



**Policy Review Committee Action Report
for October 25th, 2011 held in the
Council Chambers Immediately following Council**

PRESENT: Mayor LeBlanc, Deputy-Mayor Sonnenburg, Councillor Antonakos, Councillor Flynn, Councillor Probert, Councillor Black, Councillor Strike, Duncan Rogers, Clerk, Jacquie Leach, Director of Childcare, Joanne Henderson, Manager of Recreation & Culture, Paul Knowles, Chief Administrative Officer

- 1) **DECLARATION OF PECUNIARY INTEREST** - now or anytime during the meeting
- 2) **REGISTRATION OF PUBLIC WISHING TO SPEAK** - with the secretary
- 3) **PLEASE TURN OFF ALL CELL PHONES AND PAGERS**
- 4) **Communication 122465 is a closed meeting**
- 5) **If there is an addendum, in accordance with Section 15.2.4 (of Striking Report) does the committee wish to approve this addendum?**

TO BE DISCUSSED

122462 Received from Jackie Leach, Director of Childcare
Addressed to Paul Knowles, Chief Administrative Officer
Date September 30th, 2011
Topic Minutes

SUMMARY

Minutes of the August 29th, 2011 meeting of the Carleton Place Children's Advisory Committee are attached. Noteworthy items include:

- Ready to Learn; and
- St. Gregory Before and After School Program

STAFF RECOMMENDATION

THAT Committee decisions be approved.

COMMITTEE DECISION

THAT Committee decisions be approved.

122463 Received from VIVA Retirement Communities
Addressed to Town of Carleton Place
Date October 19th, 2011
Topic Carleton Place Senior of the Year Proposal

SUMMARY

VIVA, operators of Waterside, are suggesting that the Town initiate a Carleton Place Senior of the Year award as outlined in the attached. Municipal support for the program would include participation on selection committee, official endorsement, nominating the winner for the Ontario Senior Awards and assistance with promotion.

STAFF RECOMMENDATION

THAT VIVA be advised the Town would be pleased to cooperate and endorse the Carleton Place Senior of the Year proposal.

COMMITTEE DECISION

THAT VIVA be advised the Town would be pleased to cooperate and endorse the Carleton Place Senior of the Year proposal.

122464 Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date October 20th, 2011
Topic Paperless Agendas and Action Reports/Minutes

SUMMARY

It has been suggested that Carleton Place follow the lead of some other municipalities that have gone paperless for the distribution of meeting agendas and action reports/minutes.

COMMENT

Agendas and Action Reports/Minutes are now already produced electronically and are available on the Town's web site. Members of County Council have already been provided with a laptop computer. Similarly, the Town could provide laptops to other members of Council.

Some people prefer paper copies of certain items for use at meetings. It is less expensive to produce multiple copies by photocopying rather than printing copies individually.

STAFF RECOMMENDATION

THAT staff discontinue including paper copies of agenda attachments with agendas as the attachments are available on the web site. (Paper copies of the actual agendas would continue.)

THAT, for any Councillor that desires to 'go paperless', that the Town provide the Councillor with a laptop (if needed) and that paper copies of agendas etc, no longer be circulated to that Councillor.

THAT staff investigate projecting agendas at meetings rather than providing paper copies at the meetings.

COMMITTEE DECISION

THAT the status quo process, regarding agendas, continue.

122465 Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date October 20th, 2011
Topic Closed Meetings

SUMMARY

As authorized by the Municipal Act, Council should review selected items in closed session.

STAFF RECOMMENDATION

THAT in accordance with Section 239 of the Municipal Act, S.O. 2001, that the meeting be closed to the public with the following agenda:

AGENDA

- 28-06-11-1 personal matters about an identifiable individual, including municipal or local board employees;
- 11-10-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 22-02-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 25-10-11-7 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 20-07-10-3 a proposed or pending acquisition or disposition of land by the municipality or local board;

COMMITTEE DECISION

THAT in accordance with Section 239 of the Municipal Act, S.O. 2001, that the meeting be closed to the public with the following agenda:

AGENDA

- 28-06-11-1 personal matters about an identifiable individual, including municipal or local board employees;
- 11-10-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 22-02-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 25-10-11-7 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 20-07-10-3 a proposed or pending acquisition or disposition of land by the municipality or local board;

REPORT TO COUNCIL

- 28-06-11-1 Bring Forward
- 11-10-11-1 Bring Forward
- 22-02-11-1 Bring Forward
- 25-10-11-7 Bring Forward
- 20-07-10-3 Receive and File.