



Burlington Integrated Transportation Advisory Committee Meeting  
Agenda

**Date:** November 22, 2021  
**Time:** 7:00 pm  
**Location:** Virtual

Pages

**1. Land Acknowledgement:**

Burlington as we know it today is rich in history and modern traditions of many First Nations and the Métis. From the Anishinaabeg to the Haudenosaunee, and the Métis – our lands spanning from Lake Ontario to the Niagara Escarpment are steeped in Indigenous history. The territory is mutually covered by the Dish with One Spoon Wampum Belt Covenant, an agreement between the Iroquois Confederacy, the Ojibway and other allied Nations to peaceably share and care for the resources around the Great Lakes. We would like to acknowledge that the land on which we gather is part of the Treaty Lands and Territory of the Mississaugas of the Credit.

**2. Declarations of Interest:**

**3. Approval of Minutes:**

3.1. Approve minutes from the meeting held October 25, 2021

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**4. Delegation(s):**

**5. Regular Items:**

5.1. Welcome new representative from Cycling Advisory Committee

- Jon Millman

5.2. Delegation to December 13, 2021 Community Planning, Regulation and Mobility Committee meeting

Motion to vote on:

- Approve \_\_\_\_\_ to delegate on behalf of the Integrated Transportation Advisory Committee at the December 13, 2021 Community Planning, Regulation and Mobility Committee meeting in support of the Integrated Mobility Plan process to date and the staff recommendation of the integrated mobility network.

5.3. 2022 Meeting Schedule

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Motion to vote on:

- Approve the Integrated Transportation Advisory Committee's 2022 meeting schedule.

5.4. 2022 workplan discussion

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The following documents are attached for reference:

1. Discussion document
2. 2021 ITAC workplan

5.5. Staff updates

- a. Transportation planning (Kaylan Edgcumbe)
- b. Active Transportation (Dan Ozimkovic)
- c. Traffic operations and signals (Jeff Black)
- d. Transit (Catherine Baldelli)

5.6. Roundtable updates:

- a. Burlington Accessibility Advisory Committee (Doug Benton)
- b. Burlington Cycling Advisory Committee (Jon Millman)
- c. Burlington Seniors' Advisory Committee (Jim Young)
- d. Burlington Sustainable Development Advisory Committee (Tim Park)

6. Other Business:

7. Adjournment:



## Integrated Transportation Advisory Committee Meeting

### Minutes

Date: October 25, 2021  
Time: 7:00 pm  
Location: Virtual

**1. Members Present:**

Jason Manayathu (Vice Chair), Beth Revelle, Don Richardson, Nick Morrison, Tim Park, Jim Young, Alexander Andrenkov

**2. Member Regrets:**

Carm Piro, Briana Petersen, Greg Pace, Doug Benton

**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 Edgumbe (Manager of Integrated Mobility), Georgie Gartside (Clerk)

**4. Land Acknowledgement:**

The Vice Chair read the city's land acknowledgement.

**5. Declarations of Interest:**

None.

**6. Approval of Minutes:**

6.1 Approve minutes from the meeting held September 27, 2021

On motion, the minutes from the meeting held September 27, 2021 were approved as presented.

## 7. Delegation(s):

### 7.1 Major Transit Station Areas

Jenna Puletto, Coordinator of Community Initiatives - Community Planning Department, provided the committee with a presentation (attached) regarding the Major Transit Station Areas (MTSA) project that includes the areas around Aldershot, Burlington and Appleby GO Stations.

#### **Questions:**

##### **How are parking minimums handled for developments?**

During the implementation phase, policy directions will be created that will address parking rates. The city-wide parking review and the new Zoning By-law will reflect updated parking rates. There will be rates for the entire city and others for intensification areas. Further studies will also be undertaken to see how the areas will intensify and that will further reduce the parking standards.

##### **How are development applications being handled now?**

When a development application is made, the policy framework in effect on the date the application was made is what is used to review the application. Recognizing that there will be policy changes in the future, staff will ask for active transportation measures in exchange for parking reductions.

##### **Is Burlington GO the only place where there is an application freeze?**

The city brought a motion to the Ontario Lands Tribunal to lift the freeze on all lands except those around the Burlington GO Station. Refer to the city's [media release](#) for further details.

#### **Next steps:**

Public engagement is currently underway and committee members are encouraged to complete the workbooks for each of the GO stations. Further details and videos from the public meetings are available at <https://www.getinvolvedburlington.ca/mtsa>.

Further questions can be sent to: [mtsa@burlington.ca](mailto:mtsa@burlington.ca).

#### **ACTION:**

- Tim, Nick, Don and Alexander will complete the workbooks. The completed workbooks will be emailed to the committee for approval prior to submitting to city staff.

- Georgie to invite Kyle Plas, Acting Manager of Development in the city's Community Planning Department, to attend the next meeting to talk to the committee about the Interim Control By-law and the lift to the freeze.

## 7.2 I'm Walking Here Campaign

Nick Pongetti, Traffic Operations Technician Assistant - Transportation Services Department, provided a presentation (attached) about an initiative to increase connectivity through "No Exit" streets.

### **Questions:**

**Which of the three studied locations would be the best to achieve the city's modal split goals?**

St. Matthew's Avenue due to its close proximity to the GO station and more development proposed in that area.

**Which location has the most potential to achieve the city's greenhouse gas reduction goals?**

Graham's Lane and Stephenson Drive has benefits to reduce greenhouse gas emissions because it would allow vehicles easier access from Brant Street, rather than having to drive around to Fairview Street and Maple Avenue.

## 7.3 Election Policies

Kevin Arjoon, City Clerk, attended to seek the committee's feedback regarding a campaign contribution rebate program for Burlington. Rebates are currently given to donors for provincial and federal election campaigns, but not for municipal campaigns. The rebate program would be paid for by taxpayers.

### **Questions:**

**Was under the impression the program wouldn't be going ahead due to administrative workload. Is the program going ahead?**

Council passed the following motion in July 2021: Direct the City Clerk to bring forward an option for a modest election finance rebate program by Q4 2021, and to seek feedback from our advisory committees on that option and use any other opportunities to engage the public. The option(s) could focus on smaller donations and aim for a modest cost to the city, similar to the programs in Whitby and Mississauga and limit eligibility to Burlington residents only.

### **Where do the provincial and federal rebates come from?**

The contributor receives a receipt from the candidate and submits it through income taxes.

#### **Comments:**

- need engagement to get residents interested as municipal politics affects our community
- partially in support of the rebate program because it's a barrier for candidates to fund their own campaigns
- research shows there isn't a lot of change to the number or quality of candidates with a rebate program
- if we already have a good degree of candidates, why do we need to fund more
- could higher levels of government assist with the rebate program
- rather than taxpayers subsidizing candidates, could we subsidize voters to increase voter turnout

#### **ACTION:**

- Committee members to send Georgie any ideas or additional feedback.

### **8. Regular Items:**

#### **8.1 Timelines for 2021 annual report and 2022 workplan**

Georgie shared the following timelines to complete and approve the committee's 2021 annual report and 2022 workplan:

November - 2022 workplan discussion

December - no meeting

January - annual report and workplan to be approved by the committee

February - report to Corporate Services, Strategy, Risk and Accountability Committee with all advisory committee's annual reports and workplans

#### **8.2 Staff updates:**

##### **a. Transportation planning**

Kaylan provided the following update related to the Integrated Mobility Plan:

- kicking off public engagement on the preferred Integrated Mobility Network later this week
  - promotional materials will be shared with the committee to distribute via social networks
  - engagement will run for 3 weeks
  - will report back to ITAC in November to summarize public engagement feedback
  - if the recommended network is ready (hoping only minor edits), it will be presented to ITAC in November
  - asking that ITAC delegate at the special Community Planning, Regulation and Mobility Committee meeting on the morning of December 13 in support of the IMP process to-date and the staff recommendation of the integrated mobility network
- b. Active transportation
- No update.
- c. Traffic operations and signals
- Jeff said that a staff report should be presented at the December 7 Community Planning, Regulation and Mobility Committee meeting regarding the area wide speed limit initiative and a reduction to 30 km/hr in school zones.
- d. Burlington Transit
- Catherine said the ITAC working group met to discuss on-demand transit. On-demand service will be implemented at some point and will include:
- a late night, bus stop to bus stop service
  - will replace routes 50, 51 and 52
  - an App will be launched for the service
  - requests can be booked 24 hours in advance either through the App, online or by phone
  - cancellations permitted up to 1 hour in advance
  - fare payment the same as Burlington Transit fares

- flag down trips not recommended, but will not be denied
- soft launch will happen along with the fixed route. Staff will be on board the fixed route educating riders about the on-demand service

### 8.3 Roundtable updates:

a. Burlington Accessibility Advisory Committee

No update.

b. Burlington Cycling Advisory Committee

No update.

c. Burlington Seniors' Advisory Committee

Jim said the committee did not have quorum at this morning's meeting and had an informal discussion about on-demand transit.

d. Burlington Sustainable Development Advisory Committee

Tim said the committee discussed developments, potential bird-friendly city proposal and closing off a street.

## 9. Other Business:

### 9.1 Bringing forward items to Council that aren't on staff's workplan

Committees can work through their Council representative and their Committee Clerk to determine the best way to bring forward new items. Committees are also encouraged to delegate during the annual report presentations and can include information and/or recommendations in their annual reports.

## 10. Adjournment:

Chair adjourned the meeting at 9 p.m.



## **Integrated Transportation Advisory Committee**

### **2022 Meeting Schedule**

(meetings are generally the last Monday of the month)

Meeting time: 7 - 9 p.m.

<b>Date</b>	<b>Location</b>
January 31	Virtual via Zoom
February 28	Virtual via Zoom
March 28	Virtual via Zoom
April 25	Virtual via Zoom
May 30	Virtual via Zoom
June 27	Virtual via Zoom

Due to the 2022 municipal election, meetings will not occur after June 30

## 1.0 Introduction/Background

On an annual basis, ITAC must:

- “Develop an annual workplan and communication plan and related budget that meet the mandate of the committee
- Report through the Community Planning, Regulation & Mobility Committee to Council of an annual report”<sup>i</sup>

Its work plan should reflect the advancement of ITAC’s mandate, as per its Terms of Reference. The key components of ITAC’s mandate are summarized below.

## 2.0 ITAC’s Mandate and Work Plan Considerations

### 2.1 PROVIDE INPUT ON CITY POLICY

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- “Provide comprehensive and coordinated input to Council and staff on policies, initiatives and strategies affecting transportation including but not limited to: road safety, cycling and transit services
  - Keep current on Council-approved policies that may impact the Committee
  - Provide comments on City of Burlington Master Plans pertaining to transportation/transit issues”<sup>i</sup>

#### *Discussion Questions*

- Upcoming city policies this year? E.g. IMP, Cycling policy, others?

**ITAC Deliverable: TBD**

### 2.2 PROVIDE INPUT ON CITY OF BURLINGTON PROJECTS

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“ Provide strategic input and alignment to staff and Council on key projects including:

- Official Plan Review
- Transportation Master Plan
- Community Trails Strategy
- Niagara to GTA Transportation Corridor
- Regional Active Transportation Master Plan
- Regional Transportation Master Plan
- Community Energy Plan
- Other transportation focused initiatives
- Mobility Hubs Master Plans”<sup>i</sup>

#### *Discussion Questions*

- Does the list above need to be updated? what is missing? What no longer should be on the list?
- Does the city have work plans for each of the above?
- Can the city provide key milestones /decision points / points of consultation to help plan ITAC meeting agendas for the coming year?

**ITAC Deliverable: TBD**

**2.3 COORDINATE/PARTNER WITH OTHER ADVISORY COMMITTEES AND EXTERNAL GROUPS, WHERE APPROPRIATE**

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“Liaise on an as required basis with the following groups:

- Seniors Advisory Committee
- Downtown Parking Committee
- Burlington Youth Transit Ambassadors
- Halton District School Board
- Halton Catholic District School Board”<sup>i</sup>

***Discussion Questions***

- Who is missing from the list above? What organizations may not need to be on this list?
- Best approach to outreach to these groups?

***ITAC Deliverable: TBD***

**2.4 COMMENT ON INFORMATION/POLICY FROM TRANSPORTATION AUTHORITIES / ORGANIZATIONS**

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“Review and comment on information provided by the following transportation organizations:

- Metrolinx
- Canadian Urban Transit Association
- Ministry of Transportation
- Ontario Public Transit Association”<sup>i</sup>

***Discussion Questions***

- Who is missing from the list above?
- What organizations may not need to be on the list?

***ITAC Deliverable: TBD***

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<sup>i</sup> ITAC Terms of Reference: [https://www.burlington.ca/en/your-city/resources/Citizen Committees and Boards/Integrated-Transit-Advisory-Committee/ITAC-Terms-of-Reference.pdf](https://www.burlington.ca/en/your-city/resources/Citizen%20Committees%20and%20Boards/Integrated-Transit-Advisory-Committee/ITAC-Terms-of-Reference.pdf)

## Integrated Transportation Advisory Committee

### 2021 Workplan

Item	Details	Interested	Budget
Provide feedback on corporate city policies	<ul style="list-style-type: none"> <li>● road closures (TBD)</li> <li>● traffic calming (July/Aug)</li> </ul>	Nick Don Briana	
Input into policies for on-demand transit		Nick Don Doug Jim Jason	
Review and comment on transit marketing initiatives for return to transit after COVID		Beth Jim Jason Nick	
Integrated Mobility Plan project feedback and participation in engagement initiatives		Nick Don Briana Doug Jason	
Work with Cycling Advisory Committee on active transportation initiatives	<ul style="list-style-type: none"> <li>● public outreach - Bike Month, Bike Week, active travel to schools</li> <li>● cycling giveaways (bells, whistles, bike racks)</li> </ul>	Greg Don Jason Nick	
Provide input into city plans, projects and initiatives that have a transportation component		Alex A Nick Briana Tim	
Provide feedback on larger development files		Nick Tim Don	
Review and comment on information from transportation organizations	<ul style="list-style-type: none"> <li>● Metrolinx</li> <li>● Canadian Urban Transit Assoc.</li> <li>● MTO</li> <li>● Ontario Public Transit Assoc.</li> </ul>	Nick Briana Doug	
Community outreach Community feedback collection	<ul style="list-style-type: none"> <li>● social media</li> <li>● attendance at events</li> </ul>	Don Beth	
Develop relationship with BFAST (Burlington for Accessible Sustainable Transport)		Beth Jim Doug	