



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

### **Minutes**

Date: November 30, 2017  
Time: 8:30 am  
Location: 414 Locust Street (2nd floor boardroom)

**1. Members present:**

Brian Dean (Chair), Pam Belgrade, Jeff Cooling, Kim Johnny, Barry Glazier, Glen Copeland, Joe Gaetan, Robert Steven (AGB) and Ann Stoner

**2. Others present:**

Vito Tolone, Kaylan Edgcumbe, Paul Byrne, Todd Evershed, Bryan Letrouneau, Marian Rabeau, Roz Minaji and Tracy O'Neil

**3. Members regrets:**

Councillor Taylor, Councillor Meed Ward, Paul Yager and Gil Garbus

**4. Declarations of Interest:**

none

**5. Approval of Minutes:**

5.1 Approve minutes from meeting held September 28, 2017

On Motion, the minutes of the meeting held September 28, 2017 were approved as presented.

**6. Delegation(s):**

none

**7. Consent items:**

7.1 Current Budget/Monthly Permit/Space Utilization Summary

**8. Regular Items:**

8.1 Elgin Promenade update (standing) (M. Rabeau)

- M. Rabeau provided an update on the Elgin Promenade. Lot 5 will be open tomorrow for Free P Program. The pathway construction is ongoing. There is a concern with the new commercial loading zones that have been added in the condo area parking lot. Off-line discussions are required with staff and condo board.
- Staff to provide a map at the next meeting that identifies the changes made to parking in the Elgin Promenade area (on-street and lot).
- Project information can be found on the web at:  
<https://www.burlington.ca/en/services-for-you/Elgin-Street-Promenade.asp>

#### 8.2 2017 City Wide Parking Study Results (K. Edgcumbe/R.Minaji)

- R.Minaji and K.Edgcumbe presented the 2017 City Wide Parking Study Results.

Information can be found on [www.burlington.ca/parkingreview](http://www.burlington.ca/parkingreview)

#### 8.3 Downtown Planning Updates (T.Evershed)

- T. Evershed presented a map of development applications received for the downtown.

#### 8.4 Parking Utilization Puck update (P. Byrne)

The DPC discussed how the data should be reported at each meeting. As there is a lot of information available and, staff can create additional reports at anytime, members agreed that the utilization reports should have the following information:

- Sorted - street by street (this would identify area shortages)
- Times grouped as 9 am - 6 pm (paid period), 6 pm -10 pm (unpaid period)
- Garage as a stand-alone report

#### 8.5 Guiding principles for developing a City owned Parking Lot (P.Byrne)

- A draft version of the guiding principles was circulated.  
 Members are to review and provide comments to P. Byrne.
- Final guiding principles to be completed by Q2-2018.

#### 8.6 2018 meeting dates (Chair)

The 2018 DPC meeting dates have been scheduled as follows:

- January 25
- April 26
- June 21
- September 27
- November 29
- February 7, 2019

**9. Other Business:**

**10. Adjournment:**

Chair adjourned the meeting at 10:10 am

Next meeting January 25, 2018