MEMORIAL UNIVERSITY OF NEWFOUNDLAND

REGULATIONS

FOR THE CONTROL OF VEHICULAR

TRAFFIC AND PARKING

on the Grenfell Campus,

Corner Brook

Published by the
Department of Facilities Management
Grenfell Campus, Memorial University
INTRODUCTION

These Regulations have been approved by the Board of Regents pursuant to the Memorial University Act, RSNL 1990 c. M-7, as amended, on July 6th, 2017 and registered under the Statutes and Subordinate Legislation Act, RSNL 1990 c. S-27, as amended.

REGULATIONS

1. Short title
2. Definitions
3. Application
4. Revisions and conflict
5. Parking in designated areas only
6. Parking meter spaces
7. User pay parking
8. Issuing permits
9. Permit areas
10. Obtaining a parking permit
11. Process of application
12. Affirmation by applicant
13. Designated areas
14. Decals
15. Daily or temporary permit
16. Registration of multiple vehicles
17. Replacement permits
18. Persons with disabilities
19. Prohibition
20. Payment of fees
21. Prorated permits
22. Cancellation of permits
23. Alternative designated areas
24. After hours parking
25. Alternate parking for permit holders
26. Visitor's parking
27. Trailers
28. Possession of vehicle without consent
29. Interference with other vehicles
30. Parking prohibited
31. Towing fee
32. Impounding fee
33. Release of seized vehicles
34. Passenger drop-off/pick up points
35. Closure of parking areas
36. Enforcement
37. Parking prohibitions
38. Rescinding permits
39. Rescinded permits
40. Prohibited parking
41. General prohibitions
42. Parking Approval-Facilities Management
43. Disabled parking
44. Fines

Short title

1. These regulations may be cited as the Memorial University – Grenfell Campus Traffic Regulations.

Definitions

2. In these regulations
   (a) "Act" means the Memorial University Act;
   (b) "board" means the Board of Regents;
   (c) "campus" includes all land owned, occupied or leased by the university and any buildings erected on it;
   (d) "Campus Enforcement and Patrol" means the security force of the university;
   (e) "car pool" means where 2 or more persons register separate vehicles to comprise a car pool;
   (f) "crosswalk" means
      (i) a part of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or other markings on the surface, or
      (ii) the part of a roadway at an intersection that is included within the connection of the lateral lines of the sidewalks on the opposite sites of a highway, measured from the curbs or, in the absence of curbs, from the edges of the roadway;
   (g) "drop off points" means areas on campus designated for the drop off and pick up of passengers;
   (h) "employee" means a person on the payroll of the university;
(i) "fee" means a fee prescribed by the board;

(j) "Memorial University of Newfoundland" means the corporate body established and continued under the Act;

(k) "minister" means the minister appointed under the Executive Council Act to administer the Act;

(l) "motor cycle" means a motor cycle within the meaning of the Highway Traffic Act;

(m) "motor vehicle" means a motor vehicle within the meaning of the Highway Traffic Act and includes a motor cycle;

(n) "no parking area" means
   (i) a part of the university land where signs are erected under the Act or under these regulations to indicate that no parking is permitted,
   (ii) a part of the university land that is not covered by a hard surface, or
   (iii) a part of the university land that is a sidewalk, walkway or otherwise not intended for use by a motor vehicle;

(o) "park or parking" means to permit a vehicle whether occupied or not to remain in a stationary position, except when halting temporarily for the purpose of, and while actually engaged in, the loading and unloading of goods and passengers;

(p) "parking areas" means that portion of university land designated for the parking of motor vehicles;

(q) "parking meter" means a device which indicates on it the length of time during which a vehicle may be parked and which has as a part of it a receptacle for receiving and storing coins, a slot or place in which the coins may be deposited, a timing mechanism to indicate the passage of the interval of time during which the parking is permissible and which also displays a signal when the interval of time has elapsed;

(r) "parking meter space" means any area or portion of any highway, street or parking are marked out under these regulations for the accommodation of a vehicle and adjacent to which a parking meter has been installed;

(s) "parking app space" means any area marked out under these regulations for the accommodation of a vehicle and adjacent to which a sign indicates that the area is controlled by the parking app.

(t) "permit" means a permit issued under the Act or these regulations;

(u) "permit only area" means a part of the campus where signs erected under subsection 37(1) of the Act indicate that parking is not permitted except under permit;

(v) "person" includes a partnership, corporation or association;

(w) "roadway" means that portion of university land designated for the use of motorized vehicles, excluding parking areas;

(x) "service personnel" means persons employed by companies, firms, government departments, individuals or agencies providing services full-time or part-time on campus;

(y) "signs" means a marking or device displayed or erected by the university to regulate the movement of pedestrian and vehicular traffic and the parking of vehicles on campus;

(z) "student" means a student registered in either day or evening courses for credit or non-credit;

(aa) "summons" means an issued summons which relates to an alleged traffic or parking offence;

(bb) "traffic control device" means a parking meter, mechanical gate, parking app or other device used for the control of traffic or parking;

(cc) "traffic officer" means a member of Campus Enforcement and Patrol or a police officer;
(dd) "university" means the Memorial University of Newfoundland;

(ee) "university land" means all land owned or occupied or leased by the university and any buildings erected on it;

(ff) "vehicle" means a vehicle as defined by the Highway Traffic Act, and includes a motor cycle; and

(gg) "visitor" means a person not defined as a student, employee or service personnel.

Application, Responsibilities & Liabilities

3. (1) All persons using university land on Grenfell campus are subject to these regulations.

(2) Unless otherwise specified, these regulations are in effect 24 hours a day, 7 days a week.

(3) Individuals park at Grenfell Campus at their own risk. Grenfell Campus shall not be liable for any risk, or loss of, or damage to, property of individuals, including vehicles or the contents therein, which may result from the use of parking services or facilities.

Revisions and conflict

4. (1) Any revision to these regulations shall be made available on the Grenfell Campus website.

(2) In the case of a conflict between map designations and on-site signs regarding parking instructions, the on-site signage shall be assumed to be the more recent and shall take precedence.

Parking in designated areas only

5. (1) Parking on campus is permitted in designated parking areas only unless permission to park elsewhere is given by a Campus Enforcement and Patrol officer or police officer.

(2) Parking in designated areas shall be in accordance with signs and instructions noted regarding restricted times.

(3) Parking is not permitted on campus roadways, loading zones, fire zones, traffic lanes within parking lots, drop-off points or where otherwise indicated by signs.

(4) Parking will be enforced Monday to Friday from 8am-5pm.

(5) Notwithstanding subsection (3), parking may be permitted on campus roadways where parking app spaces are provided.

(6) A person shall not park a vehicle in a manner that violates or contravenes subsection (1), (2) or (3).

Parking meter spaces

6. (1) The Director of Facilities Management is authorized to designate and mark out by suitable lines or marking separate parking meter spaces, adapted for the parking and accommodation of a vehicle, on the roadways or other university property and to cause to be installed adjacent to each parking meter space a parking meter.

(2) Each parking meter shall have marked on the face plate of the meter the maximum period of time during which a vehicle may be parked in the parking meter space adjacent to which that parking meter is installed.

User pay parking

7. (1) User pay parking is available in designated areas at the times and for the rates posted.

(2) A vehicle shall not be parked in a designated user pay area until the designated fee has been paid, or arrangements have been made to pay.

(3) All vehicles parked in designated user pay areas shall be parked in a manner complying with these regulations.

(4) A person shall not park a vehicle in a manner contrary to this section.

Issuing permits

8. The issuance of parking permits shall be under the direction and control of the Director of Facilities Management and administered by the Grenfell Campus Bookstore.

Permit areas

9. The Director of Facilities Management is authorized to designate areas on university land as parking areas and to mark out and designate by suitable lines, marking or signs within those areas, designated parking spaces adapted for
the parking and accommodation of a vehicle, whether on the roadways or other university land and to designate the parking permits applicable for each designated area.

Obtaining a parking permit

10. (1) Students, employees, service personnel and other persons having a direct association with the university, and wishing to park a vehicle in a designated area on campus shall be offered a parking permit on a first come, first served basis.

(2) Application forms for parking permits referred to in subsection (1) are available at the Campus Enforcement and Patrol Office, the bookstore and on the website.

Process of application

11. (1) The application form shall be completed and signed by the applicant.

(2) University employees requesting their parking fee to be deducted from their salaries must complete the applicable portion of the application form.

Affirmation by applicant

12. (1) By signing the application form, the applicant acknowledges that he or she has read, understands, and agrees to abide by these regulations.

(2) Applications may not be processed if the applicant has outstanding tickets and the applicant has previously shown disregard for these regulations.

Designated areas

13. (1) Parking in designated areas shall be allocated as space permits.

(2) The fees for each designated area will be prescribed by the board.

(3) Full-time students living in residences at Grenfell Campus may apply for areas P6 and P9, and designated areas in P2.

(4) Permits for non-students will be granted on a first-come basis.

(5) Full-time and part-time day students at Grenfell Campus must complete the application and submit it to Facilities Management to be entered into the parking permit random draw. Students have the option of applying for an annual or per term permit. The draw will take place the third Monday in September.

Decals

14. (1) Permits in the form of decals issued for vehicles other than motorcycles, car pool vehicles or multiple vehicles shall be affixed on the inside of the front windshield located in the top centre behind the rearview mirror or hung from the rearview mirror so as not to interfere with the driver’s vision, as approved by the minister.

(2) Decals when affixed or hung from the rearview mirror, must be clearly visible through the front windshield from outside the vehicle.

(3) Where a location referred to in subsection (1) is not considered satisfactory, applicants may contact Campus Enforcement and Patrol for advice regarding satisfactory placement of the decal.

(4) All previous university decals shall be removed from the windshield.

Daily or temporary permit

15. (1) Daily or temporary permits may be issued by the bookstore at a cost of up to $5.00 per day to meet specific needs of visitors and invited guests or when the registered vehicle is out of service and the permit is affixed to the windshield of that vehicle.

(2) Daily or temporary permits shall be in the form of cards and must be placed on the dashboard of the vehicle so as to be clearly visible through the front windshield from outside the vehicle when it is on campus.

Registration of multiple vehicles

16. (1) A person is permitted to register multiple vehicles for the same permit.

(2) Where registration is permitted under subsection (1), only one vehicle shall be parked on the designated parking area at a time.

(3) Upon being satisfied of a breach of this section Campus Enforcement and Patrol may rescind the permit issued for
both vehicles either in addition to or in substitution of any other penalty.

Replacement permits

17. (1) Replacement permits may be issued as circumstances require upon sale of vehicles or replacement of windshields or in other circumstances as considered appropriate by the Director of Facilities Management.

(2) Recognizable portions of the valid permit previously issued shall be returned to the bookstore.

(3) An administrative fee of $20.00 shall be charged for permits issued under subsection (1). An affidavit must be signed prior to being issued the replacement permit.

Persons with disabilities

18. (1) Persons with disabilities must obtain a blue zone permit from the Province of Newfoundland and are permitted to park in designated blue zone spaces.

Prohibition

19. (1) A person shall not deface, copy or duplicate a permit issued under these regulations.

(2) A person shall not provide false or misleading information in the process of obtaining a parking permit.

(3) A person shall not leave a vehicle continuously parked on university land for more than 3 consecutive days without prior approval from Campus Enforcement and Patrol.

Payment of fees

20. (1) All fees referred to in these regulations shall be as prescribed by the board.

(2) Fees may be paid at the Grenfell Campus bookstore.

(3) Fees may be paid by cash, credit card, or electronic debit.

(4) University employees may have their parking fee paid through salary deduction by completing the applicable portion of the application form.

(5) Applicants shall include their employee number on the application form.

(6) Applications for payroll deduction shall not be accepted after June 30 in the current parking year.

Prorated permits

21. (1) Permits issued for the current parking year shall be valid from May 1 to April 30.

Cancellation of permits

22. (1) A permit holder wishing to cancel a parking permit shall make the request at the Office of Campus Enforcement and Patrol.

(2) Refunds are not eligible on P8 permits.

(3) It is the responsibility of the employee to initiate the refund process.

(4) A prorated refund shall be considered, if there is 50 percent or greater duration remaining on the permit. For example, an annual permit with 6 months or more remaining is eligible for a refund in an extenuating circumstance.

(5) A refund shall not be considered, if there is less than 50% duration remaining on the permit.

(6) An administrative fee of $20.00 shall be deducted from any refund.

Alternative designated areas

23. (1) The issuance of a permit for a designated area does not guarantee that parking space will be available at all times in that area.

(2) When the assigned area is full permit holders are authorized to park in the alternate areas designated in the table below.

<table>
<thead>
<tr>
<th>Permitted Area</th>
<th>Optional Authorized Areas</th>
</tr>
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<tbody>
<tr>
<td>P2</td>
<td>P4</td>
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<tr>
<td>P3</td>
<td>P2, P4</td>
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<tr>
<td>P5</td>
<td>P2, P4</td>
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<tr>
<td>P6</td>
<td>P4</td>
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<tr>
<td>P8</td>
<td>P4</td>
</tr>
<tr>
<td>P9</td>
<td>P4</td>
</tr>
</tbody>
</table>
After hours parking

24. (1) Parking will be enforced from Monday to Friday, 8am to 5pm daily.

(2) From November 1 to April 30 during the hours of midnight to 8am overnight parking will be restricted in designated areas to allow for snow clearing.

Alternate parking for permit holders

25. (1) A vehicle displaying a valid university parking permit may, as space permits, park in another parking area excluding P6 and P9 (residence parking), at the following times:

   (a) between Monday 5pm and Tuesday 8am;
   (b) between Tuesday 5pm and Wednesday 8am;
   (c) between Wednesday 5pm and Thursday 8am;
   (d) between Thursday 5pm and Friday 8am;
   (e) between Friday 5pm and Monday 8am.

Visitor's parking

26. (1) A daily parking pass may be purchased from the Campus bookstore for up to $5.00 per day and is valid for P2 lots.

(2) Parking in the Circle/Roundabout in front of the Arts & Science Extension is pay per use using the parking app.

Trailer

27. (1) Trailers shall not be parked on campus unless explicit permission is given by Campus Enforcement and Patrol.

(2) A person shall not park a trailer in a manner that violates or contravenes this section.

Possession of vehicle without consent

28. (1) The owner of a vehicle shall incur the penalties provided for a violation of these regulations with respect to a vehicle owned by him or her unless at the time of the violation the owner establishes that some person, other than the owner, was in possession of the vehicle without the consent of the owner.

(2) Nothing in this regulation shall relieve the driver or operator referred to in subsection (1) from incurring the penalties provided for a violation of these regulations.

Interference with other vehicles

29. A person shall not park a motor vehicle upon university land in a manner as to interfere with the parking of other motor vehicles or other motor vehicles attempting to enter upon or leave a portion of university land.

Parking prohibited

30. (1) Where a sign which has the words "NO PARKING" or a symbol for "NO PARKING" inscribed on it is erected on a roadway and the part of the roadway to which the sign is applicable is clearly indicated by painted lines or words or markers on the roadway or by additional words inscribed on the signs describing the area to which the prohibition of the sign is applicable by name or other description or by reference to another sign erected on or near the same roadway, the driver of a vehicle shall not park the vehicle in the area to which the sign applies, or between the hours or during the time specified on the sign.

(2) Where a sign which has the words "NO PARKING EXCEPT UNDER PERMIT" or a symbol for "NO PARKING EXCEPT UNDER PERMIT" inscribed on it is erected on a roadway and the part of the roadway to which the sign is applicable is indicated by painted lines or words or markers on the highway or by additional words or symbols inscribed on the sign describing the area to which the prohibition of the sign is applicable by name or other description or by reference to another sign erected on or near the same roadway, a person other than the person to whom the permit was issued shall not park a vehicle in the area to which the sign applies.

(3) A person shall not park a vehicle in a manner that violates or contravenes this section.

Towing fee

31. A towing fee as prescribed by the board shall be charged by the university and shall be payable during normal business hours at the Campus Bookstore.
Impounding fee

32. An impounding fee per day or any part of a day as prescribed by the board may be charged for an impounded vehicle and shall be paid prior to the release of the vehicle at the Campus Bookstore.

Release of seized vehicles

33. Vehicles towed or impounded shall be released to the registered owner on the payment of the applicable towing and impounding fees.

Passenger drop-off/pick up points

34. Locations for the drop-off and pick-up of passengers have been established on campus and are marked with signs.

Closure of parking areas

35. (1) Parking areas may be closed when necessary for maintenance, cleaning, snow clearing, safety or other purposes.

(2) A person shall not park in a parking area that has been closed.

Enforcement

36. (1) Any person who violates or contravenes any provision of these regulations is guilty of an offence and is liable to the fine set out in the schedule, or where no fine is set out, to the penalty provided in the Act.

(2) A vehicle parked in violation of these regulations or the Act may be towed and impounded at the direction of a Campus Enforcement and Patrol officer where:

(a) the parking offence continues for 72 hours;

(b) the vehicle is interfering with the parking of other motor vehicles;

(c) the vehicle is interfering with other motor vehicles attempting to enter upon or leave a portion of university land;

(d) the vehicle is obstructing the flow of traffic on a roadway or parking area;

(e) the vehicle is parked in a fire lane or loading zone; or

(f) the vehicle is parked in a manner that creates a hazard to pedestrians or other vehicles.

Parking prohibitions

37. (1) A person shall not park a vehicle in designated parking areas for which a permit is required without a valid permit for that area.

(2) A person shall not park a vehicle in a designated parking area for which that person has a valid permit without properly displaying the permit as specified in these regulations.

(3) A person shall not park a vehicle in such a way as to occupy more than one parking space within a designated parking area.

Rescinding permits

38. A parking permit may be rescinded by the Director of Facilities Management for:

(a) obvious disregard of these regulations;

(b) defacing a permit;

(c) copying or duplicating a permit;

(d) misuse of a permit;

(e) supplying false information; or

(f) damaging or tampering with a traffic control device or sign.

Rescinded permits

39. Persons whose university vehicle parking permits have been rescinded shall not be eligible for a refund.

Prohibited parking

40. (1) A person shall not park any vehicle in any parking meter or parking app space at any time unless the driver of that vehicle, immediately after parking the vehicle, pays in advance for the duration of the stay.

(2) Upon compliance with these requirements, the person shall be entitled to use the parking meter or parking app space for parking purposes for the interval of time indicated by the timing mechanism of the parking meters/parking app.
A person shall not allow a vehicle to remain parked in any parking meter or parking app space for a period longer than that for which payment has been made by the driver.

A person shall not park a vehicle at a parking space other than in the direction of the normal traffic flow.

General prohibition

41. (1) Except where otherwise provided or where necessary to avoid conflict with traffic or to comply with the law or the directions of a traffic officer or traffic control device, a person shall not stop, stand or park a vehicle on a roadway or university land so that the vehicle or a part of it is
   
   (a) in violation of the direction provided by any sign erected and applicable to the area in which the vehicle is parked;
   
   (b) on a campus roadway;
   
   (c) in a no parking area;
   
   (d) double parked;
   
   (e) in an area that is not clearly defined as a parking space;
   
   (f) occupying more than one marked parking space;
   
   (g) on a sidewalk, walkway, landscaped area or in any area not designated or intended to be used for parking;
   
   (h) in front of a public or private driveway;
   
   (i) in front of an authorized loading door designated as that by the Director of Facilities Management;
   
   (j) within an intersection or within 6 metres of an intersection;
   
   (k) within one metre from the point on the curb or edge of the roadway immediately opposite a fire hydrant;
   
   (l) within 3 metres of a fire exit;
   
   (m) within a designated emergency area;
   
   (n) within a designated fire lane;
   
   (o) within a designated loading zone;
   
   (p) within a crosswalk;
   
   (q) within 6 metres of the approach of a crosswalk;
   
   (r) within 10 metres upon the approach to a flashing beacon, stop sign or traffic-control signal located at the side of a roadway;
   
   (s) within a designated bus stop or drop off area;
   
   (t) within 6 metres of a designated bus stop or drop off area;
   
   (u) alongside or opposite a street excavation or obstruction when stopping, standing or parking obstructs traffic;
   
   (v) on the roadway side of a vehicle stopped or parked at the edge or curb of a roadway;
   
   (w) in a manner contrary to the directions of a posted sign;
   
   (x) obstructs or impedes the movement of other vehicles or pedestrians; or
   
   (y) in a place in contravention of a traffic-control device or traffic officer that gives notice that stopping, standing or parking is there prohibited or restricted.

(2) Except where as otherwise permitted, a driver shall not stop, stand or park a vehicle on a roadway other than on the right side of the roadway parallel to that side and, where there is a curb, with the wheels within 30 centimetres of the curb.

Parking Approval - Facilities Management

42. (1) Except in accordance with the Act or these regulations the driver of a vehicle shall not park the vehicle upon university land unless permission has been obtained from the Director of Facilities Management, either orally or in writing and either without or subject to conditions.

(2) A driver who receives permission under subsection (1) shall park the vehicle in accordance with the conditions to which the permission is subject or, where there are no conditions, as otherwise directed by the Director of Facilities Management.

Disabled parking

43. (1) For the purposes of this section:

   (a) "disabled parking space" means a parking space set aside for disabled persons to park a motor vehicle and so designated by the parking prohibited except disabled sign;
(b) "parking prohibited except disabled sign" means the sign used to designate that parking is prohibited at all times, disabled drivers excepted, on all days, in the directions indicated by the arrows and the sign shall conform to the specifications of the RB71 sign in the 4th edition of the Manual of Uniform Traffic Control Devices for Canada;

(c) "international wheelchair logo" means the sign or symbol with a white wheelchair on a blue background; and

(d) "permit" means the permit bearing the international wheelchair logo which has been issued by the Province of Newfoundland and Labrador.

(2) A person, other than the holder of a valid permit or a person accompanying a permit holder, shall not park a motor vehicle in a disabled parking space.

(3) Every person who holds a permit and parks in a disabled parking space shall display that permit in the driver's side, lower portion of that vehicle's windshield while parked in that space.

(4) For the purpose of this section, a motor vehicle displaying a valid special license plate or valid parking permit with the international wheelchair logo and issued under the laws of a province other than the Province of Newfoundland and Labrador or a state of the United States, shall be recognized as valid and allowing the special parking privileges provided in these regulations.

**Fines**

44. The following fines are to be applied to the offences specified:

1. Towing fee (s. 31) = $100.00
2. Impounding fee (s.32) = $15 per day
3. Breach of any other section = $20.00