

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

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

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

Regrets: Brian Bohaker

1. **CALL TO ORDER:** Chair Nicholson called the meeting to order at 10:04 am.
2. **APPROVAL OF AGENDA**
MOTION #MEAC-2018-OCT-4-01
It was moved by Paul Paquette, seconded by Mayor MacDonald to approve the agenda as presented. **Motion Carried.**
3. **APPROVAL OF THE MINUTES**
 - i. September 20, 2018
MOTION #MEAC-2018-OCT-04-02
It was moved by Mayor MacDonald, seconded by Deputy Mayor Power to approve the minutes of September 20, 2018 as presented. **Motion Carried.**
4. **PUBLIC INPUT:** None
5. **PRESENTATION:** None
6. **BUSINESS ARISING**
 - i. Review of Working Document
Chair Nicholson and the Committee reviewed the definitions from last meeting and noted some of the changes. The Committee would like to add a definition for Mural and Yard Sale. Chair Nicholson will work on a mural definition to include not containing commercial advertising and distinguish between a sign and mural; how to apply and that a development permit would be required.
 - ii. Temporary Use
The Committee discussed the emailed definitions of temporary use and agree on sample 4 and include community event and at the end include is not intended for a commercial use.
7. **NEW BUSINESS:**
 - i. Part 3- Zoning and Zoning Maps

¹ Chief Administrative Officer

The Committee reviewed and agreed to the changes made. No additional changes required.

Part 4 - :

Under section 4.32.2 move the bullets to a new order. Chair Nicholson will make the changes.

Under I) should read "situated"

Part 7 – Signage (Should be Part 5)

Make 7.12 the new 7.1.1 and reverse the order

Move 7.2.2 the new 7.2.1 and reverse the order

Move 7.3.2 to the new 7.3.1; bold "not more than four"; make b) last in the listing

Change 7.3.2 "premises" to building at the end of the sentence.

Under 7.4 g) add banner to the list and include relating to a temporary use

Under 7.5 a) add 'any' sign

The Committee discussed the options on electronic signs and how they currently are used in Town. The Committee agreed to clarify the use. It was suggested to include that if the electronic sign is not intended to move, it constitutes a sign but if it is intended to move then it is prohibited.

Due to time restraints the Committee stopped at 7.5.

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

7. CORRESPONDENCE FOR INFORMATION: None

Homework: Part 7 – Signs; Administration and Zone Standards

Parking Lot:

8. ADJOURNMENT

It was moved by Paul Paquette to adjourn the meeting at 12:03 pm.

Next Meeting: October 25, 2018 at 9:30 am

Chair Nicholson

Recording Secretary Millett-Campbell