

PUGWASH VILLAGE COMMISSION  
Regular Meeting #430  
18th October 2021 at 7pm  
Pugwash Village Hall Board Room

**Minute Number 430**

**CALL TO ORDER**

430.1 Chair Roger Mundle called the meeting to order at 7pm and declared:

*We acknowledge that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq people.*

**ROLL CALL**

430.2 Commissioners: Chair Roger Mundle  
Vice Chair Brent Wilson  
Commissioner Bill Martin  
Commissioner Sue Duncan

Regrets: Commissioner Dave MacEwan

Staff: Clerk Treasurer, Lisa Betts (recording secretary)

**APPROVAL OF AGENDA**

**MOTION**

430.3 It was moved by Commissioner Duncan and seconded by Commissioner Wilson that the agenda be accepted as amended. **MOTION CARRIED**

**APPROVAL OF MINUTES**

**MOTION**

430.4 It was moved by Commissioner Wilson and seconded by Commissioner Martin that the minutes of regular meeting 428, 13<sup>th</sup> September 2021 be approved. **MOTION CARRIED**

**MOTION**

430.5 It was moved by Commissioner Wilson and seconded by Commissioner Martin that the minutes of annual general meeting 429, 21<sup>st</sup> September 2021 be approved, with dates corrected. **MOTION CARRIED**

**BUSINESS ARISING FROM THE MINUTES**

430.6 **Centre for Local Prosperity - funding and event**

Commissioner Martin reported the meal at the Lobster Factory was very pleasant and that it was a positive move that the Village Commission was present. The last portion of the Village funding has been sent.

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- 430.7 **Annual General Meeting (AGM)** - Pugwash Harbourfront Centre  
Commissioner Duncan commented on the poor attendance of the public at the AGM. There was some speculation of this was due to COVID, the location or publicity. The meeting had been advertised in the usual manner with posters, the newsletter, social media and the Village website. Commissioner Martin asked that a news release should also be sent to local news media.

**ACTION LIST**

430.8 Completed tasks include:

- 430.8.1 **Capital Reserves.** Upon investigation, the very poor interest rate given by Scotiabank outweighed the savings made by maintaining a higher balance in the regular bank account. Other, bigger Villages keep all funds in the same bank account and simply earmark funds for reserves. The Clerk said that, for now, this would be the more cost efficient strategy for the Village of Pugwash.
- 430.8.2 **Village Hall roof.** No tenders were received. The tender will be updated and re-released.
- 430.8.3 **Recreational vehicle dumping station in Pugwash.** A request has been sent to Council.
- 430.8.4 **List of existing Village policies** and a list of the model policies available from the Association of Municipal Administrators has been sent to the Commission, in particular to the Policy Review Committee. All policies are available in full from the Village website.
- 430.8.5 **Nova Scotia Department of Public Works (NSPW).** An invitation to make a presentation to the Commission has been sent to Area Manager for Adam Cameron, along with a long list of questions and requests. Mr Cameron hopes to attend a meeting soon.
- 430.8.6 **47 Water Street (formerly known as the Tides Inn).** A request for clarity of the ownership or jurisdiction of the property frontage of has been sent by the Municipality to NSPW.

430.9 Incomplete tasks - updates

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- 430.9.1 **Village Hall washroom tender.** Plans are being developed. Investigating what building permissions may be required by the Municipality.

**PRESENTATION**

430.10 None.

**CORRESPONDENCE**

- 430.11 **Healthy Communities Initiative.** The second application for the federal was denied. Thrive Outside project. Now there is a known reduced budget (see minute 430.11 below), new plans are being formulated.

Councilor Houghtaling was in the gallery and was able to give an update on the “Fit Trails” equipment that is part of this project. The Municipality is working on a Memorandum of Understanding and will be installing the equipment.

**COMMITTEE REPORTS**

**430.12 Clerk Treasurer’s Reports**

- 430.12.1 **Grant application** - to Gaelic Affairs has been submitted for the Gaelic signage with links to the Village website for pronunciation assistance.

- 430.12.2 **Regular funding of Pugwash and Area Recreation**  
Councilor Houghtaling was invited to speak on a proposal to have the Municipality of the County of Cumberland set aside a certain amount in their recreation budget to fund a Village hired and supervised recreation and culture seasonal employee. The proposal would include a hire period to at least meet the minimum number of hours employment required to qualify for Employment Insurance. This proposal has not yet been presented to Council. The Commission agreed it would be appropriate for the County to regularly assist in a recreation program in Pugwash and area where this is already provided by the Municipality in the now dissolved towns of Parrsboro and Springhill.

**MOTION**

- 430.12.3 **It was moved by Commissioner Martin and seconded by Commissioner Duncan to ask the Municipality of Cumberland County to formalize an arrangement for annual funding for Recreational services.** **MOTION CARRIED**

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430.12.4 **CN Train Station**

Northumberland Masonry did some more repairs to the brick façade today. This maintenance work makes the building safer, more attractive and preserves the structure under the façade.

430.12.5 **Audit Services**

The audit services contract will expire at the end of the next fiscal year. A motion to retain the same auditor for an additional year was passed at the AGM. The auditor has confirmed that he will continue to perform the same audit services at the same rate as described in the contract.

430.12.6 **Financials and Banking**

The bank account is now in a much cheaper business plan at Scotiabank.

Budget planning meetings should start in December at the latest.

The Gas Tax has been renamed the Canada Community Fund. The Municipality will be asked to commit a certain proportion of their fund to the Village of Pugwash. The Association of Nova Scotia Villages (ANSV) is talking to the Minister's office asking to formalize Villages' appropriate share of the fund.

430.12.7 **Strategic Planning workshops** with Municipal Affairs staff -

Commissioners are asked to confirm their best availability for the workshops.

430.13 **Accessibility (Municipality)**

No report.

430.14 **Association of Nova Scotia Villages**

The annual conference, workshops and AGM were in New Minas and attended by Chair Mundle, Commissioners Martin and Duncan and the Clerk. After a rather dull first speaker, most the remaining content was useful. Commissioner Martin reported that the Minister has confirmed that his department will keep up good communications with the Association.

The Village of Pugwash will host the ANSV AGM in 2023.

430.15 **Audit Committee**

No report

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**430.16 Physician Recruitment and Retention**

No new report from the committee. It is reported that Doctor Saminov will be leaving his family practice in December. It is hoped the new hospital will attract new health professionals.

**430.17 Communities in Bloom (CIB)**

The Clerk will work on Memorandum of Understanding (MOU) to formalize the Village's position on banner placement, choice of flowers for plantings, cost sharing for flowers and gardener.

**430.18 Library**

Councilor Houghtaling reported that draft designs are ready so that a committee meeting can be called very soon.

**MOTIONS**

430.19 None.

**NOTICE OF MOTIONS**

430.20 None.

**NEW OR OTHER BUSINESS**

**430.21 Banner bracket placement**

The original banners and brackets were purchased by the Village in 2010 with a cost share arrangement with Communities in Bloom (CIB). They have been used for seasonal banners chosen by CIB and, more recently, by the Pugwash Legion (Remembrance Day) and parents of the graduating students from the high school.

Chair Mundle is concerned that not all banner brackets are placed at a minimum 14' height above the travelled part of the highway. There is a potential for a tall vehicle to collide with the brackets. Brackets could remain lower if installed on the inside of the poles. Chair Mundle would like to see all unused brackets removed. It was noted that the correct placement of the brackets may result in additional work and need of resources to reach them to install or remove banners.

A policy or MOU will be drafted and circulated to all users of the brackets as to where brackets will be, when banners may be installed or taken down and by whom.

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**430.22 Donation recognition**

Recognition will be made in the Village newsletter.

**MOTION**

**430.23 It was moved by Commissioner Martin and seconded by Commissioner Wilson to consider a new array of flagpoles in Eaton Park. MOTION CARRIED**

Commissioner Martin said that there is an increased interest in flag flying for permanent and occasional flags. There are currently two flagpoles in Eaton Park. A third was removed to make room for the Pugwash Harbourfront Centre. The original three poles were made locally in 1985. The Provincial flag is taken down to make room for special or seasonal flags such as Pride, Gaelic, Acadian.

The Clerk will investigate pricing for new flagpoles with or without cross beams.

**430.24 Vaccine policies**

Draft policies for staff and the public were presented by the Clerk. After lengthy discussion on the matter, including the mixed results from a recent survey of Municipalities. The Commission decided to table the subject until the next meeting.

**430.26 Traffic control**

Commissioner Martin requested that the Village ask NS Department Public Works to relocate the crosswalk at Durham just to the east of Russell to the west side of Russell Street. This location has better visibility and it seems to be the more frequently used location by pedestrians accessing the Farmers Market.

Commissioner Martin requested that the location of the speed limit change from 50km/hr to 80km/hr to the east of the Village on Route 6 be moved east so that the fire station would be included within a 50km/hr zone.

The Clerk will investigate costing to purchase or rent solar powered speed notification boards.

430.27 The next regular meeting of the Pugwash Village Commission will be Monday, 7pm 8<sup>th</sup> November, 2021.

**ADJOURNMENT**

430.28 The meeting was adjourned at 8:55pm by motion from Commissioner Duncan.

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Respectfully submitted  
Lisa Betts  
Clerk Treasurer

**Chair** \_\_\_\_\_

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