



**Minutes**  
**Peggy's Cove Commission**  
**Thursday, July 18, 2019**

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**Members in Attendance**

John Campbell – Chair  
Gary Logan – Vice Chair  
Aonghus Garrison  
Peter Richardson  
Matt Whitman – HRM Councilor  
Gordon Smith – Dept. of Municipal Affairs  
Jeannie Chow – Dept. of Business

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**Member Regrets**

**1. Call to Order (Gary Logan – Vice Chair)**

Meeting called to order at 3:05 pm

**1.1. Approval of Agenda**

NOTE: Order of Agenda items shifted due to Chair being delayed.

**2. Approval of Commission Minutes of June 20, 2019**

Review minutes of June 20, 2019 meeting

**Motion:** No changes noted to the Minutes of June 20, 2019, *upon motion, duly seconded*, the Commission approved the Minutes as circulated. *Motion carried*

**3. Declaration of Conflicts of Interest**

John Campbell declared a conflict with the East Coast Lifestyle Complaint

**5.4 Mobile Vending Complaint (order on agenda shifted)**

The complaint was discussed and citing legal advice and pending Bylaw review these businesses can continue to operate in 2019 but will be considered out of compliance of Bylaw 4.13 once the review is complete.

**Motion:** Provide response letter to Eliza Manuel with suggested edits by Commission under the Vice Chair's signature, *upon motion, duly seconded*, Commissioner Smith will revise the letter as discussed explaining how the Commission is addressing non-compliance with Bylaw 4.13 and circulate changes and a draft resident letter as well. *Motion carried*

Commissioner Campbell joined the meeting and resumed as Chair.

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#### **4. Peggy's Cove Master Plan: Discussion with Develop NS**

Discussion on the previous meeting's presentation from Develop NS where Commissioners raised concerns over the lack of engagement with the Commission and under-represented portion of the community. Discussion ensued about the role of the Foundation vs the Commission's role. Commissioner Smith to draft a response to DNS to applauding their efforts in producing a good plan but noting that the Commission would like to be included in defining their role for sufficient engagement in implementation; clarity with interaction with the Foundation and ensuring the plan reflects community character. Also, agreement to have a dedicated organization to implement plan. Letter to be circulated to Commission members for comments/edits before mailing.

***Commission to invite DevelopNS to their next meeting for further discussion on governance, future plans and Commission's role. (note in letter)***

#### **5. Other Business**

##### **5.1 Survey of Businesses**

Discussion on new and temporary businesses in operation in the Cove, many of whom have not submitted an application. To provide a fair approach around the application process and conformity to the Bylaws, Commissioners Logan and Smith to draft a questionnaire to go to all businesses and residents per motion of previous meeting. A draft survey will be circulated end of August to gauge awareness of existing Bylaws, advising of the upcoming review and current challenges and suggested solutions.

##### **5.2 Acknowledgement of Letters Sent**

Commissioner Garrison circulated a letter (previously approved by the Commission) to parking lot vendors to cease operation due to non-compliance with Bylaws and not acquiring proper permits. Discussion on how to proceed with enforcement – Commissioner Smith to contact HRM about their involvement through a HRM Bylaw officer on appropriate next steps. Commissioners requested that a copy of any letter sent to be cc'd to each Commissioner.

##### **5.3 Development application**

Suggestion to have this application reviewed by someone with expertise in Municipal Bylaws for a commercially zoned business. Commissioner Smith to review bylaws and zoning requirements and provide an update to the Commissioners by email. An email vote will be considered once all the information to make a decision has been received.

##### **5.5 Governance document**

Records and Transparency - Commissioner Logan's edited version approved by the Commission.

## **6. New Business**

### **6.1 Public Meetings**

Develop NS suggested the Commission should be conducting public meetings. Discussions on submitted applications would not be open to the public but held in camera due to confidentiality of discussions. The meeting schedule could be posted on the website but need to address logistics for including interested parties.

Commissioner Smith to investigate HRM meetings for consistency with their policies.

Next meeting to discuss a go forward plan with a potential fall public meeting. A full agenda would need to be prepared including the suggestion that a Commissioner may speak about their experience and provide a list of accomplishments with the perception of being open and transparent at the public meeting.

**Motion:** Add item to the agenda for the next meeting with appropriate research on similar functioning entities. Propose holding a public meeting fall of 2019, date and location to be determined. ***upon motion, duly seconded***, approach approved by the Commission. ***Motion carried***

### **6.2 Expiration of Terms**

Discussion on addressing the expiration of current terms of Commissioners with a suggestion to stagger terms for continuity of members by extending two Commissioners for two years and selecting two new Commissioners by advertising on the Agency, Board and Commissions (ABC) network as part of their regular process.

Propose extending invitation to ABC staff to join next meeting to explain application process.

## **7.0 Adjournment**

Since there was no further business, the meeting was adjourned at 5:05 p.m. Next meeting August 8, 2019.