

MEETINGS OF COUNCIL

Tuesday, September 25, 2018

7:00 p.m Council

Followed by: Policy Review Committee

EMPLOYMENT OPPORTUNITY

The Town of Carleton Place is seeking an individual to fill the part time position of Lifeguard.

Summary: Responsible for monitoring recreational swimming activities, including: patrolling the pool deck and scanning the water, as well as monitoring patrons to ensure a safe swim environment.

Qualification/Experience:

1. National Lifeguard – Pool;
2. Current Standard First Aid/CPR C/AED from an accredited organization;
3. National Lifeguard – Waterfront an asset;
4. Additional aquatic certifications and/or experience considered an asset;
5. Exceptional customer service and communication skills; and
6. Submit or agree to a Vulnerable Sector Criminal Record Check.

A detailed job description, for this position, can be accessed at www.carletonplace.ca

Interested applicants are invited to submit an application in confidence by 1:00 PM on Friday, September 28, 2018 quoting "Lifeguard" Attention Human Resources by:

Mail: Town of Carleton Place
Attn: Human Resources
175 Bridge Street
Carleton Place, ON K7C 2V8

Email: hr@carletonplace.ca

Facsimile: 613 257 8170

We thank all applicants for their interest; however only those applicants selected for an interview will be contacted. The Town of Carleton Place is an equal opportunity employer following the rules and regulations set out by the Human Rights Code. Personal information submitted will be used for the purposes of determining suitability for this competition only and in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Accommodation will be provided in accordance with the Accessibility for Ontarians with Disabilities Act (AODA) upon request.

EMPLOYMENT OPPORTUNITY

The Town of Carleton Place is seeking an individual to fill the part time position of Instructor.

Summary: Under the direction of the Pool Supervisor, Instructors are responsible for planning, organizing and implementing a high quality program that is engaging and enjoyable for all participants. Responsible for the safety and wellbeing of registered participants at all times.

Qualification/Experience:

- Current Lifesaving Society Swim Instructors, Lifesaving Society Lifesaving Instructor, National Lifeguard - Pool;
- Additional aquatic certifications and/or experience considered an asset;
- Current Standard First Aid/CPR C/AED from an accredited organization;
- Submit or agree to a Vulnerable Sector Criminal Record Check; and
- Exceptional customer service and communication skills.

A detailed job description, for this position, can be accessed at www.carletonplace.ca

Interested applicants are invited to submit an application in confidence by 1:00 PM on Friday, September 28, 2018 quoting "Instructor" Attention Human Resources by:

Mail: Town of Carleton Place
Attn: Human Resources
175 Bridge Street
Carleton Place, ON K7C 2V8

Email: hr@carletonplace.ca

Facsimile: 613 257 8170

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2018 MUNICIPAL ELECTION

Monday, October 22, 2018 is Election Day for municipalities and School Board Trustees across the Province of Ontario. For the Town of Carleton Place the following positions will be available to vote for:

- Mayor (1 position)
- Deputy Mayor (1 position)
- Councillor (5 positions)
- School Board Trustee (English Public and English Catholic)
- School Board Trustee (French Public and French Catholic)

INTERNET VOTING

This year there is the option to vote via internet ballot. If you are on the Voters' List, you will receive an instruction letter in the mail which will contain your Personal Identification Number (PIN) which will be required to vote.

VOTING BY PAPER BALLOT

IMPORTANT - For paper ballot voting – please bring your instruction letter with your PIN.

Advance and Regular Voting will be held from 10:00 a.m. to 8:00 a.m.

Advance Vote: Saturday, October 13, 2018 and Wednesday October 17, 2018

Carambeck Community Centre located at 351 Bridge Street, Carleton Place

Regular Vote: Monday, October 22, 2018

Carambeck Community Centre located at 351 Bridge Street, Carleton Place

For more election information, including a list of candidates, visit our website at www.carletonplace.ca/2018election

WINTER MAINTENANCE

The Town of Carleton Place is seeking quotations for the following winter maintenance activities:

- Snow Plowing – Arena & Waste Water Treatment Facility Parking Lots
- Snow Plowing – Carambeck Community Centre
- Snow Plowing – Municipal Lots
- Truck Rental - Downtown Core
- Truck Rental – Snow Removal Operations
- Motor Grader Rental
- Loader with Plow & Wing Rental

Quotation forms can be picked up at the Carleton Place Town Hall, 175 Bridge Street 613-257-2253

Quotations will be accepted up until **September 26th @ 10:00 a.m.**

Quotations will be addressed to the attention of Dave Young, Director of Public Works.