



## Rural Municipality of West River ICS Committee Meeting Minutes

<b>Meeting No</b>	2025-10	<b>Time</b>	7:00 PM
<b>Session</b>	Regular - Public	<b>Date</b>	Tuesday, February 4, 2025
<b>Chair</b>	Helen Smith-MacPhail - Mayor	<b>Location</b>	Afton Community Centre
<b>Adoption status</b>	Approved	<b>Contact Person</b>	Susan Morse –CAO
<b>Attendance</b>	Mayor Helen Smith-MacPhail, Deputy Mayor Shaun MacArthur, Councillor Lillian MacCannell, Bev Mclsaac, Lori Ashley, Susan Morse CAO, Ehi Itua – Administrative Assistant		
<b>Regret</b>	Nil		
<b>Guest</b>	Chad Stretch, Sue Flower & Rita Campbell		

- **Call to Order**

Mayor Helen Smith-MacPhail called the meeting to order at 7:05 PM.

- **Adoption & Approval of Agenda**

The agenda was approved as circulated. It was moved by Deputy Mayor Shaun MacArthur, seconded by Councillor Lillian MacCannell and unanimously carried.

- **Declarations of Conflict of Interest**

Nil

- **Adoption of Previous Meeting's Minutes**

The minutes of January 7, 2025, ICSC Meeting were approved as circulated. It was moved by Bev Mclsaac, seconded by Lori Ashley and unanimously carried.

- **Recommendation Items**

- **ICS.25.10.1 – Winter Activities**

**Decision Type:** Action

**Status:** Recommended

**Background:**

ICS.25.09.4

**Description:**

The CAO, on behalf of the Community Services Manager, provided the committee with an update on the progress of the approved winter activities.

- Free Community Skate: The event was a success with approximately 20 people in attendance
- Free Sleigh Rides: The original plan was for one day, but we noticed the demand from residents was high. Peter Bevan-Baker, MLA for District 17 offered to sponsor a ride. Staff made the decision to add at least one more sleigh ride. Pott's sleigh rides were able to offer two time slots on another day and it was decided that there was sufficient funds to cover both slots. The event will take place on February 8 & 9, at Potts.
- Trivia: There are no plans at present; however, it was well attended in previous years. The committee recommended holding the event on March 7, with a cash bar to operate and free snacks available. The committee referred the event planning to staff.
- Winter Market: The Committee decided it would not pursue this event as No interest has been received from vendors so far.

▪ **ICS.25.10.2 – Civonus Policy Platform**

**Decision Type:** Action

**Status:** Referred

**Background:**

Motion#2024-79

**Description:**

The Committee discussed the progress of the program and policy platform utilized to engage in public participation. The feedback from residents indicates that the platform is cumbersome, with a user interface that is not friendly or easy to navigate. Mayor Helen Smith-MacPhail expressed her concerns regarding this feedback and raised the possibility that

Civonus may not be a suitable fit for the project. The Committee referred the matter to the CAO to communicate their concerns to the Council.

▪ **ICS.25.10.3 – Spring Events**

**Decision Type:** Action

**Status:** Recommended

**Description:**

The Committee discussed several ideas for spring activities that could be organized by the Municipality and recommended the following for Council consideration and approval:

- Pancake Breakfast: May 10, 2025 was suggested as the tentative date for the pancake breakfast, which coincides with the Women’s Institute Roadside Clean even.
- Fisherman Breakfast: The Committee recommended reaching out to past volunteers and organizers of the event to confirm if they are interested in handling it again. If not, the Municipality would consider organizing a brunch for the community.

Additionally, the committee explored the idea of hosting a “fireside chat” type interview and inviting speakers to engage with residents on a variety of diverse topics.

▪ **ICS.25.10.4 – Canada Day Celebration Preparation**

**Decision Type:** Action

**Status:** Referred

**Background:**

ICS.25.09.1

**Description:**

The Committee discussed plans for the pancake breakfast, Canoe Cove activities, possible activities in the morning at Afton Community Centre and entertainment options. The Committee referred this item to staff to start planning the event and secure entertainment – music, magician, Kookie the clown and games. Chad Stretch was asked to assist with getting volunteers for face painting.

Chad also informed the committee about an upcoming Island Life Youth event, hosted by Island Churches, which will focus on community engagement for a week. Participants are seeking community projects to contribute to during their stay. Flyers will be distributed on Tuesday, July 8, 2025, with a food drive scheduled for Saturday, July 12, 2025. The collected food will be shared between the community fridge in West River and Crapaud. Community events are planned for the morning and afternoon on Wednesday, Thursday, and Friday of that week. Mayor Helen Smith-MacPhail suggested organizing a beach cleanup at Canoe Cove and Rice Point as part of these community activities

- **ICS.25.10.5 – Bonshaw Community Centre**

**Decision Type:** Action

**Status:** Recommended

**Description:**

The Committee discussed correspondence received from Marion Copleston, a member of the Bonshaw Community Centre Inc. board of directors, regarding maintenance and a list of outstanding items needed at the Bonshaw Community Centre. The Committee identified priority items on the list and agreed that they should be addressed and resolved. The matter was referred to the CAO and the Community Services Manager for further action.

- **Information Items**

- **ICS.25.10.6 – Municipally Owned Properties Update**

**Decision Type:** Information

**Status:** Received

**Description**

The CAO provided the following update to the Committee:

Bonshaw: Alarm system now functioning; but it is currently set up for monitoring only until it is programmed with user codes. Staff are currently working on the lease agreement for the Jiu Jitsu group after receiving approval from the Council on rental fee. Staff are waiting to hear

back from Elections Canada regarding if they would be agreeable to renting only the upstairs as the basement now has 2 long term tenants.

Afton: The group that rented the hall in the summer has paid for the damage. The CAO and Community Services Manager had a meeting with Wil Lawrence and Randy MacTavish to discuss ensuring the facility meets the growing needs of the Municipality.

Mutter Park-Fiona Salvage Harvest: MJR is completing a project before moving to Mutter Park. We are currently awaiting on an update from Robert Crawford, Project Manager.

Inman Park: The Community Services Manager had a virtual meeting on climate ready infrastructure and hopes this could lead to future options and funding for bank stability.

Rice Point: No update

▪ **ICS.25.10.7 – Community Services Update**

**Decision Type:** Information

**Status:** Received

**Description**

**Projects:**

- The 2BT project has officially concluded, and the final payment has been received. Approximately 450 one-gallon trees are currently on hold at Arbour Nursery for planting in the spring or when conditions allow. The remaining 2BT funding was used to cover the cost of these trees. Conversations have taken place with the Watershed and Scouts groups about assisting with the planting. Both groups have expressed willingness to help, and it is hoped that their combined efforts will successfully complete the planting.
- GoPEI has approved a \$2,000 grant for the purchase of snowshoes that will be available for loan through the municipality. A checkout system for this process will be developed.

**Potential Upcoming Events:**

- Poker nights – There is a group of men that would like to start a poker night at the Afton Hall, possibly on Thursday
- Jam Session – The Community Services Manager has been approached about organizing a jam session night at the Bonshaw Community Centre.

- Indoor Walking – Rita Campbell suggested promoting indoor walking for residents during regular business hours. The CAO will promote this initiative on social media platforms.
- Senior Games – The municipality could introduce a morning or afternoon drop-in for board and card games. Tables would be set up, residents would bring their own games, and the municipality could provide tea and coffee.

- **Adjournment**

- Deputy Mayor Shaun MacArthur to adjourn the meeting at 8:55 PM.

Helen Smith-MacPhail

Susan Morse

Mayor \_\_\_\_\_

Chief Administrative Officer \_\_\_\_\_