

**Municipal Effectiveness Advisory Committee (MEAC)
Approved Minutes
January 12, 2017**

Present: Deputy Mayor Pat Power, Alyn How, Paul Paquette, Brian Bohaker, Samantha Myhre, Ruth Thorbourne and Chris Millier (by conference call).

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

Regrets: Chair Jane Nicholson and Mayor William MacDonald

1. **CALL TO ORDER:** Appointed Chair Paul Paquette called the meeting to order at 10:05 am. Chair Paquette welcomed the new member to the Committee and the Committee introduced themselves. Chair Paquette updated the new member of the work done to date on the MPS² and the LUB³.

2. **APPROVAL OF AGENDA**

MOTION #MEAC-2017-JAN-12-1

It was moved by Deputy Mayor Power, seconded by Ruth Thorbourne, to approve the agenda with the addition under section 5) Business Arising the difference between 10.2 and 10.5 in the agenda package. **CARRIED.**

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

MOTION #MEAC-2017-JAN-12-2

It was moved by Brian Bohaker, seconded by Alyn How, to approve the minutes of December 8, 2016 as presented. **CARRIED.**

4. **PUBLIC INPUT – None**

5. **BUSINESS ARISING**

- i. **Sector Review – Residential**

Chair Paquette asked Planner Chris Millier to update the Committee on the omission of the single family dwellings in section 10.2 as the policies focus on two different areas as what happens in each zone, then the commercial overlay for the sections. The committee would like to see the word “new” bread and breakfast to be added to 10.2. Planner Millier reviewed the two options for the vision statement and wanted the Committee to choose the wording it preferred. The Committee agreed to use the first option. The Committee reviewed 11.2 on page 7 of the working document in the agenda package on the criteria for the non-heritage properties on the sidelines of the heritage property. Planner Millier would like to include a definition of the character defining elements of the heritage property. The Heritage Property Act and the Heritage By-Law would

¹ Chief Administrative Officer

² Municipal Planning Strategy

³ Land Use By-Law

outline the standards for heritage properties. The National Historic District and sub-districts should be defined and outlined for reference in this document and should revisit the heritage properties that don't have the heritage defining elements listed.

Planner Millier reviewed the document relating to the sections of the MGA⁴ on variances and non-conforming structures. The Committee reviewed 242.1 relaxation of restrictions and the Committee agreed to enable 242.1a and 242.1b with the addition not to exceed 10%. Planner Millier will update the appropriate sections.

Planner Millier reviewed the sections on rezoning and break it down by zones to set the conditions and unique requirements for each zone including the Institutional/Historic Gardens/Recreational zones.

6. NEW BUSINESS – None

7. CORRESPONDENCE FOR INFORMATION – None

Homework is to review page 9 rezoning, the general criteria of rezoning and the generalize zoning of the Institutional and Historic Gardens zoning.

8. ADJOURNMENT

MOTION #MEAC-2017-JAN-12-3

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

Next Meeting: February 9, 2017 at 10:00 am.

Chair Paul Paquette

Recording Secretary Millett-Campbell

⁴ Municipal Government Act