



Rural Municipality of West River ICSC Meeting Minutes

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| Meeting No | 2024-05 | Time | 6:00 PM |
| Session | Regular - Public | Date: | Wednesday, June 12, 2024 |
| Chair | Helen Smith-MacPhail – Mayor | Location | Afton Community Centre |
| Adoption status | Approved | Contact Person | Laala Jahanshahloo - CAO |
| Attendance | Mayor Helen Smith-MacPhail, Deputy Mayor Shaun MacArthur, Councillor Lillian MacCannell Lori Ashley, Bev McIsaac, Laala Jahanshahloo - CAO, Cody MacDonald - Community Services Manager, Susan Morse – Administrative Assistant | | |
| Regret | Nil | | |
| Guest | Nil | | |

▪ Call to Order

Mayor Helen Smith-MacPhail called the meeting to order at 6:15 PM.

▪ Adoption & Approval of Agenda

The following item was added to the agenda by Mayor Helen Smith-MacPhail

▪ ICS.24.05.10 – Municipal Communication Strategy

The agenda was approved as circulated, including any added items. 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 May 6, 2024, Interim Community Service Committee Meeting were approved as circulated. It was moved by Bev McIsaac, seconded by Councillor Lillian MacCannell and unanimously carried.

- **Recommendation Items**

- **ICS.24.05.1 - Afton and Bonshaw Community Centers BODs - Financial Transition Follow-up**

Decision Type: Action

Status: Deferred

Background:

ICS.24.04.1

Description:

The Afton BOD requested financial statements regarding their bank account. The Committee deferred this item until Afton BOD has reviewed the requested financial statements. The Committee recommended that Council contact the Bonshaw BOD concerning this transition. The Committee deferred this item until RMWR and the Bonshaw BOD discuss the details regarding the proposed transition.

- **ICS.24.05.2 -Construct a Gagaball Pit - Afton Community Center & Inman Park**

Decision Type: Action

Status: Recommended

Background

The Community Services Manager has obtained information regarding pricing for the construction of Gagaball Pits for recreational use for children and adults.

Description:

The Committee recommends that Council approve the construction of Gagaball Pits on municipal properties.

- **ICS.24.05.3 - Bonshaw Community Center Grand Opening**

Decision Type: Action

Status: Recommended

Background:

ICS.24.04.6

Description:

The Committee will hold a grand re-opening event for Bonshaw Community Center on July 18th from 6 PM – 8 PM. The event will be a strawberry social. The Committee recommended the Community Services Manager coordinate planning for this event including food, invitations, public notification and entertainment.

- **ICS.24.05.4 - New Horizon Grant - Expenditure**

Decision Type: Action

Status: Recommended

Description:

The Committee recommends the expenditure of New Horizons Grant monies towards the purchase of new chairs and tables for Afton Community Center.

- **ICS.24.05.5 - Mutter Park - Boundary Encroachment**

Decision Type: Action

Status: Referred

Background:

PTY.23.6.2

Description:

The Municipality received a letter concerning the sale of Municipal Land to adjacent landowners urging the Municipality to reconsider the options available to rectify the encroachment concern. The Committee referred this item to be reviewed by the Committee of the Whole.

- **ICS.24.05.6 - Inman Park - Canteen**

Decision Type: Action

Status: Recommended

Description:

The canteen at Inman Park will be open for regularly scheduled hours this summer. The inventory will consist of chips, ice cream treats, soft drinks, candy and chocolate bars. The pricing list will be based on last year's prices and updated to reflect any cost increase.

- **Information Items**

- **ICS.24.05.7 - Canada Day Celebration**

Decision Type: Information

Status: Recommended

Background

ICS.24.04.3

Description:

Preparations for the Canada Day Celebration continue. Many volunteers will be needed to have a successful Celebration. Committee members are encouraged to participate and to reach out to community members who would be interested in helping. Municipal Staff have booked entertainers, Councillor Lillian MacCannell will book Kookie the Clown. Mayor Helen Smith- MacPhail will send invitations to esteemed guests.

- **ICS.24.05.8 - Seniors Appreciation Meal**

Decision Type: Information

Status: Received

Description:

The Seniors Appreciation Meal held on May 26, 2024 was very successful with over 300 meals served in person and take-out. More volunteers were much needed. The Community Services Manager will do a report for the Grant. The committee recommends making a database for email contact for individuals willing to volunteer. The Committee also recommends in the future having an event manager for large-scale events.

▪ ICS.24.05.9 - Municipal Owned Properties- Maintenance Updates

Decision Type: Information

Status: Received

Description:

The CAO summarized the maintenance and operational items related to Municipally Owned Properties.

- For Afton CC, DOH have repaired the parking lot entrance on the east side of the building, a multi-use trail has been mowed in the grass along the perimeter of the field.
- For Bonshaw, the lock box requires a bridge device to connect to the Wi-Fi, the flagpole has been installed, a cleaner has been hired
- For Mutter Park & Rice Point – security cameras have been installed
- For Rice Point – a light has been installed
- Regarding property rentals the committee recommends that there should always be a Municipal representative available during rentals to assist in the event of a problem.
- Each property should have a landline.

▪ ICS.24.05.10 - Municipal Communication Strategy

Decision Type: Information

Status: Received

Description:

The Committee discussed the benefits of a municipal newsletter, email lists and resolving phone reception issues at the Municipal Office. Municipal Staff will look into these issues.

- **Adjournment**

- Deputy Mayor Shaun MacArthur motioned to adjourn the meeting at 8:00 PM.
- The next meeting will be on July 14, 2024.

Mayor Helen Smith-MacPhail

Susan Morse

Mayor _____

Interim Chief Administrative Officer _____