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## Rural Municipality of West River Properties Committee

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|---------------------|---|----------------|----------------------|
| <b>Meeting No</b>   | 2   | <b>Chair</b>   | Chad Stretch         |
| <b>Meeting Date</b> | Monday, January 25, 2021  | <b>Phone</b>   | 902-675-7000         |
| <b>Start Time</b>   | 7:00 PM   | <b>E-mail</b>  | admin@westriverpe.ca |
| <b>Location</b>     | Afton Hall  | <b>Session</b> | Public               |
| <b>Present</b>      | Mayor Helen Smith-MacPhail, Councillor Chad Stretch, Councillor Aaron MacEachern, Councillor Shaun MacArthur  |                |                      |
| <b>Also</b>         | Laala Jahanshahloo – CAO, Marion Copleston - Board President of Bonshaw Community Center, Tracy Cullbeck – Board Member Bonshaw Community Center, Lori Ashley – Board Member Bonshaw Community Centre |                |                      |
| <b>Regrets</b>      | Nil   |                |                      |

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- **Call to order**

Chair Chad Stretch called the meeting to order at 7:10 pm.

- **Approval of Agenda**

It was moved by Councillor Aaron MacEachern and seconded by Councillor Shaun MacArthur; 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 November 25, 2020, Properties Committee meeting approved as circulated.

**Motion Carried**

- **Business Arising from Minutes**

- ➔ The committee shall schedule a visit to the Bonshaw community center per BOD's request.
- ➔ CAO has received updates on the Afton Hall Addition project.
- ➔ Councillor Shaun MacArthur made inquiries regarding the emergency exit for renovation in Bonshaw Community center, and the BOD has been informed accordingly.

- **PTY2.1**

- ➔ The attending board members of Bonshaw Community Centre discussed the building's current accessibility level, its issue, and the ongoing improvement project.
  - The board is reconsidering a less expensive option to make the building wheelchair accessible.
  - Parking needs improvement due to accessibility and safety issues also the drainage water from the adjacent farm.
  - Landscaping and repair of the flagpole are among the considered topics for future expenditures.
  - The board is looking forward to increasing the community center usage when PEI Chief Public Health Office lifts the Covid-19 restriction.
- ➔ The committee advised the Bonshaw's board:
  - The Rural Municipality of West River only pays for the building insurance and property tax, and major renovation (as part of the capital cost). The board must obtain other insurance coverage or expenses related to the snow removal, smoke detector, fire extinguisher.

- The committee advised the Bonshaw's board to request a Fire and Health inspection for the community center; the board is also responsible for any expenses accordingly.
  - The \$25,000 grant allocated by The New Horizon is solely for improving the building accessibility wheelchair. This improvement for the ramp and the lift must be completed by the extended deadline, March 2022. The board must also spend this grant only for this purpose, not other expenses; otherwise, they can get approval for reallocation from New Horizon.
  - The building code is not currently imposed on Bonshaw's community center, but the board needs to keep in mind the type of changes as if compliance with the building code becomes mandatory.
  - Look for a builder who can work with the allocated budget and the price range also comply with the standard.
  - As they cannot renovate the whole building, take advantage of the New Horizon grant and make the improvement that complies with standards and provide reasonable wheelchair accessibility.
- ➔ The Bonshaw community center has received \$25,000 from New Horizon, around \$25,000 from the Reserve fund for Bonshaw building renovations carried per amalgamation, which needs to be completed by the extended deadline.
  - ➔ The Board of Directors requested the committee visit the Bonshaw community center.
  - ➔ The committee will set a date for day time visit to the Bonshaw community center.
  - ➔ The BOD members left the meeting at 7:40 pm.

- **PTY2.2**

- ➔ The committee instructed the CAO to follow up with the architect in charge regarding:
  - Status of the building permit application, and emphasis on this topic as it is a time-consuming process.
  - The revised estimate from the building contractor.

- ➔ The committee instructed the CAO to follow up with the architect in charge of the Afton Hall addition regarding the;
  - Status of the building permit application, and emphasis on this topic as it is a time-consuming process.
- ➔ The renovation of the board room as a new office for the Rural Municipality of West River will be started after completing the addition and installation of the firewall.

● **PTY2.3**

- ➔ The priorities for the 2021-2022 projects are:
  - New Haven Riverdale Sports Field Completion
  - Afton Recreation Centre Expansion
  - Lloyd Inman Memorial Park Upgrade
  - Bonshaw Community Centre Upgrade
- ➔ These properties related projects are better to complete in 2021.
- ➔ Councillor Aaron MacEachern left at 8:00 pm.
- ➔ The committee suggested an assessment study for Trail in Mutter Park to make it safer for public use and drafting a development vision. This project's funding can be requested from the Federal and Provincial Active Transportation fund for 2022-2023.
- ➔ The committee discussed the maintenance budget for 2021-2022 and recommended the following budget to the Finance Committee:

|                                | 2020-2021 | 2019-2020 |
|--------------------------------|-----------|-----------|
| Afton Hall Maintenance *       | \$7,000   | \$7,000   |
| Afton Hall Grant *             | \$25,000  | \$112,900 |
| Bonshaw Community Center**     | \$9,700   | \$4,000   |
| Bonshaw Hall***                | \$1,000   | \$700     |
| Long Creek Community Center*** | \$1,000   | --        |
| Canoe Cove School***           | \$1,000   | --        |
| West River Inman Park          | \$4,000   | \$4,000   |
| Meadowbank                     | \$500     | \$500     |
| New Haven Riverdale            | \$9,000   | \$9,000   |
| Black Fly Program              | \$12,500  | \$12,500  |

- **\***Committee did not receive Afton Hall's budget for 2021-2022 from BOD; it was noted the director required to submit their budget within six weeks of the council passing our budget as per their letter patient sect 20.02.
- **\*\***The CAO has received the 2021-2022 Bonshaw's budget on January 18, 2021, from BOD.
- **\*\*\*** The committee recommends the council give the \$1000 grant to each of these buildings, but the Municipality cannot promise to do it every year, and they should not build it in their budget.

➔ The priorities for the 2021-2022 Capital Projects are:

- Project 57.1.1 - Soccer Field Upgrade (Gas Tax)
- Project 58.1.1 - Upgrades to Canoe Cove Park (Gas Tax)
- Project 27.1.1 - Afton Recreation Centre Expansion (Gas Tax)
- Project 32.1.1 - Bonshaw Community cultural Centre Upgrade (Gas Tax)
- Project Bonshaw Community Center accessibility improvement (New Horizon)

● **Adjournment**

➔ The meeting adjourned at 9:05 pm.

➔ The next meeting will be on February 22, 2021.

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CHAD STRETCH \_\_\_\_\_

CHAIR