



November 30, 2017

Ron Taylor
Chief Administrative Officer
City of Kawartha Lakes
P.O. Box 9000, 26 Francis Street
Lindsay, ON K9V 5R8

Re: Lindsay Downtown BIA Parking Enforcement

Dear Mr. Taylor,

The Lindsay Downtown Business Association, would like to take this time to thank you for the recommendation and dedication of resources for a two-year enforcement pilot program, as outlined in your email from November 21, 2017.

The following recommendation was made from the Parking Sub-Committee to the Lindsay Downtown Board of Directors.

Moved By: Dan Burns

Seconded By: Steve Turner

Resolved: The Lindsay Downtown Business Improvement Association is requesting to assume parking enforcement and control of parking allotment, within the Lindsay Downtown Business Improvement Association catchment area five (5) days a week, in partnership with the City of Kawartha Lakes, By-Law Enforcement Office.

Carried PC2017-28

Additionally, the Lindsay Downtown Business Association accepted the recommendation of the Parking Sub-Committee and subsequently made the following motion.

Moved By: Jim Garbutt

Seconded By: Sandra Falconer

Resolved: Lindsay Downtown BIA to assume control of Parking Enforcement within the Downtown BIA geographic area according to Schedule "A".

Carried RBM2017-90

Charlie McDonald, Chair and Steve Podolsky, Vice-Chair, would like the opportunity to do a deputation to Council to present further information and to address any questions or concerns that Council may have regarding parking enforcement within the Lindsay Downtown BIA geographic area.

At your earliest convenience, if you could kindly let the undersigned know, when Council will be addressing parking enforcement, so the above noted presenters can prepare for their presentation.

Yours Truly,



Tana N. Torch
General Manager
Lindsay Downtown BIA
117 Kent Street West
Lindsay, ON

CC: Board of Directors
CC: Parking Sub-Committee

Attachment – Schedule “A”

Schedule "A"

For the Lindsay Downtown BIA to successfully take over parking enforcement five (5) days a week, from 9:30am – 4:00pm in the Downtown Catchment, the City of Kawartha Lakes will need to provide the following:

Training:

- Trained on all by-laws related to enforcement of the Downtown
- Shadowing of parking enforcement patrol
- How to write tickets manually
- How to use hand held enforcement device
- All other training relatable to the success of a BIA Parking Enforcement Officer

Equipment:

- Hand held enforcement device
- Paper/ink supplies for hand held enforcement device
- Camera
- Uniform (Pants, shoes, vest, shirt, coat and belt)

Maintenance:

- City of Kawartha Lakes is responsible for the maintenance and upgrades needed for the parking enforcement hand held device.

Administration:

- Process tickets, fines and approved permits
- No modification of tickets (ie Cancellations)

Monetary Amount:

- \$35,000.00

Authority for the Lindsay Downtown BIA:

- Write and remove tickets
- Solely approve or deny cancellation of tickets
- Control, approve or deny the sale of permits in the BIA Catchment
- Full co-operation of the City of Kawartha Lakes
- Full co-operation of the City of Kawartha Lakes Municipal Enforcement Office