crossing safely at this location and will address this concern brought forward by the Adult Activity Centre. The Wallaceburg BIA, as well as the local Councillors support this decision; therefore, the request for senior signage is not supported by all.
3. **On-street spaces on Nelson Street**

A request to increase the on-street parking time limit from one hour to two hour on Nelson Street between Wellington Street and Elizabeth Street was supported by the Wallaceburg BIA.

Since this portion of Nelson Street is outside of the Wallaceburg BIA, the Engineering and Transportation Division sent notification letters to the affected property owners in July 2019, requesting feedback regarding this request. All responses received were in favour of the change, therefore, the request to increase the on-street parking time limit on Nelson Street is being recommended.

An amendment is required in the Traffic and Parking By-law #245-2004 in order to recognize the changes in parking along Nelson Street. A By-law amendment (Appendix A) is included in the Council package for approval.

4. **Municipal Parking Lot K**

A request to increase the time limit in Municipal Lot K from two hours to three hours was received and supported by the Wallaceburg BIA.

The parking study that was completed in June of 2017 indicated that increasing the time limit in this Municipal lot would be acceptable; therefore, this request is being recommended.

An amendment is required in the Traffic and Parking By-law #245-2004 in order to recognize the changes in parking time for Municipal Lot K. A By-law amendment (Appendix A) is included in the Council package for approval.
Municipal Parking Lot O and Kinette Park

A request to investigate the use of Kinette Park to expand the number of available parking spaces in Municipal Lot O was received.

Municipal Lot O consists of a gravel 24-hour parking lot with spaces specifically allocated and signed to the Adult Activity Center.

Through discussion with the Wallaceburg BIA at the July 30, 2019 meeting, the use of Kinette Park for additional parking spaces was not supported. However, administration recommended that if the lot was improved to a hard surface, complete with curb, gutter and sufficient drainage, this would allow parking spaces to be properly delineated which will likely yield more spaces as a result. It was further recommended that administration would come back once funds are available for this upgrade to determine if the lot needs to expand at all to accommodate this request. The Wallaceburg BIA supported this rationale.

Therefore, administration recommends that Municipal Lot O in downtown Wallaceburg be prioritized for improvement in accordance with the Municipal Parking Lot Development and Upgrade Policy. As outlined in this policy, costs for upgrading parking lots within Business Improvement Association limits are shared between the Municipality through the Parking Lot reserves and the associated community (Wallaceburg BIA).

By-law Housekeeping

At the March 26, 2018 Council Meeting, a report from the Engineering and Transportation Division recommended increasing the time limit in Municipal Parking Lot D from 2 hours to 3 hours. This recommendation was approved but was not included in the accompanying by-law to amend the Traffic and Parking By-law #245-2004 schedule.

Various loading zones and accessible parking spaces on Nelson Street in Wallaceburg are currently incorrectly listed in the Traffic and Parking By-law schedules. Corrections are required for an existing accessible parking space located on the west side north of James Street and another accessible parking space located south of Wall Street no longer exists. Existing loading zones located on the east side, north of James Street, and on the east side, north of Wellington Street also require corrections.

A by-law amendment (Appendix B) to correct these housekeeping items is included in the Council package for approval.

Consultation

The Wallaceburg BIA and the Ward 5 Councillors have been consulted in the preparation of this report and agree with the recommendations.
**Financial Implications**

There are no financial impacts associated with this report.

Prepared by:

_________________________
Jan Metcalfe, C.Tech
Engineering Technologist
Engineering and Transportation Division

Prepared by:  
Reviewed by:

_________________________  
_________________________
Chris Thibert, P.Eng.  
Thomas Kelly, P, Eng., MBA
Director  
General Manager
Engineering and Transportation Division  
Infrastructure and Engineering Services

Attachment:  Appendix A – By-Law Amendment
Appendix B – By-Law Amendment

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Appendix A

By-law Number __________

Of The Corporation
of the Municipality of Chatham-Kent

A By-law to amend By-law Number 245-2004 of the Municipality of Chatham-Kent. (Limited parking permitted)

Finally Passed the ____ day of ________________, 2019.

WHEREAS the Corporation of the Municipality of Chatham-Kent did enact By-Law 245-2004 for the purpose of regulating traffic on highways in the Municipality of Chatham-Kent.

AND WHEREAS the Corporation of the Municipality of Chatham-Kent now deems it expedient to amend certain provisions of said By-law 245-2004.

Be it Therefore Enacted by the Municipal Council of the Municipality of Chatham-Kent as follows:

1. Schedule “F” (Limited Parking Permitted) of By-law 245-2004 be and the same is hereby amended by deleting therefrom;

<table>
<thead>
<tr>
<th>Column 1</th>
<th>Column 2</th>
<th>Column 3</th>
<th>Column 4</th>
<th>Column 5</th>
<th>Column 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIGHWAY</td>
<td>SIDE</td>
<td>FROM</td>
<td>TO</td>
<td>TIME(s) / DAY(s)</td>
<td>PERIOD</td>
</tr>
<tr>
<td>a)</td>
<td>Nelson Street</td>
<td>East / West</td>
<td>Elizabeth Street</td>
<td>James Street</td>
<td>8:00 am-6:00 pm Monday-Saturday</td>
</tr>
<tr>
<td>b)</td>
<td>Municipal Lot K (Wellington Street)</td>
<td>North</td>
<td>East of Duncan Street</td>
<td>8:00 am – 6:00 pm</td>
<td>2 hour Permits (24 hrs)</td>
</tr>
</tbody>
</table>
Appendix A

2. Schedule “F” (Limited Parking Permitted) of By-law 245-2004 be and the same is hereby amended by adding thereto and inserting therein;

<table>
<thead>
<tr>
<th>Column 1</th>
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<td>TO</td>
<td>TIME(s) / DAY(s)</td>
<td>PERIOD</td>
</tr>
<tr>
<td>a) Nelson Street</td>
<td>East / West</td>
<td>Elizabeth Street</td>
<td>James Street</td>
<td>8:00 am-6:00 pm Monday-Saturday</td>
<td>2 hour</td>
</tr>
<tr>
<td>b) Municipal Lot K (Wellington Street)</td>
<td>North</td>
<td>East of Duncan Street</td>
<td></td>
<td>8:00 am – 6:00 pm</td>
<td>3 hour Permits (24 hrs)</td>
</tr>
</tbody>
</table>

This By-law shall come into full force and effect upon the final passing thereof.

Read a First, Second and Third Time this _____ day of __________, 2019

______________________________________
Mayor – Darrin Canniff

______________________________________
Clerk - Judy Smith
Appendix B

By-law Number __________

Of The Corporation
of the Municipality of Chatham-Kent

A By-law to amend By-law Number 245-2004 of the Municipality of Chatham-Kent. (Limited parking permitted, Physically Challenged – On-Street and Loading Zone)

Finally Passed the ____ day of _____________, 2019.

WHEREAS the Corporation of the Municipality of Chatham-Kent did enact By-Law 245-2004 for the purpose of regulating traffic on highways in the Municipality of Chatham-Kent.

AND WHEREAS the Corporation of the Municipality of Chatham-Kent now deems it expedient to amend certain provisions of said By-law 245-2004.

Be it Therefore Enacted by the Municipal Council of the Municipality of Chatham-Kent as follows:

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<tbody>
<tr>
<td>HIGHWAY</td>
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<td>FROM</td>
<td>TO</td>
<td>TIME(s) / DAY(s)</td>
<td>PERIOD</td>
</tr>
<tr>
<td>a) Municipal Lot (Wellington Street)</td>
<td>Between Janes Street and Wellington Street</td>
<td>8:00 am – 6:00 pm</td>
<td>2 hour Permits (24 hrs)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Appendix B

2. Schedule “F” (Limited Parking Permitted) of By-law 245-2004 be and the same is hereby amended by adding thereto and inserting therein;

<table>
<thead>
<tr>
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<td>TO</td>
<td>TIME(s) / DAY(s)</td>
<td>PERIOD</td>
</tr>
<tr>
<td>a)</td>
<td>Municipal Lot D Wellington Street</td>
<td>Between Janes Street and Wellington Street</td>
<td>8:00 am – 6:00 pm</td>
<td>3 hours</td>
<td></td>
</tr>
</tbody>
</table>

3. Schedule “H” (Physically Challenged – On-Street) of By-law 245-2004 be and the same is hereby amended by deleting therefrom:

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<thead>
<tr>
<th>Column 1</th>
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</thead>
<tbody>
<tr>
<td>HIGHWAY</td>
<td>SIDES</td>
<td>LOCATION</td>
</tr>
<tr>
<td>a)</td>
<td>Nelson Street</td>
<td>West</td>
</tr>
<tr>
<td>b)</td>
<td>Nelson Street</td>
<td>West</td>
</tr>
</tbody>
</table>

4. Schedule “H” (Physically Challenged – On-Street) of By-law 245-2004 be and the same is hereby amended by adding thereto and inserting therein;

<table>
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</thead>
<tbody>
<tr>
<td>HIGHWAY</td>
<td>SIDES</td>
<td>LOCATION</td>
</tr>
<tr>
<td>a)</td>
<td>Nelson Street</td>
<td>West</td>
</tr>
</tbody>
</table>

5. Schedule “N” (Loading Zone) of By-law 245-2004 be and the same is hereby amended by deleting therefrom:

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<th>Column 4</th>
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<tbody>
<tr>
<td>HIGHWAY</td>
<td>SIDES</td>
<td>LOCATION</td>
<td>TIME(S) DAY(S)</td>
</tr>
<tr>
<td>a)</td>
<td>Nelson Street</td>
<td>West</td>
<td>34m to 40m north of James Street</td>
</tr>
</tbody>
</table>
6. Schedule “N” (Loading Zone) of By-law 245-2004 be and the same is hereby amended by adding thereto and inserting therein;

<table>
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<td>SIDES</td>
<td>LOCATION</td>
<td>TIME(S) DAY(S)</td>
</tr>
<tr>
<td>a)</td>
<td>Nelson</td>
<td>East</td>
<td>10m south of James Street for a distance of 8m</td>
</tr>
<tr>
<td>b)</td>
<td>Nelson</td>
<td>East</td>
<td>14m north of Wellington Street for a distance of 8m</td>
</tr>
</tbody>
</table>

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Read a First, Second and Third Time this ____ day of __________, 2019

__________________________
Mayor – Darrin Canniff

__________________________
Clerk - Judy Smith