

ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: June 24, 2025
FROM: Dan Lemieux, Chief Public & Protective Services Officer	MEETING: Public & Protective Services Committee
REPORT WRITER: Helen Napier, Managing Director, Enforcement Services, Mobile Outreach & Policing Support Services	
SUBJECT: Amendment to Traffic Bylaw C-1166 to Address City-Owned Lots Leased to Third Party Operators	

RECOMMENDATIONS

That the Public and Protective Services Committee recommend that Council give three readings to Bylaw C-1166M (the “Proposed Bylaw”), being an amendment to the Traffic Bylaw, which would address City-owned lots leased to third party operators.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

There have been no previous Council or Committee directions on this specific matter.

BACKGROUND

The City of Grande Prairie leases one or more City-owned parking lots to third party lessees who operate the parking lots. At present, the Traffic Bylaw does not have adequate provisions addressing these circumstances.

ANALYSIS

The Proposed Bylaw includes a specific change to Section 34, to clarify that the section applies not only to privately owned parking lots but also to City-owned parking lots leased to a third party operator. This change will provide clarity to lessees, and members of the public, that Section 34 governs the activity of parking in those City-owned leased lots.

Relationship to City Council's Areas of Focus / Strategic Priorities

This initiative aligns with Council's Strategic Priority of **Innovative Efficiencies & Economic Readiness**. By providing a mechanism for parking enforcement, the City is supporting the management of leased parking lots by lessees.

Environmental Impact

There are no identified environmental impacts associated with this report.

Economic Impact

The Proposed Bylaw will enable ticketing of vehicles parked in City-owned parking lots leased to third parties and the collection of ticket fees in relation to same.

Social Impact

There are no identified social impacts associated with this report.

Relevant Statutes / Master Plans / City Documents

Traffic Bylaw C-1166

Risk

There are no identified risks associated with this report.

Alternatives (Optional)

Council could choose not to amend the Traffic Bylaw and maintain the current system where City-owned parking lots leased to third parties do not have a clear ticketing provision under the Traffic Bylaw. Doing so could lead lessees to enforce parking requirements within such lots by other means, potentially including mechanical / robotic arms and credit card payments, towing, or a combination thereof.

STAKEHOLDER ENGAGEMENT

Discussions have been held with internal departments, including Enforcement Services and City Solicitor.

BUDGET / FINANCIAL IMPLICATIONS

There are no direct budgetary implications for the City associated with this report.

SUMMARY / CONCLUSION

The Proposed Bylaw will expand the regulations related to parking within privately owned lots under Section 34 of the Traffic Bylaw to also include City-owned lots leased to third parties, thereby providing a clear ticketing provision under the Traffic Bylaw for City-owned parking lots leased to a third party operator.

ATTACHMENTS

Traffic Bylaw Amendment C-1166M – Draft
Traffic Bylaw C-1166 - Markup