

Municipal Effectiveness Advisory Committee (MEAC)
Approved Minutes
April 13, 2017

Present: Chair Jane Nicholson (by Skype), Mayor William MacDonald (arrived at 11:10am), Deputy Mayor Pat Power, Samantha Myhre, Paul Paquette, Ruth Thorbourne, Marilyn Francis and Chris Millier (by Skype).

Administration: Recording Secretary Sandi Millett-Campbell.

Regrets: Brian Bohaker and Alyn How

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

2. **APPROVAL OF AGENDA**

MOTION #MEAC-2017-APR-13-1

It was moved by Paul Paquette, seconded by Samantha Myhre to approve the agenda with the addition under 5.) Business Arising i) Review minutes. **CARRIED.**

3. **APPROVAL OF THE MINUTES – March 23, 2017**

MOTION #MEAC-2017-APR-13-2

It was moved by Paul Paquette, seconded by Deputy Mayor Power, to approve the minutes of March 23, 2017 as presented. **CARRIED.**

4. **PUBLIC INPUT – None**

5. **BUSINESS ARISING**

i. **Sector Review – Commercial**

Chair Nicholson reviewed the changes and clarified some changes from the last meeting with the working document sent out in the agenda package. Planner Millier requested the Committees thoughts on the current commercial sector concerns. The Committee voiced their concerns on the lack of certain retail options, the green space on St Anthony Street, parking downtown and the responsibilities of the property owner and parking, retail space on St George Street and the option of building on Prince Albert Road with the look and feel of a heritage community and not a strip mall look. The Committee discussed having architectural controls on the highway commercial zone by outlining the landscape, signage for any new development in the current ESA zones. Planner Millier will draft a paragraph on landscaping, sidewalks, curbs, grass, plantings, location of parking and how the building relates to the street for the Committee to review at the next meeting. Planner Millier will update the site planning controls for section 5; update section 6 to state that this zone Commercial Heritage will never change to protect the streetscape of Lower St George Street, and will update the document to include the hard boundaries that the Committee has set without changing the policies.

6. NEW BUSINESS

i. Institutional Sector

Planner Millier reviewed the Institutional sector as it is currently in Annapolis Royal and how it should be managed. If there is a request for a zone change in an Institutional zone it would revert back to a residential or commercial zone whichever the current zone is. Chris will update the policy changes and we will review next meeting.

Parking Lot:

- Chickens and Bees

7. CORRESPONDENCE FOR INFORMATION – None

Homework:

Review the section on Institutional, section 8, pages 12/13.

- How should existing institutional uses and new institutional development be managed?
- How should it be permitted?
- How should the change/transition of current institutional uses be managed?
- What should be minimum development standards? Think of the current challenges of the commercial district, what's next and what if's of the commercial zone. Is it flexible enough to accommodate change in the commercial zone?

8. ADJOURNMENT

MOTION #MEAC-2017-APR-13-3

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

Next Meeting: May 11, 2017 at 10:00 am.

Chair Nicholson

Recording Secretary Millett-Campbell