

Municipal Effectiveness Advisory Committee (MEAC)
Approved Minutes
December 14, 2017

Present: Mayor William MacDonald, Deputy Mayor Pat Power, Paul Paquette, Brian Bohaker and Chris Millier (by Skype). Also in attendance Superintendent of Public Works Kevin McLean.

Administration: CAO¹ Gregory Barr and Recording Secretary Sandi Millett-Campbell

Regrets: Chair Jane Nicholson, Alyn How and Samantha Myhre

1. **CALL TO ORDER:** Vice-Chair Paquette called the meeting to order at 10:04 am.

2. **APPROVAL OF AGENDA**

MOTION #MEAC-2017-DEC-14-1

It was moved by Brian Bohaker, seconded by Deputy Mayor Power to approve the agenda as amended by changing order of the New Business with Business Arising. **CARRIED.**

3. **APPROVAL OF THE MINUTES – November 27, 2017**

MOTION #MEAC-2017-DEC-14-2

It was moved by Deputy Mayor Power, seconded by Mayor MacDonald, to approve the minutes of November 27, 2017 as presented. **CARRIED.**

4. **PUBLIC INPUT – None**

5. **BUSINESS ARISING**

i. Review of CDD

Due to time restraints the Committee did not review this section.

6. **NEW BUSINESS:**

ii. Town Services Part 16-27

Planner Millier outlined the section on Town Services and the management of the services and the assets.

Part 16-Town Services Policy

Under Part 16 the Committee agreed to change the second sentence of the introductory paragraph to read, "All development including new subdivisions shall require town services."

16.1 will be moved to the general provisions section; 16.2 will be removed; 16.4 needs clarification of the status of the 2005 Municipal Services Specifications Manual and if this document was adopted or if it need to be adopted by the current Council. CDC Millett-Campbell

¹ Chief Administrative Officer

will review Council minutes to prove if the manual was adopted in 2005. 16.5 will reflect the changes already considered; and 16.6 will be removed.

Part 17-Sanitary Sewer Policy

Planner Millier will rewrite the introductory text for this section and include 17.1 and then 17.1 will be deleted. In 17.2, first sentence will remove...in an area requiring these services and add that if development should be required off site changes to accommodate the development then the developer would be responsible. 17.3 will be changed to match 16.4 depending on the findings. Under 17.5 Planner Millier will reference the Agreement for Collection of Sanitation with the County of Annapolis.

Part 18-Storm Drainage Policy

The Committee reviewed this section and no changes are required.

Part 19-Water Policy

Under 19.2 Planner Millier will that the Town's water supply is in the adjacent municipality and that source control is important to this Council. The Committee discussed the second sentence in 19.3 and CAO Barr is going to confirm if this is possible and if so then it should be extended to include Storm Drainage, Sanitary and Roads.

Part 20- Solid Waste Policy

Planner Millier will remove the introductory text and change it to read in a Regional agreement with Valley Waste and Resource Management. The Committee discussed the change to 20.1 to read Council shall ensure the...The Committee would also like to add Organic waste to this policy. A new 20.3 will be added once Council decides the direction of the leaf and yard waste lot. 20.3 will be added to the parking lot.

7. CORRESPONDENCE FOR INFORMATION

i. Family Services Foundation

Received and acknowledged.

Homework: Review the Town Services section, Part 21/22/23/24/25/26.

Parking Lot: Part 20 – Leaf and Yard waste and the change of direction.

8. ADJOURNMENT

Next Meeting: January 11, 2018 at 10:00 am.

Vice-Chair Paquette

Recording Secretary Millett-Campbell