



Rural Municipality of West River ICSC Meeting Minutes

Meeting No	2024-06	Time	7:00 PM
Session	Regular - Public	Date:	Tuesday, July 16, 2024
Chair	Helen Smith-MacPhail - Mayor	Location	Bonshaw Community Centre
Adoption status	Approved	Contact Person	Susan Morse – Interim CAO
Attendance	Mayor Helen Smith-MacPhail, Deputy Mayor Shaun MacArthur, Lori Ashley, Bev Mclsaac, Susan Morse - Interim CAO,		
Regret	Councillor Lillian MacCannell, Cody MacDonald - Community Services Manager		
Guest	Tracey Callbeck – Bonshaw Board of Directors		

▪ **Call to Order**

Mayor Helen Smith-MacPhail called the meeting to order at 7:03 PM.

▪ **Adoption & Approval of Agenda**

The agenda was approved as circulated, including any added items. It was moved by Bev Mclsaac seconded by Deputy Mayor Shaun MacArthur and unanimously carried.

▪ **Declarations of Conflict of Interest**

Nil

Adoption of Previous Meeting's Minutes

The minutes of June 12, 2024, Interim Community Service Committee Meeting were approved as circulated. It was moved by Lori Ashley, seconded by Deputy Mayor Shaun MacArthur and unanimously carried.

• **Recommendation Items**

- **ICS.24.06.1 - Afton and Bonshaw Community Centres BODs - Financial Transition Follow-up**

Decision Type: Action

Status: Deferred

Description:

Mayor Helen Smith-MacPhail updated the committee; she and the Deputy Mayor met with the Bonshaw Board of Directors. Currently the Bonshaw Board does not wish to dissolve. RMWR cannot mandate the Board to dissolve. If the board is to remain the terms of reference would change and the Municipality would consider the board as an advisory board.

The Committee discussed the vision for this committee to have representatives from each Board and Community. If the boards continue then the committee would explore a liaison from Council being on each board. The committee discussed that if the boards decided to dissolve they could donate their money to the municipality in a special fund with parameters set by the Board Of Directors (bursaries, scholarships, grants, fund for community use of the facility, etc). The funds would be accessed through the discretion of Council in accordance with the terms set by the Board of Directors.

The question of insurance required for the boards to remain in operation was brought up and the fact that the boards would require finances to pay for that. If so the boards might want to use their existing funds for insurance.

Mayor Helen Smith-MacPhail requested that if members of the Boards have questions to reach out directly to the Mayor.

- **ICS.24.06.2 - Bonshaw Community Centre Grand Re-Opening**

Decision Type: Action

Status: Recommended

Description:

The planning team for this event have proposed a change of date as the proposed date was too rushed and did not allow ample time for planning. The Committee recommends inviting former students, former teachers, and sending formal invitations to MLAs, MPs, Jamie Fox, Heath MacDonald, Former Mayors – Marion Copleston, Art Ortenburger, and others. The new date is August 19th 6-8 PM.

- **ICS.24.06.3 - Community Use of Buildings**

Decision Type: Action

Status: Deferred

Background:

Some groups have requested rental of the kitchen at a reduced rate for tea/coffee/fridge use.

Description:

The committee recommends we investigate insurance coverage concerning building use and clarify if insurance is valid anytime the building is in use, regardless of who is using it. The committee discussed possible scenarios of including the kitchen at a reduced rate and what would be required regarding cleaning. The committee would like to inquire with other groups to find out their rental policies for similar buildings. The Committee deferred this item until more information can be gathered.

- **ICS.24.06.4 – Equipment Rentals**

Decision Type: Action

Status: Not Recommended

Background:

Several individuals from the municipality have inquired about renting chairs and tables. The Municipality has older tables and chairs that could be used for this purpose.

Description:

The Committee discussed this issue and decided providing equipment rentals is not something the municipality is equipped for and does not recommend this.

- **ICS.24.06.5 – Inman Park - Canteen**

Decision Type: Action

Status: Referred

Description:

The Canteen at Inman Park is now open daily. The Committee recommends advertising the canteen with a piece of Bristol Board on the side of the building that faces the beach and referred this item to the interim CAO.

- **ICS.24.06.6 – Fall Program Planning**

Decision Type: Action

Status: Referred

Description:

The Committee recommends the exploration of events and programs such as cooking classes, Table Tennis, Paint Night, Hobby Night, Games Night, Community Income Tax Help, Meet Your Neighbor Night, planning be referred to the Community Services Manager.

- **ICS.24.06.7 - Interim Community Services Committee Status**

Decision Type: Action

Status: Recommended

Background:

The Interim Community Services Committee has terms of reference and a plan for moving forward.

Description:

The committee discussed transitioning away from being an interim committee. The committee recommended that the terms of reference should be updated to include at least one member from each ward, and one from each Afton and Bonshaw BOD.

- **Information Items**

- **ICS.24.06.8 - Canada Day Celebration Report**

Decision Type: Information

Status: Received

Description:

The Canada Day Celebration was very well attended with over 300 at the pancake breakfast and over 300 at the afternoon activities at Inman Park. Thanks to our volunteers for making the event a success.

▪ **ICS.24.06.9 - Municipal Communication Strategy**

Decision Type: Information

Status: Received

Description:

The Committee heard from Mayor Smith-MacPhail regarding a municipal communication strategy which will include a digital and physical newsletter, there will be a signup link on the website and Facebook. The Newsletter will be published approximately four times a year and will be available in paper format at locations to be determined throughout the municipality.

▪ **ICS.24.06.10 - Municipal Owned Properties- Updates**

Decision Type: Information

Status: Received

Description:

The Interim CAO summarized the maintenance and operational items related to Municipal Properties.

- Afton CC – Rental Damage, new tables and chairs
- Bonshaw – Foundation has been painted
- Inman Park – Flag for Canteen, pump replaced, place another sign for the canteen
- Mutter Park – Phase 3 of Funding regarding clean up from Fiona, one line has been resurveyed and marked with rebar by Sandstone
- Rice Point – no updates

- **Adjournment**

- Deputy Mayor Shaun MacArthur motioned to adjourn the meeting at 8:40 PM, seconded by Lori Ashley.
- The next meeting will be on September 17th, 2024.

Mayor Helen Smith-MacPhail

Susan Morse

Mayor _____

Interim Chief Administrative Officer _____