

PUGWASH VILLAGE COMMISSION
Regular Meeting #332
20th January, 2014 at 7pm
Pugwash Village Hall

Minute Number 332

PRESENT

Dave Farley (chair), Rod Benjamin, Roger Mundle and Kathy Redmond

RECORDING SECRETARY

Lisa Betts

CALL TO ORDER

332.1 The Commission of the Village of Pugwash met at 7pm in the board room of the Village Hall on 20th January, 2014.

332.2 Commissioner Chair, Dave Farley called the meeting to order at 7pm and reminded those in the gallery that the meeting is recorded and that any questions should be kept to the end of the meeting.

REGRETS

332.3 Commissioner Mullaley has tendered his resignation from the Village Commission.

APPROVAL OF AGENDA

332.4 The Clerk requested that correspondence items be added to the agenda.

MOTION

332.5 It was moved by Commissioner Redmond and seconded by Commissioner Mundle that the Agenda be approved as amended.

MOTION CARRIED

APPROVAL OF REGULAR MINUTES of meeting 330, held November 18th, 2013

332.6 It was moved by Commissioner Redmond and seconded by Commissioner Benjamin that the minutes of regular meeting 330 be approved.

MOTION CARRIED

APPROVAL OF REGULAR MINUTES of meeting 331, held December 16th, 2013

332.7 It was moved by Commissioner Redmond and seconded by Commissioner Benjamin that the minutes of regular meeting 331 be approved.

MOTION CARRIED

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BUSINESS ARISING FROM THE MINUTES

332.8 Commissioner Redmond referred to the December 16th minutes and said that she felt it was very important that the minutes of this meeting reflect that the Village Commission does not feel that the Clerk is biased in her published minutes. Minutes are legal documents and should not show any implication of bias without possible legal ramifications. Commissioner Redmond said that the December minutes show the opinion of just one commissioner. Commissioner Redmond said that all commissioners should perform in a professional manner at a public meeting. Chair Farley said that there is a code of conduct in place already. Commissioner Redmond said she thought it was important that on this occasion that the record should show that the rest of the Commissioners did not agree with the statements made in December that the Clerk had shown or had ever shown any bias in her minutes. Chair Farley said that he had requested a special meeting with the Commissioners to include discussion of code of conduct, but that the Commissioner in question would not attend.

MOTION

332.9 **It was moved by Commissioner Redmond and seconded by Commissioner Benjamin that the Commissioners of the Village of Pugwash do not agree with the comments made the meeting of December 16th by Commissioner Mullaey that our Clerk has intended any bias in any manner.**

MOTION CARRIED

PRESENTATION

332.10 None

OLD BUSINESS

Pugwash and Area Master Plan - Infrastructure – Municipal Water

332.11 Will have more news after the next committee meeting, planned for Thursday, January 20th, 2014. Work is in progress and results from one site are very favourable.

Pugwash and Area Master Plan – Multi-purpose Centre (MPC)

332.12 Commissioner Benjamin said that he is in good contact with the committee and is able to contribute by email while he is away. Commissioner Benjamin said that a substitute for him at meetings was not necessary at this time.

Pugwash and Area Master Plan – Tourism – Visitor Information Centre

332.13 Clerk Betts, as chair of this action team, reported that she and the chair of the C@P site will meet Tuesday January 21st to discuss how to best coordinate on

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funding applications for student help. The Clerk was at a CNTA meeting recently and feels that the organization is more supportive of the VIC than previously indicated.

Pugwash and Area Master Plan - Collaboration and Communication (CCAT)

332.14 Clerk Betts, as chair of this action team, reported that quotes are being found for the sidewalk project. Funding for accessibility projects is available and will be applied for once all quotes are complete. Assistance with the website will be sought out.

Human Resources Policy

332.15 Chair Farley reviewed the progress of how work on a policy this has gone. There would appear be a misunderstanding by Commissioner Mullaley that a staff supervision policy was required when all that was ever asked for was a clarification on how staff evaluations were performed, not an entire human resources policy. Chair Farley said that Commissioner Mullaley had refused to sign off on the staff evaluation last year. Chair Farley had then asked Commissioner Mullaley to write an evaluation policy. Later, it was confirmed by the Municipal Adviser attending a Village meeting, that it is the job of staff to write policy which is then presented to the Commission. Commissioners can do their own research and change the policy as it sees fit, but it is not the job of commissioners to write policy. Chair Farley recognized his error in asking Commissioner Mullaley to write a policy and told him that it was no longer necessary to write it but his input to the Clerk would be welcome. Commissioner Mullaley refused to accept that change in request.

There was then some review of how evaluations have been conducted in the recent past. There was general agreement that all that is currently required in a simple outline of the procedures towards a formal and informal evaluation. There is no requirement, at this time, for an entire human resources policy.

NEW BUSINESS

Thinkers' Lodge - Steering Committee

332.16 See attached report from Bob Teale describing the process thus far and the report form the organizing working group. Chair Farley gave a review of how the committee was formed from an initial meeting called by Dennis Brown late last year which formed an ad hoc committee. From this a steering committee was formed to look at how Thinkers' lodge and Dining Hall could best be utilized by the village and surrounding community. This report will be sent to the County which will then approach the Pugwash Parks Commission (PPC). The structure of

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the committee will include a member from the County and a member from the Pugwash Village Commission. The steering committee will exist only long enough to develop a board of Directors of about 15 members to oversee the use of the Eaton properties. This must be with the support of the PPC. If challenged, there is no will to pursue developing the board legally. There would be a local Board of Directors to manage daily operations and an international Board (PPC).

332.17 Past Commissioner Brenciaglia reported from the gallery that John Eaton (chair of the PPC) has (informally) approved of the plan. He confirmed what Chair Farley had reported and added that the steering committee is to report by March 31st. The Working Group will report on January 28th. The structure of the steering committee includes one representative from the Village Commission, one from the County and one from the PPC. Commissioner Redmond said she would accept the nomination to be the Village of Pugwash representative if meeting times did not conflict with her schedule.

Cenotaph Fence

332.18 The fence is only 20 years old, but is in such poor condition it is now starting to fall down. The committee that was looking at replacement (or not) of the fencing will be reinstated. There will be two Village Commissioners, two from the Pugwash Legion and two from Communities in Bloom on the committee.

ISO 9000

332.19 Commissioner Benjamin reported that at the 2013 ANSV AGM in New Minas, Larry Chisholm, an ISO 9000 auditor, made a presentation. Commissioner Benjamin explained that ISO 9000 looks at all processes within an organization and makes recommendations as to how to improve quality of services (or product). Commissioner Benjamin said that his experience of the process is positive and ongoing. Commissioner Benjamin suggested the commission (a) ask the Village of Chester how their ISO 9000 experience went and (b) invite Mr Chisholm to make a presentation in Pugwash. Commissioner Benjamin asked that he subject be tabled until Chester's evaluation was complete and they could make a report and after Mr Chisholm made a presentation in Pugwash.

Peace Pole

332.20 Commissioner Benjamin explained that a peace pole is "a hand crafted monument that displays the message and prayer: may peace prevail on Earth". It may be 4 or 6 sided and about 6' high. The message may be in a variety of languages. They cost about \$100. The other Commissioners wondered if the

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pole could be incorporated in the planned PeaceGarden. Information will be sent along to Communities in Bloom.

CORRESPONDENCE

Request for funding/support

332.21 Communities in Bloom – sign

Request to mount a 9"x12" on the outside of the Village Hall commemorating the wins that CiB has had in competitions.

MOTION

332.22 It was moved by Commissioner Redmond and seconded by Commissioner Benjamin that Communities in Bloom may display a sign on the exterior of the Village Hall.

MOTION CARRIED

Northumberland Community Curling Club (NCCC) – invitational bonspiel dinner

332.23 Commissioner Redmond will represent the Village Commission at the NCCC dinner

Christmas Cards

332.24 Christmas cards were received from local residents and businesses.

Canada Post

332.25 Official notice that the Pugwash post office will be closed on Saturdays

TREASURER'S REPORT

332.26 Treasurer Betts presented the financial reports as of the date of the meeting. The Treasurer reminded the Commissioners that budget meetings will be scheduled very soon.

MOTION

332.27 It was moved by Commissioner Redmond and seconded by Commissioner Benjamin that the report be accepted as presented.

MOTION CARRIED

INFORMATION ITEMS

332.28 Commissioner Redmond said that there had been complaints about how Peter Seidl parks on Water Street. He has been seen to box in other drivers and parks facing the wrong direction. The Clerk has reported the complaints to the RCMP and is hoping to arrange a meeting with Corporal Smith shortly. Commissioner

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Redmond said she wanted the rest of the Commission to be sure they were aware of the problem.

332.29 The Clerk (Event Coordinator) reported that the Burns Night Supper, as reinstated by the Pugwash Gathering of the Clans, is sold out for January 25th.

332.30 The Clerk reported that as a point of order, Commissioners may not abstain from a vote. An abstention (as reported in minute 330.25) counts as a yes vote.

332.31 The next regular meeting of the Pugwash Village Commission will be Monday, February 17th at 7pm.

ADJOURNMENT

332.30 It was moved by Commissioner Mundle that the meeting be adjourned.

(Note: Meeting ended at 7:57pm)

Respectfully submitted
Lisa Betts
Clerk Treasurer

Chair _____

Clerk Treasurer _____