

PUGWASH VILLAGE COMMISSION
Regular Meeting #416
10th August, 2020 at 7pm
Pugwash Village Hall, Board Room

Minute Number 416

Note: July 29th, 2020: the Nova Scotia Department of Municipal Affairs and Housing released a repeal of the directive issued March 22nd 2020 with a new directive that allows for *in person* meetings for as long as all other directives can be met.

CALL TO ORDER

416.1 Chair Tracey Mundle called the meeting to order at 7:02pm

ROLL CALL

416.2 Commissioners: Chair Tracey Mundle
Commissioner Bill Martin
Commissioner Kathy Redmond
Commissioner Charles Gould

Staff: Clerk Treasurer, Lisa Betts (recording secretary)

Regrets: Vice Chair Roger Mundle

APPROVAL OF AGENDA

MOTION

416.3 It was moved by Commissioner Redmond and seconded by Commissioner Gould that the agenda be accepted. **MOTION CARRIED**

APPROVAL OF MINUTES

MOTION

416.4 It was moved by Commissioner Redmond and seconded by Commissioner Gould that the minutes of regular meeting 415 held June 8th be approved. **MOTION CARRIED**

BUSINESS ARISING FROM THE MINUTES

416.5 The Clerk reported that the Library renovations were complete.

ACTION LIST

416.6 **Debenture.** The Clerk reported that the three-year debenture application is complete. Annual payments of \$19,333 are to be paid in February 2021 to 2023 with interest payments due in June based on a rate of 0.678% the first year up to 0.995% by the third year.

416.7 **It Takes a Village newsletter.** The June edition of the Village newsletter included a colour page of PDHS graduates.

PUGWASH VILLAGE COMMISSION

Regular Meeting #416

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416.8 **Web cameras.** All are installed. Installation of software to make some cameras publicly available while security cameras will only be viewable from the Village office.

416.9 **Crosswalks.** There has been no action on this from NS Transportation and Infrastructure Renewal. However, there is a new culvert at the top of the walkway to Dinghy Beach and another culvert that runs along side of the playground flower gardens was cleaned out. There has been no significant rain to test them out.

PRESENTATION

416.10 **Greg Nix, President Cumberland Trails Association** asked for support from the Village to Nova Scotia Department of Land and Forestry in the Association's application to hold a Letter of Authority to maintain the spur line from the Pugwash salt mine to Pugwash Junction. This is necessary to find funding to assist in keeping the trail maintained, particularly in larger infrastructure projects.

416.11 **Sustainable Pugwash Committee.** Jennifer Houghtaling requested the Village to form a committee to work towards installing solar panels at the Farmers Market. The Village has several accounts with Nova Scotia Power Inc. Savings from a solar project could be applied against these accounts. The size of proposed project would produce about \$5,000 energy savings for the Village. The panels, mounted on the Framers' Market south facing roof, would be highly visible to residents and visitors displaying the Village's commitment to sustainable energy. Commissioner Martin and the Clerk will sit on the committee.

MOTION

416.12 **It was moved by Commissioner Redmond and seconded by Commissioner Martin that the Village Commission form a Sustainable Pugwash Committee.**

MOTION CARRIED

CORRESPONDENCE

416.13 **HarbourFest** - request for guaranteed annual donation of \$1,000 (item recently received and added to the agenda).

MOTION

416.14 **It was moved by Commissioner Martin and seconded by Commissioner Redmond to donate a minimum of \$1,000 to HarbourFest annually.**

MOTION CARRIED

PUGWASH VILLAGE COMMISSION

Regular Meeting #416

10th August, 2020 at 7pm

Pugwash Village Hall, Board Room

416.15 Cumberland Trails Association - Letter of Support
The Commission will send a letter as soon as possible.

416.16 Northumberland Boating Association

Chair Mundle reported that this is a small volunteer organization that performs such services as marking river channels with buoys. They are looking for funds to help cover costs of a new boat trailer.

MOTION

416.17 It was moved by Commissioner Redmond and seconded by Commissioner Gould to donate \$500 to the Northumberland Boating Association.

MOTION CARRIED

416.18 Pugwash & District Volunteer Fire Department

This communication came with information about the annual mackerel and bass fishing tournament. Commissioner Martin mentioned that it is hoped that the rescue boat, for which the department has been fundraising, can be purchased soon.

MOTION

416.19 It was moved by Commissioner Gould and seconded by Commissioner Redmond to donate \$1,500 to the fire department. **MOTION CARRIED**

416.20 Pugwash District High School - thank you note for two \$500 scholarships

COMMITTEE REPORTS

Clerk Treasurer's Report

416.21 Covid-19 Village response.

There is reduced staffing at the Village Hall which was opened to the public at the end of July. Commission and committee meetings have been by phone or Zoom. Face masks are required in all public areas.

416.22 Gardener & staff

Trevor Trenholm is recovering from surgery for injuries sustained in a bicycle crash. The weather has been dry for a long time. Staff are not mowing, but helping with the weeding.

416.23 Programming at Pugwash Harbourfront Centre

The new stage has been getting some use this summer. Weekly Tai Chi, a couple of courses and meetings, Gospel in the Park and casual passers by have all used the stage. The fire department mackerel tournament will be using it and line dancing classes may be started soon. The Clerk is looking at the possibility of

PUGWASH VILLAGE COMMISSION

Regular Meeting #416

10th August, 2020 at 7pm

Pugwash Village Hall, Board Room

showing movies from the stage. There was some discussion about the accidental locking of the control room doors where the onstage sub panels are installed. All legal matters with the building contractors and subcontractors are settled with some deficiencies yet to be completed.

[Note: upon investigation, the locked control room door turned out to be a fault with the door locking system. The doors will be kept blocked open until the door lock can be fixed or replaced.]

416.24 Boardwalk and seawall & boat ramp repairs

Repairs are complete. The boardwalk/seawall repairs accounted for about one third of the entire length of the seawall. The remaining section needs significant maintenance repairs. A load of crushed stone will be used to fill the worst of the wash out holes in the seawall. The meeting was informed that boaters are appreciative of the ramp repairs.

416.25 Playground swings.

A two seater swing set has been approved in the budget. Installment has been delayed due to a variety of reasons, not least covid-19 restrictions affecting availability and resources. Research on a wheelchair swing shows that they are very expensive and require a large, fenced off area and supervision by trained individuals while in use. The Clerk is researching swings for disabled children and youth. A report based on further research of options will be presented at the next meeting.

416.26 Swim program with Amherst YMCA

Registration will be this Thursday for a one week program at Dinghy Beach. A donation from Mike Cunningham will assist in costs.

416.27 Policies on reserve funds.

The Clerk reported that she is working on missing or out-of-date policies. There was some discussion on the procedure of how to develop and pass policies and bylaws. Commissioner Redmond served a Notice of Motion for the next regular meeting on September 14th to adopt the two policies.

415.28 Financial statement

There were no questions from the Commission on the statement

416.29 Accessibility committee.

The Clerk described an amended plan for Village renovations that would produce from the current spare office two accessible bathrooms for the public, one of which would be directly accessible from the Black Street side of the building. The

PUGWASH VILLAGE COMMISSION

Regular Meeting #416

10th August, 2020 at 7pm

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janitor's closet would be relocated near the new washrooms and the staff washroom would be where the janitor's closet is now. A door would be added to keep the public just to the first part of the hallway/boardroom/washroom/VIC areas. The current washrooms would be converted to an office space. This is a very similar plan to that suggested previously but possibly cheaper and maintaining a separate washroom space between the public and staff. Cost estimates pending.

416.30 Communities in Bloom

A new video from the community has been released recently to enthusiastic reviews. Nominations for Community Volunteer of the Year are requested. The Village Commission will nominate Matthew Halverson and ??? for all their hard work on a previously run down property to one that is now an asset to that immediate area.

416.31 Multi Purpose Centre Committee

This Committee met recently via Zoom Meeting. Jenn Houghtaling was able to comment from the gallery that ACOA had approved \$112,000 from last year's budget for the Municipality to get a detailed building plan. When asked, staff from the Municipality told Ms Houghtaling that Council had decided to first obtain an operational business plan. The status of an RFP for either seemed to be in some question. Meanwhile ACOA has agreed to extend the deadline by which time the funding is to be spent. An oft repeated and increasingly popular desire to have the building have net zero energy use may bring changes that could affect the design and business plan. There is also a request to give local contractors an enhanced score when applying through the NS procurement system and for increased local input into the design and decision making process.

416.32 Municipal Water Meter (late addition to the agenda)

Commissioner Redmond said there had been very little communication or notice from the Municipality of Cumberland County on water service details such as frequency of billing and usage rates or who was installing the meters. Commissioner Redmond quoted Justin Waugh-Cress, Director of Engineering and Operations for the Municipality of Cumberland as saying at a presentation that metering would not start until at least 200 customers were hooked up, but this would seem not to be the case. The Village will send a letter to the Municipality requesting detailed information.

MOTIONS

416.33 None

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Regular Meeting #416
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NOTICE OF MOTIONS

416.34 None

NEW OR OTHER BUSINESS

416.35 Commissioner Martin asked for a report to be made at the next meeting as to what connection or ties, legal or otherwise, the Village of Pugwash has to the Pugwash Parks Commission.

416.36 Commissioner Martin asked for the minutes to reflect his objection to the “arbitrary nature” of the meeting. Commissioner Martin felt that the Commission should have had the opportunity to discuss whether the meeting was held in person or virtually. Commissioner Martin said he had a concern that there was no public access to the meeting.

It was pointed out that there had been two emails sent out from the Village office mentioning that the meeting would be in person and that all the normal advertising had been made for a regular in person meeting.

416.37 An announcement on the construction of a new hospital is expected in the next few weeks.

416.38 The next regular meeting of the Pugwash Village Commission will be Monday, 7pm 14th September

ADJOURNMENT

416.39 The meeting was adjourned at 8:49pm by motion from Commissioner Redmond

Respectfully submitted
Lisa Betts
Clerk Treasurer

Chair _____

Clerk Treasurer _____