



The Town of Carleton Place Environmental Advisory Committee - Meeting Minutes

Carleton Place Public Library

Monday, April 7, 2025, 7:00p.m.

Present: Colin MacDuff, Barb Purdy, Anne Raine, Jessey Rice, Teagan McGlynn, Michael Tobis, Jeff Atkinson

Regrets: Laura Cupper

Guest: Marie Fernandes

1. Call to Order

7:05 p.m.

2. Approval of the Agenda

Moved by Barb, seconded by Jessey.

3. Declaration of Pecuniary/Conflict of Interest and General Nature Thereof

None

4. Approval of Minutes - CPEAC Minutes from January 6, 2025 meeting

Moved by Michael, seconded by Anne.

5. DPB Review & Green Development Standards Checklist Update

The Green Development Standards Checklist has been included in the final draft of the Development Permit Systems Bylaw that has been posted for public comment (deadline May 2nd). There will be an Open House on April 15th (5-6 pm) and a Public Meeting on April 22nd (6 pm) to discuss the revised DPB. Discussion of whether it might still be possible to submit Tier 2 (voluntary) metrics that we think should be added to the Checklist, since our recommendation was that the Town adopt a two-tiered model.

Actions: Colin to attend the Open House & Public Meeting, with other members who are able to attend.
Anne to contact Niki Dwyer to see if there is time to submit Tier 2 metrics for consideration.
Barb to post a reminder via Facebook about the opportunity for public comment. (Anne to provide suggested wording.)

6. Waste App Update

Colin reports that Circular Materials is going to create their own app, which will only include information about the materials they accept for recycling. The Town will still create its own new Waste App for information on waste collection and what to do with items not accepted by the recycling program. CPEAC will help promote the new app during Waste Reduction Week (the 3rd week of October).

Actions: Colin, with assistance from Jessey and Teagan, to revise and update Waste App supplement by June (exact date to be communicated later)

7. Transit Study Discussion

Colin reported on the Transit Feasibility Study Stakeholders' Meeting (held March 18th). There is not enough clear data to measure success of local transit programs. The best option for now is to expand existing on-demand services for local transportation. There is a need for commuter transit to Ottawa, but that would require support from OC Transpo and/or Lanark County (Ride the LT). Discussion of how CPEAC can support the expansion/promotion of transit options and ensure they are implemented in a sustainable way (eg. electric vehicles) while improving accessibility and quality of life for CP residents.

Actions: Colin and Laura to prepare EAC recommendations and circulate for comments/suggestions.

8. Student Bursaries Discussion

The EAC agreed to maintain the current level of funding for the two bursaries we award to graduating high school students who plan to pursue higher education in an environmental field.

Actions: Colin to request the cheques and deliver them to the high schools.

Teagan to present the awards at the graduation ceremonies (schedule permitting).

9. Town Council Update

The Town is being asked to extend the 1-year time limit for development permits for up to 3 years, with option for additional extension, if specific circumstances justify it (such as time needed for environmental approval for brownfield sites).

10. EarthFest Update

EarthFest will be bigger this year, with several new sponsors, vendors, and organizations in addition to the Grand Hotel hosting talks and the fashion show. Barb has done a lot of publicity locally and in Ottawa, Brockville and beyond, which is already generating a lot of interest. The EarthFest poster is being distributed around town. The featured authors will do book signings and sales in the vendor area. There will be a prize draw, and Canadian Tire will provide the grand prize (TBA). Marie has set up a spreadsheet to keep track of volunteers, supplies needed, etc. and posted it on the CPEAC Google Drive.

It was decided that we will order vests, rather than T-shirts, to be worn by EarthFest volunteers.

Discussion of problems to be resolved:

- (1) There are no bike racks at the Farmers Market, despite its proximity to the Carleton Place Trailway. We may be able to get temporary racks for EarthFest, but the Town should install permanent ones there.
- (2) We do not yet know how many tables, chairs, and tents the Town will provide, which means we need to reserve funds from our advertising budget in case we need to rent some.
- (3) Possible concerns about electrical capacity given the larger number of vendors.

Action: Barb will follow up with Steph Scollan to confirm number of tables, chairs and tents.

Barb will ask vendors to confirm how much power (number of watts or amps) they will need.

EarthFest subcommittee members will meet at 10am April 27th at the EarthFest site to do a practice run with setting up the two large tents Barb has borrowed.

11. Other items:

- Perth's new Climate Change Advisory Panel (CCAP) has invited CPEAC to present at their meeting on April 17th. Colin and Anne will attend.

Meeting adjourned 8:55

Moved by Barb, seconded by Colin.

Next meeting: Monday, May 5 at 7:00 p.m. at the Carleton Place Library