

The Corporation of the Town of



**TREES AND TRAIL ADVISORY PANEL MINUTES**


On May 25, 2017

At Public Works Boardroom – 665 Charles St.

1	<b>CALL MEETING TO ORDER</b>	
	Chair Peter Murray chaired the meeting. The meeting was called to order at 09:03 AM	
	<b>COMMITTEE MEMBERS PRESENT</b>	<b>STAFF PRESENT</b>
<b>CHAIR:</b>	Peter Murray	Terry Gilmer, Manager of Parks and Recreation
<b>MEMBER:</b>	Jim Garrah	Krista Pooley, Public Works Administrative Assistant
	John Cornish	Sal Rotlo, Parks and Recreation
	Douglas Bickerton	
	Angus Fergusson	
<b>GUESTS:</b>	Carl Woodman	
<b>REGRETS:</b>	Rick Dunn	
	Dwayne Fletcher	
2	<b>DISCLOSURE OF PECUNIARY INTEREST &amp; GENERAL NATURE THEREOF - NONE</b>	
3	<b>APPROVAL OF MINUTES (ADOPTION)</b>	
	<b>Motion No. 2017-05</b>	
	<b>Moved by:</b> Jim Garrah <b>Seconded by:</b> Doug Bickerton	
	Be it resolved that the Trees and Trail Advisory Panel hereby adopt the minutes from their April 27, 2017 meeting.	
	<b>CARRIED</b>	
4	<b>PUBLIC QUESTION/COMMENT - NONE</b>	
5	<b>UNFINISHED BUSINESS- NONE</b>	
6	<b>DISCLOSURE OF ADDITIONAL ITEMS – NONE</b>	
7	<b>DELEGATIONS/PRESENTATIONS – NONE</b>	

8	<p><b>CORRESPONDENCE:</b>  <b>FOREST ONTARIO RE: HERITAGE TREE PROGRAM AND GREEN LEAF CHALLENGE</b>  Written response (on behalf of Trees and Trails Advisory Panel) submitted to CAO (Shellee Fournier) as follow-up to the communication received from Forests Ontario. In this letter the Panel recommends a sub-committee to activate the Town of Gananoque Heritage Tree Program as per by-law 2006-03.</p> <p><b>Motion No. 2017-06</b>  <b>Moved by:</b> Jim Garrah    <b>Seconded by:</b> Doug Bickerton</p> <p>Be it resolved that Panel members: Doug Bickerton, Angus Fergusson, and Peter Murray will form a sub-committee to explore making three heritage tree designations pursuant to by-law 2006-03, and in conjunction with the Town of Gananaoque Heritage Committee.</p> <p style="text-align: right;"><b>CARRIED</b></p>
9	<p><b>REPORTS/NEW BUSINESS</b></p>
	<p><b>TRAILS:</b></p> <ol style="list-style-type: none"> <li><b>1. Chip Spreading/River loop chips (Items 1 &amp; 2 on agenda)</b> <ul style="list-style-type: none"> <li>– MOU is in place between the Town of Gananoque and Joyceville Pennetiary. The Director of Parks and Recreation estimates that the inmates may be starting work around the second week in June. The Director of Public Works (via Krista Pooley) confirmed that chip spreading has been added to the duties the inmates. Dwayne Fletcher will assist with supervision of the inmates work.</li> </ul> </li> <li><b>2. Trail repairs (work order)</b> <ul style="list-style-type: none"> <li>– JimGarrah sent a trails report to the Director of Parks and Recreation detailing potential work items on trails. The Director of Parks and Recreation introduced Sal Rotlo, who will be leading trees and trails work on behalf of the Parks and Recreation Department.</li> </ul> </li> <li><b>3. Schedule spring cleanup day for Town of Gananoque Trails</b> <ul style="list-style-type: none"> <li>– Doug Bickerton to organize. Director of Parks and Recreation suggests asking for public participation.</li> </ul> </li> <li><b>4. Update on status of work order for stairs behind No Frills</b> <ul style="list-style-type: none"> <li>– Director of Parks and Recreation has met with a contractor who will take on the work. Sal Rotlo will be working to move this project along.</li> </ul> </li> </ol> <p><b>Motion No. 2017-07</b>  <b>Moved by:</b> Doug Bickerton    <b>Seconded by:</b> Jim Garrah</p> <p>Be it resolved that Doug Bickerton will organize the removal of all current counter-clockwise trail markers from the Town of Gananoque trails, and upgrade the clockwise directional markers. He will also organize the installation of new larger distance kilometer and half kilometer trail markers starting from the trail head clockwise main trail only.</p> <p style="text-align: right;"><b>CARRIED</b></p>

	<p><b>TREES:</b></p> <ol style="list-style-type: none"> <li><b>1. Update on pitch pine planting-</b> <ul style="list-style-type: none"> <li>- Doug Bickerton has assessed planting of pitch pines and finds soil conditions are too wet to complete planting at this time. The Director of Parks and Recreation informs the Panel that locates required for planting have been completed and are all “clear”.</li> </ul> </li>   <li><b>2. Update about receiving the Service Berry Tree from Cramer “Les Cedres”</b> <ul style="list-style-type: none"> <li>- The Director of Public Works received a call from Cramer “Les Cedres” regarding the Service Berry Tree (memorial tree) that they have on hold for the Town of Gananoque. It is currently too wet to access the tree, but they would like to know how the Town plans to receive the tree once it can be accessed. Krista Pooley will communicate with Cramer to determine if the tree can be delivered in a cost effective manner. Given time restraints for planting the tree (should be planted by the end of July at the latest as/Doug Bickerton) if a suitable delivery option is not available the Director of Public Works will arrange for pickup of the tree.</li> </ul> </li>   <li><b>3. Town official tree pitch pine brochure</b> <ul style="list-style-type: none"> <li>- Pitch pine sketch and information received from Peter Murray. Doug Bickerton to send Krista Pooley several jpeg’s of local Pitch Pines. Project is on-going.</li> </ul> </li> </ol>
10	<p><b>DISCUSSION OF COMBINED/ADDITIONAL ITEMS:</b></p>
	<ol style="list-style-type: none"> <li><b>1. Online work order</b> <ul style="list-style-type: none"> <li>- Options for on-line work order form discussed. Jim Garrah will pass on work order requests concerning trails, Peter Murray and Doug Bickerton will pass on work order requests concerning trees from Panel members to the Director of Parks and Recreation. The requests will be sent via email and may include: photos, an indication of the urgency of work request, any potential safety issues, and if assistance (expertise) from Panel members may be required. The Director of Parks and Recreation will communicate back to JimGarrah, Peter Murray/Doug Bickerton when work has been completed.</li> </ul> </li>   <li><b>2. Timing and process for presentation to Council of “A Compact Urban Forest Management Sustainability Plan for the Town of Gananoque” and “A Compact Sustainability Management Plan for the Trails of Gananoque”</b> <ul style="list-style-type: none"> <li>- The Panel will proceed with presentation by delegation of “A Compact Urban Forest Management Sustainability Plan for the Town of Gananoque” and “A Compact Sustainability Management Plan for the Trails of Gananoque” to Council for the June 6<sup>th</sup> Council meeting if accepted.</li> </ul> </li> </ol>

	<b>3. Ash Tree at 136 Main St</b> – The tree has been inoculated, but does not have leaves. Doug Bickerton has been observing the tree to determine if there is an issue with the health of the tree, or simply a late bloom.	
11	<b>NEXT MEETING</b>	
	The Panel members agreed to meet monthly on the 4 <sup>th</sup> Thursday of each month. The next meeting will be held June 22, 2017, 9:00AM at the Public Works Boardroom.	
12	<b>ADJOURNMENT</b>	
	Meeting adjourned at 10:27 AM.	
		
	Chair, Peter Murray	Secretary, Krista Pooley