

**Parking Stakeholder Consultation Group  
Draft Meeting Minutes  
September 23, 2020, 1pm-4pm  
Virtual Meeting hosted on Microsoft Teams**

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As approved at the meeting of December 3, 2020.

**Regular Members**

<b>Name</b>	<b>Representative</b>	<b>Organization</b>	<b>Present</b>
Laila Gibbons	PSCG Chair Director Roads and Parking Services	City of Ottawa – Public Works & Environmental Services	Yes
Scott Caldwell	Area Mgr, Parking Services and Transitway	City of Ottawa – Parking Services	Yes
Dennis Van Staaldouin	BIA	Wellington West BIA	Yes
Jasna Jennings	BIA	ByWard Market BIA	Yes
Christine Leadman	BIA	Bank St BIA	Yes
Andrew Peck	BIA	Glebe BIA	No
Alice Nakanishi	Community Association	Centretown Citizens Community Association	Yes
TBD	Community Association	N/A	N/A
John Verbaas	Community Association	Federation of Citizen's Associations	Yes
Vania Karam	Accessibility	Accessibility Advisory Committee	No
Daniel Spence	TDM / Cycling / Pedestrian	University of Ottawa	No
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

**Alternates & Guests**

<b>Name</b>	<b>Representative</b>	<b>Organization</b>	<b>Present</b>
Chloe Park	Alternate for Andrew Peck	Glebe BIA	Yes

## City Staff and Consultant Presenters

Name	Title	Department / Organization	Present
Brandon Pollard	Project Mgr, Bike Parking Strategy	Parking Services	Yes
Rebecca Hagen	Project Mgr, Environmental Prgm	Planning, Infrastructure & Eco Dev	Yes
Brandon Orr	Consultant, Bike Parking Strategy	Stantec	Yes
Stephen Oliver	Consultant, Bike Parking Strategy	Stantec	Yes

### Item 1 – Introductions, Overview, Review of Previous Minutes

Meeting opened by the Chair, who explained that she has resumed the role of Director of Roads and Parking Services after being seconded to support the economic recovery efforts earlier this year.

Minutes of the PSCG meeting of July 16, 2020 were approved.

### Item 2 – Bike Parking Strategy Update

Topic introduced by Brandon Pollard, with a presentation led by Scott Caldwell, Brandon Orr (Stantec), and Stephen Oliver (Stantec).

Discussion and comments:

- There is already a lot of on-street bike parking in many areas, such as along Bank St., and we should be looking to reduce street clutter, not increase it. Instead of adding on-street bike parking, why not locate bike parking in parking lots or garages, such as the Gloucester St garage?
  - Staff explained that one of the outcomes of the Bike Parking Strategy will be new types of bike parking infrastructure, such as higher capacity racks which have the potential to reduce the number of individual racks. Additional locations for bike parking infrastructure, such as other public spaces, will also be explored.
- Need to ensure that there is sufficient bike parking at LRT and transit stations
  - Staff confirmed that bike parking is already being added at transit stations, and that additional opportunities will be identified.
- More bike parking at Park and Rides would encourage people to take transit, especially in suburban areas.
- Anecdotally, secure bike parking (bike lockers) has not been well used in the past.

- Like motorists, cyclists generally want to park at their destination. However, it's not feasible to accommodate everyone. Need to find a balance between additional racks and keeping the sidewalks free of clutter.
  - Staff referenced the higher capacity racks that will be a potential outcome of the Bike Parking Strategy.
- Due to the impacts of Covid-19, we need to be careful that any cycling data from 2020 may not be representative of normal trends.
  - Staff agreed there may be less commuter cycling, but potentially more “casual” cycling.
- Higher capacity racks are a good thing, however, in some areas such as Wellington West, replacement of damaged / missing racks and better maintenance of existing racks may be of greater benefit.
  - Staff confirmed that maintenance of existing bike parking infrastructure will be part of the Bike Parking Strategy.

### **Item 3 – On-Street EV Charging Stations**

Presentation led by Rebecca Hagen which provided an overview of the on-street EV charging station initiative including operational details, locations of the chargers, and next steps.

Discussion and comments:

- How will people know if the chargers are being used?
  - Staff confirmed that there will be an indicator light on the charger itself, and that the status of the chargers will be viewable online using an app.
- Will there be a cost to use the chargers?
  - Staff confirmed that there will be a per minute charge.
- What type of chargers will these be?
  - Staff confirmed they will all be Level 2 chargers.
- Regarding the selection of the Somerset Street West charging station, which side of the road will it be on? Suggest not installing it in front of any businesses especially if people will be charging long-term. Is there any data indicating a demand for EV charging at this particular location?
  - Staff confirmed it will be on the residential side. Sites were selected by identifying general areas in which chargers could be located, and then by applying a set of criteria, with safety being primary, specific locations were identified. Data regarding demand for EV charging was not readily available and not relied on. The project team is open to suggested

changes and will be launching a public consultation via the Engage Ottawa website soon.

#### **Item 4 – MPMS Objectives**

Discussion led by Scott Caldwell to review draft updated wording of the second MPMS objective to account for the addition of “local communities” to the list of affected stakeholders (businesses, institutions, and tourism). This is a follow up to direction received at Transportation Committee. Based on previous discussions at PSCG, possible options were presented.

Options:

1. Prioritize short-term parking that is responsively priced to support businesses, institutions, and tourism while considering the impacts on the local community.
2. Prioritize short-term parking that is responsively priced and managed to balance the needs of businesses, institutions, tourism and the local community.

Discussion and comments:

- Support for option 1:
  - More consistent with the original intent of the objective and the balance it struck alongside the other objectives, Rate Setting Guidelines and Local Area Parking Study Terms of Reference
  - Affords staff less ambiguity / clearer focus when making decisions
  - The phrasing “considering the impacts of the local community” allows Council assess whether those impacts were considered before they make a decision
- Support for option 2:
  - Surrounding communities would have an equal say
  - Commercial interests and community interests should be one-and-the-same
  - Otherwise, may increase opposition to any measures on the part of the community

Based on the discussion and general consensus, option 1 was selected as the new MPMS Objective #2. The Centretown Citizens Community Association representative opposed option 1 and requested that this be recorded in these minutes.

## Item 5 – Program Update

Presentation led by Scott Caldwell which provided an update regarding various ongoing Parking Services initiatives, including the impact of Covid-19, upcoming Parking Services reports to Transportation Committee and Council, and miscellaneous projects.

- Have any parking studies been conducted using pre-Covid-19 data?
  - Staff confirmed that the Glebe LAPS is currently underway, using data collected in the fall of 2019.
- Is the Central Area Parking Study (CAPS) available?
  - Staff confirmed that it is complete and it can be shared. Staff to provide a copy to John Verbaas on request and the findings will be presented at a future PSCG meeting. **(Action Item)**
- What is the timing of the Kitchissippi Parking Strategy update?
  - Staff explained that this is dependent on the level of demand returning to close-to-previous levels. Staff will begin assessing what may be feasible for the near-term in Q1 2021 and will reach out to the BIAs
- With respect to the parking technology part of the pay & display contract extension, what were the alternative considerations?
  - Staff explained that a Technology Roadmap was put together and used in part to form the conclusions of the report. It will be included along with the legislative report as an attachment.
- Request to have an update regarding the e-scooter pilot from Transportation Services staff. **(Action Item)**

## Item 6 – Wrap-Up

- Next meeting – late November or early December 2020
- In addition to the suggestion for an e-scooter pilot update, we will look at bringing someone in from enforcement to a future meeting **(Action Item)**
- Staff advised that the slide decks from this meeting will be circulated, and to feel free to reach out with any questions or comments.