



Peggy's Cove Commission Meeting

Meeting Minutes

Thursday, June 13, 2024

3:00 – 5:00 p.m.

Via Microsoft Teams

Members in Attendance:

Nicole Campbell, Chair

Maria Bartholomew, Vice Chair

Karren Fader

Christina Lovitt, Municipal Affairs and Housing

David Mitchell, Dept. of Economic Development

Graham Fisher, Dept. of Municipal Affairs and Housing –
non-voting member

Sara Knight, Dept. of Justice

Regrets: Judy Dauphinee; Pam Lovelace, HRM Councilor

Agenda Items:

1. **Call to Order** – Chair called the meeting to order at 3:05 p.m., quorum achieved.

2. Approval of Agenda

Motion to approve Jun 13, 2024 Agenda. *Upon motion and duly seconded*, the Commission majority approves to adopt the agenda. *Motion carried.*

3. Declaration of Conflict of Interest

Commissioner Campbell declares a conflict with any discussion on property owned by the Campbell family.

Commissioner Bartholomew had technical difficulties and was dropped from the meeting at 3:07 pm and rejoined again at 3:08 pm., quorum was maintained.

4. Development Permit Applications

- No applications submitted to discuss

5. Land Use By-Law

- Implementation & UPLAND
 - UPLAND will be contacted to check on work completed to date (forms, applications) for variances and process tables to better understand the process flow,
 - A request will be made to have copies of drafts available at the AGM.
 - Development Officer hiring – no update to share. A request was made to try and have feedback for the AGM.
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6. Approval of Minutes

Motion to approve the April 25, 2024 Ombudsman Final Report discussion Minutes with edits as noted. *Upon motion and duly seconded*, the Commission majority approve the Minutes. *Motion carried.*

Motion to approve the May 8, 2024 Minutes with edits as presented. *Upon motion and duly seconded*, the Commission majority approve the Minutes. **Motion carried.**

Commissioner Fader stepped away at 3:30 pm and returned at 3:43 pm, quorum was maintained.

7. Review of Action items

Discussion commenced on outstanding action items.

- Open meeting setup continues to work through processes
- PCC Website update continues to work through security review prior to software update.
- Governance document review to a policy document continues.
- Summary proceedings – process chart sent to DED and DoJ for review. It is noted that this activity ties into the development officer role for enforcement and all practical pieces need to be in place first.
 - DoJ will work with DED to develop a roadmap/timeline.
 - Question raised if a list of steps undertaken to-date be developed for AGM?
- Proposal to post non-compliance on website will be reviewed and response brought back to PCC at future meeting.

DoJ departs meeting at 4:14 pm.

- Correspondence related to LUB approved with edits, correspondence related to deGarthe photos approved.

8. Discussion of non-compliance

Commissioner Fader leaves the meeting at 4:36 pm.

- Non-compliance review discussion of item 1. It was agreed that as per the non-compliance process another letter will be sent to the property owner as several months have passed since the last correspondence was sent.

Commissioner Campbell leaves the meeting at 4:40 pm and Commissioner Fader returns to the meeting at 4:40 pm.

- Non-compliance review of item 2. It was agreed that as per the non-compliance process another letter will be sent to the property owner as several months have passed since the last contact.

Commissioner Campbell returns to the meeting at 5:01 pm.

9. PCC Communication

- Annual Report – discussion deferred
- AGM discussion – appointment set for a future day (June 19) to review documents and prepare for June 25 AGM.
- Discussion took place on timeline for new Commission member appointments. Contact will be made with the Agencies, Boards & Commission (ABC) staff to inquire on progress.

10. Correspondence – since last meeting

- Incoming – 6 were recorded (one action completed)
- Outgoing – 6 were recorded

11. New Business

- NIL

12. Adjournment

Meeting adjourned at 5:22 p.m.

Next meeting – July 11, 2024 (3:00 - 5:00 pm)