

PUGWASH VILLAGE COMMISSION  
Regular Meeting #443  
14th November 2022 at 7pm  
Board Room, Pugwash Village Hall

**Meeting Number 443**

**1 CALL TO ORDER**

- 1.1 Chair Brent Wilson called the meeting to order at 7pm.
- 1.2 **Territorial Acknowledgment** – read by Commission Chair Wilson.

**2 ROLL CALL**

Commissioners: Chair Brent Wilson  
Vice Chair Sue Duncan  
Commissioner Roger Mundle  
Commissioner Dave MacEwan  
Commissioner Margie Anderson

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 MacEwan to approve the minutes of regular meeting 442, held October 17<sup>th</sup> 2022 as amended.**  
**MOTION CARRIED**

**5 BUSINESS ARISING FROM THE MINUTES**

- 5.1 None.

**6 ACTION LIST – actions completed**

- 6.1 **MGA change**  
The commission's decision at the previous meeting was conveyed to the Association of Nova Scotia Villages.
- 6.2 **Letter of Support – Farmers' Market**  
Letter has been sent.
- 6.3 **NS Dept Municipal Affairs – Resumption of Strategic Planning workshop**  
This is set for 6pm November 17<sup>th</sup>.

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6.4 **Budget**  
Meetings will start up soon.

6.5 **Staff Benefits**  
The Clerk is collating information.

## 7 **PRESENTATION**

**Kevin Barrett, Coordinator for the Heritage Property Program, Nova Scotia Department Communities Culture and Heritage – by Zoom**

Mr Barrett gave a presentation which was an overview of the Heritage Property Act, what funding opportunities are available to Municipalities and conservation tools and incentives.

The heritage of a property, structure, cemetery, bridge or landscapes could be its architecture, people associated with it or event. The heritage factor is evaluated for its importance to the province as a whole or more for its local (Municipal) importance. The Provincial level of registration gives a higher level of protection to a property than at the Municipal level.

[Note: The Pugwash Train Station is registered Municipally (1996) and Provincially (2009).]

There are over 2,600 Municipally registered Municipal heritage properties in Nova Scotia. These include individual structures and districts.

Cultural Landscapes are mentioned in the Act as being a possibility for registration in the future.

If a property is to be registered by a Municipality, appropriate research has to be done and sent to an advisory committee before Council can make a decision. A Notice of Registration is to be sent to the property owner and filed with the Registry of Deeds.

“Standards and Guidelines for the Conservation of Historic Properties in Canada” is a tool to assess what could be considered for changes of an historic property.

**Conservation Work Grant** is for owners of Provincially registered buildings. If approved, up to \$10,000 in matching funds is available every two years for structural and exterior repairs or renovations. This is only available to individuals or non-profit groups, not another level of government as is the Village of Pugwash.

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However, solely Municipally registered heritage properties that are under the management of a registered non-profit group are eligible for matching funds of up to \$7,500 every two years (if approved).

**Conservation Advice Grant** can be used for a property assessment done by a professional architect or engineer towards generating a Conservation Plan for the property's exterior or structure. The Village would be eligible for this grant which is now up to \$5,000 in matching funds. The application requires a quote from the architect or engineer that describes the scope of work to be carried out to make the building structurally sound and watertight. Mr Barratt recommended that a 5-10 year plan be requested as part of the report. Some reports may include suggested costs of conservation work. This can be applied for at any time and is primarily handled by department staff, rather than having to go to a panel. Ultimately, it still has to be approved by the Minister.

Sales Tax Rebate (under the Sales Tax Act) where 100% of the provincial portion of HST paid on materials is refunded.

## 8 CORRESPONDENCE

### 8.1 **Minister Masland, Minister for Nova Scotia Department of Public Works - sidewalks**

The letter has been sent, but no acknowledgement from the department or anyone copied in on the letter. The Clerk will confirm that it has been received.

### 8.2 **Pugwash and District Volunteer Fire Department – annual banquet invitation – December 3rd**

Vice Chair Duncan will attend.

### 8.3 **Community Christmas Dinner**

8.3.1 This is a new event planned by a committee of local community organizations. The Commission had a number of questions about the format of the event and how to support it. The Commission would like to hear the committee's feedback on how the event was received and plans for the future.

8.3.2 **IT WAS MOVED by Commissioner MacEwan and seconded by Commissioner Mundle to donate \$250 to the organizers of this new event. MOTION CARRIED**

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8.4 **Fireworks FX**

Carbon offsets and solar panels are reducing the company's carbon footprint. A certificate was sent to the Village showing a one tonne carbon offset purchased on behalf of the Village Canada Day fireworks display.

9 **COMMITTEE REPORTS**

9.1 **Standing Committees**

9.1.1 **Accessibility** [Betts]

The Municipal led committee has not met recently.

The Clerk described the proposed project of an accessible washroom, to be available 24/7 at the Village Hall and that, given current high costs of materials and unavailability of contractors, will likely have to be reduced in scope. The original plan was to use the Gathering of the Clans (GOC) office to construct new accessible washrooms, one being available 24/7 from the exterior via a ramp. The current washrooms, hallway and janitor closet would then be converted to office space. A suggested change would be to reduce the size of the current GOC office by adding the accessible 24/7 washroom and ramp. The rest of the plan could be done later. The Clerk is applying for a variety of grants to help assist with costs.

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

No report

9.1.3 **Audit Committee** [Duncan]

No report.

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

An agreement, amended with input from the Village lawyer and insurance company was presented.

**9.1.4.1 IT WAS MOVED by Commissioner MacEwan and seconded by Commissioner Mundle that the lease agreement presented be approved, pending final approval from the Village lawyer. MOTION CARRIED**

9.1.5 **Policy Review** [MacEwan/Wilson]

No report

9.2 **Special Committees**

None

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9.3 **Advisory Committees**

None

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

9.4.1 **Communities in Bloom (CIB)** [Betts]

The Village of Pugwash won the Class of Champions – small category with a rating of five blooms – Silver and a special mention for Prospering Partnerships. These awards are largely due to the efforts of CIB. A letter of congratulations from the Commission will be sent to CIB.

9.4.2 **Physician Recruitment and Retention** [Duncan/MacEwan]

A new funding opportunity for communities was announced today.

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

9.5.1 **Village of Pugwash – 75<sup>th</sup> anniversary of incorporation in 2023**

The Legacy Grant is a federal grant available to help with significant anniversary celebrations. The Clerk will investigate further.

9.5.2 **Village Heritage Panel – Gathering of the Clans**

The Clerk will investigate costs of producing a Heritage panel describing this unique to Pugwash festival.

9.5.3 **Hurricane Fiona - trees**

There are some trees along the Community Garden property line that were affected by the storm. One has been removed and at least one more is leaning dangerously. The insurance company has been informed and yet to confirm if removal costs will be covered. Insured, experienced tree removal individuals and companies are being sought.

9.5.4 **Memorial Plaque**

The plaque is on display in the Village Hall hallway.

**11 MOTIONS**

11.1 None.

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**12 NOTICE OF MOTION**

12.1 None.

**13 NEW OR OTHER BUSINESS**

13.1 New tennis and pickleball courts are being constricted at a new site at Sunset Lane at the Sunset Community. The Village owned courts are still used by youth, mothers with young children and dog owners. There have been attempts at constructing a rink over the years. The current warm winters have made these unsuccessful.

13.1.1 **IT WAS MOVED by Commissioner Mundle and seconded by Commissioner MacEwan to continue to keep the tennis and basketball properties for community recreation.**

**MOTION CARRIED**

13.2 **Greg Nix**

Greg Nix was recently awarded the Queen's Jubilee Medal for his volunteer work in the community. A letter of congratulations will be sent to Mr Nix.

13.3 **Christmas-by-the-sea**

The annual event will be December 2<sup>nd</sup> and 3<sup>rd</sup>. The Village will hold an Open House and reception at the Village Hall. Santa may be able to visit for a while until the official community tree lighting at 7pm.

13.4 The next regular Village meeting will be 7pm, 12<sup>th</sup> December, 2022.

**14 ADJOURNMENT**

14.1 The meeting was adjourned at 8:40pm by motion from Commissioner Mundle.

Respectfully submitted  
Lisa Betts  
Clerk Treasurer

Chair \_\_\_\_\_

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