



## Peggy's Cove Commission Meeting

### Meeting Minutes

Thursday, August 10, 2023

3:00 – 5:00 p.m.

Via Teams/Conference Call

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#### Members in Attendance:

Maria Bartholomew - Chair

Judy Dauphinee

Karren Fader

Christina Lovitt – Dept. of  
Municipal Affairs and Housing

Jeannie Chow, Dept. of Economic  
Development

David Mitchell, Dept. of Economic Development – non-  
voting member

Regrets: Nicole Campbell, Pam Lovelace, HRM Councilor, Graham Fisher – Dept. of Municipal Affairs and Housing – non-voting member

#### Agenda Items:

1. **Call to Order** – Chair Bartholomew called the meeting to order at 3:06 p.m., quorum achieved.

#### 2. Approval of Agenda

**Motion** to approve August 10, 2023 Agenda. **Upon motion and duly seconded**, the Commission majority approves to adopt the agenda. **Motion carried.**

#### 3. Approval of Minutes

**Motion** to Approve the June 19, 2023 AGM, June 20, 23, July 13 and 24 Minutes. **Upon motion and duly seconded**, the Commission majority approves the Minutes as presented. **Motion carried.**

#### 4. Conflict of Interest

Commissioner Fader declares a conflict with any discussion on Garrison family and Commissioner Dauphinee declares a conflict with any discussion on 154 Peggy's Point Road.

#### 5. Review of Action items

- Draft LUB checklist process for Minister package will be developed for review.
- Rezoning request - letter drafted and sent to DoJ for review prior to sending response.
- Complaint submission (corresp #78)– letter drafted and circulated for review prior to sending response.
- Complaint submission (corresp #79) – research to be undertaken prior to response being drafted and sent to affected property owner and to complainant.
- Complaint submission (corresp #80) – letter(s) drafted and under review by DoJ prior to being sent to affected property owner and to complainant.
- Complaint submission (corresp #83) – research underway prior to responding to complainant
- Non-compliance research work completed
- Confidentiality language – text to be drafted and reviewed prior to being incorporated into PCC Governance document.
- Confidentiality concerns (corresp #48) – letter drafted and being reviewed prior to being sent

- Advisement of private lane naming process – response letter drafted and being reviewed prior to be being sent.
- Inquiry on how residential properties are proposed to be rezoned core - response letter being drafted
- Open public meeting discussions and language for website – under development
- PC Preservation Area boundary – research underway
- Subscription for allNovascotia.com request – research underway
- Application submission assistance requested – response sent
- Non-compliance added to Agenda as standing item
- Application PC DP 2023-8 approved
- New language for PCC letters, website and inbox auto response - approved and implemented
- Research inquiry provided – response with contact information sent
- Request for recognition of family contribution – response sent

## 6. Non-compliance

Commissioner Fader recused themselves from the meeting at 3:48 p.m.

- Discussion took place on recent non-compliance issues where letters have been sent to property owners. Request will be made to DoJ for advice on non-compliance next steps related to the PC Act (fines/court).
- Three draft letters related to non-compliance were sent to DoJ for review/feedback prior to sending out.
- A request will be made to DoJ to confirm that named roads in LUB can be removed or not.

Commissioner Fader returned to the meeting at 4:25 p.m.

- Correspondence related to property use requires legal feedback/review. Letter will be drafted and sent to DoJ for feedback prior to sending to inquirer.

Commissioner Dauphinee recused themselves from the meeting at 4:32 p.m.

- Discussion took place on recent non-compliance notice to 154 Peggy's Point Road property owner. It was determined that the Commission will need to move to the next steps as per the PC Act which is sending a \$50 fine.
- Request will be made to DoJ for guidance on proceeding with the next steps on sending a fine.

**Motion** to make formal request to DED through, Navigator, on how does the PCC proceed on administering a fine as per the PCC Act Section 14. ***Upon motion and duly seconded, the Commission majority approves.***

**Motion** to administer a fine to 154 Peggy's Point Road for continued non-compliance use and lack of confirmation of ceasing operation of non-compliance structure and non-compliance use. ***Upon motion and duly seconded, the Commission majority approves.***

- Fine administration, pending process information from DoJ.

Commissioner Dauphinee returned to the meeting at 4:49 p.m.

## **7. Development Permit Applications**

- NIL

## **8. Land Use By-Law Review**

- Discussion took place on steps taken leading up to the Public Hearing meeting date of August 23, 2023.
- Emails sent on Aug 3 and Aug 8, hard copy package prepared for Canada Post on July 28, electronic ad placed in Masthead News, Chronicle Herald ad posted Aug 2 (9 and 16 will be the additional dates)
- Next steps for Public Hearing meeting process and vote on Draft LUB – deferred to special meeting Aug 11, 2023.
- A request will be made to UPLAND to confirm steps taken leading up to the Aug 23/23 Public Hearing meeting to inform the Commission on any further requirements related to the that meeting.
- A poll will be sent to the Commission to set a time for a 30 minute special meeting on Aug 11, 2023 to discuss next steps for Public Hearing.

## **9. PCC Communication**

- Open public meetings – tabled to next meeting.
- Communication to public related to changes for increased transparency – tabled to next meeting
- Meetings information - tabled to next meeting

## **10. Correspondence – since last meeting – discussion tabled to next meeting**

- Incoming – 14 were recorded (1 discussed on July3, as they were received after meeting package was distributed) 11 required action.
- Outgoing – 7 were recorded

## **11. New Business**

- NIL

## **12. Adjournment**

Meeting adjourned at 5:37 p.m.

Next meeting – Sep 14, 2023 (3:00-5:00 pm)