



Burlington School Traffic Safety and Mobility Advisory Committee
Agenda

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

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 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 meeting held February 5, 2026

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4. Delegation(s):

5. Regular Items:

5.1 School Board updates

5.2 Enforcement and patrol updates

5.3 Transportation and crossing guard updates

5.4 Site inspections

a. Completed reports

- b. New site inspection requests
 - Tom Thomson Public School (2nd request)
 - Rolling Meadows Public School
 - St. Anne Catholic School
- c. Scheduling and assignments
- d. Staff recommendations

5.5 Approval of 2025 Annual Report 5 - 6

5.6 Approval of 2026 Workplan/Budget 7 - 7

6. Other Business:

7. Adjournment:



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.

TO: Committee of the Whole

FROM: Amy Collard, Chair, Burlington School Traffic Safety & Mobility Advisory Committee

SUBJECT: 2025 Annual Report for the Burlington School Traffic Safety & Mobility Advisory Committee

DATE: March 5, 2026

Purpose

This report is meant to update City Council on the activities of the Burlington School Traffic Safety and Mobility Committee during the year of 2025 and highlight the committee's achievements over that time.

Background

The Burlington School Traffic Safety and Mobility Advisory Committee was established as an advisory committee to Burlington City Council in 2025 to identify, assess, and provide recommendations to staff on school traffic and mobility-related risks, with the goal of implementing measures that improve safety in and around school areas.

2025 Highlights

- The committee held its first meeting on September 4, 2025.
 - Voting membership includes:
 - Four community members;
 - One Trustee from the Halton District School Board (HDSB); and
 - One Trustee from the Halton Catholic District School Board (HCDSB).
 - Non-voting supporting staff/agencies includes:
 - City of Burlington staff (Transportation, Transit, By-law, Parking Services)
 - Halton Regional Police Service (HRPS)
 - Halton Student Transportation Services (HaltonBus)
 - School Board staff representatives (Planning, Facilities, etc.)
 - One member of City Council.

- In response to concerns received by staff, members of the Committee and City staff conducted site visits between September and December to observe and evaluate traffic and mobility conditions at various school locations. The resulting assessments and preliminary recommendations were compiled by staff and presented at the monthly Committee meetings for discussion. Through this

process, the Committee identified and approved recommendations requiring further review or follow-up action by City staff or external partner agencies, including the Halton Regional Police Service, local school boards, and Halton Student Transportation Services (HaltonBus).

- In December, interviews were conducted by staff, committee chair and council liaison, resulting in five community members being recommended to City Council for membership on the Committee.

Respectfully Submitted,

Amy Collard, Chair
Burlington School Traffic Safety and Mobility Advisory Committee

DRAFT

Burlington School Traffic Safety & Mobility Advisory Committee

| 2026 Workplan Objective | Action | Budget |
|---|--|--|
| <ul style="list-style-type: none"> • Provide recommendations to staff on school traffic and mobility-related risks, with the goal of implementing measures that improve safety in and around school areas. | <p>Site Inspections</p> <ul style="list-style-type: none"> • Conduct site inspections at schools and surrounding areas, focusing on school arrival and dismissal times, to observe peak traffic patterns and safety concerns. • Site inspection focus areas will include: <ul style="list-style-type: none"> ○ Traffic flow, ○ Pedestrian safety, ○ Signage effectiveness, ○ Crossing guard locations, ○ Parking and infrastructure issues affecting student mobility. <p>Parking Enforcement Data</p> <ul style="list-style-type: none"> • Collect and analyze parking enforcement statistics to identify recurring problems and support targeted interventions near schools. <p>School Board Updates</p> <ul style="list-style-type: none"> • Share updates on school travel plans, catchment changes and any construction or policy shifts impacting traffic and safety. <p>Agency Collaboration</p> <ul style="list-style-type: none"> • Coordinate with enforcement agencies, city departments and school officials to exchange safety information and promote education programs. | <p>\$800 (mileage expenses for site inspections)</p> |
| <p>TOTAL BUDGET</p> | | <p>\$800</p> |