



Burlington Downtown Parking Advisory Committee Meeting

Minutes

Date: February 6, 2020
Time: 8:30 am
Location: 414 Locust Street (2nd floor boardroom)

1. Members Present:

Councillor Lisa Kearns, Robert Steven (Chair), Brian Dean, Kim Johnny, Andrew Pawlowsky, Pam Belgrade, Barry Glazier

2. Others Present:

Mike Weir, Jenna Puletto, Hayley Parkinson, Danny Pimentel, Marion Rabeau, Tracy O'Neil

3. Member Regrets:

Susan Morrissey, Kerry Davren, Vito Tolone

4. Declarations of Interest:

n/a

5. Approval of Minutes:

5.1 Approve minutes from meeting held November 14, 2019

On motion, the minutes of the meeting held November 14, 2019 were approved as presented

6. Delegation(s):

7. Consent Items:

7.1 2019/2020 Current Budget/Monthly Permit

7.2 Occupancy Summary

7.3 2020 Meeting Dates

a. February 6, 2020 (414 Locust Street Boardroom)

- b. June 4, 2020 (414 Locust Street Boardroom)
- c. September 10, 2020 (414 Locust Street Boardroom)
- d. November 5, 2020 (414 Locust Street Boardroom)
- e. February 4, 2021 (414 Locust Street Boardroom)

8. Regular Items:

8.1 Elgin Promenade Update

Marion Rabeau, Capital Works provided an update on the Elgin Street Promenade. This project is currently in Phase 4 with construction scheduled to begin in Spring of 2021 (between Pearl Street and Martha Street). Staff are working on the site plan/design development. A council report is scheduled for April 6, 2020.

Some members of the DPC expressed concern on the potential loss of parking spaces. Transportation Planning will be reviewing the site design prior to approval.

Action: The DPC received and filed the information.

8.2 Pedestrian Crossing

Danny Pimentel presented information on pedestrian crossings (PXO) and explained the types of PXO's that could be installed on Brant Street. In 2020, staff are proposing three PXO crossings to be installed in the downtown (Pine Street, Elgin Street, Maria Street).

It was identified that a PXO crossing at Elizabeth Street will be included with the Elgin Street Promenade construction. Some members of the DPC were concerned with the delay of a crosswalk at Elizabeth Street and asked if there were any interim measures that can be done.

Action: Danny Pimentel to discuss Elizabeth Street PXO with the Manager of Operations and Signals.

8.3 Free "P" Parking Program

Brian Dean circulated the results of the Burlington Downtown Business Association (BDBA) Free "P" December survey. Out of 400 members – 51 completed the survey. It was determined that monthly permit holders are not parking in the on-street spaces during December. The BDBA survey and additional comments received by Brian Dean and Councillor Kearns indicate that BDBA members would like a review of the current program.

A separate DPC meeting is to be scheduled to discuss the Free P Parking program and review the BDBA's proposals to revise the program.

Action: A separate DPC meeting to be scheduled in March 2020 to solely review the Free P Parking program.

8.4 Green Parking Lot Design Guidelines

Deferred to next meeting

8.5 Electronic Parking Signs

The counters/signs on the parking lots are not working properly. Staff are in discussions with the vendor to correct the issue. Staff will be turning off all signs until the counters are working correctly and will be working towards replacing the technology.

Action: Parking services staff to meet with Tourism and the Burlington Performing Art Centre to see if there are any interim measures (especially during events) that could be implemented to regulate parking in the Garage until the signs are working correctly.

8.6 Parking Needs Study Update

Deferred to next meeting

8.7 Downtown Development Updates

J. Puletto provided an update of the current development applications in the downtown area.

8.8 Construction Guidelines Update

We have strengthened our policy and developers will be expected to follow these guidelines and exceptions are clear and discussed at the design stage.

8.9 Upcoming and In Progress Committee Reports Related to Parking

No reports at this time

8.10 Review of Membership/Advisory Committee Report/Citizen Committee Representatives

Two DPC citizen representatives' terms have expired and they have chosen not to re-apply. All recruitment is on hold until the Advisory Committee report is complete.

The Chair and the Director of Transportation will be meeting with the advisory committee review team to discuss the DPC and the advisory committee report. More information to follow at the next meeting.

9. Other Business:

9.1 Add to the June 4th agenda: Permit/Occupancy Review

10. Adjournment:

Chair adjourned the meeting at 10:40 a.m.