Community Issues Committee Agenda  
for the May 21st, 2013 meeting to be held  
following Corporate Services Committee

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) If there is an addendum, in accordance with Section 15.2.4 (of Striking Report) does the  
   committee wish to approve this addendum?  
5) Opportunity for members of Council to provide updates from Committees on which they serve.  

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TO BE DISCUSSED

124269  Received from Various Committees
Addressed to  Community Issues Committee
Date  April/May
Topic  Action Report/Minutes

SUMMARY
Minutes of the April 25th, 2013 meeting of the Carleton Place Emergency Management Committee are attached. Noteworthy items include:

124197  Annual CCG Training
124203  Town Hall Fire Siren
124229  Radio Advertisement with Lake 88.1

Minutes of the April 8th, 2013 meeting of the Carleton Place Environmental Advisory Committee are attached. Noteworthy items include:

➤  Electronic Recycling Day
➤  Recycle List

Minutes of the February 6th, 2013 and March 20th, 2013 meeting of the Urban Forest/River Corridor Committee are attached. Noteworthy items include:

➤  Emerald Ash Borer Update;
➤  Report on Bridge Street Trees;
➤  Elm Injections for Dutch Elm Disease.

Action Report for the May 6th, 2013 meeting of the Parks and Recreation Committee is attached. Noteworthy items include:

124243  Tennis Court Rents
124244  Tractor Prices

STAFF RECOMMENDATION
THAT Council accept Committees’ decisions.

COMMITTEE DECISION

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
124270  Received from Joanne Henderson, Manager of Recreation and Culture
Addressed to Community Issues Committee
Date April 30th, 2013
Topic Liquor Event

SUMMARY
Notre Dame High School is requesting permission to serve alcohol in the Town Hall Auditorium for the Music for Miracles concert on June 14th, 2013.

COMMENT
This is an annual event and there have not been any issues.

STAFF RECOMMENDATION
THAT alcohol be served at the Music for Miracles concert on June 14th, 2013.

COMMITTEE DECISION


124273  Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date May 16th, 2013
Topic Wine’d Around Downtown

SUMMARY
Waterfall Catering will be participating in Wine’d Around Downtown this year. They have made arrangements with the Facilities Department for the use of Moore House.

STAFF RECOMMENDATION
THAT Waterfall Catering be permitted to serve alcohol during the Wine’d Around Downtown event.

COMMITTEE DECISION


MINUTES
CARLETON PLACE EMERGENCY MANAGEMENT COMMITTEE

A meeting of the Carleton Place Emergency Management Committee was held in the OWFC Upper Hall on Thursday, April 25, 2013 at 3:00 p.m. with the following present:

Mayor LeBlanc*; Councillor Antonakos; Les Reynolds, Director of Protective Services/Fire Chief; Sgt. Rob Croth, OPP; Toni Surko, CDMH and Duncan Rogers, Clerk and CEMC.
*joined the meeting in progress

I ADOPTION OF MINUTES:
Moved by Paul Knowles, seconded by Rob Croth
That Carleton Place Emergency Management Committee Minutes of February 28, 2013, be approved as printed.
CARRIED

II CORRESPONDENCE

124197 Received from: Emergency Coordinator
            Date Received: 09/04/2013
            Addressed to: Emergency Management Committee
            Topic: Annual CCG Training

SUMMARY:
This year topics for the Annual CCG Training includes the following:

- The Changing World of Municipal Security
- The Development Process of the ODRAP Fundraising Committee
- Severe Weather, Forecasting and Warning – Peter Kimball
- CPR/AED Demonstration

The training will be held at the Old Almonte Town Hall on May 2, 2013 starting at 8:30 a.m. until noon.

STAFF RECOMMENDATION:
Information for the Committee. Receive and File

COMMITTEE DECISION:
Committee approved staff recommendation.

124198 Received from: Emergency Coordinator
            Date Received: 09/04/2013
            Addressed to: Emergency Management Committee
            Topic: Mississippi Valley Conservation
SUMMARY:
Over the past several weeks, staff have received Watershed Condition Statements from Mississippi Valley Conservation regarding the spring runoff of water. To date unless the weather changes, severe flooding is not anticipated this year.

COMMENT:
Staff will continue to monitor weather conditions.

STAFF RECOMMENDATION:
Information for the Committee. Receive and File.

COMMITTEE DECISION:
Committee approved staff recommendation.

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124199

Received from: Emergency Coordinator
Date Received: 09/04/2013
Addressed to: Emergency Management Committee
Topic: Carleton Place CERV Spring Training

SUMMARY:
Staff is continuing to plan for this event and will notify the CERV members.

STAFF RECOMMENDATION:
Information for the Committee. Receive and File.

COMMITTEE DECISION:
Committee approved staff recommendation.

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124200

Received from: Emergency Coordinator
Date Received: 09/04/2013
Addressed to: Emergency Management Committee
Topic: Bridge Street Bazaar – August 3, 2013

SUMMARY:
As in past years, Carleton Place CERV will have an information tent with emergency management information on display for the public. The County of Lanark Emergency Coordinator has participated in the past as well with a display of emergency preparedness information.

STAFF RECOMMENDATION:
That the Emergency Coordinator proceed to make arrangements for the display of emergency management material during the Bridge Street Bazaar.

COMMITTEE DECISION:
Committee approved staff recommendation.
SUMMARY:
Highlights of the meeting included the following:

- Public Education
- Emergency Preparedness Week
- 2013 CCG Training
- Municipal Evacuation Planning
- 911 System Failure Procedures
- MVC and participant in the Mutual Assistance EOC Access Agreement
- Invitation to Chief Stuart and the County of Lanark

STAFF RECOMMENDATION:
Information for the Committee. Receive and File.

COMMITTEE DECISION:
Committee approved staff recommendation.

124202
Received from: Lisa Harvey, EMO Loyalist Sector
Date Received: 09/04/2013
Addressed to: Emergency Management Committee
Topic: Office of the Fire Marshal – Use of Schools for Sleeping Accommodation

SUMMARY:
Lisa Harvey has forwarded a document from the Office of the Fire Marshall's Office regarding the use of schools for sleeping accommodations.

STAFF RECOMMENDATION:
That the information be included in the Community Shelter Plan of the Town of Carleton Place Emergency Management Plan.

COMMITTEE DECISION:
Committee approved staff recommendation.

124203
Received from: Emergency Coordinator
Date Received: 09/04/2013
Addressed to: Emergency Management Committee
Topic: Town Hall Community Fire Siren

SUMMARY:
Councillor Strike has inquired if the Town Hall Community Fire Siren could be used in the event of a tornado or as a warning siren for tornados.
COMMENT:
Several communities in United States have a warning siren for tornados or severe weather. If the siren is operable, the public would have to be educated to know what the siren was for.

STAFF RECOMMENDATION:
To be discussed with the Committee.

COMMITTEE DECISION:
Receive and file.

124204
Received from: Lisa Harvey, Loyalist Sector EMO Officer
Date Received: 09/04/2013
Addressed to: Emergency Management Committee
Topic: Spring 2013 Sector Meeting

SUMMARY:
The next Loyalist Sector CEMC meeting will be held in Gananoque on Wednesday, May 29, 2013. Topics include 2012 Gananoque Exercise, Elections, Critical Incident Stress Management Peer Support and Drinking Water Protection Zone.

STAFF RECOMMENDATION:
That the Fire Chief and the CEMC attend the Sector Meeting.

COMMITTEE DECISION:
Committee approved staff recommendation.

124229
Received from: Rick Hannah
Date Received: 23/04/2013
Addressed to: Emergency Management Committee
Topic: Radio Advertisement with Lake 88.1

SUMMARY:
Lanark County is conducting an Emergency Preparedness Awareness campaign with the radio station Lake 88.1 FM. The awareness will be April 29 through May 26, 2013. Lake 88 will produce different commercials (approximately 6 topics) for this campaign. The campaign will be a 30 second commercial on-air 120 times between 06:00-23:00 during this time frame.

James Smiths has also created a commercial follow-up schedule, at my request, which will allow each municipality to have 12 commercials twice during the follow-up schedule of June 3 to November 17. The municipal commercial will be tailored to the municipality, James will be working with you to develop the specific details (following the template that is used for the Lanark County awareness campaign).
The proposed schedule is:

June 3-16 and September 2-15 for Beckwith/Carleton Place/Tay Valley

July 8-21 and October 7-20 for Drummond North Elmsley/Perth/Montague

August 5-18 and November 4-17 for Lanark Highlands/Mississippi Mills/Smiths Falls

The cost for the follow-up is $576.00 per municipality ($24.00/commercial)

This campaign is in addition to the Emergency Preparedness Week posters which Lanark County is currently preparing.

STAFF RECOMMENDATION:
To be discussed with the Committee.

COMMITTEE DECISION:
Receive and file.

III NEXT MEETING DATE:
The Committee will meet again on October 17, 2013.

IV ADJOURNMENT:
Committee adjourned the meeting at 3:40 p.m.
The Corporation of the Town of Carleton Place

Environmental Advisory Committee Meeting

April 8th, 2013

Present: Bill Slade, Claudia Wutherich, Louis Antonakos, Margo Willmot, Angela Scheps, Kari Clarke

Absent: Robin Janfield and Angela de Matos

Approval of Minutes of March 4th, 2013 Meeting:

Moved by: Margo Willmot        Seconded by: Claudia Wutherich    Carried

Agenda for Meeting of April 8th, 2013

1. Electronics Day Status
2. Secondary School Awards
3. Community Issues Committee Minutes
4. Items brought forward

1. Electronics Day Status

Reviewed an itemized list of responsibilities for the event and what times CPEAC volunteers were scheduled to work. CPEAC recognizes that we need extra volunteers and we will approach students needing their volunteer hours. Our advertising purchases were approved to go to the printer and our media campaign was discussed.

2. Secondary School Awards

Both secondary schools in Carleton Place, CPHS and Notre Dame received their Environmental Award cheques. They are very enthusiastic to award students who have demonstrated commitment and leadership in the community or school in
support of an environmental initiative or who are pursuing a post-secondary education in environmental sciences or another related field.

3. **Response With Regard to Community Issues Committee Minutes**

**Electronic Recycling Day**

In the past three years, this successful event has diverted over 53 tonnes of electronics, small appliances and white goods, 1,400 pounds of batteries and collected over 5,800 gallons of paint to recycle. This event is organized and staffed by dedicated volunteers from the CPEAC as well as some high school volunteers. We are encouraged that the town will participate in this important event since it promotes our community as supporting green initiatives, as well as reducing the costs for waste pick up.

**Recycle List**

The current recycling information available to residents is not sufficient. Residents have complained that they are not aware of where certain products can be recycled. Since there is a need for a more comprehensive list, CPEAC is preparing a recycle list. This document will list what products our local businesses will recycle. This list will also serve to promote any local business that is making the effort to offer this service to their customers. We will also mention businesses that offer used or refurbished products to their customers. If a need is not being met by a local business, then we will look for a business in the area that offers this service. The format of this list is under discussion as well as the substantial costs to print this list for every household in Carleton Place. We hope that the town will share in the cost of the printing and the distribution of this list to every household. We are in the process of compiling this information and we will coordinate with the town once our research is complete and ask the town to include it in the next water bill as a service to residents.
**Composters**

The CPEAC endorses the use of composters. In order to offset these new changes to waste collection, we hope that subsidies for composters will be implemented as soon as possible.

**Recycling Containers:**

The CPEAC recognizes the need for recycling containers and also the importance of educating the public about their location and their uses. This is one of the most basic environmental initiatives that other communities have initiated, and our committee is concerned that it is not a priority in the Town of Carleton Place. Because of our current initiatives, the CPEAC is not prepared to spend a substantial amount of funds; much of it fundraised, on what we consider a basic infrastructure cost. We are not able to raise funds on a regular basis and as we wish to increase our exposure and educational initiatives, the monies in our account will be needed to offset the costs of our initiatives this year, and to prepare for next year’s events. We are prepared to share some of the costs, but we are unable to fund the entire initiative.

4. **Items Brought forward:**

Our ongoing research and discussion on Terms of Reference and Research on Environmental Mission Statements will be brought forward until the next meeting.

**Motion to Adjourn:**

Moved by: Louis Antonakos    Seconded by: Bill Slade    Carried

**Next Meeting:**

May 6th, 2013
Minutes of meeting held February 6, 2013  
CP public Library, 7PM

Next Regular Monthly Meeting March 20th, 2013, CP Public Library 7PM

Attendance:  
Jim McCready, Janet McGinnis, Gerry Andrews, Mark Smith, Jim Collins- resigned

1. Welcome-Approval of the Agenda;  
2. Approval of Minutes  
3. Business Arisen from Nov 28, 2012 Meeting  
4. Update on Emerald Ash Borer  
5. Report on Bridge street Trees  
6. Homeowners Tree Planting Program  
7. Other Business  
8. A Kerr Request

Approval Agenda – Motion-Gerry/Seconded-Janet
Approval of Nov 28/2012 minutes: Motion-Janet/Seconded-Gerry

3. Business Arising from Nov 28 /2012 Minutes;  
D Black – Official Tree – Ceremony in Spring  
Need to order tree and find planting Location  
Old Fire Hall?

Power Generation – no new information  
Appleton Wetlands – still in progress

4. Update on Emerald Ash Borer - Jim  
Maps –  
CFIA Has taken a look at 3 different scenarios for Regulated Areas,  
a. Maintain current approach (Ministerial Order by County once found)  
b. Southern Ontario south of French – Mattawa rivers  
c. Include up to Nipigon – (CFIB preferred)  
Two types of messaging : Urban messaging and Rural messaging  
In Carleton Place we will still require an inventory to understand the impact and costs when  
dealing with this insect. Liability increases as more ash die resulting in increase costs of removal  
and replacement.
5. **Report on Bridge Street Trees - Gerry**
Tree assessment was done in the fall after the leaves fell off; need another assessment in the spring.
Draft Main Report now available (may not be Finalized), it should come to this committee for approval.
2 recommendations – no trees, Mall
  Treed – Recommendation, Plan & Policy, Maintenance, etc.
Phased in Program,

6. **Homeowners Tree Planting Program**
Work Shop Date: May 1. 2013
Changes to trees – Shubert chokecherry – problems with black knot.
  Black Walnut is Not Available,
Tree Orders: Maples -20 Sugar
  Showy Mountain Ash-10
  Macintosh Apple- 10
  Crab Apple – 5
  Hackberry – 10
  Red Oak – 20

7. **Other Business**
Andy Kerr, Lanark Stewardship Council
RE: Application to RBC for Urban Water Videos,
“Where does our water come from”? 
Asking for partnering on Comments/Viewing non-monetary requirement from this committees.
Is the Committee willing to be partnered?
Unanimous consent.

The committee agrees to be partnered with Centre for Sustainable Watersheds and Franziska Von Rosen of Pine Grove Productions in a pilot video that would be the first of a series that explores the relationship between the watersheds and the people/ and other species who depend on it/manage it. The committee will provide no monetary compensation.

**Future Meeting Dates:**
Changed from Mar 27 to March 20

Adjourned
Minutes of meeting held March 20/2013  
CPHS Rm 105, 7PM

Next Regular Monthly Meeting April 24/2013, CP Library

Attendance:
Jim McCready, Doug Black, Gerry Andrews, Mark Smith, Andy Kerr-Wilson
Absent - Dena Comley, Janet McGinnis,

Approval of Agenda: Gerry/Andy

Approval of last February minutes: Andy/Gerry

Business Arising from Minutes;
Emerald Ash Borer

Agenda:

1. Welcome-Approval of the Agenda;
2. Approval of Minutes from date Meeting
3. Approval of Minutes from February, 2013 Meeting
4. Business Arising from February Meeting

5. Trees On Bridge Street Report (Gerry)

   Next Meeting – Mayor Leblanc Presentation
   Gerry – Report in Hand/Insert

   Analyze Report ‘Taskforce on Downtown Trees’ handed out at home for next meeting
   Note for Appendices
   2. Not included – PowerPoint – similar to document
   3. Not Included – Map with infrastructure shown

The Committee needs to provide support of this report.

6. Tree Planting workshop (Jim)
Work Shop Date – Wednesday, May 1
Sugar Maple   20
Red Oak    20
Hackberry    10
Showy Mountain Ash  10
Mac Apple   10
Flowering Crab     5
               Total -75
Autumn Blaze removed
Tender going out shortly
Committee is wondering how long this program has been running and the status of the trees?

7.  Emerald Ash Borer (Jim)
New report CFIA, Meetings all winter, 3 options.
Last week, Thurs, all municipalities in eastern Ontario conference call
Option one is the preferred option,
   2014 - All southern Ontario will be under a Ministerial Order (CFIA).
   Student should be hired this summer & do a Tree Inventory which is needed if we are to
   manage this insect and our costs.

   How will we handle the Private Land owners to bring them up to date?
   - Single or multi-Municipal agendas/Workshop, cost sharing,
   - 2 messages, Urban and Rural.
   - Cornwall has already done a presentation to their residence, which we could follow.
   - Need to keep it simple and practical.
   - Question: If we don’t do it as a committee, who on staff will do it?
   - March 27, 2013 is the Regional Forest Health Network of Eastern Ontario, West
     Quebec to discuss these very issues.

8.  Elm Injections for Dutch elm disease (Jim)
Missed injections last year, and had three injected in 2011.
10 Elms in town this year will be injected on May 24th by Forestree Care Company (Ed
Czerwinski).

Future Meeting Dates:
Next Meeting April 24, May 22, June 26, Sept 25, Oct 23, Nov 27 – 2013
Meeting Adjourned
Parks & Recreation Committee Action Report
for the May 6, 2013 meeting held in the
Arena Board Room at 7:00pm


Absent: John Andrews (regrets), Jan Ferguson

124243  Received from Bev Hammond
Addressed to Joanne Henderson
Date April 16, 2013
Topic Tennis Court Rental

SUMMARY
Request to use the Tennis Courts for her annual tennis camp again in 2013. Bev is requesting the same fee as 2012 - $20.00 per day.

COMMENT
The majority of user fees increase by at least 3% per year.

STAFF RECOMMENDATION
To be discussed.

COMMITTEE DECISION
That Bev Hammond be permitted to use the Tennis Courts for her annual tennis camp for a cost of $21.00 per hour plus hst.

124244  Received from Joanne Henderson, Manager of Recreation and Culture
Addressed to Parks and Recreation Committee
Date May 3, 2013
Topic Tractor

SUMMARY
Staff have received the following prices for the purchase of a tractor with loader:

Carson’s Farm Supply –
Massey Ferguson 1643HL - $30, 900 plus tax – 43 HP – New - 2yr warranty

M & P Farm Equipment – Landini - $27, 800.00 plus tax – 40HP – New - 2yr warranty

M & P Farm Equipment – Branson - $28, 900.00 – 47 HP – Used – Remaining 2 yr warranty plus 3rd and 4th year engine and power train warranty.
M & P Farm Equipment – Branson - $29, 800.00 – 47 HP – New – 2 yr warranty plus 3rd and 4th year engine and power train warranty.

Reis Equipment – McCormick - $28, 985.00 - 41 HP – New – 2 yr warranty

COMMENT
This is a budgeted item. All tractors include a cab and are fuelled with diesel. The used Branson only has 235 hrs registered on it. It also is equipped with a 400 lb higher lift spec loader and a 3rd function kit that is multi-functional to accommodate attachments such as an auger, snow blade, etc. The Branson tractors come with the additional warranties.

STAFF RECOMMENDATION
To be discussed.

COMMITTEE DECISION
That staff proceed with the purchase of the used Branson 4520C from M & P Farm Equipment for the price of $28, 900.00 plus hst.
SUMMARY
The Town of Carleton Place has entered into an agreement with the Canoe Club to operate the Canoe Club facility. The Recreation and Culture Department will be responsible for the rentals of the hall and the maintenance of the hall.

COMMENT
The agreement is for one year from May 1, 2013 – April 30, 2014.

STAFF RECOMMENDATION
For committee’s information. Receive and file.

COMMITTEE DECISION
For committee’s information. Receive and file.