

**Municipal Effectiveness Advisory Committee (MEAC)
Approved Minutes
February 11, 2016**

Present: Chair Jane Nicholson (by phone), Vice-chair Byron Mersereau, Councillor Paul Paquette, Bill MacDonald, Brian Bohaker, Ron Wesman, Alyn How, Issam Mansour, Ruth Thorbourne.

Administration: CAO Greg Barr and Recording Secretary Sandi Millett-Campbell.

Regrets: None

1. **CALL TO ORDER:** Chair Nicholson called the meeting to order at 10:10 am.

Mayor Tompkins stopped in to welcome everyone to the Committee as he was not available to meet them last week due to prior commitments. Mayor Tompkins is looking forward to the work the Committee will be dealing with and thanked the Committee members for volunteering their time to sit on this important Committee.

2. **APPROVAL OF AGENDA**

MOTION #MEAC-2016-FEB-11-1

It was moved by Bill MacDonald, seconded by Councillor Paquette to approve the agenda with the additions under Business Arising 5 ii) Next Steps; under Business Arising 5 iii) Meeting Duration; and move Business Arising 5 i) Verbal update of Committee Members Introductions after the approval of the agenda and before the Approval of the Minutes. **CARRIED.**

Chair Nicholson started the round table introductions of the Committee members.

3. **APPROVAL OF THE MINUTES – JANUARY 21, 2016**

MOTION #MEAC-2016-FEB-11-2

It was moved by Brian Bohaker, seconded by Councillor Paquette to approve the minutes of January 21, 2016 as presented. **CARRIED.**

4. **PUBLIC INPUT - None**

5. **BUSINESS ARISING**

- i. Issue Lists

Chair Nicholson reviewed each of the issues as to the mandate of reducing red tape and reviewing the Municipal Planning Strategy (MPS) and Land Use By-Laws (LUB). Each submission was discussed and categorised. Some of the concerns will be referred to other Committees of Council as they did not relate to the MEAC mandate. Community Development Coordinator (CDC) will send out the list to the members once Chair Nicholson and CDC Millett-Campbell have time to prepare the list. Councillor Mersereau will work on updating the Criteria for Meetings, Presentations and Procedures for the meeting in March. The Committee would like to invite the Town's Planner, Chris Millier to the meeting in April or May for an orientation on the process of the LUB and MPS updates/changes. CDC Millett-Campbell will email the group the flow charts showing the processing that the Town currently uses for the Development Agreements, MPS and LUB changes.

ii. Next Steps

Community Development Coordinator (CDC) Millett-Campbell and Chair Nicholson will work together on putting together a workable list for the Committee members to prioritise and make timelines for the big issues. A Sub-Committee was formed (Chair Nicholson, Councillor Paquette, and Bill MacDonald) to work on the revision of the current definitions in the MPS and LUB.

iii. Meeting Duration

The Committee discussed the length of the meetings and the Committee agreed that the meetings will be a maximum of two hours.

6. CORRESPONDENCE FOR INFORMATION – None

7. ADJOURNMENT

MOTION #MEAC-2016-FEB-11-3

It was moved by Bill MacDonald, seconded by Issam Mansour to adjourn the meeting at 12:35pm.
CARRIED.

Next Meeting: March 10, 2016 at 10:00 am.

Chair Jane Nicholson

Recording Secretary Millett-Campbell