

Town of Annapolis Royal
Traffic Flow Advisory Committee (TFAC)
APPROVED MINUTES
June 13, 2023

1. Call to Order	Chair Tompkins called the meeting to order at 1:00 pm
2. Present	Chair Councillor Michael Tompkins, Councillor Wear, Chief Mark Kane, Regional Director of Public Works (RDPW) Dan Wade, Chief Administrative Officer (CAO) Sandi Millett-Campbell, Recording Secretary Krista Grear
3. Absent	
4. Additions to the Agenda	Parking lot behind Masonic Lodge
5. Approval of the Agenda	MOTION #TFAC2023-06-13-01 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 #TFAC2023-06-13-02 It was regularly moved and seconded to approve the May 2023 minutes as presented. Motion carried.

7. PUBLIC INPUT: none

8. PRESENTATIONS: none

9. BUSINESS ARISING

i. EV parking updates

CAO Millett-Campbell noted that she is attending a webinar today regarding a grant for EV chargers. In January of this year, she also applied for a grant for EV chargers at the skateboard park but has not yet had a response to the application.

ii. Four-hour parking limit review

It was noted that ticketing would occur only if complaints come in that are supported by evidence/statement. Parking at the Market on the grass behind the stall needs to be ticketed. Continue to monitor and ticket wharf parking as needed. Chief Kane noted that the Police received a complaint about parking in the boat haul up parking/in front of the slip, this needs to have signage. It's also an emergency boat launch for the fire department. Chief Kane and RDPW Wade to investigate options for sign location.

iii. Way-finding sign update

Public Works will be installing the sign this week at the peninsula off Church St. as discussed at previous meeting.

iv. Wharf Parking updates

Covered above.

v. Annapolis Royal Refresh! Updates

The committee did not like the Town's proposal for bike rack barriers. They indicated that they want bollards, and the committee will be reconsidering options. Market people thought it would be too much for people to move the bike racks, too heavy, and that they looked like police barricades. The small storage shed was approved at Committee of the Whole.

vi. Parking behind Masonic Lodge

It was noted that this pertains mainly to business parking. RDPW Wade noted that it can be painted for \$150 and done same day contractor paints the crosswalk. It was noted to consider doing this in-house to save money. It was further noted that using this option could also save money by not having the contractor come back a second time. The Pride crosswalk needs to be painted by June 25. It was also noted that the fence in this area needs repair or removal. It was suggested that it may be offered to the adjacent property owner but would need something in writing as it currently is on Town property. CAO Millett-Campbell to bring deeds/other documentation to next meeting.

10. NEW BUSINESS

i.

11. CORRESPONDENCE:

i. Two Hour Parking on Victoria Street

It was noted that there are signs that are visible in this area already. It was suggested that the Church could consider converting the grass area to gravel parking. Town has no control over the parking habits of other businesses. Chief Kane to check distance requirements between parking signs.

MOTION #TFAC2023-06-13-03

It was regularly moved and seconded to recommend to Council to respond that current signage is sufficient, and that parking matters within the Town are regularly reviewed at the Traffic Flow Advisory Committee. The Committee would also determine if there was a need for additional parking signs and that parking matters are investigated upon receipt of complaint. **Motion carried.**

ii. Fortier Mills sign request

Discussion held regarding the request for a no exit sign and speed limit reduction request. The committee did not feel that this is required and may result in similar requests from other areas. As the request was not addressed to Mayor and Council, the Committee can respond and directs staff to respond to the request.

12. NEXT MEETING: July 17 at 1:00 pm

13. ADJOURNMENT

The meeting was adjourned at 2:27pm.