

# URBAN FORESTRY ADVISORY COMMITTEE MINUTES

**WEDNESDAY MARCH  
20, 2013**

**START TIME: 5:00PM**

**CITY HALL: COMMITTEE ROOM 1**

<b>MEETING CALLED BY</b>	Mike Anderson
<b>CALL TO ORDER:</b>	5:00pm
<b>COMMITTEE CHAIRPERSON</b>	Elizabeth Chitty
<b>TIMEKEEPER</b>	Carleigh Lewis – New Trees Forestry Operations Co-op
<b>ATTENDEES</b>	Mike Anderson Gavin Pally Ron Calvert John Dick Steven Holmes Peter Howes John Sheehan Elizabeth Chitty Michael O'Neill David Stevens John Stevens Bruce Zimmerman Keith Bessy

## Agenda topics

**5:05 PM**

### MINUTES

<b>DISCUSSION</b>	Approval of Minutes from January 23,2013 Minutes
<b>CONCLUSION</b>	
	Approved by all members

**5:10 PM**

### SELECTION OF COMMITTEE CHAIRPERSON

<b>DISCUSSION</b>	Voting for the committee chairperson
	<ul style="list-style-type: none"> <li>All in favor of Elizabeth Chitty for the Urban Forest Management Committee Chairperson.</li> </ul>

**5:20**

### PRIVATE PROPERTY TREE BYLAW – DRAFT OVERVIEW

<b>DISCUSSION</b>	Ron presented the Private Property Tree By-Law Draft
	<ul style="list-style-type: none"> <li>Appreciation was given from the committee members towards Ron Calvert and John Sheehan for their hard work on preparing the first draft of the Private Property Tree By-Law.</li> <li>Timeline for the Private Property Tree By-Law Finalization: <ul style="list-style-type: none"> <li>The Private Property Tree By-law will be taken to council during the 2013 Calendar year</li> <li>The draft will be put together in the next couple UPMC meetings (Approx. 2 months)</li> <li>Once the draft is complete, it will be taken to city staff (TES and RCS) where comments will be circulated and then brought back to the UPMC for further drafting. Staff will be given a 1 month timeline to comment on the</li> </ul> </li> </ul>

given draft. - Two public meetings will be held. At the public meetings this By-law can be presented in two ways: Formal presentation or an Information Session. Mike has suggested an information session as they have worked well in the past. This can include a PowerPoint presentation, written copies of the document and a few committee members present. - After the public meetings, the committee will redraft the By-law and it will be given back to staff for comments. - The finalized draft will then be brought to council and 1 last public meeting.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>The committee will follow up with Councillor Mark Elliott and Councillor Bill Phillips requesting comments in regards to the process of the draft finalization.</li> </ul>	UFMC Committee	April 18, 2013

#### 5:45 LAUNDRY LIST – DECISIONS TO BE MADE

DISCUSSION	A list of decisions to be made in regards to the Private Property Tree By-law	
<ul style="list-style-type: none"><li>• Public Consultation</li><li>• Goal</li><li>• Scope</li><li>• Exemptions</li><li>• Obligations of City<ul style="list-style-type: none"><li>- Impact on city resources</li><li>- There will be minimal (if any) city representative designated to this By-law</li></ul></li><li>• Obligations of Public</li><li>• Prohibitions</li><li>• Site review / enforcements / penalties</li></ul>		
ACTION ITEMS		
<ul style="list-style-type: none"><li>• Public Consultation and the goal to be discussed in this meeting.</li></ul>		

#### 6:00 PUBLIC CONSULTATION

DISCUSSION	Discuss public consultation in regards to the timeline of the By-law.
<ul style="list-style-type: none"><li>• Question: Should the draft be presented to the public before councillors review the document and should it be the draft presented or final draft?</li><li>• Response:<ul style="list-style-type: none"><li>- The committee will go to the public with the draft as originally outlined in the timeline.</li><li>- The date is not significant for the turnout and an extra 3<sup>rd</sup> meeting can be held if turnout for one of the prior meetings has poor attendance.</li></ul></li></ul>	

#### 6:15 ISSUE DISCUSSION: GOAL

DISCUSSION	
DISCUSSION	Discuss the goal and make decisions.
<ul style="list-style-type: none"><li>The By-law draft currently is:<ul style="list-style-type: none"><li>Viewed as a city program not a citizen program</li><li>Ecologically textured.</li></ul></li><li>The goal right now is the city needs to move forward with private land owner help to increase the canopy cover and reach our 30% goal.</li><li>Question: Should this private tree by law be prescriptive or punitive?</li><li>Response:<ul style="list-style-type: none"><li>A majority of the committee feels that this By-law should be collaboration for educating the public on trees.</li><li>There are a few committee members who feel that there is a difference between a policy and a By-law and that this drafted By-law looks more like a policy because it has no penalties.</li><li>Members feel that the focus of other private areas such as severed lands and development should be considered in this law.</li></ul></li></ul>	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• The Public Property Tree By-law will be circulated among members by Gavin prior to the next meeting as it may be of importance for this Private Property Tree By-law.</li> <li>• Ask the development and planning staff to present a document of existing procedures and By-laws in regards to planning and development along with a timeframe for their new document. A current status of the new document, copies of guidelines and a 2 page summary of the report is also requested.</li> <li>• A group has been formed to re-draft the goal. Group members include: Peter Howe, John Sheehan, Ron Calvert, Bruce Zimmerman (Email only), Elizabeth Chitty (Edit – if requested).</li> </ul>	<ul style="list-style-type: none"> <li>• Gavin Pally</li> <li>• Elizabeth Chitty will assist Mike Anderson to get this information.</li> <li>• Peter Howe, John Sheehan, Ron Calvert, Bruce Zimmerman</li> </ul>	<ul style="list-style-type: none"> <li>• Before April 18,2013</li> <li>• April 18, 2013</li> <li>• April 18, 2013</li> </ul>

- Next Meeting:
  - Discuss Private Property Tree By-law Section: Definitions
  - Presentation: Re-drafted goal
  - Land Division and Planning Departments summary of procedure

<b>MEETING ADJOURNED:</b>	7:00pm
<b>NEXT MEETING:</b>	Thursday April 18, 2013