



TREES AND TRAILS ADVISORY PANEL MEETING AGENDA
 Held on Thursday, October 5th at 1:00 PM
 at Town Hall – 30 King Street East (Council Chambers, Second Floor)

Video Conference Link: [Click Here](#)

1.	Call Meeting to Order
2.	Disclosure of Pecuniary Interest & General Nature Thereof
3.	Approval of Minutes (Adoption) – August 17 th , 2023
4.	Public Question/Comment (Only Addressing Reports on the Agenda)
5.	Disclosure of Additional Items
6.	Delegations – None
7.	Presentations by Staff (Others) – B.Guy & D. Armstrong (re: Urban Forest By-law)
8.	Unfinished Business
	1. Urban Forest By-law
	2. Naming Gananoque Trails (Councillor Osmond)
9.	Correspondence
	1. DP2023-16- 16 James A. Brennan Road, Class I Development Permit – Fire Training Facility
10.	New Business/Reports
	1. McLean Woods – 35 Acre Forest
11.	Discussion of Additional Items
12.	Next Regular Meeting
13.	Questions from the Media
14.	Adjournment

The Town invites and encourages people with disabilities to attend and voice their comments in relation to accessibility related reports. For those who are unable to attend, the Town encourages the use of the Customer Feedback Form found on the Accessibility Page on the Town's website.



TREES AND TRAILS ADVISORY PANEL MINUTES

On Thursday, August 17th at 1:00 PM

Council Chambers – Town Hall, 30 King Street East Gananoque and Webex

COMMITTEE MEMBERS PRESENT		STAFF PRESENT
Chair:	Chair Councillor David Osmond	Robert Kennedy, Facilities Superintendent
Members:	Calder Schweitzer (Online)	David Armstrong, Manager of Public Works
	Gerry Brown	Mitchell Kirby, Urban Forestry Coordinator
	Terry Childs	Lynsey Zufelt, Recording Secretary
	Doug Bickerton	
Regrets:	Therese Conway	
	David Frid	

1.	<p>Call Meeting to Order</p> <p>Chair David Osmond, Council Representative, called the meeting to order at 1:03 PM</p>
2.	<p>Disclosure of Pecuniary Interest & General Nature Thereof – None</p>
3.	<p>Adoption of Minutes</p> <p>TTAP-Motion #23-015 – Adoption of Minutes July, 20th 2023</p> <p>Moved By: Terry Childs Seconded By: Gerry Brown</p> <p>BE IT RESOLVED THAT THE TREES AND TRAILS ADVISORY PANEL ADOPT THE MINUTES OF THE JULY 20TH, 2023 MEETING, AS AMENDED.</p> <p style="text-align: right;">- CARRIED</p>
4.	<p>Public Question / Comment – None</p>
5.	<p>Disclosure of Additional Items</p>
	<p>1. Tree Pruning</p>
	<p>At this time, Member Doug Bickerton noted that numerous Town trees are in extreme need of pruning to reduce safety risk, to improve tree canopy and to extend life of existing trees. Public Works Manager David Armstrong advised that there have been considerations made to abate hazardous trees, but while the operations budget for tree maintenance is low, no current, high-level plans to prune the trees have been made to date.</p>

	Contracted work will be required to maintain a portion of the Town's Tree inventory. It was suggested that a log or watch list be conducted to keep order of the tree maintenance program.
	<p>TTAP-Motion #23-016 – Tree Maintenance Program Moved By: Terry Childs Seconded By: Doug Bickerton</p> <p>BE IT RESOLVED THAT THE TREES AND TRAILS ADVISORY PANEL DIRECT STAFF TO FORMULATE A MULTI-YEAR MAINTENANCE PROGRAM FOR THE PRUNING AND MAINTENANCE OF TOWN-OWNED TREES.</p> <p style="text-align: right;">- CARRIED</p>
6.	Delegations – None
7.	Presentations by Staff (Others) – None
8.	Unfinished Business
	1. Trail Signage Update: Facilities Superintendent Robert Kennedy reported that the posts have been received, but still waiting on markers. The Lions Trail signs are needed for directional purposes. Doug Bickerton advised that the ½ km distance markers for each trail shall be placed in a clockwise order, to improve communication to dispatchers and emergency response times. Doug Bickerton committed to make a list of the trails and how long each trail is (measured in km).
	2. Eligible Tree Planting Locations: Nothing to report.
	3. Naming of Gananoque Trails: Founding Member Doug Bickerton, has humbly accepted the Panel's plans to re-name the Gananoque Trails System.
	<p>TTAP-Motion #23-017 – Naming of Gananoque Trails System Moved By: Terry Childs Seconded By: Calder Schweitzer</p> <p>BE IT RESOLVED THAT THE TREES & TRAILS ADVISORY PANEL RECOMMEND THAT THE GANANOQUE TRAILS SYSTEM BE NAMED AFTER DOUG BICKERTON & PETER MURRAY.</p> <p>AND FURTHER, THAT THE TRAILS SYSTEM BE NAMED THE MURRAY-BICKERTON GANANOQUE TRAILS.</p> <p style="text-align: right;">- CARRIED</p>
	4. Urban Tree By-law: The Sub-Committee will meet with Manager of Planning & Development Brenda Guy on Monday August 21 st at 2:00PM to discuss.
	5. Invasive Species: Japanese Knotweed – Member Gerry Brown presented a memorandum and pictures of affected growth areas along Bay Road. Member Terry Childs advises that a licenced applicator is required to treat the Japanese Knotweed (ie Bay Road Area). Oak Wilt – Member Calder Schweitzer advised that this is something to keep our eyes on, and its still fairly far south. Member Terry Childs suggested creating an Invasive Species Policy. No further action was taken at this time.

9.	Correspondence – None		
10.	New Business/Reports		
11.	Discussion of Additional Items (Round Table)		
	Summer Trail Maintenance – email to staff to put it on a work order		
12.	Next Meeting – Thursday, October 5th at 1:00 PM		
13.	Questions from the Media – None		
14.	Adjournment		
	<p>Moved by: Panel Member Terry Childs</p> <p>Be it resolved that the Trees and Trails Advisory Panel hereby adjourn the August 17th, 2023 meeting at 2:30 PM</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>		
<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;"> <hr style="width: 80%; margin: 0 auto;"/> Councillor David Osmond, Chair </td> <td style="width: 50%; text-align: center;"> <hr style="width: 80%; margin: 0 auto;"/> Lynsey Zufelt, Recording Secretary </td> </tr> </table>		<hr style="width: 80%; margin: 0 auto;"/> Councillor David Osmond, Chair	<hr style="width: 80%; margin: 0 auto;"/> Lynsey Zufelt, Recording Secretary
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PLANNING REPORT

TO: PLANNING ADVISORY COMMITTEE

FROM: PLANNING AND DEVELOPMENT

MEETING DATE: TUESDAY, SEPTEMBER 26, 2023

SUBJECT: DP2023-16 – 16 JAMES A. BRENNAN ROAD
CLASS I DEVELOPMENT PERMIT

Background:

Property: 16 JAMES A. BRENNAN ROAD

Legal Description: CON 1 PT LOT 13 PT AND LOT 14; FORM LEEDS PLAN 86
GAN R ES

Official Plan: EMPLOYMENT LANDS

Development Permit: EMPLOYMENT LANDS

Lot Coverage: 60%

Purpose and Effect:

To construct a fire training facility, consisting of 104m² for use by the Fire Department to be located at the south side of James A. Brennan Road at the existing Town brush/yard waste depot.

The proposed structure will be 7.6m high in the dimensions of 9.7m x 14.7m and will be set back 45.2m from James A. Brennan Road. The structure will consist of a number of stacked storage/shipping containers and a number of ladders providing access to platforms around the structure. This is intended to be a training area for the Gananoque Fire Department.

Background:

The subject property is primarily used for the Gananoque Public Works Department for the purposes of a municipal works yard including office and garage, equipment, salt shed fronting on Charles Street North and brush/yard waste depot which is accessed at the end of James A. Brennan Road. There is an existing trail, called Rogers Trail, to the southwest of the location where the proposed fire training facility will be located. The subject lands have a frontage of 380 metres, a depth of 122 metres and consists of 7.0 hectares.

The applicant has indicated that the building will be set back 45.2 m from the front property lot line, 84.6 m from the rear lot line and 125 m from the interior lot line. The new structure will be used for the purpose of fire training with no indoor training in the building. The purpose of the new facility is to assist in training staff in the Fire Department and to assist with the public's safety. The property does not have existing services to the site. The new structure will be placed on a concrete slab and will consist of three stacked storage containers. See attached plans.



Location of the new fire training facility looking west



Location of the new fire training facility looking northeast

PROVINCIAL POLICY STATEMENT:

The Provincial Policy Statement, 2020 (PPS) provides direction on matters of provincial interest pertaining to land use matters and all development proposals must be consistent with the policies therein. The full PPS document can be found at <https://www.ontario.ca/page/provincial-policy-statement-2020>. Policies which repeat or are not relevant to the current proposal have been omitted from commentary below.

1.0 Building Strong Healthy Communities

1.1.1 Healthy, livable and safe communities are sustained by:

- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;

1.1.3.1 Settlement areas shall be the focus of growth and development.

1.1.3.2 Land use patterns within settlement areas shall be based on densities and a mix of land uses which:

- a) efficient use land and resources;
- b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or economical expansion;

1.3.2 Employment Areas

1.3.2.1 Planning authorities shall plan for, protect and preserve employment areas for current and future uses and ensure that the necessary infrastructure is provided to support current and projected needs.

1.6 Infrastructure and Public Service Facilities

1.6.1 Infrastructure and public service facilities shall be provided in an efficient manner that prepares for the impacts of a changing climate while accommodating projected needs.

Planning for infrastructure and public service facilities shall be coordinated and integrated with land use planning and growth management so that they are:

- a) Financially viable over their life cycle, which may be demonstrated through asset management planning; and
- b) Available to meet current and projected needs.

1.6.3 Before consideration is given to developing new infrastructure and public service facilities:

- a) the use of existing infrastructure and public service facilities should be optimized; and
- b) opportunities for adaptive re-use should be considered, wherever feasible.

1.6.4 Infrastructure and public service facilities should be strategically located to support the effective and efficient delivery of emergency management services, and to ensure the protection of public health and safety in accordance with the policies in Section 3.0: Protecting Public Health and Safety.

1.6.5 Public service facilities should be co-located in community hubs, where appropriate, to promote cost-effectiveness and facilitate service integration, access to transit and active transportation.

1.7 Long-Term Economic Prosperity

1.7.1 Long-term economic prosperity should be supported by:

- c) optimizing the long-term availability and use of land, resources, infrastructure and public service facilities

COMMENT:

The proposed fire training facility is consistent with policies pertaining to public service facilities on employment lands and provides a facility for emergency management services.

The proposed structure will provide for the physical training of staff of the fire department in an area that is located away from residential uses and that can support emergency services. The new structure will provide for the long-term economic prosperity of the site by optimizing the use of land and resources. The applicant has indicated that educational training of staff will not be provided in the new structure.

OFFICIAL PLAN:

Goals and Objectives (3.4.1) Employment Lands

The goal of the Employment Lands is to support the expansion of the Town's employment base through flexible land use policies which recognize the dynamic nature of a changing regional economy.

The objectives of this designation are to:

1. To provide for commercial and industrial uses which require larger land areas;
2. To ensure access to efficient transportation links;
3. To provide commercial and industrial development opportunities which will not result in land use conflicts in accordance with Ministry of Environment Guideline on Compatibility Between Industrial Facilities and Sensitive Land Uses;
4. To enhance economic development opportunities within the Town of Gananoque.

Permitted Uses:

Development within the Employment Lands shall generally take place in the form of an industrial, business or commercial park. The following uses shall generally be permitted in the Employment Lands:

1. Manufacturing and processing
2. Warehousing and wholesaling of bulk products
3. Transportation depots
4. Heavy equipment and recreational vehicle sales and service
5. Open storage
6. Automobile and commercial vehicle service centres
7. Service commercial uses ancillary to the above
8. Large scale retail
9. Other commercial uses appropriate or compatible with an industrial/commercial mixed-use area or business park.

Employment Lands Policies (3.4.2.)

Council through zoning and site plan control shall endeavor to maintain the character and scale of the development in the Employment Lands area and to ensure appropriate regulatory control.

Site Plan Control, in accordance with the relevant policies in this Plan, shall apply to new or expanded trade and industry uses in order to regulate the physical character of development and to ensure compatibility with established land uses. Particular attention will be placed on appropriate buffering of the permitted uses from adjacent non-compatible uses as well as ensuring that there is sufficient and immediate access to transportation links.

Section 4.1.1 identifies that water, waste water and stormwater will be managed in a fiscally and environmentally manner.



View of the access onto the trail where the Fire Training Facility is to be located



View of the location where the Fire Training Facility is to be located from the Rogers Trail

Adjacent Uses

The subject property is in proximity to existing businesses within the designated Employment Lands that contain light industrial uses, Public Works and the Town water tower which is accessible by an internal road. Vacant employment lands are located to the north and east of the subject site.

COMMENT:

The proposed fire training facility is a specific use that is generally consistent with the Employment Lands policies of the Official Plan designation.

The property is not serviced with municipal services, although there is an existing fire hydrant located directly north of the proposed building location along James A. Brennan Road. There are no existing trees in this area that will be damaged or removed in order of accommodating the fire training facility.

The Cataraqui Region Conservation Authority (CRCA) noted concerns in regards to runoff due to fire training activities and the potential concerns of contaminants entering Stockinghill Creek and the Groundwater. Fire Department has indicated that no materials, foam or water is being used on site. Training will be undertaken via fake smoke. Any further or substantial training involving burns or water occurs in Kingston or other municipalities. Staff will provide formal comment from the CRCA upon receipt.

The Rogers Trail is located to the southwest of the location where the Fire Training Facility is to be located.

The proposed fire training facility will provide for a facility that is in an area that will be located on a large land parcel that is outside an existing residential neighbourhood and in an area that contain existing adjacent employment land uses.

DEVELOPMENT PERMIT:

The subject property is designated Employment District within the Development Permit By-law. The intent of the Employment District designation is to provide for employment opportunities within areas of the Town that provide a wide range of uses and also allow complimentary uses for employees and other residents of the Town. Development standards are intended to limit land use conflicts and provide for buffering and screening through increased landscape site design requirements.

The current proposal would not redesignate the property but would permit the proposed use of the fire training facility as proposed on the site plan as a public use.

3.34 Public Uses

Any land may be used and any building or structure may be erected or used for the purpose of a public service by the Corporation or by local Boards, Commissions or Committees thereof, any department or agent of the United Counties of Leeds and Grenville or the Government of Ontario or Canada, including Hydro One Networks Inc., provided that:

- The lot coverage, setback and yard requirements prescribed for the designation in which such land, building or structure is located shall be complied with, except for

- transmission facilities for gas, telephone, cable and electric power (ie. Poles, towers, lines and similar elements);
- No goods, material, or equipment shall be stored in the open except where allowed in a specific designation.

Section 9.1 Uses

The fire training facility is determined to be a public use.

A Public Use is defined as “a building, structure or lot used for public services by the Town of Gananoque or the United Counties of Leeds and Grenville and any Boards or Commissions thereof, and any Ministry or Commission of the Governments of Ontario or Canada, any telephone, telegraph or railway company, any company supplying natural gas, Ontario Hydro, and Conservation Authority, Public Utilities Company or similarly recognized agencies”.

Section 9.2 Site Provisions

Section 9.2 of the By-law establishes site requirements for the permitted and discretionary uses. The provisions for the proposed site plan and the provisions for the fire training facility are as follows:

Provision	Required	Existing/Proposed
Lot Area (min.)	743 m ²	70024.8 m ²
Lot Coverage (max.)	60%	0.15%
Lot Frontage (min.)	18 m	380.5 m
Front Yard Setback (min.)	7 m	45.2 m
Exterior Side Yard Setback (min.)	NA	NA
Interior Side Yard Setback (min.)	3 m	125.0 m
Rear Yard Depth (min.)	6 m	84.6 m
Building Height (max.)	15 m	7.8 m

Parking and Storage of Vehicles (3.32)

The By-law indicates that for a use not listed in the type of use that the minimum number of required parking spaces is 1 space per 30 m² (322.9 ft²) of gross floor area. Based on this requirement, the applicant will be required to provide 4 parking spaces. Barrier free parking spaces are not required as there are less than 20 parking spaces required.

COMMENT:

The use of the proposed fire training facility is not specifically listed or identified in the Development Permit By-law. The facility is in keeping with the other listed permitted uses of the employment lands intended to provide for employment opportunities that provide a wide range of uses. Additionally, Section 3.48 Variations of the Development Permit By-law provides that standards, provisions and requirements may vary at the approval of Council.

The proposed fire training facility is considered to be a structure intended for public services by the Town of Gananoque Fire Department.

The structure will not be visible from James A. Brennan Road as it will be screened with existing mature trees and located on an area that is cleared. The building will be set back 45.2 metres from the front property line, setback 84.6 metre from the rear property line

and will be 7.8 metres high. The floor area of the structure will consist of 104m² and the building will be 9.7m wide by 14.7m deep. A series of staircases and railings will be accessed from all sides of the building.

Although the facility will be constructed using portable sea containers, it is considered to be a structure under the Building Code Act. The plans will be engineered stamped prior to building permit being issued.

The proposed setbacks are well within the defined minimum requirements of Section 9.2. Relief is not required to accommodate the proposed structure at this location.

A specific parking area was not outlined on the property as the entire parcel serves for a number of municipal uses. There is an existing graveled surface in the area of the structure.

The area where the new fire training facility is to be located is an existing level granular site and there is ample area surrounding the location of the building that can accommodate for parking.

CIRCULATION TO AGENCIES

Circulation to all property owners within 120m of the site and the prescribed agencies (comments received to date):

CAO	No comments, questions or concerns regarding this application.
Chief Building Official	No objection to the proposal. A detailed review will be provided during the building permit application review process.
CRCA	The Cataraqui Region Conservation Authority (CRCA) noted potential concerns in regards to runoff due to fire training activities and the potential concerns of contaminants entering Stockinghill Creek and the Groundwater. Fire Department has no intent of utilizing water, foam or undertake burns. Formal comment will be provided upon receipt.
School Boards: CDSBEO/UCDSB	
Utilities: Bell Canada/Canada Post/ Cogeco/Enbridge Gas/ Eastern Ontario Power/Hydro One (OPG)	Hydro One - have no comments or concerns at this time
EMS: Fire/LG Paramedic/Police	
Public Works, Water/Sewer Utilities	
St. Lawrence Parks Commission/ MTO/ Other Commenting Agencies	
Neighbourhood: Posting and 120m Circulation	No comments were received.

Staff have no objection to DP2023-16 Gananoque Fire Training Facility – 16 James A. Brennan Road, for the addition of a training facility structure to be located on the south side of James A. Brennan Road provided Cataraqui Region Conservation Authority comments have been addressed.

APPROVAL	<hr/>
	Trudy Gravel, Assistant Planner
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	Brenda Guy, Manager of Planning and Development

For Immediate Release

September 25, 2023

Town of Gananoque Gifted 35-Acre McLean Forest

Gananoque, ON - The Council of the Town of Gananoque is pleased to advise residents that it is the honoured recipient of a 35-acre gift of land from the McLean Family. This managed forest located at the east end of Town, south of the commercial area abuts the St. Lawrence River to the north and has historically been enjoyed as part of the Town's trail system.

The lands will be formally named the "Judith McLean Woods" in honour of Judith Scott McLean. A plaque will be erected with the following wording as requested by the family:

"Judith Scott McLean Memorial Forest

Ivan and Marguerite Scott purchased this land as a working farm from the Dempster family in 1950. Their daughter Judy inherited the farm in 1981. Judy's goal was to preserve a habitat for native plants and animals. In her memory, Judy's children, grandchildren and great grandchildren are proud to donate this property in perpetuity to the Town of Gananoque. Our hope is that the residents of Gananoque and its visitors will respect and enjoy the natural beauty of this property as much as Judy did. Please, respectfully enjoy the trails, animals, plants and lovely view of the mighty St. Lawrence River from "Turtle Rock".

The McLean Family"

The Town has promised to acknowledge, maintain, preserve and respect the current managed forest status of the property and covenants to prohibit any development of the property whatsoever, save and except for any extension or expansion of any municipal infrastructure.

"On behalf of the Town of Gananoque I want to thank the McLean family for the incredibly generous gift of this property, henceforth to be known as Judith McLean Memorial Forest. Green space in any municipality is a critical resource always in short supply, and their generosity will enhance quality of life in our Town forever. I look forward to the erection of a plaque commemorating both Ms. McLean as well as this gift in her name, and I invite all citizens of Gananoque to join me in expressing our thanks to the McLean family and to remember Ms. McLean as they walk the trails and listen to the wind in the trees of her namesake forest." commented Mayor John Beddows.

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For more information, please contact:

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Town of Gananoque
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sfournier@gananoque.ca