



Peggy's Cove Commission Meeting

Meeting Minutes

Thursday, October 9, 2025

3:00 – 5:00 p.m.

The Whale's Back Cookout

8291 Peggy's Cove Rd, Indian Harbour, NS

Members in Attendance:

Nicole Campbell, Chair
Jane Fraser, Vice Chair, Dept. of Growth and Development
Maria Bartholomew
Judy Dauphinee
Dawn Sutherland, Municipal Affairs
Peter Haslett
Nancy Hartling, HRM Councillor

Paul Dec, LPP, UPLAND Studio
Nick Poirier, Dept of Justice

Guests: Chris Rennehan, HRM; Jessica Harper, HRM; Sean Audas, HRM; Gayle MacLean, HRM

Agenda Items:

1. **Call to Order** – Chair called the meeting to order at 3:10 p.m., quorum achieved.

2. Approval of Agenda

Motion to approve October 9, 2025 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 any property owned by the Campbell family. Commissioner Dauphinee declares a conflict on any discussion on property owned by the Campbell family. Commissioner Bartholomew declares a conflict on any discussion on their property and Commissioner Haslett declares a conflict on any discussion on their property.

4. Development Officer Discussion

- Discussion took place with an overview of HRM's role in handling Peggy's Cove Commission development officer services
 - implementing Peggy's Cove Commission's Land Use Bylaws
 - handling compliance and enforcement
 - outlining development officer authority
 - noting fees will be waived
- It was noted that HRM will not be handling appeals, that will be handled by the Commission.
- Applicants can apply for a development permit through the HRM online platform, email or in person at their offices in Duke Tower.

- Variance process was outlined as such:
 - HRM will do the intake of applications through their online platform
 - Development Officer reviews and makes a decision, the Peggy's Cove residents will get a letter advising them of the decision. If a resident wishes to appeal the decision, the Commission will review and make a final decision.
- The rezoning process was discussed, which is handled through HRM's online platform, email or in person at their offices in Duke Tower.
- Compliance Services was discussed, and it was suggested that all complaints should be directed to the HRM 311 service. If the Commission receives a complaint, it should be redirected to the 311 service at contactus@311.halifax.ca

A question was raised regarding fines related to non-compliance, and interpretation of the Peggy's Cove Commission Act. This will be investigated and a response will be provided on a future date.

- Processing time or turnaround time through the 311 service is 24-48 hours, depending on the issue.
- Launch date for the new development permit application service is tentatively scheduled for the week of October 14, 2025.
- A specific landing page for Peggy's Cove Commission development permit application is being built.
- Going forward, HRM can update the Commission on any development permit applications that have been submitted for processing.
- It was noted that anyone can access the Open Data portal to view the HRM Permit Status Map and see all ongoing and completed applications.

5. Development Permit Applications

- PC DP 2025-5 STR property
 - Discussion took place on the DP application. It was noted that the additional information requested to complete the DP application for final recommendations has not been received to date.
- PC DP 2025-2 DP Application to erect a fence:
 - Discussion took place on the status.

6. Approval of Minutes

Motion to approve the September 11, 2025 Minutes. ***Upon motion and duly seconded***, the Commission majority approve the Minutes. ***Motion carried.***

7. Review of Action items

Discussion commenced on outstanding action items.

- No update on Short-Term Rental data sharing contract

8. Non-compliance

- Nothing new to report

9. PCC Communication

- Reviewed draft letter to residents advising of the development officer services for the administration of the Peggy's Cove Land Use By-law (LUB).

Motion to approve the draft letter to residents advising of the development officer services. ***Upon motion and duly seconded***, the Commission majority approve the letter to residents. ***Motion carried.***

10. Correspondence – since last meeting

- Incoming – 3 were recorded
- Outgoing – 7 were recorded

11. New Business

The HRM guests and Paul Dec left the meeting at 4:20.

Motion made to go into **In-Camera** for discussion at 4:20 pm.

The Commission came out of **In-Camera** at 4:30 pm

Motion to approve the private and confidential discussion regarding appointment of a development officer, and the discussion will remain confidential until such time as the province approves the communication plan. **Upon motion and duly seconded**, the Commission majority approve the private and confidential discussion. **Motion carried**

12. Adjournment

Meeting adjourned at 4:32 pm.

Next meeting –November 13, 2025 (3:00 - 5:00 pm)