



ANNUAL GENERAL MEETING  
APRIL 18, 2017  
NOTL COMMUNITY CENTRE

VILLAGE COMMUNITY ASSOCIATION



# Meeting Agenda

- 1. Approval of Agenda
- 2. Welcome & Introduction – Dave Antaya - Vice President
- 3. Confirmation that meeting follows VCA Bylaws
- 4. Approval of minutes from mid-term AGM
- 5. Approval of membership dues
- 6. Reports from committees
- 7. Forward Planning Committee commentary – Mike Siverns
- 8. Update on town files
  - CIBC/Shoppers plaza intersection – Alan Walker
  - Overnight parking – Joe Acardo
- 9. Village update – John Hawley



# Agenda Continued

10. New Business

11. Nominating Committee Presentation for Executive Positions – Mona Babin

**Positions Available** – President, Vice President, Treasurer,  
Recording Officer, Communications Officer.

12. Elections

13. Introduction of new Executive

14. Adjourn



# Introduction

- Introduction and the Vice- President's Report
- A BIG thank you to the following **volunteers**
  - Bill Smelser – Retired President
  - Robin Scott & Moyra McEachern Past Treasurers
  - Laura Jeffrey – Retired Communications Officer
  - Judy McHattie – Corresponding Officer
  - Ron Mckenzie – Acting Treasurer
  - Sue Henry – Acting Communications Officer



## Introduction Continued

- Forward Planning Committee – Mike Siverns - Chair
- Dale Des Islets – Decorating Committee - Lead
- Our Social Committee Team: Susan Des Islets, Mary Taylor, Marg Churchill, Marlene Sibbald, Fran Anderson & Hiedi Brown
- Erna Antaya – Membership
- Alan Walker & Joe Acardo – Parking & Intersection Files
- Mona Babin – Nominating Committee & Garden Boss!



# The Meeting

- Meeting Notice – April 1, 2017 & Confirmation that meeting adheres to VCA Bylaws
- Quorum –do we have enough voters – 1/3 of members
- Approval of Minutes From Mid-Term Meeting Oct. 11, 2016
- Approval of Agenda
- Approval of membership Dues - \$30. Annually/Household



# Reports

- Financial Report & Projections
  - Ron McKenzie - Treasurer

## The Village Community Association Financial Statement and Budget

Prepared April 10, 2017

	<u>2017-2018</u>		<u>2016-2017</u>		<u>2015-2016</u>	
	<u>Budget</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>
	\$		\$	\$	\$	\$
<b><u>INCOME</u></b>						
Member Fees	4,020		3,000	3,720	3,500	2,580
BBQ	0		1,800	0	1,500	0
BBQ 50/50	0		0	0	0	73
Christmas Party	7,250		7,000	5,875	6,000	5,055
Garage Sale	0		0	0	90	55
Christmas Decoration Donations	1,000		0	842	1,500	0
VCA Website	1,000		1,000	0	1,500	250
Dog Show	12,000		0	3,665	0	0
Miscellaneous	0		48	0	0	48
	<u>25,270</u>		<u>12,848</u>	<u>14,102</u>	<u>14,090</u>	<u>8,061</u>
<b><u>EXPENSES</u></b>						
Meeting Expenses/Supplies	750		390	366	400	376
Sympathy Cards	75		25	0	100	10
Little Parkette (plants)	250		375	434 *	375	0
Coffee Mornings	0		25	0	100	0
Sunset Socials	100		50	0	50	41
BBQ	0		1,800	0	1,500	119
Christmas Party	7,378		7,000	5,731 *	6,000	7,048
Park Holiday Decorations	1,175		1,500	1,698 *	2,300	1,460
Mini Storage (1 year rental)	1,020		1,017	1,017	1,017	1,017
Garage Sale	100		0	0	100	131
Dog Show Donation and Expenses	12,000		0	3,665	0	0
Welcome Packages	250		250	360	130	234
Forward Planning Committee	0		0	678	0	0
Printing Costs	0		150	0	200	137
Website	220		0	0	500	407
MailBox Rental (1 year)	180		180	177	186	176
Spring Dance Cancellation	0		0	100	0	0
Insurance	920		0	458	0	0
Financial Software	70		0	136	0	0
Bank Charges	100		86	94	50	81
	<u>24,588</u>		<u>12,848</u>	<u>14,914</u>	<u>13,008</u>	<u>11,237</u>
<b><u>SURPLUS / DEFICIT</u></b>	<u>682</u>		<u>0</u>	<u>(812)</u>	<u>1,082</u>	<u>(3,176)</u>
General Fund, March 31				3,784		3,096
Village Decorating Fund, March 31				<u>367</u>		<u>2,241</u>
Cash in Bank, March 31				4,151		4,963
Accrual Adjustment * (200+34+226)				<u>460</u>		<u>0</u>
<b><u>SURPLUS after accruals &amp; prior period payments *</u></b>				<u>(352)</u>		<u>(3,176)</u>



To: Members of The Village Community Association

Re: Review of The Village Community Association financial records and related statements

In accordance with The Village Community Association ("VCA") Bylaw requiring a year end review of the VCA accounts, I have reviewed the financial records of the VCA for the year ended March 31, 2017. My responsibility is to express an opinion on these financial records based on my review.

In my opinion, the financial records and related statements fairly presents the financial position of the VCA for the year ended March 31, 2017.

I have not performed an audit as contemplated by Ontario's Public Accountants Act.

Suzanne Elias, MBA

Niagara-on-the-Lake, ON

April, 2017



## Reports Cont'd

Social Committee Team:

Susan Des Islets, Marg Churchill, Mary Taylor, Marlene Sibbald, Fran Anderson, Heidi Brown

Decorating Committee – Dale Des Islets

Communication Review & Report – Sue Henry

Membership Report – Erna Antaya

Garden Committee – Mona Babin



# Forward Planning Committee

- Mike Siverns – Chair, Mona Babin, Dana Branscombe, Frank Coster, Dale Des Islets, Luba Fraser
- A review of the Forward Planning Committee Status and Commentary



# File Updates

- 1. Intersection Status at Plaza Entrance
  - Alan Walker
- 2. Village Parking Status – At Town Council
  - Joe Acardo

# **Intersection Update – VCA AGM April 2017**

Presenter: Alan Walker

# Update Outline

- Introduction
- The Parsons Study/Report Context
- Summary of Parsons Report Main Findings
- VCA Response to the Parson Report
- The Near Collison Scenarios
- March 14<sup>th</sup>-16<sup>th</sup> Parsons Rebuttal Document
- April 12<sup>th</sup> 2017 on-site meeting with the Town/Parsons
- Some Final Observations

# The Parsons Study/Report Context

- In November 2015, Councillor Betty Disero brokered a meeting attended by
  - Sheldon Randall and Marcie Weston, both from the Town
  - Village Community Association (VCA) representatives –
    - Bill Smelser (then VCA President,
    - Dave Antaya (VCA Vice President)
    - Two Village residents, Doug Gibson and Alan Walker.
  - The Village Developer, John Hawley, was also present
- The discussions focused on VCA concerns with the operation of the intersection together with the lack of walkway access to the plaza
- The VCA position was that the Town should consider the installation of a left turn lane, for northbound drivers entering the plaza, and removal of the CIBC Stop sign which we believed contravened MTO Guidelines
- This would, in our opinion be a simple and elegant solution to eliminate the ambiguity and confusion(s) at the intersection

# Parsons Report August 2016

## Main Points and Recommendations

- "Provide road users respond to traffic controls.....this intersection should continue to perform in adequate safety"
- "...identified no intersection or intersection-related collisions...."
- "Operational issues...appear directly attributable to the design of the plaza access"
- "Monitor intersection safety performance as lands to west build out"
- "Pedestrian amenities are needed across the north approach of the intersection"
- "Reinstate and enforce parking restrictions on the east side of GVD immediately north of the intersection (*Jordan Street*)"



# Response to the Parsons Report – August 2016

Presented to Council March 20<sup>th</sup>, 2017

- The time limited nature of the study, and the lack of consultation with Village residents, and other motorists using the intersection, did not provide the Consultant with an adequate opportunity to ;
  - **Identify and present the issues with the operation of the intersection**
  - **Provide a view on the installation of a left turn lane to obviate issues**
  - **Clarify the “right of way” issues caused by the (non-compliant) CIBC Stop sign**
  - **Provide appropriate recommendations to address these issues**
  - **Allow Council to make fully informed decisions on Next Steps**
- As traffic volume increases at the intersection, the potential for “near collision” and actual collisions increases;
  - **The build out of the Village residential Community**
  - **The build out of the Village commercial Community**
  - **Potential for additional Garrison Village based traffic once Brock Street is opened up**
  - **Increased Town population = increased traffic flow at the intersection**

# The Near Collision Scenarios

- **In each scenario;**

- A vehicle is being driven north, from Highway 55 along GVD and makes a left turn into the Shoppers Drug Mart Plaza
- A vehicle is being driven south, along GVD, towards Highway 55
- The southbound vehicle makes a stop at the (non-compliant) CIBC located Stop sign

- **The Scenarios**

- The driver of northbound driven vehicle does not signal his/her intent to turn left (as outlined in the Parsons Report) – southbound vehicle begins to move forward through the intersection = near collision
- The driver of northbound driven vehicle does signal his/her intent to turn left– southbound vehicle begins to move forward through the intersection in the belief that he/she has the right of way and not traffic crossing in front at the intersection = near collision
- The driver of the northbound vehicle makes the turn into the Plaza (with or without a signal, cannot enter the Plaza parking lot (drivers backing out from parking spaces, etc) and then blocks the intersection

# March 14<sup>th</sup>- 16<sup>th</sup> 2017– Parsons VCA Rebuttal Document - Main Points

- “We would not recommend the introduction of a left-turn lane at this location....”
- “A cursory engineering review.....a proper (designed to prevailing standards) left turn lane could not be introduced....”
- “To overcome (the non standard private/public road nature of the intersection), GVD was terminated at the plaza access and the remaining alignment to Niagara Stone Road was designated as a separate street, creating an “intersection” of 2 public roads, with the plaza access forming the 3<sup>rd</sup> leg of the intersection”
- “This change makes the southbound Stop sign compliant in all respects”

# April 12<sup>th</sup> 2017 on-site meeting with the Town/Parsons

- Town Council Response to the VCA Delegate Presentation – instructed Town Staff/Parsons to meet with us
  - Marci Weston and Sheldon Randall Town Of NOTL
  - Greg Junnor – Parsons
  - Councillor Betty Disero
  - Alan Walker and Joe Accardo
- Cordial and constructive – the Town accepts that we were being proactive
- Parsons requested by Town to provide Traffic Calming (my paraphrasing) recommendations
- The Town's position is that the Intersection does not need to be redesigned/altered, as "there have been no reported collisions"
- They, and Parsons, do not accept our notion of near collisions, as warranting any action

# Final Observations

- The chosen Study Methodology – the In-Service Road Safety Review (ISRSR) focuses on collision history
- The Town did not inform us that this would be the approach adopted by the Consultant
- To quote from another ISRSR study, in BC, “the program includes an extensive process of consultation with stakeholders”
- The Town’s pre and post study consultations were either non-existent or poorly managed
- For example The March 14<sup>th</sup>-16<sup>th</sup> Document prepared as a rebuttal to the VCA March 20<sup>th</sup> preparation was provided to Council, unbeknown to the VCA delegation, for the March 20<sup>th</sup> Council meeting and provided to Councillors
- That document, prepared over a 2 day period, had finally responded to our October/November 2015 “Ask”
- Why could that not have been done in November 2015?

# TBD Appendix A Introduction to Potential Conflicts/Near Collisions

- The Parsons Report is silent on the prime VCA request to consider the installation of a left turn lane
- Additionally it is silent on the “near collisions” that occur on a regular basis at the intersection
- The Report states, in part; “Provided road users respond.....this intersection should continue to perform in adequate safety”
- VCA view is that it does not, as evidenced in the “near collision scenarios”
- The following slide outline these “near collision “scenarios

# Parking File Update

# Traffic & Parking Update VCA April 17, 2017

Presenter: Joe Arcardo



# History

- Many complaints registered with Town during Winter/Spring 2016
- FPC Survey identified Parking & Traffic problems as the #1 issue
- Town invited a group of residents to meet - July 21, 2016
  - Attendees – 5 Staff & 7 Residents
  - Parking & Traffic issues discussed:
    - Visitor/Guest Overnight Parking Pass
    - Annual Resident Parking for those households in compliance with Village covenants to have 2 parking spots but have a need for a 3<sup>rd</sup> car.
    - Reposition parking on GVD to west side
    - Lower Village speed limit to 30 K/hr
- Parsons Consultant Report written August 2016 but not made public until March 2017
- Councillor Disero presented 2 motions at Council Meeting December 5, 2017

# Actions by Town

- Distributed Parking Bylaw Flyer to residents July 6, 2016
  - Slight improvement of parking usage & traffic safety
- Limited stepped up enforcement (shortly after July 6, 2016)
  - Significant improvement of parking usage and traffic safety everywhere but GVD
- Parking Permit Survey distributed January 2017
  - 200 of 240 responded (83% participation rate)
  - Recommendation to not implement a Parking Permit system (138 supported Permit System while 9 did not)
  - Recommendation to amend Parking Bylaw to remove the provision to not allow overnight parking (no such question asked in Survey)
- Consultants Report & Staff Summary published March 2017
- Sometime in 2016 removed 2-3 'No Parking' signs on the west side directly in front of the park and John Hawley's model homes, allowing parking on both sides of GVD between Col. Cohoe and just north of the Jordan/Perez intersection.

# Actions by Town (continued)

- Consultants Report & Staff Summary (GVD at Jordan) released August 2017
- Staff Summary
  - "... fails to provide adequate crossing and left-turn sight distance for vehicles departing the east Jordan St. approach. He agreed that the concerns raised regarding the intersection are valid but cannot be entirely resolved because the curvature of the roadway and an intervening building are the cause of the sightline obstruction"
  - Staff recommendation to install 'No Parking' sign pointing south only on east side 30m north of the intersection.
- Consultant Report
  - "... sight distance is approximately 55m to the north ... minimum gap requirement of 7.5 sec (for car turning left) ... the minimum sight distance requirement for an outbound left-turn is 125m. The sight distance available does not meet this requirement."
  - "Available crossing and left-turning sight distance for vehicles on the east (Jordan Street) approach do not meet minimum requirements"
  - "... drivers coming south on GVD have approximately 90m stopping sight distance to the intersection ... the requirement for stopping sight distance is 70-85m, making existing conditions acceptable"
  - "Moving forward of the stop bar, without encroaching into the intersection, provides better sight lines. Elimination of parked vehicles will also improve visibility"
  - The 'ask' of moving the parking to the west side was not addressed.

# Actions by Town (continued)

- Consultants Report & Staff Summary (GVD at Jordan) released August 2017
- Analysis of Report
  - Consultant acknowledged role of streetscape and zero lot-line in negatively impacting sightlines, as well as restricting sight distances.
  - No sightline restrictions on the west approach (Perez) or Jordan to the south.
  - Consultant stated "the horizontal curve immediately north of the intersection and **vehicles parked along the east curb of GVD, restrict the sightline to the north**"
  - Consultant acknowledged elimination of parked vehicles will improve northbound visibility at Jordan ... "**Elimination of parked vehicles will also improve visibility.**"
  - Consultant did not take into consideration the role that parked cars take in reducing sightlines on GVD southbound. Parked cars on the east side of GVD obscure the sightlines on the Jordan side of the intersection making the sightline considerably less than the 90m stopping sight distance requirements for safe operation. **If the sightline from Jordan is 55m, then how can the sightline southbound to Jordan be 90m?**
  - **Consultant did not consider the option of moving parking to the west side** (will totally eliminate sightline restrictions, regardless of road curvature and building placements, and provide added benefit of providing additional parking spots to GVD).
  - **Risk of collisions remain high** ... a car southbound requires a gap of 7.5 sec to stop; but car turning has just 2.1 sec to react to an oncoming southbound car travelling at 50k/hr at the 30m point. Similarly that same southbound car only has 30m in which to stop not the 70-85m stopping sight distance identified by the Consultant .
  - Staff will not entertain moving parking to west side and continue to say that they need to see collisions before they will act ... to date there have been none reported so they will not act.
  - Other arguments, as presented by Marci Weston Eng. Tech (Traffic), for not moving the parking to the west side:
    - Residents of GVD want to park in front of their Townhouse,
    - Town strategy to not allow cars to parking in front of parks, but all NOTL and Village parks including the one on GVD currently allow parking
    - In their opinion, feel it would not help

# North sightline encroaching the intersection



Southbound sightline @ ~61m



Southbound vehicle @ ~55m



On coming vehicle @ 30m





# Other Discussions

- Discussion with Marci Weston – March 31, 2017
  - Discussed the Consultant's Report and to a lesser extent the Parking Permit Survey
- Meeting with Lord Mayor and Sheldon Randall – April 12, 2017
  - Discussed the 'ask' of moving parking to the west side of GVD, Consultant's Report, conversation with Marci Weston, and shared photos of the traffic and parking situation. Mayor asked 'common sense' questions and was very attentive when viewing the photos ... we'll see if he provides leadership.
- Site meeting – April 12, 2017
  - Consultant, Sheldon Randall, Marci Weston, Councillor Disero ... same intransigent discussion ... very frustrating that Staff needs to see collisions before acting. Empirical, anecdotal and visual evidence is not enough for proactive, simple remedial action.

# Odds and Sods

- Sight Distance is considered by stopping sight distance, decision sight distance, passing and intersection sight distance
- Monash University (Melbourne, Australia) Accident Research Centre Study 15 May 2009 ... Horizontal Curvature
  - “The smaller the radius of the curve , the slower drivers will approach ... assumes that drivers can adequately perceive the sharpness of the curve; in reality, curvature is often underestimated”
  - “Curves themselves decrease sight distance ahead ...”
  - “Drivers also tend to enter curves too fast when the curve follows a long section of straight road as the driver has built up speed on the straight section.”
- Parking Survey options considered:
  - Permit Parking trial on Brock ... where only the south side would make use of Permit Parking as the north side homes all have driveways and parking for 4 – 6 cars
  - Permit Parking would be costly ... but the Town already has a process for NOTL resident parking in the Historic District and street permit parking for Niagara-on-the-Green.
- From the July 21, 2016 meeting:
  - Permit Parking ... revenue neutral, on-line system approach was reasonable to consider;
  - Annual Street Parking ... Town has experience with this;
  - Move GVD parking to west side ... agreement by all participants that current situation is dangerous and needs to be addressed.
  - Lowering speed limits ... NRP do not enforce on secondary roads but may enforce on GVD if residents complain
  - Next steps ... Town stated an intent to hold public meeting with Village residents after Administrative review and before any recommendations are formulated and presented to Council.

# Next Steps ... it's a political decision!

If you want safer roads then:

- I've suggested to Marci Weston that the Town meet with the residents to present the Parsons Report – if the Town arranges the meeting, then attend
- Send Email with your photos to the Mayor and Councillors
- VCA to sponsor a survey with a single simple questions on each of the topics:
  - CIBC intersection
  - GVD parking to west side
  - Elimination of No overnight parking restriction
- Get politically active ... VCA to advocate on behalf of Village with a dedicated 'political officer' ... both short term and long term strategy
- Go public ... e.g. stage a 'park-in' on GVD to show the impact of parking on both sides of GVD ... invite police to monitor and press to observe and report.

Next Steps ... it's a political decision!

If you don't want safer roads then ...



# Village Updates

- John Hawley - Update



# New Business

- Announcement Re: Parks
- Open for new Business requests



# Nominating Committee

- Candidate Introduction
- Candidate Presentations
- Election of new Executive Board Members – Members only with voting cards
- Positions Available – President, Vice-President, Treasurer, Recording Officer, Communication Officer



# Introductions

- Welcome to New Executive Team
- Meeting Adjourn