



**Town of Arnprior  
Operations Advisory Committee Agenda**

**Date: Monday, May 16, 2022**

**Time: 6:30 p.m.**

**Location: Via Electronic Participation**

- 1. Call to Order**
- 2. Roll Call**
- 3. Land Acknowledgement Statement**
- 4. Adoption of Agenda (Additions/ Deletions)**
- 5. Disclosures of Pecuniary Interest**
- 6. Adoption of Minutes of Previous Meeting(s)**
  - a) **March 21, 2022** (Page 1-4)
- 7. Presentations/ Delegations**
  - a) **OPP Statistics**, OPP Inspector, Dawn Ferguson (To Be Distributed!Separately)
  - b) **Firefighter Certification**, Rick Desarmia Fire Chief (Page 5-20)
  - c) **Malloch Road Cemetery Columbaria**, Patrick Foley, Engineering Officer, Facilities and!Assets (Page 21-29)
  - d) **2022 Waterworks Leak Detection and ihydrant Initiatives**, John Steckly, GM,! Operations (Page 30-42)

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

**9. Staff Reports**

**10. New Business**

**11. Adjournment**

**Please note:** Town Hall is following social distancing protocols that have been recommended by the federal and provincial governments to help protect the health and well-being of our community. Please see the Town's [Website](#) to view the live stream. The meeting will be uploaded to YouTube for future viewing.

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](#). 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.

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**Minutes of Operations Advisory Committee Meeting  
March 21, 2022  
6:30 PM  
Electronic Participation – Via Zoom**

**Committee and Staff Attendance**

**Committee Members Present:**

Chair Dan Lynch  
Vice Chair Chris Toner  
David Coreau, Committee Member  
John Shane, Committee Member

**Committee Members Absent:**

Emily Laprade, Committee Member  
Philip MacLeod, Committee Member

**Town Staff Present:**

Kaila Zamojski, Deputy Clerk  
John Steckly, General Manager, Operations  
Rick Desarmia, Fire Chief  
Cory Nicholas, Deputy Fire Chief

**Also Present:**

OPP Inspector, Dawn Ferguson

**1. Call to Order**

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

**2. Roll Call**

The roll was called, with all Members of the Committee being present, except Committee Members Emily Laprade and Phil MacLeod.

Chair Dan Lynch noted that Citizen Member Emily Laprade has resigned from being a member of the Operations Advisory Committee.

**3. Land Acknowledgement**

Chair Dan Lynch asked everyone to take a moment to acknowledge and show respect for the Indigenous Peoples as traditional stewards of the land we operate on, by stating:

I would like to begin by acknowledging that the land on which we work and gather is the traditional unceded territory of the Anishinaabe People. This Algonquin Nation have lived on this land for thousands of years, long before the arrival of the European settlers, and we are grateful to have the opportunity to be present in this territory.

## 4. Adoption of Agenda

Resolution No. 034-21

Moved by John Shane

Seconded by David Coreau

**Be It Resolved That** the agenda for the Operations Advisory Committee Meeting of dated Monday, March 21, 2022, be adopted.

Resolution Carried

## 5. Disclosures of Pecuniary Interest

None

## 6. Adoption of Minutes of Previous Meeting(s)

Resolution No. 035-21

Moved by Chris Toner

Seconded by David Coreau

That the Operations Advisory Committee approve the minutes listed under item no. 6(a) on the Agenda (Operations Advisory Committee – November 15, 2021).

Resolution Carried

## 7. Presentations/ Delegations

### a) OPP Statistics – OPP Inspector

Resolution No. 036-21

Moved by John Shane

Seconded by David Coreau

That the Operations Advisory Committee receive the OPP Statistical Report as information.

Resolution Carried

OPP Inspector Ferguson provided an overview statistical report, attached as Appendix A and forming part of these minutes.

At the request of the Committee, OPP Inspector Ferguson provided some information surrounding the Freedom Convoy Protest situation. She noted that the OPP were brought in to assist the Ottawa Police, and all hours spent on this will be billed provincially, not municipally.

Committee Members provided comment, with the following being a summary:

- The grant received for the Mental Health worker to support OPP mental health related calls is approximately worth \$137,000 and will allow the OPP to hire one position temporarily for one year. The job advertisement was posted this morning and will be for the whole detachment area.
- There is a concern over the 500 hours logged for gas station drive-offs. The OPP Inspector noted that they are keeping an eye on it, but this may see an increase as well with increases at the pumps. They are trying to work with the gas station owners to have better processes for having to pay first prior to being able to pump gas and having appropriate cameras in place.
- The Opioid Crisis is not going away, and will continue to be an OPP priority.

**b) Fire Department Update & Information Regarding Firefighter Certification Regulation–Fire Chief**

Resolution Number 037-21

Moved by Chris Toner

Seconded by David Coreau

That the Operations Advisory Committee receive the Fire Department Update Presentation and information regarding Firefighter Certification Regulation, for information.

Resolution Carried

The Fire Chief provided a Fire Department Update presentation, which included an overview of the proposed new Firefighter Certification Regulation.

Committee Members provided comment, with the following being a summary:

- A request was made for the next statistical report to provide a percentage (%) based on the population, versus just number of calls, as the population has grown.
- The Fire Department has been provided funding from Enbridge Gas in the past for training, and will continue to look into any grants available to assist with training and/or carbon-monoxide/ smoke alarm purchases/ awareness campaigns.
- A question regarding emergency lighting requirements for condo buildings was brought up, with the Fire Chief noting this is the responsibility of the property owner to maintain these and ensure they are in working order. It is looked at when the building is built, as it falls under the Ontario Building Code. Once the building is built the Fire Department would make sure all lighting is maintained, as this would be a Fire Code violation if there were not enough lights or they were not in working order.

**c) Emergency Management Planning Committee – Deputy Fire Chief**

The Deputy Fire Chief provided a verbal update on the Emergency Management Planning Committee, noting that the Operations Advisory Committee is no longer acting in this capacity, being the “Emergency Management Program Committee. Council moved this responsibility to a “Emergency Management Planning Committee” being made up of senior staff members. The Deputy Fire Chief further noted this does not impact the Operations Advisory Committee as a whole from acting in its other capacities.

Resolution Number 038-21

Moved by John Shane

Seconded by David Coreau

That the Operations Advisory Committee accept the Emergency Management Planning Committee Update presentation as information.

Resolution Carried

**d) 2022 Capital Projects Operations Department – General Manager, Operation**

Resolution No. 039-21

Moved by Chris Toner

Seconded by David Coreau

**That** the Operations Advisory Committee receive the 2022 Capital Projects Operations Department presentation as information.

Resolution Carried

The General Manager, Operations provided an overview of the 2022 Capital Projects in the Operations Department, and responded to questions.

Committee members provided comment, with the following being a summary:

- Pot holes were discussed, noting that the process seen throughout Town, is not consistent, and should be done with more care, as a Committee Member felt the pot holes were being covered but not tamped down or filled properly. The General Manager, Operations noted that staff have tampers and the resources to fill pot holes, but drainage and water do play a part in the holes coming back or not staying properly filled.
- The road by the Catholic Church was discussed, with a Committee Member asking when this could be paved, as it is in rough shape. The General Manager, Operations noted this is on the Town's radar, and they will look at this closer and look at the available budget for this year, if any, to see if it can be fit into this year's road rehabilitation.
- The streets being fully reconstructed this year will only have one sidewalk and the other side of the street will have only a curb.
- Library extension will be a highlight for the start of the waterfront trail, and maybe the Town should look at starting the trail rehabilitation at the Library.
- Malloch Road Cemetery columbarium first phase will be completed this year as a capital project.
- The Town is currently sitting at approximately 45% of the budget spent for Winter Maintenance for 2022.

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

None

**9. Staff Reports**

None

**10. New Business**

None

**11. Adjournment**

Resolution No. 040-21

Moved by David Coreau

Seconded by John Shane

**That** this meeting of Council be adjourned at 7:49 pm.

Resolution Carried



# Firefighter Certification

Rick Desarmia, Fire Chief

May 16, 2022

# Background

- On April 14, 2022, the Ontario government filed [O. Reg. 343/22: Firefighter Certification](#), under the *Fire Protection and Prevention Act*, 1997.
- The regulation comes into force on July 1, 2022.
- The new regulation sets out the mandatory minimum certification standards and corresponding job performance requirements of firefighters delivering specific fire protection services,



# Background

- There is a timeline for compliance based on delivery of services.
- A four-year (2026) timeline for regular firefighting services.
- A six-year (2028) timeline for specialized firefighting services.
- Certain firefighters are exempt from these certification standards based on their prior knowledge, training, and skills.



# Service Determination

- The level of training and certification in which a firefighter must be successful in obtaining is determined by the level of service the municipality requires its firefighters to perform.
- The level of service a fire department provides is determined by the list of core services the municipality provides to the province and the Fire Marshal through its annual submission of its Municipal Fire Protection Profile.



# Service Determination

- The list of core services provided by a fire department within a municipality is determined by a needs analysis as set out in a Community Risk Assessment.
- The list of core services is part of the municipality's Establishing and Regulating Bylaw for its fire department.

# AFD Requirements

- Based on the current list of core services Arnprior Fire Department is described in the Regulation as a full-service fire department.
- A full-service fire department provides:
  - Fire suppression operations that enter the interior of the building and can perform a rescue,
  - Automobile extrication rescue, and
  - Operations-level hazardous materials response.



# AFD Requirements

- Based on the current list of core services Arnprior Fire Department also provides services that are described in the Regulation as specialized services requiring special training.
- Water and Ice Rescue operations fall into the scope of this description.



# AFD Requirements

- There are also requirements under the Regulation for members of a fire department performing Fire Inspection, Public Education, Pump Operations, Training, and Supervisory duties to be certified to the associated NFPA accreditation.



# Current Status

- The Fire Department currently has a total of 38 members on the roster. This includes 3 full time staff.
- Currently 7 members have received their certification through a recognized accredited certification provider for NFPA 1001 1 & 2.
- Currently 12 members received a letter of compliance (grandfathered) to the required certification for NFPA 1001 1 & 2.

# Current Status

- The remaining 19 and all future members will be required to obtain the required certification to NFPA 1001 prior to July 1, 2026.
- Currently 25 members are signed off internally to perform the skills of Pumper Operator.
- The remaining 13 and all future members will be required to obtain NFPA 1002 standard for Fire Apparatus Driver/Operator certifications prior to July 1, 2026



# Current Status

- Current and future individual members that perform ice & water rescue operations will be required to obtain certification with each of the skills associated with NFPA 1006 “Standard for Technical Rescue Personnel Professional Qualifications”:
  - Surface Water Rescue
  - Swiftwater Rescue
  - Ice Rescue



# Training Options

- There are different options available to obtain the requirements of certification.
- The result of each requires successful completion of written and practical skills testing by an AS&E Provincial Evaluator.

# Training Option

- Continue with in-house training and schedule testing from AS&E.
- Incorporate available outside resources to provide training to prepare for testing and schedule testing from AS&E.
- Utilize Regional Training Centers to provide training and testing from AS&E.

# Next Steps

- Regardless of which training option is selected there will be a greater commitment to training members of the fire department on many different levels.
- Senior staff and management will need to commit more time to organized training (internal or external) meeting the needs of the standard requirements.
- Individual firefighters will need to commit more time to fulfill the requirements of completing the required training and preparing for testing.

# Next Steps

- A comprehensive multi-year training plan and estimated costs will need to be prepared to help guide annual operating budgets and long-range forecasts for Council consideration at budget time.
- This plan will help ensure our firefighters are successful in obtaining the necessary NFPA certifications to continue to perform the services needed to protect the community and its residents.

# Questions?



• WHERE THE RIVERS MEET •



# Malloch Road Cemetery Columbaria

Patrick Foley, Engineering Officer,  
Facilities & Assets

OAC Meeting: May 16, 2022

# Background

- 2015 - Town of Arnprior installed 2 columbaria in the Albert St Cemetery
- 48 niches per columbarium







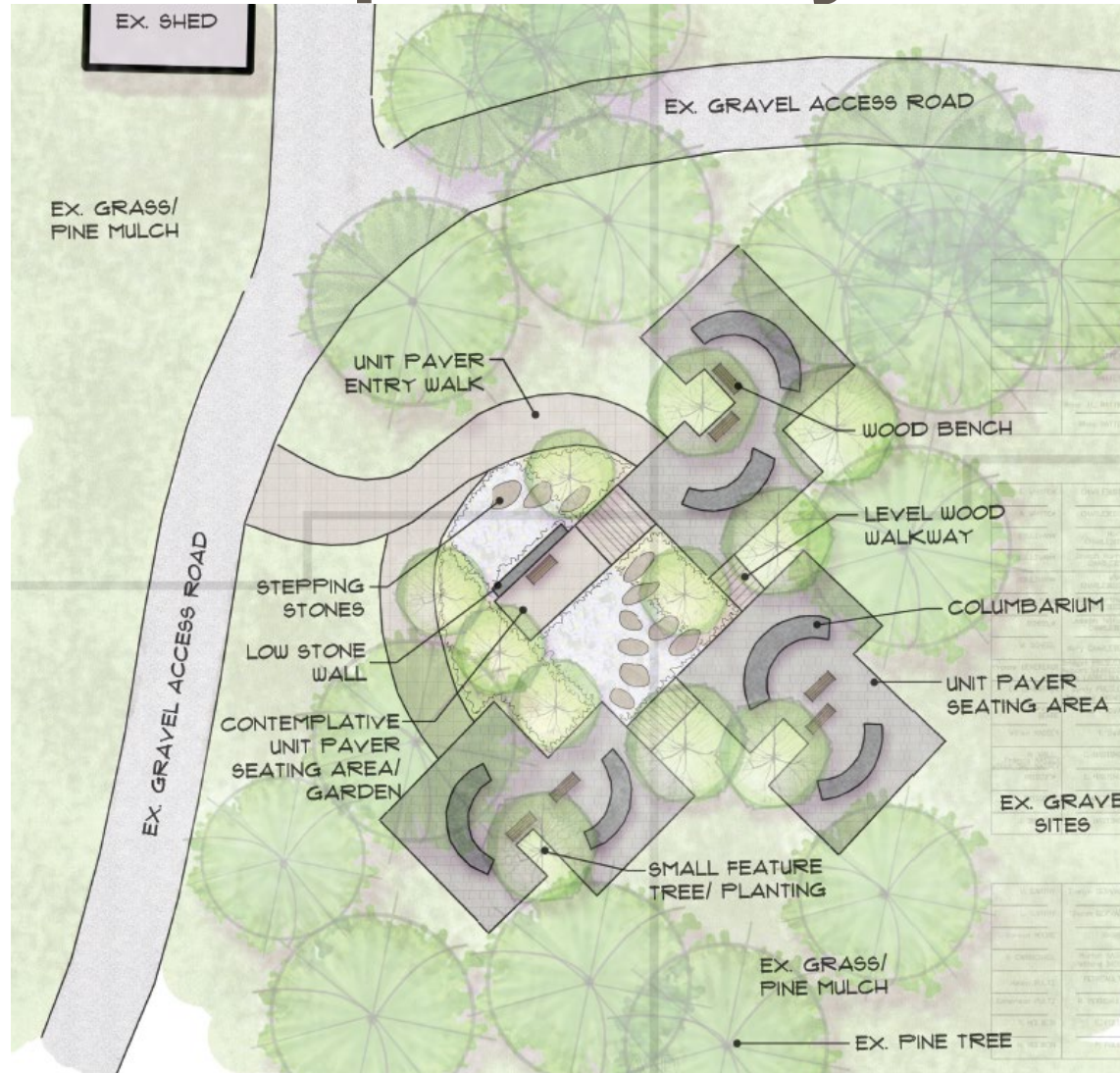
# Background

- Malloch Road Cemetery nearing end of life
- Addition of Columbaria will extend useful life significantly
- In the first phase of columbaria implementation 96-144 niches are planned to be added
- \$80,000 has been budgeted in 2022 for this project

# Proposed Location



# Proposed Layout





# Design Options

- Straight vs. Curved
- Colour of granite
- Imported vs. domestic materials
- Uniformity of design
- Number of niches in each unit
  - 48
  - 64
  - 80



# Timeline

- Request for Proposal to be issued in the next week
- Order to be placed approximately 30 days after proposals received
- Approximately 7 months between placing order and receiving unit
- Concrete pads could be installed this Summer separately

# Financial

- Rough budget numbers (unit only)
  - 48 niches - \$21,000
  - 64 niches - \$25,000
  - 80 niches - \$30,000
- Concrete Pads \$20,000
- Installation Costs \$ 8,000
- Reinstatement \$ 5,000  
& minor landscaping
- Curved design – add 15-20% to cost

# Questions?



• WHERE THE RIVERS MEET •



# **2022 Waterworks Leak Detection and Hydrant Initiatives**

John Steckly, GM, Operations

OAC Meeting Date: May 16, 2022



# 2022 Leak Detection Program

- Contractor: SCG Flowmetrix
- Total cost of 2022 project: \$9,890.00 + HST
- Initial, and where necessary, a secondary leak noise sounding survey using available hydrants and main valves.
- Pinpointing water leaks at hydrants, secondary valves, isolation valves, water main, and customer services up to the customer service valve.
- Leak pinpointing techniques include survey sounding, ground microphone, leak noise isolation, and correlation techniques.

# 2022 Leak Detection Program

- Will use various electronic survey and ground microphone leak listeners in conjunction with electronic leak noise correlators and as needed, leak noise loggers.
- 230 services including hydrants and valves to be surveyed this year.
- It is assumed that surveying of each service would take approximately ten (10) minutes.

# Leak Detection Equipment



- Leak Noise Correlator



- Leak Survey Equipment

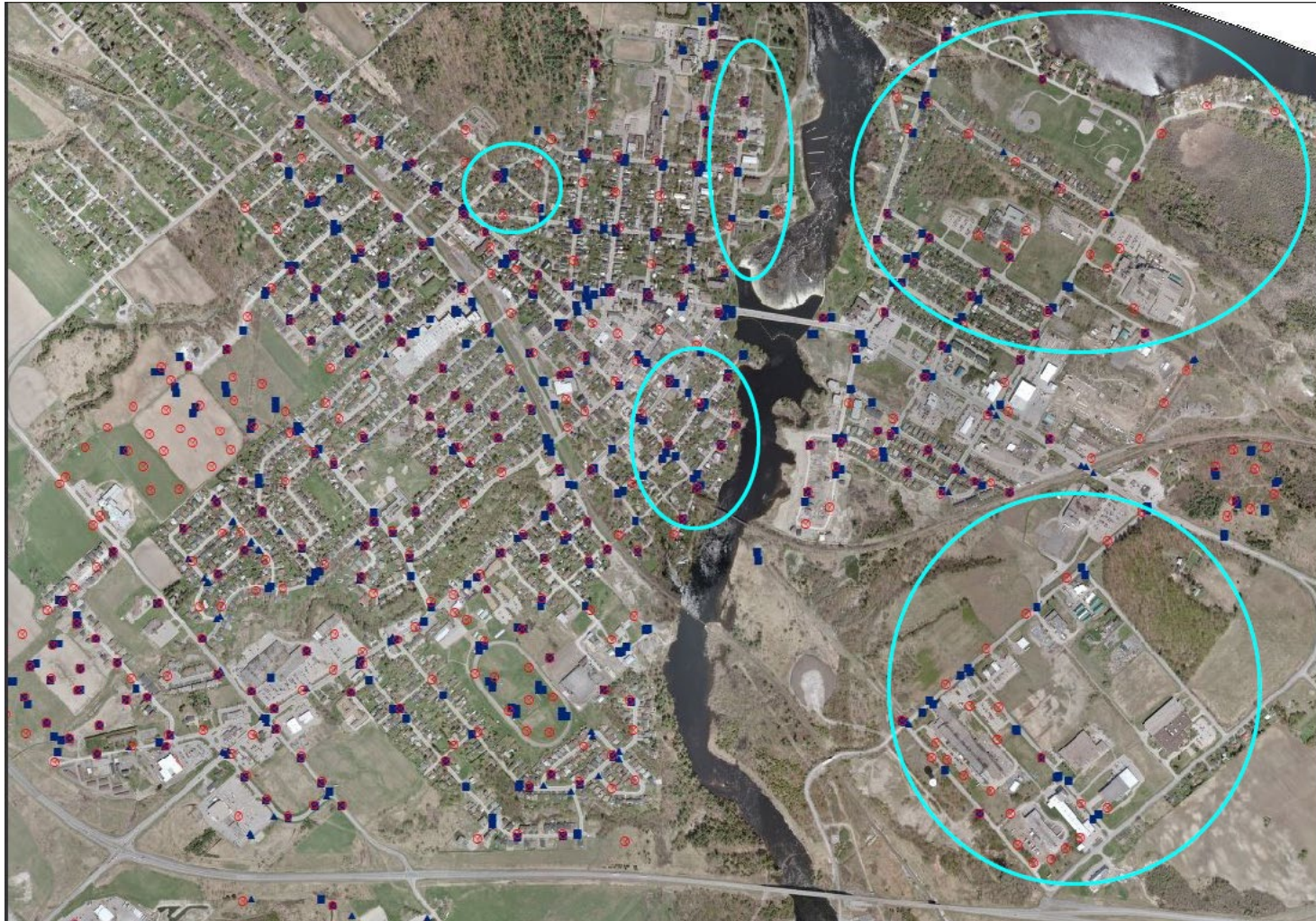


# Leak Detection Results

- Leak reports will be completed for every potential leak found, including the hydrant ID, appurtenance location, closest address, the leak classification, a diagram, GPS coordinates, and any other applicable information.
- Summary report will also include deficiencies noted and recommendations to be considered to further implement or improve existing best-management practices to reduce potential non-revenue water.



# 2022 Focus Areas



# ihydrant



- Remote pressure monitoring with real-time pressure alerts make the Operations Dept instantly aware of a main break or pressure drop.
- Quicker response = less water lost.
- Added method to detect water loss (sound, pressure and flow).

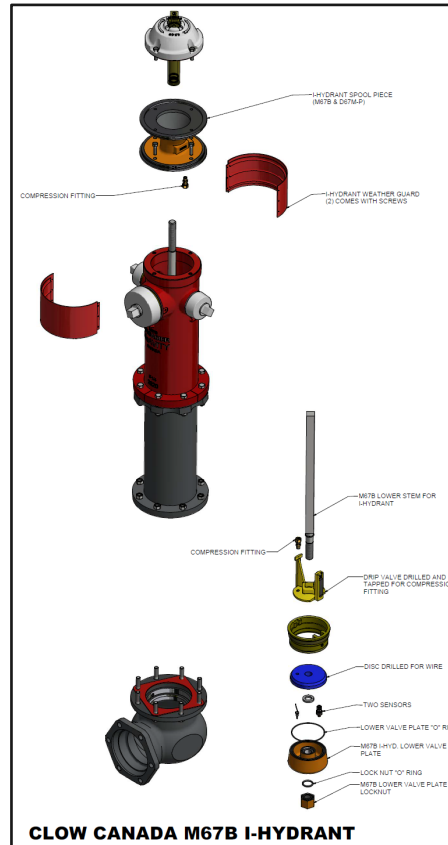
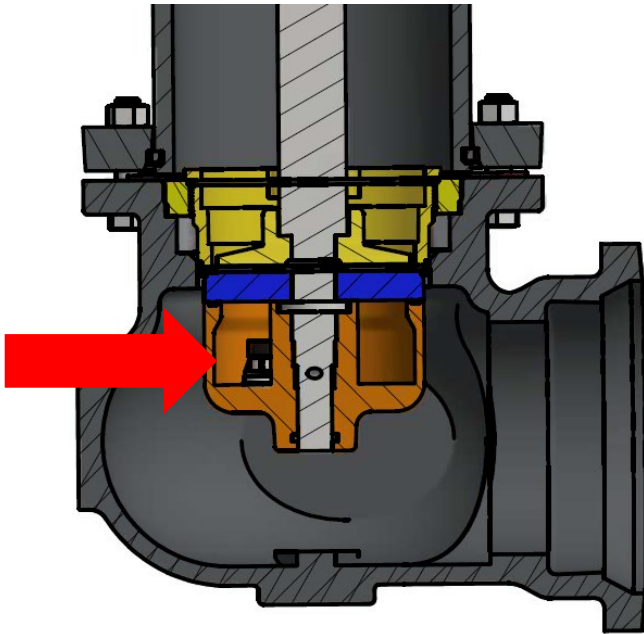


# Arnprior Install



- First hydrant in Arnprior installed at 263 Alicia St on December 16, 2021.
- Easy install.
- Very reliable to-date.
- Low maintenance.

# i-hydrant Hardware



- Modified lower valve plate houses sensors
- Sensors hard wired to transmitter above






# ihydrant Software

- LTE CAT-M1 (Bell), CAT 1 (Rogers) cellular backhaul.
- 20 to 30% less battery drain versus 4G LTE (exclusively for infrastructure data, providing improved coverage).
- Expected battery life 5-10 years.
- Data and software free for first year.
- Software& data: \$350/unit/year after first year.
- Hydrant costs: approx. \$8,000 ea.

# ihydrant Software



Welcome  
John Steckly

[Settings](#)
[Administration](#)

Search ...

Dashboard
Hydrants
Default
Reports

System Status (last 24 hours)

No. of Hydrants	1
Battery Alerts	0
Pressure Alerts	0
Temperature Alerts	0
Read Success Rate	100 %

Pinned Fire Hydrants

Device Status	Low psi	High psi	Low Temp °C	High Temp °C	Device Performance (as of Last Upload)	Action

Fire Hydrants Map

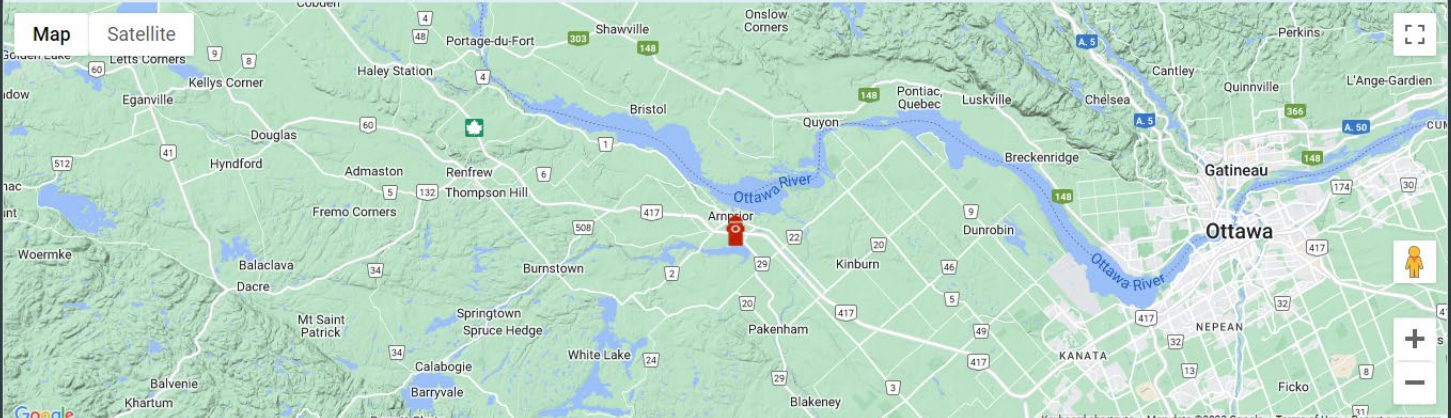
Pressure Alerts

View All Hydrants

Enter a location

Map

Satellite



# Added Benefits

- Allows Operations Department to continuously monitor pressures and temperatures in distribution system and view information on web-based software.
- Hydrant operates in same manner as regular hydrant.
- Requires no special effort from Fire Dept, simply has an extension on top which houses additional sensor.
- Operations Department looking to install additional hydrants in strategic areas of Town.
- Will be using pressure information to better inform our water model and ongoing Water and Wastewater Master Plan assignment.

# Questions?



• WHERE THE RIVERS MEET •