



Minutes of Regular Council Meeting

July 9, 2018

6:30 PM

Town Hall, Council Chambers

Present:

Mayor David Reid
Reeve Walter Stack
Councillor Ted Strike
Councillor Dan Lynch
Councillor Lynn Grinstead
Councillor Tom Burnette
Councillor Frank Dugal

Also Present:

Jennifer Morawiec, GMCS/Treasurer
Maureen Spratt, Town Clerk
Kaila Zamojski, Deputy Clerk
John Steckly, GM, Operations
Ryan Wall, Engineering Officer, Civil
Robin Paquette, Town Planner
Lindsay Wilson, Marketing & Economic Dev. Officer

Absent:

1. Call to Order

Mayor David Reid called the Council meeting to order at 6:30 PM and welcomed those present.

2. Roll Call

The roll was called, with all Members of Council being present.

3. Adoption of Agenda

Resolution No. 238-18

Moved by Lynn Grinstead

Seconded by Ted Strike

Be It Resolved That the agenda for the Regular Meeting of Council dated Monday, July 9, 2018 be adopted, as amended, to include One (1) matter for closed session under item no. 18.

Resolution CARRIED

4. Disclosures of Pecuniary Interest

None

5. Question Period

None

6. Adoption of Minutes of Previous Meetings

Resolution No. 239-18

Moved by Dan Lynch

Seconded by Walter Stack

That the Minutes of the Regular Meeting of Council listed under item 6 (a) on the agenda be adopted (Regular Meeting of Council – June 25, 2018).

Resolution CARRIED

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7. Awards/ Delegations/ Presentations

a) Presentations

i) Sens Rink Update/Canada 150 Rink – Town Planner

The Town Planner provided a presentation on the Sens Rink Update/Canada 150 Rink, attached as Appendix A and forming part of these minutes, and responded to questions.

ii) CIP Application – 26 Elgin Street West – MEDO

The Marketing & Economic Development Officer provided a presentation on the CIP Application received for 26 Elgin Street West, attached as Appendix B and forming part of these minutes, and responded to questions.

iii) CIP Application – 10 Elgin Street West – MEDO

The Marketing & Economic Development Officer provided a presentation on the CIP Application received for 10 Elgin Street West, attached as Appendix C and forming part of these minutes, and responded to questions.

iv) Recreation – NSC & Program Review – GMCS/Treasurer & GM, Operations

The General Manager, Client Services/Treasurer and General Manager, Operations provided a presentation outlining the Nick Smith Centre and Program Review, attached as Appendix D and forming part of these minutes.

8. Public Meetings

None

9. Matters Tabled/Deferred/Unfinished Business

None

10. Staff Reports

a) Comprehensive Zoning By-law Review – Draft Zoning By-law – Town Planner

Resolution No. 240-18

Moved by Dan Lynch

Seconded by Tom Burnette

That Council approve the Zoning By-law dated June 28, 2018 (attached as Document 2) which includes revisions as outlined in this report;

That the By-law to approve the Zoning By-law dated June 28, 2018 shall include provisions to repeal all previous Zoning By-laws (including By-law 4990-01, as amended), including all applicable minor variances per the Zoning By-law provisions; and

That Council pass a resolution as outlined in Document 1 in accordance with Section 34(10.0.0.2) of the *Planning Act*.

Report and Resolution DEFERRED

The Town Planner provided an overview of the report, and responded to questions.

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Resolution No. 241-18

Moved by Walter Stack

Seconded by Dan Lynch

That Council defer resolution no. 240-18, Comprehensive Zoning By-law Review – Draft Zoning By-law Report, sine die.

Resolution CARRIED

b) Madawaska Bridge Rehab Options – General Manager, Operations

Resolution No. 242-18

Moved by Lynn Grinstead

Seconded by Ted Strike

That Council direct staff to advise the County of Renfrew of the Town's preferred option to widen the Madawaska Bridge sidewalks from 1.5m wide to 2.0m wide on both sides of the bridge as part of the County of Renfrew's proposed 2019-2020 Madawaska Bridge Rehabilitation Project; and

Further That Council direct staff to advise the County of Renfrew to include the replacement of the Town's 300mm diameter watermain beneath the east and west approach slabs as part of the County of Renfrew's proposed 2019-2020 Madawaska Bridge Rehabilitation Project.

Report and Resolution Amended

The General Manager, Operations provided an overview of the report and responded to questions.

Resolution No. 243-18

Moved by Walter Stack

Seconded by Dan Lynch

That Council amend Resolution No. 242-18 by replacing the wording of paragraph one (1) as follows:

That Council direct staff to advise the County of Renfrew of the Town's preferred option to maintain the Madawaska Bridge sidewalks at 1.5m wide on both sides of the bridge, as part of the County of Renfrew's proposed 2019-2020 Madawaska Bridge Rehabilitation Project; and

Resolution CARRIED

Resolution No. 244-18

Moved by Dan Lynch

Seconded by Tom Burnette

That Council direct staff to advise the County of Renfrew of the Town's preferred option to maintain the Madawaska Bridge sidewalks at 1.5m wide on both sides of the bridge, as part of the County of Renfrew's proposed 2019-2020 Madawaska Bridge Rehabilitation Project; and

Further That Council direct staff to advise the County of Renfrew to include the replacement of the Town's 300mm diameter watermain beneath the east and west approach slabs as part of the County of Renfrew's proposed 2019-2020 Madawaska Bridge Rehabilitation Project.

**c) 2018 Top-Up Application Component of OCIF – Alicia Street Reconstruction –
Engineering Officer, Civil**

Resolution No. 245-18

Moved by Lynn Grinstead

Seconded by Frank Dugal

That Council approve the Alicia Street Reconstruction Project for the 2018 Top-Up Application Component of the Ontario Community Infrastructure Fund (OCIF) as outlined in this report, and

Further That Council authorize the CAO to proceed with all necessary documentation for the grant application, as set out in this report.

Report and Resolution CARRIED

The Engineering Officer, Civil provided an overview of the report and responded to questions.

d) Grants to Organizations, NeighbourLink Fountain – Town Clerk

Resolution No. 246-18

Moved by Dan Lynch

Seconded by Walter Stack

That Council approve grant funding to Arnprior & District NeighbourLink Fountain in the amount of \$3,000.00 to be funded from Account 1-5-7600-6999 Grant – Contingency.

Resolution CARRIED

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

11. Committee Reports and Minutes

None

12. Notice of Motions

None

13. Reeve's Report From County Council

Reeve Walter Stack noted information from the following County of Renfrew meeting is available in the Deputy Clerk's Office:

- County Council Meeting – June 27th, 2018

14. Correspondence & Petitions

a) Correspondence Package No. I-18-JUL-13

Resolution No. 247-18

Moved by Lynn Grinstead

Seconded by Ted Strike

That the Correspondence Package No. I-18-JUL-13 be received as information and filed accordingly.

Councillor Dan Lynch referred to various items from the Correspondence Package No. 1-18-JUL-13, noting the following:

- Item #1– Page 1 – Correspondence from the Ministry of Transportation – Cancellation of Ontario Municipal Commuter Cycling (OMCC)
 - In response to Councillor Lynch, regarding the cancellation of the Ontario Municipal Commuter Cycling (OMCC) program, the General Manager, Client Services/Treasurer noted the Town has already received funding under the OMCC program, and the project applied for will be completed this year.
 - Reeve Walter Stack commented that the OMCC Funding was received by 10 municipalities in the County of Renfrew, which totaled in the range of \$375,000 for the Algonquin Trail construction. The County is now going to have to revisit their strategy moving forward for trail construction, with the cancellation of this funding.
- Item #2 – Page 2 – Correspondence from the Local Planning Appeal Tribunal – Declaration of Validity for Appeal No. PL180501
 - In response to Councillor Lynch, the General Manager, Client Services/Treasurer noted that the appeal is only by Mr. Russ Corbett. Mr. Gregory Meeds is the solicitor for the property owner, Arnprior Regional Health.

The Local Planning Appeal Tribunal (LPAT) process is laid out in the Rules of procedure. LPAT is required to hold a Case Management Conference, which has been scheduled for October 11th. A case management conference (CMC) is a mandatory hearing event that provides LPAT with the opportunity to identify parties and participant requests, identify or narrow the issues, identify facts that may be agreed upon, and provide directions for disclosure of information. LPAT will also address parties to discuss opportunities for settlement, including the possible use of mediation or other dispute resolution processes.

While Arnprior Regional Health is proceeding with their planning for the addition to The Grove Nursing Home, until the appeal is dealt with the Town cannot issue any approvals for development that is not in compliance with the Zoning By-law. We hope to have the appeal dealt with in an expeditious manner.

- Item #5 – Page 36 – Correspondence from Stewardship Ontario – Thinking Beyond the Box – Industry Funding for Municipal Blue Box Recycling for 2018 Q1
 - In response to Councillor Lynch, regarding the first quarter funding received under the Municipal Blue Box Program, the General Manager, Client Services/Treasurer noted for 2018, the Town's increase to blue box funding is 2% over 2017. The Town has received the first quarter payment for 2018, and it is just under \$24,000.00.
 - Councillor Lynch further noted that he encourages residents to recycle as much as possible.

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- Item #6 – Page 38 – AMO – New Ontario Government Takes Office
 - On behalf of Council, I would like to congratulate our local MPP, John Yakabuski, on his appointment as the Ontario Minister of Transportation.
- Item #6 - Page 39 – AMO – Watch File – June 21, 2018
 - In response to Councillor Lynch, the General Manager, Client Services/Treasurer noted the Town does not have any planned projects that currently fit the requirements of the current round of funding through the Green Municipal Fund. The Water Quality Conservation component is strictly for conservation projects that target the end users, while the Waste Diversion component is specifically for initiatives that divert waste from municipal landfills and that address specific waste stream challenges. It should be noted however that the Town has been very successful recently in securing grants from FCM including two rounds of the Green Municipal Fund for Brownfields Remediation as well as the recent FCM Municipal Asset Management Program.
 - In response to Councillor Lynch, the General Manager, Client Services/Treasurer noted the Town was successful last year with an Enabling Accessibility Grant and this summer will be upgrading the washrooms at the Nick Smith Centre Community Hall, door openers at the Community Hall and installing accessible swings at four Town parks. While it may be a challenge to receive funding two years in a row, at our last Senior Management Team meeting, the Museum Curator was considering an application for audio/visual features at the Museum.
- Item #6 - Page 41 - AMO – Watch File – June 28, 2018
 - For our local construction businesses, four new Construction Act Regulations came into effect. Among the most immediate changes is the extension of the timelines to preserve and perfect liens as well as:
 - lien claims and trust claims can now be joined in an action;
 - appeals from interlocutory orders are now permitted but only with leave;
 - increased maximum for security for costs from \$50,000 to \$250,000 on payment into court;
 - new contractors' and sub-contractors' duties to account for trust funds, hold a bank account and keep records;
 - new requirement for owners to provide notice in the case of any non-payment of holdback, e.g., for set-off claim.

b) Correspondence Package No. A-18-JUL-12

Resolution No. 248-18

Moved by Lynn Grinstead

Seconded by Frank Dugal

That the Correspondence Package No. A-18-JUL-12 be received and that the recommendations outlined be brought forward for Council's consideration.

Resolution CARRIED

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Resolution No. 249-18

Moved by Lynn Grinstead

Seconded by Frank Dugal

That Council of the Corporation of the Town of Arnprior receive the correspondence from Arnprior and Area Physician Recruitment Committee; and

Further That Council of the Corporation of the Town of Arnprior waive the Nick Smith Centre Community Hall Rental fee, including set-up and tear down, for the 2018 Doctors Dining Duel fundraising event on September 14, 2018 (valued at \$450.00); and

Further That the Arnprior and Area Physician Recruitment Committee 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. 250-18

Moved by Lynn Grinstead

Seconded by Frank Dugal

That the following by-laws be and are hereby enacted and passed:

i) By-law No. 6848-18 – Authorize CIP Agreement – 10 Elgin Street West

ii) By-law No. 6849-18 – Amend Zoning By-law No. 4990-01, 138 Russell Street North

Resolution CARRIED

Resolution No. 251-18

Moved by Dan Lynch

Seconded by Walter Stack

That the following by-law be deferred until sine die:

iii) By-law No. 6850-18 – Adopt Zoning By-law and Repeal By-law 4990-01

Resolution DEFERRED

Resolution No. 252-18

Moved by Dan Lynch

Seconded by Walter Stack

That the following by-law be and is hereby enacted and passed:

iv) By-law No. 6851-18 – Authorize CIP Agreement – 26 Elgin Street West

Resolution CARRIED

b) Resolutions

i) OGRA's Autonomous Vehicle Initiative

Resolution No. 253-18

Moved by Dan Lynch

Seconded by Tom Burnette

That the Town of Arnprior participate in OGRA's Autonomous Vehicle initiative and that this matter be referred to the Civil Engineering Officer within the Operations Department to develop a list of preferred routes with the municipality.

Resolution CARRIED

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ii) Canada 150 Rink Donation

Resolution No. 254-18

Moved by Frank Dugal

Seconded by Lynn Grinstead

Whereas the Ottawa International Hockey Festival (OIHF) has invited the Town of Arnprior to submit an application to obtain the Parliament Hill Canada 150 Rink materials and funding up to \$150,000 to help offset the costs of installation and site preparation; and

Whereas the application requires the applicant to have identified a site location, with preference given to projects which can be completed in the summer/fall of 2018; and

Whereas the applicant is required to disclose any anticipated risks with the project, and having reviewed the two previously proposed locations, the Town has identified potential environmental issues with those locations;

Therefore Be It Resolved That Council approve an application for the Canada 150 Rink Donation and funding for the installation of a rink at the McLean Avenue Park; and

Further Be It Resolved That the Town proceed with the project only upon confirmation that all necessary capital funding to allow the project to proceed is in place without risk of funding shortfalls having to be taken on by the Town.

Resolution CARRIED

16. Announcements

Councillor Dan Lynch made the following announcements:

- On behalf of Council, we congratulate our staff and volunteers for a fantastic Canada Day celebration. Nothing but positive comments from people that were there. Thanks to Madawaska Golf Course, Rick and Victoria Munro for the use of the golf carts.
- The last Arnprior Fair held at the Agriculture Fair Grounds is less than month away and will run from Aug 9 – 12, 2018. There is new admission structure. Pre purchase for the day is \$20.00 or \$25.00 at the gate. This covers admission and all rides.
- Congratulations to the organizers and Special Olympians who held a great Golf Tournament last Friday. We wish all the best to our Olympians who are heading for provincial meets.
- Mark down Saturday, July 21, 2018 as a day to be at Robert Simpson Park for the Dragon Boat Races, which begin at 8 a.m.

Mayor David Reid made the following announcement:

- Congratulations to Matt Hebert of Arnprior, for placing 5th in Canada in the under 20(U20) 800 m Run Event, at the 2018 Canadian Track & Field Championships.

17. Media Questions

None

18. Closed Session

Resolution No. 255-18 (8:37 pm)

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Moved by Lynn Grinstead
Seconded by Ted Strike

That Council move into closed session regarding one (1) matter, pursuant to Section 239 (2)(c) of the Municipal Act, 2001, regarding a proposed or pending acquisition or disposition of land by the municipality or local board (Allan Drive).

Resolution CARRIED

Resolution No. 256-18 (8:45 pm)

Moved by Lynn Grinstead
Seconded by Frank Dugal

That Council resume to Open Session.

Resolution CARRIED

Resolution No. 257-18

Moved by Dan Lynch
Seconded by Tom Burnette

That Council authorize the Mayor and Clerk to execute the Purchase and Sale Agreement dated July 4, 2018 with Vinita Thomas; and

That the CAO in consultation with the Town Solicitor is authorized to finalize all documentation necessary for the disposition of the lands subject to RFT - CSB-2018-02 – Allan Drive Lot.

And Further That the proceeds from the sale of land go to the Parkland Reserve Account.

Resolution CARRIED

19. Confirmatory By-Law

Resolution No. 258-18

Moved by Dan Lynch
Seconded by Tom Burnette

That By-law No. 6852-18 being a By-law to confirm the proceedings of the Regular Meeting of Council held on July 9, 2018 be and it is hereby enacted and passed.

Resolution CARRIED

20. Adjournment

Resolution No. 259-18

Moved by Frank Dugal
Seconded by Lynn Grinstead

That this meeting of Council be adjourned at 8:46 pm.

Resolution CARRIED



David Reid, Mayor

Maureen Spratt, Town Clerk



Sens Rink Update/ Canada 150 Rink

Robin Paquette, Town Planner

Meeting - Monday, July 9, 2018

Update

- Town and County Staff met with representatives of the proponents:
 - Sens Foundation, Optimists, M. Sullivan & Sons
- Concern raised regarding environmental concerns with former rail line
- MOEE requirement for Record of Site Condition
- Awaiting response from CP Rail with respect to proceeding with ESA



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Canada 150 Rink Opportunity

- Department of Canadian Heritage and Ottawa International Hockey Festival (OIHF) placed the Canada 150 Rink on Parliament Hill as part of the Canada 150 Celebrations
- From Dec 7, 2017 to Feb 25, 2018
- Over 150,000 skaters were welcomed
- OIHF as legacy project are donating the Rink and funding



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Canada 150 Rink Donation

- Town has been invited to apply for the Canada 150 Rink Donation (within 200km of the City of Ottawa)
- Materials to create a 85' x 200' rink as well as up to \$150,000 for installation and site preparation
- Must have identified site, budget, and funding in place, partners, programming planned year-round



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Canada 150 Rink Donation

- Preference if construction is planned for 2018
- OIHF will pay for transportation costs associated with delivery
- Must disclose any anticipated risks
- Deadline for application is Friday, July 13, 2018
- Selection process to be completed on or about August 10, 2018



Suggested Location

- Due to MOEE regulations and requirements for ESA's for both proposed site and Nick Smith Centre site, and the current opportunity for Canada 150 Rink Donation and funding, staff suggest Council and the proponents consider an alternative location for purposes of applying for the donation.



Alternative Location

- McLean Avenue Site



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Alternative Location Layout



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Pros

- Suitable land area is available for rink and covered shelter for putting on skates to be built;
- the site is located close to other recreational amenities (ball diamonds, play structure, beach);
- includes lighting for evening events;
- on-site parking available;
- storage building, including male/female washroom facilities (non-winterized); and
- water service on-site.



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Cons

- not centrally located nor in the newly revitalized downtown area; and
- building would need to be winterized to provide washroom facilities during winter months



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Direction

- Staff is asking for Council direction regarding applying for Canada 150 Rink Donation and support of the proposed alternative location and have included a resolution on the agenda for consideration of support.



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Questions?



• WHERE THE RIVERS MEET •

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CIP Application 26 Elgin Street

Lindsay Wilson, MEDO

Council- Monday, July 9, 2018

Proposed Project

- 26 Elgin Street
- Add stone detail 20-24" high on facade
- Moveable stone walls with flower planter put out from private property during the summer to delineate properties and prevent smoking under awning.



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Proposed Project



Proposed Project



General Eligibility Criteria

- ✓ Application submitted prior to commencing
- ✓ Applicant is agent authorized by the owner
- ✓ Within designated CIP area
- ✓ No outstanding tax arrears/good standings
- ✓ Complete application form & materials
- ✓ Work is in accordance with Town regulations
- ✓ Land use is in conformity with OP and zoning



General Eligibility Criteria

- ✓ Application must take place before any permits or approvals are applied for.
- ✓ Any exterior changes must meet Urban Design Guidelines (Appendix A)
- Work must be consistent with application
- ✓ The total of combined grants and rebates must not exceed total project costs.
 - Received CIP grant \$2775 in Sept. 2016
 - Received a CIP grant \$891 in Oct. 2017



Recommendation

- Down Town Revitalization is a key objective of the Town's Strategic Plan – this application helps achieve this objective.
- The improvement to this downtown building will assist with the overall revitalization of the Downtown.



Recommendation

- CDAC recommended a grant for \$165.00 under the Façade and Property Improvement program.
- This was 25% of the project cost including the wall
- They had concerns with the movable wall being removable from the property and asked staff to review.



Recommendation

- Staff have reviewed the CIP objectives and eligible projects of the Façade and Property Improvement Program and determined that the removable wall portion is not eligible under the CIP.
- The cost of the removable wall has been deducted from the total project cost and the grant re-calculated.



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Façade and Property Improvement Program

☑ Meets General Eligibility Requirements

☑ Façade improvement

Total cost of project (excluding wall) \$409.26

Eligible for grant up to \$204.63

Property received grant in 2016 for the amount of \$2,775 for an \$11,088 project and in 2017 in the amount of \$891 for a \$3565 project.



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Recommendation

- Staff recommend a grant for \$102.00 under the Façade and Property Improvement program.



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Funding

Total cost of recommendation: \$102.00

Funded from the CIP Grants Operating Account

- \$15,000 remains of uncommitted funds in 2018 CIP Grants Budget, therefore if approved the remaining balance would be \$14,898.



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Questions?



• WHERE THE RIVERS MEET •

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CIP Application 10 Elgin Street

Lindsay Wilson, MEDO

Council- Monday, July 9, 2018

Proposed Project

- 10 Elgin Street
- Paint Façade of Building



2 ARNPRIOR

Proposed Project



General Eligibility Criteria

- ✓ Application submitted prior to commencing
- ✓ Applicant is agent authorized by the owner
- ✓ Within designated CIP area
- ✓ No outstanding tax arrears/good standings
- ✓ Complete application form & materials
- ✓ Work is in accordance with Town regulations
- ✓ Land use is in conformity with OP and zoning

General Eligibility Criteria

- ☑ Application must take place before any permits or approvals are applied for.
- ☑ Any exterior changes must meet Urban Design Guidelines (Appendix A)
- ☐ Work must be consistent with application
- ☑ The total of combined grants and rebates must not exceed total project costs.



Façade and Property Improvement Program

- ☑ Meets General Eligibility Requirements

Total cost of project \$1243.00

Eligible for grant up to \$621.50



Recommendation

- Down Town Revitalization is a key objective of the Town's Strategic Plan – this application helps achieve this objective.
- The improvement to this downtown building will assist with the overall revitalization of the Downtown.
- CDAC recommends a grant for \$311 under the Façade and Property Improvement program.



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Funding

Total cost of recommendation: \$311

Funded from the CIP Grants Operating Account

- \$14,835 remains of uncommitted funds in 2018 CIP Grants Budget, therefore if approved the remaining balance would be \$14,524.



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Questions?



• WHERE THE RIVERS MEET •

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Recreation - NSC & Program Review

John Steckly, GM Operations
Jennifer Morawiec, GM Client
Services / Treasurer

Council Meeting – Monday July 9, 2018

Background

- Recreation Master Plan (2015)
 - “Many of the comments from the public focused on the importance of the building [Nick Smith Centre], the need to ensure that maintenance standards are at a high level, and the services offered reflect the future needs of the community.”
 - Includes short, medium and long-term recommendations



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Background

- Recreation Master Plan (2015)
 - Facility (Nick Smith Centre)
 - The Nick Smith Centre must continue to be the flagship recreational facility in Arnprior (and area).
 - Develop a medium to long term plan (5 to 20 years) to extensively modernize the inside of the Nick Smith Centre.
 - Continued good management, future planning and efficient assignment of resources will be critical to ensure facilities are properly maintained, upgraded or replaced as required.



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Background

- Recreation Master Plan (2015)
 - Programs
 - To provide recreation programs that address the changes in demographics and recreation trends, the Department will need additional mechanisms for gauging recreation interests.
 - Marketing techniques such as surveys and focus groups, as well as municipally-appointed advisory groups are central to tapping into the community's needs and preferences.



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Background

- Recreation Master Plan (2015)
 - Programs (con't)
 - Recreation Department Staff will play a key role in successfully undertaking a needs assessment with a wide array of residents, existing and potential partners, and stakeholders in order to achieve future recreation program excellence



Background

- In 2017, the CAO recommended a corporate realignment and consolidation of “like functions” designed to improve service delivery and leverage commonalities across service areas
- Council adopted a new corporate structure which saw the consolidation of all operational functions into one Operations Department



Background

- All administrative and “client based” functions were consolidated into one Client Services Department
- In short, the Operations Department has responsibilities to deliver and maintain assets and the Client Services Department has responsibilities to oversee broad administrative functions and client services



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Background

- With the implementation of the new Corporate Structure, the CAO directed the General Managers of Operations and Client Services to establish a “Nick Smith Center Working Group”
- The NSC Working Group was to be made up of a cross representation of staff who use and maintain the NSC along key content experts (Fire, CBO, Engineers)



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NSC Working Group

- Committee of 12 Staff Members
 - Wide variety of staff selected to obtain a large breadth of feedback
 - Operations
 - Client Services
 - Community Services Branch
 - Fire Department
 - Includes line staff, managers and GMs



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Mandate

- The mandate of the NSC Working Group is to review the NSC in totality to determine what programming and operational improvements could be put in place at the NSC to improve the client experience, deliver on RMP recommendations and improve operational efficiencies. **“Everything is on the table for discussion”**



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Terms of Reference

- Facility & Program Review
 - Staff (NSC Working Group)
 - Public Facility & Program Users
 - Community Feedback
- Feedback / Outcomes
 - Short, Medium & Long-term plans
 - Inform operating & capital budgets
 - Develop new policies / procedures
 - Operating efficiencies



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NSC Working Group

- Facility Walk-through
 - June 8, 2018
 - 2.5 hour facility tour
 - Document feedback



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User / Community Feedback

- Develop user & community surveys
 - Provide feedback
 - Determine needs, preferences
- Electronic & paper based



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Compile Feedback Results

- Categorize Feedback
 - Policies / Procedures
 - Signage
 - Communication
 - Programming
 - Storage / Layout
 - Facility - Operating / Capital
 - Accessibility



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Next Steps

- Compilation of Feedback
 - Short-term, medium & long-term items
 - Operating & Capital impacts
 - Align with Rec Master Plan, Strategic Plan, Age Friendly Community Plan.
 - Prioritize, develop action plans, timelines, implement efficiencies
- Report to Council
 - Fall 2018



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Questions?



• WHERE THE RIVERS MEET •

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