

**Municipal Effectiveness Advisory Committee (MEAC)  
Approved Minutes  
September 22, 2016**

**Present:** Chair Jane Nicholson, Vice-chair Byron Mersereau, Councillor Paul Paquette, Bill MacDonald, Ruth Thorbourne, Alyn How and Chris Millier by Skype.

**Administration:** CAO<sup>1</sup> Gregory Barr and Recording Secretary Sandi Millett-Campbell.

**Regrets:** Brian Bohaker and Ron Wesman

1. **CALL TO ORDER:** Chair Nicholson called the meeting to order at 6:03 pm.

2. **APPROVAL OF AGENDA**

**MOTION #MEAC-2016-SEPT-22-1**

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

3. **APPROVAL OF THE MINUTES – September 8, 2016**

**MOTION #MEAC-2016-SEPT-22-2**

It was moved by Councillor Mersereau, seconded by Bill MacDonald to approve the minutes of September 8, 2016 with the report included. **CARRIED. 1 Abstained vote.**

4. **PUBLIC INPUT – None**

5. **BUSINESS ARISING**

i. Sector Review – Residential

Chair Nicholson reviewed the eight page MEAC Working Document September 22, 2016 sent out by email from Chair Nicholson. Chair Nicholson noted that the document is in draft form and the By-Laws and policies are listed together in this report but will be separated in the formal documents. Discussion was held on the addition of the definition of a National Historic District or if it just needs to be outlined as currently in Map G, continued discussion on if there is a need to have all the new residential zones (RSU, RTU, RMD, and RHD), clarification around the Commercial and Institutional use in the Residential Mixed Use Zone (RMU). Under section 9, the Committee agreed to the following changes/additions: e) The business shall; i) occupy no more than 25% of the dwelling's gross floor area of the main dwelling up to a maximum of 500 square feet or whichever is less; g) Remove the word retail from this sentence; h) add in accordance with Part 10 of the Land Use By-Law; i) Remove permanent from this sentence. Chair Nicholson will make the recorded revisions and send out the revised report to the Committees members. Councillor Mersereau would like to see the Home Offices added to the Parking Lot list. Homework for this week is the review of pages 7 & 8.

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<sup>1</sup> Chief Administrative Officer

**6. CORRESPONDENCE FOR INFORMATION**

- i. Minister Ince Letter – For information only.

**7. ADJOURNMENT**

**MOTION #MEAC-2016-SEPT-22-3**

It was moved by Councillor Paquette to adjourn the meeting at 8:05 pm. **CARRIED.**

**Next Meeting: October 13, 2016 at 10:00 am.**

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Chair Jane Nicholson

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Recording Secretary Millett-Campbell