
Rural Municipality of West River Properties Committee

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| Meeting No.: 1 | Chair: Chad Stretch |
| Meeting Date: Wednesday, November 25 th , 2020 | Phone: 902-675-7000 |
| Start Time 7:00 PM | E-mail: admin@westriverpe.ca |
| Location Afton Hall | Session: Public |

- The meeting was called to order at 7:00 pm.
- Attendance:
Councillor Chad Stretch Mayor Helen Smith MacPhail
Councillor Aaron MacEachern Councillor Shaun MacArthur
CAO Kevin McCarville Chris Jette – Architect

- **Afton Hall**

The meeting considered rough sketches Mr. Jette had provided for the facility showing a firewall between the existing facility and the proposed addition. The firewall allows the structure to be treated as separate buildings and lessens the Code requirements for the existing structure.

Following a lengthy conversation, it was the Committee’s consensus that the Council considers relocating the main entrance for the addition to the north side of the structure and moving the lift to that side as well.

The Committee will research the options for moving the lift and get an order of magnitude costs for moving versus replacing the lift. Staff is going to explore funding options for moving/replacing the lift.

Mr. Jette indicated he could have updated drawings ready in two weeks after receiving direction from the municipality.

The importance of establishing and sticking to timelines was noted to ensure this project ready for spring/early summer.

Mr. Jette left the meeting at 8:05.

Following his departure, the Committee had further discussions on the intended use of the addition.

The Committee wishes to honour the intention of the Afton Council in the completion of this project.

Given it is planned that this space is for primarily for storage, the Committee is now considering whether the design should be modified to provide for main access onto the north parking lot or to continue with the original south side entrance.

The Committee is hoping to meet again with Mr. Jette not later than the 1st week of January.

- **Terms of Reference**

The Committee reviewed the draft Terms of Reference which had been previously distributed. The Committee is recommending Council adopt the following as their Terms of Reference.

- To make recommendations to Council regarding Municipally owned/leased/operated facilities (i.e., Afton Hall, Bonshaw Community Centre, Parks, land, etc.)
- To monitor the expenditure of funds within the approved budget and to make periodic reports to Council
- To make recommendations to Council on staffing requirements for budget purposes for property maintenance
- To make recommendations to Council on policy regarding service providers for facilities – now clearing, grass cutting, garbage collection, etc.
- To make recommendations to Council respecting the Department of Transportation, Infrastructure and Energy's street maintenance and paving within the municipality.
- To deal with other matters referred to the Committee by Council from time to time.

- **Property Review**

The Committee reviewed the November 19th Property Summary (attached).

- The meeting adjourned at 8:50 pm

CHAD STRETCH _____

CHAIR