

Municipal Effectiveness Advisory Committee (MEAC)
Approved Minutes
April 12, 2018

Present: Mayor William MacDonald (arrived at 11:00am), Deputy Mayor Pat Power, Brian Bohaker, Alyn How and Chris Millier (by Skype).

Administration: Recording Secretary Sandi Millett-Campbell

Regrets: Chair Jane Nicholson and Paul Paquette

1. **CALL TO ORDER:** Brian Bohaker called the meeting to order at 10:10 am.

2. **APPROVAL OF AGENDA**

3. **APPROVAL OF THE MINUTES – March 8, 2018**

4. **PUBLIC INPUT:** None

5. **BUSINESS ARISING**

i. Review of Working Document

Planner Millier reviewed the changes to the Parking, Pedestrian and Bicycle Circulation, Truck Routes, and Public Transportation sections with the Committee. The Committee discussed on removing 14.6.5 from the parking section. Planner Millier will make the update.

6. **NEW BUSINESS:**

i. Sign Policy Part 23

The Committee reviewed the signage policy introductory text. Planner Millier will update the introductory text to include the way finding study, safety, direction, public information, the character of the Town and commercial aspects. The Committee also discussed adding offsite signage, signage in the gateway and reader boards. Under 23.2 the Committee would like to add a 23.3 for the Town to continue to work with the Department of Transportation and Infrastructure with Provincial signage at the gateways locations in town limits. Under Section 7 of the Signage By-Law it was suggest to move 7.4 and 7.5 before 7.3. The Committee would like to see 7.4 g) to include “on own property”. The Committee would like to have the addition of the sandwich board policy added to the introductory text or mentioned in the by-law to inform applicants that the Town has a policy surrounding them; under 7.5 f) add “on the premises”; under 7.5 j) include reader board signs; under 7.8 add murals and the distinction between a commercial mural and mural as a wall sign and if there should be more parameters surrounding murals; under 7.10 short term vacation rentals should be added; and under 7.10 include the new mixed use zone downtown for commercial signage.

Planner Millier reminded the Committee that all signage that exists currently that is not in compliance with the current by-law would be grandfathered in to the new MPS and LUB.

7. CORRESPONDENCE FOR INFORMATION: None

Homework: Review Part 25 Land Use Conflict Policy.

Parking Lot:

8. ADJOURNMENT

It was moved to adjourn the meeting at 12:15 pm.

Next Meeting: April 26, 2018 at 6:00 pm.

Chair Bohaker

Recording Secretary Millett-Campbell