

# Carleton PLACE

# 2024 ANNUAL REVIEW



## MAYOR

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I want to start off by thanking Council and Staff for all of their great work in 2024. At the beginning of this Council's term we set goals through strategic planning. It is easy to see how the collaborative relationship pays off when you look at the list of things that have been accomplished and how they reflect the priorities we identified.

On top of day-to-day operations which quietly but effectively kept things moving forward, some of what I consider to be the 'highlights' of 2024 were:

- \$35,130,721.42 in Grants – \$35 million alone for the Wastewater Treatment Plant Expansion
- Carleton Place won the Chez 106 – Best Small Town – contest which was a big win for the community as a whole
- We expanded Pumpkinfest to a 3-day signature event
- We hosted two (2) sold-out shows – Fred Eaglesmith and the East Pointers via a partnership with Festival of Small Halls
- We hosted Team Kazakhstan for the IIHF World Junior Championship
- Council attended at least 11 Ribbon Cuttings/Grand Openings for new businesses in Town
- We opened (2) new parks – Coleman Central and Miller's Crossing
- We made accessibility improvements along the Ottawa Valley Recreation Trail (OVRT)
- The tennis court saw refurbishments and the addition of court markings to allow for pickleball use
- A new website was built for both [carletonplace.ca](http://carletonplace.ca) and [visit.carletonplace.ca](http://visit.carletonplace.ca) to make navigation easier for residents and/or visitors
- We had the Grand Opening for the new Community Pad at Carleton Junction which was a partnership with local businesses, the OPP, and individual contributors

There is a lot to look forward to in 2025:

- The opening of the new Carleton Place & District Memorial Hospital Emergency Department
- The opening of the new Health Hub
- The start of our Water and Wastewater Treatment Plant expansion projects
- The launch of the Online Carleton Place portal which will provide more online services for residents
- Continued support for openings and offerings of new businesses.

# CHIEF ADMINISTRATIVE OFFICER

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2024 was another busy year for the Town of Carleton Place. Whether undertaking studies, completing capital works, assisting with other projects or applying for grant funding, there is no doubt that the work undertaken by Council and staff will benefit the Town and its residents for the long term. A brief review of some of the more notable activities are outlined below:

## **Studies to Plan for the Future of Carleton Place Include:**

- Work continued on the detailed designs and tendering of the Water and Wastewater Treatment Plant Expansions. These expansions are scheduled to be tendered by the end of January 2025 and will ensure the Town has capacity to grow for the next 20 years.
- The Town's comprehensive review of its Official Plan (OP) received approval from the County of Lanark, however, the OP was appealed in 2024 by three (3) parties to the Ontario Land Tribunal (OLT). The Town is in the process of working through these appeals with the respective appeal parties and the OLT. For context, this review offered an opportunity for the community to pause and reflect on how the Town's current Official Plan had been implemented to date and assess if the goals and objectives of the Plan are still reflective of the local interest. It also provided the chance to evaluate whether or not the policies are effective in regulating and guiding development as originally intended.
- A Service Delivery and Fee Review (SDR) of the Recreation and Culture Department was completed to evaluate how services are currently delivered, review opportunities for creating efficiencies through providing services online, revising administrative or operational processes and maximizing facility rental opportunities, identifying any funding opportunities and reviewing the current governance structure. The SDR identified 10 opportunities which have been prioritized. Work on the opportunities will commence in 2025.
- A Development Charge Background Study and By-law consistent with the provisions of the Development Charges Act (DCA) was undertaken in 2024. The purpose of this study is to provide funds that will allow the Town to finance capital works required for development and permit the Town to grow on a financially sound basis. The public meeting under the DCA was held on January 14th, 2025 and the earliest the By-law could be passed would be February 18, 2025.
- An Accessibility Review of nine (9) Town-owned buildings including the Town Hall, Arena, Pool, Carambeck Community Centre, Fire/Police Station, Carleton Place and Beckwith Heritage Museum, Library, Canoe Club and the Seniors Active Living Centre, was completed by Ignite Architecture. The review included an analysis of existing buildings regarding the Accessibility for Ontarians with Disabilities Act (AODA), Ontario Building Code and Universal Design requirements. A report for each facility has been provided with an estimate of the probable costs for the identified projects being \$1 million. The information obtained will be used to update the Town's Asset Management Plan and to inform future capital budgets.
- A mechanical, electrical and aquatic systems review of the Carleton Place Aquatic Centre was completed by DEI Consulting Engineers. The report identified remedial works estimated at approximately \$3.8 million whereas a new pool is estimated at \$15 million. This information will be used to update the Town's Asset Management Plan.

## CHIEF ADMINISTRATIVE OFFICER - CONTINUED

· The Town retained PSD Citywide to update its Asset Management Plan (AMP) in accordance with the July 1st, 2024 requirements of Ontario Regulation 588/17. By July 1st, 2024, municipalities were required to have an approved AMP for all municipal infrastructure assets that identifies current levels of service and the cost of maintaining those levels of service. The results of the 2024 update were that the Town's average annual capital requirement is \$11.9 million. The Town is currently committing \$6.75 million towards capital projects or reserves per year leaving a funding gap of \$5.14 million.

### Major Capital Works

The significant projects undertaken in 2024 included:

- Rehabilitation of the tennis courts which included repairs/resurfacing of the courts, new fencing, and upgraded LED lighting
- New gymnasium floor in the Carambeck Community Centre funded through an Ontario Trillium Foundation Grant
- Installed an underfloor heating system for Arena 2, which extends the operating season from eight (8) months to 12 months.
- Repaving of the Library parking lot and the parking lot across from the Town Hall (behind the Moore House (Chamber of Commerce offices))
- Miller's Crossing Park was completed which is a multi-generational park including adult fitness equipment, junior and senior children's play spaces, splash pad, paved pathway and shade structure with picnic area
- Water Tower Park (Coleman Central Subdivision) was completed which includes junior and senior children's play spaces, swings, a paved pathway, and an accessible sand table

### Other

· The construction of the expansion of the Ottawa Valley Family Health Team (OVFHT) into Carleton Place to service Carleton Place and Beckwith is well underway. This new Carleton Place Regional Health Hub will bring the local Carleton Place physicians currently located in five (5) family physician clinics under one (1) roof as part of a family health team including interdisciplinary services such as diagnostic imaging, physiotherapy, psychiatrists, massage therapy, and pharmacy to name a few and specialized programming (e.g., COPD and Asthma Program, Memory Clinic, Adolescent and Child Mental Health Program). The Councils of the Town of Carleton Place (60% share) and Beckwith Township (40% share) have agreed to provide a total of \$1,700,000 in funding to a new physicians' corporation that will establish in the new Health Hub to help offset initial fit-up costs (\$200,000) and a total of \$1,500,000 of annual lease payments (\$150,000 for 10 years) as a means of assisting existing physicians to relocate to the new health hub and in attracting new physicians to Town to set up in the new hub. We look forward to the grand opening of this facility in 2025!

### Grant Funding

In my previous annual messages, I have highlighted the Town's ability to access Federal and Provincial grant funding to help pay for some of the projects the Town is undertaking. Since 2019, Town staff have made a concerted effort to apply for grant funding wherever possible. While not every application submitted has been approved, the efforts have been paying off. From 2019-2024, the Town has been successful in receiving over 50 provincial and/or federal grants totalling approximately \$52.78 million. 2024 was an exceptional year for grants as the Town received a \$35 million grant to help pay for the expansion of the Town's Wastewater Treatment Plant. This is the largest grant the Town has ever received from any level of government and it will go a long way in helping to pay for this costly project.

## DEVELOPMENT SERVICES

A decline in interest rates over the course of 2024 and the steady build out of pre-planned residential neighbourhoods kept the Development Services Department busy over the course of the year.

### Building

The Building Department issued 223 permits in 2024 representing a 16.6% increase from 2023 activity, of which 256 new dwelling units were constructed. Of the 256 new units approved, 176 represented apartment dwellings across various projects including Johanne's Garden apartment complex in Coleman Central (Lepine) and the renovation of the former Stoneridge Manor retirement home (Inverness).

The Building Department also approved the construction of seven (7) new accessory residential units (ARM's or secondary suites) in existing dwellings throughout Town. These ARM's provide vital rental housing opportunities for residents while offering a supplemental income stream to property owners.

The Town also approved several exciting office and industrial developments to provide local job growth for residents.

- DICA Electronics Manufacturing – 6,500sqft addition to the existing manufacturing facility
- Yazdani Dentistry Expansion – 1,300sqft addition to the existing building
- Triacta Power Solutions – 15,000sqft fit-up for its new business

Commercial development saw a significant increase in available retail opportunities including the construction of a Winners, Thai Express, Mary Brown's Chicken, Fat Bastard Burrito, Pizza Hut, Stacked Pancake House, and Sherwin Williams.

### Engineering

The Engineering Department oversaw the completion of several growth-enabling infrastructure projects in 2024 including the completion of a multi-use path along Townline Road between Industrial Avenue and the Ottawa Valley Recreation Trail (OVRT) and the road extension of Costello Drive, both of which were delivered under budget and on time. Staff also oversaw the final touches of Miller's Crossing and Peter Street Subdivisions and authorized final acceptance of all infrastructure in the Jackson Ridge and Carleton Crossing developments.

Internally, a significant amount of the Department's resources were dedicated to the detailed design and tendering of major infrastructure upgrades to add sanitary servicing capacity to the lands north of Highway 7, as well as the review of subdivision and infill developments to enable construction to commence in 2025. In the spring, residents can expect to see construction activity in the areas of the McNeely Landing Subdivision and Coleman Central Phase 2 Subdivision.

# DEVELOPMENT SERVICES - CONTINUED

## Planning

The Planning Department commenced and published a number of key policy amendments and reports in 2024. The year commenced with an Official Plan Amendment to reinstate policies relating to the completion of public meetings during the review of Subdivision Applications; a process which was removed in recent amendments to the Planning Act. An internal study of "Strategic Properties" was also initiated with an interim report presented to Council in December 2024 for direction and final preparation in 2025. Finally, the Department published the Town's first Housing Market Needs Assessment; a document which will be used to evaluate future residential development applications and ensure that the housing proposed aligns with the needs of the community.

Staff also commenced the comprehensive review of the Development Permit By-law with a strong mandate to re-write and replace the existing policy with a new locally appropriate standard. The Development Permit By-law is the most important policy tool the Town has to ensure that new developments are functional, appropriate and desirable in the community. Residents are encouraged to watch CP Scoop for invitations to participate in public consultation and provide feedback on the By-law in early 2025.

Draft approval was issued for the Comrie Hills Subdivision on Lanark and Carleton Streets (256 new residences), Carleton Lifestyles Retirement Community (158 new residences, 79 long-term care beds, and 12,000sqft of commercial units, and an infill development behind the Franktown Road Circle K Plaza (102 new residences). Prior to construction, the developer needs to complete several conditions of approval, but residents can expect to see pre-servicing activity for the first phases of these developments as early as the end of 2026.

The Town was also pleased to see the issuance of Draft Approval for a plan of condominium for the former Lanark County Housing property at Joseph Street, Edward Drive and Pattie Drive. This collection of 36 semi-detached dwelling units are being phased onto the market for sale and redevelopment, marking a new chapter for the neighborhood.

Finally, Council allocated considerable funds to the Town's Community Improvement Plan in 2024 to incentivize façade improvement projects within the Downtown as well as the restoration of designated heritage properties and the creation of Accessory Residential Units within the Town. \$50,000 was distributed to qualifying projects in 2024 and tenants and property owners alike are encouraged to reach out to the Planning Department in 2025 to see if their renovations qualify for grant funding.

# CLERK'S DEPARTMENT



## By The Numbers

- 823 Parking Tickets Processed
- 304 Deaths Registered
- 158 Marriage Licences
- 63 Lottery Licences and 16 Licences Amended
- 21 Vendor Permits
- 14 Freedom of Information Requests Filed
- 10 Taxi Driver Licences
- 9 Refreshment Vehicle Licences
- 9 Hen Licences
- 2 Taxi Operator Permits

2024 was an especially busy year for lottery licences which resulted in over \$24,000 in revenues for the Town. As well, Carleton Place is on the map for being the place to obtain one's marriage licence.

## Policy Activities

Implementation of the Electronic Document and Records Management System (EDRMS): The Town has completed the initial phase of EDRMS implementation with StoneShare and continues to transition records into the digital system. Staff continue to work on the digitization of historical paper records to improve accessibility and use space efficiently.

## Looking Forward - 2025 and Beyond

1. Comprehensive Records and Information Management (RIM) Training Program
  - Continue to improve EDRMS functionality.
  - Best practices for records management, including naming conventions and retention schedules.
2. Completion of Digitization Efforts
3. Continued Policy and Governance Review
4. 2026 Municipal and School Board Elections

In summary, the Clerk's Department remains committed to supporting the Town of Carleton Place and Council with efficient, transparent, and compliant records management and legislative services.

# PUBLIC WORKS



2024 was another productive year for the Public Works Department in completing both capital and operational projects. The 2024 road reconstruction program focused on the Moore House and Library parking lots with two (2) new lifts of asphalt, Nelson Street West, Alexander Street, Donald Street from Napoleon Street to Sarah Street, Wilson Street from Napoleon Street to Caldwell Street, Ramsay Street from Townline Road to George Street, and St. Paul Street from Bell Street to William Street, with new granular bedding, asphalt, and curb and sidewalk replacement/repairs. The 2024 road overlay program included Judson Street from Mill Street to Albert Street, Blair Street from Mississippi Road to Burgess Street, and LeMaistre Street from Barker Street to Dunham Street.



Work on upgrading our aging streetlight system to an LED system continued in 2024 on the south side of the river. Due to the age of our system and the nature of the wiring, Ottawa River Power Corporation in coordination with Hydro One systematically began upgrading our lighting system with the elimination of the antiquated power control system that depended on old relays and switches in favour of direct connection of each light to the power supply. This work provides a more dependable streetlight network that is less susceptible to large area outages and is saving the Town greatly on electricity and maintenance bills. Work will continue throughout 2025.



On the heels of completing the Environmental Assessments in 2023 for the expansion of our Water Treatment Plant (WTP) and Wastewater Treatment Plant (WWTP), we are now nearing completion of the detailed designs for the treatment plant upgrades to address growth of the Town expected over the next 20 years. The tender for this work will be let at the end of January 2025, with work on these upgrades anticipated to begin in the spring of 2025. These projects are primarily funded from Development Charges and a \$35M grant received through the Housing Enabling Water Systems Fund for the WWTP.



# PUBLIC WORKS

*Continued*



The reconstructions of the Findlay Street Pumping Station, Princess Street Pumping Station and Industrial Avenue Pumping Station were tendered in 2024 and construction of these works will take place starting in the spring of 2025 with final commissioning occurring in the spring of 2026. This delay is due to long lead times associated with the manufacture of key components required for the pump stations such as the new natural gas back-up generators. The Ontario Clean Water Agency (OCWA) also undertook lifecycle repairs at the Carlgate, Mississippi Quays and Westview Heights pumping stations on behalf of the Town.

A new waste collection agreement was entered into with Emterra Environmental which will begin January 2026. The new contract will see the redistribution of collection areas to a five (5) day Monday to Friday collection schedule to create efficiencies and save on costs. PW staff also brought forward a new up-to-date sewer-use by-law and backflow prevention by-law to better safeguard our water and wastewater infrastructure.

Public Works (PW) staff oversaw the installation of a new larger watermain on Nelson Street West to accommodate future growth. PW staff also commissioned our new automated bulk water station on Bates Avenue which now provides year-round access to municipal water for our water haulers. A multi-use pathway was also constructed by Public Works staff on the north side of Townline Road between Industrial Avenue and the Ottawa Valley Recreation Trail (OVRT).

A Request for Proposals for a Transit Feasibility Study was issued subsequent to the Town receiving a grant of \$50,000 through the Rural Transit Solutions Fund towards the project. Parsons will be undertaking the study which is anticipated to be completed by the fall of 2025.

# TREASURY DEPARTMENT

## Asset Management Plan

In an effort to ensure that municipal infrastructure is not degrading faster than it is being repaired or replaced, thereby putting services at risk, the Ontario Government implemented the Asset Management Planning for Municipal Infrastructure Regulation, Ontario Regulation 588/17 effective January 1st, 2018. The goal of this regulation is to help improve the way municipalities plan for their infrastructure and it identified four (4) annual milestones for municipalities to reach in terms of their progress. Once finalized, the Asset Management Plan will enhance decision-making, build resiliency and strengthen the Town's service delivery.

The Town retained PSD Citywide to update its Asset Management Plan (AMP) in accordance with the July 1st, 2024 requirements of O. Reg 588/17. By July 1st, 2024, municipalities were required to have an approved AMP for all municipal infrastructure assets that identifies current levels of service and the cost of maintaining those levels of service. The Town completed its 2024 requirements with the update identifying the Town's average annual capital requirement being \$11.9 million. The Town is currently committing \$6.75 million towards capital projects or reserves per year leaving a funding gap of \$5.14 million.

Work on the Town's AMP will continue with PSD Citywide in 2025 in order to meet the July 1st, 2025 update which is the date for municipalities to have an approved asset management plan for all municipal infrastructure assets that builds upon the requirements set out in 2024. The plan is required to identify proposed levels of service, the activities the municipality is required to take to meet the identified proposed levels of service and a strategy to fund the activities.

## By the Numbers

There is no doubt the Town is growing, and the numbers don't lie. Below is a summary of Treasury statistics:

- Tax bills issued have **grown** by 25.74%; from 9,654 in 2019 to 12,138 in 2024
- Water bills issued have **grown** by 20%; from 18,673 in 2019 to 22,414 in 2024
- The number of tax bills **emailed** in 2019 was 375 and in 2024, this number grew to 2,960; an increase of 689%
- The number of water bills **emailed** in 2019 was 1,307 and in 2024 was 11,431; an increase of 775%
- Total assessment **grew** from \$1,564,072,188 in 2019 to \$1,887,480,500; an increase of 20.67%
- Digital payments for monies owing to the Town have **increased** from 50.52% in 2019 to 73.85% in 2024, whereas in-person payments decreased from 49.48% to 26.15% in the same time period

## TREASURY DEPARTMENT CONTINUED

### Virtual Town Hall

Residents can now view tax and utility accounts online and set up pre-authorized payments for money owing to the Town through Virtual Town Hall (VTH). Since the system was launched in 2022, the number of accounts has grown from 275 to 1,217 in 2024. Set up your account on the Town's website <https://carletonplace.ca/?s=virtual+town+hall>

### Sign Up for E-Billing

Canada Post raised their rates to 'better align stamp prices with the rising cost of providing letter mail service'. As a result, the Town will see a significant increase in the cost to send out Water and Sewer and Tax bills by letter mail moving forward.

If you haven't already, we are encouraging residents to sign up on the Town's website to receive bills electronically.

Water and Sewer e-billing Sign Up: <https://carletonplace.ca/utilities-electronic-billing>.

Taxes e-billing Sign Up: <https://carletonplace.ca/property-tax-e-billing>

### Enhanced Pet Licensing Services

The Town is now offering enhanced pet licensing services through our Carleton Place Online portal. Dog licenses are a flat rate of \$25 and now last a full 12 months from the date of purchase, rather than expiring at the end of the calendar year.

Cat owners can also register their feline friends through the same convenient online system. Cat licenses are valid for the lifetime of your pet, with fees of \$25 for spayed/neutered cats and \$70 for non-spayed/neutered cats.

### Information Technology (IT)

A big project in 2024 was the in-house rebuild of the Town's main website as well as the Tourism website. Both sites saw an improvement in user experience making it easier to navigate and find relevant information.

Cybersecurity was a focus in 2024 with IT making great strides towards improving the Town's cybersecurity which helps ensure the safety of data held by the Town.

2024 saw the launch of the [online.carletonplace.ca](https://online.carletonplace.ca) service portal. Residents can now purchase tickets for Town-hosted events as well as register their pets for municipal licenses. In 2025, we hope to launch additional modules including facilities booking, the online purchase of recreation-related memberships, as well as the payment of parking tickets.

In 2025, IT will be putting in a brand new wifi system for the arena which will provide fast and reliable wifi for facility users.

# PROTECTIVE SERVICES



## Carleton Place Fire Department

The Carleton Place Fire Department (CPFD) provides fire prevention and public education, fire suppression, interior search and rescue, land-based water and ice rescue, automobile extrication and tiered medical response in conjunction with Lanark County Paramedic Services. We are dedicated to enhancing public safety by protecting life, property, and the environment through public education, fire prevention and excellence in emergency response.



In 2024, our Fire Prevention Division continued their work to meet the provincial mandates for request, routine, and complaint inspections. Staff conducted 352 Fire Safety inspections throughout our community, ensuring buildings met the Ontario Fire Code regulations.

Fire Prevention staff also conducted a total of three (3) Fire and Origin Cause Analysis investigations. These ranged from residential homes to vehicles, as well as rubbish/debris.



Our firefighters responded to 246 fire calls in 2024. These calls include both incidents within the Town of Carleton Place and in the surrounding municipalities through automatic and mutual aid agreements. This number, along with training, meetings and public education events totaling 52 calls, represents a record number of callouts for firefighters at 298.

Public education continues to be a cornerstone of our service to the community. Through collaborations with local businesses during Fire Prevention Week, hall tours and school visits with children, we work to help all ages understand the importance of fire safety. We were proud to be part of local events like the Chez 106 Small Towns celebration, Mighty Machines Day at the Childcare Centre, and of course, the Annual Christmas Parade.



The hard work and dedication of our 23 certified volunteer and career firefighters, as well as the support of their families and employees, has been essential to our success as a Fire Department and we are very grateful for their contribution. Together, both groups are responsible for providing an efficient and quality fire service for Carleton Place as well as being a first responder to a portion of Mississippi Mills.

## PROTECTIVE SERVICES - CONTINUED

### **Municipal Law Enforcement Officer Services**

Municipal Law Enforcement is carried out by four (4) Town of Carleton Place Municipal Law Enforcement Officers (MLEO). The MLEO are responsible for administering and enforcing the various regulatory by-laws of the Municipality which includes complaints, parking enforcement, boat launch monitoring and property standard enforcement.

This year saw a record number of parking infraction warnings as officers strived to educate the public first, before ticketing. Officers work with other Town departments regularly to ensure that by-laws are followed which can include dogs off-leash, illegal dumping, and parking in fire lanes.

Anyone who wishes to register a complaint or report a by-law violation should call 613-257-5688 with the pertinent information. Animal control enquiries should be directed to our Animal Control contractor at 613-809-7048. Information on various by-laws is available either from the municipal website [www.carletonplace.ca](http://www.carletonplace.ca) or from the Clerk's office.

### **Crossing Guards**

The Town of Carleton Place has five (5) permanent and two (2) spare on-call Crossing Guards. They direct or escort pedestrians at designated Carleton Place intersections every morning and afternoon when the school bells ring. These guards are out in -35 below temperatures, rain, snow, dust and heat. They risk putting themselves in danger and deal with aggressive motorists.

The Crossing Guard program in Carleton Place is funded by the Town and managed and administered by the Director of Protective Services. Crossing Guards receive annual training to ensure they are equipped with the best knowledge to protect our children's safety.

### **Emergency Management**

The Emergency Management Division of Protective Services is responsible for ensuring the Town of Carleton Place is prepared for emergencies and also able to recover from them. It takes a collaborative effort between all Town departments and divisions, external organizations, businesses, community groups and residents to be prepared. Staff and external agencies meet, train, and conduct tabletop exercises so that the Town can respond quickly and efficiently when emergency events occur.

While staff work hard behind the scenes to prepare for emergencies, we ask residents to do the same. We encourage everyone to gather a [72-hour emergency kit](#) with essentials to keep you safe for three (3) days in an emergency situation. Discuss an emergency plan with your family so everyone is on the same page if the unexpected happens. Check on elderly and vulnerable neighbours if you can. Emergency preparedness is everyone's responsibility.

# CHILDCARE SERVICES



2024 was a busy year as our staffing and enrollment numbers have climbed. We now have approximately 100 staff that work with children from birth to age twelve at two (2) locations. We have all rooms open and running at Francis Street and have added 26 more kindergarten spaces to our Carambeck School-age program. We have joined the Canada-Wide Early Learning and Child Care Agreement (CWELCC) which has helped to continuously reduce our fees to aid in making childcare more affordable for parents and caregivers.

Last year we saw improvements to both our Francis Street and Carambeck school-age locations. Our yards were enhanced with pergolas, shade and play structures, container gardens, and natural elements that are in keeping with Ontario's curriculum "How Does Learning Happen."

We hosted Mighty Machine Day on June 1st which had the largest ever attendance thus far. Our fundraising efforts boasted approximately \$14,000.00. The funds have helped us to add new toys and equipment to our facilities to enhance the rooms and children's play.

Our wrap up during December included an elf store which allowed children to shop from donated items to surprise parents with an extra special gift. Who wouldn't love a pink flamingo coffee cup!!

Santa also made a special visit and took time out of his busy schedule to visit each room. The children were excited and promised to leave extra cookies and milk for the Jolly Old Elf!

Parents appreciated the Christmas photos taken by our very own staff member. The photos help to capture memories that will be cherished for years to come. The funds collected added to our efforts to enhance rooms with even more toys and equipment.

This coming year we will focus on upgrading, enhancing and maintaining our unique childcare environments to help us provide the best quality childcare available. Our goal is to offer childcare that provides warm and nurturing environments to help educate and enhance growth and development.



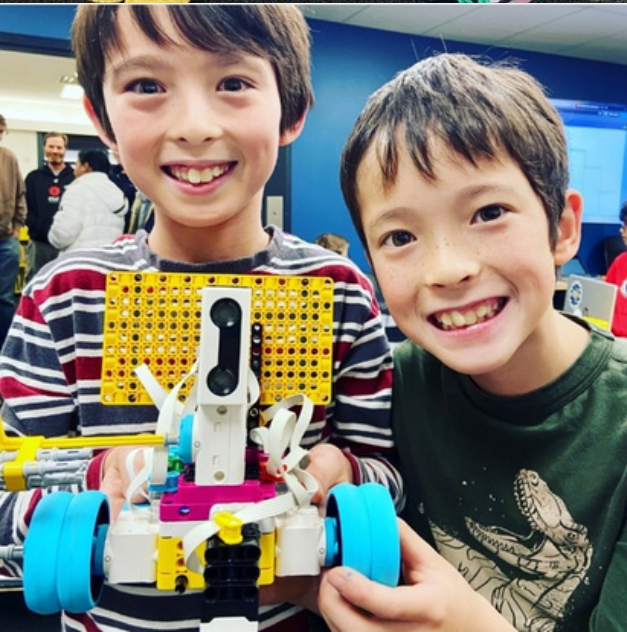
# CARLETON PLACE PUBLIC LIBRARY

2024 was a year of discovery, partnerships, and revitalization! A Library Staffing Plan, upgrades to the building and parking lot, and amazing community partnerships made this year a great starting point for future growth.

**Community Connections and Partnerships: Collaboration and Engagement.** The Library had an incredibly busy year, playing an active role in an increasing number of community events. Highlights included participation in the Town of Carleton Place's celebration of the 2024 Chez 106 Best Small Town win, along with exciting events like EarthFest, Summerfest, August in Wonderland and Pumpkinfest. Additionally, the Library hosted a variety of Community-led programs at the Library such as Home Hospice drop-ins, an Alzheimer Caregiver's Group, French storytimes, and a brand-new English Conversation Circle for newcomers.

STEM programming was also a big focus this year with 12 Lego Robotics sessions led by Steampunk Education, along with creative STEM workshops for youth from local science advocate, Adrian Filip. It was a truly dynamic and engaging year for the Library.

**Library Revitalization and Accessibility: A Year of Upgrades.** There were significant physical upgrades to the library and surroundings this year that will go toward making the Library more accessible and environmentally sustainable. The revitalization of the parking lot in September, completion of an accessible exit ramp off Beckwith Street, and an upgraded energy-efficient HVAC system have ensured that the Library remains comfortable and welcoming to all.



# PUBLIC LIBRARY

*Continued*



**Popular Programs and Resources:** Cost Savings Continue. With everyday living costs rising, the Library continues to be a trusted resource for patrons, helping them make their hard-earned dollars go further. Experience passes saw an increase in usage this year, with the circulation of Carleton Place Pool passes more than doubling, and close to 800 Museum pass checkouts providing free admission to popular Ottawa exhibits. Digital magazines also saw a surge in popularity with nearly 7000 checkouts via the Libby app—an impressive increase of over 2000 checkouts from 2023.

Free programming proved to be important to the community as well. Sessions like Babytime and Toddler Time saw steady growth, while creative events such as the Daddy-Daughter Hairstyling Workshop, Swiftie Soiree and 2nd Annual Mini Maker Craft Fair drew crowds—and excitement. The community proved diverse, free programming will strike a winning chord every time.

**2025: Looking Ahead to New Ideas.** A Library Staffing Plan in 2024 plotted a new direction for the future, with changes and growth on the horizon. Patrons can expect a few changes in 2025, with new programs designed to bring fresh ideas, exciting collaborations, and a focus on meeting the needs of the growing community.

A new Interlibrary Loan system design will further streamline connections between libraries and patrons, making resources easier to access from home. While library services will always be available with staff assistance, patrons who want more control over their accounts will soon be able to request books from other libraries on their own. It will be an exciting new option for everyone!

With the upgraded Interlibrary Loan system and a fresh programming plan on the horizon, 2025 is set to be a year that keeps community at the forefront. It is going to be an exciting year!



# RECREATION & CULTURE

## Park Development

2024 saw the development of two (2) additional parks. Phase One of the park in the Coleman Central Subdivision was opened for public use on November 8th, 2024. This park includes paved pathways, a toddler play area, a senior play area for ages five (5) to 12, an accessible sand table and swings that include a saucer seat and an inclusive seat. Phase Two of the park will be completed in conjunction with the final phase of the Lepine development. Phase Two will include the planting of a Bosque as well as additional paved pathways. The long-awaited park in the Miller's Crossing Subdivision was opened on December 9th, 2024. This multi-generational park has something for everyone. There is a junior play area, a senior play area for ages five (5) to 12, a splash pad, a sand play area, swings that include a saucer seat and an inclusive seat, fitness equipment, paved pathways and a shade shelter.

## Park Improvements

Commons Park and Hendry Farm Parks were upgraded in 2024. The safety surfacing in all remaining Town playgrounds was upgraded with additional engineered wood fibre. The basketball posts and backboards were replaced at McNeely Park and the basketball nets were upgraded at Anthony Curro Park.

Some other improvements included upgrades to the Boat Launch, the installation of additional solar lighting along the Ottawa Valley Recreation Trail (OVRT) and in Carleton Junction and the installation of accessible benches along the OVRT. A water bottle filling station and a bike Fix-it Station were also installed at Carleton Junction.

Our Department installed wayfinding signage for the Downtown BIA. The signage can be found throughout Town directing you to very popular Town amenities. Staff also installed the banners for the BIA Art Project.

## Community Events

The Recreation and Culture Department was busy throughout the year with many events and festivals which included Poutinefest, Chez 106 Best Small Town Celebration, Canada Day, Bridge Street Summerfest, the Dragonboat Festival, Ukrainefest, Pumpkinfest, Winterfest, the Santa Claus Parade and hosting Team Kazakhstan during the pre-tournament stages of the World Juniors.



# Recreation & Culture - Continued



## Tree Planting and Beautification

Our tree canopy was further enhanced with the planting of 17 additional trees in various parks and community spaces. Bridge Street was in full bloom in 2024 as all decorative planters were finally completed from the downtown revitalization project. Staff also planted 2100 daffodil bulbs in the fall on Bridge Street and Coleman Street which were graciously donated by the Carleton Place Nursery.

## 2025

The play structures at Riverside Park will be replaced in 2025. The Canoe Club will receive a much-needed upgrade to the hall as sound paneling will be installed to help with noise reduction. The outfield fencing will be replaced at the McLaren Diamond. You will see additional historical plaques throughout Town and new signs in our neighbourhood parks. The new enhanced tennis courts will be fully operational in 2025. The lighting is now functioning and will provide tennis and pickleball enthusiasts with more opportunities for play.



# COMMUNITY DEVELOPMENT



The Town had its biggest year ever for events & festivals with 29 attractions being hosted by the Town of Carleton Place and an additional five (5) events supported by the Town. Events such as Indoor Movie, Sign Up Night, Valentine's Dances, March Break Shows, and the Downtown EggVenture Scavenger Hunt kicked off the colder months of 2024.

After a fierce battle in the Spring, the Town of Carleton Place was awarded the Chez 106 "Best Small Towns" designation. The trophy was presented by the Chez 106 team at the well-attended Celebration Party in May. The Town successfully coordinated bringing the "Poutinefeast" event to Riverside Park, which was enjoyed by residents and visitors alike. Town Hall Auditorium Concerts continue to develop and Carleton Place welcomed Fred Eaglesmith to a sold-out show in June. The summer months were busy with hosting the Canada Day Festivities, Park Parties, hosting two (2) Movies in the Park, and supporting the BIA's Summerfest event.

As the leaves began to fall, Carleton Place continued to buzz with activities such as the Dragonboat Festival, Parents & Tots Dances, and expanding the Pumpkinfest into a 3-day signature festival.

Carleton Place continued to be busy for the remainder of the year, presenting the first annual Winterfest, followed by the Santa Claus Parade in November. The Town capped off the year in December with a sold-out Festival of Small Halls Show at the Arena, as well as being the proud hosts of Kazakhstan's Junior Team for six (6) days as they prepared to compete in the IIHF World Juniors Tournament in Ottawa.

Looking to 2025, the Town of Carleton Place anticipates another exciting year of festivals & events for our residents. Staff are preparing to present enhanced programs including the Volunteer Management Program, and Event Management Program. Both programs will allow residents additional training & support to be an important part of the festivities, and/or present their own with support from the Town of Carleton Place. Residents are encouraged to keep a watchful eye on the Carleton Place social media channels, as well as CP Scoop for updates on how they can be involved in the fun in 2025.



# PROPERTY MANAGEMENT

2024 was a busy year for the Property Management Department with the following highlights.

## Projects

- Transitioned to a new Maintenance Management System which allows for tracking repairs and maintenance to the Town's building assets. This system will improve lifecycle planning.
- Completed a Building Condition Audit of the Pool. This provides information on the required repairs and upgrades to the Pool with budget numbers and schedule.
- Repairs/resurfacing of the Tennis Courts, new fencing and upgraded LED lighting
- New exit-accessible ramp was constructed at the Library and the replacement of the HVAC equipment with Air Source Heat Pumps was completed.
- Continued lifecycle works at the Arena including replacement of the upper hall roof, coating of the Arena 1 roof to extend the life, replacement of several components of the refrigeration plant to extend the life, and installation of an underfloor heating system for Arena 2, which extends the operating season from eight (8) months to 12 months.
- Continued lifecycle works at the Pool including the replacement of two (2) sections of the roof and the replacement of the front windows.
- Town Hall: completed a small retrofit to the Auditorium, which includes new flooring in the back of house and upgrades to the washrooms. The redesign of the Mill Street entrance stairs back to the original design was completed.

These projects have been identified through Building Condition Assessments and provide the Town with a roadmap to maintain our building infrastructure.

## Grants

The Town completed two (2) major grant applications in 2024 which will assist with offsetting the costs of continuing our lifecycle program. The Town expects to receive notification about the grant applications in the first quarter of 2025.

2025 will be a year of planning and fewer capital projects with the following highlights:

## Projects

- Town Hall interior renovations to support the growth of the Town.
- Reconditioning of the exterior of the Moore House. This was identified in the Building Condition Report completed in November 2023.
- Canoe Club balcony and railing repairs. Temporary repairs were completed after the structural review was completed in 2021.
- Lifecycle replacement of HVAC equipment at the Arena, Town Hall and the Carambeck Childcare Centre.
- With transitioning to a new Maintenance Management System, the priority is the development of inspection standards for inspections of all building-related equipment.

If the Town is successful in receiving either or both grants applied for in 2024, there will be a lot more work in 2025 and 2026.

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