



**ST. MARGARET'S BAY COASTAL PLANNING ADVISORY COMMITTEE
MINUTES
APRIL 27, 2016**

PRESENT: Nicholas Horne, Chair
Kathryn Gamache, Vice Chair
Michael Murphy
Vic Heniss
Kathy Follett-Lloyd
Pamela Lovelace
Adrienne Duperly
Councillor Matt Whitman

REGRETS: Richard Hattin

STAFF: Krista Vining, Legislative Assistant
Thea Langille, Principal Planner
Kirby Grant, Senior Solicitor

The following does not represent a verbatim record of the proceedings of this meeting.

The agenda, reports, supporting documents, and information items circulated are online at halifax.ca.

Final meeting of the St. Margaret's Bay Coastal Planning Advisory Committee – minutes administratively approved.

The meeting was called to order at 6:30 p.m., and the Committee adjourned at 8:03 p.m.

1. CALL TO ORDER

Michael Murphy, Chair called the meeting to order at 6:30 p.m. at the Tantallon Public Library.

Michael Murphy turned the meeting over to the Legislative Assistant for the election of the Chair and Vice Chair.

ELECTION OF CHAIR AND VICE CHAIR

Krista Vining, Legislative Assistant called for nominations for the position of Chair of the St. Margaret's Bay Coastal Planning Advisory Committee.

MOVED by Pamela Lovelace seconded by Michael Murphy

THAT Nicolas Horne be appointed Chair of the St. Margaret's Bay Coastal Planning Advisory Committee.

The Legislative Assistant called three times for any further nominations; hearing none, they called for the vote.

MOTION PUT AND PASSED.

Nicholas Horne was declared Chair.

The Legislative Assistant called for nominations for the position of Vice Chair of the St. Margaret's Bay Coastal Planning Advisory Committee.

It was then MOVED by Deputy Mayor Whitman, seconded by Vic Heniss

THAT Kathryn Gamache be appointed Vice Chair of the St. Margaret's Bay Coastal Planning Advisory Committee.

The Legislative Assistant called three times for any further nominations; hearing none, they called for the vote.

MOTION PUT AND PASSED.

Kathryn Gamache was declared Vice Chair.

The Legislative Assistant turned the meeting over to the newly elected Chair.

2. APPROVAL OF MINUTES – April 22, 2015

MOVED by Deputy Mayor Whitman, seconded by Michael Murphy

THAT the minutes of April 22, 2015 be approved as circulated.

MOTION PUT AND PASSED.

3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS

Deputy Mayor Whitman raised the point of adding the *Call for Declaration of Conflict of Interest* section to future agendas.

MOVED by Deputy Mayor Whitman, seconded by Vic Heniss

THAT the agenda be approved as presented.

MOTION PUT AND PASSED.

4. BUSINESS ARISING OUT OF THE MINUTES – NONE

5. CONSIDERATION OF DEFERRED BUSINESS – NONE

6. CORRESPONDENCE, PETITIONS & DELEGATIONS

6.1 Correspondence – None

6.2 Petitions – None

6.3 Presentations – None

7. REPORTS

7.1 STAFF

7.1.1 Planning Advisory Committee Orientation

The following was before the St. Margaret's Bay Coastal Planning Advisory Committee:

- Orientation Tool Box presentation
- Terms of Reference

Krista Vining, Legislative Assistant with the assistance of Thea Langille, Principal Planner and Kirby Grant, Senior Solicitor delivered the Orientation Tool Box presentation to the Committee. The presentation provided an overview of:

- What is a Planning Advisory Committee (PAC)
- The application process
- Three duties of a PAC
- Drafting recommendations
- PAC meetings
- Public meetings
- Role of the Legislative Assistant
- Planning process
- Conflict of interest and Freedom of Information and Protection of Privacy (FOIPOP)

During the discussion it was noted that staff is reviewing the boundaries, in particular the planning areas that are not covered under the St. Margaret's Bay Coastal Planning Advisory Committee or North West Planning Advisory Committee, as directed by Regional Council. The report is projected to go to the North West Community Council in the coming months.

It was noted that the present quorum of the Committee is five (5).

Staff responded to questions respecting the potential for conflict of interests if Planning Advisory Committee members sit on community liaison committees.

Deputy Mayor Whitman exited the meeting at 7:49 p.m.

8. ADDED ITEMS – NONE

9. DATE OF NEXT MEETING

9.1 Approval of the 2016 Meeting Schedule

MOVED by Pamela Lovelace, seconded by Michael Murphy

THAT the 2016 Meeting Schedule be approved as presented.

MOTION PUT AND PASSED.

10. ADJOURNMENT

The meeting was adjourned at 7:56 p.m.

Krista Vining
Legislative Assistant