

PUGWASH VILLAGE COMMISSION  
Regular Meeting #379  
11<sup>th</sup> September, 2017 at 7pm  
Pugwash Village Hall

**Minute Number 379**

**CALL TO ORDER**

379.1 The Commission of the Village of Pugwash met in the Board Room at the Pugwash Village Hall on 11<sup>th</sup> September. Chair Gould called the meeting to order at 7:06pm and welcomed all attending.

**Roll call**

379.2 Commissioners: Chair Gould  
Commissioner Farley  
Commissioner Martin  
Commissioner Purdy  
Commissioner Mundle

Staff: Clerk Treasurer, Lisa Betts (recording secretary)

In attendance: Steve Ferguson, Director of Policy and Research,  
Municipality Cumberland County  
Jennifer Houghtaling, President Pugwash Farmers' Market  
Jean Farley, Village of Pugwash resident

Regrets: Allison Gillis, Warden Municipality Cumberland County

**APPROVAL OF AGENDA**

**MOTION**

**379.3 It was moved by Commissioner Mundle and seconded by Commissioner Purdy that the agenda be accepted as amended. MOTION CARRIED**

**APPROVAL OF MINUTES**

**MOTION**

**379.4 It was moved by Commissioner Purdy and seconded by Commissioner Farley that the minutes of regular meeting 378 held August 14<sup>th</sup> be approved as circulated. MOTION CARRIED**

**BUSINESS ARISING FROM THE MINUTES**

379.5 None

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**PRESENTATION**

**Architecture49 plans for Eaton Stage – Steve Ferguson, Municipality Cumberland County**

379.6 Mr Ferguson extended regrets from Michelle Byers who is out of the province at a conference. Mr Ferguson said that he was at the meeting to discuss with the commissioners the options of how to proceed with Architect49's plans and what the costs might be.

Ms Byers and Mr Ferguson had recently had a telephone conference with Ron Burdock of Arctitect49 to discuss changes to current plans for the stage. This had been followed up with e-mails and phone call. The e-mails have been sent to the commissioners in preparation of the commission meeting. Mr Ferguson summarized the information from Mr Burdock as being that: the stage design had gone beyond what had been detailed in the original RFP and that to finish off their drawings and cost estimate would cost an additional \$5,000. To add drawings that would give another option (public washrooms) would cost another \$6,600 and (either way) the additional cost for detailed architectural drawings would cost \$8,960. Mr Ferguson said that there was no money left in the Municipality's budget set aside for this project for these costs, although the commission could apply to the Municipality for assist with these costs. Mr Ferguson said he would pass along to Arctitect49 the results of any further discussion or questions on the plans, admitting that it was somewhat awkward having the Municipality as the point of contact between the commission and Arctitect49, but that was how the RFP had been arranged.

There was some discussion on the option of adding public washrooms and there was agreement that although to have them available at the stage, the practicalities of maintenance and (sadly) inevitable vandalism made the washrooms option too difficult and costly to provide. The money could be better spent perhaps by expanding on the existing washrooms at the Village Hall. It was agreed that it had still been a valuable exercise to ask the question and discover the costs involved.

Commissioner Martin commented that as owners of the stage that design drawings had only very recently been made available and that the commission should have been more involved in the design. Mr Ferguson said that this was partially because the major funding partner, Atlantic Canada Opportunities Agency (ACOA), had requested that the stage be included in the much bigger overall project of waterfront development. The Clerk pointed out that this project and the drawing up of the design RFP had started long before Commissioner Martin had joined the commission. Commissioner Martin stated that it seemed that discussions had been between staff to staff rather than Council to Council.

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**MOTION**

**379.7 It was moved by Commissioner Martin and seconded by Commissioner Mundle that the drawings and proposal as presented at the last commission meeting.**

**MOTION CARRIED**

379.8 There was further discussion on the additional design costs and how they compared to the original cost estimates. Mr Ferguson said he would pass along the request for some more detailed information.

**CORRESPONDENCE**

**Pugwash Farmers' Market - Request for a 10 year lease**

379.9 The market president, Jennifer Houghtaling, was present at the meeting to explain further why the market was asking for an extended lease, rather than the usual one year term. As the Farmers' Market project is much closer to being ready to go to construction than any of the Pugwash Waterfront Development projects are, they have remained independent of that set of projects. In order to apply for funding through ACOA, the market requires a ten year lease from the Village of Pugwash. The project has been in development for two or three years already.

Ms Houghtaling brought some design pictures of the project to show the commission. The project is expected to cost \$90,000 with \$20,000 already raised. The design is for permanent structures, rather than the removable structures previously asked for by the commission.

The old Visitor Information Centre (VIC) buildings are not used by the market very much and are an impediment to the current proposed project. The Clerk reported that are elderly, in disrepair and not of enough value to warrant repairs.

**MOTION**

**379.10 It was moved by Commissioner Mundle and seconded by Commissioner Farley that the Commission sign a ten year lease to the Pugwash Farmers' Market and put out a tender to have the old VIC building removed. MOTION CARRIED**

**Bike Lanes**

379.11 The Clerk said that requests for bike lanes to be added in Pugwash and area come up so frequently that she thought the subject should be brought to the commission. There was some discussion about bike lanes and the demise of the *Blue Route* through the Gulf Shore Road.

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**MOTION**

**379.12 It was moved by Commissioner Martin and seconded by Commissioner Mundle that a letter should be sent to the NS Department of Transportation and Infrastructure Renewal stating that the Commissioners for the Village of Pugwash support in principal the addition of bike lanes to all approaches to the Village of Pugwash. MOTION CARRIED**

**Invitation to Friends of the Pugwash Estuary (FOPE) Canada 150 Celebration**

379.13 Commissioner Purdy said he would try to attend some of the functions. All other commissioners and staff are unavailable.

**COMMITTEE REPORTS**

**Treasurer's Report**

379.14 The Clerk Treasurer presented the most recent financial statement. The Clerk explained that figures in the actuals column reflect the cost of an item plus HST but also with the expected HST rebate backed out already. This is not how the budget numbers are produced and that is why there is a discrepancy in the financial statement budget/actual columns. This formula appears to have been added to the Simply Accounting program by the accountants. Most adjustments have been made where staff time is split between different line items.

**MOTION**

**379.15 It was moved by Commissioner Farley and seconded by Commissioner Mundle that the Treasurer's report be accepted as presented. MOTION CARRIED**

**Municipal Water Supply**

379.16 Water test results should be sent to home owners very soon. The Municipality reports that the hook-up to homes should be going ahead this October. Commissioner Martin reported that the Municipality is hoping to have a list of qualified contractors available to the public soon.

**ad hoc committee for a new health care facility**

379.17 A Request for Proposals to find a designer of the facility has been released.

**Waterfront Development Committee (WDC) (includes Multi-Purpose Centre [MPC])**

379.18 No report.

**Thinkers Lodge Society (TLS)**

379.19 No report.

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**Communities in Bloom (CIB)**

379.20 Commissioner Farley reported that a Volunteer Appreciation Luncheon is coming up September 21<sup>st</sup>. Commissioner Gould is expecting to be away at that time. The rest of the Commissioners all hope to attend the lunch. The Municipality has granted \$2,000 to go towards the trip to the national symposium in Ottawa. Three of five nominations applied for have been accepted by the national CIB board.

**Six Rivers Chamber of Commerce (SRCC)**

379.21 No report.

**Gathering of the Clans (GOC)**

379.22 The Clerk//Event Coordinator presented the financial statement with nearly all invoices received and paid and one pledged sponsorship missing. Again, the festival did very well financially, with profits of about \$15,000. That is despite the inclement weather on July 1<sup>st</sup>. There is currently \$65,596.14 in the bank. The Clerk stated that some of this reserve should be offered to help defray costs of the new stage in Eaton Park. This could help attract additional funding.

**NOTICE OF MOTIONS – Silver Spray Rebekah Lodge #1 – funding request**

379.23 Commissioner Farley told the meeting that he met with Shirley White, Secretary of the Rebekah Lodge, to find out more about what the lodge does in the community. He said they volunteer and support other organizations around the village. It is the oldest Lodge in Atlantic Canada and the second oldest in the country. Through donations and fundraising they have managed to pay off about 75% of their roofing bill. The Municipality granted \$5,000. Commissioner Martin noted that the building itself is of historic importance to the village.

**MOTION**

**379.24 It was moved by Commissioner Farley and seconded by Commissioner Martin that the Village of Pugwash grant \$1,000 to the Silver Spray Rebekah Lodge.**

**MOTION CARRIED**

**NEW OR OTHER BUSINESS**

**379.25 Centre for Local Prosperity – Pugwash Conference and retreat**

September 26<sup>th</sup> - October 1<sup>st</sup>. Tied in with the 60<sup>th</sup> anniversary of the first Peace Conference. The event is a combination of private conferences and public presentation and debate.

379.26 The next regular Village Commission meeting will be 7pm on October 16<sup>th</sup>.

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**ADJOURNMENT**

379.27 The meeting was adjourned at 8:33pm by Commissioner Mundle.

Respectfully submitted  
Lisa Betts  
Clerk Treasurer

Chair \_\_\_\_\_

Clerk Treasurer \_\_\_\_\_