

**Traffic Flow Advisory Committee
 Unapproved Minutes
 January 13, 2022, at 1:00 p.m.**

1. Call to Order	Chair Tompkins called the meeting to order at 1:22pm
2. Present	Chair Michael Tompkins, Chief Mark Kane (Vice-Chair), Councillor Sanford, Superintendent of Public Works (SoPW) Kevin McLean, Chief Administrative Officer (CAO) Sandi Millett-Campbell, Recording Secretary Krista Gear
3. Absent	
4. Additions to the Agenda	none
5. Approval of the Agenda	MOTION #TFAC2022-01-13-01 It was regularly moved and seconded to approve the agenda Motion carried.
Edits to the Minutes	
6. Approval of the Minutes	MOTION #TFAC2022-01-13--02 It was regularly moved and seconded to approve the November 18, 2021 minutes as presented. Motion carried.

7. PUBLIC INPUT

8. PRESENTATIONS

9. BUSINESS ARISING

- i. Parking on Wharf on Market days
 - deferred to next meeting
- ii. Parking on St. James St. on Market days
 - deferred to next meeting

10. NEW BUSINESS

- i. Elect 2022 Chair and Vice Chair
 - Chair called three times for nominations. One nomination received for Councillor Tompkins. Councillor Tompkins accepts the nomination
 - Vice Chair called three times for nominations. One nomination received for Councillor Sanford. Councillor Sanford accepts the nomination.

Councillor Tompkins is appointed Chair and Councillor Sanford is appointed Vice Chair without objection
- ii. Replacement of convex traffic mirror near Tesla charging station
 - Discussion held. It was noted that the mirror was broken and blown off due to high winds. It was further noted that it is no longer necessary because there is now a stop sign at this intersection
Action: Place notice in next edition of the Town Crier notifying the public that the mirror will not be replaced
Responsibility: Executive Assistant, Krista Gear
Date: March 2022
 - CAO Millett-Campbell noted that she will respond to any previous emails that may have come in regarding this
Action: attend to intersection to review safety and flow during busy/high traffic season/times
Responsibility: Chief Kane
Date: Summer 2022

iii. Winter parking regulations (TAB 2)

- Discussion held - do we need something formal/legal to ensure compliance or for liability
- Specific to overnight parking and something about within xx time from snowfall
- Could define a snow route – specific to emergency services – which would be more formal and could be enforced
- liability perspective, without bylaws, designations, or signage, the Town could hold liability for damages

Action: research and draft winter overnight parking bylaw

Responsibility: Executive Assistant, Krista Grear

Date: February 2022

11. CORRESPONDENCE:

12. **NEXT MEETING:** February 10 at 1:00 pm

13. ADJOURNMENT

It was regularly moved to adjourn the meeting at 2:08 pm

Chair Tompkins

Recording Secretary Krista Grear