

Town of Annapolis Royal
Traffic Flow Advisory Committee (TFAC)
APPROVED Minutes
May 12, 2022

1. Call to Order	Chair Tompkins called the meeting to order at 1:10 pm
2. Present	Chair Councillor Michael Tompkins, Councillor Holly Sanford (Vice Chair) Chief Mark Kane, Superintendent of Public Works (SoPW) Kevin McLean, Chief Administrative Officer (CAO) Sandi Millet-Campbell, Mayor Amery Boyer, Deputy Mayor Pat Power, Councillor Paula Hafting, Municipal Development Officer Ken Knox, Recording Secretary Krista Grear Members of the public: Adrian Nette, Pat Walsh, Roland Hamilton, Tarissa Holmes, Melody Tolson, Thea Boyanowsky, Bill MacDonald, Adele MacDonald, Laura Robinson, Andrew Tolson, Dan Froese, Marissa Froese, Michael Knight, Janet Larkman, Shela Breau
3. Absent	
4. Additions to the Agenda	Reorder the agenda to address Business Arising item 9.v. first while members of the public are present
5. Approval of the Agenda	MOTION #TFAC2022-05-12-01 It was regularly moved and seconded to approve the agenda with changes. Motion carried.
Edits to the Minutes	none
6. Approval of the Minutes	MOTION #TFAC2022-05-12--02 It was regularly moved and seconded to approve the April 14, 2022 minutes as presented. Motion carried.

7. PUBLIC INPUT

Members of the public made statements regarding the closure of the Wharf to parking. Their comments, concerns and statements included:

- Access to the engineering study and assessment, as well as the interpretation thereof
- Request waiting another year to allow time for further consultation and assessment(s)
- Accessibility issues, specifically that other parking is too far away.
- The wharf is a major piece of infrastructure, and the lack of public consultation is a concern and there was not enough advance notice of this meeting, its timing in the middle of the day is inconvenient for many
- The Town cannot dismiss public consult or input on social media
- If there is no parking for Market days, patrons may park at the grocery stores and other locations taking up accessible parking spaces for those businesses
- King's Theatre noted accessibility for equipment on and offloading for stage productions and parking for crew and performers
- Most of the parking on Saturdays is the vendors themselves and this seems to be working
- Is there a plan to replace the removed parking spots?
- Expectation that this will negatively impact businesses and economic development
- Structural integrity, not seeing this being addressed
- Want transparency
- Want wharf to stay a wharf as long as it can
- This is an election issue, if you push this through you'll have a lot of angry people

8. PRESENTATIONS

9. BUSINESS ARISING

i. Permit parking pilot project

Discussion held noting that the Committee is to look at costing and feasibility for one lot, the old Irving, possibly 20 spots. The Town could do an in house permit, keeping costs low, would need signage and police would have to enforce.

The purpose of the pilot project being to offset the cost of the location (\$1,200/yr) and to free up street parking spaces for tourists, visitors, business patrons. The old Irving location was suggested because it was noted that local business staff park on street, periodically moving to another spot (four hour limit)

It was suggested that there could be numbered spots and permitted parking would be Monday to Friday only from 8 am -5 pm.

It was noted that historically annual handouts to businesses regarding parking matters were distributed. If this were to be revived, it can include the question – why you aren't using other parking areas? The survey could be done before the end of May.

MOTION #TFAC2022-05-12-03

It was regularly moved and seconded to recommend to Council that a member of Staff and a Councillor visit business owners on St. George St. regarding off-street parking options and to secure information regarding parking habits of owners and employees. **Motion carried.**

ii. Review the 4 Hour parking limit

Specifically on St. George St. this seems to be too long and encourages staff to park on streets. It was also noted that no matter what is posted, the police are going to have to react/enforce, if this isn't/doesn't happen then it's pointless changing the signs.

Chief Kane noted that finding a balance is key, it's likely not the best use of police resources to have to be strictly enforcing parking which could also lead to potential conflicts.

Historically, there were 'oops' parking notices on windshields informing people that they can't park there, or they've been parked too long, it also noted that the license plate number was recorded, and ticket would be issued on next occurrence.

The number of hours may not be the issue, rather staff taking up street spots and rotating to another spot mid-way through the day.

iii. Prince Albert Road parking area

Brief discussion about the potential for some extra parking spaces at this location. It is near a walking trail, approximately 600 metres from Market Square, may need to widen shoulders, likely some work to be done.

Action: bring forward to next meeting agenda

Responsibility: Krista Grear

Date: June

iv. St. James Street parking surveys

A summary of the responses was presented to the Committee, noting that from the comments received,

there doesn't seem to be a major concern from the residents. All respondents either reside on or do business on St. James St.

v. Wharf concerns

Chief Kane noted that Police respond to concerns from people who cannot get out of their parking spots in the busy season. Chief Kane also noted that the Police and Traffic Authority view these issues, and make recommendations, from a safety perspective, e.g., if there is a need for an emergency vehicle to get through to respond to an emergency. It was not designed to be a parking lot; it was to be a working wharf. Are there any other uses for the wharf that could benefit commerce?

It was noted that the 2018 recommendations for repairs have yet to be done and are a liability issue for the Town. The Committee considered significant safety concerns, including emergency vehicle access as noted above. These include personal emergencies that do not require emergency vehicle access, potential for accidental falls from the wharf (people, property, or vehicles), the potential for extreme and inclement weather to further complicate safety concerns, as well as damage or safety risks related directly to extreme weather events. The Committee also considered structural concerns due to aging of the structure; how these affect the structure itself and how they may pose safety risks to individuals and/or damage to property. It was further noted that the Town is also considering the lifespan of the wharf in its decision making.

It was noted that meetings, open to the public, have been held, meeting date notices were sent in newsletters and posted on the Town's website community calendar, and that whenever possible/appropriate, the Town will commit to do better at communicating with the public. It was further noted that this committee does not have authority to overturn decision of Council.

10. NEW BUSINESS

i.

11. CORRESPONDENCE:

i. Town traffic matters letter

Discussion held in response to letter received from member of the public.

First concern noted was the need for a crosswalk on Hwy 1 from the French Basin Trail to the trail into Town. It was noted that crosswalks require a designated sidewalk/pedestrian walkway on both sides of a roadway. Members of the committee suggest that it may be possible to have a trail to trail crosswalk. It was also mentioned that there is a concern that if it's not highly, visibly marked as a crosswalk that people will just continue along without paying attention.

Action: move this forward to June agenda

Responsibility: Krista Gear

Date: June

Action: contact Provincial Traffic Authority regarding criteria for crosswalk at this location

Responsibility: Staff and/or Traffic Authority

Date: June

Second concern noted was the traffic mirror. In previous meeting minutes it was stated that this will be reviewed this summer. Other suggestions for this intersection include St. George St. as a one way street or installing a solar powered red light flashing on stop sign.

Action: inform complainant of this decision

Responsibility: Staff

Date: June

Action: move this forward to June agenda

Responsibility: Krista Gear

Date: June

This concern noted was the intersection by the Royal Bank, specifically that the signage is faded and difficult to read.

Action: replace faded sign

Responsibility: Public Works

Date: as soon as possible

12. **NEXT MEETING:** May 12 at 1:00 pm

13. ADJOURNMENT

It was regularly moved to adjourn the meeting at 2:25 pm.

Chair Councillor Tompkins

Recording Secretary Krista Gear