Burlington School Traffic Safety and Mobility Advisory Meeting

Minutes

Date:	June 4, 2026
Time:	9:30 am
Location:	Room 247, City Hall, second floor

1. Members Present:

Amy Collard (Chair), James Smith, Ritu Kumar, Carolyn McCarney, Tanya MacLean, Ward Metzler and Kirsten Kelly

2. Regrets:

Andrea Lee

3. Others Present:

Councillor Lisa Kearns, Chris King (Manager of Transportation Operations and Signals), Bryan Letourneau (Supervisor, School Crossing Guards), Stephen Camm (Supervisor, Municipal Parking Operations), Dan Ozimkovic (Traffic Technologist), Fred Thibeault (General Manager of Planning, HDSB), Kathie Panzer (Planning Officer, HCDSB), Eveyln Keith (Coordinator for School Crossing Guards), Colin Lahey (Deputy Fire Chief, Community Risk) 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 April 2, 2026

On motion, the minutes from the meeting held April 2, 2026, were approved as presented.

7. Delegation(s):

None

8. Regular Items:

8.1 School Board updates

- Amy advised that the Ward Boundary Review is complete and noted that there will be few student moves and no signfiicant changes to traffic.

8.2 Enforcement and patrol updates

- Stephen shared the following patrol updates from April and May:
  - 2-day SAP - Townsend Ave. - Glenview P.S. - 0 tickets, 2 educated
  - 1-day SAP - Dalecroft Cr. - Florence Meares P.S. & Sacred Heart of Jesus Catholic School - 1 NPA ticket, 1 educated
  - 1-day SAP - 5140 Pinedale Ave. - Frontenac P.S. - 1 (9m intersection offence) ticket issued, 1 educated, officers placing ctte flyers to vehicles
  - 1-day SAP - 143 Townsend Ave. - Glenview P.S. - 2 tickets, 0 educated
  - 3-day SAP - Filman Place - Glenview P.S. - 0 tickets, 0 educated
  - 1-day SAP - 4131 Palladium Way - Alton Village P.S. - 1 outside lines designating a parking space ticket, 1 NSA ticket, 0 educated
  - 1-day SAP - 2144 Greenway Terrace - Sacred Heart of Jesus Catholic School - 0 tickets, 0 educated

8.3 Transportation and crossing guard updates

- Chris provided an overview on the Vision Zero Road Safety Action Plan that was approved by Council in April 2026 and noted that more information will come in the fall.
- Dan advised that staff applied for a grant to convert the existing buffered bike lanes on Palladium Way into protected bike lanes, but unfortunately, they were unsuccessful in receiving the funding. He noted that regardless, staff's ultimate goal is to have protected bike lanes on Palladium Way.

8.4 Site inspections

- Bryan advised that Mathew Williamson, Chief Fire Prevention Officer, was in attendance at the May committee meeting but due to no quorum, the majority of members did not hear his update. Bryan noted that he recommended that the fire route use does not change at St. Anne's Catholic School. A member asked if schools can use the fire route as a temporary drop-off and Deputy Chief Colin Lahey advised that Fire Department staff would have to determine that on a school-to-school basis.

a. Completed reports

a. Corpus Christi High School

Members reviewed and discussed the inspection reports for Corpus Christi High School and made the following recommendations: **Motion** - Request staff to review the inspection reports and come back to the committee with recommendations to:

- Signalize east exit – would make exiting eastbound or westbound safer and adding an advanced left turn would help clear Upper Middle of queue from Quinte Street;
- Ask school to encourage students from Orchard to walk to school (lots of vehicles coming from Orchard just to drop off). **CARRIED**

b. Rolling Meadows Public School/St. Gabriel Catholic School - Mountain Grove Avenue @ Upper Middle Road

Members reviewed and discussed the inspection reports for Rolling Meadows Public School/St. Gabriel Catholic School - Mountain Grove Avenue @ Upper Middle Road and made the following recommendations: **Motion** - Request staff to review the inspection reports and come back to the committee with recommendations to:

- Investigate suitability of installing ‘signal ahead’ sign (Wb-102A) & signalized intersection warning beacon or active advance warning beacon ‘prepare to stop when flashing’ sign (Wb-102AT);

- Reevaluate intersection after construction is complete and regular traffic flows resume. **CARRIED**

c. Sacred Heart of Jesus Catholic School

Members reviewed and discussed the inspection reports for Sacred Heart of Jesus Catholic School and made the following recommendations: **Motion** - Request staff to review the inspection reports and come back to the committee with recommendations to:

- Add pedestrian ladder crossing to west lot - would improve safety and give visual for vehicles on where to stop;
- Principal and Facility Manager noted east lot is used mainly for kindergarten and lower grades for entrance. Have school send reminder to parents to stay on sidewalk and to hold students hand when having to cross parking lot for safety;
- Make the east lot a 'right turn only' at exit - This would help eliminate the queueing that is taking place with vehicles trying to exit and conflicting with those trying to enter. **CARRIED**

d. St. Gabriel Catholic School

Members reviewed and discussed the inspection reports for St. Gabriel Catholic School and made the following recommendations: **Motion** - Request staff to review the inspection reports and come back to the committee with recommendations to:

- Have Parking Services investigate restricting parking during school times along school frontage to discourage parents from parking and walking into traffic. Parents can use school parking spots, Kiss & Ride or walk a block and use safer controlled crossing locations;
- Have School Board investigate changing the 6 parking spots at front of school by the KG area to short term KG drop off spaces;

- Have School Board investigate potential changes to school exit lanes. Adding designated enter lane (while keeping existing left/right turn lanes) for the roundabout and adding no enter signs (Buses allowed) would help direct parents to use parking lot/Kiss& Ride instead of entering lot into exiting traffic;

- Have School Board investigate making fire route a school bus only drop off area. **CARRIED**

e. Pauline Johnson Public School

Members reviewed and discussed the inspection reports for Pauline Johnson Public School and made the following recommendations: **Motion** - Request staff to review the inspection reports and come back to the committee with recommendations to:

- Have City or School Board (not sure of property line over middle crosswalk) investigate removal of 4 parking stalls near mid block crossing and install pedestrian delineator for crosswalk;

- Review crosswalk after changes for possible raised crosswalk. **CARRIED**

f. Tecumseh Public School

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

- Have City investigate testing school crossing guard placement to see if it encourages more walking to school and reduce rolling stops;

- Halton Regional Police for rolling stops. **CARRIED**

g. St. Patrick Catholic School - Hampton Heath Road @ Bromley Road

Members reviewed and discussed the inspection reports for St. Patrick Catholic School - Hampton Heath Road @

Bromley Road and made the following recommendations:
Motion - Request staff to review the inspection reports and come back to the committee with recommendations to:

- Investigate traffic calming & signage along Hampton Heath Road;
- Enforcement for speeding;
- Investigate crossing treatment NW side of Bromley.
  CARRIED

b. New site inspection requests

None

c. Scheduling and assignments

None

d. Staff Recommendations

- Bryan reviewed the tracking sheet and advised that he would make updates to the document. He noted that it will be shared with members before the summer break.

9. Other Business:

- It was suggested that thank you cards be sent to school crossing guards.

10. Adjournment:

Chair adjourned the meeting at 10:53 a.m.