

1. **Parking Services 2020 Annual Report**  
**Rapport annuel 2020 du Service du stationnement**

### **COMMITTEE RECOMMENDATIONS**

**That Council:**

1. **Receive the Parking Services 2020 Annual Report, attached as Document 1; and,**
2. **Retain the full current balance of the Parking Reserve Fund to accommodate for future planned Capital Program Plan spending; and,**
3. **Approve the amendment to objective two of the Municipal Parking Management Strategy Mandate as detailed in this report.**

### **RECOMMANDATIONS DU COMITÉ**

**Que le Conseil municipal :**

1. **prenne connaissance du Rapport annuel 2020 du Service du stationnement, reproduit dans la pièce 1;**
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;**
3. **approuve la modification à apporter à l'objectif 2 du mandat de la Stratégie municipale de gestion du stationnement selon les modalités précisées dans ce rapport.**

**DOCUMENTATION**

1. Councillor's Report, Transportation Committee, dated May 21, 2021 (ACS2021-PWE-RPS-0002).

Rapport du conseiller, Comité des transports, daté le 21 mai 2021 (ACS2021-PWE-RPS-0002).

2. Extract of draft Minutes, Transportation Committee, June 2, 2021

Extrait de l'ébauche du procès-verbal, Comité des transports, le 2 juin 2021.

**Report to  
Rapport au:**

**Transportation Committee  
Comité des transports  
2 June 2021 / 2 juin 2021**

**and Council  
et au Conseil  
9 June 2021 / 9 juin 2021**

**Submitted on May 21, 2021  
Soumis le 21 mai 2021**

**Submitted by  
Soumis par:  
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**Ward: City Wide / À l'échelle de la ville  
(0)**

**File Number: ACS2021-PWE-RPS-0002**

**SUBJECT: Parking Services 2020 Annual Report**

**OBJET: Rapport annuel 2020 du Service du stationnement**

## **REPORT RECOMMENDATIONS**

**That the Transportation Committee recommend that Council:**

- 1. Receive the Parking Services 2020 Annual Report, attached as Document 1;  
and,**

2. **Retain the full current balance of the Parking Reserve Fund to accommodate for future planned Capital Program Plan spending; and,**
3. **Approve the amendment to objective two of the Municipal Parking Management Strategy Mandate as detailed in this report.**

## **RECOMMANDATIONS DU RAPPORT**

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

1. **de prendre connaissance du Rapport annuel 2020 du Service du stationnement, reproduit dans la pièce 1;**
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;**
3. **d'approuver la modification à apporter à l'objectif 2 du mandat de la Stratégie municipale de gestion du stationnement selon les modalités précisées dans ce rapport.**

## **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 and Environmental Services 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](#)).

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. Prior to the recent update to the Municipal Parking Management Strategy, the Capital Program was reported on through the Parking Business Plan. With the approval of the Strategy, it is now a requirement of the Annual Report. There was no Capital Program Plan presented in the 2019 Annual Report due to uncertainties related to the COVID-19 pandemic. The 2020 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, 2020, Parking Services managed:

- 3,806 paid on-street parking spaces;
- 2,770 off-street spaces in 6 parking structures and 11 surface parking lots; and,
- 2,337 ring-and-post and off-street bicycle parking spaces.

## **DISCUSSION**

The 2020 Annual Report, included as Document 1, outlines the initiatives and accomplishments achieved by Parking Services in 2020 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 2020 Annual Report also provides details on the use of delegated authority for 2020 as per by-law 2020-360, Schedule I:

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

Additionally, the 2020 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, through the updated Municipal Parking Management Strategy Refresh and

Governance Review report ([ACS2019-PWE-RPS-0016](#)), approved by Council on October 9, 2019, a Capital Program Plan is now required as part of the Annual Report. The 2020 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 now has seven capital programs, with the newest addition of Bike Parking from the Council approved Public Bike Parking Strategy ([ACS2021-PWE-RPS-0001](#)). It also accounts for initiatives recognized in the Technology Road Map (attached as Document 2), 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 2020 year-end balance of the Parking Reserve Fund is \$22.5 million, \$2.5 million over the \$20 million maximum. Due to the projected spending requirements for the Capital Program Plan for 2021-2026 combined with forecasts related to revenues and the annual contributions to the Parking Reserve Fund, staff are recommending that the surplus of \$2.5 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 2020 Annual Report provides a table of planned capital spending from 2021-2026. 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.

Staff received direction from Councillor Menard at the October 2<sup>nd</sup>, 2019 Transportation committee to explore the impact of amending objective two of the Municipal Parking Management Strategy Mandate to include “local communities”. Currently, the second objective states “Prioritize short-term parking that is responsively priced to support businesses, institutions, and tourism.” Staff consulted with members of the Parking Stakeholder Consultation Group (PSCG) to determine if and how to include “local communities” into the objective. In agreement with the PSCG, staff are recommending the second objective of the Municipal Parking Management Strategy Mandate be amended to state “Prioritize short-term parking that is responsively priced to support businesses, institutions, and tourism while considering the impacts on the local community.”

## **RURAL IMPLICATIONS**

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

## **CONSULTATION**

The 2020 Annual Report was presented to the Parking Stakeholder Consultation Group at the May 6, 2021, meeting. Staff also consulted with all members of the Transportation Committee through one on one virtual meetings to discuss the Parking Annual Report

and the addition of the Capital Program Plan.

## **LEGAL IMPLICATIONS**

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

## **RISK MANAGEMENT IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report. Pending Council approval of this report, the revised capital needs as outlined in the Parking Annual Report will be included in the 2022 Draft Operating and Capital Budget to be tabled with Council in the fall.

## **ACCESSIBILITY IMPACTS**

The City 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. The city also 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.

## **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 2020 Annual Report

Document 2 – Parking Technology Roadmap

**DISPOSITION**

The Public Works & Environmental Services Department will make the 2020 Annual Report available to the public and stakeholder groups and take the necessary steps to achieve the approved recommendations of this report.