

PROCEDURE

Title: Pay Parking Exemptions

Division: Parks, Culture, and Community Services

Procedure Number: 0199

File Number: 0282-20-0199

1. Governing Policy

- 1.1. This procedure is associated with Pay Parking Exemptions Policy 0198.

2. Scope/Application

- 2.1. This procedure outlines the process for:
 - a) volunteers who are engaged in activities supporting the betterment of District parks and/or trails; or
 - b) District volunteers while on duty for District-led activities.

3. Procedure

- 3.1. To be considered for exemption from pay parking in parks, volunteers should be engaged in an activity that supports the betterment of District parks or trails, including ecological restoration, education, clean-ups, and related activities; or be on duty at a District-led activity in a park where pay parking is in effect.
- 3.2. An activity or activities that support the betterment of parks may make a request for exemption from pay parking for volunteers, and will be made in writing to the Parks Department. The request must include a description of the proposed activity or activities, and how it contributes to the betterment of District parks or trails.
- 3.3. Once a requested activity is approved by the Parks Department, the Director will consider an exemption from pay parking for the activity or activities.
- 3.4. If approved, the Parks Department will work with the organizer of the activity to arrange an exemption from pay parking for volunteers engaged in the activity.
- 3.5. Requests will be considered and processed on a case-by-case basis and be time-limited.
- 3.6. For District-led activities, the Director will review with staff on a semi-annual basis which District-led activities have District volunteers that may be affected by pay parking, and exempt those District volunteers from pay parking while they are on duty.

District of West Vancouver
PROCEDURE

4. Approval

Approved by	<input type="checkbox"/> Municipal Manager	<input checked="" type="checkbox"/> Mayor and Council
Approval date	2025/03/31	
Council minutes eDocs # (Council Procedures only)	5813554	
Council report eDocs # (Council Procedures only)	5801122	
Signature	<u>[Original signed by Mayor]</u> MAYOR	

Approved by	<input type="checkbox"/> Municipal Manager	<input checked="" type="checkbox"/> Mayor and Council
Replacement date	2025/10/06	
Council minutes Document ID (Council Procedures only)	LGDM-711734498-24685	
Council report Document ID (Council Procedures only)	LGDM-711734498-24696	
Replacement description	To extend exemption to include vehicles of District volunteers while on duty for District-led activities in areas where pay parking is in effect.	
Signature	<u>[Original signed by Mayor]</u> MAYOR	

5. Additional Information

Category	<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Administrative
Date of last review	2025	