

**Municipal Effectiveness Advisory Committee (MEAC)
Approved Minutes
May 12, 2016**

Present: Chair Jane Nicholson, Vice-chair Byron Mersereau, Bill MacDonald, Brian Bohaker, Issam Mansour, Alyn How, Ron Wesman and Ruth Thorbourne, Mayor Michael Tompkins, Alan Melanson, Barry Moody, Adrian Nette and Chris Millier by Skype.

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

Regrets: Councillor Paul Paquette

1. **CALL TO ORDER:** Chair Nicholson called the meeting to order at 10:00 am.

2. **APPROVAL OF AGENDA**

MOTION #MEAC-2016-MAY-12-1

It was moved by Bill MacDonald, seconded by Councillor Mersereau to approve the agenda as presented. **CARRIED.**

3. **APPROVAL OF THE MINUTES – April 14, 2016**

MOTION #MEAC-2016-MAY-12-2

It was moved by Councillor Mersereau, seconded by Brian Bohaker to approve the minutes of April 14, 2016 as presented. **CARRIED.**

4. **PUBLIC INPUT – None**

5. **PRESENTATION – None**

6. **BUSINESS ARISING**

- i. Chris Millier – Outline of the process for MPS / LUB review

Chair Nicholson informed Chris Millier of the work that the Committee has done up to this point with reviewing the MPS and LUB, and working on the vision statement. Chris Millier updated the Committee on his background and history of working with Municipal government. Chris Millier updated the Committee on how he would facilitate and assist the Committee to achieve the planning goals for the Town. Chris explained the Role of Council, outlined the MGA¹ process with the Public Participation meetings, the roles and responsibilities of PHAC² and MEAC³, and the next steps as the Committee moves forward with the review. Chris Millier suggested the Committee should decide when the Committee would like to involve the Community, either at the beginning of the process or when the Committee has some changes ready for the Community to comment on. The Committee and Chris agreed that the best time for Annapolis Royal would be when the Committee has a revised document for the public to review. Chris also suggests that the Committee start the review by sectors of the MPS and LUB, such as residential, commercial, recreational, etc. Chris Millier will work on a template for the Committee to get an overview of

¹ Municipal Government Act

² Planning & Heritage Advisory Committee

³ Municipal Effectiveness Advisory Committee

the process. Chair Nicholson thanked Chris for giving the Committee the overview of the process and that the Committee has an important role in the review.

Chair Nicholson will be sending the Committee an email outlining the important information that Chris mentioned this morning. The Committee also discussed if meeting once a month is ideal for this Committee as there is lots of work to be done. Chair Nicholson proposed that perhaps two meetings, one day and one evening meeting be undertaken by the Committee.

7. CORRESPONDENCE FOR INFORMATION – None

8. ADJOURNMENT

MOTION #MEAC-2016-MAY-12-3

It was moved by Bill MacDonald to adjourn the meeting at 12:05 pm. **CARRIED.**

Next Meeting: June 9, 2016 at 10:00 am.

Chair Jane Nicholson

Recording Secretary Millett-Campbell