

**Town of Annapolis Royal  
Municipal Effectiveness Advisory Committee (MEAC)  
Approved Minutes  
May 11, 2017 at 10:00 am**

**Members:** Chair Jane Nicholson, Mayor William MacDonald, Deputy Mayor Pat Power, Alyn How, and Marilyn Francis

**Administration:** CAO Greg Barr and Recording Courtney Campbell.

**Regrets:** Paul Paquette, Samantha Myhre, Ruth Thorbourne, Brian Bohaker

1. **CALL TO ORDER:** Chair Nicholson called the meeting to order at 10:00am.

2. **APPROVAL OF AGENDA**

**MOTION #MEAC-2017-MAY-11-01**

It was moved by Marilyn Francis, seconded by Mayor MacDonald, to approve the May 11, 2017 agenda as presented. **CARRIED.**

3. **APPROVAL OF THE MINUTES** – April 13, 2017

**MOTION #MEAC-2017-MAY-11-02**

It was moved by Mayor MacDonald, seconded by Deputy Mayor Power, to approve the minutes of April 13, 2017 as presented. **CARRIED.**

4. **PUBLIC INPUT:** None

5. **BUSINESS ARISING:** None

**AD-HOC ADDITION:** Review of Commercial Changes

Planner Millier asked the Committee to review the changes to the commercial section. There was some concern over the consistency between section 2.4 and 5.3 in the working document and it was decided to remove the word generally from section 2.4. A revision was also suggested to change the word “it” to “this” in section 3.2 to make it more grammatically correct. It was suggested to change the word “should” to “will be” in section 4.5 and Planner Millier agreed. The last correction that the Committee had was to change the last sentence in 5.4.1 to “it is compatible with and supports heritage values” and in the second last line change the word “must” to “shall”. After these changes the committee stated that they were good with the commercial section.

Planner Millier is also going to develop an add on to be included for industrial planning and wanted to know how the committee felt and what their limits were for industrial development. The committee agreed that they do not want heavy industrial, but were okay with light industrial that was contained within the building.

**6. NEW BUSINESS:**

i. Management and Permitting of Existing and New Institutional Development

There was talk about the preamble to the section, and the addition of a sentence that this is a 400 year old Town and this is how it developed; Planner Millier is going to speak to Chair Nicholson about this. For consistency it was asked that “private club” be removed from the second line of this section. It was discussed that if there was an institutional development that was leaving in a residential zone, you would leave it as a residential zone and use development agreements to regulate future use. Planner Millier is to do a cross-reference for mixed use residential to ensure that we understand what the implications for institutional use might be. In section 8.5 the word “is” needs to be removed. Planner Millier is also going to include a PID specific policy for the Municipal Building at 752 St. George Street, as it is a unique situation and may be beneficial for it to go to commercial even though it is a residential area. Chair Nicholson asked Planner Millier to provide this in both a prescriptive and intentional manner as the committee may be more comfortable with one than the other. There was a short discussion on new institutional developments, especially instances such as 477 St. George Street, which has the potential to go from residential to institutional. This discussion will be finished at the next meeting (how to approve new institutional development in residential areas).

ii. Change/Transition of Current Institutional Uses

iii. Minimum Development Standards

**7. CORRESPONDENCE FOR INFORMATION: None**

**8. ADJOURNMENT:** Mayor MacDonald moved to adjourn at 12:00pm.

**9. Next Meeting: May 25, 2017 at 6:00 pm**