

<p><b>1.      PARKING SERVICES 2021 ANNUAL REPORT</b></p> <p><b>RAPPORT ANNUEL 2021 DU SERVICE DU STATIONNEMENT</b></p>
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**COMMITTEE RECOMMENDATIONS**

**That Council:**

- 1.      Receive the Parking Services 2021 Annual Report, and;**
- 2.      Retain the full current balance of the Parking Reserve Fund to accommodate for future planned Capital Program Plan spending.**

**RECOMMANDATIONS DU COMITÉ**

**Que le Conseil municipal :**

- 1.      prenne connaissance du Rapport annuel 2021 du Service du stationnement, et;**
- 2.      maintienne le solde actuel intégral du Fonds de réserve pour le stationnement afin de tenir compte des dépenses planifiées et projetées dans le Plan du programme des infrastructures**

**DOCUMENTATION / DOCUMENTATION**

- 1.      Director's report, Roads & Parking Services, Public Works Department, dated 28 March 2022 (ACS2022-PWD-RPS-0001).**

Rapport du Directeur, Services des routes et stationnement, Direction générale des Travaux publics, daté le 28 mars 2022 (ACS2022-PWD-RPS-0001).

2.     Extract of draft Minutes, Transportation Committee, 6 April 2022.

Extrait de l'ébauche du procès-verbal, Comité des transports, le 6 avril 2022.

**Subject:      Parking Services 2021 Annual Report**

**File Number: ACS2022-PWD-RPS-0001**

**Report to Transportation Committee on 6 April 2022**

**and Council 13 April 2022**

**Submitted on March 28, 2022 by Quentin Levesque, Director, Roads & Parking  
Services, Public Works Department**

**Contact Person: Scott Caldwell, Area Manager, Transitway and Parking, Public  
Works Department**

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**Ward: Citywide**

**Objet :      Rapport annuel 2021 du Service du stationnement**

**Dossier : ACS2022-PWD-RPS-0001**

**Rapport au Comité des transports**

**le 6 avril 2022**

**et au Conseil le 13 avril 2022**

**Soumis le 28 mars 2022 par Quentin Levesque, Directeur, services des routes et  
stationnement, direction générale des Travaux publics**

**Personne ressource : Scott Caldwell, Gestionnaire de secteur, Transitway et  
Stationnement, direction générale des Travaux publics**

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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 2021 Annual Report; and,**
- 2. Retain the full current balance of the Parking Reserve Fund to accommodate for future planned Capital Program Plan spending.**

## **RECOMMANDATIONS DU RAPPORT**

**Que le Comité des transports recommande au Conseil municipal :**

- 1. de prendre connaissance du Rapport annuel 2021 du Service du stationnement;**
- 2. de maintenir le solde actuel intégral du Fonds de réserve pour le stationnement afin de tenir compte des dépenses planifiées et projetées dans le Plan du programme des infrastructures.**

## **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 is mandated to provide 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 bicycles. 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 the 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 2021 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, 2021, Parking Services managed:

- 3,798 paid on-street parking spaces;
- 2,751 off-street spaces in five parking structures and 11 surface parking lots; and,
- 5,295 ring and post, off-street, and street furniture bicycle parking spaces.

## **DISCUSSION**

The 2021 Annual Report, included as Document 1, outlines the initiatives and accomplishments achieved by Parking Services in 2021 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 2021 Annual Report also provides details on the use of delegated authority for 2021 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 2021 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 2021 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, with the newest addition of Bike Parking from the Council approved Public Bike Parking Strategy. It also accounts for initiatives recognized in the Parking Services Technology Road Map as well as lifecycle requirements, anticipated expansions to electric vehicle (EV) charging and requirements related to providing new or replacement public parking through new facilities.

The updated Municipal Parking Management Strategy also established 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. The Municipal Parking Management Strategy also allows for excess funds to be re-allocated specifically to either new Park and Rides or road lifecycle costs in paid parking areas. The 2021 year-end balance of the Parking Reserve Fund is \$23.8 million, \$3.8 million over the \$20 million maximum. Due to the projected spending requirements for the Capital Program Plan for 2022-2027, rising inflationary pressures combined with forecasts related to lower revenues due to the pandemic and the annual contributions to the Parking Reserve Fund, staff are recommending that the surplus of \$3.8 million not be allocated elsewhere to ensure that the requirements of the Capital Program Plan can be fulfilled and that the Parking Reserve Fund balance does not drop below the minimum of \$8 million. The 2021 Annual Report provides a table of planned capital spending from 2022-2027. In 2022 and 2025, requirements related to new facilities have been identified. These will ensure that there are available resources to respond to direction from previously approved Council reports outlined 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 potential of 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. Pending Council approval of this report, the revised capital needs as outlined in the Parking Annual Report will be included in the 2023 Draft Operating and Capital Budget to be tabled with Council in spring 2023.

## **LEGAL IMPLICATIONS**

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

## **CONSULTATION**

The 2021 Annual Report was presented to the Parking Stakeholder Consultation Group at the March 10, 2022 meeting.

## **ACCESSIBILITY IMPACTS**

The Municipal Parking Management Program has five objectives, objective one 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 follows 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. In addition, administration of the Public Bike Parking Program includes the application of an accessibility lens when determining new parking locations.

## **ECONOMIC IMPLICATIONS**

The Municipal Parking Management Program has five objectives, objective two 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 four BIAs received the \$10,000 grant in 2021. Additionally, the report highlights BIA involvement in the Parking Stakeholder Consultation Group.

## **ENVIRONMENTAL IMPLICATIONS**

The Municipal Parking Management Program has five objectives, objective three 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 also highlights Council’s approval of the



Public Bike Parking Strategy in 2021 and provides a status update of the implementation plan 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 the 2021 approval of the Public Bike Parking Strategy and the corresponding implementation plan. Objective two 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".

The reference to 'all types of cyclists' could represent the use of different types of bikes, different types or durations of trip, as well as cyclists from different communities or demographic groups.

Consultation for the Public Bike Parking Strategy included representation across key demographic areas (e.g. age, gender, etc.). Accounting for equity is a key consideration in the implementation and the administration of bike parking solutions. Some examples of equity considerations in this context include:

- Security of design must account for both the person and the bike. The location, accesses and design of bike parking should ensure that vulnerable people are not isolated by design and are comfortable using the facility.
- Distribution of bike parking must be equitable, promoting access to public bike parking for communities and locations that serve all users.
- Protection of a user's private property, most notably the bike, should be maintained paramount. A stolen/damaged/lost bike may be someone's only mode of transportation with no means of replacement.

Regarding the Municipal Parking Management Program as a whole, similar equity considerations related to security, design and access are accounted for. This is particularly the case with measures that have been taken related to improve the safety

and security at parking facilities and also to ensure the maintenance / functionality of the various payment option interfaces.

Regular community consultation through the Parking Stakeholder Consultation Group allows for regular feedback on all of Parking Service's key initiatives from members representing different aspects of the community.

### **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.

### **SUPPORTING DOCUMENTATION**

Document 1 – Parking Services 2021 Annual Report

### **DISPOSITION**

The Public Works Department will make the 2021 Annual Report available to the public and stakeholder groups and take the necessary steps to achieve the approved recommendations of this report.