

**Town of Annapolis Royal
Traffic Flow Advisory Committee (TFAC)
Approved Minutes
March 15, 2019 at 9:30am**

1. PRESENT: Councillor John Kinsella (Chair), Superintendent of Public Works (SoPW) Kevin McLean, Chief of Police/Traffic Flow Authority (TFA) Tim Moser, Mayor William MacDonald (left after Business Arising, item i), and Recording Secretary Amy MacManus

2. REGRETS: Councillor Owen Elliot

3. CALL TO ORDER: Chair Kinsella called the meeting to order at 9:35 a.m.

4. ADDITIONS TO THE AGENDA:

5. APPROVAL OF AGENDA:

MOTION #TFAC 2019-03-15-01

It was moved by Mayor MacDonald, seconded by TFA Moser to approve the agenda as presented. **Motion carried.**

6. APPROVAL OF TRAFFIC FLOW ADVISORY COMMITTEE MINUTES:

- i. October 26, 2018

MOTION #TFAC 2019-03-15-02

It was moved by TFA Moser, seconded by Mayor MacDonald to approve the October 26, 2019 minutes as presented. **Motion carried.**

7. PUBLIC INPUT:

8. PRESENTATIONS:

9. BUSINESS ARISING:

- i. Parking Around the Library

Committee members discussed the parking issues on Ritchie Street. The volume of cars parking on the road is making it difficult for neighbours to pull in and out of their driveways, for vehicles to pass, and creating safety issues, particularly in winter months.

Mayor MacDonald requested that Public Works aid in clearing an area at the Community Hub/Academy even though the Town pays condo fees which includes snow removal. SoPW McLean stated that he could do one pass through at the back circular parking lot and lay some salt in the specified spot.

MOTION #TFAC 2019-03-15-03

It was moved TFA Moser, seconded by SoPW McLean to recommend to council that we place no parking signs on the north side of Ritchie Street (in front of residences between School Street and Grange Street); and to identify by signage, handicap parking at the front and back of the Academy and show where the public parking is at the front and back of the Academy. **Motion carried**

The Committee directed Public Works to maximize/create parking spaces on the curbside of Grange and School Streets and to create a map of available parking spaces around the Academy (once parking spaces are finished). The Committee will investigate other parking opportunities as they arise.

ii. St. Anthony and Victoria Street Intersection

Committee members discussed the HATCH engineering report regarding the St. Anthony and Victoria Street intersection, the need for a defined curb in the area, and the loading zone by the Guardian Pharmacy.

MOTION #TFAC 2019-03-15-04

It was moved SoPW McLean, seconded by TFA Moser to recommend to council that we erect a four way stop sign at the intersection of St. Anthony Street and Victoria Street, for safety purposes, in accordance with the recommendation from HATCH engineer report, Section 3.2 (1A). **Motion carried.**

MOTION #TFAC 2019-03-15-05

It was moved by TFA Moser, seconded by SoPW McLean to recommend to council a delineation of the intersection and property of St. Anthony and Victoria Street, southwest corner, in accordance with the HATCH report under Section 5 (3), when funding becomes available. **Motion carried**

The Committee discussed deliveries to businesses on St. George Street. Chair Kinsella will speak to businesses between St. Anthony and Victoria Street block to inquire when and where deliveries are being made and if there are any issues with deliveries. Chair Kinsella provide the Guardian with a copy of the HATCH report to notify the Guardian that the current loading zone on St. Anthony Street has been deemed a safety risk so the committee is going to examine alternatives.

iii. Ad-hoc Addition to the Agenda

TFA Moser inquired about the status of the parking study that was going to be conducted and posed to the Committee whether parking signage in town needs to be reviewed prior to the tourist season. TFA Moser relayed that even with the 'no parking' sign on Victoria St., by the Royal Bank, people continue to park there. SoPW McLean and TFA Moser will review the loading zone at Lockhart's.

10. NEW BUSINESS:

11. CORRESPONDENCE:

i. New Road Sign Proposed: "Share the Road"

Item deferred to next meeting.

12. ADJOURNMENT:

TFA Moser moved adjournment at 10.57 a.m.

13. NEXT MEETING: March 26th at 2 p.m.

Chair John Kinsella

Recording Secretary Amy MacManus