

PUGWASH VILLAGE COMMISSION  
Regular Meeting #446  
13th February 2023 at 7pm  
Board Room, Pugwash Village Hall

**Meeting Number 446**

**1 CALL TO ORDER**

- 1.1 Chair Brent Wilson called the meeting to order at 7:03pm.
- 1.2 **Territorial Acknowledgment** – read by Commission Chair Wilson.
- 1.3 An *in camera* meeting of the Commission and staff had been held prior to this regular meeting.

**2 ROLL CALL**

- Commissioners: Chair Brent Wilson  
Vice Chair Sue Duncan  
Commissioner Roger Mundle
- Regrets: Commissioner Margaret Anderson  
Commissioner Dave MacEwan
- Staff: Clerk Treasurer, Lisa Betts (recording secretary)

**3 APPROVAL OF AGENDA**

- 3.1 **IT WAS MOVED by Commissioner Mundle and seconded by Commissioner Duncan to approve the agenda as presented.**  
**MOTION CARRIED**

**4 APPROVAL OF MINUTES**

- 4.1 **IT WAS MOVED by Commissioner Duncan and seconded by Commissioner Mundle to approve the minutes of regular meeting 445, held January 9<sup>th</sup>, 2023.**  
**MOTION CARRIED**

**5 BUSINESS ARISING FROM THE MINUTES**

- 5.1 None.

**6 ACTION LIST – actions completed**

- 6.1 **Overhanging trees**  
A “Winter Information Bulletin” has been distributed addressing a number of winter issues including trees, snow clearing and parking.
- 6.2 **Trees at 32 Prince Albert Street**  
The trees have been cut and all debris removed.

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- 6.3 **Confirm receipt of letter to Minister Masland**  
See **Correspondence 8.1**
- 6.4 **Playground audit**  
Completed and now sourcing new equipment
- 6.5 **Public Works building - paint**  
A grant to assist with costs has been completed.
- 6.6 **Credit/debit card policy**  
See **New or Other Business 12.3**
- 6.7 **Municipality – formalize recreation (funding)**  
See **Correspondence 8.2**

## **7 PRESENTATION**

**North Cumberland Historical Society (NCHS)** - Harvey Gullon (president) and Vivien Godfrey

The NCHS was founded in 1963 and is one of the oldest established historical societies in Nova Scotia. A history of the first 15 years of the society was distributed and a demonstration of some its publications. The sale of these books helps defray some of the society's costs.

A lease between the Village and the NCHS was reviewed. A term of five years was agreed upon.

- 7.1 **IT WAS MOVED by Commissioner Duncan and seconded by Commissioner Mundle to approve a five year lease agreement between the Village of Pugwash and the North Cumberland Historical Society as amended.**  
**MOTION CARRIED**

## **8 CORRESPONDENCE**

- 8.1 **NS Department Public Works**  
The Village repeated the request for acknowledgment of its letter to the Minister. This was repeated by the MLA and a response was received via the regional and area managers that: the design work on the storm drains is complete and the tender for this work is expected to be released for the 2024/25 construction season.

The Clerk reported that the 50km/hr speed limit will be extended east of the fire station. This is a request the Village had made last year.

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- 8.2 **Municipality Cumberland County – recreation programming**  
A copy of the proposed programming for the summer of 2023. The Municipality and Village hope to coordinate and collaborate on these programs.
- 8.3 **Pugwash Ground Search and Rescue – grant request**  
**IT WAS MOVED by Commissioner Duncan and seconded by Commissioner Mundle to approve the grant request from Pugwash Ground Search and Rescue for \$1,000.**

**9 COMMITTEE REPORTS**

9.1 **Standing Committees**

9.1.1 **Accessibility [Betts]**

No report

9.1.2 **Association of Nova Scotia Villages (ANSV) [Duncan]**

A quarterly board meeting was held January 20<sup>th</sup>. There was report from the provincial Accessory Directorate that directs Municipalities and Villages in becoming fully accessible. Preparations for the September conference and AGM in Pugwash continue.

9.1.3 **Audit Committee [Duncan]**

No report. Policy - see Minute 12.2 in **New or Other Business**

9.1.4 **CN Train Station [MacEwan/Wilson]**

Committee chair Houghtaling read a report. Another application for a grant has been made. A recent meeting of the committee was called to discuss the next phase of developments and renovations. Much of this will be dependent on the report from the Municipal building inspectors. There are many bookcases, tables and other items on the ground floor, no longer required by the Pugwash Library which is now at a new building at 10162 Durham Street.

**9.1.4.a**

**IT WAS MOVED by Commissioner Mundle and seconded by Commissioner Duncan that the Village will prioritize what items need to be moved to make space for the next phase of The Farmers' Market project.** **MOTION CARRIED**

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9.1.5 **Policy Review** [MacEwan/Wilson]  
See items in **New or Other Business**

9.2 **Special Committees**  
None

9.3 **Advisory Committees**  
None

9.4 **Community Committees or organizations with Village Commission/staff representation.**

9.4.1 **Communities in Bloom (CIB)** [Betts]  
No report.

9.4.2 **Physician Recruitment and Retention** [Duncan/MacEwan]  
From the gallery, committee chair Bill Martin was invited to report that the funding application mentioned at the December meeting has been successful. These funds will be used to create a website and other media to help attract new physicians to the area. Funds will be released as they are used for any one of six site visits.

9.5 **Clerk Treasurer's Reports** [Betts]

9.5.1 **Solar power rebates**  
The most recent power bills used up the last of the accumulated rebate-able energy from the solar power at the Farmers' Market. This still amounted to a \$655 rebate on \$1,992 billing. Another clear benefit to the whole Village of the solar energy project.

9.5.2 **Canada Winter Games**  
Village resident, Chloe Fahie, will be representing Nova Scotia in judo at the upcoming winter games. The athletes swap provincial lapel pins at the games. There being no Nova Scotia pins available at the Village Hall or MLA's office, the Commission agreed that Chloe could take a supply of Village pins to the games to swap with other athletes. The Commission wished Ms Fahie good luck in the games.

9.5.3 **Insurance**  
A number of changes in requirements and updated information for the insurance company (Intact) have been received and are in

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progress. Contents inventory at the Public Works building and the Village Hall are being conducted.

**11 MOTIONS**

11.1 None.

**12 NOTICE OF MOTION**

12.1 None.

**13 NEW OR OTHER BUSINESS**

**13.1 Policy 2023-01 Abuse and Harassment**

An additional clause will be included to describe by what means abuse can be conveyed.

**13.2 Policy 2023-02 Audit Committee**

**IT WAS MOVED by Commissioner Duncan and seconded by Commissioner Mundle to approve *Policy 2023-02 Audit Committee* as presented. MOTION CARRIED**

**13.3 Policy 2023-03 Credit/Debit Card**

**IT WAS MOVED by Commissioner Duncan and seconded by Commissioner Mundle to approve *Policy 2023-03 Credit/Debit Card* as presented. MOTION CARRIED**

13.4 The next regular Village meeting will be 7pm, 13<sup>th</sup> March, 2023.

**14 ADJOURNMENT**

14.1 The meeting was adjourned at 8:15pm by motion from Commissioner Mundle.

Respectfully submitted

Lisa Betts

Clerk Treasurer

Chair \_\_\_\_\_

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