

COMMITTEE AGENDA



TO **Operations, Transit & Emergency Services Committee**

DATE July 8, 2014

LOCATION Council Chambers, Guelph City Hall, 1 Carden Street

TIME 5:00 p.m.

Please turn off or place on non-audible all cell phones, PDAs, Blackberrys and pagers during the meeting.

DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

CONFIRMATION OF MINUTES – June 3, 2014 open meeting minutes

PRESENTATIONS (Items with no accompanying report)

a) None

CONSENT AGENDA

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with separately. The balance of the Operations, Transit & Emergency Services Committee Consent Agenda will be approved in one resolution.

ITEM	CITY PRESENTATION	DELEGATIONS	TO BE EXTRACTED
OTES-2014.24 Overnight On-Street Parking Review	<ul style="list-style-type: none">Rodney Keller, General Manager, Public Works		√

Resolution to adopt the balance of the Operations, Transit & Emergency Services Committee Consent Agenda.

ITEMS EXTRACTED FROM THE CONSENT AGENDA

Once extracted items are identified, they will be dealt with in the following order:

- 1) delegations (may include presentations)
- 2) staff presentations only
- 3) all others.

STAFF UPDATES AND ANNOUNCEMENTS

ADJOURNMENT

NEXT MEETING – August 5, 2014

**Minutes of the Operations, Transit and Emergency Services Committee
Held in the Council Chambers, Guelph City Hall on
Tuesday, June 3, 2014 at 5:30 p.m.**

Attendance

Members: Chair Findlay
Mayor Farbridge
Councillor Furfaro
Councillor Piper
Councillor Van Hellemond

Councillors: Councillor Bell
Councillor Hofland

Staff: Mr. D. McCaughan, Executive Director, Operations, Transit & Emergency Services
Mr. S. Armstrong, General Manager, Emergency Services/Fire Chief
Mr. S. Dewar, EMS Chief – Guelph Wellington Emergency Medical Service
Mr. P. Meagher, General Manager, Guelph Transit
Mr. R. Keller, General Manager, Public Works
Mr. D. Godfrey, Manager, By-law Compliance, Security & Licensing
Ms. T. Agnello, Deputy Clerk
Ms. D. Black, Council Committee Coordinator

Call to Order (5:30p.m.)

Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures.

Confirmation of Minutes

1. Moved by Mayor Farbridge
Seconded by Councillor Furfaro

That the open meeting minutes of the Operations, Transit & Emergency Services Committee held on May 6, 2014 be confirmed as recorded.

*VOTING IN FAVOUR: Councillors Findlay, Furfaro, Piper, Van Hellemond and Mayor Farbridge
(5)*

VOTING AGAINST: (0)

CARRIED

Consent Agenda

The following items were extracted from the Consent Agenda to be dealt with separately:

OTES-2014.17	2013 Guelph Transit Annual Report
OTES-2014.18	2013 Public Works Department Annual Report
OTES-2014.20	Land Ambulance Response Time Performance Plan for 2013
OTES-2014.21	Business Licence By-law Review – Food Vehicle Schedule
OTES-2014.23	Provincial Election Request for Free Transit

Balance of Consent Items

2. Moved by Mayor Farbridge
Seconded by Councillor Van Hellemond

That the balance of the Operations, Transit & Emergency Services Committee June 3, 2014 Consent Agenda, as identified below, be adopted:

OTES-2014.19 LAND AMBULANCE CALL MITIGATION PRACTICES

THAT the Operations, Transit & Emergency Services Committee Report #OTES061426 regarding Land Ambulance Call Mitigation Practices dated June 3, 2014 be received.

OTES-2014.22 JUNE 2014 OUTSTANDING RESOLUTIONS

THAT the Operations, Transit & Emergency Services Report # OTES061423 Outstanding Resolutions dated June 3, 2014 be received for information.

VOTING IN FAVOUR: Councillors Findlay, Furfaro, Piper, Van Hellemond and Mayor Farbridge
(5)

VOTING AGAINST: (0)

Extracted Consent Items

OTES-2014.21 BUSINESS LICENCE BY-LAW REVIEW – FOOD VEHICLE SCHEDULE

Mr. Bruno Rachiele, food vendor, advised he is not opposed to food trucks but would like some distance from the street vendors put in place. He also requested the practice of tendering street vendor spots every two years be reviewed and recommended long-term street vendors get their spots assigned to them and grandfathered into any changes to the licensing amendments.

Mr. Scott Yates, chef, advised he wishes to operate a food truck within the City and believes they would be a draw to Guelph. He noted they do not wish to compete with street vendors and intend to work in business areas that don't have access to food. He suggested Hamilton and Kitchener as examples of best practices for the industry.

Mr. Reuben Salonga, co-owner of a local food truck advised he is a member of United Food Trucks Unlimited which consists of approximately twelve food truck owners operating out of Guelph, Kitchener-Waterloo and Cambridge. He noted the group collaborates with businesses and community organizations in support of charitable organizations and advised they intend to raise funds for the Children's Foundation of Guelph and Wellington. He noted food trucks are an evolution of food services and the by-law needs to reflect changing demands. He also suggested Hamilton and Waterloo as models and stated that food truck representation should be included within the review.

Staff advised food trucks are currently permitted in the City but are quite restricted. They recommend a review in the fall to address the issue but noted it would mean the review of the adult entertainment schedule of the licensing by-law would be delayed. They advised the review will include all temporary vendors and the various stakeholders will be involved.

3. Moved by Councillor Piper
Seconded by Mayor Farbridge

1. That the Operations, Transit & Emergency Services Committee Report #OTES061424 regarding Food Vehicle Licensing dated June 3, 2014 be received.

2. That staff be directed to initiate a by-law review for Food Truck vendors in 2014 to report back by Q2 in 2015.

VOTING IN FAVOUR: Councillors Findlay, Furfaro, Piper, Van Hellemond and Mayor Farbridge (5)

VOTING AGAINST: (0)

CARRIED

OTES-2014.23 PROVINCIAL ELECTION – REQUEST FOR FREE TRANSIT

Mr. James Gordon, Provincial election candidate was present to request free transit for voters for the Provincial election. He provided voter demographic and turnout statistics to explain the reason for his request. He believes providing free transit to voters would save them time and money and would increase voter turnout. He noted examples of other events for which the City provides free transit and requested same be done for the election.

Discussion ensued regarding constituents providing free rides; timing of communication of availability of free transit if it is granted and funding options and potential processes.

4. Moved by Councillor Piper
Seconded by Mayor Farbridge

1. That no action be taken for free transit for the June 12th Provincial election.

2. That staff be directed to review free transit options for upcoming municipal and federal elections and bring forward any anticipated expenses to the 2015 budget deliberations.

VOTING IN FAVOUR: Councillors Findlay, Furfaro, Piper, Van Hellemond and Mayor Farbridge (5)

VOTING AGAINST: (0)

CARRIED

OTES-2014.17 2013 GUELPH TRANSIT ANNUAL REPORT

Mr. Meagher, General Manager, Guelph Transit provided an outline of the 2013 Guelph Transit Annual Report. He advised the CAD will help analyze ridership; peak times; and provide opportunities for customer service improvements. He explained how the location of bus pads and shelters are determined and advised 12 shelters and 30 cement pads are slated for installation.

5. Moved by Councillor Furfaro
Seconded by Councillor Van Hellemond

THAT the Operations Transit & Emergency Services Committee report regarding 2013 Guelph Transit Annual Report, #OTES061422, dated June 3, 2014 be received for information.

VOTING IN FAVOUR: Councillors Findlay, Furfaro, Piper, Van Hellemond and Mayor Farbridge
(5)

VOTING AGAINST: (0)

CARRIED

OTES-2014.18 2013 PUBLIC WORKS DEPARTMENT ANNUAL REPORT

Mr. Keller, General Manager, Public Works explained the 2013 Public Works Department Annual Report. He highlighted the storm activity effects on the urban forest canopy, and the roads and right of ways; the renovation of the Guelph Farmer's Market and relocation to Exhibition Park, the internal use of fleet services and the implementation of the CVOR audit recommendations. He noted they are trying to ensure real person contact for incoming calls/complaints and. He also advised of the new hires of the Fleet Trainer and Forestry Manager that he believes will be an asset to customer service.

Discussion ensued regarding employee engagement, management of the winter storms, the new "how can we help" program and tracking of its success and feasibility of putting tree companies on retainer.

6. Moved by Mayor Farbridge
Seconded by Councillor Van Hellemond

THAT the Operations, Transit & Emergency Services Committee Report # OTES061425 regarding 2013 Public Works Department Annual Report, dated June 3, 2014 be received.

VOTING IN FAVOUR: Councillors Findlay, Furfaro, Piper, Van Hellemond and Mayor Farbridge
(5)

VOTING AGAINST: (0)

CARRIED

OTES-2014.20 LAND AMBULANCE RESPONSE TIME PERFORMANCE PLAN FOR 2013

Mr. Armstrong, General Manager, Emergency Services explained the response time compliance levels; and noted the increasing calls, and the need for additional resources and better education to municipalities and members of the public regarding processes. He explained the City has no control over the dispatching of calls, however, staff intend to review existing deployment, the tiered response agreements and resources to mitigate whatever issues they can to improve response times.

Mr. McCaughan reiterated the factors that affect the performance and clarified that we can control where the City locates ambulances, but not how calls are dispatched. He noted this report has been presented to the County Social Services Committee and the townships of Mapleton and Guelph-Eramosa. He stated they have response time information from other municipalities for first time and can now use that within their reviews and they intend to bring forward budgetary requests to enhance the service.

7. Moved by Mayor Farbridge
Seconded by Councillor Piper
1. That OTES Report #OTES061427 Land Ambulance Response Time Performance Plan for 2015, dated June 3, 2014, be received.
 2. That the Response Time Performance Plan (RTPP) for 2015 be set as recommended in OTES report #OTES061427 dated June 3, 2014.
 3. That a special meeting of OTES be held wherein staff make presentation on the complexities affecting the current delivery of Land Ambulance Service.

VOTING IN FAVOUR: Councillors Findlay, Furfaro, Piper, Van Hellemond and Mayor Farbridge (5)

VOTING AGAINST: (0)

CARRIED

Staff Updates & Announcements

Mr. McCaughan, Executive Director of Operations, Transit & Emergency Services advised of the following: Randy Berg, Supervisor, Bylaw Compliance & Security will be presented with a an Ontario volunteer service award on June 10th in recognition of 10 years of service to the Municipal Law Enforcement Officers Association ; the transit Customer First training has been completed as of May 28th; GWEMS recently participated in Ride for Heart and Stroke and 100 per cent of the funds raised will be used for public defibrillators within the County; the school zone signage will be completed within a week; Public Works Week was successful; the Victoria Road North road failure repair work is scheduled for completion June 16th; and a trial of various sidewalk marking alternatives is starting. He also introduced Andrea Harvie, the new Supervisor of Service Performance & Development.

Adjournment (7:07 p.m.)

8. Moved by Councillor Piper
Seconded by Councillor Van Hellemond

That the June 3, 2014 meeting of the Operations, Transit & Emergency Services Committee be adjourned.

CARRIED

Deputy Clerk

**OPERATIONS, TRANSIT & EMERGENCY SERVICES COMMITTEE
CONSENT AGENDA**

July 8, 2014

Members of the Operations, Transit & Emergency Services Committee.

SUMMARY OF REPORTS:

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with immediately. The balance of the Operations, Transit & Emergency Services Committee Consent Agenda will be approved in one resolution.

A Reports from Administrative Staff

REPORT	DIRECTION
OTES-2014.24 OVERNIGHT ON-STREET PARKING REVIEW That the Operations, Transit & Emergency Services Report OTES061430 Overnight On-Street Parking Review, dated July 8, 2014, be received.	Receive

attach.

Overnight On-Street Parking Review

**Operations, Transit &
Emergency Services Committee
July 8, 2014**

Background

Since 2008 in Guelph, overnight on-street parking has been permitted during the spring, summer and fall, where parking is legally permitted.

Overnight on-street parking continues to be prohibited from November 1 to April 30.

In 2012, Council approved a resolution that staff undertake a comprehensive review of the feasibility and implications associated with modifying or eliminating the current overnight on-street parking restrictions.

Role of overnight on-street parking in the community

- The demand for overnight parking within a residential area is fairly consistent – i.e. each household vehicle needs a place to park at night, regardless of how frequently or infrequently the vehicle is used during the day.
- Where there is insufficient off-street parking to accommodate all of the household or visitor vehicles, there is pressure to provide for overnight on-street parking.

Impact on City departments

- emergency medical, fire, transit, street maintenance and waste collection services staff have concerns about snow clearance where overnight on-street parking is permitted.
- without the ability to restrict on-street parking in a timely manner, street services are disadvantaged.
- longer work periods to meet service levels
- more costly delivery of service

Responses from community

The public said that overnight on-street parking should:

- be temporarily restricted after a heavy snowfall or freezing rain (most frequent response), for the time needed to clear the streets
- be restricted on Guelph Transit bus routes, on narrow streets, and on at least one side of the street, with exemptions available
- start and end according to snowfall dates
- be restricted on Goodwin Drive

Overnight on-street parking by-law

Alternative 1

Retain the existing by-law

Overnight on-street parking by-law

Alternative 2

Retain the existing by-law plus:

- authority to declare a temporary on-street parking ban;
- no overnight on-street parking on Guelph Transit bus routes during the winter
- reduce winter overnight on-street parking restriction from six to four months
- for a local street where there is a request for, year-round permissive overnight parking, permit year-round overnight parking on one side subject to road width & available driveways

Overnight on-street parking by-law

Alternative 3

Delete the existing by-law and instead:

- provide staff with the authority to declare a temporary on-street parking ban;
- restrict overnight on-street parking on Guelph Transit bus routes during the winter

Staff recommend Alternative 2

- Provides for improved
 - street clearing and cleaning
 - winter traffic, parking and transit operations
 - emergency services
 - environmental conditions
 - safety for cyclists
 - street aesthetics
 - use of City resources
- Maintains permissive overnight on-street parking where needed
- Balances needs of the community and municipal operations
- Most preferred by the public

Financial Implications

- a one-time cost of \$6,000 plus
- an increase in annual operating costs of \$10,000 and
- an estimated annual loss in revenue of \$160,000

Council Action Required

- receive the report
- support the funding required to support the recommended alternative when the 2015 Operating Budget is considered

STAFF REPORT

TO Operations, Transit & Emergency Services Committee

SERVICE AREA Operations, Transit & Emergency Services

DATE July 8, 2014

SUBJECT Overnight On-Street Parking Review

REPORT NUMBER OTES071430

EXECUTIVE SUMMARY

PURPOSE OF REPORT

To respond to a Council resolution directing staff to undertake a comprehensive review of the feasibility and implications associated with modifying or eliminating the current overnight on-street parking restrictions.

KEY FINDINGS

- The current zoning bylaw is silent on single family dwelling development to accommodate visitor parking;
- Residents are generally dependent on on-street parking for visitor parking;
- Current overnight parking restrictions acknowledge this dependence by allowing exemptions to the restrictions to accommodate visitors;
- Municipal operations are more effective and efficient when on street parking is prohibited;
- The public generally understands the need to temporarily restrict on-street parking when municipal operations are required to respond to weather/service events; and,
- Through the community engagement process undertaken for the overnight on-street parking review, the most frequent response received from the public was that overnight on-street parking should be temporarily restricted after a heavy snowfall or freezing rain.

FINANCIAL IMPLICATIONS

The proposed alternative contained in this report can be implemented for;

- \$10,000 annually for communication of parking protocols;
- One time cost of \$6,000 for signing at entrance points to the city; and,
- An annual loss of parking permit and parking fine revenue of \$160,000 because of the reduction in months when overnight parking is prohibited.

STAFF REPORT

ACTION REQUIRED

In addition to receiving the report, action by Council will be required to support the funding required to support the recommended alternative when the 2015 Operating Budget is considered.

RECOMMENDATION

1. THAT the Operations, Transit & Emergency Services Report #OTES061430 Overnight On-Street Parking Review, dated July 8, 2014 be received;

BACKGROUND

Prior to 2008, overnight parking was prohibited year round on Guelph streets from 2 a.m. to 6 a.m. In 2008, Council approved a resolution that overnight parking on streets be permitted from May 1 to October 31. The 2008 resolution permits on-street parking up to a maximum 48 consecutive hours during the spring, summer and fall, where parking is legally permitted. Overnight on-street parking continues to be prohibited from November 1 to April 30. *Attachment 1* lists the Committee reports regarding overnight on-street parking.

In 2012, Council approved a resolution that staff undertake a comprehensive review of the feasibility and implications associated with modifying or eliminating the current overnight on-street parking restrictions. In response to the direction from Council, staff undertook an overnight on-street parking review

The intent of the review was to examine options that may potentially maintain, add to, change or eliminate the existing overnight on-street parking by-law. It would involve engaging the community, consultation with other City departments, and research of what other municipalities are doing. Aspects of the review would include:

- **Feasibility:** Identifying the feasibility and implications of allowing year-round overnight on-street parking on various types of roads.
- **Evaluation:** Evaluation of different strategies to allow year-round overnight on-street parking.
- **City services:** Consideration of how City services would be affected by the presence of parked vehicles.
- **Winter events:** Determining how winter events could be handled, with heavy snowfall or freezing rain.
- **Costs:** Identifying the associated financial impacts of any new proposal being considered.

STAFF REPORT

REPORT

Staff is aware that overnight on-street parking has a role to serve in the community. In general, most household vehicles in residential areas are parked overnight either in the driveway or garage of the vehicle owner or somewhere close by.

The demand for overnight parking within a residential area is fairly consistent – i.e. each household vehicle needs a place to park at night, regardless of how frequently or infrequently the vehicle is used during the day. Often, the vehicle is parked off street at night in the owner's driveway or in an assigned parking space in a multi-family residential development. Where there is insufficient off-street parking to accommodate all of the household or visitor vehicles, there is pressure to provide for overnight on-street parking.

Newer residential developments are built with off-street parking as required through the Zoning By-law. Higher density development typically requires parking for both owners and visitors on site. However, the pressure for overnight on-street parking for either residents or visitors or both occurs in various residential areas of Guelph. In many of these situations signing has been installed allowing overnight on-street parking year round.

Attachment 2 illustrates City of Guelph streets with year round permissive overnight on-street parking.

Impact on City departments

Many City of Guelph departments, including those responsible for emergency medical, fire, transit, street maintenance and waste collection services, have expressed concerns about the effectiveness of snow clearance within areas that overnight on-street parking is permitted.

Without the ability to restrict on-street parking in a timely manner when required the Public Works Department is disadvantaged in clearing streets of snow, ice, grit etc. in an effective manner. This leads to longer work periods to meet service levels, which results in a more costly delivery of service.

Planning staff have noted, that the availability of on-street parking does not contribute to meeting off-street parking requirements, as outlined in the City's Zoning By-law (i.e. dwellings with accessory apartments or lodging houses require additional parking to be provided on-site over and above the requirements for the detached dwelling). Residents should not rely upon on-street parking in the same manner as permanent off-street parking.

Overnight on-street parking in other Ontario cities

Attachment 3 provides a summary of the practices in a number of Ontario cities with respect to overnight on-street parking.

STAFF REPORT

Most Ontario cities reviewed:

- Restrict overnight on-street parking during the winter, and some restrict overnight on-street parking year round. The winter parking restrictions generally start on a date between November 1 to December 1 and end around the beginning of April.
- Have an additional temporary “winter event” restriction prohibiting on-street parking, such as during a heavy snowfall or freezing rain.
- Have special circumstance exemptions for overnight parking restrictions, to accommodate driveway repairs, overnight guests, etc.
- Have a set maximum duration for on-street parking, often 3 hours or 12 hours, but ranging up to 48 hours. The maximum duration of parking can be another way to restrict overnight parking.

Community Engagement

With the assistance and support of Community Engagement and Corporate Communications staffs, a community engagement and communications plan for the overnight on-street parking review was developed and implemented. The objective was to proactively engage the community in an open and transparent discussion about the overnight on-street parking review to determine suitable overnight parking options for the City. This would be achieved by:

- Developing clear and concise key messages in support of the overnight on-street parking review;
- Leveraging a variety of communications channels to communicate with and educate the public and key stakeholders about the overnight on-street parking review; and
- Developing a social media campaign to communicate about the overnight on-street parking review.

The plan included two public consultation sessions on Wednesday, February 26, 2014 and on Wednesday, April 16, 2014. Both sessions were held at City Hall from 6 p.m. to 8 p.m. *Attachments 4 and 5* contain the comment sheets that were provided during the first and second public consultation sessions, for respondents to complete. In addition, on-line comment sheets with the same questions and opportunities to respond were made available for those who were unable to attend the public consultation sessions. All of these points of engagement with the community were advertised through the local media as well as on the guelph.ca website.

Feedback from first public consultation session – February 26, 2014

Attachment 4 contains a summary of the responses from the first round of public consultation including trends that staff determined from the replies. These trends are identified below:

STAFF REPORT

- Overnight on-street parking should be temporarily restricted after a heavy snowfall or freezing rain. A number of these respondents also commented that the duration of the temporary parking ban should be related to the time needed to clear the streets.
- If the City restricts overnight on-street parking, the restriction should be applied on Guelph Transit bus routes, on narrow streets, and on at least one side of the street, with exemptions available for overnight guests or driveway repairs or other compassionate reasons.
The start and end date of a winter overnight on-street parking restriction should be set according to actual or typical snowfall dates, generally a later start date and earlier end date than the current by-law.
- The most commonly-mentioned street where overnight on-street parking has created traffic operational issues during winter operations is Goodwin Drive. Respondents complained about cars being parked without moving for more than one day, resulting in snow and ice build-up, narrowing of the street, reduced visibility, traffic congestion, and the insufficient supply of, or unwillingness of condominium residents to pay for off-street parking. Staff have also received complaints from Guelph Transit regarding delays to buses.

Alternatives for overnight on-street parking presented at the second public consultation session – April 16, 2014

Staff presented three alternatives to the public at the second public consultation session based upon the replies that staff received from the first session. The alternatives were as follows:

- Alternative 1: Retain the existing by-law regarding overnight on-street parking.
- Alternative 2: Retain the existing by-law regarding overnight on-street parking and in addition:
- Provide staff with the authority to declare a temporary on-street parking ban;
 - Restrict overnight on-street parking on Guelph Transit bus routes during the period of the winter overnight on-street parking restriction;
 - Reduce the duration of the winter overnight on-street parking restriction from six months to four months (December 1 until March 31). [Note: Staff only recommend this in conjunction with the authority to declare a temporary on-street parking ban]; and
 - For any local street that does not currently have, but where there is a request for, year-round permissive overnight parking, permit year-round overnight parking on one side of the street if the street has a travel width (curb face to curb face) of at least 7 metres and if the street has at least one

residence with no driveway and no options to provide a driveway.

- Alternative 3: Delete the existing by-law regarding overnight on-street parking and replace it with the following:
- Provide staff with the authority to declare a temporary on-street parking ban; and
 - Restrict overnight on-street parking on Guelph Transit bus routes during the period of the winter overnight on-street parking restriction;

The most commonly-preferred alternative from the second public consultation session was Alternative 2 (Keep the existing by-law regarding overnight on-street parking with the addition of four modifications). Staff also recommends Alternative 2 as it provides a balanced approach between the needs of the community and municipal operations. Please refer to *Attachment 7* for a more in depth discussion on the comparison between alternatives.

Conclusions

It is recommended that the City implement Alternative 2. This recommended alternative is supported by staff and is also the alternative that received the most support from the public. Alternative 2 means retaining the existing by-law regarding overnight on-street parking with the following additions:

- Provide staff with the authority to declare a temporary on-street parking ban;
- Restrict overnight on-street parking on Guelph Transit bus routes during the period of the winter overnight on-street parking restriction;
- Reduce the duration of the winter overnight on-street parking restriction from six months to four months (December 1 until March 31); and,
- For any local street that does not currently have, but where there is a request for, year-round permissive overnight parking, permit year-round overnight parking on one side of the street if the street has a travel width (curb face to curb face) of at least 7 metres and if the street has at least one residence with no driveway and no options to provide a driveway.

Given the financial implications of this recommendation, appropriate budgetary packages will be submitted during the 2015 Budget for Council's consideration.

CORPORATE STRATEGIC PLAN

This report supports the following goals in the strategic plan:

- 2.3 Ensure accountability transparency and engagement
- 3.1 Ensure a well designed, safe, inclusive, appealing and sustainable City

STAFF REPORT



DEPARTMENTAL CONSULTATION

The following departments and/or divisions were consulted regarding their issues, concerns and suggestions with respect to changing the overnight on-street parking by-law or the maximum duration of parking by-law:

- Policy Planning & Urban Design
- Development Planning
- Transportation & Development Engineering
- Guelph Police Services
- Guelph Fire Department
- Emergency Medical Services
- Transit
- Solid Waste Resources
- Public Works
- By-law Security and Compliance

FINANCIAL IMPLICATIONS

The recommended Alternative 2 can be implemented for a one-time cost of \$6,000 plus an increase in annual operating costs of \$10,000 and an estimated annual loss in revenue of \$160,000. Please refer to *Attachment 8* for a more in depth discussion on the financial comparison between the alternatives.

Given the financial implications of this recommendation, appropriate budgetary packages will be submitted during the 2015 Budget for Council's consideration.

COMMUNICATIONS

Notification that this matter is being presented to the Operations, Transit & Emergency Services Committee on July 8, 2014 was provided to the public through a notice placed in the Guelph Tribune, posted on the City's webpage, sent to a project contact list, and posted on facebook and Twitter. In addition, notices were delivered to the residences along Goodwin Drive between Farley Drive and Beaver Meadow Drive which is on a Transit route and currently has permissive on-street parking. The project contact list includes other City departments, Guelph Police Services, the Guelph Chamber of Commerce, the Downtown Guelph Business Association, Guelph neighbourhood organizations, the local school boards, and members of the public who had submitted responses. With the notification, information was provided as to how to appear as a delegation if so desired.

STAFF REPORT

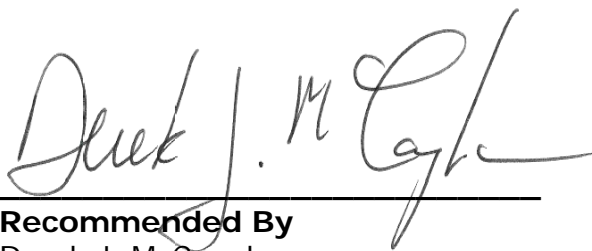
ATTACHMENTS

- ATT-1 List of Committee reports regarding overnight on-street parking
- ATT-2 Guelph streets with year-round permissive overnight parking
- ATT-3 Overnight on-street parking review – summary of practices in all other Ontario cities
- ATT-4 Overnight on-street parking review comment sheet from first round of public consultation
- ATT-5 Overnight on-street parking review comment sheet from second round of public consultation
- ATT-6 Overnight on-street parking review – summary of responses from first round of public consultation – March 2014
- ATT-7 Discussion of Overnight on-street parking Alternatives
- ATT-8 Financial comparison of alternatives to overnight on-street parking

Report Author Nancy Button, Traffic Technologist II



Approved By
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Recommended By
Derek J. McCaughan
Executive Director
Operations, Transit & Emergency Services
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Attachment 1
List of Committee reports regarding overnight on-street parking

Following Planning, Works and Environment Committee Report entitled Exemptions to the Overnight Parking Restriction – Operational impact and dated April 26, 1999, Council approved the following resolution on May 3, 1999:

THAT the number of overnight guest exemptions (overnight parking restriction) permitted annually remain at 12.

Following Emergency Services, Community Services & Operations Committee report entitled Implementation of Overnight On-street Parking and dated April 16, 2008, Council approved the following resolution on April 29, 2008:

THAT the enforcement of the 2:00 a.m. to 6:00 a.m. parking restriction found in the Traffic By-law (2002)-17017, as amended, be temporarily suspended from May 1, 2008 until November 1, 2008;

AND THAT staff report back to Council on community opinion and operational impacts of temporarily allowing overnight parking until November 1, 2008 by geographical area.

Council approved the following resolution on December 15, 2008:

THAT seasonal overnight parking on streets be limited to May 1st to October 31st.

THAT the seasonal overnight parking on streets from May 1st to October 31st, in the amount of \$175,000 be included in the 2009 operating budget.

Following Operations, Transit & Emergency Services Committee Report T101242 entitled Goodwin Drive Year Round Overnight Parking and dated October 15, 2012, Council approved the following resolution on October 22, 2012:

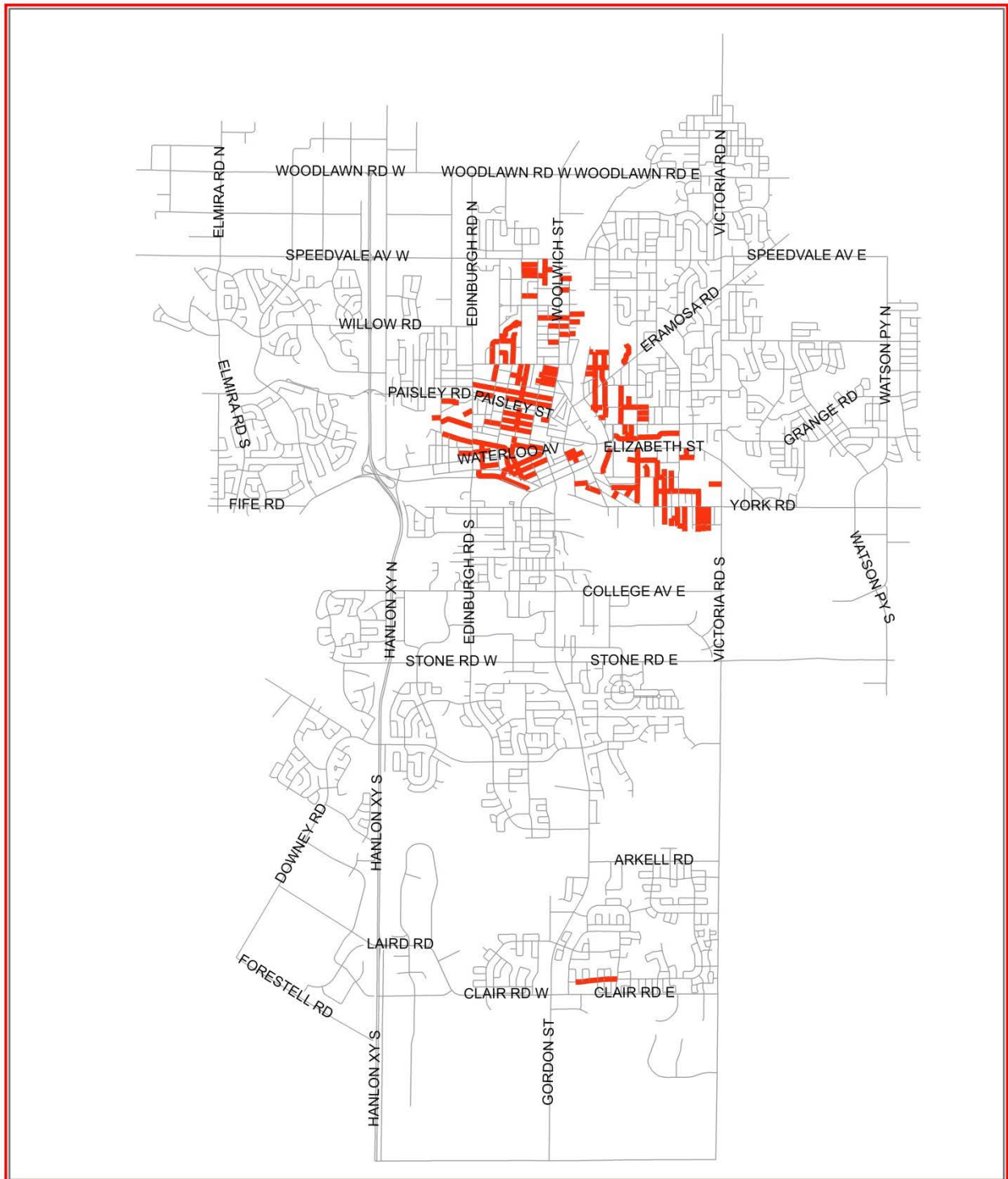
THAT the Operations, Transit & Emergency Services Committee Report OT101242 Goodwin Drive Year Round Overnight Parking be received;

AND THAT staff undertake a comprehensive review of the feasibility and implications associated with modifying or eliminating the current overnight, on-street parking restrictions;

AND THAT year round temporary overnight parking on Goodwin Drive be continued until April 2013.

Attachment 2

Guelph streets with year-round permissive overnight parking



Attachment 3

Overnight on-street parking review - summary of practices in all other Ontario cities

city	no overnight on-street parking				maximum duration of parking (hours)	special circumstance exemption	snow event restriction	notes
	start time	end time	start date	end date				
Barrie	1201am	7am	Dec 1	Mar 31		yes	yes	night restriction hours 3am-6am in Downtown Business Improvement Area
Belleville	1am	6am	Nov 2	Apr 14				
Brampton	2am	6am	year round		3	yes	yes	
Brantford					24			
Brockville	11pm	7am	Nov 1	Mar 31				
Burlington					3	yes		
Cambridge	230am	6am	year round		3	yes	yes	
Clarence-Rockland	1am	7am	Nov 15	Apr 1	3			
* Cornwall	1am	7am	Nov 15	Mar 31				night restriction hours 2am-7am on some streets
* Dryden	midnight	7am	last Sun Oct	first Sun Apr	3 night/24 other			3-hr night restriction applies to selected streets
Elliot Lake	midnight	7am	Nov 1	Mar 31	20			
Greater Sudbury	midnight	7am	Dec 1	Mar 31	4			
Guelph	2am	6am	Nov 1	Apr 1	48	yes		
Hamilton	2am	7am	year round		12	yes	yes	night restriction applies to through streets
Kawartha Lakes	11pm	6am	Nov 1	Apr 30	12	yes	yes	
Kenora					48			
Kingston	1am	7am	Dec 1	Mar 31		yes		
Kitchener	230am	6am	Dec 1	Mar 31	3		yes	
* London	3am	5am	Labour Day	Victoria Day	12		yes	night restriction applies to selected streets, summer overnight parking does not apply to commercial or recreational vehicles
Markham	230am	6am	year round			yes	yes	
Mississauga	2am	6am	Nov 1	Mar 31	3	yes		
Niagara Falls	2am	6am	year round		12	yes		
North Bay	3am	6am	Nov 1	Mar 31	24		yes	

city	no overnight on-street parking				maximum duration of parking (hours)	special circumstance exemption	snow event restriction	notes
	start time	end time	start date	end date				
Orillia	midnight	7am	Nov 15	Apr 15				
Oshawa	3am	6am	Dec 1	Apr 1	3	yes	yes	
Ottawa	1am	7am	Nov 15	Apr 1	3 hours 7am-7pm	yes	yes	night restriction applies if 7+cm of snow forecast
* Owen Sound	1am	7am	Dec 1	Mar 31				night restriction applies to selected streets
* Pembroke	midnight	730am	Nov 1	Apr 30	3 hours 8am-6pm		yes	night restriction applies to selected streets
Peterborough	2am	6am	Dec 1	Apr 1	3		yes	
Pickering	2am	5am	Dec 1	Mar 31	3	yes	yes	
Port Colborne							yes	
Quinte West	11pm	6am	Dec 1	Mar 31			yes	
Sarnia	2am	530am	Oct 31	Mar 1				
Sault Ste. Marie	midnight	6am	Nov 1	Mar 31	18		yes	
St. Catharines					12		yes	
St. Thomas	3am	5am	Nov 15	Mar 15	5 hrs 6am-midnight	yes		
Stratford	2am	6am	year round				yes	
Thorold					12		yes	
* Thunder Bay	2am	7am	Nov 15	Apr 30				night restriction applies to priority routes. Alternate sides parking restrictions 9am-5pm on selected streets.
Timmins	1130pm	730am	Nov 1	May 15	3			
Toronto	2am	6am	year round		3	yes		overnight winter restriction in North York Dec 1 to Mar 31
Vaughan	2am	6am	year round			yes	yes	
Waterloo	230am	6am	year round		3	yes	yes	
Welland					12		yes	
Windsor							yes	
Woodstock	2am	6am	Dec 1	Mar 31		yes		

* night parking restriction applies to selected streets

Attachment 4



Overnight on-street parking review Comment Sheet

Please return by Wed, March 12, 2014 to:

nancy.button@guelph.ca or to

Nancy Button, Traffic Technologist, Public Works

1 Carden Street, Guelph, ON N1H 3A1

Or fill in the online survey at guelph.ca/parking

Name: _____

Email: _____

Address: _____

Postal Code: _____

Currently, where parking is legally permitted on city streets, overnight parking is also allowed during the spring, summer and fall from May 1 to October 31. On-street parking is allowed up to a maximum 48 consecutive hours. Overnight on-street parking is restricted from 2-6 a.m. during the winter season from November 1 to April 30.

Exemptions to the overnight on-street parking restriction include 1) for visitors, driveway repair and other compassionate reasons, 2) through a Residential Overnight Permit, issued under certain strict criteria and for a fee, and 3) on some streets, generally in older areas of the city where some residences have no driveways and no options to provide off-street parking.

Please take a moment to fill out this survey and help us develop overnight on-street parking restrictions that enable the city to function safely and effectively.

1. When should the City of Guelph restrict overnight on-street parking?

- ☐ Year round
☐ Only during the winter
☐ Not at all
☐ Other _____

2. If the City restricts winter overnight on-street parking, for what dates?

Start date:

- ☐ November 1 (as per the current by-law)
☐ November 15
☐ December 1
☐ Other (please specify)

End date:

- ☐ March 15
☐ April 1
☐ April 15
☐ April 30 (as per the current by-law)
☐ May 15
☐ Other (please specify)

3. If the City restricts overnight on-street parking, for what times of day?

Start time:

- ☐ 11 p.m.
☐ 12 midnight
☐ 1 a.m.
☐ 2 a.m. (as per the current by-law)
☐ 3 a.m.
☐ Other (please specify)

End time:

- ☐ 5 a.m.
☐ 6 a.m. (as per the current by-law)
☐ 7 a.m.
☐ Other (please specify)

4. If the City restricts overnight on-street parking, where and how should the restriction apply?
Please check all that apply:

- ☐ On collector streets
- ☐ On arterial streets
- ☐ On Guelph Transit bus routes
- ☐ On narrow streets with roadways less than 7m wide
- ☐ On streets with a posted speed of 60 km/h or greater
- ☐ On streets with an average daily traffic volume of 2,000 vehicles or more
- ☐ On streets where private off-street parking is available or could be made available for each residence
- ☐ On any street unless it already has permissive overnight on-street parking
- ☐ On any street except where requested by residents of the street
- ☐ On at least one side of the street
- ☐ After a heavy snowfall or freezing rain
- ☐ With exemptions available for overnight guests or driveway repairs or other compassionate reasons
- ☐ Other (please specify)

5. For how many consecutive hours should a vehicle be permitted to park on-street?

- ☐ 3 hours
- ☐ 4 hours
- ☐ 12 hours
- ☐ 18 hours
- ☐ 24 hours
- ☐ 48 hours (as per the current by-law)
- ☐ Other (please specify)

Please provide additional comments or suggestions. Feel free to add extra pages.

Collection Notice: Personal Information, as defined by the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) is collected under the authority of the Municipal Act, 2001 and will be used in accordance with the provisions of MFIPPA. Personal information on this form will be used for the purpose of assisting the City of Guelph in making a decision on this overnight on-street parking review. Any personal information such as name and address included in a submission from the public may become part of the public record. Questions regarding the parking review should be directed to 519-822-1260 extension 2041 or nancy.button@guelph.ca. Questions regarding the collection, use and disclosure of information should be directed to the City of Guelph's Access, Privacy and Records Specialist at 519-822-1260 extension 2349 or tina.mckinnon@guelph.ca.

Attachment 5



Overnight on-street parking review Comment Sheet April 2014

Please return by Wednesday, April 30, 2014 to:

Nancy.Button@guelph.ca or to

Nancy Button, Traffic Technologist, Public Works

1 Carden Street, Guelph, ON N1H 3A1

Or respond online at guelph.ca/parking

Existing by-law

Currently, where parking is legally permitted on city streets, overnight parking is also permitted during the spring, summer and fall from May 1 to October 31. On-street parking is permitted up to a maximum 48 consecutive hours. Overnight on-street parking is restricted from 2-6 a.m. during the winter season from November 1 to April 30.

Exemptions to the overnight on-street parking restriction include: 1) overnight parking permission for overnight visitors, driveway repair and other compassionate reasons, 2) a Residential Overnight Permit, issued under certain strict criteria and for a fee, and 3) specified streets, generally in older areas of the city where some residences have no driveways and no options to provide off-street parking.

Possible amendments

Staff developed four possible amendments to the traffic and parking by-law:

Amendment 1: Provide the City with the authority to declare a temporary on-street parking ban.

Amendment 2: Restrict overnight on-street parking on Guelph Transit bus routes during the winter.

Amendment 3: Reduce the duration of the winter overnight on-street parking restriction to December 1 to March 31.

Amendment 4: Restrict any newly-introduced year-round permissive overnight parking, where requested by residents, to one side of a local street with a travel width of at least 7m and where at least one residence has no driveway and no options to provide off-street parking. **This amendment would not affect streets with existing year-round permissive overnight parking.**

Collection Notice: Personal Information, as defined by the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) is collected under the authority of the Municipal Act, 2001 and will be used in accordance with the provisions of MFIPPA. Personal information on this form will be used for the purpose of assisting the City of Guelph in making a decision on this overnight on-street parking review. Any personal information such as name and address included in a submission from the public may become part of the public record and the City may contact you for further input. Questions regarding the parking review should be directed to 519-822-1260 extension 2041 or nancy.button@guelph.ca. Questions regarding the collection, use and disclosure of information should be directed to the City of Guelph's Access, Privacy and Records Specialist at 519-822-1260 extension 2349 or tina.mckinnon@guelph.ca.

Attachment 6

Overnight on-street parking review

Summary of responses from first round of public consultation - 2014 March

	year round	only during the winter	unspecified	only during winter event	not at all	total
When should the City restrict overnight on-street parking?						
total number of respondents	74	110	15	65	38	302
If the City restricts overnight on-street parking, where and how should the restriction apply?						
after a heavy snowfall or freezing rain	53	71	7	57	11	199
with exemptions available for overnight guests or driveway repairs or other compassionate reasons	45	65	9	38	14	171
on Guelph Transit bus routes	41	72	8	25	17	163
on narrow streets with roadways less than 7m wide	40	70	6	27	8	151
on at least one side of the street	37	59	8	20	13	137
on streets with an average daily traffic volume of 2,000 vehicles or more	38	57	5	19	11	130
on streets with a posted speed of 60 km/h or greater	33	50	5	24	12	124
on arterial streets	30	50	8	23	10	121
on streets where private off-street parking is available or could be made available for each residence	45	46	6	14	6	117
on collector streets	36	47	7	17	2	109
on any street unless it already has permissive overnight on-street parking	39	43	4	12	1	99
on any street except where requested by residents of the street	25	28	4	4	1	62
If the City restricts winter overnight on-street parking, what date should it start?						
earlier than Nov 1	7	0	2	0	0	9
Nov 1 (as per the current by-law)	44	51	4	11	2	112
later than Nov 1	9	52	3	42	21	127
If the City restricts winter overnight on-street parking, what date should it end?						
earlier than Apr 30	18	61	5	46	24	154
Apr 30 (as per the current by-law)	31	41	4	8	3	87
later than Apr 30	16	0	1	1	1	19
If the City restricts overnight on-street parking, what time of day should it start?						
earlier than 2am	44	41	5	5	0	95
2am (as per the current by-law)	20	58	4	39	12	133
later than 2am	2	6	0	11	14	33

	year round	only during the winter	unspecified	only during winter event	not at all	total
When should the City restrict overnight on-street parking?						
If the City restricts overnight on-street parking, what time of day should it end?						
earlier than 6am	10	11	0	17	18	56
6am (as per the current by-law)	38	83	8	35	6	170
later than 6am	18	11	1	4	3	37
For how many consecutive hours should a vehicle be permitted to park on-street?						
less than 48 hours	59	42	6	13	4	124
48 hours	8	62	3	43	27	143
more than 48 hours	2	4	1	6	6	19
Supplementary comments						
set start/end date of overnight on-street parking restriction by actual/typical snowfall dates	13	31	2	21	6	73
on-street parking affects safety/traffic movement/emergency services	37	25	4	4	0	70
insufficient on-site parking for houses/condos/apartments/student houses/rental accommodation	18	8	3	6	7	42
need overnight parking	0	4	6	16	12	38
more parking enforcement is needed	14	13	4	3	0	34
need overnight on-street parking for visitors	7	5	1	10	9	32
student on-street parking is an issue	18	6	4	2	1	31
too many vehicles park on-street	20	6	1	4	0	31
suggest an on-street parking permit system	5	5	4	4	5	23
set hours of overnight on-street parking restriction by time needed to plow	2	12	3	4	1	22
enforce duration of on-street parking	12	5	2	1	0	20
drunk driving is reduced if overnight on-street parking is allowed	0	4	0	7	3	14
workers parking on-street is an issue	2	6	2	2	0	12
waste collection is an issue with parking	3	5	1	2	0	11
start time of overnight on-street parking restriction should relate to time when visit/party/movie/game ends	2	5	1	2	1	11
limit exemptions to overnight on-street parking	4	5	0	1	0	10
allow parking on alternate sides of street	1	4	1	2	0	8
set start/end date of overnight on-street parking restriction to allow fall/spring street cleaning	5	2	0	0	0	7
consider early/commuter/shift work in setting end time of day for overnight on-street parking restriction	1	5	0	1	0	7
least restrictive overnight on-street parking option preferred	0	0	1	3	3	7
noise issue at night when overnight on-street parking is allowed	3	1	2	0	0	6
remove overnight on-street parking on Goodwin Drive	2	1	1	0	1	5

ATT-7 Discussion of Overnight on-street parking Alternatives

Alternative 1 (Keep the existing by-law regarding overnight on-street parking, with no changes) would be the least disruptive to the community because it would maintain the status quo. For those who do not support overnight on-street parking, it has the benefit of maintaining the six-month winter restriction on overnight on-street parking. In addition, Alternative 1 would maintain the current level of parking permit and fine revenue.

However, without the authority for staff to declare a temporary on-street parking ban, Alternative 1 would result in the least efficient and least effective street clearing and cleaning. This would have negative impacts on traffic, parking and transit operations and emergency services in the winter, as streets become narrower and less traversable with snow and ice accumulation. Alternative 1 would require City resources to be spent on follow-up street maintenance where parked vehicles have hindered street maintenance (i.e. clearing and cleaning). Through the spring, summer and fall, lower quality street maintenance would negatively impact the environment because dust and debris would remain on the street, affecting air quality and the quality of storm water runoff. Lower quality street maintenance could also negatively impact the safety of cyclists because of on-street debris, and negatively impact street aesthetics. On Goodwin Drive, the continued year-round overnight on-street parking would continue to cause traffic congestion and delays to Guelph Transit buses. It should be noted that transit delays impact transit scheduling and connectivity with other transit routes.

Alternative 2 (Keep the existing by-law regarding overnight on-street parking and add four additional modifications) provides the most balanced approach to providing overnight on-street parking, with a winter overnight on-street parking restriction reduced from six months to four months and the authority for staff to declare a temporary on-street parking ban. This combination would allow street clearing and cleaning to be the most efficient and effective. Effective street maintenance would result in improved winter traffic, parking and transit operations and emergency services, improved environmental conditions, improved safety for cyclists, and better street aesthetics. Alternative 2 would allow a reallocation of City resources otherwise spent on follow-up street maintenance where parked vehicles have hindered street maintenance. On Goodwin Drive, the winter restriction on overnight on-street parking may result in less daytime on-street parking, reducing traffic congestion and delays to Guelph Transit buses. Alternative 2 would ensure that the future introduction of permissive overnight on-street parking would be limited to appropriate local streets.

However, with Alternative 2 there would be loss of parking fine revenue because the period of the winter overnight on-street parking restriction would be two months shorter. In addition, residents who have come to rely on the year-round overnight on-street parking on Goodwin Drive would be required to find alternative overnight parking in the winter. Residents who rely on the year-round overnight on-street parking on other streets in the older residential areas of Guelph would be required to find alternative parking during any temporary on-street parking ban.

ATT-7 Discussion of Overnight on-street parking Alternatives

Alternative 3 (Delete the existing by-law regarding overnight on-street parking and replace it with two modifications) would allow the most overnight on-street parking across the city. Residents who have come to rely on the year-round overnight on-street parking on Goodwin Drive would be able to park instead on nearby local streets. Alternative 3 would be most likely to promote and support higher density development and higher density occupation of older residential areas. In addition, it would allow street maintenance to be more efficient and effective during each temporary on-street parking ban, but would make street clearing and cleaning less efficient and effective on a day-to-day basis through the winter, as snow and ice slowly accumulate, and with more vehicles parked on street during the day. Residents who currently rely on year-round overnight on-street parking on Goodwin Drive and on other streets in the older areas of Guelph would be forced to find alternative parking during any temporary on-street parking ban. In addition, Alternative 3 results in the greatest loss of fine and permit revenue.

The anticipated increase in daytime on-street parking resulting from the increase in overnight on-street parking would be seen by some as creating an unsafe situation from a traffic and pedestrian point of view, but could be seen by others as a form of traffic calming. It is anticipated that with Alternative 3 there would be more requests for “no parking anytime” restrictions on at least one side of narrow streets.

The most commonly-preferred alternative from the second public consultation session was Alternative 2 (Keep the existing by-law regarding overnight on-street parking with the addition of four modifications).

Staff also identified Alternative 2 as the recommended alternative because it provides a balanced approach for improved street maintenance, improved winter traffic, parking and transit operations and emergency services, improved environmental conditions, improved safety for cyclists, better street aesthetics, and efficient use of City resources, while maintaining permissive overnight on-street parking where needed.

ATT-8 FINANCIAL COMPARISON OF ALTERNATIVES TO OVERNIGHT ON-STREET PARKING

The financial implications of the three alternatives are summarized in the tables below. The estimates for parking permit and parking fine revenues are based on three-year historical data. Please note that Alternative 1 is no change in the current overnight on-street parking bylaw (i.e. status quo).

Table 1.0 - Annual Increase in Operating Costs to Baseline

Item	Alternative 1	Alternative 2	Alternative 3
Annual Public notifications of temporary parking bans	\$0	\$10,000	\$10,000

Table 2.0 – Total Annual Permit and Parking Fine Revenue from Overnight On-Street Parking

Item	Alternative 1	Alternative 2	Alternative 3
Residential Overnight Permits	\$3,000	\$3,000	\$0
Fines for temporary parking ban infractions	\$0	\$9,000	\$9,000
Parking fines for overnight on-street parking infractions and related offences	\$327,000	\$158,000	\$0

Table 3.0 - Net Annual Increase in Costs/Decrease In Revenues

Item	Alternative 1	Alternative 2	Alternative 3
Increase in annual operating costs	\$0	\$10,000	\$10,000
Decrease in parking permit and parking fine revenue	\$0	\$160,000	\$321,000

Alternatives 2 and 3 would also require a one-time cost of \$6,000 to update signs at the City entrances regarding overnight on-street parking.

In summary, the recommended Alternative 2 can be implemented for a one-time cost of \$6,000 plus an increase in annual operating costs of \$10,000 and an estimated annual loss in revenue of \$160,000.