

**Municipal Effectiveness Advisory Committee (MEAC)
Approved Minutes
October 13, 2016**

Present: Chair Jane Nicholson, Vice-chair Byron Mersereau, Brian Bohaker, Bill MacDonald, Ruth Thorbourne, Ron Wesman and Chris Millier (by conference call).

Administration: CAO¹ Gregory Barr and Recording Secretary Sandi Millett-Campbell.

Regrets: Councillor Paul Paquette and Alyn How

1. **CALL TO ORDER:** Chair Nicholson called the meeting to order at 10:05am.

2. **APPROVAL OF AGENDA**

MOTION #MEAC-2016-OCT-13-1

It was moved by Bill MacDonald seconded by Ron Wesman to approve the agenda with the addition of 5) Business Arising ii) Sector Review Commercial. **CARRIED.**

3. **APPROVAL OF THE MINUTES – September 22, 2016**

MOTION #MEAC-2016-OCT-13-2

It was moved by Bill MacDonald, seconded by Councillor Mersereau to approve the minutes of September 22, 2016 as presented. **CARRIED.**

4. **PUBLIC INPUT – None**

5. **BUSINESS ARISING**

i. **Sector Review – Residential**

Chair Nicholson reviewed the eight page MEAC Working Document September 30, 2016. Discussion was held on all the new residential zones (RSU, RTU, RMD, and RHD), clarification and the difference between a zoning change and development agreement and the options on the criteria on setting a development agreement. The discussion on the substantial and non-substantial changes and how to balance development control.

ii. **Sector Review – Home-based Business Uses in the Residential Designation**

Councillor Mersereau handed out copies of the Town of Devon brochure “Home occupations”. The Committee discussed the definition of home office, and home occupation and decided to add the definition of home office to page 24 and draft new language to this section. The Committee reviewed the policy 6.12 on B & B’s and Inns and if new B & B’s or Inns should be by development agreement only and define the criteria.

Homework page 23 and 24 of the MPS and heritage properties.

¹ Chief Administrative Officer

6. CORRESPONDENCE FOR INFORMATION - None

7. ADJOURNMENT

MOTION #MEAC-2016-OCT-13-3

It was moved by Bill MacDonald to adjourn the meeting at 12:08 pm. **CARRIED.**

Next Meeting: October 27, 2016 at 6:00 pm.

Chair Jane Nicholson

Recording Secretary Millett-Campbell