

The Corporation of the Town of



TREES AND TRAIL ADVISORY PANEL MINUTES

On April 27, 2017

At Public Works Boardroom – 665 Charles St.

1	CALL MEETING TO ORDER	
	Chair Peter Murray chaired the meeting. The meeting was called to order at 09:02 AM	
COMMITTEE MEMBERS PRESENT		STAFF PRESENT
CHAIR:	Peter Murray	Terry Gilmer, Manager of Parks & Recreation
MEMBER:	Dwayne Fletcher	Krista Pooley, Public Works Administrative Assistant
	Jim Garrah	
	John Cornish	
	Douglas Bickerton	
	Angus Fergusson	
	Rick Dunn	
GUESTS:	Carl Woodman	
2	DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF - NONE	
3	APPROVAL OF MINUTES (ADOPTION)	
	Motion No. 2017-03	
	Moved by: Jim Garrah Seconded by: Dwayne Fletcher	
	Be it resolved that the Trees and Trail Advisory Panel hereby adopt the minutes from their March 23, 2017 meeting.	
	CARRIED	
4	PUBLIC QUESTION/COMMENT - NONE	
5	UNFINISHED BUSINESS - four loads of wood chips have been placed at Hetu subdivision	
6	DISCLOSURE OF ADDITIONAL ITEMS – NONE	
7	DELEGATIONS/PRESENTATIONS – NONE	

8	<p>CORRESPONDENCE: FOREST ONTARIO RE: HERITAGE TREE PROGRAM AND GREEN LEAF CHALLENGE</p> <p>CAO (Shellee Fournier) received letter from CEO of Forests Ontario (Rob Keen) requesting participation in the Heritage Tree Program and the Green Leaf Challenge.</p> <p>Heritage Tree Program: Discussion of bylaw in 2003 and formation of Heritage Tree Program for the Town, to include trees of historical and/or social importance. Trees identified:</p> <ul style="list-style-type: none"> - Elm tree on corner of Garden St - Town Park red maple planted by Jean Chretien <p>It is decided that neither of these trees would likely warrant national recognition however, moving forward with the Heritage Tree Program at the Town level may be worth further discussion. The Panel may consider placing plaques around trees to mark significant events.</p> <p>Green Leaf Challenge: Discussion of potential areas of land where seedlings may be planted. It is decided that it is unlikely seedlings would survive without significant care and maintenance throughout the first few years. It would be difficult to provide this level of maintenance for this year given timing with budgets and planning already in place. Peter will advise the CAO that the Panel does not recommend participating at this time.</p>
9	<p>REPORTS/NEW BUSINESS</p>
	<p>TRAILS:</p> <ol style="list-style-type: none"> 1. Boardwalk Finished <ul style="list-style-type: none"> - Boardwalk is finished at the end of Herbert St 2. River Loop Wood Chips <ul style="list-style-type: none"> - Wood chips have been delivered there 3. Other trail work assessment <ul style="list-style-type: none"> - There is an antenna at the skateboard park that needs to be removed, Manager of Parks & Recreation noted this item for follow-up 4. Trail repairs (work order) <ul style="list-style-type: none"> - Discussion concerning the use of work order form to communicate work requests from the Panel to the Parks & Recreation Dept. Manager of Parks & Recreation is supportive of using work order form but would also find emails and/or photos acceptable, would just like to receive the requests in writing to assist with planning/scheduling. It is decided that panel members will inform Jim Garrah of any trails work and Doug Bickerton/Peter Murray of any tree work who will then submit a written work request to the Manager of Parks & Recreation this will prevent duplicate requests.

- Krista Pooley will recreate the existing work order form as a pdf that may be accessed and completed on the Town's website.
- Jim Garrah asks who from the Parks & Recreation Dept. will be involved in the work needed on trails. Terry Gilmer will try to identify a "point person" for this work.
- Doug Bickerton notes that distance information poles on the trails require maintenance/replacement and the signs need to be replaced and sized larger for increased visibility. Doug B will follow-up on this item

TREES:

1. Spring planting of pitch pine, work order:

- Doug Bickerton is concerned with first "unplanting" the pitch pines which he and Dwayne Fletcher will complete over the next couple of weeks to prepare for replanting of the trees.

2. Town official tree (pitch pine) brochure:

- Peter Murray would like to edit the existing brochure and add in a photo of a pitch pine. Peter Murray will provide edits and pitch pine sketch, Doug Bickerton will provide photo of local pitch pine. Krista Pooley will recreate the brochure and post the final version on the Town website.

3. Final review of *Compact Sustainability Plan for the Urban Forest (the plan)*:

- Panel discussed Draft 4 dated April 18, 2017. Angus Fergusson requests wording to address considerations when planting trees at contaminated sites Peter will consider adding a line that there may be special considerations when planting trees on contaminated sites. Rick Dunn has submitted comments to Peter. Peter will follow-up on reviewing the comments. Manager of Parks and Recreation suggests the plan describe how the work laid out in the plan will be accomplished with regard to staffing and budget needs from the Town. Town resources will be discussed when the plan is presented to Council.

John Cornish makes a motion to accept Draft 4 of the plan (as amended) dated April 18, 2017



Motion No. 2017-04 to approve the plan: Moved by: John Cornish Seconded by: Doug Bickerton
The panel votes and unanimously agrees. Be it resolved that the panel accepts the plan.

CARRIED

DISCUSSION OF COMBINED/ADDITIONAL ITEMS:

Fall Trails Festival:

- John MacLeod will be in touch with Peter Murray to provide more details. Panel is interested in participating.

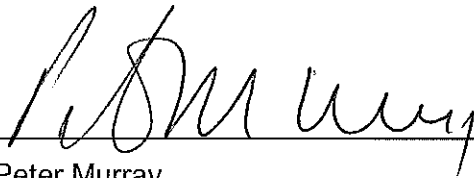
	<p>Status of inmate work program:</p> <ul style="list-style-type: none"> – Panel would like an update on the status of the inmate work program. Manager of Parks and Recreation suggests the program is in progress being set up between the Town and Joyceville Institution. Peter suggests forming a volunteer group in the interim to spread wood chips before there are too many bugs/hot weather. <p>Replacement of memorial trees and addition of service berry tree in steelworkers park:</p> <ul style="list-style-type: none"> – Some memorial trees died last year due to dry conditions and need to be replaced. Town has an annual allotment for trees that will cover this. Those who donated the original trees should be notified of the loss and intent to replace. It may be necessary in the future to flood the treed area to ensure there's enough water throughout the dry season. – A service berry tree was purchased as part of the memorial tree program, but was never delivered and planted. It is thought to be at a nursery in Dorval. Doug will follow-up and update the Panel next meeting.
12	NEXT MEETING
	The Panel members agreed to meet monthly on the 4 th Thursday of each month. The next meeting will be held May 25, 2017, 9:00AM at the Public Works Boardroom.
13	ADJOURNMENT
	Meeting adjourned at 10:35 AM.
	
Chair, Peter Murray	Secretary, Krista Pooley

MOTION / RESOLUTION OF TREES AND TRAIL ADVISORY PANEL

DATE: April 27, 2017	MOTION NO. 2017 - 04
MOVED BY:	John Cornish
SECONDED BY:	Doug Bickerton
<p>Be it resolved that the Trees and Trails Advisory Panel hereby accept the <i>Compact Urban Forest Management Sustainability Plan for the Town of Gananoque</i> (Draft 4, dated April 18, 2017, as amended).</p>	

Yaes 7 Nays 0

Carried: x
 Defeated:
 Tabled / Deferred:



 Chair, Peter Murray

MA s. 246 - When a recorded vote is requested, the Secretary will call for each Members vote (Yea or Nay), mark the recorded vote as indicated by the member, and announce whether the motion is carried or defeated. The Chair will then sign the motion.

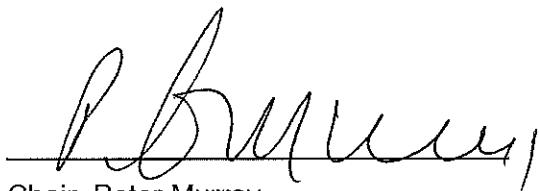
RECORDED VOTE:	Yea	Nay
Dwayne Fletcher	x	
John Cornish	x	
Rick Dunn	x	
Peter Murray	x	
Jim Garrah	x	
Doug Bickerton	x	
Angus Fergusson	x	
TOTALS	7	

MOTION / RESOLUTION OF TREES AND TRAIL ADVISORY PANEL

DATE: April 27, 2017	MOTION NO. 2017 - 03
MOVED BY: Jim Garrah	
SECONDED BY: John Cornish	
<p>Be it resolved that the Trees and Trail Advisory Panel hereby adopt the minutes from their March 23, 2017 meeting.</p>	

Yes _____ Nays _____

Carried: x
 Defeated: _____
 Tabled / Deferred: _____



 Chair, Peter Murray

MA s. 246 - When a recorded vote is requested, the Secretary will call for each Members vote (Yea or Nay), mark the recorded vote as indicated by the member, and announce whether the motion is carried or defeated. The Chair will then sign the motion.

RECORDED VOTE:	Yea	Nay
Dwayne Fletcher		
Angus Fergusson		
Douglas Bickerton		
John Cornish		
Rick Dunn		
Peter Murray		
Jim Garrah		
TOTALS		