



Peggy's Cove Commission Meeting

Meeting Notes

Thursday, July 11, 2024

3:00 – 5:00 p.m.

Via Microsoft Teams

Members in Attendance:

Nicole Campbell, Chair
Maria Bartholomew
Karren Fader
Judy Dauphinee

Christina Lovitt, Municipal Affairs and Housing
David Mitchell, Dept. of Economic Development
Graham Fisher, Dept. of Municipal Affairs and Housing –
non-voting member
Trondez Sparks, Guest
Sara Knight, Dept. of Justice

Regrets: Pam Lovelace, HRM Councilor

Agenda Items:

1. **Call to Order** – Chair called the meeting to order at 3:04 p.m., quorum achieved.

2. Approval of Agenda

Motion to approve July 11, 2024 Agenda with edits. *Upon motion and duly seconded*, the Commission majority approves to adopt the agenda with edits. *Motion carried.*

3. Declaration of Conflict of Interest

Commissioners Dauphinee and Campbell declare a conflict with any discussion on property owned by the Campbell family. Commissioner Fader declares a conflict with any discussion about Lobster Lane.

4. Development Permit Applications

- PC DP 2024-2 – Email received by PCC on June 10/24 which had insufficient information to do a complete review. Property owner was contacted by email indicating more information was required and new LUB application was attached for their information, completion and request to respond back to PCC by June 27 so application could be reviewed and presented at the July 11/24 meeting. No response to date, the responsibility is still with the property owner.

5. Land Use By-Law

- LUB forms (application and flowcharts) – UPLAND has developed new forms and flowcharts. The flowcharts were shared for this meeting and the application required an edit before sharing. All documents will be shared after this meeting and it is agreed that an email vote will be held to review and provide any edits or Approve the documents. Any edits will be handled by UPLAND prior to them being posted online. When forms are ready they will be posted to the website.
- Development Officer update – no new information to provide.
- Agencies, Board, Commissions process - no new information to share, will follow-up to see where process is at.

6. Approval of Minutes

Motion to approve the Jun 13, 2024 Minutes with edits. **Upon motion and duly seconded**, the Commission majority approve the Minutes. **Motion carried.**

7. Review of Action items

Discussion commenced on outstanding action items.

- Follow-up will be done on AGM inquiry related to boundaries in the PC Preservation area.
- Open meeting technical setup process continues to be reviewed.
- Request has been made to understand the legal pros/cons of moving the governance document from a policy to a procedural bylaw document.
- Summary proceedings – no new update available on the various item related to this subject.
- LUB documents have been produced by UPLAND and require further review by PCC before distribution to public.
- Training for new Commissioners is under review.
- Letter to property owner with new application was approved to send.
- Governance Policy section 15 – will have the intent reviewed and language improved for more clarity.

Motion to write a letter to Dep. of Economic Development with the Commission's concerns (development officer, new commissioners, summary proceedings and enforcement. **Upon motion and duly seconded**, the Commission majority approves to send letter. **Motion carried.**

8. Discussion of non-compliance

Commissioners Campbell and Dauphinee leave the meeting at 3:56 pm.

- Non-compliance discussion on item #1 – property owner has been contacted and requested to submit information related to the property showing conformance with the LUB. PCC awaiting further details from property owner before review can be carried out.

Commissioner Bartholomew joins the meeting at 3:57 pm, Trondez Sparks leaves the meeting at 4:00 pm and Commissioner Campbell returns to the meeting at 4:05 pm.

Commissioner Dauphinee returns to the meeting at 4:08 pm.

- Non-compliance discussion on item #2 – no new update to provide
- Non-compliance discussion on item #3 – a letter #2 and application has been provided for review prior to sending. Letter approved to send with edits along with attachment of previous letter and new application 06.27.204.
- Non-compliance discussion on item #4 – the zone permits the use, however, structure is non-compliant.
- Questions of clarification made regarding complaint process.

9. PCC Communication

Annual Report – discussion occurred and a few suggested edits were made. A **Motion** was made to accept the Annual Report with edits. **Upon motion and duly seconded**, the Commission majority approves the Annual Report. **Motion carried.**

- AGM discussion – it was suggested to reduce the unprogrammed period on future agenda.
 - Include a Q 13 in the draft minutes

Commissioner Lovitt leaves the meeting at 5:10 pm

10. Correspondence – since last meeting

- Incoming – 7 were recorded (6 needed action) 1 addition was added for discussion
- Outgoing – 3 were recorded

11. New Business

- Busking will be discussed at next meeting
- Organize a thank you gathering for outgoing Commissioners

12. Adjournment

Meeting adjourned at 5:30 p.m.

Next meeting – Aug 8, 2024 (3:00 - 5:00 pm)