

Town of Arnprior
Corporate Services Advisory Committee Meeting

Agenda

Monday, April 20, 2014 @ 6:30 PM.
Town Hall, Council Chambers
105 Elgin St. West, Arnprior ON.

1. Call to Order

2. Roll Call

3. Adoption of Agenda (Additions/Deletions)

4. Disclosures of Pecuniary Interest

5. Approval of Previous Minutes

6. Presentations/Delegations

- a) **Corporate Services Department Overview & Work Plan** –
Director of Corporate Services/Treasurer..... 1-10
- b) Clerk’s Office Reports
 - i) **Parking Issues – Request for Feedback** – Town Clerk 11-17
- b) Finance Office Reports
 - ii) **Water Shut Off** – Manager of Financial Services..... 18-22
- b) Human Resources Office Reports
None

7. Matters Tabled/Deferred/Unfinished Business

8. Staff Reports

9. New Business

- a) **Terms of Reference** 23-34
- b) **Code of Conduct** 35-51

10. Adjournment

Full Distribution: Council, C.A.O., Town Clerk, Director of Corporate Services/Treasurer, Director of Public Works, Director of Recreation Services, Fire Chief, Chief Librarian, Museum Curator, Manager of Financial Services, Human Resources Officer, Chief Building Official, Planner, Civil Engineering Officer, Environmental Engineering Officer, Fire Prevention/Protection Officers, Public Works Supervisor, Water/Wastewater Supervisor, Operations Supervisor, Pool/Program Supervisor, E-mail to: john.carter@metroland.com; news@myfmradio.ca; jason@valleyheritageradio.ca

The agenda is made available in the Clerk’s Office at the Town Hall, 105 Elgin Street West, Arnprior and on the Town’s Website at arnprior.ca. Persons wishing to receive a print item on the agenda by email, fax, or picked up by hand may request a copy by contacting the Clerk’s Office at 613-623-4231 ext. 1818. The Agenda and Agenda items will be prepared in an accessible format upon request.