

**Parking Stakeholder Consultation Group**  
**Meeting Minutes**  
**January 28, 2025, 2:00 pm – 4:00 pm**  
**Virtual Meeting hosted on Microsoft Teams**

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Approved on June 5, 2025.

**Regular Members**

Name	Representative	Organization	Present
Quentin Levesque	PSCG Chair (Director, Roads and Parking Services)	City of Ottawa – Public Works Dept	Yes
Scott Caldwell	Parking Services (Manager, Parking Services)	City of Ottawa – Public Works Dept	Yes
Judy Lincoln	BIA	Westboro Village BIA	Yes
Colleen Gyori	BIA	Downtown Rideau BIA	Yes
SabriNa C. Lemay (Adam Schaffer)	BIA	Centretown BIA	Yes
Darrell Cox	BIA	Glebe BIA	No
TBD	Community Association	Seat currently vacant	
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Derrick Simpson (John Verbaas)	Community Association	Federation of Citizen's Associations	Yes
Ana Maria Cruz-Valderrama	Accessibility	Accessibility Advisory Committee	Yes
Daniel Spence	TDM / Cycling / Pedestrian	University of Ottawa	No
Greg Fyffe	Places of Worship	Knox Presbyterian Church	Yes
Julia Cosentino	Tourism and Convention Authority Representative	Ottawa Tourism	Yes
Dean Karakasis	Development Industry / Building Owner / Manager	Building Owners and Managers Association	Yes
Janet Luloff	Older Adults	Council on Aging	No

**City Staff and Presenters**

Name	Title	Department / Organization	Present
Katie Vaughan	Program & Project Management Officer (BSS)	Public Works Dept. – Business Support Services	Yes
Gaby Davilus	Project Coordinator, Parking	Public Works Dept. – Parking Services	Yes
Bryan Babbs	Coordinator, Parking Studies	Public Works Dept. – Parking Services	Yes
Erik Weinfurter	Project Coordinator, Parking Studies	Public Works Dept. – Parking Services	Yes

## **Item 1 – Introductions, Welcome, Round Table**

The meeting was opened by Quentin Levesque, who welcomed members, introduced substitutes for absent members, and provided an overview of the meeting agenda.

- Minutes for the PSCG meeting held on October 24, 2024, were approved.
- Adam Schaffer represented the Centretown BIA on behalf of SabriNa Lemay.
- John Verbaas represented the Federation of Citizen's Associations on behalf of Derrick Simpson.

## **Item 2 – Program Update**

Scott Caldwell presented an update on the Parking Services program, highlighting anticipated 2025 reports related to the procurement of a new parking system, evening and weekend parking, 2024 Annual Report, and bike share. Other updates covered lifecycle and facility upgrades, the Pay and Display location review / redeployment, pending on-street rate changes, and off-street EV charging implementation.

Discussion and comments:

- No discussion or comments were received.

## **Item 3 – 2025 Work Plan**

Scott Caldwell led a presentation on the 2025 Parking Services Work Plan, outlining updates and new initiatives for each of the Parking Services Service areas as follows:

- Facility Operations
  - EV charging expansion – off-street
  - Tour Bus Strategy
  - Lifecycle – Lot 3 (resurfacing), City Hall / Lot 8 (slab replacement)
  - Pay & Display reduction / relocation
  - Implementation of paid parking - Kitchissippi
- Systems Management
  - Ādisōke parking garage build (Central Library)
  - RFP for parking payment system
  - On-street sensor pilot

- Parking Studies
  - Evening / weekend parking review
  - Kitchissippi monitoring
  - Parking Assessments – Laurier Ave East / Old Ottawa East
  - Spring / Fall comprehensive data collection
  - Central Area Parking Study – data collection
- Bike Parking
  - Expand bike locker program
  - Event Bike Parking Program (launch)
  - Wayfinding Strategy
  - Bike Parking Data Management Strategy
- Unit / Strategic Support
  - Bike Share assessment
  - 2024 Annual Report
  - Capital Program Plan update
  - On-street, car share pilot
  - Curbside Management Strategy (initiate / scoping)

Discussion and comments:

- No discussion or comments were received.

#### **Item 4 – Evening / Weekend Review**

Bryan Babbs and Erik Weinfurter provided an update on the Evening and Weekend Rate Review, summarizing key issues and feedback gathered through consultations. The presentation outlined the considerations that guided the development of a new framework and criteria for extending paid parking hours, including proposed start and end times, parameters for implementation, and an overview of the draft outcomes.

Discussion and comments:

- No discussion or comments were received.

#### **Item 5 – Bike Parking Update**

Gaby Davilus presented a status update on the public bike parking initiatives, including a bike rack inventory and maintenance summary from 2024 overview of the programs related to winter-maintenance , subsidized bike racks for private property (Hello Vélo), bike repair stations, abandoned bike removal, event bike parking, and secure bike lockers.

#### Discussion and comments:

- Is there an update on the replacement and installation of ring and post bike racks on sidewalks with interlocking pavers?
  - Staff confirmed that testing of an underground concrete slab and base sleeve for swapping out bike racks was successful. New equipment has been purchased to repair existing racks in interlocking pavers and install new ones, with work set to begin in spring/summer 2025.
  - Staff will start in Wellington West and move into Westboro (as resources permit)

#### **Item 6 – Wrap-Up**

Wrap-up led by Quentin Levesque where he invited members to raise any final items or suggest topics for future sessions. He noted the next PSCG meeting will likely take place in May or June 2025.

- No final items or topics were raised.