

**Town of Annapolis Royal
Traffic Flow Advisory Committee (TFAC)
Approved Minutes
June 8, 2018 at 9:00am**

1. PRESENT: Councillor John Kinsella (Chair), Councillor Owen Elliot, Superintendent of Public Works (SoPW) Kevin McLean, Acting Police Chief Nicole Cleaves, Mayor William MacDonald, and Chief Administrative Officer (CAO) Gregory Barr

2. REGRETS: Traffic Authority, Chief Tim Moser

3. CALL TO ORDER: Chair Kinsella called the meeting to order at 9am

4. ADDITIONS TO THE AGENDA

- i. Under Section 11, Correspondence, Item i: Suggestion from a Member of the Public
- ii. Under Section 10, New Business, Item vi: Interim Traffic Authority Appointment
- iii. Under Section 10, New Business, Item vii: Dog Leash Signage
- iv. Under Section 10, New Business, Item viii: HATCH Traffic Study of the Fire Hall Intersection
- v. Under Section 10, New Business, Item x: Barricades on the French Basin Trail

5. APPROVAL OF AGENDA:

MOTION #TFAC 2018-06-08-01

It was moved by Councillor Elliot, seconded by SoPW McLean to approve the agenda as amended.
Motion carried.

6. APPROVAL OF TRAFFIC FLOW ADVISORY COMMITTEE MINUTES:

- i. April 20, 2018

MOTION #TFAC 2018-06-08-02

It was moved by Councillor Elliot, seconded by Mayor MacDonald to approve the April 20, 2018 minutes as presented. **Motion carried.**

7. PUBLIC INPUT: N/A

8. PRESENTATIONS: N/A

9. BUSINESS ARISING: N/A

10. NEW BUSINESS:

- i. Church Street Concerns

The Committee discussed the concerns received from residents regarding the changes to Church Street traffic (now open to vehicles) and possible solutions. Staff will investigate discussed solutions, including making the Elvis Lane/Church Street entry points into an intersection, having posts put in place, opening/closing of Church Street during certain times, etc. Consideration to residents, pedestrians, businesses, and market vendors will be taken into account. Consultation with area residents/businesses will occur. It was decided to post 'No Parking' signs along Church Street.

MOTION #TFAC 2018-06-08-03

It was moved by Councillor Elliot, seconded by Mayor MacDonald that this committee recommend to Council that they direct Public Works to install “No Parking” signs on Church Street from St. James Street towards St. George Street. **Motion carried.**

ii. Barricades at Market Square onto St. George – Discussion

Moved to item ii in the agenda from item iv. Members of the public have been driving through the ‘non-road area’ of Church Street, technically the Market Square, using it as a thoroughfare, which it is not. In particular, pub related vehicles have been doing this. Discussion ensued around how to halt this practice. Acting Chief Cleaves will have a conversation with the pub owner about the matter.

Acting Chief of Police Cleaves and SoPW McLean will investigate best options for addressing traffic issues in the Church Street/Market Square area and will bring the recommendations back to the Traffic Flow Advisory Committee. Once Council has voted on the recommendation, Acting Chief of Police Cleaves will have conversations with business owners in the area to convey the decision.

iii. Rainbow Crosswalks - Discussion

A member of the public submitted a suggestion to have a rainbow crosswalk installed. The Committee discussed. It was decided that Acting Chief of Police Cleaves and SoPW McLean will gather information on standards for crosswalks to determine if a rainbow crosswalk will meet safety standards and present the findings to the committee at a special meeting prior to council meeting on June 18th.

iv. Church Street - Stop Signs Relocation – Discussion

The Committee discussed where stop signs need to be located on Church Street.

MOTION #TFAC 2018-06-08-04

I was moved by Mayor MacDonald, seconded by SoPW McLean to recommend to council that a stop sign be installed at the parking lot exit at the intersection of St. James Street and Church Street. **Motion carried.**

v. Wharf Crosswalk Concerns

A member of the public suggested installing crosswalk flags at the wharf crosswalk to increase visibility of pedestrians. Discussion ensued. No opposition from the Committee- up to the Traffic Authority/Chief if Police want to install.

vi. Interim Traffic Authority Appointment

CAO Barr raised the question of whether there is a need to appoint an interim Traffic Authority while the Chief of Police is on leave; should the interim position fall back to the previous Traffic Authority, SoPW McLean, or fall to interim Chief of Police Cleaves. The Committee discussed – interim Chief of Police Cleaves will act as interim Traffic Authority.

vii. Dog Leash Signage

CAO Barr summarized a suggestion from a member of the public who requested more signage in town pertaining to dogs having to be on a leash and no motorized vehicles around the French Basin Trail. CAO Barr suggested signage be located at dog poop bags dispensers and not just on the trail. The Committee discussed the options. SoPW will source stickers that contain an image that conveys that dogs must be on a leash with a by-law number printed on it. Acting Chief Cleaves relayed that there is no by-law that can be enforced to stop bicycles on the trail.

viii. HATCH Traffic Study of the Fire Hall Intersection

Council asked that the study by HATCH be referred to the Committee to see if it Committee thinks it warrants the expenditure.

MOTION #TFAC 2018-06-08-05

It was moved by Councillor Elliot, seconded by SoPW McLean that the Committee recommends to Council to approve the funding of the Hatch study relating to the intersection of Victoria Street and St. Anthony Street. **Motion carried.**

ix. Ad-hoc addition to the agenda: Bushes Impeding View at the Corner of Victoria St. and St. Anthony Street

SoPW McLean raised the issue of the overgrown bushes on the corner of Victoria St. and St. Anthony Street. They are growing over and out through a fence and obstruct motorists' view. Interim Chief of Police Cleaves will look into the by-laws surrounding the issue.

x. Barricades on the French Basin Trail

As the Leaf and Yard Waste is not being closed until public input is sought, an alternative to the gate from this site that was going to be used as a barricade on the French Basin Trail needs to be found. Council asked that a solution for a barricade be referred to the Traffic Flow Committee. Discussion ensued. Councillor Elliot requested that the boulders are currently in place be made to appear more stable to make it more comfortable for cyclists. SoPW McLean relayed that he has another gate and two posts that can be installed. Discussion of signage also occurred. Mayor MacDonald requested that the signs that are currently located on Annapolis County's land and warn of a barricade ahead and that motorized vehicles are not permitted be moved to Town's land.

MOTION #TFAC 2018-06-08-06

It was moved by Councillor Elliot, seconded by Mayor MacDonald to install a gate. **Motion carried.**

11. CORRESPONDENCE:

i. Suggestion from a Member of the Public

A suggestion was received to install flags at the crosswalk at Babineau Heights. Crosswalk flag discussion occurred in New Business, item v.

12. ADJOURNMENT:

It was moved by Councillor Elliot to adjourn the meeting at 10:54am.

NEXT MEETING:

Chair John Kinsella

Recording Secretary Amy MacManus