



## Minutes of Operations Committee Meeting

June 3, 2013

Town Hall (Council Chambers), Arnprior, ON

### **Present:**

Chair, Ted Strike  
Vice-Chair, Dan Lynch  
Citizen Member, John Shane  
Citizen Member, Phil MacLeod  
Citizen Member, Clint Duff  
Citizen Member, David Coreau

### **Also Present:**

Guy Bourgon, Director Public Works  
John Okum, Fire Chief  
Cory Nicholas, Fire Prevention/Protection Officer  
Rick Desarmia, Fire Prevention/Protection Officer  
Kaila Bowen, Secretariat Services Assistant  
Staff Sgt. Colin Slight  
OPP Officer Steve Linton

### **Absent:**

Citizen Member, Rick Trahan

#### 1. Call to Order

Chair Ted Strike called the Operations Committee meeting to order at 6:30 PM and welcomed those present.

#### 2. Adoption of Agenda

##### Resolution No. OC003-13

Moved by Phil MacLeod

Seconded by Clint Duff

BE IT RESOLVED THAT the agenda for the Operations Committee Meeting dated Monday, June 3, 2013, be adopted.

Resolution CARRIED

#### 3. Disclosures of Pecuniary Interest

None

#### 4. Adoption of Minutes of Previous Meetings

##### Resolution No. OC004-13

Moved by Phil MacLeod

Seconded by John Shane

THAT the minutes of the Operations Committee Meeting dated Tuesday, April 2, 2013 be adopted.

Resolution CARRIED

#### 5. Presentations/ Delegations

None

#### 6. Matters Tabled/Deferred/Unfinished Business

None

#### 7. Staff Reports

##### **a) OPP Reports**

Resolution No. OC005-13

Moved by – Phil MacLeod

Seconded by – David Coreau

THAT the Operations Committee receive the following OPP reports as information.

Reports and Resolution CARRIED

**i) Statistical Report**

Staff Sgt. Slight provided an overview of the report.

Staff Sgt. Slight also indicated that the OPP are:

- Holding Drug Disposal Day Programs, where there will be confidential drive-thru prescription drug disposal for residents. This is to help keep these harmful medications out of the hands of children, youth, and other individuals whom they were not meant for. This is a good way for residents to dispose of unused/ expired medication.
- Reminding residents to “Lock It Up” when it comes to their cars, houses, lockers, etc. to help protect personal belongings, and prevent theft from occurring.
- The Big Four (4) areas the OPP across the province are focusing on:
  1. Impaired Driving
  2. Distracted Driving
  3. Dangerous Driving
  4. Seatbelt Non-Compliance

On question of Members the following was clarified:

- St. Thomas the Apostle does not have a problem; the fluctuations seen in the report are due to increased interactions with students, depending on what is happening at the school (Events, sports, etc.). These visits are strictly on an interactive basis.
- June 4<sup>th</sup> is Veteran’s Day.
- Special Olympic Torch Run in Arnprior is on June 5, 2013.
- “Sig.” is a short form for “significant.”
- The statistics provided are Renfrew Detachment specific statistics.
- Display screen being visible are screens of laptops, cell phones, tablets, etc. while driving.
- Distracted driving is enforced by the OPP mostly through intercept (one officer parked somewhere and then another officer a little further ahead to catch the culprit. This could even be an officer on foot and one in a car ahead of them).

**ii) Civilian Governance**

Staff Sgt. Slight provided an overview of the Civilian Governance Review recently completed by the OPP Operational Policy & Strategic Planning Bureau, Nicholas Decock.

Staff Sgt. Slight outlined 9 CHALLENGES the OPP across the province are facing:

1. Budget and Fiscal Relations
2. Accountability
3. Efficiency

4. Staffing of the Northern Development
5. Non-commissioned Officers
6. Information Technology (IT) Project Investment - Blackberry Project – Officer Safety (GPS, Electronic Fencing, etc.)
7. Shift Schedules
8. Administrative Functions
9. Examination of Super Detachments

On question of Members the following was clarified:

- The Town of Arnprior has opted not to participate in a Community Policing Advisory Committee (CPAC). The Town however, always has the option to participate. This Committee is the means of reporting on OPP business to Arnprior in place of a CPAC.

**b) Fire Department Reports**

Resolution No. OC006-13

Moved by David Coreau

Seconded by John Shane

THAT the Operations Committee receive the following Fire Department reports as information.

Reports and Resolution CARRIED

**i) Open Burning By-law**

The Fire Prevention/Protection Officer provided a presentation outlining the new draft “Open Burning By-law”, which is to be presented to Council in the near future, attached as Appendix A and forming part of these minutes.

On question of Members the following was clarified:

- Recreational burning would be enforced by the by-law. Residents would have to obtain a permit. By-law enforcement could potentially also be involved in the process.
- Penalties/ fines would be detailed in the by-law, with the Finance Departments approval.
- There are no permits being issued at this time, as the by-law is in draft form and has not been approved by Council.
- There will be conditions on the permits, to reflect the provisions of the Fire Protection and Prevention Act.
- Cost recovery methods will be at the discretion of Council.
- The Fire Department will respond to any 911 call dealing with burning.

The Fire Prevention/ Protection Officer provided the draft by-law to the Committee Members to review.

Resolution No. OC007-13

Moved by John Shane

Seconded by David Coreau

THAT the Operations Committee review the draft Open Burning By-law and have a Special Meeting on Monday, June 10, 2013 at 8:30 AM so that action could be taken on this item, at the August 6, 2013 meeting.

**ii) Fire Core Services**

The Fire Chief provided a presentation outlining the Fire Department's Core Services, attached as Appendix B and forming part of these minutes.

On question of Members the following was clarified:

- The Fire Department would respond to a high rescue scene at the Water Tower; however they would not perform the rescue as the department is not currently trained in this type of rescue.
- There will be a by-law established to regulate the Arnprior Fire Department's Core Services, and written in such a way "if resources are available."

**c) Public Works Department Reports**

Resolution No. OC008-13

Moved by Phil MacLeod

Seconded by John Shane

THAT the Operations Committee receive the Public Works Department reports as information.

Reports and Resolution CARRIED

**i) Road Maintenance Policy**

The Director of Public Works provided a presentation outlining the updated Road Maintenance Policy, attached as Appendix C and forming part of these minutes.

On question of Members the following was clarified:

- There is nothing currently that indicates the cemeteries have to be ploughed on day two (2), this was previous practice.
- The weather in the winter is monitored three (3) times per day.

**ii) Sewer Use By-law (Residential Swimming Pools)**

The Director of Public Works provided a presentation outlining the Sewer Use By-law, specifically relating to residential swimming pools, attached as Appendix D and forming part of these minutes.

On question of Members the following was clarified:

- It is being proposed that the pool water can be hauled away, a permit can be issued for a temporary connection to the sanitary sewer system, or if the lot is large enough the pool can be emptied onto the individuals own property.
- There will be no additional money charged for a temporary permit to connect to the sanitary sewer system. This will just be a tracking method for there is not and overload of the system.
- Homeowners and contractors are responsible to know and understand the by-laws.

Resolution No. OC009-13

THAT the Operations Committee accepts the Sewer Use By-law as presented.

Moved by Phil MacLeod

Seconded by John Shane

Resolution CARRIED

8. NEW BUSINESS

**a) Code of Conduct**

Vice Chair Lynch indicated that Council will be deliberating upon a Council Code of Conduct which will also govern the conduct of Committee Members. He asked Committee Members if they would be opposed to signing off on this, and all indicated they would have no problem with this.

**b) Roll Call**

Chair Strike requested the Secretariat Services Assistant to add Roll Call to the Agenda's going forward, as it is better to remain consistent across the board. He also asked if roll call could be completed this evening.

The Secretariat Services Assistant called the roll with all Members of the Operations Committee being present except Citizen Member Rick Trahan.

9. ADJOURNMENT

Resolution No. OC010-13

Moved by Phil MacLeod

Seconded by Clint Duff

THAT this meeting of the Operations Committee be adjourned at 9:10 PM.

Resolution CARRIED

Original Copy Signed

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Ted Strike, Chair

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Kaila Bowen, Secretariat Services Assistant