

PUGWASH VILLAGE COMMISSION
Regular Meeting #424
12th April, 2021 at 7pm
Pugwash Village Hall, Board Room

Minute Number 424

CALL TO ORDER

424.1 Chair Roger Mundle called the meeting to order at 7pm

ROLL CALL

424.2 Commissioners: Chair Roger Mundle
Vice Chair Commissioner Brent Wilson
Commissioner Bill Martin
Commissioner Sue Duncan
Commissioner Dave MacEwan (delayed)

Staff: Clerk Treasurer, Lisa Betts (recording secretary)

APPROVAL OF AGENDA

MOTION

424.3 It was moved by Commissioner Duncan and seconded by Commissioner Wilson
that the agenda be accepted. **MOTION CARRIED**

APPROVAL OF MINUTES

MOTION

424.4 It was moved by Commissioner Wilson and seconded by Commissioner Duncan
that the minutes of regular meeting 423 March 8th 2021 be approved.
MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

424.5 The CBC production of Land and Sea that included an item about the repurposing
of the CN Pugwash Train Station to a library was postponed to March 21st and was
well received. It can be seen on CBC's GEM website.

ACTION LIST

424.6 See attached list.

424.6.1 **Requested additional streetlight.**
The request has been approved. Installation is delayed.

PRESENTATIONS

424.7 Jason Haughn of NS Department Municipal Affairs (DMA) presented the outline
of a set of workshops that DMA is presenting on governance and strategic
planning. Mr Haughn spoke briefly about the governance structure of a

PUGWASH VILLAGE COMMISSION

Regular Meeting #424

12th April, 2021 at 7pm

Pugwash Village Hall, Board Room

commission and its relationship to the Clerk Treasurer management model of administration, as compared to the CAO model.

If the Commission agreed to pursue further presentations/modules, they would be made Pugwash specific and geared towards gaining the information to then develop a multi year strategic plan for the Village. There is a great deal of flexibility of the format of the timing and structure of the workshops/presentations. DMA would also need to know how much time the Commissioners could commit to the workshops/presentations.

Accompanying program literature would be developed and provided by DMA. This is a new version of a subject of training that has been available for many years. The complexities, differences and complications of being a Village was briefly discussed. The Commission will confirm if they would like to participate in this training shortly.

CORRESPONDENCE

424.8 **Minister Brendan Maguire, NS Dept. Municipal Affairs** - greeting as the new Minister. Jason Haughn suggested that further contact from the Minister would come after the legislature rises for the summer. Note that the Department name has changed again recently.

424.9 **Farmers Market**

Request for funding of \$2,000 to help pay for a downsized solar project. The current proposal includes a free installation from the developer.

Commissioner Martin asked how much energy would be produced? Councilor Houghtaling was present and was able to estimate that as the energy produced would be proportional to the reduction of the size of the project (from \$50,000 to \$15,000).

Commissioner Martin asked if this project would make the Village ineligible for a larger, provincially funded project or if this downsized project was expandable to a larger project? Councilor Houghtaling reported that the larger project was still possible and that, as the project host, excess power produced could be used to defray energy costs for other Village owned properties.

MOTION

424.10 **It was moved by Commissioner MacEwan and seconded by Commissioner Wilson that a donation of \$2,000 be sent to the Farmers Market for the solar energy project.**

MOTION CARRIED

PUGWASH VILLAGE COMMISSION

Regular Meeting #424

12th April, 2021 at 7pm

Pugwash Village Hall, Board Room

424.11 Letters of Support - in general

The Clerk explained that Letters of Support are often requested by non profit organizations with a very short deadline. There is often not time to ask the Commission as a whole for the Letter in a regular meeting. Currently, if the request seems reasonable and uncontroversial, the Commission Chair signs the Letter and it is reported at the next meeting

The Commission agreed that this procedure works and that a written policy for future guidance would be helpful.

424.12 NS Department Transportation and Infrastructure Renewal (TIR) - now renamed to NS Department Transportation and Active Transit (TAT)

Letter from the Village to the Minister has been sent and copied to numerous other levels of government re: maintenance of storm drains in the preparation of installing sidewalks.

COMMITTEE REPORTS

424.13 Clerk Treasurer's Reports

424.13.1 **Thrive Outside** project: extend the playground area, include provided Fit Trails equipment, bike racks etc. A decision on the Canada Healthy Communities Initiative is deferred to May 14th. Grant applications have been sent to the Municipality and Canada Post Community Foundation.

424.13.2 **Staffing**
Application deadline has passed, and resumes are just now being looked at. There was heavy level of applications for some jobs but not all. Some may have to be re-posted. This may depend on whether grant applications for staffing are successful. Last year, the Federal funding was not communicated until late in the summer (too late to use). Interviews will be held soon when a Commissioner will be asked to sit in as a witness to the interview. Depending on the quality of candidates, the Admin Assistant position may require a computer skills test.

424.13.3 **Village Hall Carpets**
All have been cleaned recently, using borrowed equipment.

424.13.4 **Harbourfront Piano**
A recent donation of an elderly piano is now inside the PHC. It needs tuning but is otherwise in good condition.

PUGWASH VILLAGE COMMISSION

Regular Meeting #424

12th April, 2021 at 7pm

Pugwash Village Hall, Board Room

- 424.13.5 **Community Health Boards - walking challenge.** May 1st to May 10th. The three Cumberland boards will compete to walk for the most time. The Village has been asked to receive reported times for this area.
- 424.13.6 **Municipality Cumberland County Chief Administrative Officer** (CAO) is Greg Herrett, formally the CAO for the Town of Amherst. The Clerk suggested the Village reach out to welcome Greg and establish a new working relationship.
- 424.13.7 **Surplus C@P Site computers**
These are machines that the Village inherited when the C@P Site dissolved. Two have been reconditioned and installed with a new operating system and can be used by Village staff. The remaining six machines are very old and of no value to the Village and not even listed as tangible assets. However, the company that refurbished the others could either fix them for donation to needy families or be used or recycled for parts. The Commissioner agreed that they can be disposed of for Amherst & Pugwash Computer Repair to fix and donate.
- 424.14 **Accessibility (Municipality)**
No report. There were not enough people present for quorum. Commissioner MacEwan (as a representative from Sunset) said it was hard to attend daytime meetings, including for Sunset residents.
- 424.15 **Association of Nova Scotia Villages (ANSV)**
Commissioner Martin commented that a communication from NS Dept. Municipal Justice had suggested Village had been consulted while the Accessibility Act was written. The ANSV challenged this fact and met with the province to discover that there had indeed been some consultation, but with ANSV executive members no longer in the Association. Commissioner Martin believes that the meeting then went very well, establishing a good relationship with the province that can now move forward.
- 424.16 **Audit Committee**
The committee will meet soon and then again with the auditor, Lawrence Lake. The committee will then meet with him again after he has completed his audit, but before he presents his financial statements for 2021 at the next Annual General Meeting.

PUGWASH VILLAGE COMMISSION

Regular Meeting #424

12th April, 2021 at 7pm

Pugwash Village Hall, Board Room

424.17 Physician Recruitment and Retention

Doctor Mueller will be in Pugwash for a 6 month locum position. The committee will work hard to be sure he and his family are well looked after. The committee has been given funding to help with its website.

424.18 Communities in Bloom (CIB)

Eight copies of the community book have been printed off. CIB will help compiling the books.

424.19 Multi Purpose Centre

There was considerable discussion about the current design and business plan and whether it meets current community wants and needs. The project construction costs are now \$4.4 million with a proposed annual operational budget of \$200,000.

Commissioner Duncan had a number of concerns, particularly the location and the degree of how well the community has been kept up to date on the project and whether area residents will be taxed to help fund the building.

The Clerk gave a brief history of the project and the organizations represented on the committee. The newer Commissioners expressed a wish for more information and, possibly, public consultation, however there is now very little time left before the design and business plan are submitted to Council.

The meeting was informed that an area rate could be imposed without public consultation or plebiscite. It was agreed that without sufficient funding from higher levels of government, the project will not be able to go ahead.

MOTION

424.20 It was moved by Commissioner Martin and seconded by Commissioner Wilson that the Village of Pugwash Commission recognizes the effort that has gone into developing this project and urges Council to go forward on the next phase.

MOTION CARRIED

MOTIONS

424.21 None.

NOTICE OF MOTIONS

424.22 None.

PUGWASH VILLAGE COMMISSION
Regular Meeting #424
12th April, 2021 at 7pm
Pugwash Village Hall, Board Room

NEW OR OTHER BUSINESS

424.23 Public washrooms

For the sake of time, this subject will be pushed to the next meeting.

424.24 The Clerk advised the meeting of pending bill that would allow Municipalities to grant funds or subsidize private business in their work towards providing for Accessibility. Jason Haughn said that he did not see any language in the current bill that would affect Villages. The Clerk and Commissioners had a concern that this could still indirectly, eventually affect the Village.

425.25 The next regular meeting of the Pugwash Village Commission will be Monday, 7pm 10th May 2021.

[Note: due to COVID-19 lockdown, the meeting was postponed to May 17th, 2021]

424.26 The Village Annual General Meeting (AGM) will be May 27th 2021.

[Note: due to COVID-19 lockdown, the meeting AGM is postponed indefinitely]

ADJOURNMENT

424.27 The meeting was adjourned at 9:30pm by motion from Commissioner Wilson

Respectfully submitted
Lisa Betts
Clerk Treasurer

Chair _____

Clerk Treasurer _____