

**Municipal Effectiveness Advisory Committee (MEAC)
Approved Minutes
December 8, 2016**

Present: Chair Jane Nicholson, Mayor William MacDonald, Deputy Mayor Pat Power, Alyn How, Brian Bohaker and Chris Millier (by conference call).

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

Regrets: Paul Paquette and Ruth Thorbourne,

1. **CALL TO ORDER:** Chair Nicholson called the meeting to order at 10:07 am.

2. **APPROVAL OF AGENDA**

MOTION #MEAC-2016-DEC-8-1

It was moved by Alyn How, seconded by Brian Bohaker, to approve the agenda as presented.

CARRIED.

3. **APPROVAL OF THE MINUTES – November 24, 2016**

MOTION #MEAC-2016-DEC-8-2

It was moved by Deputy Mayor Power, seconded by Mayor MacDonald, to approve the minutes of November 24, 2016 as presented. **CARRIED.**

4. **PUBLIC INPUT – None**

5. **BUSINESS ARISING**

i. **Sector Review – Residential**

Planner Chris Millier updated the Committee on the current working document, noting that changes to acknowledge the promotion and protection of heritage in the vision. The committee would like to see the wording on the municipal planning strategy vision changed from intent to either goal or vision of the Town of Annapolis Royal. Chair Nicholson and Planner Millier will work together to put the vision statement in 2 paragraphs to emphasis our overall intent. The Committee discussed making a direct reference to the historic places website in the Heritage section of the Land Use By-Law. The Committee would like to review section 11.2 with the infill lots and the development with new construction.

Planner Millier reviewed the document relating to the sections of the MGA² on variances and non-conforming structures. The discussion on infill and subdividing lots with respect to the heritage character of the properties. The Committee would like to see regulation on infill added to the parking lot and revisit later when the discussion comes to subdivision section. The Committee discussed including the Section 235 to 242 into an Administrative Policy.

¹ Chief Administrative Officer

² Municipal Government Act

Chair Nicholson and Chris Millier will work together to draft new language in the working Document for review next month.

6. NEW BUSINESS

7. CORRESPONDENCE FOR INFORMATION – None

Homework is to review page 8 and the sections 6.7 to 6.16 and page 49 sections 27.5, 27.6 and 27.7 of the existing MPS. CDC Millett-Campbell will send page 49 to all Committee members.

8. ADJOURNMENT

MOTION #MEAC-2016-DEC-8-3

It was moved by Mayor MacDonald to adjourn the meeting at 11:55 am. **CARRIED.**

Next Meeting: January 12, 2017 at 10:00 am.

Chair Jane Nicholson

Recording Secretary Millett-Campbell