

**Town of Annapolis Royal
Traffic Flow Advisory Committee
(TFAC) APPROVED MINUTES
May 30, 2023**

1. Call to Order	Chair Tompkins called the meeting to order at 12:58 pm
2. Present	Chair Councillor Michael Tompkins, Councillor Hafting (joined virtually via Zoom), Chief Mark Kane, Regional Director of Public Works (RDPW) Dan Wad, Chief Administrative Officer (CAO) Sandi Millett-Campbell, Recording Secretary Krista Grear
3. Absent	
4. Additions to the Agenda	Parking lot behind Far Fetched/Adams Ritchie, Wharf Refresh
5. Approval of the Agenda	MOTION #TFAC2023-01-12-01 It was regularly moved and seconded to approve the agenda with addition. Motion carried.
Edits to the Minutes	none
6. Approval of the Minutes	MOTION #TFAC2023-01-12-02 It was regularly moved and seconded to approve the February 2023 minutes as presented. Motion carried.

1. PUBLIC INPUT

None

2. PRESENTATIONS

None

3. BUSINESS ARISING

i. EV parking updates

- Another advertisement/sponsorship for the EV Chargers was received, now have two ads on the units at \$1000/each.
- CAO Millett-Campbell sent a sample sign from St. Xavier Francis University that outlines the time limit to parking and charging for consideration as currently there is no time limit. It was noted that ticketing/warnings would be complaint driven. It was noted that the Town does need something to encourage the 4-hour limit and needs more charging stations. It was further noted that any new EV charging stations should be pay-per use.

ii. Four-hour parking limit review

- Discussion held noting that monitoring is almost impossible, and that St. George St. should be a street where people come in, do their business, and then move on. It was also noted that parking meters were discussed historically but not approved. There was a suggestion to have paid spots and offer free to business/employees. It was determined to enforce parking limits, whenever possible and that the standard town parking ticket is \$25.

4. NEW BUSINESS

i. Way finding sign

- Discussion held noting that the if the sign is facing the road near Market Square, the signposts would be too close to the street. Decision to put in the area with picnic table facing the parking lot. It was also suggested to put sign on other side or nearby that says free market parking. Chair Tompkins will take that suggestion to the Marketing and Economic Development Committee.
- ii. Parking Lot behind Far Fetched/Adams Ritchie house.
- It was noted that the lot is not painted/lined and that Far Fetched has put up 4 reserved signs where there should be none. RDPW Wade to investigate what options are available/how many spots would fit.
- iii. Wharf
- Chair Tompkins noted that he observed parking on the Wharf with vehicles all lined up along the working lane for the haul up. Chief Kane will inform the Police Department to enforce the eight spots on Wharf. Discussion was held noting the need for temporary bollards/barricades to discourage parking on Wharf. Chief Kane will have the Department put safety cones out this weekend and monitor.
- iv. Annapolis Royal Refresh
- CAO Millett-Campbell noted that the Town wants to buy bollards (removable and permanent) to stop parking on Church Street near Market Square. There is an option to put bike racks and one bollard and on market day, market folks can move the bike racks as needed. These would be paid with Refresh! grant money. The Town to consider putting bollards to prevent people from driving from St. George St. through Market Square. CAO Millett-Campbell will approach Refresh! Committee regarding two additional bike racks. If the Refresh! Committee cannot provide, then this Committee will need to consider a motion to recommend to Council to purchase and install to removable bollards in Market Square.
 - It was also noted that a shed will be built and installed to store bistro sets, its doors will be facing Drury Lane.

5. CORRESPONDENCE:

- i. St. Anthony St. and St. George St. signage request

Request for a clearer/more visible signpost and/or street sign at the top of St. Anthony and St. George was received. The committee noted that the reply should note that this matter is under investigation.

6. NEXT MEETING: June 13 at 1:00 pm

7. ADJOURNMENT

Meeting was adjourned at 2:01 pm

Michael Tompkins, Chair

Krista Gear, Recording Secretary