

**Parking Stakeholder Consultation Group
Draft Meeting Minutes
January 27, 2022, 1-3pm
Virtual Meeting hosted on Microsoft Teams**

As approved at the meeting of March 10, 2022.

Regular Members

Name	Representative	Organization	Present
Quentin Levesque	PSCG Chair (Acting Director, Roads and Parking Services)	City of Ottawa – Public Works Dept	Yes
Scott Caldwell	Parking Services (Area Manager, Transitway & Parking)	City of Ottawa – Public Works Dept	Yes
Dennis Van Staalduinen	BIA	Wellington West BIA	Yes
Kalin McCluskey	BIA	ByWard Market BIA	Yes
Christine Leadman	BIA	Bank Street BIA	Yes
Patrick Burke	BIA	Glebe BIA	Yes
Alice Nakanishi	Community Association	Centretown Citizens Community Association	Yes
James Grant	Community Association	Old Ottawa South Community Association	Yes
John Verbaas	Community Association	Federation of Citizen's Associations	Yes
Vania Karam	Accessibility	Accessibility Advisory Committee	Yes
Daniel Spence	TDM / Cycling / Pedestrian	University of Ottawa	Yes
Greg Fyffe	Places of Worship	Knox Presbyterian Church	Yes
Kelly Haussler	Tourism and Convention Authority Representative	Ottawa Tourism	Yes
Dean Karakasis	Development Industry / Building Owner / Manager	Building Owners and Managers Association	Yes
John Woodhouse	Older Adults	Council on Aging	Yes

City Staff and Presenters

Name	Title	Department / Organization	Present
Brandon Pollard	Project Coordinator	Parking Services	Yes
Jessica Kennedy	Project Officer	Parking Services	Yes
Mitchell House	Project Manager, Environmental Program	Planning, Real Estate & Eco Dev. Dept	Yes
Jessica Lloy	Project Officer, TDM	Planning, Real Estate & Eco Dev. Dept	Yes

Item 1 – Introductions, Overview, Review of Previous Minutes

Meeting opened by new Chair Quentin Levesque, who introduced himself, welcomed new members Patrick Burke (new Glebe BIA Executive Director) and Kalin McCluskey (new ByWard Market BIA Executive Director), and led a round table introduction

- Minutes of the PSCG meeting of September 23, 2021 were approved.

Item 2 – Program Update

Presentation led by Scott Caldwell that provided an update regarding the 2022 Parking Services budget and ongoing projects and programs currently being led by Parking Services.

Discussion and comments:

- With respect to the 2022 budget, is the number of planned EV charging stations known?
 - Staff noted that funding for EV charging stations will be funded via capital funds for infrastructure upgrades and on-street modifications
 - It is projected that some funds will be available for EV charging stations in each of the next few years, but until individual project costs are known and demand can be assessed, it is unclear how many EV charging stations this will translate to.

Item 3 – Parking Services 2022 Work Plan

Presentation led by Scott Caldwell that provided an overview of the projects and initiatives to be undertaken by Parking Services in 2022.

The group heard the presentation and had no questions or comments.

Item 4 – Public Bike Parking Program Update

Presentation led by Brandon Pollard that provided an update regarding the ongoing implementation of the Public Bike Parking Program.

Discussion and comments:

- With respect to the new corral designs, was there any consideration regarding the ability to park smaller bikes such as children's bikes?

- Staff confirmed that that was a consideration during the selection process and that the new design will be compatible with different sizes of bikes.
- From a conceptual standpoint the existing corrals are great, however there are esthetic and functional shortcomings (e.g. lack of end pieces).
 - Staff explained that the existing corrals are missing pieces and generally in rough shape which is a key factor in pursuing their replacement.
 - Design-related considerations have been taken into account with what has been proposed.
- The proposed green colour of the corrals looks excellent. In addition, could reflective tape also be added to the racks for improved visibility?
 - Staff noted that it was a great idea and will be considered in planning for the installation of the racks.
- With respect to the Velocity racks, there has been feedback from business areas that the racks should only be on private property and not in the public right of way. More consultation is requested regarding the location of the Velocity racks.
 - Staff confirmed that they are aware of these concerns and will continue working with stakeholders and the vendor to resolve concerns. In some cases, the Velocity racks are the only option for bike parking where permanent installations are not suitable.
 - Staff are bringing the contract for Velocity racks into Parking Services which will improve alignment with the program.
 - In addition, the funding that has accompanied the Public Bike Parking Program is expected to result in less reliance on Velocity program in the future.
- If Velocity racks are to be rolled out into the BIA areas, then perhaps local businesses should have first opportunity to advertise on the racks.
- Recognition that bringing the Velocity rack program under the Public Bike Parking Program umbrella will result in a more balanced selection of installation types.
- Can staff share the data regarding the weightings and process behind identifying the recommendations for new rack installations?
 - Staff would be open to an off-line discussion to get into a greater level of detail. Anybody who is interested should reach out to staff directly.
 - As the Public Bike Parking Index Tool and associated data inputs are further developed, the data sources will be clarified and shared.

- Wellington West BIA offered to partner with the City regarding the business collaboration pilot where bike racks can be provided to the BIAs at cost.
- With respect to the bike corrals, from anecdotal experience there is an enormous demand for bike parking in some downtown areas, some of which may not be part of a BIA. Will staff be investigating such areas for the installation of corrals to ensure these gaps are not missed?
 - Staff explained that in the 2022 season the priority will be within BIA areas however all areas will be assessed if the program is to continue to expand beyond 2022.

Item 5 – On-Street EV Charging Update

Presentation led by Mitchell House that provided an update regarding the locations and installation of on-street EV charging stations.

Discussion and comments:

- Will there be EV charging stations in any rural areas? What about the Stage 2 LRT stations?
 - Staff explained that at this stage the on-street EV charging will be limited to the urban core. However some of the Stage 2 LRT stations will include EV charging stations.
- Some concern regarding the 930 Wellington location, such that it may not be an optimal location from a user perspective, especially with two large developments slated for construction in the immediate area. Wellington West BIA to follow-up off-line.
- With respect to accessibility at charging stations, have there been any considerations for usability for people who have difficulty activating or manipulating the charging equipment?
 - Staff explained that the built environment surrounding the charging stations will adhere to AODA standards.

Item 6 – E-Scooter Pilot Update

Presentation led by Jessica Lloy that provided an update regarding the findings of the 2021 pilot and the plans going forward in 2022.

Discussion and comments:

- How many dedicated parking locations were available for scooters in 2021?

- Staff confirmed that a total of 5 locations were established in 2021.
- Is the data regarding mis-parked scooters available year over year? There is some concern regarding the high-level findings of the pilot, especially around mis-parking of scooters, without being able to compare previous data.
 - Staff explained that the previous year's data was not in the presentation but that they are aware that some is a concern for business areas and that it is available.
- Have the 2022 locations for parking zones been selected? Wellington West would be interested in suggesting some locations in Wellington West.
 - Staff confirmed that the locations are still being chosen and that involvement by Wellington West would be welcomed.

Item 7 – Wrap-Up

- Members were invited to propose topics or speakers from areas they'd like to hear more about.
 - Potential item put forward includes a discussion on parking policy within the context of climate change.
- Staff will follow up to schedule the next meeting, which is expected to be in March.