



Integrated Transportation Advisory Committee Meeting

Minutes

Date: June 17, 2024
Time: 7:00 pm
Location: Hybrid meeting- Virtual and Room 247 City Hall

1. Members Present:

Pat Debly, Chair (BAAC), Lachlan Fraser, Steve Shuta (BSAC), Jon Millman (Cycling), Andrea Grebenc, Tom Hayes, Michael Gioseffi, Naomi Williams

2. Member Regrets:

Sean Morrison (SDC), Irene MacDonald, Jim Young (Bfast), Councillor Shawna Stolte

3. Others Present:

Kaylan Edgcumbe, (Manager of Integrated Mobility), Chris King (Manager of Operations and Signals), Dawn Jarvis (Manager of Transit Planning and Business Services), Ozog, Slawomir (Planner, Transit Service Design and Development), Li, Owen (Student), Lisa Palermo (Clerk)

4. Land Acknowledgement:

The Chair read the Land Acknowledgement.

5. Declarations of Interest:

None.

6. Approval of Minutes:

6.1 Minutes from the meeting held May 27, 2024 were approved, as amended.

7. Delegation(s):

None.

8. Regular Items:

8.1 Transportation Planning and Active Transportation

Kaylan provided an update:

Parking

- The Downtown Parking Plan has been awarded to Stantec Consulting Ltd.
- This is a strategic land use & parking demand study that will estimate what future parking demands will be based on the Integrated Mobility Plan, Official Plan and Zoning By-law. The study will seek to develop recommendations as to how we can position ourselves to meet future parking demands in a manner that leverages private/public partnerships while aiming to reduce auto dependency through strategies like Transportation Demand Management, etc. There is a focus on micro mobility.
- The summer months will be focused on reviewing background documents / strategic plans, etc. and facilitating key stakeholder workshops (Economic Development, downtown Parking Committee, etc.)

Food for Feedback

- The booth at Food for Feedback will be focused on awareness of the functions of Transportation Services as a whole and what the department delivers to the community.
- Transportation staff will focus on informing the public on the work they deliver.

School Travel – Safe Streets Halton

- Transportation Planning staff have collaborated with Safe Streets Halton to develop a protected cycling lane pilot project along Palladium Way
- The pilot will take place in September to support active and sustainable school travel to/from the two elementary schools within the Alton Community. (St. Anne's School and Alton Village School)
- Safe Streets Halton is being supported by City staff, and will be utilizing grant money to fund this initiative.
- ITAC members may be able to assist staff in the future to survey residents using the protected lane.

8.2 Traffic Signals and Operations

Chris provided an update:

- Auto speed enforcement report going to Committee of the Whole on July 8th. It will be released to the public via the COW agenda on June 28th.
- Food for Feedback - staff will be available at F4F to inform and educate the public on school-related campaigns, and other current programs and initiatives.
- Transit signal priority - staff had the first kick-off meeting last month and are currently in the information sharing phase with the vendor.

8.3 Transit

- Dawn, Tony and Ozog provided members with a Transit overview and led the group through a transit planning exercise to expose them to the considerations that go into transit route development. Post exercise discussion identified both challenges and opportunities; rapidly rising ridership; higher frequency network is changing the way transit operates, and educating customers is important.
- an annual survey for ridership is proposed for September 2024.
- a new Transit Business Plan is anticipated to be released in mid-2025.
- Decisions related to free transit fares is pending.
- With the recent organizational structure changes at the City, Burlington Transit now falls under Community Services.

8.4 Work Plan Initiatives

a. Student safety working group

The school safety survey draft was shared with the city's engagement team for feedback. The working group will connect to review the feedback and edit the survey accordingly. The committee will also meet again to draft a school letter and identify an implementation strategy. The materials can be shared with all members at the September ITAC meeting. Naomi will chair the working group with Steve, Michael, Andrea and Irene.

8.5 Events

- a. BurlingtonGreen National Bike Month event (Sat., June 8, 2024)

Lachlan, Irene, Jon and Pat attended the BurlingtonGreen event from 10am - 3pm and engaged with the public passing by. More than 70 comment cards were completed. It is recommended in future to place A-frames along the path identifying ITAC's presence. Tom inputted all the comment card data and Lachlan will compile themes and trends from the data to share with the committee in September. Members recommend participating in the future and continuing to foster the relationship with BurlingtonGreen.

- b. Food for Feedback (Sat., Sept. 14, 2024)

Andrea shared the engagement tools for feedback. The tools will be refined over the summer to prepare for the event.

9. Advisory Committee Liaison Updates:

- 9.1 Sustainable Development Committee (SDC)

No update at this time.

- 9.2 Cycling Committee (Cycling)

No update at this time.

- 9.3 Seniors' Advisory Committee (BSAC)

Seniors committee discussed the scenario where bus drivers do not wait for the public to sit before taking off. What is the protocol for drivers? Do they wait for everyone to sit before leaving.

- 9.4 Accessibility Advisory Committee (BAAC)

Planning staff presented to BAAC regarding the [accessible parking standards that are part of the recommended Community Planning Permit \(CPP\) By-law](#) going to be presented at the Committee of the Whole meeting on June 11, 2024 in planning department report [PL-03-24](#). The new CPP By-law may have impacts on accessible parking.

10. Other Business:

11. Adjournment:

Chair adjourned the meeting at 9:01 p.m.