



**Community Issues Action Report  
for the September 19<sup>th</sup>, 2017 held in  
the Council Chambers following Corporate Services Committee**

**PRESENT:** Mayor Antonakos, Deputy Mayor Flynn, Councillor Black, Councillor Fritz, Councillor Redmond, Paul Knowles, CAO, Phil Hogan, Treasurer, Duncan Rodgers, Clerk, Stacey Blair, Deputy Clerk, Joanna Bowes, Manager of Development Services

- 1) **DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF** – now or anytime during the meeting
- 2) **PUBLIC MEETING – NONE THIS EVENING**
- 3) **REGISTRATION OF PUBLIC WISHING TO SPEAK**
- 4) **PLEASE TURN OFF ALL CELL PHONES AND PAGERS**
- 5) **IF THERE IS AN ADDENDUM, IN ACCORDANCE WITH SECTION 15.2.4 (OF THE STRIKING REPORT) DOES THE COMMITTEE WISH TO APPROVE THIS ADDENDUM**

<b>COMMITTEE/BOARD</b>	<b>MEMBER OF COUNCIL</b>	<b>UPDATES</b>
<b>Municipal Heritage Committee</b>	Councillor Redmond	Sept. 16-17 – Doors Open – was successful
<b>BIA Board</b>	Councillor Fritz	Meeting last week – Bridge Street event successful.
<b>MVCA</b>	Councillor Black Deputy-Mayor Flynn	Next meeting Sept. 20 <sup>th</sup>
<b>Chamber of Commerce</b>	Deputy-Mayor Flynn	Meeting Sept. 19 <sup>th</sup> Oct. 20 – Awards Dinner
<b>Youth Centre Board</b>	Councillor Trimble	Councillor Trimble Absent – no report
<b>Library Board</b>	Councillor Doucett	Councillor Doucett Absent – no report
<b>Daycare</b>	Councillor Fritz	Working on 2018 budget
<b>County</b>	Mayor Antonakos Deputy-Mayor Flynn	Meeting on Sept. 20 <sup>th</sup> , OVR trail being worked on

**TO BE DISCUSSED**

**COMMUNICATION 128369**

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Community Issues Committee  
Date September 13<sup>th</sup>, 2017  
Topic Appreciation Night

**SUMMARY**

Appreciation Night is scheduled for Saturday, December 9<sup>th</sup>, 2017. Responsibilities need to be assigned.

Invitation List – Councillor Trimble  
Food/Beverage – Councillor Doucett  
Coat Check – Councillor Black  
Greet and Food Bank – Councillor Fritz  
Decorations – Mayor Antonakos and Staff  
Entertainment – Deputy Mayor Flynn  
Program – Mayor Antonakos and Councillor Redmond

**STAFF RECOMMENDATION**

THAT Councillor responsibilities be assigned.

**COMMITTEE DECISION**

THAT Councillor responsibilities be assigned as follows:

Invitation List – Councillor Trimble  
Food/Beverage – Councillor Doucett  
Coat Check – Councillor Black  
Greet and Food Bank – Councillor Fritz  
Decorations – Mayor Antonakos and Staff  
Entertainment – Deputy Mayor Flynn  
Program – Mayor Antonakos and Councillor Redmond

**COMMUNICATION 128370**

Received from Parks and Recreation Committee  
Addressed to Community Issues Committee  
Date September 14, 2017  
Topic Community Enrichment Grant

**SUMMARY**

The attached list summarizes the 2<sup>nd</sup> Intake of applications for the Community Enrichment Grant and includes recommendations.

**STAFF RECOMMENDATION**

THAT grants from the Community Enrichment Grant Program to the various organizations as previously detailed be approved.

## 128370 Continued

### COMMITTEE DECISION

THAT grants from the Community Enrichment Grant Program to the various organizations as previously detailed be approved.

### COMMUNICATION 128371

Received from        Various Committees  
Addressed to        Community Issues Committee  
Date                    July – September 2017  
Topic                  Action Reports/Minutes

### SUMMARY

Action report for the June 5<sup>th</sup>, 2017 meeting of the **Parks and Recreation Committee** is attached. Noteworthy items include:

- 128360        Pinty's Ontario Elementary School Curling Championship to be held in the Carleton Place Arena
- 128361        New playground structure at Anthony Curro Park

Minutes for the September 11<sup>th</sup>, 2017 meeting of the **Environmental Advisory Committee** are attached. Noteworthy items include:

**Climate Change:** In light of current weather related disasters occurring both in the USA and globally, the CPEAC held a discussion of Climate Change moving forward and its potential impact on Carleton Place.

**Climate Change Action Plan:** Kayla Kazda put in a great deal of work this summer updating the proposed Climate Change Action Plan to include input from various sources. As a 'work in progress', a 'proposed template' version is expected by January, 2018.

**Reduce, Recycle, Reuse Brochure:** Margo updated the committee on this project. 4,000 copies have been printed and delivered to town hall to include in the upcoming water bill. 1,000 copies have been held back to distribute to local businesses. There is already a heavy demand for copies. Since this is the CPEAC's last time to produce the brochure, the information will be given to town staff for inclusion on the Carleton Place Waste App. The first edition was posted on the Carleton Place town web-site. Margo will contact the town to offer a 'soft copy' for inclusion on the town website. Louis in his capacity as Mayor of Carleton Place complemented Margo Willmot for her hard work and dedication to this project and to the committee as a founding member 10 years ago.

### STAFF RECOMMENDATION

THAT Council approves Committees' decisions.

### COMMITTEE DECISION

THAT Council approves Committees' decisions.



**Community Issues Committee Agenda  
for September 19<sup>th</sup>, 2017 meeting to be held in  
the Council Chambers following Corporate Services Committee**

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<b>MVCA</b>	Councillor Black Deputy-Mayor Flynn	
<b>Chamber of Commerce</b>	Deputy-Mayor Flynn	
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Coat Check  
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Decorations  
Entertainment  
Program

**STAFF RECOMMENDATION**

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**COMMITTEE DECISION**

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**COMMITTEE DECISION**

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### STAFF RECOMMENDATION

THAT Council approves Committees' decisions.

### COMMITTEE DECISION

## 2017 Community Enrichment Program Applications- Second Intake

<b>Applicant</b>	<b>Date</b>	<b>Amount Required</b>	<b>Details</b>	<b>Recommendation</b>	<b>Notified</b>
Arts Carleton Place- <b>Art Show</b>	November 4 <sup>th</sup> & 5 <sup>th</sup> , 2017	\$621.00	Requesting In-Kind Support of the usage of the Carleton Place Canoe Club for the 2-day Art Show. *Note- this is their 2 <sup>nd</sup> application for 2017.	\$621.00 In-kind to cover Canoe Club rental & staff clean up.	
Carleton Place & District Civitan Club- <b>Annual Seniors Appreciation Dinner</b>	June 8, 2017	\$450.00	Requesting In-Kind Support of the usage of the Upper Hall & Kitchen for their annual Seniors Dinner. This includes staff set up and tear down.	\$450.00 In-Kind to cover Upper Hall Rental and staff set up & clean up.	
Connections Program- <b>Fundraiser Event</b>	June 15 2017	\$1,000.00	Requesting In-Kind support of the usage of the Town Hall Auditorium for this event. Also requesting financial support to assist in covering event expenses.	\$452.20 In-Kind for Hall Rental	
Eastern Ontario Active Transportation Committee- <b>EOATS</b>	May 31 <sup>th</sup> & June	\$1,500.00	Requesting financial support to cover the expenses to present the Eastern Ontario Active Transportation Summit. Funds would cover the remaining balance of the Arena Facilities.	\$1,500.00 support to assist in covering event expenses. This amount will also cover remaining balance of Arena Facilities.	
Farm to Fork Committee- <b>Farm to Fork Dinner &amp; Dance</b>	September 9, 2017	\$700.00	Requesting In-Kind Support of usage of Market Square, town chairs, and staff drop off/pick up. Requesting financial support to cover the rental of one porta potty and one hand wash station.	\$700.00 In-Kind to cover rental of Market Square, town chairs, staffing fees, and coverage of Toilet & Hand Wash	
Lanark County Autism Support- <b>2017 Autism Walk</b>	August 29, 2017	\$500.00	Requesting In-Kind Support of Town Tents, Tables, Chairs, Garbage Cans and Recycling Bins. Requesting Financial Support to cover the rental of two toilets & one hand wash station.	\$500.00 In-Kind Expenses and Coverage of Toilets & Hand wash.	
Notre Dame High School- <b>Music for Miracles Fundraiser Concert</b>	June 16, 2017	\$587.55	Requesting In-Kind Support of usage of the Carleton Place Town Hall to host the Music for Miracles fundraiser event.	\$587.55 In-Kind Expenses to cover the Town Hall Auditorium Rental.	
Orange Lodge- <b>Celebration Parade</b>	July 12, 2017	\$750.00	Requesting In-Kind Support of usage of the Carleton Place Arena Upper Hall & Staff Set up and Clean up for this event.	\$750.00 In-kind Expenses to cover the Upper Level Rental & Staffing	

<b>Applicant</b>	<b>Date</b>	<b>Amount Required</b>	<b>Details</b>	<b>Recommendation</b>	<b>Notified</b>
Rotary Club- <b>Casino Fundraiser Night</b>	March, 2017	\$1,000.00	Requesting In-Kind Support of the usage of the Carleton Place Canoe Club & Staff Clean up for this event.	\$1,000.00 In-Kind Expenses & Staff Clean Up.	
Sister City Committee- <b>Wine'd Around Downtown</b>	May 27, 2017	\$500.00	Requesting In-Kind Support of Town Equipment and Staff drop off and pick up. Tents, Tables, Barricades, etc.	\$500.00 In-Kind Equipment & Staffing	
The Granary- <b>Chocolate Party in CP</b>	December 1-3	\$500.00	Requesting financial support of \$250.00 to offset expenses, as well as In-Kind support to cover: Free public skating, rental of Market Square Pavilion, Tents, Tables, and staff pick up & drop off.	Up to \$500.00 In-kind to be put towards the rental of the Market Square pavilion & hosting of a free Public Skate.	
The Mills Community Support- <b>Tapastree Event</b>	September 30, 2017	\$700.00	Requesting In-Kind Support of the Town Hall Auditorium to cover the set up, take down, and rental of the Town Hall Auditorium for this event.	Up to \$700 to be put towards the rental of the Town Hall Auditorium plus staff set up & clean-up of tables and chairs.	
<b>Town Hall Anniversary Celebration</b>	November, 2017	\$1,500.00	Requesting In-Kind Support of the usage of the Town Hall Auditorium host the Town Hall 125 <sup>th</sup> Anniversary Celebration. Requesting staff set up and clean up.	\$1,500.00 In-Kind to cover the rental of the Town Hall Auditorium plus staff set up & clean up.	
Valley Granite & Tile- <b>80s/90s Retro Halloween Party</b>	October 28, 2017	\$500.00	Requesting In-Kind Support of the Carleton Place Upper Hall to host their fundraiser for LAWS.	Up to \$500.00 In-kind to be put towards rental of the Carleton Place Arena as well as staff clean up.	

**Amount Requested: \$10,808.55**

**Amount Recommended: \$10,260.75**





Parks and Recreation Committee Action Report  
for the September 11, 2017 meeting held in  
the Arena Board Room at 7:00 p.m.

**Present:** Councillor Ross Trimble, Jan Ferguson, Bill Levesque, Tom Marshall,  
John Andrews, Manager of Recreation and Culture Joanne Henderson, Facilities Clerk  
Steph Scollan

**Absent:** Paul Pillsworth(regrets), Reeve Richard Kidd(regrets)

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## **TO BE DISCUSSED**

### **COMMUNICATION 128360**

Received from Brent Lytle  
Addressed to Parks and Recreation Committee  
Date September 8, 2017  
Topic Pinty's Ontario Elementary School Championship

### **SUMMARY**

The Carleton Place Curling Club will be hosting the Pinty's Ontario Elementary School Championship in April of 2018. They have requested the use of arena #2 for this event and are also seeking a reduction in cost.

### **COMMENT**

They require the ice on Tuesday and Wednesday to make the curling ice and the championship starts on Thursday and runs until Sunday. Once the championship is over; the ice will be removed for the Home Show. The regular revenue for the week is \$7,736.80. If the Championship is only charged for the hours that they are using the ice for their matches; the revenue would be \$5,366.00.

### **STAFF RECOMMENDATION**

To be discussed.

### **COMMITTEE DECISION**

That the Pinty's Ontario Elementary School Championship only be charged for the hours used for their matches and that an application be submitted for a Community Enrichment Grant to offset the difference in revenue.

## **COMMUNICATION 128361**

Received from Joanne Henderson, Manager of Recreation and Culture  
Addressed to Parks and Recreation Committee  
Date September 8, 2017  
Topic Anthony Curro Park Playstructure

### **SUMMARY**

Staff have received the following pricing for the playstructure upgrade at Anthony Curro Park:

Playground Planners – Option #1 - \$59, 504.00 plus HST  
Playground Planners – Option #2 - \$60, 725.05 plus HST  
Henderson Recreation - \$ 59, 989.00 plus HST

### **COMMENT**

This is a budgeted item.

### **STAFF RECOMMENDATION**

To be discussed.

### **COMMITTEE DECISION**

That staff proceed with Option #2 from Playground Planners for a price of \$60,725.05 plus HST it provides more play value than the other options.

**The Corporation of the Town of Carleton Place  
Environmental Advisory Committee Meeting  
Sept 11, 2017**

**Present:** Bill Slade, Natalika Culhane, Louis Antonakos, Randy Martin, Kayla Kazda, Margo Willmot

**Absent,** Mike Villeneuve

**Approval of the May 5, 2017 Minutes:**

**Moved by:** Kayla Kazda

**Seconded by:** Randy Martin

**Additions to the Agenda**

- General discussion on Climate Change

**Approval of the Agenda:**

**Moved by:** Louis Antonakos

**Seconded by:** Natalika Culhane

1. **Climate Change:** In light of current weather related disasters occurring both in the USA and globally, the CPEAC held a discussion of Climate Change moving forward and its potential impact on Carleton Place.
2. **Climate Change Action Plan:** Kayla Kazda put in a great deal of work this summer updating the proposed Climate Change Action Plan to include input from various sources. As a 'work in progress', a 'proposed template' version is expected by January, 2018.
3. **CPDHS Environmental Involvement:** This project will be brought forward to the next meeting.
4. **Reduce, Recycle, Reuse Brochure:** Margo updated the committee on this project. 4,000 copies have been printed and delivered to town hall to include in the upcoming water bill. 1,000 copies have been held back to distribute to local businesses. There is already a heavy demand for copies. Since this is the CPEAC's last time to produce the brochure, the information will be given to town staff for inclusion on the Carleton Place Waste App. The first edition was posted on the Carleton Place town web-site. Margo will contact the town to offer a 'soft copy' for inclusion on the town website. Louis in his capacity as Mayor of Carleton Place complemented Margo Willmot for her hard work and dedication to this project and to the committee as a founding member 10 years ago.
5. **Town Website:** It should be noted that there are errors on the town web-site with regards to the CPEAC. The members list is way outdated as is the chair position. The web site makes reference to contacting the CPEAC secretary but does not name the secretary. The CPEAC was

told that modifications were being considered in the near future to bring the web site into a more user friendly state.

6. **Combined initiative with Town Staff to create videos of composting and recycling for the town web-site.** There has been no follow-up between staff and the CPEAC. The CPEAC has offered to produce the video should staff not have the time to complete the project. The CPEAC sees using videos as an effective method of communication in many other areas as well.
7. **MMEAC & CPEAC Joint Meeting:** A date of December 4, 2017 has been proposed for a joint meeting of the MMEAC and the CPEAC in Carleton Place. Randy Martin will set the agenda and contact Cory Smith from the MMEAC to confirm the invitation.
8. **Secretary's position for October and November:** Bill will be away for the October and November CPEAC meetings. Randy Martin as chair will ensure the position is filled until Bill returns. Bill offered to stay as the focal point between the CPEAC and town staff concerning the minutes.
9. **New Membership Status:** The CPEAC has received an application to the committee from Leslee Brown. She was unable to attend this meeting but will be attending the October meeting. The CPEAC looks forward to meeting her. Louis in his capacity as Mayor of Carleton Place expressed congratulations to the CPEAC for including, Natilika Culhane, a high school student as a full and active member of the committee, the first committee of council to engage our youth, their enthusiasm and contribution.
10. **Moving forward:** As various current projects wind down, each member of the CPEAC has been tasked to consider future direction and projects the committee should initialize.
11. **Motion to Adjourn**  
**Moved by:** Bill Slade                      **Seconded:** Natalika Culhane

The next meeting of CPEAC will be Monday October 2, 2017 at the Carleton Place Library Boardroom.