



**Burlington Downtown Parking Advisory Committee Meeting  
Agenda**

**Date:** September 26, 2019  
**Time:** 8:30 am  
**Location:** 414 Locust Street (2nd floor boardroom)

Pages

**1. Members present:**

Councillor Lisa Kearns, Pam Belgrade, Brian Dean, Gil Garbus, Joe Gaetan, Kim Johnny, Barry Glazier, Robert Steven, Glen Copeland, Susan Morrissey, Ann Stoner

**2. Others Present**

Kerry Davren, Bryan Letourneau, Jenna Puletto, Hayley Parkinson, Clare Cameron

**3. Member Regrets:**

Vito Tolone, Andrew Pawlowsky

**4. Declarations of Interest:**

**5. Approval of Minutes:**

5.1 Approve minutes from meeting held May 2, 2019

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**6. Delegation(s):**

**7. Consent Items:**

7.1 2019 Current Budget/Monthly Permit

7.2 Occupancy Summary

**8. Regular Items:**

8.1 Business Intelligence Presentation (C. Cameron)

- 8.2 Introduction of new Manager of Transportation Planning and Parking and Downtown Parking Coordinator (Chair)
- 8.3 Downtown Development Updates (J. Puletto)
- 8.4 Construction Guidelines Update (K.Davren)
- 8.5 Lot Construction and Puck Sensor Update (Mike Weir)
- 8.6 Parking needs Study Update (K. Davren)
- 8.7 Upcoming and in progress committee reports related to parking (K. Davren)
- 8.8 Locust Street Parking Garage Addition (Councillor Kearns)

**9. Other Business:**

**10. Adjournment:**

**Next Meeting**

Thursday, November 14, 2019

8:30 a.m.-10:30 a.m.

City Hall - 426 Brant Street - Room 247



## **Burlington Downtown Parking Advisory Committee Meeting**

### **Minutes**

Date: May 2, 2019  
Time: 8:30 am  
Location: 414 Locust Street (2nd floor boardroom)

**1. Members present:**

Councillor Lisa Kearns, Pam Belgrade, Brian Dean, Gil Garbus, Joe Gaetan, Kim Johnny, Barry Glazier, Robert Steven, Glen Copeland, Andrew Pawlowsky, Susan Morrissey, Ann Stoner

**2. Others present:**

Kaylan Edgcumbe, Bryan Letourneau, Jenna Puletto, Hayley Parkinson, Danny Pimentel and Roxanne Gosse

**3. Members regrets:**

Vito Tolone

**4. Declarations of Interest:**

n/a

**5. Approval of Minutes:**

On motion, the minutes of the meeting held February 8, 2019 were approved as presented.

**6. Delegation(s):**

**7. Consent Items:**

7.1 2019 Current Budget/Monthly Permit

7.2 Occupancy Summary

**8. Regular Items:**

8.1 Introduction of new staff (K. Edgcumbe)

Kaylan Edgumbe introduced Danny Pimentel and Hayley Parkinson to the committee.

8.2 Free "P" December update (B. Dean)

The Free "P" program is working well. So far from the people that have been surveyed, the consensus is to continue with the program. The survey will be completed in 2 weeks and the final findings will be shared with the committee.

Brian Dean spoke of Town of Oakville's "Free P" app (Honk) which is used by the public to access parking availability in the downtown. It would be an opportunity to learn if Oakville has any best practices that would be helpful to Burlington and any other information or it could be an opportunity to create a partnership.

It would be beneficial to meet with Oakville and discuss Honk app. Brian Dean, Kaylan Edgumbe, Robert Steven and Barry Glazier on the Honk initiative with Oakville. Kaylan to advise on staff member to be on subcommittee. After meeting with Oakville, DPC may create a subcommittee to discuss initiative.

8.3 Downtown Development updates (J. Puletto)

Jeanna Puletto provided a summary of current development applications in the downtown area (handout).

8.4 Parking needs study updates (K. Edgumbe)

In to order to complete the study, we need to wait and see what happens with new polices (Interim By-law and Official Plan)

The pucks are providing very concrete information regarding parking needs in the city. Sample Dashboard (pucks) is providing data as to how long the spaces are being used. It also, helps in decision making and if there are changes needed or not.

Committee to meet before July with Business Intelligence group.

8.5 Construction update - John Street (Lot 3/Locust Street (Lot 7) (B. Letourneau)

Brian Letourneau stated that Lot 3 construction is ongoing. There will be no entrance from Caroline Street and there will be an additional pay station added.

Lot 7 will be closed in May for 5 days in order to complete construction.

- 8.6 Upcoming and in progress committee reports related to parking (K. Edgcumbe)

Report PB-43-19 is going to the Committee of the Whole meeting on May 13, 2019 regarding Burlington city wide parking study recommended parking rates. The agenda for Committee of the Whole is available at [www.burlington.ca/calendar](http://www.burlington.ca/calendar).

On June 13, 2019 the Committee of the Whole - Workshop will be holding a discussion on the Integrated Mobility Plan.

- 8.7 Additional items:

- a. Signage

There is a need for more signage for parking options in the downtown. Signage would be beneficial placed where cars are exiting the lots, letting them know they may find additional parking in the following locations.

**9. Other Business:**

**10. Adjournment:**

Chair adjourned the meeting at 10:25 a.m.

Next meeting

September 26, 2019

8:30 a.m. - 10:30 a.m.

414 Locust Street, Boardroom