

Minutes

Wednesday, April 18, 2018

Burgoyne Woods Room, City Hall at 5:00 pm

Attendance: Stephen Holmes, Peter Howes, Robin McDonald, James McWilliam, John Stevens, Dick Thomas, Peter Thompstone

Staff Liaison: Ilyse Norton, John Bellehumeur

Regrets: Mary Jane Clark, Ray Vachon

Absent: Scott Ritchie

Staff Visitors: Bonnie Nistico-Dunk, City Clerk; Maggie Riopelle, Manager of Corporate Communications

Visitors: Devin Bright, Patrick Bright

1. **Call meeting to order** (Peter Thompstone) 5:01 pm
2. **Additions / Deletions to the Agenda:** Nil
3. **Motion to approve the Agenda:** Peter Howes
4. **Presentations:**
 - **Queenston Round Table:** Devin Bright and Patrick Bright, representing the 'Queenston Round Table' gave a presentation on their efforts to improve the Queenston area. They wondered if the GAC would be interested in helping with their efforts to enhance the area. After discussing possibilities such as Street Trees, Flower Pots and Community Gardens, the GAC recommended Devin and Patrick discuss options with the 'Queenston Round Table' and formulate a request to present at a future GAC Meeting. The GAC thanked Devin and Patrick for their presentation and for their efforts to improve the Queenston Area.
 - **Simplified Meeting Procedures for Advisory Bodies.** Bonnie Nistico-Dunk, City Clerk, briefed the GAC on By-Law 2013-99, a By-Law to adopt Simplified Procedures for advisory bodies established by the City of St Catharines. In particular she reminded members that business could only be conducted at a planned and open meeting, not via closed doors or email.
 - **Review of Information for Public Disclosure.** Maggie Riopelle, Manager of Corporate Communications, briefed the GAC on the procedures for preparing City information which would be disclosed to the public. She indicated the

Communications Department would be pleased to assist the GAC with any future display materials, but would need a reasonable time frame to allow any requested work to be integrated with other Communications Department priorities. She further indicated that her department, in conjunction with the City Clerk, reviewed all 'Motions' within Committee Minutes to ensure they did not miss a request for assistance.

- The GAC thanked both Bonnie Nistico-Dunk and Maggie Riopelle for their briefings which helped clarify some misconceptions.

5. **Motion to adopt minutes from the previous meeting:** Robin McDonald

6. **Business arising from the minutes:**

- **Updates on Projects and Budgets.** Only projects with changes were discussed.

15-2: Merritton Bill Wiley Memorial Parkette. James McWilliam and Peter Thompstone will review possible initiatives and discuss with Walker Industries. It was noted that the remaining \$2,000 in the budget was for a '**Recognition**' not an '**Interpretative**' sign.

16-6: Eastchester at Bunting: Peter Howes briefed that the GAC had received replies from the three RFQs the GAC had requested, as follows:

- **Tree Amigos** had responded with a proposal which met all but one of the requirements;
- **Dykstra Landscaping** had responded with an outline of costs per tree but with little other information which would allow the GAC to determine if the RFQ terms had been addressed.
- **Lawns and More** had responded and indicated they were too busy and were therefore not interested.

Motion: Moved by Peter Howes that the proposal from Tree Amigos be accepted, subject to financial approval and completion of the required legal documents.

CARRIED

16-12: Walker's Creek: Peter Thompstone advised he is preparing the design layout. The GAC requested Ilyse Norton to communicate with O'Hara regarding the Armor Stone.

16-14: 360 Niagara Arboretum: After some discussion on the availability of target native tree species, the GAC requested the sub-committee meet with John Bellehumeur to arrange for the planting of as many trees as possible this spring. John Bellehumeur advised that a fall planting was also possible if funds for additional trees were available.

16-15: Lake Street Armoury: Peter Thompstone advised he will be meeting with a Niagara College student to design a 3-D rendering of the proposed project.

18-2: Flower Pot Program: Ilyse Norton advised that 61 pots have been 'sold'; the advertising 'News Release' and 'Facebook' ads will be placed in the near future.

18-10: Lock 14 Greening: As requested at the previous meeting, John Stevens researched the site and background. Previous committees and associations involved with this area no longer exist. John will contact the Heritage Advisory Committee to determine if there is anything further the GAC might address.

18-11: Tree / Street Tree Flyer: The proposed water bill flyer will have to be designed by the Communications Department with GAC input. To meet the targeted Jan-Mar insert period, work could start anytime.

18-12: LGL 'Earth Day Expo': This project is complete. GAC members attended the 'Expo' and distributed a variety of materials and hand-outs.

7. **Business.**

- **Private Tree By-Law:** John Bellehumeur provided an update on the status of the Private Tree By-Law. Until the Public Tree By-Law is enacted and in force, senior staff are reluctant to 'push' the Private Tree By-Law.
- **Preparation of GAC Poster or Posters.** The GAC discussed the requirement for a permanent poster(s) to be used at future events where the GAC was requested to (or decided to) organize a booth or display.

Motion: Dick Thomas moved that the GAC request Communications Department assistance to prepare a GAC poster, or posters, which could be used at any future GAC event or display. (For each event, subject specific display materials would be requested through the Communications Department as well).

CARRIED

8. **Correspondence:** Nil

9. **Date of Next Meeting:** Wednesday, 16 May 2018.

10. **Motion to Adjourn:** John Stevens at 7:02 pm.

Attachment:

Green Advisory Committee 2018 Project List (updated to 18 Apr 2018)