

Subject: Parking Services 2022 Annual Report

File Number: ACS2023-PWD-RPS-0001

**Report to Transportation Committee on 22 June 2023
and Council 28 June 2023**

**Submitted on June 13, 2023 by Quentin Levesque, Director, Roads & Parking
Services, Public Works Department**

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Ward: Citywide

Objet : Rapport annuel 2022 du Service du stationnement

Dossier : ACS2023-PWD-RPS-0001

Rapport au Comité des transports

le 22 juin 2023

et au Conseil le 28 juin 2023

**Soumis le 13 juin 2023 par Quentin Levesque, Directeur, services des routes et
stationnement, direction générale des Travaux publics**

**Personne ressource : Scott Caldwell, Gestionnaire de secteur, Transitway et
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Quartier : À l'échelle de la ville

REPORT RECOMMENDATIONS

That the Transportation Committee recommend that Council:

1. Receive the Parking Services 2022 Annual Report

RECOMMANDATIONS DU RAPPORT

Que le Comité des transports recommande au Conseil municipal :

1. de prendre connaissance du Rapport annuel 2022 du Service de stationnement.

BACKGROUND

The City of Ottawa provides paid public parking through the Municipal Parking Management Program. Delivered by Roads and Parking Services within the Public Works Department, the Municipal Parking Management Program provides public parking services that are in alignment with the goals and objectives of the Council-approved Municipal Parking Management Strategy [ACS2019-PWE-RPS-0016](#).

In addition to providing public parking services through the Municipal Parking Management Program there has been an increased focus in parking services for bike parking. In 2021, the Public Bike Parking Strategy was approved [ACS2021-PWE-RPS-0001](#). Parking Services is now responsible for the Public Bike Parking Program. Implementation of that strategy began in 2021.

The Municipal Parking Management Strategy requires that an Annual Report for the Municipal Parking Management Program be received and reviewed by Council annually. As part of this report, a Capital Program Plan is required. The 2022 Annual Report fulfills this and all reporting requirements.

The Capital Program Plan provides an annual review on expected Parking Reserve Fund contributions and planned spending for the next five years. The forecasted amounts are susceptible to revision as conditions and requirements change. Funding requirements will continue to be submitted for approval as part of the annual budget process.

As of December 31, 2022, Parking Services managed:

- 3,793 paid on-street parking spaces;

- 2,751 off-street spaces in five parking structures and 11 surface parking lots; and,
- 5,570 ring and post, off-street, and street furniture bicycle parking spaces.

DISCUSSION

The 2022 Annual Report, included as Document 1, outlines the initiatives and accomplishments achieved by Parking Services in 2022 and demonstrates how they are in alignment with the Municipal Parking Management Strategy. It presents an inventory of all on-street and off-street parking facilities and includes a summary of changes to paid parking areas that have been made over the past year.

The Municipal Parking Management Strategy requires that the Municipal Parking Management Program be financially self-sustaining as a whole. This means that parking revenues must be sufficient to entirely recover all related operating and capital lifecycle maintenance expenditures, including contributions to the Parking Reserve Fund to finance future parking system development, operation, and promotion.

The 2022 Annual Report also provides details on the use of delegated authority for 2022 as per By-law No. 2022-29, Schedule K:

- 11 (2) – Municipally-Managed Parking Rates – Off-Street
- 12 (2) – Municipally-Managed Parking Rates – On-Street

Additionally, the 2022 Annual Report measures performance through 13 key business indicators. They are in alignment with the Municipal Parking Management Strategy and representative of a series of performance objectives outlined in the Parking Services Performance Measurement Program which was approved by Council as part of the Municipal Parking Management Strategy.

Finally, the 2022 Annual Report provides details on the Capital Program Plan that summarizes the capital budget and the projected longer-term status of the Parking Reserve Fund. This plan has seven capital programs. Collectively, these account for initiatives identified in the Parking Services Technology Road Map as well as lifecycle requirements, anticipated expansions to electric vehicle (EV) charging, implementation of the Public Bike Parking Strategy, and requirements related to providing new or replacement public parking through new facilities.

The Municipal Parking Management Strategy also establishes a maximum and minimum amount for the Parking Reserve Fund. The minimum ensures available funds

to maintain a viable program and is currently set at \$8 million. The maximum ensures that the Parking Reserve Fund will not grow beyond forecasted requirements and was set at \$20 million. These amounts are subject to change as part of the process to regularly assess and update the Capital Program Plan. In the event there are excess funds, the Municipal Parking Management Strategy allows for these to be re-allocated specifically to either new Park and Rides or road lifecycle costs in paid parking areas.

The 2022 year-end balance of the Parking Reserve Fund is \$19.8 million which falls within the defined range. While the forecasted balances at year-end 2023 and 2024 are projected to be over \$20 million, any decisions on how to address that will be made as part of subsequent updates to the Capital Program Plan when future requirements are better understood.

The 2022 Annual Report provides a table of planned capital spending from 2023-2027. In 2025, a requirement related to new facilities has been identified. This will help to ensure that there are available resources to respond to direction from previously approved Council reports approved below:

- The ByWard Market Public Realm Plan ([ACS2020-PIE-RHU-0027](#)) includes the Parking Replacement Strategy with a key initiative to “replace approximately 70 per cent of all parking spaces lost as a result of full implementation of the ByWard Market Public Realm...should be replaced within five years of plan adoption, primarily tied to the redevelopment of 70 Clarence Street into a destination building”.
- The Little Italy Local Area Parking Study ([ACS2015-COS-PWS-0009](#)) recommended “that the City begin searching for opportunities to increase the parking supply within the section south of the Queensway where parking demand is the highest”. This involves the potential construction of a new facility or adding public parking through a partnership with a developer.

Investments in new facilities will only be pursued to the extent they have been confirmed as being required and with the intent to account for and balance both the needs of the area in question and the different options that are available from a transportation perspective.

Any such investments in additional public parking are likely to generate additional revenues for the Municipal Parking Management Program which will increase the level

of future funding that is possible across all facets of the program, including options such as bike parking and supporting other forms of sustainable transportation.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report. The Capital Program Plan was developed with the best information and data available at the time. However, it is subject to change due to changes in revenue, operational requirements, alternate assigned priorities, inflationary pressures, interest rate fluctuations, or other factors beyond the control of the Municipal Parking Management Program. Per this report, the revised capital needs as outlined in the Parking Annual Report will be included in the 2024 Draft Operating and Capital Budget to be tabled with Council in Fall 2023.

LEGAL IMPLICATIONS

There are no legal impediments to approving the recommendations as outlined in this report.

CONSULTATION

The Parking Services 2022 Annual Report will be presented to the Parking Stakeholder Consultation Group at the next regularly scheduled meeting.

ACCESSIBILITY IMPACTS

The Municipal Parking Management Program has five objectives, one of which being to, “provide an appropriate and optimized supply of general use public parking that is secure, accessible, convenient, appealing, and fairly and consistently enforced”. The City also meets the requirements for on and off-street parking under the *Integrated Accessibility Standards Regulation of the Accessibility for Ontarians with Disabilities Act* (AODA, 2005). Staff will ensure that the applicable accessibility standards are adhered to during the execution of the projects and initiatives identified in this report. This will involve consulting with the appropriate staff within the city. Additionally, the City consults with its Accessibility Advisory Committee for on-street parking where there is a duty to consult, as per the AODA. A representative from the Accessibility Advisory Committee is a member of the Parking Stakeholder Consultation Group. Many projects that improve the customer experience, such as improved lighting and wayfinding, have positive accessibility impacts.

The Accessibility Advisory Committee has expressed concerns about the protection of parking spaces for persons with disabilities. An analysis of on and off-street parking spaces over the last three years shows that there has been a very limited loss of parking across the City. However, feedback continues to be received regarding areas like the By-ward Market, which continues to face losses to the availability of on-street parking.

Administration of the Public Bike Parking Program includes the appropriate review and application of an accessibility lens when determining new parking locations towards ensuring an accessible and clear pedestrian path of travel is maintained.

ECONOMIC IMPLICATIONS

The Municipal Parking Management Program has five objectives, one of which being to, “prioritize short-term parking that is responsively priced to support businesses, institutions, and tourism”. The contents of this report reflect this objective and support Ottawa’s economy, specifically in relation to the business attraction strategic priority of the City’s Economic Development Strategy. This report highlights the Business Improvement Area (BIA) Parking Initiatives Grant Program in which three BIAs received a grant in 2022. Additionally, the report highlights BIA involvement in the Parking Stakeholder Consultation Group.

ENVIRONMENTAL IMPLICATIONS

The Municipal Parking Management Program has five objectives, one of which being to, “promote sustainable modes of transportation by supporting and maintaining programs and facilities that encourage sustainable mobility choices (public transit, cycling, walking) and alternative modes, including electric vehicles, car sharing, and new technologies as they emerge”. This report provides a status update of the implementation plan for the Public Bike Parking Strategy which includes secured bike parking and other Public Bike Parking Program initiatives. Additionally, as outlined in the Capital Program Plan, spending includes funding the expansion of EV charging stations. All of these initiatives assist in the reduction of greenhouse gas emissions from vehicle travel as part of the City’s Climate Change Master Plan.

INDIGENOUS GENDER AND EQUITY IMPLICATIONS

This report highlights progress made on the implementation of the Public Bike Parking Strategy in 2022. One of the objectives of the Public Bike Parking Strategy is to

“balance the bike parking requirements of various cycling trip generators to accommodate to all types of cyclists.” Accounting for equity is a key consideration in the implementation and the administration of bike parking solutions and parking solutions in general.

The development of the Public Bike Parking Strategy was informed by consultations with residents including women, and other equity deserving groups. The implementation of the strategy aims to improve participation in public life and support employment for residents including equity deserving groups.

The Strategy ensures location and design of bike parking promotes safety for both persons and bikes, especially vulnerable riders including women. Parking facilities are identified with considerations to safety, including ensuring line of sight, well-lit environments, and video camera monitoring where feasible. The approach also considers the distribution of bike parking towards ensuring it is equitable to promote access to public bike parking for communities including priority neighborhoods.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications to implementing the recommendations of this report.

RURAL IMPLICATIONS

There are no rural implications to implementing the recommendations of this report since there is no municipal paid parking in rural Ottawa.

TERM OF COUNCIL PRIORITIES

Service Excellence through Innovation: Deliver quality services that are innovative and continuously improve to meet the needs of individuals and communities.

Integrated Transportation: Enable effective mobility through a sustainable, accessible, and connected city transportation system.

DELEGATION OF AUTHORITY IMPLICATIONS

Parking Services is required to report on any changes made to parking rates, hours, and locations during the year under Section J of the Delegation of Authority By-law ([By-](#)

[law 2023-67](#)), this is done so through Document 1 Parking Services 2022 Annual Report.

SUPPORTING DOCUMENTATION

Document 1 – Parking Services 2022 Annual Report

DISPOSITION

The Public Works Department will make the 2022 Annual Report available to the public and stakeholder groups and take the necessary steps to achieve the approved recommendations of this report.