Parking Stakeholder Consultation Group
Meeting Minutes
September 21, 2022, 1-3 pm
Virtual Meeting hosted on Microsoft Teams

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 (Area Manager, Transitway & Parking)	City of Ottawa – Public Works Dept	Yes
Dennis Van Staalduinen	BIA	Wellington West BIA	No
Kalin McCluskey	BIA	ByWard Market BIA	No
Christine Leadman	BIA	Bank Street BIA	No
Patrick Burke	BIA	Glebe BIA	No
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	No
Kelly Haussler	Tourism and Convention Authority Representative	Ottawa Tourism	No
Dean Karakasis	Development Industry / Building Owner / Manager	Building Owners and Managers Association	No
John Woodhouse	Older Adults	Council on Aging	No

Alternates

Name	Representative	Organization	Present
Pat Nicastro	BIA	Representing the ByWard Market on behalf of Kalin McCluskey	Yes
Catherine Callary	Tourism and Convention Authority Representative	Ottawa Tourism on behalf of Kelly Haussler	Yes

Item 1 – Introductions, Overview, Review of Previous Minutes

Meeting opened by Chair Quentin Levesque, who welcomed members.

- Minutes of the PSCG meeting of March 10, 2022 were approved.

Item 2 – Program Update

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

Discussion and comments:

- Scott invited members to share any feedback and comments regarding PayByPhone, which resulted in the following comments:
  - Advantages – being able to top up time without having to run back to the car
  - Barriers – having different apps for paying by phone (e.g. Lansdowne uses a different app) can be confusing for users
  - Another challenge is related to accounts being tied to a specific license plate – for example if using a rental car the user has to be cognizant to input the rental plate
  - Choosing the correct spot can be confusing
  - Extensive communications and promotions is critical to remind people about using pay by phone – use parking spaces, equipment, and signage as billboards to advertise
- What happens when e-scooters are not parked in a designated spot?
  - Staff confirmed e-scooters can still be parked in the street furniture zones in addition to the designated on-street spaces. However if e-scooters are parked in a way that blocks a sidewalk or right of way that can be reported to 311.
- Possible to encourage the e-scooter vendors to place e-scooters in the designated spaces?
  - Staff confirmed that they will share that feedback with the service area responsible for the e-scooter program.
- Appropriate e-scooter parking is extremely important. A member shared a story where they were with a blind person and an e-scooter was parked inappropriately and in their walking path. The sighted individual noticed the

parked e-scooter and was able to avoid an accident however had the sighted person not been there the blind individual would have likely tripped on it.
- With respect to university and colleges, there are 3 cohorts on campus starting in September 2022 that have never been on campus before (due to remote learning due to Covid). For example, at the University of Ottawa, there are waiting lists for parking passes which has never occurred before.

Item 3 – Bike Parking Update

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

Discussion and comments:

- Anecdotal comments that there aren't enough bike parking racks along Elgin St. Possible location for additional corrals?
  - o Staff noted that Elgin was not identified as an area lacking in bike parking however would be happy to discuss opportunities for more with local stakeholders.
- With respect to secure bike racks, some concerns regarding the relatively few number of bikes that are able to park at each installation, what to do with abandoned bikes and/or regular long-term usage, and whether the secure lockers will actually be secure.
  - o Staff confirmed that:
    - Each of the three pilot installations will hold 6 bikes each
    - High usage will be considered indicative of success
    - Staff have worked with security to ensure the racks remain safe for use.
    - Strategies for addressing abandoned and/or long-term storage of bikes in the secure racks continue to be discussed, but the rate structure is intended to dissuade the lockers from being used as very long-term / semi-permanent storage.
- Suggestion that a potential solution to long-term parking is related to the fee structure, where rates increase somewhat after 8 hours.
- How will control of the lockers be managed so that the bikes parked inside remain secure? For example, there have been stories around the city where thieves have broken into apartment/condo secure bike rooms and stolen bikes.
  - o Staff explained that access to the lockers will be gained using an app. There will be no keys circulating – only the user who purchased time and

locked the door can reopen it. The approach differs from and is more secure than a communal bike cage.

- With respect to the winter hand shovelling of bike racks, have any locations around OC Transpo stations been identified?
  - Staff noted that as part of the first season, winter maintained racks will be primarily within the vicinity of paid parking locations however there may be future opportunities for expansion.
- Would staff be available to do a general public presentation regarding the ongoing implementation of the Public Bike Parking Program? Could the presentations from the PSCG meetings be added onto the website along with the meeting minutes?
  - Staff confirmed that public presentations are possible. Often the best way is to be invited to broader community events by the Councillor's Office or Community Associations where Parking presentations could be added to an agenda. It was also noted that much of the information regarding the Public Bike Parking Program is available on Ottawa.ca. Staff will review the feasibility of adding the presentations to Ottawa.ca.

Item 4 – Electric Vehicle (EV) Charging Update

Presentation led by Scott Caldwell that provided an update regarding the implementation of both on-street and off-street EV charging stations.

Discussion and comments:

- Within the City, who chooses the locations of the on-street EV charging stations?
  - Staff noted that the Climate Change and Resiliency group was the lead for the units that were installed earlier this year, however different departments were consulted and supported the process.
- Determining the type of chargers to be installed is important, whether to locate on-street or off, and whether slower L2 chargers located on-street are even useful, such that parking for only 1-2 hours does not provide much charging capacity.
  - Staff noted that this is an important consideration. For example there have been a mix of both L2 and L3 (slower and faster) chargers at our off-street facilities.
- Suggestion that the City leverage LRT infrastructure for the location of future L3 chargers.

- o Staff acknowledged that this will be an important consideration when developing the go-forward strategy for installing EV charging stations.

Item 5 – PSCG – Next term of Council

Discussion led by Scott Caldwell regarding PSCG membership for the next term of Council. It was explained that per the Terms of Reference for the PSCG, each term of PSCG runs in concurrence with the term of Council. As the current term of Council is ending in October, new PSCG membership will be selected.

No discussion or comments.

Item 6 – Wrap-Up

Wrap-up led by Chair Quentin Levesque where he invited members to raise any final items or topics. He noted that while the process to identify new members will occur in the coming months, there may be one final meeting with the current PSCG membership in late 2022 or early 2023.