



Integrated Transportation Advisory Committee Meeting

Minutes

Date: November 24, 2025
Time: 7:00 pm
Location: Room 247, City Hall, second floor

1. Members Present:

Lachlan Fraser (Chair), Michael Gioseffi (Vice Chair), Pinki Virani (BSAC), Andrea Grebenc, Grace Li, Garth Napier (BAAC), Irene MacDonald, Ellie Castonguay (Cycling), Albert Tai (joined at 8:20pm)

2. Member Regrets:

Maninder Pal, Sean Morrison (SDC), Jim Young

3. Others Present:

Dan Ozimkovic (Transportation Planning Technologist), Kaylan Edgcumbe (Manager, Integrated Mobility), Josip Kafadar (Supervisor, Traffic Operations), Shelby Clements (Clerk)

4. Land Acknowledgement:

The Chair read the Land Acknowledgement.

5. Declarations of Interest:

None.

6. Approval of Minutes:

Minutes approved as presented.

6.1 Minutes from the meeting held October 27, 2025

7. Delegation(s):

None.

8. Regular Items:

8.1 Transit

No update at this time.

8.2 Traffic Signals and Operations

Josip provided the following updates:

- Made note of locations that had new pedestrian crossovers installed in the last week:
 - Sutton Drive - 40m North of Viking Crescent
 - Headon Forest Drive - 235m North of Constable Henshaw Blvd
 - Teen Tour Way - 75m North of New Street
- Made note of locations that are under way and expected to be completed within the next day or two:
 - Sutton Drive – at Emerson Park
 - Headon Forest Drive – at the Crosstown Trail crossing
 - Deer Run Avenue - at the Crosstown Trail crossing
 - Headon Road - at the Crosstown Trail crossing
 - Cleaver Avenue - at the Crosstown Trail crossing
- Mentioned adding speed humps and removing and replacing existing damaged speed humps as forms of traffic calming in the Fall.

Questions from committee members:

- Will Burlington be able to get some money back on the speed cameras? Staff advised that Burlington never launched them yet, they are still finding out if they are eligible for those funds.
- Regarding pedestrian crossovers - is there already a program and is there a public process? Staff advised that pedestrian crossovers can be brought forward from the public or staff. The locations are still being finalized.

8.3 Transportation Planning and Active Transportation

Kaylan & Dan provided the following updates:

- The Downtown Parking master plan is wrapping up right now - Kaylan will share the draft master plan with ITAC once it is ready.

- Possible workplan item for ITAC: pedestrian policies; regarding sidewalks. Kaylan & Dan are looking for support from ITAC with this. There could be a subcommittee for ITAC.

Questions for committee members:

- Sidewalks are designed to hit at grade, from a pedestrian approach, could sidewalks be raised? Staff advised that this is a traffic calming effort that they are doing. However this can be tough for snow removal and slows down fire vehicles.

Kaylan and Dan provided updates on the electric scooter (e-scooter) pilot program:

- There is a report coming through next week that will be amending the traffic by-law to include the definition of an e-scooter, restricting the use to Centennial Trail only.
- Staff has had discussions with the Ministry of Transportation (MTO).
- No e-scooters are approved for use (other than the pilot program Scooty e-scooters on the trail).
- The trails are connected to transit spots.
- 5,000 rides were completed in the first 3 months.
- Hot spots were in the downtown, Appleby GO, other activity centers such as the mall, parks and libraries.
- Staff is pleased with the data that was received.
- The e-scooters are not currently on the trails right now. The Scooty pilot program will return around March (when the weather allows).
- There has been a lot of positive feedback regarding the pilot program, some feedback and questions as well.
- Staff is working on the education surrounding e-scooters
- A lot of cities are battling the current situation with private e-scooters, it is still a work in progress.
- Staff are having monthly meetings with Halton Regional Police. Also speaking with the public school boards as well, education surrounding e-scooters. Trying to educate parents that the private e-scooters are illegal.

- At the end of next summer staff is hoping to have a recommendation to go back to Council.
- Discussions of expanding the program to bike lanes.

Questions from committee members:

- Is there any awareness that can come out prior to Christmas (ahead of e-scooters being purchased as gifts)? Staff advised that perhaps the City's social media team could post something about this in order to raise awareness. The City could also bring awareness to the school boards.
- Are municipalities tracking accidents? Staff advised that nothing has been reported to them (from Scooty). The Police would receive accident data, then it would be shared with the City. The Police would specify the details of the accident as well.
- Lots of concern coming from BSAC regarding e-scooters. It can be a good tool but at the moment the private use of e-scooters is unsafe. Staff advised that it is the private buyer's issue and that the police will enforce these rules. The City puts the by-law in place, then the Police have the ability to enforce the rules and laws.
- Will there be designated lines for e-scooters on the trail? Staff advised not at the moment, the trail is not wide enough.
- From a safety perspective, is there enforcement on wearing a helmet? Staff advised that ages 16-18 are required to wear a helmet. Ages 18+ you are not required to wear a helmet - this is the MTO's rule.
- Could there be an e-scooter used for accessibility? Staff advised that the MTO dictates the criteria of an e-scooter.
- Overall concerns from ITAC members that not enough people are aware that private e-scooters are illegal. As well as the lack of regulation of them.

9. Advisory Committee Liaison Updates

9.1 Accessibility Advisory Committee (BAAC)

Garth presented a draft document with recommendations regarding accessible parking. He asked for ITAC's support on this. Kaylan advised that along with the recommendations being sent to Integrated Mobility, they could also be sent to Community Planning.

Garth also provided the following updates:

- There will be workshops for persons with disabilities at the Burlington Art Gallery. Artists with experience with a disability, will speak with the participants and then work on an art project with them, then the participants get to keep the art that they created.

9.2 Seniors' Advisory Committee (BSAC)

No update at this time.

9.3 Cycling Advisory Committee (Cycling)

Ellie provided the following updates:

- Cycling is considering sending a letter to Council because serious injuries are occurring.
- Cycling would like for a Vision Zero Plan to be adopted.
- Ellie can provide ITAC with the draft of the letter to be sent to Council. ITAC can see if they would like to support.
- Ward Ride - they have successfully completed the first one. Ward Ride dates can be found at: <https://events.burlington.ca/>

9.4 Sustainable Development Advisory Committee (SDC)

No update at this time.

10. Other Business:

10.1 Reminder about December Social on December 15th

Reminded ITAC members about the upcoming December social.

11. Adjournment:

Chair adjourned the meeting at 8:48pm