



Peggy's Cove Commission Meeting
Meeting Minutes
Thursday, November 9, 2023
3:00 – 5:00 p.m.
Via Teams/Conference Call

Members in Attendance:

Nicole Campbell - Chair
Maria Bartholomew – Vice Chair
Judy Dauphinee
Christina Lovitt – Dept. of
Municipal Affairs and Housing
Jeannie Chow, Dept. of Economic
Development

David Mitchell, Dept. of Economic Development – non-
voting member
Graham Fisher – Dept. of Municipal Affairs and Housing –
non-voting member

Regrets: Karren Fader, Pam Lovelace, HRM Councilor, Geoff Leung, Dept. of Justice

Agenda Items:

1. Call to Order – Commissioner Bartholomew assumed the role of Chair and called the meeting to order at 3:12 p.m., quorum achieved.

2. Approval of Agenda

Motion to approve November 9, 2023 Agenda. *Upon motion and duly seconded*, the Commission majority approves to adopt the agenda. *Motion carried.*

3. Approval of Minutes

- Discussion took place on October 10, 2023 Minutes and one edit was suggested. It was agreed to defer further discussion on the October 10 and October 13 Minutes until later in the meeting.

4. Conflict of Interest

Commissioner Dauphinee and Commissioner Campbell declare a conflict with any discussion on 154 Peggy's Point Road.

Commissioner Lovitt joins the meeting at 3:19.

5. Review of Action items

- Open meetings portion discussion deferred to next meeting when sub-committee's research will be presented.
- Update website to reflect open public meetings information when decision made.
- Awaiting guidance on next steps to issuing a \$50 fine.
- Governance document discussion – edits were suggested and will be revisited at next meeting.
- Governance document - discussion deferred on moving from a policy to a procedural bylaw document.
- Reviewed and approved draft letter regarding receiving rezoning support letter.
- Development Permit PC DP 2023-9 application to be reviewed.

- Draft response letter regarding rezoning documentation request for 48 Peggy's Point Road - Approved.

Motion to accept and send upon confirmation that everything is accurate, if not, edit to reflect changes then send letter.

6. Non-compliance

- Discussion took place on two recent non-compliance issues – 154 Peggy's Point Road and 6 Rocky Road.
- Commissioners noted that they are awaiting a response from Dep of Justice concerning process to issue a \$50 fine in order to move forward on current cases.
- Discussion took place on non-compliance letter issued to 6 Rocky Road and it was confirmed no update from the property owner has been received. Commission agreed to issue another letter to 6 Rocky Road requesting update on situation.

7. Development Permit Applications

- **PC DP – 10 10 Rocky Road - Application to upgrade septic system**
 - no permit required and applicant has been contacted with decision - Complete
- **PC DP – 9 10 Rocky Road - Application to build a structure**
 - The Commission reviewed the application and found that the request meets current LUB parameters.
 - It was recommended to accept the request and advise applicant.

Motion to accept application as presented and send letter to applicant indicating the Commission's decision.

Upon motion and duly seconded, the Commission majority approves the application as presented.
Motion carried.

8. Land Use By-Law Review

- Discussion took place on the current state of Draft LUB submission.
- It was confirmed that the draft LUB was submitted November 1, 2023 to Minister of Economic Development.
- The Commission discussed the process to update the public on submission of draft LUB to DED. It was agreed that a letter would be sent out to the community (email and Canada Post) and the package would be posted to the PCC website.

The Chair was disconnected from the call due to technical issues at 3:56 pm and Commissioner Campbell assumed the Chair at 3:58 pm.

9. PCC Communication

- PCC Governance
 - Discussion took place on inserting draft language provided by Dep of Justice and correspondence and application language provided from secretariat.
 - It was agreed to bring the document back to the next meeting for another review once the document has further revisions completed and version verification done. Updated document will be re-distributed prior to next meeting.

- Open public meetings – subcommittee will present research at Dec 14, 2023 meeting.

Commissioner Bartholomew rejoined the meeting at 4:09 pm.

Approval of Minutes:

Motion to Approve the October 10, 2023 Minutes with one edit. ***Upon motion and duly seconded,*** the Commission majority approves the Minutes as presented. ***Motion carried.***

- Discussion took place on the Oct 13, 2023 Minutes and Discussion Notes, it was agreed to share with Dep of Justice for review and feedback. Then the documents would be shared with the Commission for approving by e-vote, then posting to website.

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David Mitchell leaves the meeting at 4:35 pm.

Commissioner Bartholomew resumes the Chair at 4:36 pm.

10. Correspondence – since last meeting

- Incoming – 11 were recorded, 3 pending action, 1 completed.
- Outgoing – 12 were recorded

11. New Business

- The Commission will request that a DED representative attend the Dec 14, 2023 meeting to provide a status of the draft LUB approval process and potential timelines, an update on the bylaw officer hiring process and any next steps.

12. Adjournment

Meeting adjourned at 4:45 p.m.

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