

## SUMMER BREAK NOTICE

Please be advised that in accordance with the Town's Procedural By-law, Council will be taking a summer recess from regular Council or Committee meetings during the month of July. This does not include Special or Emergency Meetings, which can be called by the Mayor or a petition of Council. The next regular meetings after summer recess will take place on August 11th.

## TOWN HALL OPEN TO THE PUBLIC

The Carleton Place Town Hall has reopened to the public during regular business hours (Monday to Thursday: 8:30 a.m. - 4:30 p.m., and Fridays: 8:30 a.m. - 4:00 p.m.). Physical distancing measures will be in place and access will be limited to the front lobby area. Please see below for a list of policies and procedures:

- If possible, please continue to make payments owing to the Town online or via the drop-box at the OPP station instead of in person in order to limit staff's contact with the public;
- If an in person appointment is required, please call ahead and arrange a time with the staff member you would like to meet with. That staff member will request you call at the time of your appointment to notify them that you have arrived. They will receive you and escort you to the designated private meeting area directly off of the main lobby;
- Staff will remain behind clear barriers for in person appointments;
- Masks will be mandatory for any member of the public entering the Town Hall;
- There will be designated lines for entering and exiting. The public will enter through the door located on Mill Street and exit through the doors leading out to Bridge Street.

We appreciate your patience and understanding as we navigate this new way of doing business.

## HOUSEHOLD HAZARDOUS WASTE FACILITY REOPENED

The Household Hazardous Waste Facility has reopened for the season. The facility located at 128 Patterson Crescent will be open each Saturday until mid-September from 8am-Noon. Prior to attending the site, we would like residents to be aware of the following requirements due to Covid-19:

- Residents are asked to have their waste items in cardboard boxes, or other containers that they do not want returned. Bins and containers will not be returned, this includes waste oil containers.
- Residents are asked to have their waste ready in the rear of their vehicle, clearly identified, so that staff can easily collect the items while maintaining separation from residents.
- Residents are asked to wear a mask as they approach the depot and especially while communicating with staff through their window.
- Proof of residency is required! The Household Hazardous Waste facility is limited to residents of Carleton Place, Mississippi Mills, Beckwith, Drummond/North Elmsley, Montague, Smiths Falls, and Perth only.

We are asking everyone to be especially patient with HHW staff as we are anticipating a large volume of vehicles during the initial weeks that the facility will be open.

## CARLETON PLACE PUBLIC LIBRARY OPEN TO THE PUBLIC

Carleton Place Public Library is now open for materials browsing. Visit the library during our extended library hours:

Monday and Tuesday, 10:30am to 8pm,

Wednesday and Thursday, 10:30am to 5:30pm.

For a full list of new library safety procedures, please visit [www.carletonplacelibrary.ca](http://www.carletonplacelibrary.ca).