

**Parking Stakeholder Consultation Group
Draft Meeting Minutes
December 3, 2020, 1-4pm
Virtual Meeting hosted on Microsoft Teams**

As approved at the meeting of January 21, 2021.

Regular Members

Name	Representative	Organization	Present
Laila Gibbons	PSCG Chair Director, Roads and Parking Services	City of Ottawa – Public Works & Environmental Services	Yes
Scott Caldwell	Area Manager, Transitway and Parking	City of Ottawa – Parking Services	Yes
Dennis Van Staalduinen	BIA	Wellington West BIA	Yes
Jasna Jennings	BIA	ByWard Market BIA	Yes
Christine Leadman	BIA	Bank Street BIA	Yes
Andrew Peck	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	No
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
Kathleen Wilker	Project Officer	Transportation Services	Yes
Jill Savage	Planner	Planning, Infrastructure and Economic Development Department	Yes
Brandon Orr	Consultant	Stantec	Yes
Stephen Oliver	Consultant	Stantec	Yes

Item 1 – Introductions, Overview, Review of Previous Minutes

Meeting opened by Chair Gibbons, which included the following items:

- Welcomed James Grant to from the Old Ottawa South Community Association, who will be the third PSCG community association representative, and filling the remaining vacant seat.
- Roundtable introduction by all members and attendees.
- Minutes of the PSCG meeting of September 23, 2020 were approved.
- Approved PSCG meeting minutes will be posted on ottawa.ca/parking in the near future.

Item 2 – Bike Parking Strategy Update

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

Discussion and comments:

- There should be an appropriate balancing of infrastructure for bikes vs. e-scooters or street furniture.
- Accessibility-related considerations need to be accounted for when allocating space for bike parking – space for wheelchair accessible vans to park and have their drivers disembark, and ensure the right-of-way remains traversable for all.
- With respect to providing bike parking at special events and festivals, it has been done before at Glowfair, for example, but saw very little use. Suggest caution around any suggestion requiring a certain percentage of bike parking be provided at events.
- Would the City fund temporary bike parking at special events if bike parking was made a requirement? Or is it something that would be rolled into the cost of an event permit? An event like Bluesfest which is located where there is little permanent bike parking would have different bike parking requirements than say an event in an established community with significant existing bike parking.
 - Staff explained that at this point, the potential opportunities resulting from the Bike Parking Strategy are conceptual and intended to generate discussion and form potential recommendations. Specific initiatives and details would be determined as we move forward and if there is support.
- With respect to bike repair or electric bike charging stations, there are potential synergies with wheelchair users. For example, motorized wheelchair users could

charge their chairs at electric bike charging stations, or wheelchair users could make minor repairs or adjustments at bike repair stations.

- Support for artistic bike racks expressed.
- On the topic of artistic bike racks, for example, the Bank St artistic bike racks were part of the artistic infrastructure program, and while they're nice, there have been issues around responsibility for maintenance.
- With respect to abandoned bikes, the City has in the past been very reluctant to remove abandoned bikes. There needs to be some clear criteria.
- Suggest that non-physical bike parking initiatives be explored. For example, an education campaign around how to properly lock your bike, or to encourage cyclists to register their bike with 529 Garage (a bike registration app supported by the Ottawa Police Service).
- With respect to valet bike parking, Citizens for Safe Cycling (now Bike Ottawa) has run such programs in the past (e.g. Bluefest) so perhaps a partnership with that organization could be a good opportunity.
- There are a lot of good ideas here, but we need to be focusing on what's most achievable and relevant. The big picture stuff is great, but ultimately what I'm most concerned about is repairing or replacing existing broken or missing bike racks.

Item 3 – Bike Share Evaluation

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

Discussion and comments:

- In discussion after the presentation, Hamilton's SoBi bike share program was mentioned as an example of a well-run bike share program.
- The hybrid bike share model (where users can park shared bikes at dedicated docking stations or at regular bike parking infrastructure) is a good idea, however in the past the City sought patio encroachment-level fees for the docking stations. These fees were too high for the bike share business model. Is the City prepared to invest some money into this?
 - Staff explained that the purpose of this presentation is to share information that has been gathered so far and present potential options. Specific solutions will be considered as the process proceeds.

- Did you discover any potential private sector operators who might be interested in running a bike share program in Ottawa?
 - Staff explained that there has been an open opportunity for vendors to provide this service in Ottawa over the last couple of years, but there has been no take-up.

Item 4 – E-Scooter Update

Presentation led by Kathleen Wilker, where the preliminary results of the past summer's shared e-scooter pilot were shared.

Discussion and comments:

- Are there plans to share the results of the pilot with the NCC, so that they might see the success and allow the use of NCC lands (e.g. the Ottawa River and Rideau Canal pathways, which were off-limits to shared e-scooter riders)
 - Staff explained they did receive public feedback regarding the use of NCC paths, and confirmed that the information was shared with the NCC. The results of the online survey will also be shared with the NCC once the survey is closed and the results compiled.
- Support expressed for dedicated parking zones for e-scooters, which would provide users with a better idea of where to park the e-scooters.
- Comment that based on anecdotal observation, a lot of people seemed to use the e-scooters for fun. It would be good to see them used more as a transportation option like a bike share. There's a risk that the e-scooters may simply be a fad.

Item 5 – ByWard Market Public Realm Plan

Presentation led by Jill Savage, which provided an overview of the ByWard Market Public Realm Plan, which was approved by the Finance and Economic Development Committee on December 1.

No discussion or comments.

Item 6 – Wrap-Up

- It was noted that the Bike Parking Strategy and Bike Share presentations were excellent and full of information but ran slightly long. Therefore, the Program Update agenda topic will have to be delayed until next meeting. As such, two meetings are proposed in the near-term – one in January, and a second in

February to ensure there is adequate time to cover the Bike Parking Strategy, Bike Share and all other items.

- Question regarding timing for spring parking studies – when can we expect to start planning for those?
 - Staff confirmed they are taking a wait-and-see approach, due largely to the impact of Covid-19 on parking, and will be better able to assess timelines in the new year.