



Rural Municipality of West River Committee of the Whole Meeting Minutes

Meeting No	2024-12	Time	7:00 PM
Session	Regular - Public	Date	Thursday, April 11, 2024
Chair	Helen Smith-MacPhail - Mayor	Location	Afton Community Center
Adoption status	To be approved	Contact Person	Laala Jahanshahloo - CAO
Attendance	Mayor Helen Smith-MacPhail, Deputy Mayor Shaun MacArthur, Councillor Aaron MacEachern, Councillor John Yeo, Councillor Ryan Roggeveen, Councillor Lillian MacCannell, Councillor Steve Pollard, Laala Jahanshahloo - CAO, Susan Morse - Administrative Assistant		
Regret	Nil		
Guest	Trevor MacNeil and Rob McAdam - Communities 13 Inc Expansion Committee		

▪ **Call to Order**

Mayor Helen Smith-MacPhail called the meeting to order at 7:00 PM.

▪ **Adoption & Approval of Agenda**

The following items were added to the agenda by Mayor Helen Smith-MacPhail, Deputy Mayor Shaun MacArthur, and Councillor John Yeo:

- **OTR.24.12.1 - Municipality Office - In-House Phone Communication**
- **OTR.24.12.2 - Unsightly Property - Fire Hazard**
- **WRC.24.12.1 - Scheduling Conflicts with Public Meetings**

The agenda was approved as circulated, including any added items. It was moved by Councillor John Yeo, seconded by Councillor Aaron MacEachern, and unanimously carried.

▪ **Declarations of Conflict of Interest**

Mayor Helen Smith-MacPhail, Councillor Lillian MacCannell and Councillor John Yeo recused themselves from item FIN.24.12.4, citing a conflict of interest.

- **Presentation**

- **APM Centre Expansion**

Decision Type: Action

Status: Recommended

Background:

Motion #2021-116 & OTR.2024.12.2

Description:

The Committee heard a presentation from Trevor MacNeil and Rob McAdam regarding APM Centre Expansion (Appendix 12.1, attached hereto, forming a part of these minutes). The Committee recommends that the Council support the expansion subject to protecting RMWR interest and keeping the same share as Letters Patent of Communities 13 Inc. (May 31, 2001).

- **Recommended Items**

- **FIN.24.12.1 - Policy #2024-01 - Donation Policy**

Decision Type: Action

Status: Referred

Background:

WRC.23.2.1

Description:

The Committee referred this item to the CAO for drafting a Policy enabling RMWR to receive donations and issue tax receipts.

- **FIN.24.12.2 - CIVONUS Engagements Platform – Proposal**

Decision Type: Action

Status: Recommended

Background:

OTR.24.10.1

Description:

The Committee recommends that the Council accept the Civonus Engagements Platform for community engagement proposal.

▪ **FIN.24.12.3 - Bonshaw Community Center Project - Deficiency Holdback Release**

Decision Type: Action

Status: Recommended

Description:

The Committee recommends that the Council authorize the Bonshaw Community Center Deficiency Holdback release.

▪ **FIN.24.12.4 - Grant Request**

Decision Type: Action

Status: Recommended

Background:

The Municipality received the following Grant Request Applications:

- St. Catherine Women's Institute (NFP/NGO) on March 19, 2024, requesting \$4000.
- Meadowbank Women's Institute (NFP/NGO) on March 28, 2024, requesting \$1000.
- Canoe Cove Community Association (NFP/NGO) on April 10, 2024, requesting \$3000.
- The GooRoos requested the free use of a room at the Bonshaw Community Center or Afton Community Center on March 28, 2024.
- On April 2, 2024, the Central Queens Branch of the PEI Wildlife Federation (CQWF) (NFP/NGO) requested a reduction of office rental space in Bonshaw Community Center from \$500+HST to \$250, including HST.

The remaining grant budget for the Community Building & Engagement Grant for the 2024-25 fiscal year is \$6,750.00.

Description:

The Committee completed Schedule C of Bylaw#2022-02 for all applicants and recommended that the Council approve the following grants:

- To award \$2,000 to St. Catherine Women's Institute.
- To award \$1,000 to Meadowbank Women's Institute.
- To award \$2,000 to Canoe Cove Community Association.
- The donation is in-kind to waive the rental cost of using available space in Afton so that the GooRoos can rehearse.
- The donation in-kind to CQWF for office space rental costs in Bonshaw Community Center, only for this year, will decrease it from \$500+HST to \$250, including HST.

▪ **FIN.24.12.5 - Seniors Community Meal Grant Pilot Program**

Status: Recommended

Background:

FIN.24.11.10

Description:

The Committee recommended that the Council sign this agreement to participate in the Seniors Community Meal Grant Pilot Program.

▪ **FIN.24.12.6 - Grass Cutting**

Decision Type: Action

Status: Recommended

Background:

ICS.24.03.2; The Municipality of West River requests quotes for lawn-cutting services for the 2024 season, which requires weekly/biweekly services for Afton Community Centre, Roy

Mutter Recreation Fields, Legacy Park, Bonshaw Community Centre, and Bonshaw Cemetery.

The following quotes were received by the deadline of 5:00 PM on April 11, 2024:

- South Shore Enterprises Inc., \$38709.00 (including HST).
- Lewis Property Management, \$13685.00 (including HST).
- JW Gass Cemetery Services, \$13685.00 (including HST).
- Chad Cormier, Bonshaw Cemetery free, \$11,600.00 (including HST).
- John Nordquist, only two locations, \$2900.00 (Not HST)

Description:

The Committee reviewed the received quotes according to [Policy# 2022-03](#) and recommended that the Council award the contract to J W Gass Cemetery Services.

▪ **PTY.24.12.1 - Rice Point Wharf - Fence**

Decision Type: Action

Status: Not Recommended

Background:

PTY.24.11.1

Description:

The committee decided to install street lights from Maritime instead of the fence to increase safety and security at Rice Point Wharf.

▪ **OTR.24.12.1 - Municipality Office - In-House Phone Communication**

Decision Type: Action

Status: Referred

Description:

The committee recommends that municipal staff explore the options available for phone answering directory services so that more information can be provided when staff are unable to answer phone calls.

- **OTR.24.12.2 - Unsightly Property**

Decision Type: Action

Status: Referred

Background:

PTY.24.9.4

Description:

The Committee reviewed the Unsightly property complaint regarding a property on Meadowbank Road and referred this item to the Mayor to contact MLA of District 16 again.

- **WRC.24.12.1 - Scheduling Conflicts with Public Meetings**

Decision Type: Action

Status: Referred

Description:

The Committee discussed concerns regarding the need for a dedicated space for Council and Committee meetings. Such space would be easily accessible for public attendees and free from noise disruption arising from concurrent activities in the building. The Committee referred this matter to the Community Service Manager to take provisions to ensure that the main hall at Afton Community Centre is blocked off for all pre-scheduled meetings.

- **Informational Items**

- **EMO.24.12.1 - Fiona Claims - Budget Deficit**

Decision Type: Information

Status: Received

Description:

As all the expenses for Fiona's clean-up and recovery have been paid from the RMWR's operating budget, the municipality will face a budget deficit if the submitted claim to EMOPEI does not reimburse the entire paid cost.

- **FIN.24.12.7** - PEI Seniors' Secretariat Grant

Decision Type: Information

Status: Received

Description:

The Municipality submitted an application requesting funding from the PEI Seniors' Secretariat on April 5, 2024.

- **PTY.24.12.2** - Mutter Park Boundary Encroachment

Decision Type: Information

Status: Received

Background:

PTY.24.9.2

Description:

The adjacent property owners at the north end of Mutter Park accepted the proposed price of \$4,000.

- **OTR.24.12.2** - Messages Received from Website

Decision Type: Information

Status: Received

Description:

The following messages were received via RMWR's portal:

- From a Nine Mile Creek resident: "The APM building and the ice surface are among our community's heartbeats. Our district very much needs a second ice surface. Our

- communities are growing, and as exciting as that is, our services need to grow as well. Please make this expansion a priority."
- Complain about roaming dogs.

- **Adjournment**

- Councillor Shaun MacArthur motioned to adjourn the meeting at 8:25 PM.
- The next meeting will be on May 9, 2024.

DRAFT

Helen Smith-MacPhail

Laala Jahanshahloo

Mayor _____

Chief Administrative Officer _____

Appendix 12.1

APM CENTRE EXPANSION

March 19th 2024

COMMUNITIES 13 INC.

The APM Centre was constructed in 2001. Communities 13 Inc. is a not-for-profit charitable organization incorporated to construct, own and operate the APM Centre multi-use recreational complex. Each resident of the 13 communities is a member of the organization.

In 2024 there are eight communities

- Cornwall
- Clyde River
- Miltonvale Park
- West River
- Kingston
- Hampshire
- North Wiltshire
- Warren Grove

WHERE WE STARTED...

- Three years ago we noticed that teams from NRMHA, Wildcats & Matrix were often practicing & playing outside of the APM Centre. 46 KM away in Borden for example.
- The population is increasing in our 8 communities and other infrastructures are being expanded to reflect this growth. (Schools, Roads, Subdivisions, Water/Sewer etc).
- In 2021 members of our committee decided to attend the Communities 13 AGM to inquire about expansion and learn more about the APM Centre.



GROWING
POPULATION

THE VISION

To create a community recreation facility that reflects the needs and growth of our community.

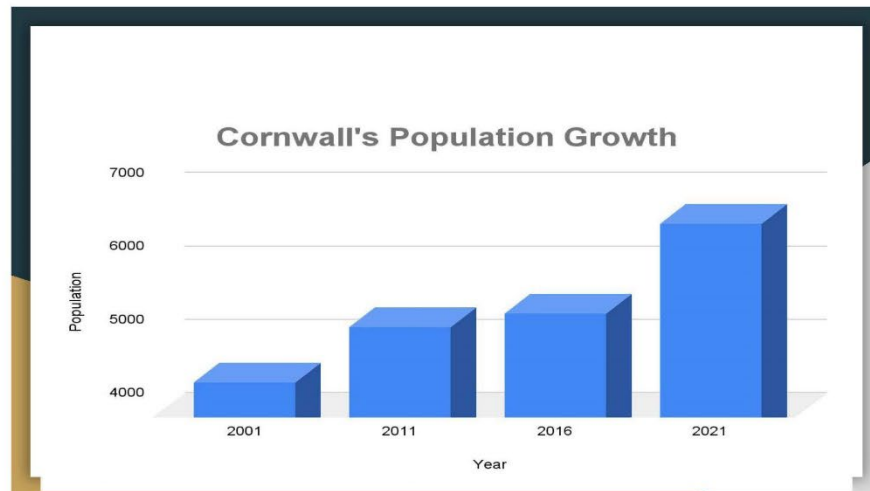
WHY DOES THIS MAKE SENSE?

- The land is already available, the original design allowed for expansion and the current Cornwall master plan features an expansion.
- Firland Feasibility study in 2022 confirmed the need.
- The population of Cornwall has grown 49% since 2001, making our area one of the fastest growing in Canada. With 16,000 residents in our 8 communities, we are larger than Summerside.
- There is a significant demand for community recreation space. There is an opportunity to expand the gymnasium, fitness centre and add a dedicated racquet sports area.

WHY DOES THIS MAKE SENSE?

- NRMHA is the second largest minor hockey association with over 600 registrations and only one ice surface.
- All other associations with at least 400 registered players have at least 2 ice surfaces
- Our facility cannot meet our current ice time demands and there are limited opportunities for other ice sports (ringette) and other activities.
- With 16,000 residents, we deserve and have the population to support an expansion

Appendix 12.1 (Continued)



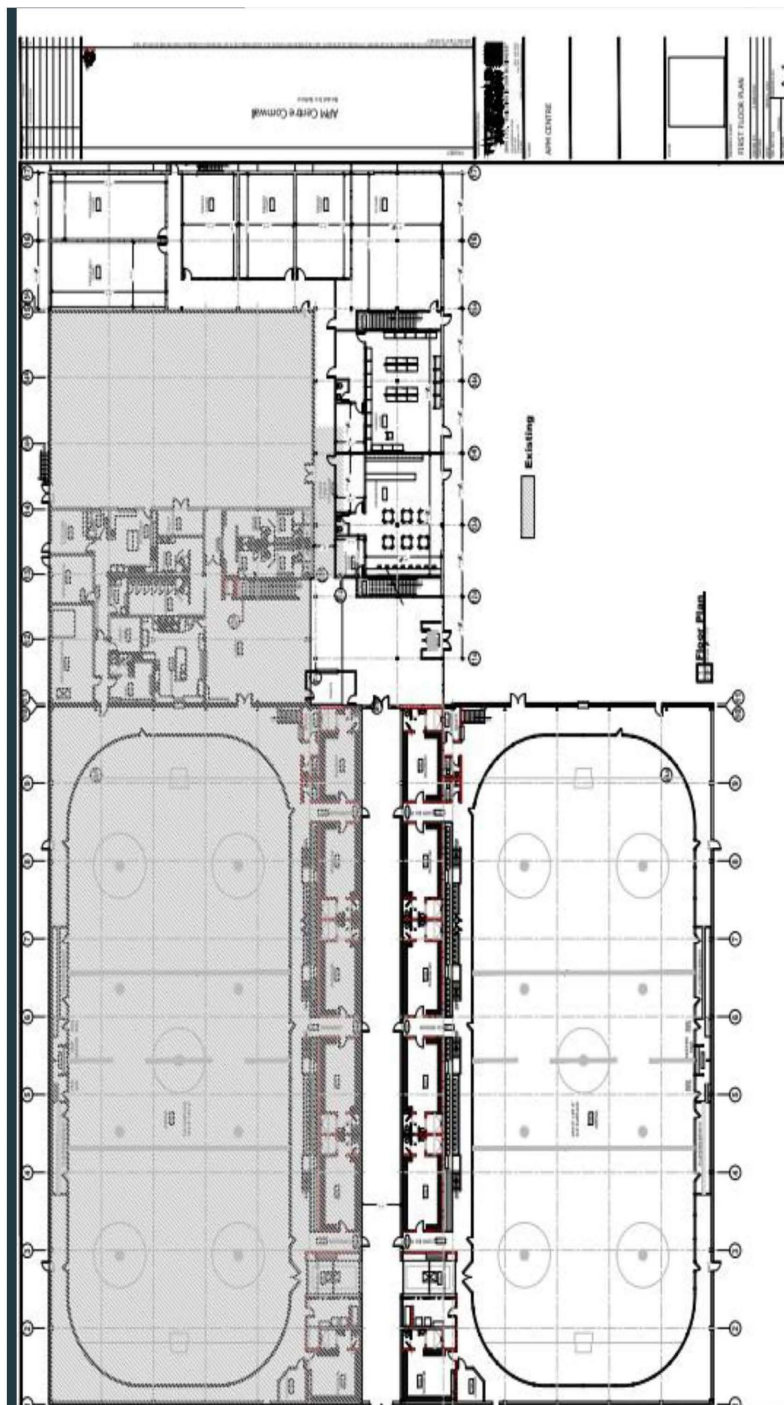
FACILITY OPPORTUNITIES

- Add child care and afterschool space
- Space for seniors college, seniors events
- Create economic spinoffs from tournaments and events
- Commercial Space - like a sports store, increased food service
- Farmers Market
- Cultural and Community Events

WHAT COULD BE INCLUDED IN THE EXPANSION?

- 2nd Ice surface
- Sports Shop
- Community Rooms
- Space for Child Care
- Other
- Expanded Gymnasium
- Racquet courts (Pickleball & Squash)
- Larger Fitness area
- Seniors Active Living space

Appendix 12.1 (Continued)

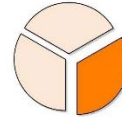


Appendix 12.1 (Continued)

FUNDING

Projects like this typically get funding from 3 parts of Government

- ⅓ Federal
- ⅓ Provincial
- ⅓ 13 Communities (Fundraise, Gas Tax, etc.)



WHAT CAN YOU DO?

Reach out by email or phone to your...

1. Town Council Members and Mayor
2. Mark McLane
3. Heath MacDonald

Let them know that you support this project.

This project will only move forward if the 3 levels of Government know that our communities want to make this a priority.



FINAL THOUGHTS

Such an expansion would not only meet current demands but also cater to future growth trends predicted for our 13 Communities. It's time we invest in infrastructures that reflect who we are as a community - vibrant and growing!

Join us in urging local authorities to support this much-needed expansion of the APM centre – let's create spaces where every member of our community can thrive!