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**Rural Municipality of West River Properties Committee**

<b>Meeting No</b>	9	<b>Chair</b>	Chad Stretch
<b>Meeting Date</b>	Monday, July 5, 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 Community Center	<b>Session</b>	Public
<b>Present</b>	Mayor Helen Smith-MacPhail, Councillor Chad Stretch, Councillor Shaun MacArthur		
<b>Also</b>	Laala Jahanshahloo – CAO		
<b>Regrets</b>	Councillor Aaron MacEachern		

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● **Call to order**

Chair Chad Stretch called the meeting to order at 7:05 pm.

● **Approval of Agenda**

It was moved by Councillor Shaun MacArthur 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 Councillor Shaun MacArthur and seconded by Mayor Helen Smith-MacPhail; the minutes of May 24, 2021, Properties Committee meeting approved as circulated.

**Motion Carried**

It was moved by Mayor Helen Smith-MacPhail and seconded by Councillor Shaun MacArthur; the minutes of June 1, 2021, Properties Committee meeting approved as circulated.

**Motion Carried**

- **Business Arising from Minutes**

→ Nil.

- **PTY9.1**

→ As Adrian Desbarats (President of Eliot River Ramblers Soccer Club) could not attend, the discussion was deferred until the next Committee meeting in September 2021.

- **PTY9.2**

→ The Committee reviewed the Canada Community Revitalization Fund (ACOA) application, submission deadline, Colliers' proposals and recommended that the Council accept it after the Finance Committee reviewed it budget-wise.

- **PTY9.3**

→ The Committee directed the CAO to contact the Afton and Bonshaw Community Centers' BOD about:

- The event space rental agreement. If there is no standard template, CAO must start the process to draft one.
- The liability insurance for housing the events.

- **PTY9.4**

- The Committee recommended the Council authorizing CAO to waive the user fee of the Municipality-owned parks for non-profit or other similar uses subject to providing a certificate of insurance of a minimum of 2 million dollars and adding Rural Municipality of West River as an additional insured.

- **PTY9.5**

- The Committee reviewed the Replacement Cost New Valuation Report of CBRE Limited of Replacement Cost New Valuation – Rural Municipality of West River Properties - Afton Hall, Bonshaw Community Centre, Lloyd Inman Park & Roy Mutter Recreation Fields.

- **PTY9.6**

- The Committee reviewed the Central Coastal Tourism Membership (PTY7.2) and decided not to join at this time.

- **PTY9.7**

- The Committee reviewed Lillian MacCannell's request and recommended the Council approve opening the Inman Park Canteen.

- **PTY9.8**

- The Committee recommended adding the following upgrade for Inman Park and fund through Gas Tax Project 58.1.1:

- Changing the building doors and locks
- Replacing the elevated shower in the wash station
- Increasing wheelchair acceptability to the beach

- **PTY9.9**

- The CAO has received two responses for RFQ 2021-01 from ARCHwork STUDIO, costing \$32,500.00 plus HST and W.D. Lawrence Architecture, costing \$ 28,500.00 plus HST.

→ Committee reviewed both RFQs and recommend the Council accept the FRQ from W.D. Lawrence Architecture.

● **Adjournment**

→ The meeting adjourned at 8:00 pm.

→ The next meeting date will be September 6, 2021.

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

CHAIR