



Integrated Transportation Advisory Committee Meeting

Minutes

Date: February 22, 2021
Time: 7:00 pm
Location: Virtual

1. Members Present:

Carm Piro, Jason Manayathu, Beth Revelle, Don Richardson, Briana Petersen, Nick Morrison, Greg Pace, Tim Park (arrived at 8:27 p.m.), Doug Benton, Alex Andrenkov

2. Member Regrets:

Claudia Segatore

3. Others Present:

Councillor Shawna Stolte, Catherine Baldelli (Manager of Planning and Business Services - Burlington Transit), Jeff Black (Manager of Traffic Operations and Signals), Kaylan Edgcumbe (Manager of Integrated Mobility), Dan Ozimkovic, (Transportation Planning Technologist), Georgie Gartside (Acting Chair and Clerk)

4. Declarations of Interest:

None.

5. Approval of Minutes:

5.1 The minutes from the meeting held February 24, 2020 were approved.

6. Delegation(s):

None.

7. Regular Items:

7.1 Welcome new members

Georgie welcomed new members and everyone participated in roundtable introductions.

7.2 Orientation

a. Overview of ITAC

Georgie provided orientation to new members (see attached presentation), and advised that a virtual city orientation session is scheduled for all advisory committee members on Wednesday, March 31, 2021 at 6:30 p.m. The session will go over the city's goals, values and organizational structure, along with policies, rules and procedures.

b. Integrated Mobility

Kaylan gave an overview of the city's Integrated Mobility Plan project. Kaylan recommended that committee members familiarize themselves with the following:

1. [Burlington's New Official Plan](#)

- refer to the link that says Burlington's new Official Plan (Interim working version)
- review Chapter 6 and Schedules B, B-2 and C

2. [Integrated Mobility Plan Project Page](#)

- provides a high-level overview of the project

3. [Integrated Mobility Plan Get Involved Page](#)

- subscribe to the page for updates
- October 15, 2020 Project Launch Event
- Integrated Mobility Plan Council Workshop of December 15, 2020

c. Active Transportation

Dan provided background on the work staff has done to create a draft Cycling Plan for the city. A staff report with the draft Cycling Plan will be presented to the [Community Planning, Regulation and Mobility Committee on Tuesday, March 9, 2021](#) at 6:30 p.m.

- Link to the staff report
- Link to the Cycling Plan project website
- Draft Cycling Plan document

d. Traffic Operations and Signals

Jeff shared details of the city's traffic operations and signals section, consisting of crossing guards, traffic signal system, streetlights and traffic operations (road safety, road closures, road and sidewalk maintenance, traffic calming, sidewalk installations, etc.). There are corporate policies set for renewal that Jeff would like feedback on as part of the committee's 2021 workplan:

- Traffic Calming Policy
- Speed Limit Policy
- Road Closures Policy

e. Transit

Catherine shared details of the transit planning and business services area, consisting of transit operations, maintenance of buses, and transit planning (budgets, scheduling, marketing, bus stops, shelters, etc.).

Some of Burlington Transit's initiatives were highlighted as follows:

- city moved to a grid network that is focused on main streets and increased frequency. Since moving to a grid network, there has been a 14.2% increase in ridership.
- free transit for adults 65+ pilot program, Monday to Friday between 9 a.m. and 2:30 p.m.
- new My Ride real time bus notification system using text messages (Bus Times - Burlington Transit)
- on-demand transit - first mile, last mile - will be implemented
- transit signal priority will be implemented to ensure transit is on-time
- have been working on promoting a safe return to transit since COVID

Catherine will be seeking the committee's insight and feedback on some of these projects, as well as any future major route changes and fare strategies.

7.3 Election of Chair and Vice Chair

Georgie conducted the election of Chair and Vice Chair.

On motion, Carm Piro and Jason Manayathu were elected as Chair and Vice Chair, respectively to the Burlington Integrated Transportation Advisory Committee, for the term to expire December 31, 2021.

7.4 Roundtable Updates:

a. Burlington Accessibility Advisory Committee

Doug shared the following updates:

- in-person public engagement opportunities stopped due to Covid
- United Nations International Day of Persons with Disabilities was on Dec. 3 and the committee put together a list of organizations to assist people with accessibility issues which was posted on the city's website
- Respect the Space public education program about how to use accessible parking spaces is ongoing

b. Burlington Sustainable Development Advisory Committee

Tim shared that SDC has two subcommittees - Policy & Development and Awareness where much of the work of the committee gets done and then brought to the full advisory committee for approval. The committee is working on its annual report to Council and will be discussing its 2021 objectives.

8. Other Business:

None.

9. Adjournment: 8:45 p.m.