

Pugwash Village Commission

Regular Meeting #472

May 12, 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 6:05 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 7:00 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 that are all present.

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 Duncan and Seconded by Commissioner MacEwan

Motion Carried

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4. Approval of the Minutes

Commissioner Parker moved, and Commissioner MacEwan seconded, that the minutes of Meeting #472, held May 12th, 2025, be approved.

Motion Carried

5. Business Arising from the Minutes

- 5.1** A wonderful Easter egg hunt, with about 140 children came. Thank you again to Commissioner McEwan and Commissioner Parker for donating \$300 each towards that activity.
- 5.2** Core at Works will be having there working groups and public engagement coming up at the end of this month.
- 5.3** Lisa Betts retirement party went well. There was approximately 45 people in attendance. She was very, very happy and loved everything.
- 5.4** PDHS has asked for 1000.00-dollar bursary for the graduating awards. This is a budgeted amount of \$1,000.
- 5.5** Last month, the Pugwash Legion asked for a donation between 500 and \$1,000 to help towards renovations of the kitchen. As this was not a budgeted amount. Clerk Blackie will notify the Pugwash Legion of this decision.

6. Correspondence

- 6.1** Cyrus Eaton Elementary School has sent a request for their creative Literacy Awards in the amount of \$360 it is an approved budgeted item. No Motion needed.
- 6.2** Pugwash Cooperative Limited is celebrating 80 years of service to Pugwash and surrounding communities with a free community event on Saturday, August 23, 2025, at Eaton Park. They have requested use of the park from 9:00 AM to 8:00 PM and need the stage from 11:30 AM to 5:30 PM for live entertainment, including a performance by Derailed. The request was reviewed, and availability was confirmed for the date. Next steps include finalizing logistics, ensuring proper setup for the event, and coordinating with the organizers to support their anniversary celebration. The event aims to bring the community together in recognition of the Co-Op's long-standing contributions and service. All commissioners are in agreeance.

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6.3 Elizabeth Smith McCrossin about Province-Wide NSCC Business Program Cuts Threaten Affordability and Economic Development and Rural Nova Scotia. Commissioner MacEwan moved and seconded by Commissioner Parker.

Motion Carried

6.4 Sunset Industries is hosting an Inclusion Action event on May 30 as part of Accessibility Awareness Week. The event aims to celebrate inclusivity and promote accessibility within various industries. It would be beneficial for commissioners to consider attending. Those interested are welcome to stop by and participate in the event.

7. Presentation – No Presentation

8. Reports

8.1 Clerk-Treasurer Report

The team is currently very busy, working on various projects and staffing updates seasonal employee from two staff members at the Visitor Information Centre. There is also currently, a Co-Op student is completing her 80-hour placement. She is actively involved in Gathering of the Clans preparations and will also be volunteering at the event.

Efforts are ongoing in social media outreach, website. The VIC will be opening at the train station on Saturday May 17th ensuring community engagement and visitor assistance. IT upgrades are underway. New Wi-Fi coverage has been installed across village properties, providing free community access and providing secure internet for staff, farmers market vendors, and the stage area. There was information shared about rising security concern across the province. The staff is looking at quotes regarding this.

8.2 Financials

The budget is nearly complete, with a final review scheduled with Lawrence in the coming weeks The tax resolution was submitted to the county a few weeks ago, and

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updates have been finalized. The current bank balance stands at \$89,000. The Gathering of the Clans fund remains at \$35,000.

Policy updates a temporary resolution addressing expenditure limits. The current policy, established in 2018, allows the village clerk to authorize spending up to \$1,000 without commission approval. Commission approval is required for expenditures between \$5,000 and \$25,000, and with amounts exceeding \$25,000 needing authorization from the Minister of Municipal Affairs. The suggestion from the municipal advisor suggests increasing the clerk's spending limit to \$5,000 for six months, allowing flexibility for necessary purchases without requiring frequent special meetings. This resolution would remain in effect until a comprehensive review and update of the policy occur.

8.3 Standing Committees

8.3.1 Accessibility

8.3.2 Audit

The audit committee meet on April 23, 2025, at 3:30 pm. Commissioner Duncan spoke to let the commissioners know that the audit went well and her and Commissioner MacEwan had signed off up to the of March. Clara MacDonald has resigned as the community auditor position.

8.4 Community Committees

8.4.1 Communities in Bloom

Commissioner Parker spoke to the matter of the sign to be put back up in West Pugwash. Rob Blake from Blake Electrical is volunteering his time and equipment to erect the sign. Acting Clerk Blackie will connect with him to make arrangements for completion.

8.4.2 Association of Nova Scotia Villages

Reminder to sign up by July 17, 2025, for ANSV AGM meetings in September.

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8.5 Advisory Committees – None to report

9. New or Other Business

9.1 Brent Wilson would like to execute the appointment of Christie Blacke as the Village Clerk Treasurer and Event Coordinator. The Pugwash Village Commission, of the time to grant him the power to execute this appointment. Commissioners Duncan, MacEwan, Anderson and Parker were all in favour of this appointment and unanimously voted yes. Acting Clerk Christie Blackie accepted this position, and her contract was signed. Congratulatory words were expressed.

10. Adjournments

The meeting was adjourned at **7:35 p.m.** by a motion from Commissioner Duncan.

11. Re convening of the meeting at 7:50 to discuss a matter regarding dangerous and unsightly premises concerns about property 103 Water Street. The request was that the Commissioners complete the Dangerous Unsightly premises form about this property. It was discussed in length and the decision was moved that Clerk Blackie was to complete the form on the commissioner's behalf.

Commissioner Duncan moved and seconded by Commissioner MacEwan that Clerk Blackie complete the Dangerous Unsightly Premises form in regard to 103 Water Street, Pugwash and be submitted to the County of Cumberland. It was voted three to one this is to be completed.

Motion Carried

The next regular Village meeting is scheduled for 6:00 p.m. on June 9th, 2024.

Submitted by,
Christie Blackie
Clerk-Treasurer

Chair _____

Clerk Treasurer _____