

# URBAN FORESTRY ADVISORY COMMITTEE MINUTES

**THURSDAY  
JANUARY 9, 2014**

**START TIME: 5:00PM**

**CITY HALL: ATRIUM**

<b>MEETING CALLED BY</b>	Elizabeth Chitty
<b>CALL TO ORDER:</b>	5:00pm
<b>COMMITTEE CHAIRPERSON</b>	Elizabeth Chitty
<b>MINUTES</b>	Kyra Allan
<b>ATTENDEES</b>	Elizabeth Chitty Michael O'Neill John Stevens Councilor Bill Phillips Peter Howes Keith Bessey Steven Holmes Gavin Pally Mike Anderson David Stevens
<b>REGRETS</b>	Councilor Mark Elliott Ron Calvert Bruce Zimmerman
<b>ABSENT</b>	John Sheehan - Resigned

## Agenda topics

**5:04 PM**

### **#2. APPROVAL OF AGENDA**

<b>DISCUSSION</b>	
<ul style="list-style-type: none"> <li>• Motion to approve the agenda</li> <li>• Consensus agreement</li> </ul>	

**5:06 PM**

### **#3. APPROVAL OF MINUTES OF NOVEMBER 28, 2013**

<b>DISCUSSION</b>	
<ul style="list-style-type: none"> <li>• Page 2, bullet 7: change to each person</li> <li>• Page 2, last bullet: to say proposed dates for public meeting</li> <li>• Page 3, last bullet: to remove entirely</li> <li>• Motion to accept minutes as amended</li> <li>• Motion seconded</li> <li>• Motion carried</li> </ul>	

5:09 PM

**#4. BUSINESS ARISING FROM MINUTES**

5:10 PM

**#5. COMMITTEE MEMBERSHIP RESIGNATION**

<b>DISCUSSION</b>	
	<ul style="list-style-type: none"> <li>Mike and Evan M. (Communications) will do a draft survey</li> </ul>
<b>MINUTE</b>	<ul style="list-style-type: none"> <li>Elizabeth Chitty received email on December 3, 2013 from John Sheehan stating his resignation</li> </ul>

5:11PM

**#6. UPDATE ON COMMUNICATIONS FOR PUBLIC CONSULTATION**

<b>DISCUSSION</b>	
	<ul style="list-style-type: none"> <li>January 17, 2013 is date which content will be live on website</li> </ul>
<b>ACTION</b>	<ul style="list-style-type: none"> <li>Peter Howes will provide comment/additions/deletions on survey, web content is together and need the survey to be ready for web upload by Friday January 17, 2014</li> <li>Mike Anderson to send information to Elizabeth Chitty and Peter Howes</li> <li>Will need a media release either at same time or shortly after web content is live</li> </ul>

5:20PM

**#7. PHOTO FOR THE CURRENT**

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5:23 PM

**#8. REVIEW OF PLAN FOR CONSULTATION**

<b>DISCUSSION</b>	
	<ul style="list-style-type: none"> <li>Option to take away address/comment card and return to Recreation and Community Services office</li> <li>Full back page will be available for comment</li> </ul>
<b>ACTION</b>	<ul style="list-style-type: none"> <li>Mike Anderson will ensure sign in sheet with name and address is at the door as well as comment/survey sheets, and provide a comment box</li> <li>Gavin Pally will talk to John or Stuart about layout</li> <li>Mike Anderson will take care of name tags for all attendees</li> <li>Elizabeth Chitty will send revised outline to all</li> <li>Approximately 20 chairs and 3-5 tables will be needed</li> </ul>
<b>MINUTE</b>	<ul style="list-style-type: none"> <li>Images selected: white and green drawing, 2 photos (not image of kids), green</li> </ul>

	image (Gavin to write caption about existing partnership on public property), new planting and what it will look like in the future, Church Street from above, Trillium (Mike Anderson to find), Toronto private property
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6:05 PM

**#9. REVIEW OF POWERPOINT PRESENTATION**

<b>DISCUSSION</b>	
<b>ACTION</b>	<ul style="list-style-type: none"> <li>Elizabeth Chitty will review font sizes and uniformity</li> <li>Need to add slide to say the verbs listed are under consideration only</li> <li>To remove 1.7 and 1.7 from draft actions</li> <li>Add question marks to everything to indicate these are questions</li> </ul>

6:43 PM

**#10. FURTHER WORK ON THE QUESTIONS FOR PUBLIC CONSULTATION**

<b>DISCUSSION</b>	
	<ul style="list-style-type: none"> <li>Reviewed slideshow for skills training</li> </ul>

6:56 PM

**#11. FURTHER WORK ON THE QUESTIONS FOR PUBLIC CONSULTATION**

<b>DISCUSSION</b>	
	<ul style="list-style-type: none"> <li>Purpose is to continue conversation</li> </ul>

6:57 PM

**#12. OTHER BUSINESS: OADA**

<b>DISCUSSION</b>	
<b>ACTION</b>	<ul style="list-style-type: none"> <li>Kyra Allan will email link for training module</li> </ul>

<b>MEETING ADJOURNED:</b>	7:05pm
<b>NEXT MEETING:</b>	Public Meeting: January 30, 2014 6:30pm Regular Meeting: February 20, 2014 5:00-7:00pm