

**Municipal Effectiveness Advisory Committee (MEAC)**  
**Approved Minutes**  
**June 8, 2017**

**Present:** Chair Jane Nicholson, Mayor William MacDonald (arrived at 11:30 am), Deputy Mayor Pat Power, Brian Bohaker, Alyn How, Marilyn Francis, Paul Paquette, Samantha Myhre and Chris Millier (by Skype).

**Administration:** CAO<sup>1</sup> Gregory Barr and Recording Secretary Sandi Millett-Campbell.

**Regrets:** None

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

2. **APPROVAL OF AGENDA**

**MOTION #MEAC-2017-JUN-08-1**

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

3. **APPROVAL OF THE MINUTES – May 25, 2017**

**MOTION #MEAC-2017-JUN-08-2**

It was moved by Marilyn Francis, seconded by Deputy Mayor Power, to approve the minutes of May 25, 2017 as presented. **CARRIED.**

4. **PUBLIC INPUT – None**

5. **BUSINESS ARISING**

6. **NEW BUSINESS**

i. **Parks, Recreation and Open Space Sector Review**

Chair Nicholson and Planner Millier reviewed the changes from last meeting in the Institutional sector and the Services/Utility sector. Planner Millier would like the Committee to reflect on the direction for a definition of the character of the Town, character of the neighbourhood and the character defining elements. The word character is in the document a number of times and Planner Millier would like to see the Committees idea of that definition. The Committee agreed to research some ideas that the Committee could use in the revised MPS / LUB. The Committee discussed the format for the working notes and the sectors. The Committee agreed that Planner Millier would update the format to be by section R1, R2, R3, etc. The Committee reviewed the policy on recreation, parks and open-space and would like to include that there is an importance to have recreation, parks and open-spaces as economic development for the Town. The Committee agreed to remove the last sentence in the first

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<sup>1</sup> Chief Administrative Officer

paragraph and divide the policy in two sections: types we have and new development. Planner Millier will draft a new policy for the next meeting. Planner Millier will renumber and reorganize 9.1 to 9.11 into two sections in the types we currently have and new development, 9.3 will change to be zone specific, under 9.3 remove the maximum size for accessory buildings or structures, clearly state institutional and open spaces with example of skateboard park, keep 9.5 with examples of public works and high school, switch the format of 9.7 and 9.10 to start with Council shall and remove 9.11. The Committee agreed to add accessory structures such as shipping containers, pools and sheds to the Parking Lot. The Committee agreed the Town needs to have year round recreational facilities and should be promoted in the MPS. Planner Millier will make the changes and reformat the working notes for the next meeting.

ii. Home Sharing

The Committee briefly discussed home sharing and air bnb and the Town's ability to enforce and taxation on these properties. PVSC does not zone in accordance to our Land Use By-Law but PVSC does do their own classification for residential and commercial. The Town will only be able to enforce the development controls outlined in the MPS / LUB.

iii. Joint Meeting with PHAC and MEAC

PHAC has requested a meeting with MEAC. The agenda will be very basic with update and review with the two committees. Chair Nicholson will contact Chair Moody to discuss the request for the meeting.

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

Parking Lot: Accessory Structures

**7. CORRESPONDENCE FOR INFORMATION – None**

Homework: Research the idea of the “character” of the Town of Annapolis Royal. Review the section on Environmental Sensitive Area sector, page 20-21 of the existing MPS.

Chair Nicholson will not be able to attend the next regular scheduled meeting on June 22 and Mayor MacDonald agreed to chair the meeting in her absence.

**8. ADJOURNMENT**

**MOTION #MEAC-2017-JUN-08-3**

It was moved by Marilyn Francis to adjourn the meeting at 12:00 pm. **CARRIED.**

**Next Meeting: Joint Meeting -June 14, 2017 at 6:00 pm.  
June 22, 2017 at 6:00 pm**

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Chair Nicholson

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Recording Secretary Millett-Campbell