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**DISTRICT OF WEST VANCOUVER**  
750 17TH STREET, WEST VANCOUVER BC V7V 3T3

**COUNCIL REPORT**

Date:	January 13, 2025
From:	Jenn Moller, Director, Engineering & Transportation Services
Subject:	Amendment to Fees & Charges Bylaw re Parking Passes
File:	1700.09

**RECOMMENDATION**

THAT proposed Fees and Charges Bylaw No. 5334, 2024, Amendment Bylaw No. 5371, 2025, attached as **Appendix A**, be read a first, second and third time.

**1.0 Purpose**

The purpose of this report is to bring forward an amendment to the Fees and Charges Bylaw to adjust the fee for the issuance of an annual local resident parking pass to \$0.00, as part of the pay parking programming at District of West Vancouver (District) Destination Parks.

**2.0 Legislation/Bylaw/Policy**

The District Fees and Charges Bylaw 5334, 2024 establishes fees and charges for services and information including pay parking programming at Destination Parks.

**3.0 Council Strategic Objective(s)/Official Community Plan**

This report aligns with *Council Strategic Goal*:

*5.0 Municipal Services.*

Objective 5.7	seeks to establish park zone pay parking
Deliverable 5.7.1	pay parking being established in Council approved park zones (2024-2025+)

*Sections 2.4 and 2.71 of the District's Official Community Plan* contains supporting language relating to transportation and road network accessibility, as well as managing the District's valuable park system and open spaces.

**4.0 Background**

The initial phase of pay parking programming was developed for implementation at three District destination parks: Lighthouse, Nelson Canyon, and Whytecliff Parks (“the Parks”).

In early February 2024, the pay parking program was implemented at the Parks.

#### 4.1 Previous Decisions

Council at its **December 16, 2024, regular meeting**, passed the following resolution:

THAT

1. staff prepare an amendment to Fees and Charges Bylaw No. 5334, 2024 to include a fee of \$0.00 for the issuance of an annual local resident parking pass as part of the pay parking programming at certain District Destination Parks; and
2. the amendment be effective for any new permits issued effective February 12, 2025.

#### 4.2 History

The initial pay parking program implementation includes an external enforcement model, with a year-round rate structure of \$3.75 per hour in effect from 7 a.m. to 10 p.m., seven days a week, and a resident exempt flat rate fee component of \$20.00 per annum. Each fee includes a Translink Parking tax at 24%, GST at 5%, and a convenience fee or permit fee, respectively. In total, the hourly cost for parking is \$5.22, and \$27.09 per year for the resident pass.

### 5.0 Analysis

#### 5.1 Discussion

Current residents of the District of West Vancouver are eligible to apply for an annual parking pass at the Parks, versus paying for hourly parking. West Vancouver residents must provide proof of current vehicle registration to an address in West Vancouver and applications are subject to verification.

Each pass is issued to an individual vehicle/license plate. There are no limits to the number of passes per resident, and each pass is valid for all West Vancouver parks in the program. Resident passes can be purchased at any time during the year through the third-party operator website and is valid for 365 days from the date of approval.

5.2 Climate Change & Sustainability

Does not apply.

5.3 Public Engagement and Outreach

Does not apply.

**6.0 Financial Implications**

Between program implementation and end of December, 2024, 1796 resident parking permits have been issued, resulting in a net revenue of \$32,328.00; this represents 6% of the overall programming revenue to date. Separate to the Translink Parking tax and GST applied to the base rate of \$20.00 per pass.

Adjusting the permit parking fee to \$0.00 will result in a loss of revenue potential for the District. Furthermore, there is a \$1.00 administration fee charged to the District by the third-party operator per permit issued; extending the duration of the validity of the permit could help offset this operating cost.

**7.0 Options**

7.1 Recommended Option

THAT proposed Fees and Charges Bylaw No. 5334, 2024, Amendment Bylaw No. 5371, 2025, attached as **Appendix A**, be read a first, second and third time.


7.2 Considered Options

Council may request further information or provide alternate direction (to be specified).

**8.0 Conclusion**

This report responds to Council's December 16, 2024 direction to amend the Districts Fees and Charges Bylaw No. 5334, 2024, to include a fee of \$0.00 for the issuance of an annual local resident parking pass as part of the pay parking programming at District Destination Parks.

Author: Jenn Moller

  
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Appendix A:

Fees and Charges Bylaw No. 5334, 2024, Amendment Bylaw No. 5371, 2025

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District of West Vancouver

**Fees and Charges Bylaw No. 5334, 2024,  
Amendment Bylaw No. 5371, 2025**

Effective Date:

# **Fees and Charges Bylaw No. 5334, 2024, Amendment Bylaw No. 5371, 2025**

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District of West Vancouver

## **Fees and Charges Bylaw No. 5334, 2024, Amendment Bylaw No. 5371, 2025**

A bylaw to amend the Fees and Charges Bylaw.

WHEREAS the Council of The Corporation of the District of West Vancouver deems it expedient to provide for a \$0.00 fee for an annual pass for local residents within District Destination parks;

NOW THEREFORE, the Council of The Corporation of the District of West Vancouver enacts as follows:

### **Part 1 Citation**

- 1.1 This bylaw may be cited as Fees and Charges Bylaw No. 5334, 2024, Amendment Bylaw No. 5371, 2025.

### **Part 2 Severability**

- 2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

### **Part 3 Amendment of Regulations**

- 3.1 Fees and Charges Bylaw No. 5334, 2024 is amended by:
  - 3.1.1 In Schedule G – Engineering & Transportation, at the end of the Traffic and Parking subsection, Destination parks pay parking program Fee Details are updated and replaced with the following:

\$3.75 per hour at the destination parks/\$0.00 annual pass for local resident.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

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Mayor

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Corporate Officer