



## **Burlington School Traffic Safety and Mobility Advisory Meeting**

### **Minutes**

Date: February 5, 2026  
Time: 9:30 am  
Location: Room 247, City Hall, second floor

**1. Members Present:**

Amy Collard (Chair), Ritu Kumar, Andrea Lee and Carolyn McCarney

**2. Regrets:**

Councillor Lisa Kearns, James Smith and Brenda Agnew

**3. Others Present:**

Chris King (Manager of Transportation Operations), Stephen Camm (Supervisor, Municipal Parking Operations), Bryan Letourneau (Supervisor, School Crossing Guards), Dan Ozimcovic (Transportation Planning Technologist), Ian Gaudet (Superintendent of Facilities Services, HDSB), Cathy Panzer (Planning Officer, HCDSB), David Colley (Halton Student Transportation Services) and Jo-Anne Rudy (Clerk)

**4. Land Acknowledgement**

The Chair read the Land Acknowledgement.

**5. Declarations of Interest:**

None

**6. Approval of Minutes:**

6.1 Approve minutes from meeting held January 8, 2026

On motion, the minutes from the meeting held January 8, 2026 were approved as presented.

**7. Delegation(s):**

None

## 8. Regular Items:

### 8.1 School Board updates

- Amy advised that the HDSB is conducting a boundary review for southwest Burlington elementary schools and noted that the results could affect both bus and walking routes. More information on the boundary review can be found on the [HDSB website](#).

### 8.2 Enforcement and patrol updates

- Stephen advised of the following updates:
  - 2-day SAP - Frontenac Public School - Bridle Wood - 0 tickets, 4 educated
  - 4-day SAP - Frontenac Public School - Bridle Wood - 2 NSA tickets, 0 educated
  - 1-day SAP - St. Mark Catholic Elementary School - Upper Middle Rd. - 2 FR tickets, 0 educated
  - 2-day SAP - Florence Meares Public School - Berwick Dr. - 0 tickets, 1 educated
  - 1-day SAP - Maplehurst Public School - Springbank Cr. - 0 tickets, 4 educated
- Chris advised that HRPS is collecting data on speeds and noted that when a recommendation regarding speed comes through, there is a two-step process. Staff will collect speed data and forward to police so they can patrol the proper locations at the proper time.

### 8.3 Transportation and crossing guard program updates

No update

### 8.4 Site inspections

#### a. Completed reports

#### a. Bruce T. Lindley Public School

- Members reviewed and discussed the inspection reports for Bruce T. Lindley Public School and made the following recommendation. **Motion** - Request staff to review the inspection reports and come back with recommendations to:

- Move Melissa Crescent (Kinsmen Path) crossing guard to Cavendish Drive @ Melissa Crescent intersection. **CARRIED**

b. Makwendam Public School

- Members reviewed and discussed the inspection reports for Makwendam Public School and made the following recommendation. **Motion** - Request staff to review the inspection reports and come back with recommendations to:
  - Ask school, if possible, to allow students to use KG gate to access blacktop to avoid parking lot or have snow cleared better from student walkway to keep students out of parking lot;
  - Instruct students currently crossing Rexway Drive to use current crossing guard and follow Woodview Road to access blacktop vs Sweetgrass Park Path. A crossing guard at Rexway Court is not needed.
  - Have parking services attend front of school (Woodview Road) to enforce on vehicles unloading students in the No Stopping school bus loading zone. **CARRIED**

c. St. Patrick's Catholic School

- Members reviewed and discussed the inspection reports for St. Patrick's Catholic School and made the following recommendation. **Motion** - Request staff to review the inspection reports and come back with recommendations to:
  - Conduct speed study to determine if traffic calming measures are warranted;
  - Redo inspection in warmer weather as crossing guard, stop control or additional signage is not warranted with current inspection numbers. **CARRIED**

b. New site inspection requests/intake forms

None

c. Scheduling and assignments

None

d. Staff recommendations

- Chris spoke to how recommendations are tracked and the best way to keep the committee informed when items are completed. He noted that staff will advise committee as things are completed and added that he will provide a document to members before the summer break. It was suggested that perhaps the document could be sent out with the agenda and/or provided on a shared drive that members can access. **Action:** Chris to look into a shared drive.

**9. Other Business:**

- Chris asked who should be contacted at the school boards regarding recommendations. Ian Gaudet will serve as the contact for HDSB, and Cathy Panzer will confirm the appropriate contact for HCDSB with Branko Vidovic.
- Jo- Anne advised that committee recruitment took place in December and five new members were appointed by Council at their January 27, 2026 meeting. Staff will provide orientation in mid- February, with new members attending the March meeting.

**10. Adjournment:**

Chair adjourned the meeting at 10:16 a.m.