

PUGWASH VILLAGE COMMISSION
Regular Meeting #297
18th April 2011 at 7pm
Pugwash Village Hall

Minute Number 297

PRESENT

Rod Benjamin, Jim Whitman, Dave Farley, Linda Langille

RECORDING SECRETARY

Lisa Betts

CALL TO ORDER

297.1 The Commission of the Village of Pugwash met on April 18th, 2011 in the Boardroom of the Village Commission Hall.

297.2 Commission chair, Rod Benjamin, called the meeting to order at 7pm.

REGRETS

297.3 None received.

APPROVAL OF AGENDA

297.4 The Clerk requested two additions to the Agenda (see points 297.71 and 297.77)

297.5 MOTION: It was moved by Commissioner Farley and seconded by Commissioner Langille that the Agenda be approved as amended.

MOTION CARRIED

APPROVAL OF REGULAR MINUTES

297.6 MOTION: It was moved by Commissioner Langille and seconded by Commissioner Whitman that the Minutes of Regular Meeting 296 held on March 21st, 2011 be approved as presented.

MOTION CARRIED

TREASURER'S REPORT

297.7 The Clerk Treasurer presented the year end figures with a surplus showing of \$2,059.59 (see attached report). Gary Bickerton of Jorgenson and Bickerton Inc will be at the Village Hall to perform the regular year end audit through the first week of May.

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297.8 MOTION: It was moved by Treasurer Betts and seconded by Commissioner Farley that the Treasurer's Report be adopted as presented.

MOTION CARRIED

297.9 The Commissioners agreed to set a date for an initial budget meeting for Tuesday April 26th at 10am.

BUSINESS ARISING FROM THE MINUTES

297.10 There was no business to report that was not included elsewhere in the agenda.

PRESENTATIONS

297.11 John Mills, Chair for Pugwash Communities in Bloom (CIB)

Mr Mills explained the mandate and mission statement for Communities in Bloom and the benefits to a participating community. CIB was started in Pugwash in 2006 and in 2007 won a 5 bloom award in the provincial competition and 4 blooms in the national competition in 2008. Pugwash CIB will be competing in the national competition this year with the judges coming to Pugwash August 7th and 8th. The annual plant sale is an important fund raiser; last year's sale raised \$3500. CIB enjoys a productive relationship with the Village Commission and will partner with the Commission this year for additional summer staff.

OLD BUSINESS

297.12 Nova Scotia Utilities and Review Board (UARB)

On February 24th counsel for the petitioners, Brian Creighton, communicated to the UARB that he would send submission on 1st March in response to the January 31st UARB request for submissions for a preliminary hearing. The Creighton submission was not released to the UARB until March 22nd. (The Clerk noted that March 22nd is the one year anniversary of the UARB decision from the previous application made to the UARB to reduce the size of the Village and wondered if there is any significance to this). The Clerk reported that it was at this juncture that she advised Commission that she was all out of legal knowledge and strongly recommended getting qualified legal counsel. The Commission had agreed to this and engaged Dennis James, who had represented the Village of Pugwash in the earlier case brought to the UARB. Dennis James

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sent a submission to the UARB on April 14th requesting that the hearing not be held until after the end of the next fiscal year (April 2012).

297.13 All communications to and from the UARB are available on the UARB website. A comment from the gallery advised that their search engine works quite well.

297.14 Commissioner Farley expressed a concern over potential legal fees. There were some comments made from the gallery expressing similar concerns and a desire to hold a plebiscite or referendum.

297.15 The Commissioners agreed that the Clerk should arrange for a meeting with Dennis James to discuss proceedings and potential fees. Due to conflicting schedules for Commissioners and the planned audit, this was agreed to be scheduled for the second week in May.

Village Commission Staff

297.16 Clerk job description review

The Association of Nova Scotia Villages (ANSV) has agreed to help in this by making available two members: Kelly Rice, Clerk for the Village of Lawrencetown and Christine Blair, past Commissioner for the Village of Bible Hill and also past chair of the ANSV. This will be done at minimal cost to the Village of Pugwash.

297.17 Maintenance/janitor/grounds keeper

After advertising this position for two weeks in the Oxford journal and by posters placed around the Village, interviews were conducted on April 13th. These were conducted by the Clerk, with the Commission Chair in attendance. The successful candidate, Andrew Pye, will start his duties tomorrow, April 19th.

297.18 Summer Recreation Director/ Communities in Bloom

It will not be known until May as to whether funding has been approved. Advertising for the position should be made very soon. The Village Clerk will meet with CIB Chair, John Mills, to define the duties of this position.

297.19 MOTION: It was moved by Commissioner Farley and seconded by Commissioner Langille that this position should be filled, whether the funding for it is approved or not.

MOTION CARRIED

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297.20 Newsletter

The newly resurrected newsletter was distributed March 31st. The next publication is planned for June. It is available on the Village of Pugwash website

Nova Scotia Power Inc. (NSPI)

297.21 Non-operating lights on Water Street were reported to NSPI and promptly fixed.

297.22 CN Rail was contacted with the information they required to have their meter disconnected and the have it and the pole removed from the western end of Harrison's lumber yard. This was processed with impressive efficiency.

297.23 **NSPI** will disconnect the meter at 64 Howe and remove the pole at the eastern end of Harrison's lumber yard

297.24 **NSPI** will send a planner to the Village Hall on March 22nd to "scope out" problem power poles on Water Street. This was done last summer, but that NSPI planner's paperwork is incomplete/missing.

297.25 Signage – gateway signs

Will be removed and one taken to a sign maker for assessment for costs to replace.

297.26 Pugwash and Area Community Master Plan

The Steering Committee meeting for April 4th was cancelled and has yet to be rescheduled.

297.27 Weather Station

In October 2010, the Village Commission discussed with Communities In Bloom the options for a weather station in the village (see minute 291.13). There is no update on this as the CIB member who had been researching has been away for the winter. The Commissioners agreed that this would be an asset for the Village and should be pursued once this research is completed.

297.28 Visitor Information Kiosk

A Request for Bids has been run in the Oxford Journal for two weeks with little interest and no submissions. The Clerk will now actively approach local carpenters. In order to apply for funding, an estimate of costs is required. The Clerk has obtained an estimate of materials cost to build the kiosk. Display boards and materials are yet to be estimated.

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297.29 Automated External Defibrillator (AED)

To ensure compatibility with emergency services, the Clerk will ask EHS which brand they use and cost the same. According to a comment from the gallery, the curling club and golf course were assisted with the purchase of AEDs by the Cumberland Health Authority. The Clerk will investigate if this assistance is also available to the Village.

297.30 The old fire hall

There were no written submissions in response to the posted Request for Proposals which expired April 4th. Local contractors, Mike Cunningham and Dan Cress have been approached and will follow up with proposals.

297.31 Visitor Information Centre (VIC) display items

These have been returned to the Village Hall.

297.32 Farmers Market

The executive of the Farmers Market has many plans and ambitions for the site. They are willing to put in the materials and work to: replace some of the windows in the old VIC building, build a floating platform/stage for live music, get running water for a hot food vendor, add fence panels and an art exhibit. They will help look after the public washroom. Their official opening for the season will be May 20th.

297.33 Villages Questionnaire

Four Villages have sent completed questionnaires and four more have communicated with the Clerk with their own questions. The Clerk hopes for the remaining questionnaires to be submitted as soon as possible. If necessary, the Clerk and/or available Commissioners may phone the Villages to complete the questionnaire in a timely manner.

297.34 Cumberland Care Kit

This has been completed. The Clerk displayed the accompanying information booklet which lists the kit sponsors. This includes all four towns of Cumberland County and the Village of Pugwash.

297.35 Cumberland Adult Network for Upgrading (CAN-U-GAP)

Their new booklet was displayed for the meeting. It includes one of the aerial shots of the Village taken by (and in the booklet credited to) Victor Dean of Pugwash, which the Village gave permission to reproduce.

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297.36 Community Clean-up Day – April 16th

This is sponsored by the Municipality of Cumberland County and organized locally by CIB. Numbers were down a little this year and it was noted that this may have been because its timing coincided with the funeral of a popular resident of the Village. About 40 bags of garbage were collected. The orange T-shirts, gloves and other supplies are stored in the Pugwash Village Hall.

297.37 Efficiency Nova Scotia

Insulating jackets have been installed on the hot water heaters at the Village Hall and the old train station. Programmable thermostats for electric heaters will be installed shortly. Under this particular program being run by this agency, products and installation labour are all free to the Village.

Gathering of the Clans

297.38 Office of Gaelic Affairs

A workshop/presentation on how to pronounce some basic Gaelic, including the Village street names, is planned for June.

297.39 Volunteers Meeting – Friday, 7pm April 29th

Hoping for a good turnout. Will confirm what the theme for this year will be.

297.40 Geocaching

The Coordinator explained to the Commission and gallery what geocaching is and is looking into incorporating this activity for the weekend starting on July 1st.

Use of the Village Hall

297.41 2011 Census

Joe Webb is the area coordinator and has been conducting testing, interviews and will be training census workers for the census to be completed in May.

297.42 Refundable containers

The Clerk suggested that the refundable (redeemable) containers emptied from the various recycling receptacles around the Village be made available to (local) charities.

297.43 MOTION: It was moved by Commissioner Langille and seconded by Commissioner Whitman that the money from redeemed containers in the month of April be given to the Pugwash Friends of the Library.

MOTION CARRIED

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NEW BUSINESS

297.44 The Lee Trenholm Memorial Fund

There is now an account set up in at the local Scotiabank. Different memorial benches have been looked at by the Village Commission and Lee's family. These include plastic covered metal, granite and Wallace sandstone. A suggestion from the gallery was to ask Sunset Industries too.

297.45 Pugwash and Area Chamber of Commerce - Annual General Meeting (AGM) – April 21st

To be held at the Chatterbox Café. Meal at 6pm, meeting at 7pm. Village Commission Chair, Rod Benjamin, will attend.

297.46 Central Nova Tourist Association (CNTA) – reorganization and AGM – May 6th

CNTA has reorganized so that now all tourist operators/stakeholders are automatically members of the Association, but only paid members have voting rights. The AGM will be at 11am at the Wallace Area Museum. Commission Chair, Rod Benjamin, will attend.

297.47 ANSV board meeting – report

The details of the meeting could not be reported, except that the ANSV will support the Village of Pugwash as best it can, including by sending members to help with the Clerk's job description review (see minute #297.16)

297.48 Municipal Finance Workshop

The Clerk attended a workshop on March 31st held at Dalhousie University with about 20 others. The workshop was led by Dr Jack Novak. It was an interesting workshop, using a lot of lateral, out-of-the-box thinking.

297.49 64 Howe Street

The baby barn that houses a now disused dry fire hydrant at 64 Howe Street was to be maintained and used by Harrisons (see minute #290.17). They have now decided they could better use the space it occupies by eliminating the barn and using the space for to their lumber yard. Harrisons has offered to transport the barn to wherever the Village would like it placed. The baby barn behind the Village Hall currently used for tools, supplies and mowers is very cramped, so adding another barn at this location would be useful. The barn at 64 Howe cannot be moved until the meter is disconnected (see minute # 297.23).

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(Note: The Village of Pugwash owns all the above mentioned properties. C E Harrison and Sons pay rent to use the area for their lumber yard)

297.50 Wetlands

Dan Cress of Wetlands Engineering will submit estimates on a variety of jobs which include: a new parking area behind O'Brien's Pharmacy, filling in the hole over a drain behind the Village Hall (so that the drain will still function) and to remove the old fire hall.

297.51 Security Cameras

These have never worked well. Over time, the Clerk has left a series of messages at the suppliers and even gone to their premises to encourage them to come to Pugwash to fix the cameras with little satisfaction. If the cameras are not fixed soon, the Commission may send a letter of complaint to the Amherst Chamber of Commerce.

297.52 Cumberland Health Authority – information packages

Village brochures were requested for a recruitment fair. The Clerk put together 20 packages of Village brochures, Pugwash business directories and Village pins.

297.53 The brochure folders originally designed and printed for the purpose of recruitment on a larger scale were never fully utilized. The Clerk will contact the local chair of the Community Health Board to discuss restarting this project.

297.54 Insurance – ice rink

The endorsement is now at no charge. The Clerk will change the coverage again to be sure the use as a tennis court is covered.

CORRESPONDENCE

Pugwash and District High School (PDHS)

297.55 **PDHS yearbook committee** - thank you card for funding. See minute # 296.47

297.56 **PDHS senior boys basketball** - thank you card for funding. See minute 292.43

297.57 **PDHS Scholarship and Awards Program** - Request for funding.

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297.58 **MOTION:** **It was moved by Commissioner Whitman and seconded by Commissioner Farley that a bursary of \$500 be sent to the PDHS Scholarship and Awards Program.**

MOTION CARRIED

297.59 **PDHS senior boys softball team** – request for financial support.

297.60 **PDHS senior girls softball team** – request for financial support.

297.61 Commissioner Farley said that the Commission should define levels of support for school teams as opposed to individuals.

297.62 **MOTION:** **It was moved by Commissioner Farley and seconded by Commissioner Langille that the Village Commission will support the High School softball teams with a donation of \$200 to each of the two teams.**

MOTION CARRIED

297.63 **Corbyn Patriquin**

Letter requesting financial support for expenses incurred to play at a provincial basketball tournament. Ms Patriquin has been supported by the Commission in the past (see minute # 287.15). In the light of increased requests from local sports teams and groups, the Commission has decided that at this time there are not sufficient funds to extend funding to individuals.

297.64 **Pugwash District Ground Search and Rescue**

Letter requesting financial support.

297.65 **MOTION:** **It was moved by Commissioner Langille and seconded by Commissioner Farley that the Village Commission will support Pugwash Ground Search and Rescue team with a donation of \$1000.**

MOTION CARRIED

297.66 **Sunset Community (Pugwash)**

The fifth annual fund raiser at the Wentworth Recreation Centre dinner and blind auction will be on May 7th. The Clerk will put together a package of Village and hats and pins as a door prize or auction lot.

297.67 **Roger Mundle**

A thank you card has been sent to thank Roger for fixing one of the Eaton Park picnic tables that had been broken during winter snow clearing operations.

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297.68 George Lockhart

A thank you card will be sent for George's work (with Doris's help) to fix one of the flagpoles that was badly rusted and broken.

297.69 Fred Berman

A thank you card will be sent for the use of Fred's tow truck to assist George Lockhart to transport a broken flagpole to George's workshop.

297.70 Communities in Bloom

A thank you card will be sent for organizing the community clean up day that helps so much in making this Village even more attractive to live in.

297.71 Liberal Caucus of Nova Scotia

Requesting how the Village of Pugwash plans to respond to reduced funding to Municipalities from the Provincial (NDP) government. The repercussions of these cuts are not yet known. Until this information is available, the Village has no response to make.

INFORMATION ITEMS

297.72 Safe Food Handling course – May 4th

297.73 The next regular meeting of the Pugwash Village Commission will be Monday May 16th.

297.74 The presentation at the next Village meeting will be from Alice Power of the Friends of the Pugwash Estuary.

297.75 Village of Pugwash Annual General Meeting – May 30th

297.76 Election of Commissioners for the Village of Pugwash – June 4th

297.77 Federal election: All candidates debate at St Thomas More Roman Catholic church hall on April 27th at 7pm.

ADJOURNMENT

297.78 It was moved by Commissioner Whitman that the meeting be adjourned.

(Note: Meeting ended at 8:55pm)

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Respectfully submitted
Lisa Betts
Clerk Treasurer

Chair _____

Clerk Treasurer _____