Present:
Mayor David Reid
Reeve Walter Stack
Councillor Ted Strike
Councillor Dan Lynch
Councillor Lynn Grinstead
Councillor Frank Dugal

Absent:
Councillor Tom Burnette

Also Present:
Michael Wildman, CAO
Maureen Spratt, Town Clerk
Jennifer Morawiec, GMCS/Treasurer
Kaila Zamojski, Deputy Clerk
Jeff Crawford, Fire Chief
Lindsay Wilson, MEDO
Cory Nicholas, Fire Prevention/Protection Officer
Rick Desarmia, Fire Prevention/Protection Officer

1. Call to Order
Mayor David Reid introduced Alaina Botchar, Mayor for a Day, who along with Mayor Reid, called the Council meeting to order at 6:30 PM and welcomed those present. Mayor Reid congratulated Alaina on winning the Mayor for a Day Contest and presented her with a Certificate of Congratulations. Mayor Reid further noted that Alaina was a fantastic candidate who showed an interest in the municipality. It is important for young people to understand what their municipal government does for them, in hopes that they may consider running for Council in the future.

2. Roll Call
The roll was called, with all Members of Council being present, except Councillor Tom Burnette.

3. Adoption of Agenda
Resolution No. 016-18
Moved by Dan Lynch
Seconded by Walter Stack
Be It Resolved That the agenda for the Special Meeting of Council dated Monday, January 29, 2018 be adopted

Resolution CARRIED

4. Disclosures of Pecuniary Interest
None

5. Question Period
None
6. **Adoption of Minutes of Previous Meetings**

Resolution No. 017-18

Moved by Frank Dugal
Seconded by Ted Strike

That the Minutes of the Regular Meeting of Council dated Monday, January 8, 2018 be adopted.

Resolution CARRIED

7. **Awards/ Delegations/ Presentations**

a) Presentations

i) **AMO Local Share Program Video**

The mayor provided a brief background description of the video published by AMO on the Local Share Program. The video was shown to Council for their information.

Discussion ensued amongst Members of Council, regarding the AMO Local Share Proposal, with Council expressing their concerns. The CAO noted that staff would bring forward a resolution at upcoming meeting of Council.

ii) **Fire Master Plan – Fire Chief**

The Fire Chief provided an overview presentation of the Fire Master Plan, attached as Appendix A and forming part of these minutes, and responded to questions, noting there is a resolution on this evening’s agenda for Council’s consideration.

iii) **2017 Arnprior Sunday Market Review – Marketing & Economic Development Officer**

The Marketing and Economic Development Officer provided a presentation outlining review of the 2017 Sunday Market, attached as Appendix B and forming part of these minutes, and responded to questions.

Mayor Reid thanked the Marketing & Economic Development Officer for all of her efforts, and noted he is looking forward to the 2018 Sunday Market.

8. **Public Meetings**

None

9. **Matters Tabled/Deferred/Unfinished Business**

None
10. **Staff Reports**  
   a) **Disposal of Goods – Fire Department – Fire Chief**  
   Resolution No. 018-18  
   Moved by Lynn Grinstead  
   Seconded by Ted Strike  

   **That** Council authorize an exemption to Section 5.8 Disposal of Surplus Goods of the Town’s Procurement By-law 6330-14 for specified surplus products to allow the Town to dispose of Fire Department assets using fire specific sales avenues; and

   **That** the CAO is authorized to execute any necessary documentation, in consultation with the Town Solicitor to acquire the best price available for the sale of the surplus items.  

   Report and Resolution CARRIED

   The Fire Chief provided an overview of the report, and responded to questions.

   b) **Property Tax Billing and Collection Policy – General Manager of Client Services/Treasurer & Manager of Finance and Support Services**  
   Resolution No. 019-18  
   Moved by Lynn Grinstead  
   Seconded by Ted Strike  

   **That** Council approve report no. 18-01-22-02, and

   **That** Council adopt a by-law approving a revised Property Tax Billing and Collection Policy.  

   Report and Resolution CARRIED

   The General Manager of Client Services/Treasurer provided an overview of the report and responded to questions.

   c) **2018-2023 Multi-Year Accessibility Plan Update – Deputy Clerk**  
   Resolution No. 020-18  
   Moved by Lynn Grinstead  
   Seconded by Walter Stack  

   **That** Council approve Report Number 18-01-22-03 including the Town of Arnprior 2018-2023 Multi-Year Accessibility Plan attached hereto; and

   **That** staff post the Town of Arnprior 2018-2023 Multi-Year Accessibility Plan on the Town website for public information.  

   Report and Resolution CARRIED

   The Deputy Clerk provided an overview of the report and responded to questions.

   Mayor Reid recognized the efforts of staff for the strides the Town has made in creating a more accessible environment.
11. **Committee Reports and Minutes**
   
   **Committee Minutes:**
   
   a) Operations Advisory Committee Minutes – October 2, 2017
   b) Arnprior Accessibility Advisory Committee Minutes – September 6, 2017
   c) Community Development Advisory Committee Minutes – October 16, 2017

   **Resolution No. 021-18**  
   Moved by Ted Strike  
   Seconded by Frank Dugal  
   **That** Council receive the Committee Minutes listed under item no. 11 a-c as information.  
   Resolution CARRIED

12. **Notice of Motions**

   None

13. **Reeve’s Report From County Council**

   Reeve Walter Stack noted that County Council meets this week, however County Council has met to go through a Budget Workshop, which will continue on Wednesday.

14. **Correspondence & Petitions**
   
   a) **Correspondence Package No. I-18-JAN-02**

   **Resolution No. 022-18**  
   Moved by Dan Lynch  
   Seconded by Walter Stack  
   **That** the Correspondence Package No. I-18-JAN-02 be received as information and filed accordingly.

   Resolution CARRIED

   Councillor Dan Lynch referred to various items from the Correspondence Package No. 1-18-JAN-02, noting the following:

   - **Item 1 – Page 4 – Correspondence from Renfrew County – Letter to Premier Wynne – Local Share Program**
     - It appears that the County of Renfrew and other County Municipal Governments are in support of the Association of Municipal of Ontario Share Proposal. In their resolution there is no mention of revamping the grant system
       - In response to Councillor Lynch, the General Manager, Client Services/Treasurer noted that staff will be bringing forward a resolution in the near future, as per Council’s previous instructions.

   - **Item 1 – Page 6 – Correspondence from Renfrew County – Renfrew County & District Health Unit – Live Smoke Free**
     - If you’re a smoker there is an opportunity to win money if you quit. To enter, the phone number is displayed on your package of cigarettes.
Item 4 – Page 19 – Correspondence from TOPPS Environmental Solutions – Thank you
  o A letter from Topps Environmental Solutions thanking Staff and residents for their assistance and understanding during garbage pick up during the holiday system. Once again Staff have been recognized for their outstanding work. Thank you.

Item 10 – Page 49 – AMO – Watch File – January 4, 2018
  o In response to Councillor Lynch the CAO noted, based on staff’s research of the program, eligible “green” vehicles include electric and natural gas vehicles. While these technologies are advancing, further review of the technologies for the vehicles that make up the majority of the Town’s fleet (ie. pick-up trucks, plow trucks, work vans) is warranted. Other items of consideration would include battery range, maintenance and repair costs of natural gas vehicles, and installation of re-fueling stations. There is no question that major vehicle manufacturers are heading in the direction of energy efficiency and environmental design. Green vehicles will be given further consideration if purchasing or replacing Town fleet in the future.

Item 12 – Page 77-214 – Blue Box Program Correspondence – Draft Amended Blue Box Program
  o In response to Councillor Lynch the CAO confirmed Staff submitted comments on the Draft Amendment to the Blue Box Program, through the online a-BBPP Consultation Workbooks which included the comments noted by Council.

Reeve Walter Stack noted the following from the Correspondence Package No. 1-18-JAN-02:
• Item 1 – Page 8-13 – Correspondence from Renfrew County – Renfrew County Paramedics Use of Drones
  o This has been a very successful program thus far, with the drones being used in two lifesaving events so far. The Renfrew County Paramedics are the first paramedical group to be able to fly drones out of sight. The County is willing to come and do a demonstration in the Town of Arnprior in the spring. The Reeve suggested the Clerk contact the County and set up a time for this to take place.

Mayor David Reid noted the following from the Correspondence Package No. I-18-JAN-02:
• Item 11 – Page 52-76 – AMCTO – Local Government Priorities for the 2018 Ontario Budget
  o This paper contains a lot of good information.

b) Correspondence Package No. A-18-JAN-02

Resolution No. 023-18
Moved by Lynn Grinstead
Seconded by Ted Strike
That the Correspondence Package No. A-18-JAN-02 be received and the recommendations be brought forward for Council consideration,

Resolution CARRIED
Resolution No. 024-18
Moved by Lynn Grinstead
Seconded by Ted Strike
That Council of the Corporation of the Town of Arnprior receive the correspondence from the Arnprior Agricultural Society, dated January 9, 2018; and

Further That Council waives the fees for the Nick Smith Centre Community Hall Rental (valued at approximately $450.00) for the annual Ranch Night event hosted by the Arnprior Agricultural Society, on March 31, 2018; and

Further That the Arnprior Agricultural Society be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the event.

Resolution CARRIED

15. Bylaws/ Resolutions
   a) By-laws
      Resolution No. 025-18
      Moved by Dan Lynch
      Seconded by Walter Stack
      That the following by-laws be and are hereby enacted and passed:
         i) By-law No. 6782-18 – Appointment to Committee of Adjustment/Property Standards Committee – Lynch
         ii) By-law No. 6783-18 – 2018 Interim Tax Levy
         iii) By-law No. 6784-18 – Property Tax Billing & Collection Policy
         iv) By-law No. 6785-18 – Repeal Appointment of Deputy Treasurer

      Resolution CARRIED

b) Resolutions
   i) Fire Master Plan
      Resolution No. 026-18
      Moved by Frank Dugal
      Seconded by Ted Strike
      Whereas Council directed that a comprehensive Fire Master Planning process be undertaken; and

      Whereas the Fire Master Plan process included extensive Council, staff, volunteer firefighter and public consultations; and

      Whereas the Fire Chief presented the Fire Master Plan to the Operations Advisory Committee on January 2, 2018; and

      Whereas the Operations Advisory Committee passed the following motion:

      “Be It Resolved That the Operations Advisory Committee Recommends:

      That Council receive the 2018-2028 Fire Master Plan Report, dated December 1, 2017 and that Council endorse the Fire Master Plan for use as a long-term planning goal to guide and inform flexible implementation in future capital and operating budget cycles.”
Therefore Be It Resolved That Council hereby receives and endorses the 2018 – 2028 Fire Master Plan Report as recommended herein by the Operations Advisory Committee and the Fire Chief.

At the Request of Councillor Dugal, a recorded vote was taken:
Councillor Ted Strike Yes
Councillor Dan Lynch Yes
Councillor Lynn Grinstead Yes
Councillor Frank Dugal Yes
Reeve Walter Stack Yes
Mayor David Reid Yes

Resolution CARRIED

16. **Announcements**
Councillor Dan Lynch made the following announcements:
- Congratulations to the Arnprior Optimist Club for hosting a great Winter Carnival.
- Thank you to the Arnprior Fire Department for their firefighting efforts and saving the buildings around the building that went up in flames this past weekend.

17. **Media Questions**
Derek Dunn of Metroland Media requested the cost to the Town for the Compressed Foam Unit that was bought in 2013. Mayor David Reid noted that staff would try and find that information and provide it to Mr. Dunn.

18. **Closed Session**
None

19. **Confirmatory By-Law**
Resolution No. 027-18
Moved by Lynn Grinstead
Seconded by Ted Strike
That By-law No. 6786-18 being a By-law to confirm the proceedings of the Special Meeting of Council held on January 29, 2018 be and it is hereby enacted and passed.

Resolution CARRIED

20. **Adjournment**
Resolution No. 028-18
Moved by Lynn Grinstead
Seconded by Ted Strike
That this meeting of Council be adjourned at 8:07 PM.

Resolution CARRIED

David Reid, Mayor

Maureen Spratt, Town Clerk
The 2018-2028 Fire Master Plan will identify necessary capital investments, document Fire Department operational priorities, service levels, and identify management improvement opportunities – positioning Council and staff for flexible implementation in future capital and operating budget cycles.”

Performance Concepts – Arnprior 2018-2028 Fire Master Plan
Master Plan Goal #1:
Restructure/Modernize Dispatch & Radio Communications

Master Plan Goal #2:
Fleet Restructuring & Life-cycle Based Replacement Planning
Master Plan Goal #3:
Maintain & Improve Acceptable Water Flow & Pressure to Continue Meeting Firefighting Standards

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Master Plan Goal #4:
Modify Regulating By-law & Establish Volunteer Delivery Model & Service Levels
Master Plan Goal #5:
Restructured Firefighter Compensation Model

Master Plan Goal #6:
Consistent/Adequate Firefighter Turnout for Emergency Calls
Master Plan Goal #7:
Proactive Fire Inspection Regime Focused on Higher Risk Properties/Areas

Master Plan Goal #8:
Management Team Restructuring to Improve Efficiency & Accountability
Master Plan Goal #9:

Modernize/Update Automatic, Mutual Aid & Service Agreements

Master Plan Goal #10:

Improve Fire Department Capacity Re. Appropriate Revenue Generation
Master Plan Goal #11:

“Train to the Standard” Multi-year Program for Arnprior Volunteer Firefighters

Master Plan Goal #12:

Monitoring “Flexible” Implementation Critical Path Using Performance Scorecard
Recommendation

• At its meeting of January 2, 2018 the Operations Advisory Committee passed resolution No. CDC-003-18 recommending Council endorse the 2018-2018 Fire Master Plan
• Resolution on tonight’s agenda That Council receives and endorses the 2018 – 2028 Fire Master Plan Report

Questions?
Vendors

- 24 Seasonal Vendors
- 6 Daily Vendors
- 8 Community Booths
- Sales reported were
  - Poor 25%
  - Average 38%
  - Good 36%
## Attendees

- 1,672 ballots entered
- 72% Residents, 28% Visitors
- Many attendees returned every week
- 200 – 300 people every week
- Rain and heat affected attendance

## Businesses

- 5 businesses added Sunday hours.
- Restaurants saw a decrease in Sunday church regulars.
- Retail businesses saw an increase in traffic and will open on Sundays in 2018.
- Two restaurants suggested a change to the location or section of downtown.
Logistics

- Market started at 9 am (80% agree)
- Market ended at 2 pm (70% agree)
- Start May long weekend (80% agree)
- End last Sunday in September (66% agree)
  - 33% suggest going until Thanksgiving
- Consistent comment we received was how well organized the market was.

Recommendations

- Tables & chairs for attendees
- Children’s activities
- Themes
- More buskers
- More signage
- Dedicated Facebook page
- Electricity option for vendors
Areas of Improvement

- Washroom facilities
- Set-up/tear-down vehicle traffic
- Tent weights
- Vendor attendance
- Parking option for less mobile dinners
- Marketing

Next Steps

- 2018 vendor applications are open with application already being received.
- Review options for areas of improvement
Questions?