

Pugwash Village Commission

Regular Meeting #473/1

June 27th, 2025, at 6 pm

Board Room, Pugwash Village Hall

Minutes

1. Call to Order

1.1 Chair Brent Wilson called the meeting to order at 6:00 pm

1.2 An in-camera meeting was held before this meeting.

In-camera Per Section 408B (2) of the Municipal Government Act, the Commission moves into the in-camera as per Section 408B (2) of the Municipal Government Act to discuss the following: [specific topics addressed in the in-camera meeting].

(a) Village property acquisition, sale, lease, and security.

(e) Contract Negotiations

1.3 Return to Public Meeting at 6:50 pm

1.4 Territorial Acknowledgement- read by Chair Wilson.

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

2. Roll Call of commissioners (Vice Chair Sue Duncan absent).

- Brent Wilson, Chair
- Commissioner Sue Duncan, Vice Chair
- Commissioner Dave MacEwan
- Commissioner Matthew Parker
- Commissioner Margaret Anderson
- Clerk-Treasurer Christie Blackie

3. Approval of Agenda

3.1 The agenda was approved as presented.

3.2 Call for Declaration of Conflict of Interest.

Approved by Commissioner MacEwan and Seconded by Commissioner Parker

Motion Carried

4. Approval of the Minutes

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Motion by Commissioner Anderson, seconded by Commissioner Parker, to approve the minutes of Meeting #472, held June 9th, 2025.

Motion Carried

5. Business Arising from the Minutes

No outstanding items beyond ongoing committee duties.

6. Correspondence

No correspondence requiring motions.

7. Presentation

No Presentation

8. Reports

8.1 Chair's Report

Presented on behalf of Chair Brent Wilson

- Stable financial position despite rising operational costs.
- Progress on Farmers' Market Community Hub, Communities in Bloom initiatives, VIC relocation, and DTAP funding projects.
- Launch of new seasonal events (Halloween, Easter, Christmas by the Sea).
- Recreational programs expanded in partnership with the YMCA.
- Ongoing planning for stormwater, sewer expansion, and accessibility projects.
- Recognition of retiring Clerk-Treasurer Lisa Betz; welcome to new Clerk-Treasurer Christie Blackie.
- Re-election of Commissioners Anderson and Duncan.

8.2 Village Committee Reports

Report submitted by Commissioner Duncan.

- Four provincial meetings held.
- ANSV approved hiring an administrative assistant; further details pending.

8.3 Audit Committee

Presented by Auditor Lawrence

- Atypical year due to the medical leave of the former Clerk-Treasurer.
- Financial reconciliation completed successfully by the interim team.
- Internal auditor Clara McDonald retired; replaced by Kseniia Kushnir.

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8.4 Financials

- Cash decreased by approximately \$12,000 from the previous year.
- Receivables stable; HSCR higher due to delayed claims submission and organizational transitions.
- Payables slightly higher due to timing.
- Deferred revenue decreased by \$23,000 (accessibility grant used).
- Property & equipment additions totaled \$20,000; tractor depreciation adjusted downward due to wear.
- Annual deficit: \$37,113.
- Capital asset depreciation & tractor write-down totaled \$47,000.
- Net financial assets increased to \$74,048.
- Cash flow decreased by \$12,631.

8.5 Community Committees

Communities in Bloom (CIB)

- 170 bags of garbage collected in 2024 (significant increase from 2023).
- Healing Garden project completed.
- Memorial Bench Policy drafted.
- Village landscaping improved under new staff leadership.
- International CIB judges visiting July 16–18.

Other Community Reports

- MLA Report (Elizabeth Smith-McCrossin) – Written report submitted.
- Municipality of Cumberland County – Regrets submitted.
- RCMP, Harbourfest, Farmers Market, Historical Society, Sunset Community – Regrets submitted.

8.6 Advisory Committees

No updates this month.

9 New or Other Business

The Commission held an extended factual discussion regarding annual tax exemptions for:

- Pugwash Ground Search and Rescue
- Northumberland Community Curling Club
- Sunrise Development

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Key factual points discussed:

- Sunrise Development consists of approximately 17 buildings, including houses, duplexes, and triplexes, resulting in an estimated 20+ housing units.
- Housing will serve mixed groups: disability support program clients, low- and moderate-income tenants, and local workers.
- The financial model of Sunrise Development does not allow for payment of Village taxes; if taxes were applied, the project would become non-viable.
- Cumberland County has already exempted its portion of taxes; the Village only votes on Village taxes.
- Commissioners questioned the approximate value of foregone revenue. Preliminary estimates ranged from several thousand dollars upward; exact figures require confirmation from Sunrise Development.
- Commissioners noted that much new housing is built outside Village boundaries, reducing future taxable assessment growth for the Village despite increased service demands.
- Some Commissioners expressed concern about balancing tax exemptions with the potential future need to increase Village tax rates.
- The Commission discussed whether the vote should be postponed pending clarification of financial impacts.
- It was agreed to invite representatives of Sunrise Development to the August meeting to provide detailed project and financial information.
- It was confirmed that a motion for exemption had been approved in 2024; however, exemptions must be renewed annually.

10. Adjournments

Motion by **Commissioner Anderson**, seconded by **Commissioner Duncan**, to adjourn.
Meeting adjourned at **6:47 pm**.

Motion Carried

The next regular Village meeting is scheduled for 6:00 p.m. on August 11th, 2025.

Submitted by,
Christie Blackie
Clerk-Treasurer

Chair _____

Clerk Treasurer _____