

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

**Present:**, Mayor William MacDonald, Deputy Mayor Pat Power, Brian Bohaker, Paul Paquette, Samantha Myhre, and Chris Millier (by Conference Call).

**Administration:** Recording Secretary Sandi Millett-Campbell

**Regrets:** Chair Jane Nicholson and Alyn How

1. **CALL TO ORDER:** Vice-Chair Paquette called the meeting to order at 10:03 am.

2. **APPROVAL OF AGENDA**

**MOTION #MEAC-2017-OCT-12-1**

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

3. **APPROVAL OF THE MINUTES – September 28, 2017**

**MOTION #MEAC-2017-OCT-12-2**

It was moved by Mayor MacDonald, seconded by Brian Bohaker, to approve the minutes of September 28, 2017 as presented. **CARRIED.**

4. **PUBLIC INPUT – None**

5. **BUSINESS ARISING**

The Committee discussed and reviewed the changes to Environment and Conservation Policy. The Committee reviewed 7.1 to 7.9 and noted on the parking lot to add to Policy 7.9 a section on maintaining all the gateways into Annapolis Royal by way of signage, landscape and building designs. The Committee reviewed the new Part 8, Historic Gardens and confirmed that 8.1 should read Annapolis Royal Historic Gardens Society. The Committee reviewed the new Part 9, Fort Anne and no changes were noted. The new Part 10, Museums, the Committee would like to change the last sentence in the introductory text to read, "Both museums are owned and operated by..." and in the first sentence change "large role" to read "significant role". The Committee also talked about adding a definition of a museum to the LUB. Mayor MacDonald agreed to put something together and send to Chris for the next meeting.

i. **Part 11 – National Historic District**

The Committee discussed the opening text and the policies that follow in Part 11. Planner Millier will update the introductory text in the second sentence by deleting "recent" designation; and at the end of the first paragraph add the website link, [www.historicplaces.ca](http://www.historicplaces.ca). The third

paragraph the Committee would change “adjoining” to read “located on both sides of the property (not behind)” and discussed whether it should read “all” applications and questioned substantial and non-substantial changes on a non-registered heritage property. Planner Millier will add the three points, non-heritage adjacent to heritage property to review, non-heritage to commercial adjacent commercial so it would not negatively impact and ensure the integrity of the streetscape of the Town. The Committee agreed to communicate with the Planning and Heritage Advisory Committee to add the Commercial properties and adjacent to non-registered heritage Commercial properties for discussion and direction. The fourth paragraph second sentence replace “should” to “may” be considered; and the last sentence add “following” policies listed below. The Committee had a discussion on the contributing and non-contributing building characteristics. The Committee reviewed 11.1 to 11.12 with the following changes, under 11.8 change “consultation” to “advise”; under 11.10 should include residential and commercial heritage properties and the Commercial Policy need to be updated to reflect this change. Planner Millier will need to develop policy to go with this text from paragraph three. Planner Millier will also add an 11.13 to enforce a statement to outline the artifacts/land control which focuses on protection throughout the policy.

ii. Comprehensive Development Districts

Due to time the Committee did not get a chance to review this section.

Planner Millier will make the changes and reformat the working notes for the next meeting.

**6. NEW BUSINESS: None**

**7. CORRESPONDENCE FOR INFORMATION – None**

Homework: Review the Comprehensive Development Districts and review General Future Land Use maps.

Parking Lot: Policy 7.9 a section on maintaining all the gateways into Annapolis Royal by way of signage, landscape and building designs.

**8. ADJOURNMENT**

**MOTION #MEAC-2017-OCT-12-3**

It was moved by Deputy Mayor Power to adjourn the meeting at 12:10 pm. **CARRIED.**

**Next Meeting: October 24, 2017 at 10:30 am**

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Vice-Chair Paquette

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Recording Secretary Millett-Campbell