

Meeting Minutes



Project: Town of Tillsonburg – Transportation Master Plan (TMP)

Date and Time: Tuesday, July 23, 2024, 10:00 AM to 12:00 PM

Location: MS Teams

Attendees:	Jonathon Graham (JG) Leo Ferreira (LF) Town of Tillsonburg (Town)	Kevin Jones (KJ) Maitham Dinani (MD) Tom Willis (TW) Adam Morrison (AM) Lauryn Coughlan (LC)
	James Knott (JK) LURA	Paradigm Transportation Solutions Limited (Paradigm)

Purpose: Project Team Meeting

Item	Action
<p>1. Review of Minutes</p> <ul style="list-style-type: none"> ▶ KJ provided a summary of action items from the previous progress update meeting held on May 28, 2024. The majority of the action items related to planning for the PIC, held on June 26, 2024. 	Info
<p>2. PIC 1 Feedback</p> <ul style="list-style-type: none"> ▶ KJ provided an overview of the feedback from PIC ▶ 8 people signed in at the PIC, but due to Mall format sign-ins were difficult so team members tracked the number of residents who stopped to review the displays or talk to team members, with an additional 96 people recorded. ▶ Key Issues raised included: <ul style="list-style-type: none"> ▶ Don't change angle parking ▶ Preference for increased use of auto modes (although this was small sample) ▶ Truck traffic through downtown ▶ JG noted that speed and traffic mitigation in neighbourhoods was a common concern noted by a number of attendees as well. ▶ JG noted that internally staff had received positive feedback from members of Council who had attended the PIC (roughly 2/3 of Council attended) 	Info
<p>3. Public Survey Summary</p> <ul style="list-style-type: none"> ▶ KJ and JK provided an overview of the public survey results 	Info

Item	Action
<ul style="list-style-type: none"> ▶ There was 653 responses from a broad cross section of residents ▶ Travel patterns are similar to Census results from 2021 – auto dominated with 85% being a driver or passenger ▶ Apparent bias against transit use – with 54% reporting they would not use transit – key improvement needs include weekend service and more frequent service, followed by more routes and service to other communities ▶ Town staff were interested in comments related to Inter-Community service needs given the discussions regarding plans for 2025 when provincial funding ends and asked if additional review of comments related to this issue could be undertaken. It was noted that the Federal Government recently announced a new transit funding stream that may provide new opportunities. ▶ Respondents to the survey noted common barriers to walking and cycling with respect to seasonal / weather concerns and the need to carry items, distance, and physical ability – for cycling safety and lack of secure storage were cited as key barriers and needs ▶ The need for better education (drivers, and cyclists) was a common theme amongst respondents ▶ Respondents felt that a truck by-pass was the most important issue to make driving more convenient, followed by better coordination of signals, intersection improvements (like turn lanes) and improved road conditions – there were no significant parking concerns noted. 	Paradigm
<p>4. Review of Deficiencies – 2035 Horizon</p> <ul style="list-style-type: none"> ▶ KJ provided an overview of the model run results for the 2035 horizon (PM Peak) with all planned growth in place. ▶ The majority of the road network is forecast to operate well, although Simcoe St / Oxford St between Broadway and Vienna Rd (Hwy 19) approaching capacity. ▶ Ke intersections with delays were noted and include Tillson Ave / Oxford / Simcoe, Vienna Rd / Oxford / Simcoe, Simcoe / Goshen, Vienna / Townline, and Broadway / Lisgar – these locations will be reviewed in more depth to identify improvement opportunities. ▶ Paradigm noted the need to undertake screening level analysis to identify potential new signalization needs. 	<p>Info</p> <p>Paradigm</p>

Item	Action
<ul style="list-style-type: none"> ▶ Existing conditions report – target completion by end of July ▶ Vision and Needs Assessment Report – target Aug 9 ▶ Plan Development work – July – August ▶ PIC 2 – mid September ▶ Presentation to Council – mid to end October 	
<ul style="list-style-type: none"> ▶ Town staff requested copy of update Schedule and presentation slides from meeting – distribute with Minutes 	Paradigm
<ul style="list-style-type: none"> ▶ JG noted that next Traffic Advisory Committee Meeting is scheduled for August 22. It was agreed that Paradigm would target that date to provide a briefing to the Committee on progress of the TMP. Town will need presentation at least 3 days in advance to circulate to Committee members. 	Paradigm
<ul style="list-style-type: none"> ▶ There was some discussion about the Bridge Street project and the need for a technical briefing report to assess transportation implications of the project. Town staff noted the intersection changes and proposed one-way conversion as being key items. KJ noted that analysis of the reconfiguration can be completed within the existing scope of the TMP workplan and would be documented as part of the final report, however if a separate stand-alone technical report or memo is needed to support the project this would be extra work. 	Town / Paradigm
<ul style="list-style-type: none"> ▶ Next meeting to check in on progress set for August 7 1:30 pm. 	