

Appendix 2 – Parking

Last updated: April 12, 2016

1. Designated Parking

- 1) Designated parking spaces are provided by Accommodation and Real Estate Services, Ministry of Citizens' Services to ministries for:
 - a) government owned or leased/rented vehicles;
 - b) Cabinet ministers, deputy ministers, judges and visitors;
 - c) employees who have been designated by the ministry to use their private vehicles on government business;
 - d) emergency, security and maintenance vehicles.
- 2) Ministries allocate designated parking spaces to the above vehicles in accordance with ministry policy and priorities.
- 3) The parking charges for designated parking spaces are set by the Accommodation and Real Estate Services, Ministry of Citizens' Services based on:
 - a) the prevailing commercial parking rates in the area;
 - b) the operating and construction/renovation costs.
- 4) Where only a minimal market potential exists for parking spaces, the parking charges for designated parking will be included in the building rental charges.
- 5) Surplus designated parking spaces reported in writing to the Accommodation and Real Estate Services, Ministry of Citizens' Services will not be charged to the ministry.

2. Assigned Parking

- 1) Assigned parking spaces are provided to the minister responsible for assigned parking for allocation among employees/appointees based on:
 - a) special needs of employees (i.e. persons with disabilities);
 - b) the requirement to access special facilities;
 - c) the requirement to come and go frequently for minister's assistants or secretaries;
 - d) employee/appointee continuous regular service seniority;
 - e) applicable provisions in collective agreements.
- 2) Employees/appointees are responsible for paying the rental charges on assigned parking spaces.

- 3) Identification issued for all vehicles allocated assigned parking must be properly displayed in accordance with the parking provisions.

3. Subrogation

- 1) Assigned parking spaces may not be loaned or sublet.
- 2) Employees/appointees in a carpool that has been allocated an assigned parking space, must reapply for the space where a carpool member leaves the pool. (Pool participants cannot automatically assume the space of the employee to whom it is registered where that employee leaves the pool).

4. Cancellation

The Accommodation and Real Estate Services, Ministry of Citizens' Services may cancel assigned or designated parking by giving written notice to the minister responsible for assigned parking or to the affected ministry(s).

5. Assigned Parking Rate

The rate charged by the province for assigned parking spaces will increase over time to market rates. Effective January 1, 1991, the rate is \$6.89 biweekly.