

Municipal Effectiveness Advisory Committee (MEAC)
Approved Minutes
July 4, 2018

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

Administration: Recording Secretary Sandi Millett-Campbell

Regrets: Mayor William MacDonald, Paul Paquette and Brian Bohaker

1. **CALL TO ORDER:** Chair Nicholson called the meeting to order at 6:00 pm without quorum.

2. **APPROVAL OF AGENDA**

MOTION #MEAC-2018-JULY-04-01

It was moved by Deputy Mayor Power, seconded by Alyn How to approve the agenda with the addition under 7. Correspondence i) Letter from the Bailey House and under 7. Correspondence ii) email from A Seafaring Maiden. **Motion Carried.**

3. **APPROVAL OF THE MINUTES**

4. **PUBLIC INPUT:** None

5. **BUSINESS ARISING**

i. Review of Working Document

Chair Nicholson reviewed the changes from the last meeting with the Committee and noted that 14.1.4 needs to be updated to remove the Heritage permit and state that heritage approval may be required for exterior renovations and changes.

6. **NEW BUSINESS:**

i. Part 4 General Provisions for all Zones

Planner Millier reviewed sections 238-242 of the MGA¹ with the Committee. The Committee agreed to add 242(1) under 4.5 and the corresponding policy to include by Development Agreement and the Town may consider relaxation by development agreement. Also under 4.5 add see appendix XX for the sections of the MGA. Part 4.6 and 4.7 should follow the same format by using a minimum front or rear or side yard setbacks. Chair Nicholson will revise 4.7. Under 4.8 remove "current" zone. Under 4.9 remove "etc." Under 4.11 remove "temporary work camp" and replace with construction trailer. The Committee discussed the need to elaborate on the special occasions and holidays. Chair Nicholson will revise to include festivals and or community-based events for "special occasion" and add "civic" before holidays. Under 4.12 remove "from the Development Officer" from the end of the sentence. Under 4.14 add shipping containers (TEU), cars and boats. Update 4.15 to clearly define that you cannot build over property lines except for a semi-detached or town house. Chair Nicholson will update. Part

¹ Municipal Government Act

4.17 change c) into c) and d) to clearly define the two options; under d) ii) include doors; under f) make the title the same, Watercourse Environment Setback. The Committee also discussed if there should be a limit to the number of accessory buildings, or limit on the square feet or ratios to the lot size and accessory buildings in both the residential and/or commercial zones. Change 4.18 to reflect that “no person shall illuminate a sign” and not an illuminated sign.

Chair Nicholson and Planner Millier will continue with the revisions for the next meeting.

7. CORRESPONDENCE FOR INFORMATION:

- i. Baily House Letter
Tabled to next meeting.
- ii. A Seafaring Maiden email
Tabled to next meeting.

Homework: Continue on from 4.19 Corner Vision Triangle

Parking Lot: Double check that the document states development permit in all places
Height delegations in the Institutional Zone

8. ADJOURNMENT

It was moved by Deputy Mayor Power to adjourn the meeting at 8:04 pm.

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

Chair Nicholson

Recording Secretary Millett-Campbell