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**Rural Municipality of West River Properties Committee**

<b>Meeting No</b>	15	<b>Chair</b>	Chad Stretch
<b>Meeting Date</b>	Monday, March 7, 2022	<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, Councillor Aaron MacEachern		
<b>Also</b>	Laala Jahanshahloo – CAO		
<b>Regrets</b>	Nil		

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● **Call to order**

Chair Chad Stretch called the meeting to order at 7:00 pm.

● **Approval of Agenda**

It was moved by Councillor Shaun MacArthur and seconded by Councillor Aaron MacEachern; the agenda be approved as circulated.

**Motion Carried**

● **Declarations of Conflict of Interest**

No conflict of interest was declared.

- **Business Arising from Minutes**

- ➔ Nil.

- **PTY15.1**

- ➔ The Finance Committee recommended initiating the Bonshaw Community Center tender process subject to the approval of documents by the Properties Committee (FIN13.3).
  - ➔ The Committee reviewed the bid documents prepared by W. D. Lawrence Architecture Inc. and recommended that the Council authorizes the CAO to initiate the bidding process to hire a "Contractor" for the Bonshaw Community Cultural Center Improvement project.
  - ➔ The submission deadline for the bidding on this project will be March 31, 2022.

- **PTY15.2**

- ➔ New Horizons for Seniors Program amendment agreement for Bonshaw Community Center Project (#016580953) was signed on February 15, 2022.
  - ➔ As the new amendment contract has the finish date of March 11, 2022, and the \$25,000 has been spent according to the agreement, CAO filed the "Projects Final Report Summary" on February 28, 2022.

- **PTY15.3**

- ➔ The Former Municipality of Bonshaw CIC assumed by default that the ownership had transferred to them, and Bonshaw CIC paid the maintenance of this property.
  - ➔ According to the Municipality's lawyer research, "Bonshaw Cemetery" (PID 402883) is not a legal entity. The parcel was conveyed from the Robertson family in 1863 to the "Trustees of the Presbyterian Church Bonshaw" and has not been conveyed since Bonshaw cemetery.
  - ➔ The Committee directed CAO to contact the former Mayor of Bonshaw CIC and inquire who took care of the cemetery and how much it cost last season.

- **PTY15.4**

- ➔ The Finance Committee reviewed and examined the invoices and other related documents for the Gas Tax Project (57.1.1) - Final Payment (FIN13.2) and sent it back to the Properties Committee for the project completion sign-off. The Committee made a motion to authorize the CAO to pay the invoices and proceed with the project closing. It was moved by Councillor Aaron MacEachern and seconded by Councillor Shaun MacArthur.

**Motion Carried**

- **PTY15.5**

- ➔ The Committee went over several topics related to March 24, 2022, public workshop to gather public input and ideas on NHR - Mutter Park Improvement.

- **PTY15.6**

- ➔ The CAO has received a request for booking the Mutter Park Soccer Field for the 2022 season from Eliot River Club.
- ➔ The Committee directed the CAO to follow last year's booking process for NHR sports fields and will be managed by Mike Corney.

- **PTY15.7**

- ➔ Afton Community Centre Admin has contacted CAO regarding the Center's electricity bills, which have increased drastically compared with the previous year as contractors and builders have been using the electricity from the hall.
- ➔ The Committee directed the CAO to contact Afton BOD to send the electricity statements for 2021 and 2022 and a written request for "Construction Energy Usage" reimbursement for Afton Recreation Centre Expansion - Gas Tax Project 27.1.1. It was moved by Councillor Shaun MacArthur and seconded by Councillor Aaron MacEachern.

**Motion Carried**

- **PTY15.8**

- ➔ To increase the safety and security of the Afton Community Center's parking area (northeast side), Committee directed the CAO to contact Maritime Electric and request an "Area Lighting Rental Facilities."
- ➔ The Committee reviewed Afton's BOD request regarding the grass cutting as traditionally done by the former Municipality of Afton CIC and decided to continue taking care of it.

- **Adjournment**

- ➔ The meeting adjourned at 8:15 pm.
- ➔ The next meeting will be on April 4, 2022.

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

CHAIR