
Rural Municipality of West River Properties Committee

Meeting No	6	Chair	Chad Stretch
Meeting Date	Monday, April 27, 2021	Phone	902-675-7000
Start Time	6:30 PM	E-mail	admin@westriverpe.ca
Location	Afton Community Center	Session	Public
Present	Mayor Helen Smith-MacPhail, Councillor Chad Stretch, Councillor Aaron MacEachern		
Also	Laala Jahanshahloo – CAO		
Regrets	Councillor Shaun MacArthur		

● **Call to order**

Chair Chad Stretch called the meeting to order at 6:30 pm.

● **Approval of Agenda**

It was moved by Chair Chad Stretch and seconded by Mayor Helen Smith-MacPhail; the agenda be approved as circulated.

Motion Carried

● **Declarations of Conflict of Interest**

No conflict of interest was declared.

- **Approval of Minutes**

It was moved by Mayor Helen Smith-MacPhail and seconded by Councillor Aaron MacEachern; the minutes of March 22, 2021, Properties Committee meeting approved as circulated.

Motion Carried

- **Business Arising from Minutes**

→ Nil.

- **PTY6.1**

→ Canada Post will soon be installing additional community mailbox modules at the Afton Community Center to accommodate mail delivery to customers in that area. A separate mail compartment will be reserved for 1552-B for the Rural Municipality of West River.

- **PTY6.2**

→ According to the Schedule-A of the Fee Bylaw # 2021-11, the Sport fields rental should be determined by a resolution. The Committee recommends that the Council keep the 2020 rate for the Diamond Baseball field's rental fee for 2021.

- **PTY6.3**

→ The Committee decided to continue the previous management and operation process for Rice point Park, and NHR Sport Filed for 2021 and pursue the tender offer for the following year.

→ The Committee recommends that the Council do a property appraisal as the current insurance (attached Scheduled Items) does not cover the entire replacement cost for any of the Municipally owned/leased/operated properties of the Afton Community Center, Bonshaw Community Center, Inman Memorial Park, Mutter Park, and Legacy Park.

→ CAO will post an ad via the different platforms to find help for the Inman park maintenance and grass cutting.

→ The Committee accepted the CAO's choice of Eric MacArthur to supervise the Rice Point and Inman Park on an hourly base rate and kilometre reimbursement.

- **PTY6.4**

- ➔ The Committee recommended that the Council initiate the RFQ to hire an architectural firm to prepare drawing for Bonshaw Community Cultural Center Upgrade project (Gas Tax Project 32.1.1.1 and New Horizon Project # 16580953) and authorize CAO accordingly.

- **PTY6.5**

- ➔ Due to the Covid-19 restrictions, the Committee will not plan any event for the Parks & Recreation Month in June 2021.

- **PTY6.5**

- ➔ The Committee reviewed the received the proposed contracts of Administrative Services, Construction, Heating and Cooling System, and Electrical for the Afton Community Center Addition project and recommended accepting proposed contracts by the Council.

- **PTY6.7**

- ➔ The Committee reviewed the Green and Inclusive Community Buildings (GICB) funding program and recommend the CAO seek professional help to apply for this program as the deadline for receipt of applications for the scheduled intake stream is July 6, 2021 23:59 PDT.

- ➔ Committee will consider the omitted part of the current project of the NHR soccer field, Afton Community Center proposed extension of 2015-16, and Rice point day park as the possible options for GICB, and further discussion will be continued in the next meeting.

- **PTY6.8**

- ➔ The CAO has received a letter from CBCL about the Landmark Group's delay in completing the Roy Mutter Sports Field Improvements project.

- **PTY6.9**

- ➔ The Committee has received a request from Canoe Cove Community Association for staging a perennial sale in early June 2021 in Inman Park. The organizer is asking for council support and permission to use the park.

- The Committee recommends to the Council to permit using Inman park free of charge for this event. Still, it is the organizers' responsibility to obtain approval from Chief Public Health Officer and comply with the guidelines.

- **Adjournment**

- The meeting adjourned at 7:30 pm.
- The next meeting will be on May 24, 2021.

CHAD STRETCH _____

CHAIR