

To: Mayor and Members of Council

From: Vito Tolone, Director of Transportation Services

**cc: Kevin Arjoon, City Clerk
Tim Commisso, City Manager
Heather MacDonald, Executive Director of CPRM
Kwab Ako-Adjei, Director of Corporate Communications and Government Relations
Brian Dean, Executive Director, Burlington Downtown Business Association**

Date: June 10, 2020

Re: Downtown Streets - Re-opening Preparation TS-18-20

At the Community Planning, Regulation and Mobility Committee of June 9, 2020, Councillor Kearns raised the issue of a proactive plan to address areas of the downtown where there is a reasonable expectation that conflicts between street users will continue and likely increase as we move to reopen the City and businesses.

Staff met with the Ward Councillor in order to address the issues raised and agreed that this situation is dynamic and timely communications is critical to respond to needs of both the Burlington Downtown Business Association (BDDBA) and the community. The following actions were agreed to in order to best position Downtown Burlington businesses for success:

1. Continued proactive two-way communication between Transportation Services staff, the BDDBA, Ward Councillor and business owners on issues related to public/customer space needs and the potential need for reconfiguration/modification.
2. Staff will work with the BDDBA and Ward Councillor on options and a plan to implement street reassignments as necessary. These options include but are not limited to sidewalk modifications/markings/signage, removal of on street parking to expand the sidewalks and possible partial or limited road closures. It was agreed that not all areas of the downtown experience the same issues therefore creativity and flexibility is required.
3. The plan above will be communicated with Downtown businesses with the assistance of the Ward Councillor and the BDDBA.

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4. Staff will provide the BDBA and Ward Councillor with the most recent information concerning provincial announcements that could impact gathering sizes and sidewalk capacity. At this time indications are that a Phase 2 re-opening could be June 19th which may include allowances for restaurants/patios and other businesses, therefore, it is crucial that a plan be developed and agreed to for that eventuality.
5. Staff will research the best practices of other municipalities for further discussion and possible implementation in Burlington.

Any recommendation to close streets to vehicular traffic will be brought forward for Council consideration and approval.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "V. Tolone".

Vito Tolone
Director of Transportation Services