

Municipal Effectiveness Advisory Committee (MEAC)
Approved Minutes
May 25, 2017

Present: Chair Jane Nicholson, Mayor William MacDonald, Deputy Mayor Pat Power, Alyn How, Marilyn Francis and Chris Millier (by Skype).

Administration: Recording Secretary Sandi Millett-Campbell.

Regrets: Brian Bohaker, Samantha Myhre, and Paul Paquette

1. **CALL TO ORDER:** Chair Nicholson called the meeting to order at 6:02 pm.

Chair Nicholson noted that Ruth Thorburne has resigned from the Committee.

2. **APPROVAL OF AGENDA**

MOTION #MEAC-2017-MAY-25-1

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

3. **APPROVAL OF THE MINUTES – May 11, 2017**

MOTION #MEAC-2017-MAY-25-2

It was moved by Deputy Mayor Power, seconded by Marilyn Francis, to approve the minutes of May 11, 2017 as presented. **CARRIED.**

4. **PUBLIC INPUT – None**

5. **BUSINESS ARISING**

6. **NEW BUSINESS**

i. **Change / Transition of Current Institutional Uses**

Chair Nicholson update the Committee on a TIANS¹ conference and the discussion on Air B n' B's. According to the tourism industry, Nova Scotia can't meet the accommodations requirements to host all the tourists, so there is a need for this market to accommodate them. The Committee discussed the pros and cons of this new type of accommodation.

Planner Millier reviewed the changes from last meeting with the working documents in the agenda package. Some additional changes were noted; under 7.2 add "shall be regulated by Development Agreement"; definitions for heavy industrial will be included in the new document; and under 11.2 add building designs and architectural design controls for the gateway into Annapolis Royal. On page 14 of the working notes Planner Millier will include #1. Under the Institutional Uses in Residential Area and repeat this as #1 under the section Institutional Uses in Commercial Areas. Change 8.3 to be in the same format as 11.2 and include the building design

¹ Tourism Industry Association of Nova Scotia

and architectural controls. Under 8.3 remove amendments to the Land-use Bylaw and replace with Development Agreement. Under 8.3 replace ... is premature for the area... with takes into account. Remove 8.5 completely.

Under Part 10 Service/Utility Policy, remove Nova Scotia Power and Maritime Telegraph and Telephone Ltd. Planner Millier will reword 10.1 as permitted uses in all zones with the controls attached and remove the utility easement section; remove 10.2; remove 10.3 and move into the opening statement for this section; remove the paragraph after 10.3; remove 10.4 and remove 10.5. The Committee discussed the options of including municipal specifications in regards to services and utilities and if fibre optics is considered a utility. The Committee discussed if new construction and/or new development should include underground utilities. Should the Town consider revising of municipal administrative policies by outlining the requirements in a Subdivision by-law?

ii. Parks, Recreation and Open Spaces Sector Review

The Committee reviewed the introductory text of Part 9 of the existing MPS. Due to time restrictions the Committee will discuss this sector at the next meeting.

Chris will update the policy changes and we will review next meeting.

Parking Lot: Light Industrial Policy
Definitions of as-of-right
Definitions of shall and may for the plain language text
Subdivision By-Law

7. CORRESPONDENCE FOR INFORMATION – None

Homework: Review the section on Parks, Recreation and Open Space

8. ADJOURNMENT

MOTION #MEAC-2017-MAY-25-3

It was moved by Marilyn Francis to adjourn the meeting at 7:57 pm. **CARRIED.**

Next Meeting: June 8, 2017 at 10:00 am.

Chair Nicholson

Recording Secretary Millett-Campbell