

Pugwash Village Commission  
Regular Meeting #479  
January 12<sup>th</sup>, 2026, 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.**

Brent Wilson, Chair

Commissioner Sue Duncan, Vice Chair – Via online

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 Anderson.

**Motion Carried**

**4. Approval of the Minutes**

Motion by Commissioner MacEwan, seconded by Commissioner Duncan, that the minutes of Meeting #478, held December 15<sup>th</sup>, 2025, be approved.

**Motion Carried**

**5. Business Arising from the Minutes**

**MOTION:** That the Village Commission appoint Ray Watts as a community member to the Audit Committee, based on his submitted expression of interest and the Commission's confidence in the

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skills and experience he brings to the role. All commissioners were in favour of appointing Ray Watts. It was moved by Commissioner MacEwan and seconded by Commissioner Parker.

***Motion Carried***

**5.1** The Clerk-Treasurer advised that paper storm drain surveys were mailed to Village households due to limited online responses. Completed surveys are being returned, and data collection will remain open until the first week of February.

**6. Correspondence**

**6.1 CORE Active Transportation (AT) Project Update**

Correspondence was received from the CORE AT project team advising of a new staff appointment, **Mojdeh Sharifi**, replacing the former project lead. Staff anticipates further communication regarding next steps.

**6.2 Employee and Safety Concerns**

The Commission was informed that the local salt mine will be laying off four permanent employees and closing its security gate. This information was shared for situational awareness and safety considerations.

**6.3 Community Recognition**

An official letter was received from **Elizabeth Smith-McCrossin, MLA**, congratulating the Village on its Communities in Bloom achievements.

**6.4.** A Christmas card was received from the Department of Justice.

**6.5** A Christmas card was received from Premier Tim Houston.

**7. Presentation - CORE Active Transportation Task Force**

**Presenter:** Madison Bennett, Health Promoter, Public Health

Ms. Bennett presented a proposal to formalize the CORE Active Transportation initial working group into an official Task Force with Terms of Reference. The intent is to ensure continuity, accountability, and structured communication amid staffing changes at Cycling Nova Scotia.

Key points included:

- Clarification of roles and responsibilities
- Advisory nature of the Task Force
- Decision-making authority remaining with the Village
- Improved coordination and record-keeping

Commissioners asked questions regarding scope, continuity, and prior work completed. The Commission thanked the presenter for their advocacy and commitment.

The Commission will review the proposal and provide direction at a future meeting.

**8. Reports**

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### 8.1 Clerk-Treasurer's Report

The Clerk-Treasurer provided a detailed report, including:

- Installation of new windows at the Train Station / Farmers' Market building
- Ongoing review of structural concerns at the facility
- The Clerk-Treasurer advised that she has been appointed as a Commissioner of Oaths at no cost to the Village.
- Winter Carnival planning in partnership with Sunset Community Centre (February 20–21, 2026)
- Discussions with MLA Elizabeth Smith-McCrossin regarding provincial stormwater funding
- Continued work on storm drains research and preparation of staff reports, and Staff Report 2026-SR-1 was presented to communicate with commissioners the importance of communicating with the province regarding this matter. A motion was passed for 2026-SR-1.

#### Motion – 2026-SR-1

**THAT** the Village Commission of Pugwash recognize stormwater and drainage infrastructure upgrades as a priority for climate adaptation and asset protection;

**AND THAT** the Village Commission endorse the use of a community stormwater survey to document flooding and drainage issues **as part of an ongoing process to advance stormwater infrastructure improvements;**

**AND THAT** the Village Commission authorize correspondence with the Province of Nova Scotia seeking technical assistance and consideration for applicable climate adaptation and infrastructure funding to further planning and development of this initiative. All commissioners were all in favour of the Storm Drain motion. Moved by Commissioner Anderson and Seconded by Commissioner Parker.

**Motion Carried**

### 8.2 Financials

- Insurance reimbursement totalling approximately **\$4,200** related to the former Fire Hall
- Current general bank balance of approximately **\$139,000**
- Gathering of the Clans account balance of approximately **\$39,000**

### 8.3 Standing Committees

**8.3.1** Accessibility – No report.

**8.3.2** Audit – Appointment of Ray Watts as the community member for the Village of Pugwash Audit Committee.

**8.3.3** Equity and Anti-Racism Advisory Committee

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The Clerk-Treasurer presented a Staff Report 2026-SR-2 outlining provincial requirements under the Dismantling Racism and Hate Act and proposed establishing an Equity and Anti-Racism Advisory Committee. This resulted in a motion based on this Staff Report.

**The Pugwash Village Commission approves Staff Report No. 2026-SR-2,**

And that the Village Commission endorse the Anti-Racism Charter and Community Strategy as a guiding framework for Village policies, programs, and community engagement.

And that the Village Commission direct staff to establish an Anti-Racism Committee, informed by the Dismantling Racism and Hate Act, with membership to include at least one (1) Village Commissioner and one (1) Village staff member, in accordance with the approved Terms of Reference. Moved by: Commissioner MacEwan and Seconded by: Commissioner Duncan.

**Motion Carried**

## **8.4 Community Committees**

### **8.4.1 Communities in Bloom (CIB)**

The next meeting is scheduled for January 15th. Judges' recommendations were circulated for future review.

### **8.4.2 Association of Nova Scotia Villages (ANSV)**

No report.

## **8.5 Advisory Committees**

### **8.5.1 Policies**

The Clerk-Treasurer advised that Village policies will be uploaded to SharePoint for Commission review and monthly updates and adoption, as needed.

## **9.0 New or Other Business**

### **9.1 Shore up Helping Nature Heal Inc.**

Councillor Jennifer Houghtaling provided an overview of a proposed shoreline stabilization and community education initiative focused on vegetation-based coastal protection. She outlined potential funding options, including a **\$1,500 contribution from the District Grant Fund**. The project, as presented, would be a **study only**, with any implementation requiring **future financial commitments** beyond this initial phase.

The Commission received the information for consideration. No decision was made, and the matter will be reviewed further at a future meeting.

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**10. Adjournments**

Meeting adjourned at **7:55 pm**. By Commissioner MacEwan.

**The next regular Village meeting is scheduled for 6:00 p.m. on February 9th, 2026.**

Submitted by,  
Christie Blackie  
Clerk-Treasurer

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

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