

Carleton Place Urban Forest/River Corridor Advisory Committee

Minutes of meeting September 25, 2024

7:00 p.m. (Library)

Next Regular Monthly Meeting:
October 23, 2024 @ 7pm (Library)

Attendance:

Janet McGinnis (Chair), Joanne Woodhouse, Dale Moulton, Doreen Donald, Jessica Karafilov, Councillor Mark Hinton, and Jim McCready

Regrets: Doreen Donald, Daniel Brumer

1. Welcome/opening remarks
 - no conflicts of interest declared
2. Approval of the Agenda
 - Moved by: Dale Moulton
 - “That the agenda be approved”
 - Seconded by: Mark Hinton
 - CARRIED
3. Approval of Minutes: June 26 meeting
 - Moved by: Jessica Karafilov
 - “That the minutes of June 26 be approved.”
 - Seconded by: Dale Moulton
 - CARRIED
4. Business Arising June 26 meeting
 - Trees at Independent
 - Committee has made suggestions for tree replacement
 - Project is now on hold; nothing will move forward this fall
 - Boat launch foliage
 - Vegetation has re-grown and is looking very healthy
 - Committee Membership
 - We will be down 2 members when Jessica leaves
 - The Town advertised the vacancies and there has been one applicant
 - The application will go back to Council for appointment/approval
 - National Forest Week
 - New tree planted in Westview Park on Dunham St. today (Sept 25)
 - The tree is an Autumn Blaze named “Autumn”
 - The ceremony went well with a good combination of staff, Council and committee members in attendance
 - Every speaker had something unique to say
 - The committee messaged how appreciative we are to have a good working relationship with Council and staff
 - There is a tree in the northeast side of that park that may need to be replaced
 - Also, there is a tree in McNeely Park (Norway Maple) that needs to come down
 - Committee Homework
 - Continue to look for new places in Town to plant trees
 - Need to determine how we will keep track of suggested locations.
5. Correspondence: Lanark County Food Bank – fruit trees program

- Over the last couple months there has been correspondence with the Lanark County Food Bank
- The Town will be submitting an application to Tree Canada on behalf of the food bank for an edible trees grant
- The location for the edible tree forest is yet to be determined.
- Responsibility of maintenance will be determined once the grant comes through
- Need to determine the size of the space so that the number of trees can be determined (plantings should be 12' between trees and 20' between rows)
- Apple trees should grow to a height of 6' to 8' to avoid the need for ladders for harvest
- Jessica has a contact in Elora where they recently put in a food forest

6. 2025 Budget

- Committee submitted the budget request on Sept 4th
- Requested \$3K for next year which is what all the committees get
- Janet talked to Jessica and Niki about student support for the inventory next year – likely no student next year
- Generally, our programs do not cost money
- Doreen mentioned it would be good to have some flyers for landowners along the river discussing shoreline health and septic systems – potential new expense
- It was noted that the Town of Carleton Place only has about 12 homes on the river- unsure of the # of septic systems.
- A pamphlet on the importance of the river which could be available at Town events

7. Tree Inventory

- The Town's IT department has not made any progress with the software
 - The issue is that currently, if we are given access, we also have access to all the other data
 - The Town has asked their supplier to find a solution and limit our access to tree related data only
 - Over the summer, the inventory was completed for approximately half of Mississippi Manor
 - There were 6 scheduled dates, 2 were cancelled and one was added so 5 sessions in total
 - Generally, when reminder e-mails were sent out, several participants indicated they could no longer help out
 - Limited again this year by data inputting
 - Residents were receptive and often offered their backyards which slowed things down (but makes for a better survey)
 - Four residents indicated they did not want the survey completed on their property
 - Volunteers were generally less engaged possibly due to the sporadic schedule and less social time
 - The biggest limiting factor is the amount of time that the committee can put into it which will need to be sorted out for next year
 - Regularly scheduled times seem to work better (routine, community building, etc.) and teams of three are best
 - We can re-use the pamphlet next year if we change the date
- Great job by volunteers – would like to give them a small thank-you gift

Moved by: Mark Hinton

Seconded by: Jessica Karafilov

“That the committee purchase up to 12 gift cards for volunteer appreciation for work on the tree inventory in the value of \$25/card”

CARRIED

- A big thank you to Jessica for setting up the inventory for us – much appreciation to Jessica and to Dale for technical support – would not have happened without them
- Jessica will forward the inventory materials to Joanne
- Possible inventory of endangered trees in Town (specifically butternut). We don't think there are any true butternuts – the ones previously assessed turned out to be hybrids. We would have to pay the Butternut assessor from the Rideau Valley Conservation Authority to do verifications.

8. Development Permit By-Law

- Janet asked the Town on timing for submitting comments – they are presently collecting comments
- Tyler Duval said there is a survey out and we can fill it out individually or as a committee
- Open house will be scheduled in November
- No specific format for the comments however it would be useful if there are references to the sections
- Janet previously forwarded the review that she and Daniel did which highlights the sections that pertain to the committee's work
- Janet suggests that the committee look over the DP and discuss at the next meeting
- We can make a submission as a committee ahead of the open house
- Jim is recommending the sliding scale that the City of Ottawa uses for tree replacement
- Mark will check on when the survey is closing
- Committee members can fill out the survey individually

9. Other Business

- Jim suggested we consider having our September meeting earlier in the month since we always meet after the call for the budget and tree week – good suggestion to move the meeting to the first or second week in September

Adjournment:

Moved by: Dale Moulton

“That this meeting be adjourned.”

CARRIED

Meeting adjourned at 8:30 pm

Meeting Dates: October 23, and November 27