



**City of Port Colborne  
Council Meeting Addendum**

**Date:** Tuesday, July 23, 2024  
**Time:** 6:30 pm  
**Location:** Council Chambers, 3rd Floor, City Hall  
66 Charlotte Street, Port Colborne

**Pages**

**\*7. Approval of Minutes**

7.1 Regular Meeting of Council - June 25, 2024

\*a. Delegation - Gino Stinziani

**8. Staff Reports**

8.4 Oil Mill Creek Municipal Drain, 2024-141

\*a. Delegation - Cathy Kalynuik, 851 Pinecrest Road

\*b. Delegation - Gino Stinziani

8.7 Urban Forest Management Plan, 2024-144

\*a. Urban Forest Management Plan Presentation

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8.8 Waterfront Road Allowances, 2024-143

\*a. Delegation - Callum Shedden, Daniel & Partners LLP (Virtual)

\*b. Delegation - Peter Prophet, 1671 Firelane 2

\*c. Delegation - Mark Leon, 1311 Firelane 1

\*d. Delegation - Robert Henderson, 1933 Firelane 2

\*e. Delegation - Marsha McCreadie, 574 Wyldewood Road

**19. Minutes of Boards & Committees**

- \*19.2 City of Port Colborne and Township of Wainfleet Joint Fire Services Review Committee Minutes - July 8, 2024 24
  
- \*19.3 Recommendations Arising from Boards and Committees - Joint Fire Services Review Committee
  - \*a. That the Councils of both participating municipalities be respectfully requested to extend the term of the Joint Fire Services Review Committee to November 1, 2024

**20. By-laws**

- \*20.7 By-law to Amend the Terms of Reference for the Fire Services Review Committee 27

# Urban Forest Management Plan

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Council Meeting: July 23, 2024



# Agenda

1. Urban Forest Management Plan Overview
2. Summary of Tasks
3. Summary of Findings
4. Operating Plan and Recommendations



# Project Team and Timeline

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- The City retained Williams & Associates Forestry Consulting Ltd., with support from McNeil Urban Forestry to complete the first Urban Forest Management Plan (UFMP) for Port Colborne.

**2022:** Windshield Survey and Tree Canopy Analysis

**January-May 2023:** Policy Reviews and Assessments

**June-August 2023:** Public Consultation

**August 2023:** Tree Inventory

**2024:** UFMP Draft Review

**Summer 2024:** UFMP brought to Council

# Urban Forest Management Plan (UFMP) Overview



- The UFMP provides a benchmark and assessment of the City's current Urban Forest.
- Strategic Plan Goal: to grow the total tree population.
  - Specific measure: to increase the canopy cover to 40% by 2040 (currently at 32%).
- **The UFMP aims to:**
  - Proactively guide the preservation, management, and enhancement of the City's municipal trees and forests on publicly owned lands in the urban area.
  - Create 5-year operational plan.
  - Transition from a reactive to a proactive urban forest management, which will:
    - Increase operational efficiency and effectiveness;
    - Improve tree health and diversity;
    - Reduce risk to the public; and
    - Increase benefits provided by a healthy and sustainable urban forest.



# Urban Forest Vision

*The City of Port Colborne recognizes and values the environmental, social, cultural, and economic contribution of the urban forest to our community. The City will, in partnership with its residents, businesses and stakeholders, work to promote and increase an urban forest coverage that is diverse, healthy and a sustained asset for future generations.*



# Existing and Future Challenges

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- Between 2006-2018, the municipal tree canopy declined 0.33% each year, compared to other municipalities who average a net loss of 0.12% a year.
- Port Colborne has a lack of species diversity
- 42% of public trees are of a single genus, the maple.
  - High proportion of maples makes trees more susceptible to catastrophic population loss from threats like climate change and invasive species.
- Urban Tree Canopy Cover continues to decline and is likely to continue unless properly managed.





# Urban Forest Vision & Goals

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## Goals of the Urban Forest Management Plan



1. Protect existing public trees and encourage the retention of private trees.
2. Increase the canopy cover over 10 years, to help mitigate climate change through tree protection, planting, and maintenance.
3. Increase native tree planting to enhance biodiversity and connectivity.
4. Ensure the creation of beautiful treed and healthy places for people to enjoy.
5. Increase education / awareness opportunities.
6. Improve economic opportunities and tourism through greater canopy cover.
7. Manage the risk that trees pose to an acceptable level for residents and visitors alike.

# Summary of Tasks

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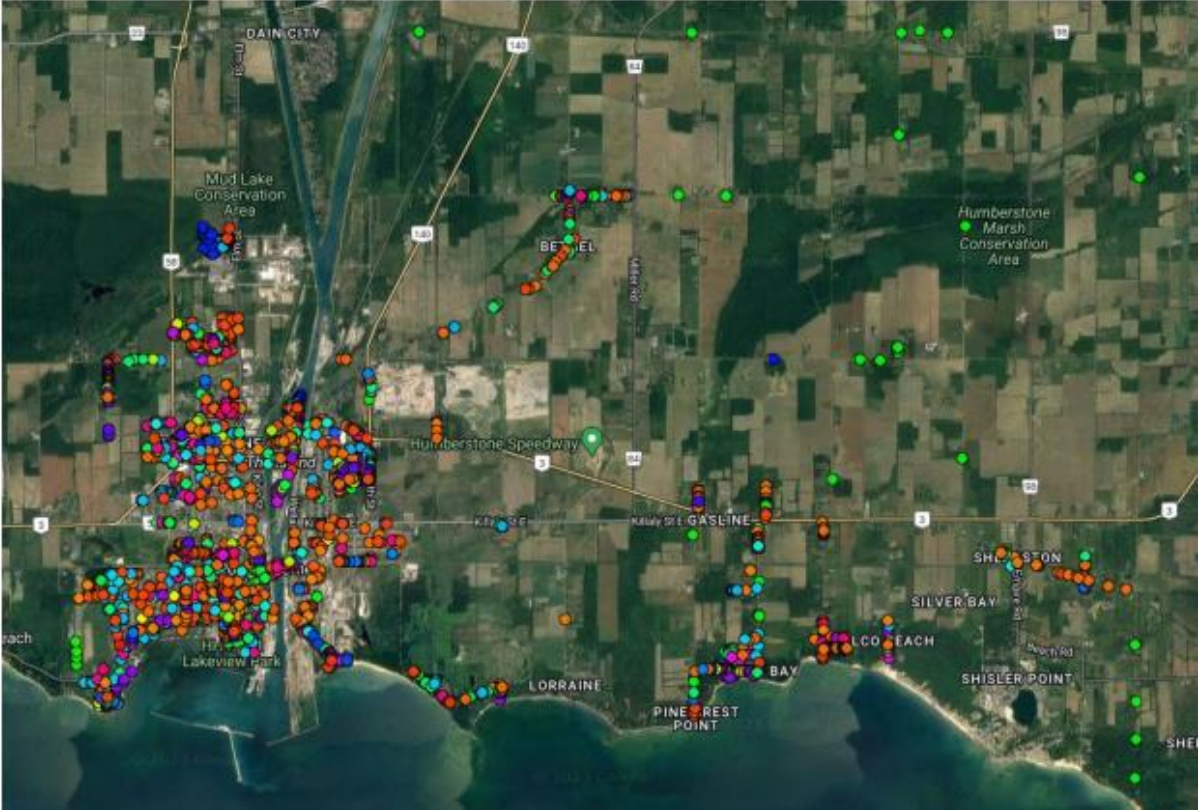
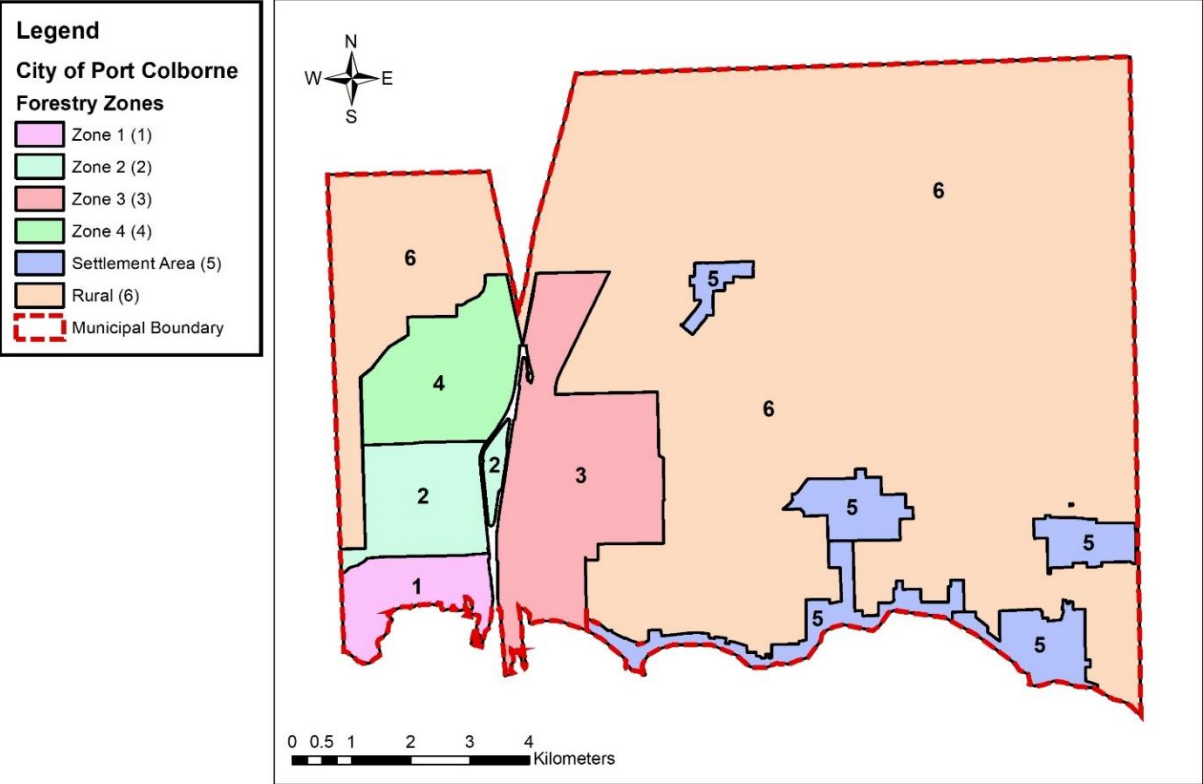


1. Municipal tree inventory
2. Review of tree by-law and Tree Installation Policy
3. Tree Canopy Change Analysis – Zone 1
4. Staff interviews
5. Canopy Cover and Plantable Spaces Assessment
6. Windshield Survey – street and park trees
7. Strengths, Weaknesses, Opportunities and Threats Assessment
8. Criteria and indicators for sustainable urban forest management
9. Communication and engagement

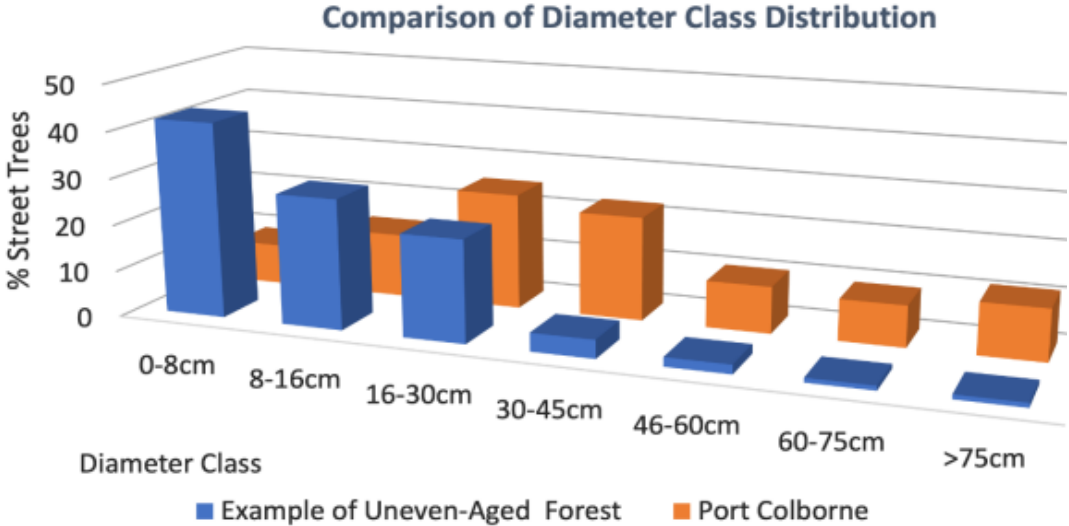
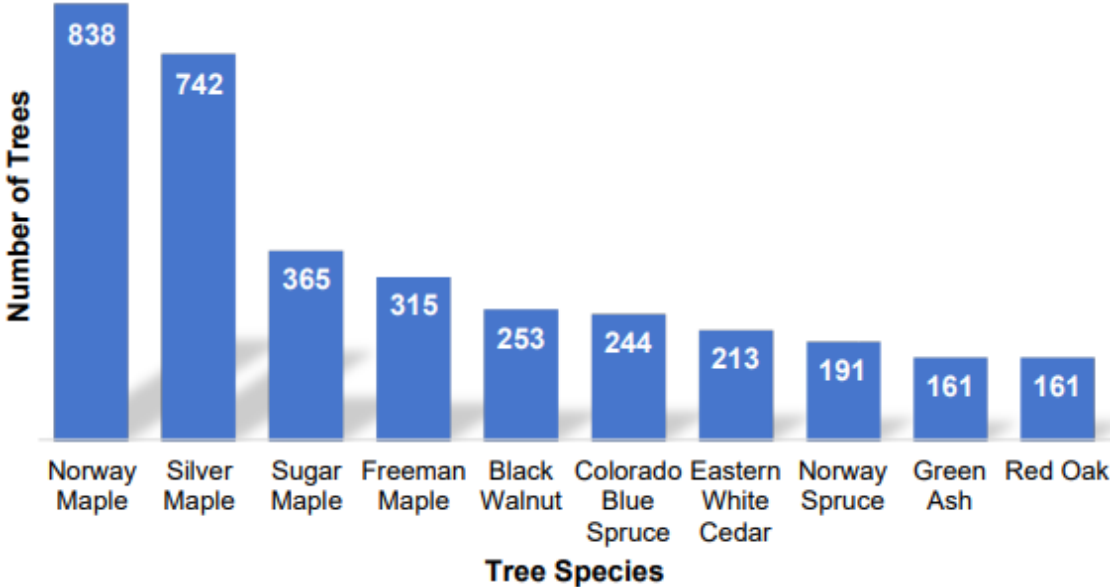
# Summary of Findings

## Tree Inventory

City of Port Colborne Proposed Forestry Zones



# Summary of Findings



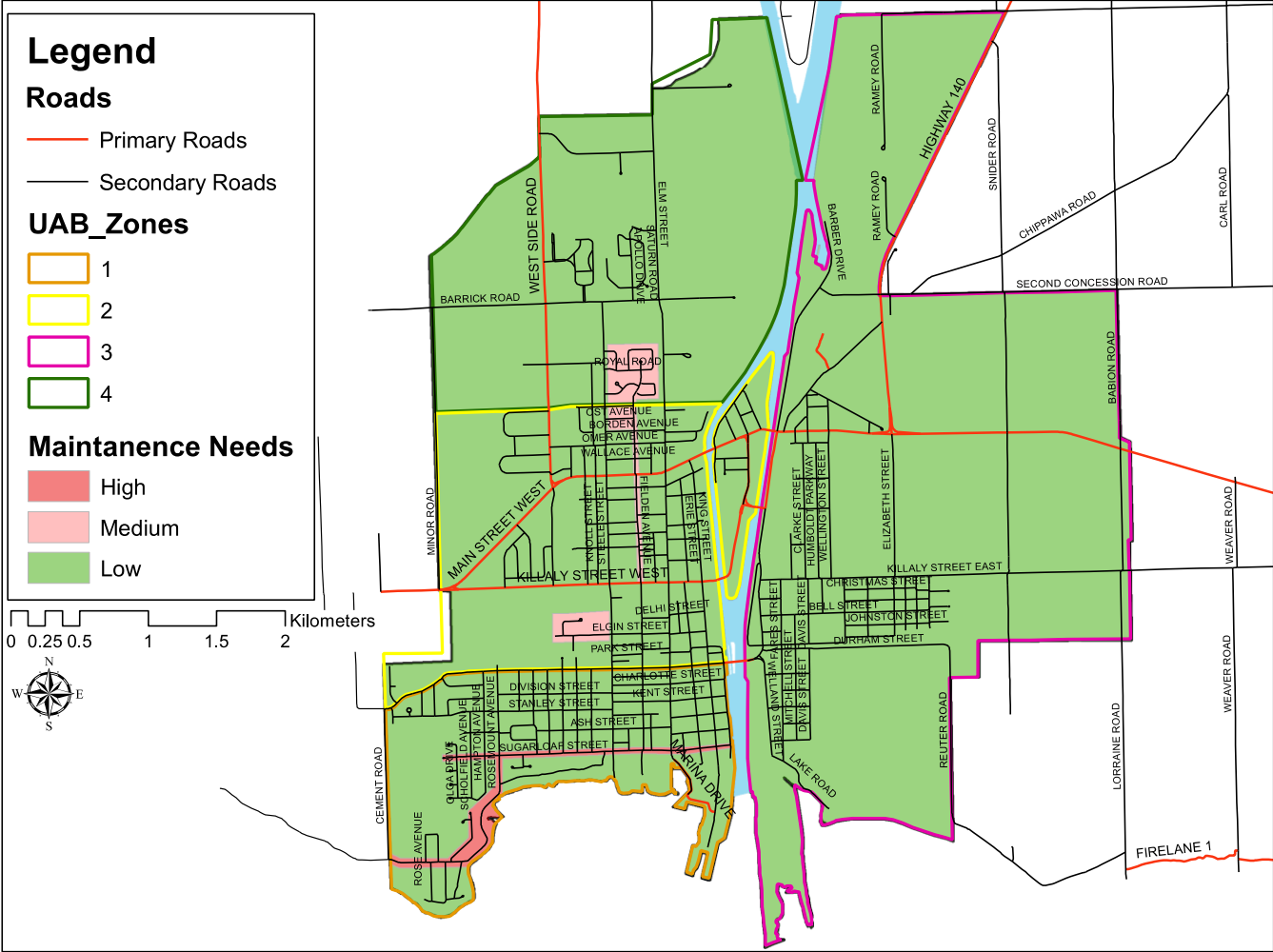
- Prioritize non-maples and young trees for planting
- Low proportion of trees with high and imminent risk or maintenance requirements
- Implement an ongoing tree maintenance program based on a year-to-year operating budget



# Summary of Findings

## Windshield Survey

- All zones were assessed and assigned low, medium or high maintenance needs
- Appropriate work orders were assigned
  - Medium and high levels of required maintenance are highest priority.



# Summary of Findings

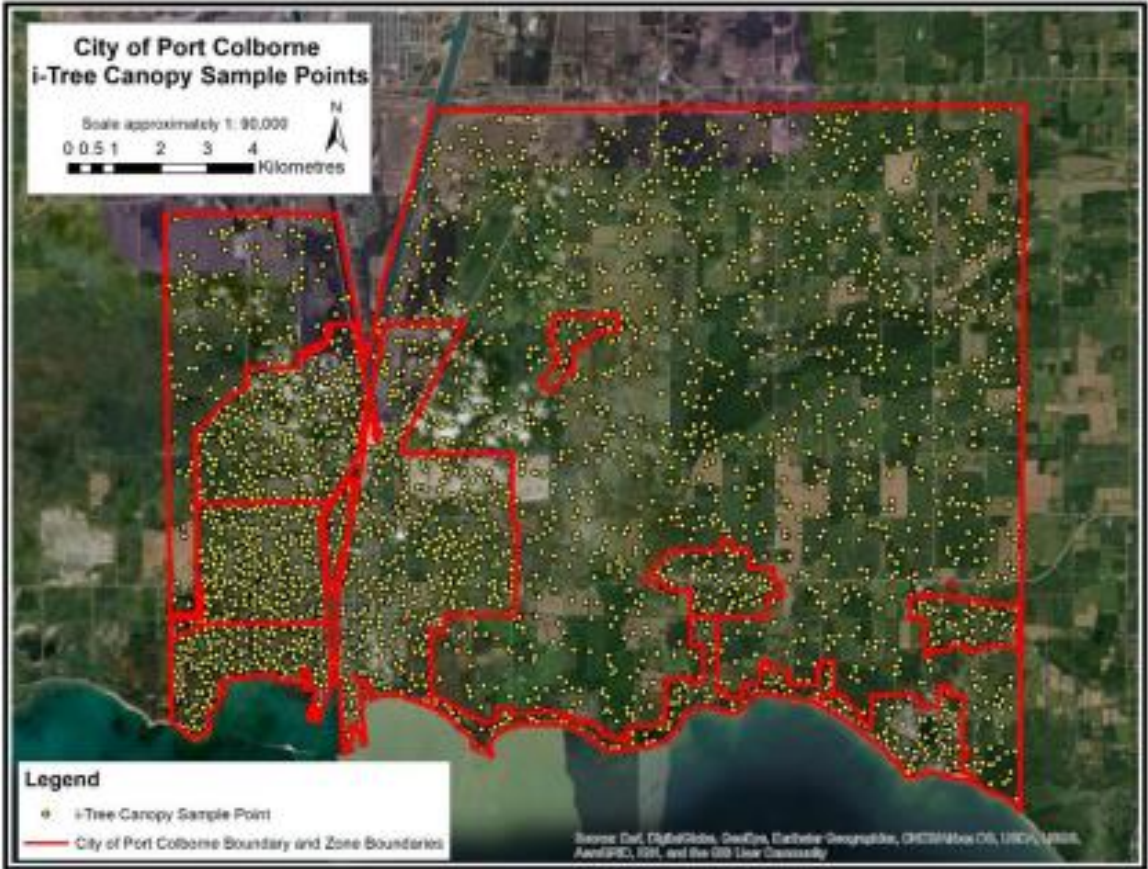
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## Tree Canopy Change Analysis – Zone 1

- Zone 1 was used as a proxy for the City's total Tree Canopy for urban areas.
- Between 2006-2018, Tree Canopy in developed areas of Zone 1 had dropped by:
  - 30% for Municipal; and
  - 25% for Private Property.

# Summary of Findings

## Canopy Cover and Plantable Spaces Assessment



### Current Canopy Cover

- The results of the CC analysis suggest that while there is a high CC (37%) within the municipal boundary, this is primarily because woodlots contribute 26.7% of the 37%
- Tree canopy in the city is 32%, 10% of which is trees
- 5683 municipal trees in the City (road allowances, parks and facilities)

# Areas Lacking Trees

Planting Space Cover Class	Zone 1 (%)	Zone 2 (%)	Zone 3 (%)	Zone 4 (%)	Zone 5 (%)
Municipal Road Allowance	20.8	17.8	17.3	8.8	2.2
Municipal Parks & Facilities	9.7	25.7	7.6	3.8	5.6
Private Grass	56.9	50.5	65.7	82.8	92.2
Private Other Plantable	12.5	5.9	12.4	3.8	0.0

Zone	Plantable %	Standard Error %
1	21.4	± 2.2
2	27.5	± 2.3
3	21.3	± 1.8
4	21.2	± 2.1
5	21.4	± 2.0

## Interpretations:

**Zones 1, 2 and 3: Highest proportion (17 to 21%) of Plantable Spaces on Municipal Road Allowances.**

**Zones 1 & 2: Highest proportions of Plantable Spaces in Municipal Parks & Facilities (25.7% and 9.7% respectively).**

**Zones 4 and 5: Lowest percentage of Plantable Spaces in public areas.**

Because the City has direct control of the planting and maintenance of trees on their property, municipal lands should be the focal point for tree planting/ management.

The two Private Cover Classes (Private Grass and Other Plantable) would require incentivizing or forming partnerships with other owners to increase tree canopy cover.



# Summary of Findings: Staff-Identified Planting Opportunities



**Borden Ave  
(facing East)**



**Oxford Blvd  
(facing North)**



**Stanley St  
(facing South)**



**Steele St  
(facing South)**



**Lakeshore Rd West  
(facing South)**



**Killaly St West  
(facing North)**



**Hawthorn Blvd  
(facing North)**



**Franklin Ave  
(facing East)**



**Runnymede Rd  
(facing North)**

# Summary of Findings

## Tree By-Law and Tree Installation Policy Review

- Tree by-law will be updated to reflect review and recommendations
- Focus on protecting City trees and urban forest
- Policies can provide further guidelines for municipal tree planting and management

THE CORPORATION OF THE CITY OF PORT COLBORNE  
BYLAW NO. 6175/01/15  
BEING A BY-LAW TO AUTHORIZE AND REGULATE THE PLANTING,  
CARE, MAINTENANCE AND REMOVAL OF TREES ON OR  
AFFECTING PROPERTY OF THE CITY OF PORT COLBORNE

WHEREAS subsection 11(1) of the *Municipal Act 2001*, S.O. 2001, c. 25, as amended (the "Act") provides that a municipality may pass bylaws within the sphere of jurisdiction of highways;

AND WHEREAS subsection 9(1) of the Act provides that Section 11 shall be interpreted broadly so as to confer broad power and authority on municipalities to enable them to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues;

AND WHEREAS subsection 62(1) of the Act authorizes a municipality, at reasonable times, to enter upon land lying along any of its highways to inspect trees, and to conduct tests on trees, and to remove decayed, damaged or dangerous trees or branches of trees, if, in the opinion of the municipality, the trees or branches pose a danger to the health and safety of persons using the highway;





# Summary of Findings

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## Criteria and Indicators for Sustainable Urban Forest Management

- A self-assessment was based on the Criteria and Indicators for Sustainable Urban Forest Management.
- Provides direction to the City on where it can focus resources.
- Recommended that this be done every 5 years to track Sustainable Urban Forest Management progress.

## Recommendations

- Plant more trees annually subject to amending the Corporate Tree Installation Policy.
- Transition maintenance from reactive to proactive.

# Summary of Findings

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## Communication and Engagement

A public survey was done in 2023 recording opinions on the importance of the UFMP and factors that go along with it.

- The survey shows very strong support for the initiatives outlined in the UFMP.
- According to the respondents' ratings, the first 5 goals of the UFMP are seen as most important.
- Additional comments were allowed to be made by any survey respondent.

The City can maintain public interest in the UFMP by pursuing additional future engagement opportunities.





# 5 Year Operating Plan

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- Plan provides a road map of strategic priorities inclusive of timelines, staffing and resource needs.
- The Operational Plan will guide the City to implement recommendations and funding for park and street side planting and maintenance to enhance Tree Canopy.
- Utilizes Public Works, Planning and Asset Management to put the plan into action.
- Plan will take place from 2024-2028.
- 2024 – \$200,000 approved for tree planting, and budget requests will continue.
- Other tasks will be done within the current operating budget.

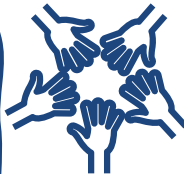
# Strategic Directions – Summary of Recommendations

## Growing the Urban Forest



- Prioritize planting non-maples to improve species diversity.
- Plant more trees on municipal property to offset historic removals.
- Increase the number of municipal trees planted annually.

## Engagement and Partnerships



- Develop communications protocols for advance landowner notification for maintenance activities.
- Establish interdepartmental Urban Forest management working group for tree establishment, removal and management.
- Collaborate with partners like Niagara Region.

## Maintaining the Urban Forest



- Implement a tree maintenance and pruning program.
- Prioritize tree maintenance in identified neighbourhoods with moderate to high maintenance needs.
- Work Order Management System to track tree maintenance activities and reflect those changes in the Tree Inventory.

## Protecting the Urban Forest



- Replace tree by-law to protect public trees.
- Prepare a policy for the planting and management of municipal trees, to conserve the tree canopy.
- Consider a Tree Canopy Cover Metric in the Official Plan.
- Establish interdepartmental Urban Forest Advisory working group planning for trees.

# 5 Year Operating Plan

Action Items	Lead	Partners	2024	2025	2026	2027	2028	2024-2028 Total
<b>Operations/Urban Forest Management</b>								
Adopt a tree inventory work order management system	Public Works		In house	In house	In house	In house	In house	\$ -
Develop an Urban Forestry Technical Manual	Public Works			In House	In House			\$ -
Establish Urban Forest Management working group to guide tree establish, removal and management	Public Works	Interdepartmental	In House	In House	In House	In House	In House	\$ -
Prepare an Annual Operating Plan for the upcoming fiscal year	Public Works		In House	In House	In House	In House	In House	\$ -
Budget Urban Forester/Arborist consulting services to help plan Forestry Activities and help administer Tree By-law 2016-040	Public Works		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$75,000
Fund a proactive Tree Establishment Program	Public Works		\$200,000	\$200,000	\$149,000.00	\$149,000.00	\$149,000.00	\$847,000
Number of trees/year (6 cm caliper trees, wire basket/B&B)			260	260	200	200	200	1,120
Transition to proactive tree maintenance program (6054 trees @\$150 ea. @ 10-yr cycle)* + service request & emergency	Public Works	Interdepartmental	\$90,810.00	\$90,810.00	\$90,810.00	\$90,810.00	\$90,810.00	\$454,050

# 5 Year Operating Plan

Policy, Planning, & Development	Lead	Partners	2024	2025	2026	2027	2028	2024-2028 Total
Establish Urban Forest Management working group including all departments involved with planning for trees and management.	Public Works	Interdepartmental	In House	In House	In House	In House	In House	\$ -
Conduct comprehensive Policy Review regarding all aspects of trees, the Urban Forest, their management; through City and private development processes	Planning & Public Works	Public Works	In House	In House	In House	In House	In House	\$ -
Update Tree By-law 6175-01-15 and Tree Installation Policy (2007)	Public Works		\$15,000.00					\$15,000
Review strategy on Private Tree Management	Public Works	Interdepartmental		In House	In House			\$ -
Develop new procedures covering tree protection in the capital construction process	Public Works	Interdepartmental		In House				\$ -
Prior to assumption of development, require an arborist report confirming resolution of any hazard tree issues	Planning	Interdepartmental		In House				\$ -
Update the Subdivision Agreement to require a tree and woodland inventory to City standards as a condition of Approval			In House					\$ -
Update Asset Management Plan to include public trees	Asset Mgt.		In House					\$ -
<b>Monitoring Plan Progress</b>								<b>\$ -</b>
Conduct Urban Forest Canopy Cover Assessment every 5 years	Public Works						\$10,000.00	\$10,000
Conduct a Criteria and Indicators (C&I) assessment every 5 years	Public Works						In House	\$ -



# Thank you

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**THE CORPORATION OF THE CITY OF PORT COLBORNE  
AND  
THE CORPORATION OF THE TOWNSHIP OF WAINFLEET**

**JOINT FIRE SERVICES REVIEW COMMITTEE**

**JULY 8, 2024 – 10:00 A.M.**

**COUNCIL CHAMBERS  
31940 HIGHWAY 3, WAINFLEET, ON L0S 1V0**

- |          |              |  |
|----------|--------------|--|
| PRESENT: | J. MacLellan | Councillor/Co-chair (Wainfleet)              |
|          | T. Hoyle     | Councillor/Co-chair (Port Colborne)          |
|          | M. Luey      | Chief Administrative Officer (Wainfleet)     |
|          | S. Luey      | Chief Administrative Officer (Port Colborne) |
|          | B. Grant     | Mayor (Wainfleet)                            |
|          | B. Steele    | Mayor (Port Colborne)                        |
|          | M. Alcock    | Fire Chief                                   |
|          | S. Schutten  | Deputy Fire Chief                            |
|          | C. Hart      | Manager of Financial Planning (Wainfleet)    |
|          | J. Crawford  | Administrative Assistant (Wainfleet)         |
|          |              |  |
| OTHER:   | A. Chrastina | Deputy Clerk (Wainfleet)                     |
|          | C. Scofield  | Acting City Clerk (Port Colborne)            |

- 1. Call to Order**  
Councillor MacLellan called the meeting to order at 10:00 a.m.
- 2. Disclosures of Interest and the General Nature Thereof**  
None
- 3. Adoption of the Agenda**  
Moved by S. Luey  
Seconded by T. Hoyle

**THAT** the July 8, 2024, Joint Fire Services Review Committee agenda be confirmed, as circulated.

CARRIED

- 4. Approval of Minutes**
  - a) June 17, 2024, Meeting Minutes

Moved by T. Hoyle  
Seconded by S. Luey

**THAT** the June 17, 2024, Joint Fire Services Review Committee Meeting Minutes be approved, as circulated.

CARRIED

**5. Business Arising from Previous Meeting**

a) Comparators of Shared Services Across Ontario

Chief Alcock addressed questions and comments from the Committee.

b) Span of Responsibility Comparators to other Niagara Region Fire Departments

Chief Alcock addressed questions and comments from the Committee.

c) Financial Estimates for the Three Service Options

Moved by S. Luey  
Seconded by T. Hoyle

**THAT** staff be directed to report back to the Committee with more detail and streamlined options for Options 1 to 3, inclusive of outlining any additional material savings.

CARRIED

d) Final Survey Responses

Chief Alcock addressed questions and comments from the Committee.

**6. New Business**

a) Terms of Reference – review of the term of the Committee

Moved by S. Luey  
Seconded by J. MacLellan

**THAT** the Councils of both participating municipalities be respectfully requested to extend the term of the Joint Fire Services Review Committee to November 1, 2024.

CARRIED

**7. Delegations**

None

**8. Action Items**

None

**9. Adjournment**

There being no further business, the meeting was adjourned at 10:57 a.m.

The next meeting will begin at 10:00 a.m. on July 22, 2024, in person, in the City of Port Colborne.

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J. MacLellan, CHAIR

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A. Chrastina, DEPUTY CLERK



The Corporation of the City of Port Colborne

By-law No. \_\_\_\_\_

Being a By-law to Amend the Terms of Reference  
for the Fire Services Review Committee

Whereas at its meeting of May 14, 2024, the Council of The Corporation of the City of Port Colborne approved the recommendations of Chief Administrative Officer Report 2024-117, Subject: Shared Services Update - Fire Administration - 2024-117; and

Whereas the Council of The Corporation of the City of Port Colborne passed By-law No. 7229/51/24 to establish a joint Fire Services Review Committee (the "Committee") with the Township of Wainfleet, and Terms of Reference for same; and

Whereas the Committee has recommended that the Terms of Reference be amended to extend the term of the Committee to November 1, 2024; and

Whereas the Council of the Township of Wainfleet passed By-law No. 032-2024 to extend the term of the Committee as recommended; and

Whereas the Council of The Corporation of the City of Port Colborne deems it necessary and appropriate to amend the Terms of Reference to extend the term of the Committee;

Now therefore the Council of The Corporation of the City of Port Colborne enacts as follows:

1. That the Terms of Reference for the Fire Services Review Committee forming part of By-law No. 7229/51/24 are amended by replacing "The appointment is for a term no greater than 120 days following April 10, 2024" under the heading "Term" with the following:  
  
"The term of the Committee shall be to November 1, 2024".
2. That the Clerk is authorized to affect any minor modifications, corrections, or omissions, solely of an administrative, numerical, grammatical, semantical, or descriptive nature to this by-law or its schedules after the passage of this by-law.
3. That this by-law shall come into force and take effect on the date of passing.

Enacted and passed this 23<sup>rd</sup> day of July, 2024.

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William C. Steele, Mayor

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Carol Schofield, Acting City Clerk