



**The Corporation of the
City of Sault Ste. Marie**

C O U N C I L R E P O R T

September 22, 2025

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Jeffrey King, City Solicitor
DEPARTMENT: Legal Department
RE: Civic Centre Parking Lot

Purpose

The purpose of this report is to seek Council approval for an amendment to the City's Civic Parking By-law 90-245 to facilitate the implementation of scrambled parking.

Background

The Civic Centre is serviced by two parking lots, the north and south lots. As part of the practice, parking passes were given to both union and non-union management, and that pass would determine which lot the employee could park in. Additionally, Councillors, the Justice of the Peace, and some private entities are allocated parking within the Civic Centre parking lot. The lot is also accessible to the public after 5 pm and weekends. Special exceptions are made for events such as Rotary.

Analysis

Amendments to the Civic Centre Parking By-law are required to facilitate a scrambled parking arrangement. As part of the update, some additional housekeeping items have been included, and clarity was added to the CAO's authority to make changes to the designation and signage of parking spaces without the need to amend the by-law. The amendment and new parking arrangement is limited to staff-designated space and visitor parking at the Civic Centre. Public parking times remain unaffected. New signage will be installed that more clearly indicates the purpose of the parking spaces within the lots. Private entities that use the spaces have been notified of the proposed change and informed how these changes will look operationally.

Financial Implications

Implementation of the new parking arrangement is anticipated to have minimal infrastructure costs, primarily signage printed by Public Works that was already scheduled for replacement, and communications being performed by staff.

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Strategic Plan / Policy Impact / Climate Impact

The new parking arrangement promotes equitable access for all staff. Focus Area 4: Development of Employees, Advance diversity, equity, and inclusion in the workplace.

Recommendation

It is therefore recommended that Council take the following action:

The relevant By-law 2025-128 is listed under item 12 of the Agenda and will be read with all by-laws under that item.

Respectfully submitted,

Jeffrey King

City Solicitor

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