

PUGWASH VILLAGE COMMISSION
Regular Meeting #447
13th March 2023 at 7pm
Board Room, Pugwash Village Hall

Meeting Number 447

1 CALL TO ORDER

- 1.1 Vice Chair Sue Duncan called the meeting to order at 7:08pm.
- 1.2 **Territorial Acknowledgment** – read by Vice Chair Sue Duncan.
- 1.3 An *in camera* meeting of the Commission and staff had been held prior to this regular meeting.

2 ROLL CALL

Commissioners: Vice Chair Sue Duncan
Commissioner Roger Mundle
Commissioner Dave MacEwan
Commissioner Margaret Anderson

Regrets: Chair Brent Wilson

Staff: Clerk Treasurer, Lisa Betts (recording secretary)

3 APPROVAL OF AGENDA

- 3.1 **IT WAS MOVED by Commissioner Mundle and seconded by Commissioner MacEwan to approve the agenda as amended.**
MOTION CARRIED

4 APPROVAL OF MINUTES

- 4.1 **IT WAS MOVED by Commissioner MacEwan and seconded by Commissioner Mundle to approve the minutes of regular meeting 446, held February 13th 2023.**
MOTION CARRIED

5 BUSINESS ARISING FROM THE MINUTES

- 5.1 **Policy 2023-01 Abuse and Harassment**
The Commission agreed that the addition of a clause concerning cyber bullying was already adequately included. See also minute 10.1

S7.2 Harassment can take many forms and may be directed at an individual or group of individuals. Harassment can occur in various types of communication, including face to face exchanges, email, written correspondence, or social media.

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6 ACTION LIST – actions completed

6.1 Policy 2023-01 Abuse and Harassment

See minutes 5.1 and 10.1

6.2 Lease agreement – North Cumberland Historic Society (NCHS)

The Clerk will remind the NCHS to sign the lease

6.3 Heritage Interpretive Panel – Gathering of the Clans

A panel already exists at 82 Water Street (the old Bank of Nova Scotia).

The Clerk will check it for accuracy.

6.4 Public Works building

There will be a renewed attempt to get some of the building painted with the help of volunteers.

6.5 Pugwash Ground Search and Rescue

The approved grant has been issued.

7 PRESENTATION

7.1 None

8 CORRESPONDENCE

8.1 Liberty Mutual Insurance

Annual meeting. The Commission agreed on all proposals and for Proposal 2. A mail-in vote will be sent.

9 COMMITTEE REPORTS

9.1 Standing Committees

9.1.1 Accessibility [Betts]

No report.

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

No report.

9.1.3 Audit Committee [Duncan]

No report.

9.1.4 Policy Review [MacEwan/Wilson]

No report

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9.2 **Special Committees**

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

The Farmers' Market project will now only use the *Gentlemen's Waiting Room* area. The washroom part of the project will not go ahead. The space is less than 1,000 square feet which makes the existing washrooms in the *Baggage Room* sufficient for NS food standards.

9.3 **Advisory Committees**

9.3.1 None

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

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

Some of the cedar-built planters need to be replaced. Commissioner Mundle expressed a concern about the financial and environmental cost of keeping the planters. The Clerk will look at the cost of planters.

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

The recent grant will be used to attract and inform new health professionals to the area in the form of a website, flyers, banners and site visits. A navigator has been hired by the Municipality and the Town of Amherst to assist in recruitment. Recent changes in encouraging more self-determined tactics by the province are considered positive, forward moves towards attracting doctors and nurses to this area.

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

9.5.1 **Grants**

Applications for a variety of grants have been sent in. The success rate of these grants is not high.

9.5.2 **Additional requirements for Municipalities or "Prescribed Public Sector Bodies".**

The Province of Nova Scotia and insurance industry are requiring policies or action in a number of areas. For example: Asset Retirement Obligations, Code of Conduct policy, abuse policy and implementation of the Accessibility Act. There is a noticeable increase in expected participation in various webinars, online meetings and inventory research.

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9.5.3 **Dog waste bag dispensers**

These have been purchased and are mounted on the sides of the multi sorter bins in Eaton Park.

9.5.4 **Inventory and Property Value Update**

This has been mostly completed and sent to the insurance broker for their information and update of records.

9.5.5 **Booking forms**

Update on forms for the use of Village properties by third party users.

9.5.6 **Gathering of the Clans**

Grants are and sponsorship requests are in progress.

9.5.7 **Boardwalk**

The insurance company covered damages incurred from Hurricane /post tropical storm Dorian (2019) but is currently denying the claim from Hurricane/post tropical storm Fiona (2022), which was a far more severe storm. Their claim is that the 2022 boardwalk damages were from flooding (not covered) as opposed to wind. The Clerk is contesting their claim.

The wooden boardwalk was moved away from the shore front in sections by staff after Fiona for the sake of public safety. It will be returned to its normal location when the ground is dry enough to support large machinery. There is financial assistance from the Province and Federal government available by application.

The wooden structure of the boardwalk is currently in good condition but may not survive too many more storms. It is recommended that, as our climate is changing to storms of increasing ferocity and unpredictability, the physical structure of the walkway/boardwalk be reconsidered.

10 MOTIONS

10.1 **Policy 2023-01 Abuse and Harassment**

IT WAS MOVED by Commissioner Anderson and seconded by Commissioner MacEwan to approve *Policy 2023-02 Abuse and Harassment* as presented.

MOTION CARRIED

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11 NOTICE OF MOTION

11.1 None.

12 NEW OR OTHER BUSINESS

12.1 Presentation of a large, mounted, early 1950s photo of the Manchester Prospector (ship built 1948) coming into Pugwash Harbour. Included in the photo are local fishing boats. The boat owners will be identified on a separate sheet.

12.2 The second Monday in April is also Easter Monday which is a holiday. The next regular Village meeting will be 7pm, 17th April, 2023.

13 ADJOURNMENT

13.1 The meeting was adjourned at 7:59pm by motion from Commissioner Mundle.

Respectfully submitted
Lisa Betts
Clerk Treasurer

Chair _____

Clerk Treasurer _____