



Burlington School Traffic Safety and Mobility Advisory Meeting

Minutes

Date: November 6, 2025
Time: 9:30 am
Location: Room 247, City Hall, second floor

1. Members Present:

Amy Collard, Ritu Kumar, Andrea Lee, Carolyn McCarney and James Smith

2. Regrets:

Brenda Agnew

3. Others Present:

Councillor Lisa Kearns, Chris King (Manager of Transportation Operations), Craig Kummer (Director of Transportation Services), Stephen Camm (Supervisor, Municipal Parking Operations), David Colley (Halton Student Transportation Services), John Eddols (Halton Regional Police), Kathie Panzer (Planning Officer, HCDSB), Ian Gaudet (Supervisor of Facilities Services, HDSB), Leah Perez (EAMS Specialist Transportation Services), Bennett Wolek (Transportation Administration Intern) and Jo-Anne Rudy (Clerk)

4. Land Acknowledgement

The Land Acknowledgement was read.

5. Declarations of Interest:

None

6. Approval of Minutes:

6.1 Approve minutes from meeting held October 2, 2025

On motion, the minutes from the meeting held October 2, 2025, were approved as presented.

7. Delegation(s):

None

8. Presentations:

8.1 Presentation from Leah Perez, EAMS Specialist, and Bennett Wolek, Transportation Administration Intern, regarding Sharepoint tracking sheet for site inspections

- Leah reviewed the tracking sheet she has developed for site inspections. It was suggested that the school and the intersection be listed separately.

9. Regular Items:

9.1 School Board updates

- Amy advised that she spoke with HDSB student trustees and the student senate about scooter and pedestrian safety. The discussion was well received, and efforts are underway to promote safe travel to and from school.
- Ian asked about the Automated Speed Enforcement (ASE) issue and signage requirements. Chris will provide information during his Transportation update. (Item 9.3)

9.2 Enforcement and patrol update

- Stephen advised that staff and the vendor continue to make progress on establishing a dedicated method of tracking tickets issues during school patrols. He noted that in the coming weeks, staff will be ensuring that area schools (Public, Catholic and French) are loaded into the system so that officers can specify the locations where offenses are taking place.
- No patrol update.

9.3 Transportation update

- Chris advised that they are aware of the ASE issue and are currently discussing signage requirements. The Province is providing signage for fixed locations and staff are checking to see if it applies to the City. Chris noted that it does not apply to mobile cameras. Staff are reviewing community school safety zones and the installation of signage as a result of ASE being cancelled. In addition, staff are reviewing traffic calming options and the potential of doubling fines in these areas.

- A member asked if the equipment can be used without the camera to obtain data. Chris responded that the cameras are rentals and staff have other more discreet devices to collect speed and traffic data. Cameras could not be used to issue warnings as staff would not be able to receive ownership information from the Province.

9.4 Site inspections

a. Completed reports

a. Central Public School

Members reviewed and discussed the inspection reports for Central Public School and made the following recommendation: **Motion** - Request staff to review the inspection reports and come back to the next meeting with recommendations to:

- Change signage in bus loading zone used as "Kiss & Ride" and have schools keep drivers in vehicles;
- Investigate adding flexible delineators to Baldwin Street to prevent U-turns;
- More enforcement for parking and encourage walk-a-block for drop offs;
- Investigate modifying parking restrictions past Hurd Avenue to allow more vehicles to walk-a-block;
- Add stop bar at stop sign exiting laneway;
- Investigate light levels at streetlight to determine if proper back light for sidewalk at exit lane exists;
- Explore opening up Baldwin Street access;
- Create a better path at Hager Avenue and Richmond Road for students to use; and
- Explore speed bumps on school property along laneway beside track/field. **CARRIED**

b. Glenview Public School and Aldershot School

Members reviewed and discussed the inspection reports for the following intersections around Glenview Public School and Aldershot School and made the following

recommendation: **Motion:** Request staff to review the inspection reports and come back to the next meeting with recommendations to:

- Add a "Kiss & Ride" at Aldershot School, similar to the one at Nelson H.S.;

Fairwood Place and Hendrie Avenue

- Stop bar/crosswalk lines on Hendrie Avenue to demarcate stopping location;
- Investigate 3-way stop at Hendrie Avenue/Fairwood Place or safer crossing between Hendrie Avenue and LaSalle Park West or install speed bumps to slow traffic along Fairwood Place;

Fairwood Place West and LaSalle Park Road

- Have police attend for rolling stops;
- Investigate PXO for LaSalle Park as pedestrian traffic is not going up to Plains Road to cross this busy street;
- Ask schools about promoting alternative routes, i.e. Plains Road or Townsend Avenue (current crossing guard location) to get across LaSalle Park;

Aldershot Place and Park Avenue West

- Explore other ways to promote this intersection as one way stop to avoid collisions, as all way stop was found not warranted by staff;
- Increase enforcement/look at signage (change to no stop?). **CARRIED**

c. Tom Thomson Public School

Members reviewed and discussed the inspection reports for Tom Thomson Public School and made the following recommendation: **Motion:** Request staff to review the inspection reports and come back to the next meeting with recommendations to:

- Adding school crossing guard would improve safety and awareness;

- Speak to City Project Manager to enforce construction timing rules. **CARRIED**
- b. Correspondence and verbal requests

None
- c. New site inspection requests/intake forms
 - Chris advised that a request was received for a crossing guard at Cavendish Drive and Melissa Crescent and noted that there is the possibility of moving the current guard from the catwalk but this would involve the school redirecting students away from the catwalk at the back of the school.
 - **Motion:** Approve the following site inspection requests:
 - Clarksdale Public School, Mountainside Drive @ Tavistock Drive - traffic congestion, vehicles advancing on guard while crossing pedestrians, dangerous driving - fail to stop & rush to beat pedestrians.
 - St. Paul's Catholic School, Cumberland Avenue - traffic congestion, parking issues, school buses block driveway, crossing guard can't cross pedestrians and watch school driveway, design of parking lot, no safe walkway for students to walk in lot.
 - Makwendam Public School, Rexway Drive @ Rexway Court - request for crossing guard, students walk to back of school through catwalk at Rexway Court and cross over Rexway Drive (uncontrolled location) instead of using crossing guard at Woodview Road.
 - Cavendish Drive @ Melissa Crescent - new crossing guard or moving current guard from the catwalk to Cavendish Drive. **CARRIED**
- d. Scheduling and assignments
 - The site inspection for Bruce T. Lindley Public School was moved to November due to unavailability of members.
 - Bryan will reach out to members offline to schedule assignments for above noted locations.
- e. Staff recommendations

Lambshead Drive and Hammond Street

1. All-Way Stop Review (City of Burlington staff)
 - A Turning Movement Count (TMC) study through the city's contract has been submitted for this location.
 - Burlington Traffic Operations will provide the results by November 30.
2. Pedestrian Crossing Review (City of Burlington staff)
 - The scheduling of a PXO (Pedestrian Crossover) study will occur if an all way stop is not justified.
 - If required, a PXO study will be completed in Spring 2026.
3. Traffic Calming Measures – Hammond Street (City of Burlington staff)
 - In-house data collection units will be installed at two locations on Hammond Street. The units will collect data for 8 days, at which time they will be removed and the data analyzed. The results of the data and the traffic calming warrant will be provided by November 30.
 - If the cold weather causes the batteries to fail, the study will be rescheduled for Spring 2026, with the results provided by Spring 2026.
4. Rotating Speed Display Sign – Hammond Street (City of Burlington staff)
 - Staff have added Hammond Street to the Digital Feedback Sign (DFS) schedule, with installation scheduled for November 13. Two units will be installed facing eastbound traffic. Unfortunately, there are no suitable poles for the westbound direction. The signs will remain in place for a minimum of three weeks.

9.5 Information items:

The following item was received for information.

- a. Halton Region correspondence - PW-26-25 - updates to Traffic By-law No. 1984-1

10. Election of Chair and Vice Chair:

On motion, Amy Collard and James Smith were elected as Chair and Vice Chair, respectively, for the term ending December 31, 2026.

11. Other Business:

- Transportation's Traffic Safety webpage has been updated to advise public of committee and to direct to new online request for school site inspection form.
- School Crossing Guard webpage is being updated and will direct requests for new guards to school site inspection form.
- Chris shared draft postcard with members to review before printing.

12. Adjournment:

The meeting was adjourned at 11:31 a.m.