



Minutes of Operations Advisory Committee Meeting

October 2, 2017

6:30 PM

Town Hall (Council Chambers), Arnprior, ON

Present:

Chair, Ted Strike
Vice Chair, Dan Lynch
Citizen Member, David Coreau
Citizen Member, Philip MacLeod
Citizen Member, John Shane

Also Present:

John Steckly, Director of Public Works
Deanna Nicholson, Environmental Engineering Officer
Jeff Crawford, Fire Chief
Kaila Zamojski, Deputy Clerk/ Acting HRO

Absent:

Citizen Member, Clint Duff

1. Call to Order

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

2. Roll Call

The Clerk called the roll with all Members of the Operations Advisory Committee being present, except Citizen Member Clint Duff.

3. Adoption of Agenda

Resolution No. OC021-17

Moved by Philip MacLeod

Seconded by John Shane

BE IT RESOLVED THAT the agenda for the Operations Advisory Committee Meeting dated Monday, October 2, 2017 be adopted, as amended with the removal of item 6(b) OPP Statistical Report.

Resolution CARRIED

4. Disclosures of Pecuniary Interest

None

5. Adoption of Minutes of Previous Meetings

Resolution No. OC022-17

Moved by David Coreau

Seconded by Philip MacLeod

THAT the minutes of the Regular Operations Advisory Committee meeting on June 5, 2017 be adopted, as amended.

Resolution CARRIED

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6. Presentations/ Delegations

Presentations

a) Public Works Reports

i. Consolidated Water By-law – Environmental Engineering Officer

Resolution No. OC023-17

Moved by John Shane

Seconded by David Coreau

That the Operations Advisory Committee receive the Consolidated Water By-law as information.

Resolution CARRIED

The Environmental Engineering Officer provided an overview presentation on the proposed Consolidated Water By-law, attached as Appendix A and forming part of these minutes, and responded to questions.

c) Fire Department Reports

i) Emergency Management Activities – Fire Chief

Resolution No. OC024-17

Moved by Philip MacLeod

Seconded by Dan Lynch

That the Operations Advisory Committee receive the verbal update on the Emergency Management Activities as information.

Resolution CARRIED

The Fire Chief provided an overview of this year's Emergency Management Activities noting the following:

As the Operations Advisory Committee acts in the capacity as the Emergency Management Program Committee (EMPC), and is responsible to oversee the development, implementation, and maintenance of the municipal emergency management program, including municipal emergency response plans, public education programs, training and exercises, the following information is a summary of the activities completed for 2017 in the Town of Arnprior, in regards to Emergency Management:

- Public Education
 - The Fire Department has been actively promoting emergency preparedness at the local level, including but not limited to the proclamation of “Emergency Preparedness Week” and the various planned events and support initiatives which took place the week of May 7th – 13th.

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- Annual Training
 - Annual emergency management training for municipal staff was held on Thursday, September 14th, 2017 from 8:30 am- 3:30 pm in the Emergency Operation Centre (Fire Hall Training Room). This year’s training topic was “IMS 100 – Introduction to the Incident Management System” which included an overview of “Introduction to Basic Emergency Management.”
- Annual Exercise
 - The annual emergency management tabletop exercise for municipal staff was held on Thursday, September 14th, 2017 from 8:30 am – 3:30 pm in the EOC. This year’s exercise simulated a catastrophic failure of the Stinson’s propane storage facility at Vanjumar Drive. The Municipal Community Control Group was able to successfully mitigate the threat.

Resolution No. OC025-17

Moved by Dan Lynch

Seconded by David Coreau

Be It Resolved That the Operations Advisory Committee, at their Meeting held on October 2, 2017, acting in the capacity of the Town’s Emergency Management Program Committee has reviewed the emergency management program objectives for the Town of Arnprior, and has verified compliance with the Emergency Management and Civil Protection Act and O.Reg 380/04.

Resolution CARRIED

ii) Statistical Report – Fire Chief

Resolution No. OC026-17

Moved by Dan Lynch

Seconded by David Coreau

THAT the Operations Advisory Committee receive the Fire Department Statistical Report as information.

Resolution CARRIED

The Fire Chief provided an overview presentation of the Statistical Report, attached as Appendix B, and forming part of these minutes, and responded to questions.

7. Matters Tabled/Deferred/Unfinished Business

None

8. Staff Reports

None

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9. NEW BUSINESS

Citizen Member John Shane requested an update on the timing of the paving to begin in the Downtown. The Director of Public Works noted that paving is to begin the second week of October.

Citizen Member John Shane also requested the Director of Public Works pass on the appreciation of residents in the Town for the courteous and outstanding work of Cavanagh Construction and their crew, especially the escorts who helped citizens, including seniors, around the Downtown during the construction. They were always very helpful, polite and accommodating. It was greatly appreciated and should be noted.

10. ADJOURNMENT

Resolution No. OC027-17

Moved by David Coreau

Seconded by Philip MacLeod

THAT this meeting of the Operations Advisory Committee be adjourned at 7:18 pm.

Resolution CARRIED