

**Town of Annapolis Royal
Traffic Flow Advisory Committee (TFAC)
Approved Minutes
April 20, 2018 at 1:00 PM**

1. PRESENT: Councillor John Kinsella (Chair), Councillor Owen Elliot, Traffic Flow Authority Kevin McLean, Chief of Police Tim Moser, Chief Administrative Officer Gregory Barr, Mayor William MacDonald as ex-officio (left after 16 minutes)

2. REGRETS: N/A

3. CALL TO ORDER: Chair Kinsella called the meeting to order at 1pm

4. ADDITIONS TO THE AGENDA

- i. Champlain Drive as a One-way Street – Discussion
- ii. Traffic Light Timing
- iii. Disabled Parking
- iv. Expansion of 11 St. James Street Item to Include the Farmers Market
- v. Yellow Parking Lines in-front of the Residence at the Corner of St. George Street and Drury Lane

5. APPROVAL OF AGENDA:

MOTION #TFAC 2018-04-20-01

It was moved by Councillor Elliot, seconded by Chief Moser to approve the agenda as amended. **Motion carried.**

6. APPROVAL OF TRAFFIC FLOW ADVISORY COMMITTEE MINUTES:

- i. September 9, 2017

MOTION #TFAC 2018-04-20-02

It was moved by Mayor MacDonald, seconded by Chief Moser to approve the September 9, 2017 minutes with the following amendment; correct the spelling of “Tim” in the list of attendees. **Motion carried.**

7. PUBLIC INPUT:

8. PRESENTATIONS:

- i. Cycling Race in Annapolis Royal – Noah Scanlan
(Item moved to after 11 St. James Street discussion) Active Living Coordinator (ALC) Noah Scanlan presented a request for Annapolis Royal to host the Phantom Crit Cycling Race on June 9, 2018 from 6pm-9pm. It would require intermittent street closures. Marshalls and police presence would be required. Discussion ensued. It was determined that it just was not feasible for the town.

9. BUSINESS ARISING:

10. NEW BUSINESS:

- i. Yellow Parking Lines in-front of the Residence at the Corner of St. George Street and Drury Lane

Mayor MacDonald relayed that the property owner finds that the yellow no parking lines in front of the building interferes with her business and would like them removed. Discussion ensued. Traffic Authority McLean will re-evaluate the situation and once there is further information, the committee will revisit the discussion.

- i. Champlain Drive as a One-way Street – Discussion

Councillor Elliot raised the issue of drivers going the wrong way on Champlain Drive. Particularly problematic are drivers turning left when they leave AWEC. It was suggested that one-way signs be installed under the no left turn sign across the street from AWEC so that drivers realize it is a one-way street. Direction was given to Traffic Authority McLean to install a one-way sign. Chief Moser queried whether the Town owns the parking area beside the pool as there is a lack of parking at 95 Champlain Drive. If it is Town property then residents from 95 Champlain could park there. Chief Moser will enquire with Community Development Coordinator Millett-Campbell regarding property ownership.

- ii. Potential Removal of Stop Sign – 11 St. James Street

CAO Barr summarized the issue surrounding the stop signs on the unofficial road by 11 St. James Street. The Town does not own the property. The committee discussed. Also discussed was the closure of Church Street during the summer months and questioned why it is not only closed on Saturdays, instead of every day in the summer, and whether it will need to remain open on Saturdays if the unofficial road by 11 St. James Street is no longer a thoroughfare.

MOTION #TFAC 2018-04-20-03

It was moved by Councillor Elliot, seconded by Traffic Authority McLean to recommend to council that they direct Public Works to remove the two stop signs on the unnamed street – from the property of 11 St. James Street. **Motion carried.**

MOTION #TFAC 2018-04-20-04

It was moved by Chief Moser, seconded by Traffic Authority McLean to recommend to council their consideration of the erection and removal of the posts on Church Street for Saturday Market only, that Church Street not be blocked for the entire summer. **Motion carried.**

- iii. St. Anthony Street / Prince Albert Road Intersection

CAO Barr presented the four options submitted by Hatch regarding the re-design of the Fire Hall intersection. Discussion ensued.

MOTION #TFAC 2018-04-20-04

It was moved by Chief Moser, seconded by Councillor Elliot to recommend to council Option 4 with the addition to extend the design to include a left and right turning lane from St. Anthony Street. **Motion carried.**

- iv. Disabled Parking

Chief Moser relayed that he had spoken with a resident who requires disabled parking spaces in town and there is a lack of this parking. He presented the idea to have two spots in front of the Guardian added (the two across the street would be removed) and one added in front of Scotiabank. Discussion

ensued. It was determined that the Parking Committee will examine this issue (the Committee will meet once recommendations are received from the engineers).

v. Wharf Parking on Farmers Market Days – Concerns raised by Chief Francis to Council
Councillor Elliot summarized the concerns of Chief Francis regarding parking on a Saturdays for Market attendance. Drivers block fire wharf access if the Fire Department needed to launch an emergency boat. The Committee discussed signage and enforcement. There are concerns around the enforceability of parking restrictions as the Town does not own the property. Chief Moser will reach out to Chief Francis to have a discussion on enforcement and to help facilitate what steps need to be taken to address the matter.

vi. Traffic Authority Position – Discussion
The committee discussed who is suitable to be in the position of Traffic Authority.

MOTION #TFAC 2018-04-20-05

It was moved by Councillor Elliot, seconded by Traffic Authority McLean to recommend to council to appoint Chief Tim Moser as the new Traffic Authority. **Motion carried.**

vii. Traffic Light Timing
Councillor Elliot brought forward a concern that was presented to him regarding the number of times the crosswalk hand at the lights flashes. It seems to be too many. Traffic Authority McLean relayed that Department of Transportation set up the timing and consideration for the demographic and location was given when determining the time and it is legal. The light changing to flashing later in the evening was also discussed. It was decided no changes will be made.

11. 10. CORRESPONDENCE:

i. Stop Sign Incident
The committee discussed the letter submitted by a driver who struck the stop sign with the metal post on the corner of Victoria Street and St. Anthony Street. Discussion ensued. It was determined that the stop sign is legal and the Town is not at fault for damages.

ii. Parking – St. George Street
The committee discussed the email submitted regarding the issue of vehicles parking in front of 275 St. George Street. There are no parking signs on the poles but this is not enforced. Chief Moser will look into this once he is appointed Traffic Authority.

12. 11. ADJOURNMENT:

MOTION #TFAC 2018-04-20-06

Councillor Elliot moved adjournment at 2:50pm.

13. NEXT MEETING: To be determined