

**Parking Stakeholder Consultation Group
Meeting Minutes
October 4, 2023, 1 pm – 3:00 pm
Virtual Meeting hosted on Microsoft Teams**

Approved at the PSCG meeting on January 18, 2024.

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
Judy Lincoln	BIA	Westboro Village BIA	No
Colleen Gyori	BIA	Downtown Rideau BIA	No
Christine Leadman	BIA	Bank Street BIA	Yes
TBD (vacant)	BIA	TBD	No
Ken Hahn	Community Association	Wellington Village Community Association	Yes
James Grant	Community Association	Old Ottawa South Community Association	Yes
Derrick Simpson	Community Association	Federation of Citizen's Associations	No
Ana Mzaria Cruz-Valderrama	Accessibility	Accessibility Advisory Committee	No
Daniel Spence	TDM / Cycling / Pedestrian	University of Ottawa	Yes
Greg Fyffe	Places of Worship	Knox Presbyterian Church	No
Julia Cosentino	Tourism and Convention Authority Representative	Ottawa Tourism	Yes
Dean Karakasis	Development Industry / Building Owner / Manager	Building Owners and Managers Association	No
Asaf Mitta	Older Adults	Council on Aging	No

City Staff and Presenters

Name	Title	Department / Organization	Present
Amber Dray	Prg & Prj Coordinator (BSS)	Public Works Dept. – Business Support Services	Yes
Katie Vaughan	Prg & Prj Mgmt Officer (BSS)	Public Works Dept. – Business Support Services	Yes
Bryan Babbs	Coordinator, Parking Studies	Public Works Dept. – Parking Services	Yes

Item 1 – Introductions, Welcome, Round Table

Meeting opened by Chair Quentin Levesque, who welcomed new members, introduced returning members, and provided a Parking Services organizational update.

- Patrick Burke, the Glebe BIA Executive Director has moved on from the BIA. A BIA representative replacement is expected to be identified prior to the next PSCG meeting.
- Julia Cosentino replaces Kelly Haussler as the Tourism and Convention Authority representative.
- Road and Parking Services has re-organized. Parking Services will be a standalone unit and Transitway maintenance will transfer into a newly formed Special Operations unit.
- Meeting minutes for the PSCG meeting on June 21, 2023, were approved.

Item 2 – Program Update

Presentation led by Scott Caldwell providing an update on parking lifecycle and maintenance projects, Public Bike Parking Program, off-street EV charging expansion, bike share review, and a review of monthly parking demand trends. The program updates also discussed pending 2024 Parking Services reports for demand-based pricing, inflationary impacts, evening, and weekend parking, Kitchissippi parking study update, and the 2023 Annual Report.

Discussion and comments:

- Will the Gloucester Street Garage (Lot 3) receive a secured bike parking locker?
 - Staff confirmed that lot 3 will receive a secure bike parking locker once the ground floor has been resurfaced in 2024.
- What is the major cause of bike rack damage?
 - Staff confirmed that snowplowing and snow accumulation is a factor, but there are various potential reasons for damage. This is something that Parking Services will further investigate in order to prevent / reduce future damages.

- Are bike rack and corral usage statistics available?
 - Staff confirmed that bicycle rack parking statistics are collected as part of the spring and fall paid parking occupancy data collection and some bike corral usage has been tracked.
 - Overall bike corrals in the Glebe and Wellington West experience higher usage than in Centretown.
- It was noted that the City has a climate change, transportation, and other economic priorities that align and conflict with each other.
- How are bike corral locations determined?
 - Staff will look for opportunities where there is a demand for bike parking and available curbside space.
 - Prior to installation, stakeholders such as BIA's will be consulted.
 - The new design of bike corrals allows for both full size and half size options. Staff will utilize the half size options where there is limited space and where it can mitigate or eliminate and parking reductions.
- The chances of a cyclist being near a bike repair station in the event of a flat tire is very low and cyclists may not even be able to find a repair station since there are no signs indicating the distance or location to a bike repair station. Is there a business case on how often they are used?
 - To this point, the model for deploying these has been sponsorship-based whereby a proponent would request a location and cover a portion of the installation / maintenance costs
 - Going forward, staff intend to establish a program which is more responsive to setting these stations up where they are most needed
 - It was noted by another stakeholder that, bike repair stations are not great for emergency repairs however they are used by local communities to do maintenance
- It would be good to know if users who require a bike repair station would be able to walk a kilometer and find one.
 - Staff confirmed we are always looking at ways to increase awareness, such as an app. With the program now part of Parking Services, these types of opportunities will be explored.

Item 3 – Parking Studies Update

Presentation led by Bryan Babbs providing an update on the Kitchissippi Parking Study Update and the Evening and Weekend On-Street Parking Review.

Discussion and comments:

Kitchissippi Parking Study Update

- Certain businesses have off-street parking lots which may or may not be fully utilized. Will the parking study review off-street usage and the potential to expand public parking to existing municipal or privately operated lots?
 - Staff confirmed that off-street parking inventory and utilization data is collected and mapped for municipal and privately operated off-street parking lots in a study area.
 - Staff confirmed there is potential to offer public parking in privately operated off-street parking facilities provided appropriate zoning for public parking is in place.
- Have any other stakeholders been consulted?
 - Staff confirmed the preliminary consultation phase has been completed and the Westboro Village and Wellington West BIA's, Ward Councillor, and Community Association stakeholders have been notified and provided an opportunity to share feedback.

Evening and Weekend On-Street Parking

- Staff asked the PSCG membership if there are any other stakeholder groups the City should be engaging with?
 - Special event and festival organizers are a potential stakeholder. The Great Canadian Theatre Company located at Wellington St. W. and Holland Ave. might be interested in providing input.
- Staff asked the PSCG membership if anything aside from parking occupancy rates should be accounted for when reviewing days/ hours of paid parking?
 - Understanding how parking patterns change during holidays and days prior to or after long weekends would be important.
- Will copies of the presentation be made available?
 - Staff confirmed copies of the presentation will be available.

During the studies-related discussion, staff were asked about the recent approval of cycling facilities and transit improvements in Old Ottawa South which have an impact on the availability of on-street parking.

- [The Bank Street Cycling and Transit Improvements](#) will reduce on-street parking between Riverside Drive Westbound to Aylmer Avenue. The business in this area do not have BIA representation and some have united in objection to the reduction of parking. Was there any involvement from Parking Services in this process?
 - Staff confirmed the process was a multi-department review that looked at options and alternatives. An Old Ottawa South Local Area Parking Study was completed in 2013 and this information along with more recent data was shared.
- Will a parking study be completed to review where visitors to the area are coming from and how many people are parking versus walking or cycling to the businesses?
 - Staff noted that a comprehensive parking study is an involved process that takes a year plus to complete
 - Requirements related to the pending cycling and transit improvements will be reviewed to determine what commitments have been made and if it is feasible to collect data on a smaller scale in the short term.

Item 4 – Wrap-Up

Wrap-up led by Chair Quentin Levesque where he invited members to raise any final items or topics. He noted the next PSCG meeting would take place in late November or early December.

- No final items or topics were raised.