



Environment, Infrastructure and Community Services Committee Meeting  
Agenda

**Date:** January 12, 2023  
**Time:** 9:30 a.m.  
**Location:** Hybrid meeting- virtual and Council Chambers, City Hall  
**Contact:** Committee Clerk, Suzanne.Gillies@burlington.ca, 905-335-7600, x 7862

Pages

**1. Declarations of Interest:**

**2. Delegation(s):**

Standing committee and City Council meetings are held using a hybrid model, allowing members of Council, city staff and the public the option of participating remotely or in-person at city hall, 426 Brant St.

Requests to delegate to this hybrid meeting can be made by completing the online delegation registration form at [www.burlington.ca/delegate](http://www.burlington.ca/delegate), by submitting a written request by email to the Office of the City Clerk at [clerks@burlington.ca](mailto:clerks@burlington.ca) or by phoning 905-335-7600, ext. 7481 by noon the business day before the meeting is to be held. It is recommended that virtual delegates include their intended remarks, which will be circulated to all members in advance, as a backup to any disruptions in technology issues that may occur.

If you do not wish to delegate, but would like to submit correspondence, please email your comments to [clerks@burlington.ca](mailto:clerks@burlington.ca). Any delegation notes and comments will be circulated to members in advance of the meeting and will be attached to the minutes, forming part of the public record.

**3. Consent Items:**

Reports of a routine nature, which are not expected to require discussion and/or debate. Staff may not be in attendance to respond to queries on items contained in the Consent Agenda.

3.1 Public tree removal report – 2423 Raymore Drive (RPF-01-23)

1 - 14

Approve the request by the applicant to remove (1) public tree in order to proceed with the proposed two-storey dwelling as outlined in roads, parks & forestry department report RPF-01-23; and

Instruct the applicant, Ron Crickmore to provide compensation for the public tree removal by providing cash-in-lieu of replacement totaling \$500.00; and

Direct that a tree permit be obtained for the public tree removal and pay the associated tree permit fees as outlined in the City's Rates and Fees By-law; and

Direct that all associated costs with respect to the removal of the public tree (including stump removal) will be the responsibility of the applicant. The contractor hired to remove the trees will require approval by the Manager of Urban Forestry or designate.

3.2 Recreation Direct Delivered Program update (RCC-01-23)

15 - 21

Receive and file recreation, community and culture department report RCC-01-23 regarding an update to Recreation Direct Delivered Program.

**4. Regular Items:**

**5. Confidential Items:**

Confidential reports may require a closed meeting in accordance with the Municipal Act, 2001. Meeting attendees may be required to leave during the discussion.

**6. Procedural Motions:**

**7. Information Items:**

**8. Staff Remarks:**

**9. Committee Remarks:**

**10. Adjournment:**



**SUBJECT: Public tree removal report – 2423 Raymore Drive**  
**TO: Environment, Infrastructure & Community Services Cttee.**  
**FROM: Roads, Parks and Forestry Department**

Report Number: RPF-01-23

Wards Affected: 2

File Numbers: ZC-483/22

Date to Committee: January 12, 2023

Date to Council: January 24, 2023

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**Recommendation:**

Approve the request by the applicant to remove (1) public tree in order to proceed with the proposed two-storey dwelling as outlined in roads, parks & forestry department report RPF-01-23; and

Instruct the applicant, Ron Crickmore to provide compensation for the public tree removal by providing cash-in-lieu of replacement totaling \$500.00; and

Direct that a tree permit be obtained for the public tree removal and pay the associated tree permit fees as outlined in the City's Rates and Fees By-law; and

Direct that all associated costs with respect to the removal of the public tree (including stump removal) will be the responsibility of the applicant. The contractor hired to remove the trees will require approval by the Manager of Urban Forestry or designate.

**PURPOSE:**

**Vision to Focus Alignment:**

- Support sustainable infrastructure and a resilient environment
- Deliver customer centric services with a focus on efficiency and technology transformation

## Background and Discussion:

The subject property is located at the west end of Raymore Drive within Ward 2, just north of Prospect Street (See Fig. 1).



Figure 1: Subject Property, 2423 Raymore Drive

A consolidated pre-building permit application has been submitted to construct a two-storey dwelling on an existing lot. Council approval to proceed with issuance of a tree permit must be obtained in order to facilitate the removal of a public tree. In accordance with the City of Burlington's Public Tree By-law 68-2013, Section 1.19 states, "*The City Arborist shall not issue a Tree Permit for Trees located on Public Property immediately abutting Private Property for which a development application has been submitted, until such time as the development application has been approved and Council has also approved the removal of these trees*".

### Strategy/process

One (1) public tree is proposed to be removed due to conflicts with the proposed driveway as follows:

1. Tree No. 68: Blue Spruce (*Picea pungens*): DBH 2 cm and about 1.75 meters in height.

The subject tree conflicts with the proposed development and driveway. Forestry is in support of the removal under the provision that cash-in-lieu of replacement in the amount of \$500.00 is provided to the City as compensation for canopy loss.

Additional private trees are expected to be impacted by the proposed build and those elements will be reviewed under the Private Tree By-law as part of the consolidated pre-building application review process.

Refer to Appendix A – Tree Inventory and Compensation Form completed by City staff, Appendix B – Supporting Documents for additional details.

### **Options Considered**

Forestry staff conducted a comprehensive review of the proposed plans with the applicant.

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### **Financial Matters:**

A total of \$500.00 shall be paid by the applicant as compensation for the public tree removal. These funds will be utilized to replace the loss in canopy within the City. In addition to the cash-in-lieu fee, a tree permit fee will be required as prescribed in the City's Rates and Fees By-law (as amended). The total cost of tree and stump removal will also be borne entirely by the applicant.

### **Total Financial Impact**

Not applicable.

### **Source of Funding**

Not applicable.

### **Other Resource Impacts**

Not applicable.

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### **Climate Implications**

The removal of trees is always a concern as they provide the most cost-effective measure of carbon sequestration, in addition to providing a host of other ecological benefits associated with climate change. It is critical that in cases where trees must be removed, that they are sufficiently compensated for in the interest of replacing the canopy loss long-term.

**Engagement Matters:**

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**Conclusion:**

The City's Forestry section has reviewed the proposed tree removal and supports the removal as per the recommendations listed above.

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Respectfully submitted,

Melissa Torchia

Supervisor, Forest Protection

(905) 333-6166 ext. 6121

**Appendices:**

- A. Tree Inventory and Compensation Form
- B. Supporting Documents

**Notifications:**

Name : Ron Crickmore

**Report Approval:**

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.

Site: 2423 Raymore Dr.

Existing Tree Information					Replacement Tree Information		Condition Factors		Compensation	
Tree Number	Common Name	DBH (cm)	Condition Rating (%)		Comments	# of 50 mm trees required	Preliminary Value (\$)	Avg Condition Rating (Health & Structure)	Construction Risk Factor (see below)	Value
			Health	Structure						
68	Blue Spruce	2	80%	85%		1	\$ 500.00	83%	100%	\$ 500.00
		0	0%	0%		0	\$ -	0%	0%	\$ -
		0	0%	0%		0	\$ -	0%	0%	\$ -
		0	0%	0%		0	\$ -	0%	0%	\$ -
		0	0%	0%		0	\$ -	0%	0%	\$ -
		0	0%	0%		0	\$ -	0%	0%	\$ -
		0	0%	0%		0	\$ -	0%	0%	\$ -
		0	0%	0%		0	\$ -	0%	0%	\$ -
		0	0%	0%		0	\$ -	0%	0%	\$ -

Construction Risk Factor = 100% for removals

\$ 500.00

1. DBH X Average Condition Rating / 5cm = # of trees req. to replace
2. # of trees req. to replace X \$500 (cost of replacement) = Preliminary Compensation Value
3. Preliminary Compensation Value X Condition of Tree Factor X Risk Factor = Final Compensation Value

Tree Condition Considerations

Based on Tree Condition Assessment in GIS Inventory and Observations during Site Visit

Rating:	Factor:
Excellent	90-100%
Good	70-89%
Fair	50-69%
Poor	25-49%
Very Poor	0-24%

**Tree Inventory and Preservation Plan Report  
2423 Raymore Drive  
Burlington, Ontario**

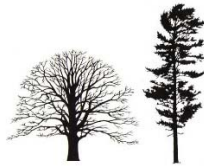
prepared for

**William and Lorraine Quesnel  
5550 Twelve Mile Trail  
Burlington, Ontario  
L7L 7L3**

**THIS REPORT IS STILL UNDER  
REVIEW BY STAFF AND IS NOT  
CONSIDERED THE FINAL  
APPROVED DOCUMENT.**

**THIS DOCUMENT IS PROVIDED  
FOR INFORMATIONAL PURPOSES  
TO SUPPORT THE PUBLIC TREE  
REMOVAL REPORT TO COUNCIL  
RPF 01-23 FOR TREE #68.**

prepared by



**KUNTZ  
FORESTRY  
CONSULTING Inc.**

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03 March 2021, revised 13 June 2022

KUNTZ FORESTRY CONSULTING INC Project P2673

## Introduction

Kuntz Forestry Consulting was retained by William and Lorraine Quesnel to complete a Tree Inventory and Preservation Plan in support of a development application for a property located at 2423 Raymore Drive in Burlington, Ontario. The subject property is located northwest of the Guelph Line and Prospect Street intersection, within a residential area.

The work plan for this tree preservation study included the following:

- Prepare inventory of tree resources with a diameter at breast height (DBH) greater than 10cm on and within six metres of the subject property and trees of all sizes within the City right-of-way;
- Evaluate potential tree saving opportunities based on proposed development plans; and
- Document the findings in a Tree Inventory and Preservation Plan Report.

## Methodology

The tree inventory was conducted on 02 March 2021. Trees over 10cm DBH on and within six metres of the subject property and trees of all sizes within the City right-of-way were included in the tree inventory. Trees were located using the topographic survey provided, aerial imagery, and estimations made in the field. Trees included in the inventory were numbered 1 – 74. Refer to Table 1 for the results of the inventory.

Tree resources were assessed utilizing the following parameters:

**Tree #** - number assigned to tree that corresponds to Figure 1.

**Species** - common and botanical names provided in the inventory table.

**DBH** - diameter (centimetres) at breast height, measured at 1.4 metres above the ground.

**Condition** - condition of tree considering trunk integrity, crown structure, and crown vigour. Condition ratings include poor (P), fair (F) and good (G).

**Crown Dieback** – percentage of the crown that is dead.

**Dripline** – diameter (metres) of crown.

**Comments** - additional relevant detail.

The tree inventory was recently revisited to check diameters partially but more so to check for change in condition including dying trees and fallen trees due to age of previous inventory and recent weather events, and change to the site plan. The results of the evaluation are provided below.

## Existing Site Conditions

The study site is currently a vacant residential lot with hedgerow features and clustered trees, perhaps part of a remnant conifer plantation. Tree resources exist in the form of landscape trees and natural regeneration. Refer to Figure 1 for the existing site conditions.

## Individual Tree Resources

The tree inventory documented 73 trees and one hedgerow feature on and within six metres of the subject property. Tree resources were composed of Balsam Fir (*Abies balsamea*),

Norway Maple (*Acer platanoides*), White Birch (*Betula papyrifera*), Japanese Walnut (*Juglans ailantifolia*), White Mulberry (*Morus alba*), Norway Spruce (*Picea abies*), White Spruce (*Picea glauca*), Blue Spruce (*Picea pungens*), Red Pine (*Pinus resinosa*), Cherry Species (*Prunus sp.*), Black Locust (*Robinia pseudoacacia*), Eastern White Cedar (*Thuja occidentalis*), White Elm (*Ulmus americana*), and Siberian Elm (*Ulmus pumila*). Refer to Table 1 for the full tree inventory and Figure 1 for the locations of trees reported in the tree inventory.

## Proposed Development

The proposed development includes construction of a two-storey residential dwelling with an associated garage, driveway, patio, porch, and landscaped areas. Refer to Figure 1 for the proposed site plan.

## Discussion

The following sections provide a discussion and analysis of tree impacts and tree preservation relative to the proposed development and existing conditions.

### *Development Impacts/Tree Removal*

The removal of Trees 1 – 4, 6 – 26, 28 – 42, 50, 58 – 64, and 68 – 74 will be required to accommodate the proposed development. The above noted trees have trunks that conflict with the proposed house or would be impacted by construction. Trees 6, 21, 23, 29, 50, 61, and 69 – 74 are dead and their removal is required regardless of the site plan.

Trees 1 – 4, 6 – 26, 28 – 42, 58 – 64, and 69 – 74 are greater than 10cm DBH, therefore a permit will be required prior to their removal. Trees 50 and 68 are located within the Road right-of-way and City lands (easement) and permission will be required by the City prior to their removal.

### *Tree Preservation*

Preservation of Trees 5, 27, 43, P44, 45 – 49, 51 – 57, and 65 – 67 will be possible with the use of appropriate tree protection measures as indicated on Figure 1. Tree protection measures must be implemented prior to the proposed work to ensure tree resources designated for retention are not impacted by the proposed development. Refer to Figure 1 for the location of required tree preservation fencing, tree preservation fencing details, and general Tree Protection Plan Notes.

## Summary and Recommendations

Kuntz Forestry Consulting was retained by William and Lorraine Quesnel to complete a Tree Inventory and Preservation Plan report in support of a site plan application for a property situated at 2423 Raymore Drive in Burlington, Ontario. A tree inventory was conducted and reviewed in the context of the proposed site plan. The inventory was recently updated (June, 2022) as the report required an update due to a change in the site plan and the previous inventory was greater than a year old.

The findings of the study indicate a total of 73 trees and one hedgerow feature on and within six metres of the subject property and within the City right-of-way. Fifty-five (55) trees are

required for removal to accommodate the proposed site plan. All other trees may be saved provided appropriate tree protection measures are installed prior to construction as per Figure 1.

The following recommendations are suggested to minimize impacts to trees identified for preservation. Refer to Figure 1 for tree protection fencing locations and general Tree Protection Plan Notes.

- Tree protection barriers and fencing should be erected at locations as prescribed on Figure 1. All tree protection measures should follow the guidelines as set out in the tree preservation plan notes and the tree preservation fencing detail.
- No construction activity including surface treatments, excavations of any kind, storage of materials or vehicles, unless specifically outlined above, is permitted within the area identified on Figure 1 as a tree protection zone (TPZ) at any time during or after construction.
- Branches and roots that extend beyond prescribed tree protection zones that require pruning must be pruned by a qualified Arborist or other tree professional. All pruning of tree roots and branches must be in accordance with Good Arboricultural Standards.
- Site visits, pre, during and post construction is recommended by either a certified consulting arborist (I.S.A.) or registered professional forester (R.P.F.) to ensure proper utilization of tree protection barriers. Trees should also be inspected for damage incurred during construction to ensure appropriate pruning or other measures are implemented.

Respectfully Submitted,

**Kuntz Forestry Consulting Inc.**

Kimberly Dowell

Kimberly Dowell, Urban Forestry Specialist  
ISA Certified Arborist #PN-8858A

Peter Kuntz

Peter Kuntz, BScF, R.P.F., BNA, TRAQ, TPAQ  
Principal, Consulting Professional Forester  
Tel: 289-837-1871 ext. 10, Cell: 289-259-5958  
Email: [peter@kuntzforestry.ca](mailto:peter@kuntzforestry.ca)

**Table 1. Tree Inventory**

Location: 2423 Raymore Drive, Burlington

Date: 02 March 2021, updated June 20:

Surveyors: KD

Tree#	Common Name	Scientific Name	DBH	TI	CS	CV	CDB	mTPZ	DL	Comments	Owner	Action
1	White Mulberry	<i>Morus alba</i>	~23, 15	P/F	P/F	F		2.4	12	Exposed roots (L), bow (M) to south, pushed down by Tree 2, stem wounds (L), crook (M), union at 1 metre, vertical crack (H) in large stem	Private	Remove
2	White Mulberry	<i>Morus alba</i>	41, 37, 30	P/F	P	F/G		4.2	14	Union at base, one stem has lean (H) to south pushing down Tree 1, one stem has lean (M) to northeast, bow (L), stem wounds (M), one stem fused to Tree 3 at base	Private	Remove
3	Norway Maple	<i>Acer platanoides</i>	39	F/G	F/G	F/G		2.4	13	Bow (L), asymmetrical crown (M), pruning wounds (L), fused to Tree 2	Private	Remove
4	Norway Maple	<i>Acer platanoides</i>	40	F/G	F/G	F/G	10	2.4	8	Co-dominance at 2 metres with included bark (L), growth deficit (L), deadwood (M)	Private	Remove
5	Japanese Walnut	<i>Juglans ailantifolia</i>	42, 41	F	F/G	F		3.6	14	Co-dominance at 1.2 metres and 2 metres with included bark (M), lean (M), sweep (L), broken branches (L), epicormic branching (L)	Private	Retain
6	White Elm	<i>Ulmus americana</i>	29, 21	D	D	D	100	2.4	7	Union at 0.5 metres with included bark (M), deadwood (L)	Private	Remove (Condition)
7	White Mulberry	<i>Morus alba</i>	21, 7	P/F	F	F	40	2.4	5	Bow (M), Tree 8 is growing over, bow (M), pruning wounds (L), asymmetrical crown (H)	Private	Remove
8	White Mulberry	<i>Morus alba</i>	25, 11	P/F	F	F	30	2.4	6	Union at 0.5 metres, bow (M) over Tree 7, pruning wounds (L), sweep (L), deadwood (L)	Private	Remove
9	Norway Maple	<i>Acer platanoides</i>	38	P/F	G	F		2.4	8	Included fence (M), sweep (L), lean (L), seam (M) from base to 0.5 metres	Private	Remove
10	White Spruce	<i>Picea glauca</i>	25	F/G	F/G	F/G		2.4	5	Asymmetrical crown (L), crook (L)	Private	Remove
11	White Spruce	<i>Picea glauca</i>	24	F/G	F/G	F/G		2.4	4	Asymmetrical crown (L), sweep (L), crook (L)	Private	Remove
12	White Spruce	<i>Picea glauca</i>	18	F/G	F/G	F/G		2.4	3.5	Asymmetrical crown (L), crook (L)	Private	Remove
13	Norway Spruce	<i>Picea abies</i>	26	G	G	F/G		2.4	4	Deadwood (L)	Private	Remove
14	Norway Spruce	<i>Picea abies</i>	24.5	F/G	F/G	G		2.4	3.5	Asymmetrical crown (L), crook (L)	Private	Remove
15	White Spruce	<i>Picea glauca</i>	19	F/G	G	G		2.4	2	Crook (L)	Private	Remove
16	White Spruce	<i>Picea glauca</i>	23	F/G	F/G	F/G		2.4	3	Asymmetrical crown (M), deadwood (L)	Private	Remove
17	White Spruce	<i>Picea glauca</i>	20	F/G	F/G	F/G		2.4	3	Asymmetrical crown (M), crook (L), deadwood (L)	Private	Remove
18	White Spruce	<i>Picea glauca</i>	16	F/G	F/G	F/G		2.4	2.5	Asymmetrical crown (M), crook (L)	Private	Remove
19	White Spruce	<i>Picea glauca</i>	16	G	F/G	F/G		2.4	2	Asymmetrical crown (M)	Private	Remove
20	White Spruce	<i>Picea glauca</i>	24.5	G	G	G		2.4	4		Private	Remove
21	White Spruce	<i>Picea glauca</i>	-	-	-	-	-	-	-	Dead	Private	Remove (Condition)

21	White Spruce	<i>Picea glauca</i>	-	-	-	-	-	-	-	Dead	Private	Remove (Condition)
22	White Spruce	<i>Picea glauca</i>	21.5	F/G	F/G	F/G		2.4	3	Crook (L), deadw ood (L)	Private	Remove
23	White Spruce	<i>Picea glauca</i>	-	-	-	-	-	-	-	Dead	Private	Remove (Condition)
24	Norw ay Spruce	<i>Picea abies</i>	27	F	F	F/G	10	2.4	5	Co-dominance at 5 metres w ith included bark (L), deadw ood (L)	Private	Remove
25	Norw ay Spruce	<i>Picea abies</i>	24	F/G	F/G	F/G		2.4	4	Crook (L)	Private	Remove
26	White Spruce	<i>Picea glauca</i>	22	F/G	G	F		2.4	4.5	Sw eep (L), fruiting body, epicormic branching (M)	Private	Remove
27	Blue Spruce	<i>Picea pungens</i>	23	G	F/G	F/G		2.4	3.5	Asymmetrical crow n (L), vine competition (L)	Private	Retain
28	Blue Spruce	<i>Picea pungens</i>	20	F/G	F/G	F/G		2.4	2.5	Stem w ounds (L) w ith rot, asymmetrical crow n (L)	Private	Remove
29	White Spruce	<i>Picea glauca</i>	-	-	-	-	-	-	-	Dead	Private	Remove (Condition)
30	Blue Spruce	<i>Picea pungens</i>	21.5	G	F/G	F/G		2.4	3	Asymmetrical crow n (L), vine competition (M)	Private	Remove
31	Red Pine	<i>Pinus resinosa</i>	16	G	F/G	P		2.4	1.5	Small crow n	Private	Remove
32	Blue Spruce	<i>Picea pungens</i>	21	F	F	F/G		2.4	3.5	Sw eep (L), crook (M), co-dominance at 6 metres, vine competition (L)	Private	Remove
33	White Spruce	<i>Picea glauca</i>	16	F	F	F	5	2.4	1.5	Asymmetrical crow n (M), broken top, top-dow n dieback, vine competition (L)	Private	Remove
34	Red Pine	<i>Pinus resinosa</i>	23	F/G	G	G		2.4	3	Crook (L), vine competition (L)	Private	Remove
35	White Spruce	<i>Picea glauca</i>	19.5	F/G	F/G	F/G		2.4	3	Asymmetrical crow n (L), crook (L), deadw ood (M)	Private	Remove
36	White Spruce	<i>Picea glauca</i>	18	F/G	F	F/G		2.4	4	Co-dominance at 6 metres, asymmetrical crow n (L), deadw ood (L)	Private	Remove
37	White Spruce	<i>Picea glauca</i>	20	F/G	F/G	F/G		2.4	3.5	Co-dominance at 7 metres, asymmetrical crow n (L)	Private	Remove
38	Balsam Fir	<i>Abies balsamea</i>	20	G	G	F/G		2.4	3	Deadw ood (L)	Private	Remove
39	Balsam Fir	<i>Abies balsamea</i>	27	F/G	F	G		2.4	4.5	Multi-stemmed at 4 metres (5 stems), included bark (M)	Private	Remove
40	Red Pine	<i>Pinus resinosa</i>	17.5	G	F	F		2.4	3	Sparse crow n (M)	Private	Remove
41	White Spruce	<i>Picea glauca</i>	18.5	F/G	G	G		2.4	4.5	Crook (L), deadw ood (L)	Private	Remove
42	Red Pine	<i>Pinus resinosa</i>	21	G	F/G	F/G		2.4	5	Sparse crow n (L), deadw ood (L)	Private	Remove
43	Blue Spruce	<i>Picea pungens</i>	23	F	G	F/G		2.4	4.5	Sw eep (L), lean (L)	Private	Retain
P44	Eastern White Cedar	<i>Thuja occidentalis</i>	8-25 Ave.18	F/G	F/G	F/G		2.4	2.5	34 trees in total: 4 trees less than 10cm, 29 trees 10 - 24 cm, 1 tree 25 - 35 cm, 7 trees dead, 2 metres required for protection	Private	Retain
45	White Birch	<i>Betula papyrifera</i>	~28	F/G	G	G		2.4	8	Union at 2.5 metres, bow (L)	Private	Retain
46	Siberian Elm	<i>Ulmus pumila</i>	23	P	F/G	F		2.4	5	Stem w ounds (H) at base, broken branches (L), sw eep (L), grow th deficits (M) --> Monitor	City	Retain
47	Siberian Elm	<i>Ulmus pumila</i>	~16	F	F/G	F/G		2.4	4	Lean (L), crook (L)	City	Retain
48	White Mulberry	<i>Morus alba</i>	37	F	F/G	F		2.4	16	Included fence (L), union at 2 metres w ith included bark (M), sw eep (L),seam (L) at base	City	Retain
49	White Mulberry	<i>Morus alba</i>	37	P/F	F	F		2.4	6	Crook (H), union at 1.5 metres, poor form (M), co-dominance at 1.75 metres w ith included bark (H)	City	Retain

50	Siberian Elm	<i>Ulmus pumila</i>	-	-	-	-	-	-	-	Failed	City	Remove (Condition)
51	Siberian Elm	<i>Ulmus pumila</i>	~32	F	F/G	F	10	2.4	12	Crook (M), poor form (M), broken branches (L), epicormic branches (M), deadw ood (L)	Neighbour	Retain
52	Siberian Elm	<i>Ulmus pumila</i>	~28	F/G	F	P/F	30	2.4	10	Dead branches (M), union at 6 metres w ith included bark (M), epicormic branches (H), deadw ood (L)	Neighbour	Retain
53	Siberian Elm	<i>Ulmus pumila</i>	~45, ~40	F	F/G	P/F	20	4.2	16	Union at base, sw eep (L), crook (L), dead branches (L), vine competition (M), included bark (H), epicormic branching (H)	Neighbour	Retain
54	Siberian Elm	<i>Ulmus pumila</i>	~20, ~17	F	F/G	F		2.4	10	2 trees grow ing together, one stem has bow (L) to east, broken branches (L)	Neighbour	Retain
55	White Mulberry	<i>Morus alba</i>	~17, ~17, ~13	F/G	F	P/F		2.4	9	Co-dominance at base, broken branches (L), epicormic branching (H)	Neighbour	Retain
56	Cherry Species	<i>Prunus sp.</i>	~17	F/G	F	F		2.4	6	Lean (L), crook (L), epicormic branching (L)	Neighbour	Retain
57	Norw ay Maple	<i>Acer platanoides</i>	~65, ~65, ~50	P/F	F	F		6.6	~15	Union at 1.2 metres w ith included bark (M), seam (L), pruning w ounds (L), stem w ound (M) from base to 1 metre, cavity (M) on one stem, sparse crow n (M)	Neighbour	Retain
58	Black Locust	<i>Robinia pseudoacacia</i>	16	G	F	G		2.4	5	Bow (M) south	Private	Remove
59	White Spruce	<i>Picea glauca</i>	12.5	F	G	P/F		2.4	2.5	Suppressed	Private	Remove
60	White Spruce	<i>Picea glauca</i>	13	F	G	F		2.4	2	Suppressed	Private	Remove
61	White Spruce	<i>Picea glauca</i>	12	D	D	D	100	2.4	2	Asymmetrical crow n (H), deadw ood (M)	Private	Remove (Condition)
62	White Spruce	<i>Picea glauca</i>	13	F	F	F		2.4	2.5	Asymmetrical crow n (M), suppressed	Private	Remove
63	Norw ay Spruce	<i>Picea abies</i>	13	F/G	F/G	F/G		2.4	2	Sw eep (L)	Private	Remove
64	White Spruce	<i>Picea glauca</i>	12	F	P	F		2.4	2	Co-dominance at 6 metres, one co-dominant stem w ith a broken top	Private	Remove
65	White Spruce	<i>Picea glauca</i>	15	F/G	F/G	F/G		2.4	2.5	Asymmetrical crow n (M)	Neighbour	Retain
66	White Mulberry	<i>Morus alba</i>	~14	F/G	F/G	G		2.4	4	Sw eep (L)	City	Retain
67	Norw ay Maple	<i>Acer platanoides</i>	~26	F/G	F/G	F/G		2.4	5	Asymmetrical crow n (M), Tree 48 grow ing in crow n	Neighbour	Retain
68	Blue Spruce	<i>Picea pungens</i>	2	G	G	G		1.2	0.25	Approximately 1.75 metres tall	City	Remove
69	White Spruce	<i>Picea glauca</i>	-	-	-	-	-	-	-	Dead	Private	Remove (Condition)
70	-	-	-	-	-	-	-	-	-	Dead	Private	Remove (Condition)
71	-	-	-	-	-	-	-	-	-	Dead	Private	Remove (Condition)
72	-	-	-	-	-	-	-	-	-	Dead	Private	Remove (Condition)
73	-	-	-	-	-	-	-	-	-	Dead	Private	Remove (Condition)
74	-	-	-	-	-	-	-	-	-	Dead	Private	Remove (Condition)

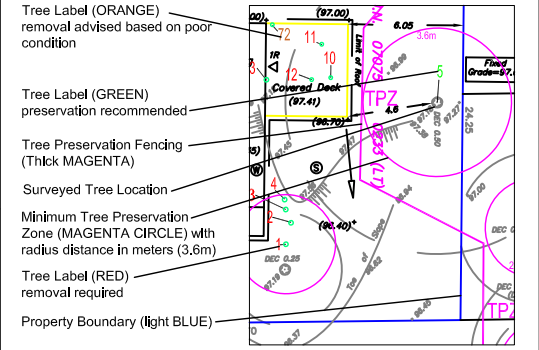
Codes		
DBH	Diameter at Breast Height	(cm)
TI	Trunk Integrity	(G, F, P)
CS	Crown Structure	(G, F, P)
CV	Crown Vigor	(G, F, P)
CDB	Crown dieback	%
mTPZ	Minimum Tree Protection Zone	(m)
DL	Dripline of tree	Diameter (m)
Owner	Ownership	Private, Neighbour, City
P = poor, F = fair, G = good, ~ = estimate, (VL) = very light, (L) = light, (M) = moderate, (H) = heavy		

**LEGEND**

**Tree Inventory**  
Refer to Table 1 of report dated 03 March 2021, revised 13 June 2022. Trees greater than 10cm DBH on and within six metres of the subject property and trees of all sizes within the road right-of-way were included in the inventory.

**Tree Removals**  
The removal of 55 trees is required to accommodate the proposed development. Trees identified for removal are indicated with RED or ORANGE labels.

**Tree Preservation**  
Preservation of the remaining 19 trees will be possible with appropriate tree protection measures. Trees identified for preservation are indicated with GREEN labels. Minimum tree preservation zones is indicated in MAGENTA. Refer to Tree Protection Plan Notes for preservation details.



- TREE PROTECTION PLAN NOTES**
- It is the applicant's responsibility to discuss potential impacts to trees located near or wholly on adjacent properties or on shared boundary lines with their neighbours. Should such trees be injured to the point of instability or death the applicant may be held responsible through civil action. The applicant would also be required to replace such trees to the satisfaction of Urban Forestry.
  - Tree protection barriers shall be installed to standards as detailed in this document and to the satisfaction of Urban Forestry.
  - Tree protection barriers must be installed using plywood clad hoarding (minimum 19mm or 3/4" thick) or an equivalent approved by Urban Forestry.
  - Where required, signs as specified in Section 4, Tree Protection Signage must be attached to all sides of the barrier.
  - Prior to the commencement of any site activity such as site alteration, demolition or construction, the tree protection measures specified on this plan must be installed to the satisfaction of Urban Forestry.
  - Once all tree/site protection measures have been installed, Urban Forestry staff must be contacted to arrange for an inspection of the site and approval of the tree/site protection requirements. Photographs that clearly show the installed tree/site protection shall be provided for Urban Forestry review.
  - Where changes to the location of the approved TPZ or sediment control or where temporary access to the TPZ is proposed, Urban Forestry must be contacted to obtain approval prior to alteration.
  - Tree protection barriers must remain in place and in good condition during demolition, construction and/or site disturbance, including landscaping, and must not be altered, moved or removed until authorized by Urban Forestry.
  - No construction activities including grade changes, surface treatments or excavation of any kind are permitted within the area identified on the Tree Protection Plan or Site Plan as a tree protection zone (TPZ). No root cutting is permitted. No storage of materials or fill is permitted within the TPZ. No movement or storage of vehicles or equipment is permitted within the TPZ. The area(s) identified as a TPZ must be protected and remain undisturbed at all times.
  - All additional tree protection or preservation requirements, above and beyond the installation of tree protection barriers, must be undertaken or implemented as detailed in the Urban Forestry approved arborist report and/or the approved tree protection plan and to the satisfaction of Urban Forestry.
  - If the minimum tree protection zone (TPZ) must be reduced to facilitate construction access, the tree protection barriers must be maintained at a lesser distance and the exposed portion of TPZ must be protected using a horizontal root protection method approved by Urban Forestry.
  - Any roots or branches indicated on this plan which require pruning, as approved by Urban Forestry, must be pruned by an arborist. All pruning of tree roots and branches must be in accordance with good arboricultural practice. Roots that have received approval from Urban Forestry to be pruned must first be exposed using pneumatic (air) excavation, by hand digging or by using low pressure hydraulic (water) excavation. The water pressure for hydraulic excavation must be low enough that root bark is not damaged or removed. This will allow a proper pruning cut and minimize tearing of the roots. The arborist retained to carry out crown or root pruning must contact Urban Forestry no less than three working days prior to conducting any specified work.
  - The applicant/owner shall protect all by-law regulated trees in the area of consideration that have not been approved for removal throughout development works to the satisfaction of Urban Forestry.
  - Convictions of offences respecting the regulations in the Street Tree By-law and Private Tree By-law are subject to fines. A person convicted of an offence under these by-laws is liable to a minimum fine of \$500 and a maximum fine of \$100,000 per tree, and for a Special Fine of \$100,000. The landowner may be ordered by the City to stop the contravening activity or ordered to undertake work to correct the contravention.
  - Prior to site disturbance the owner must confirm that no migratory birds are making use of the site for nesting. The owner must ensure that the works are in conformance with the Migratory Bird Convention Act and that no migratory bird nests will be impacted by the proposed work no less than 48 hours prior to conducting any specified work.

No.	Issue/Revisions	Date	By
1	Report Submission	03 Mar. 2021	KD
2	Report Revision - New Site Plan	13 June 2022	PK

Base Data: Cunningham McConnel Ltd. (survey), Crickmore Design (site plan)

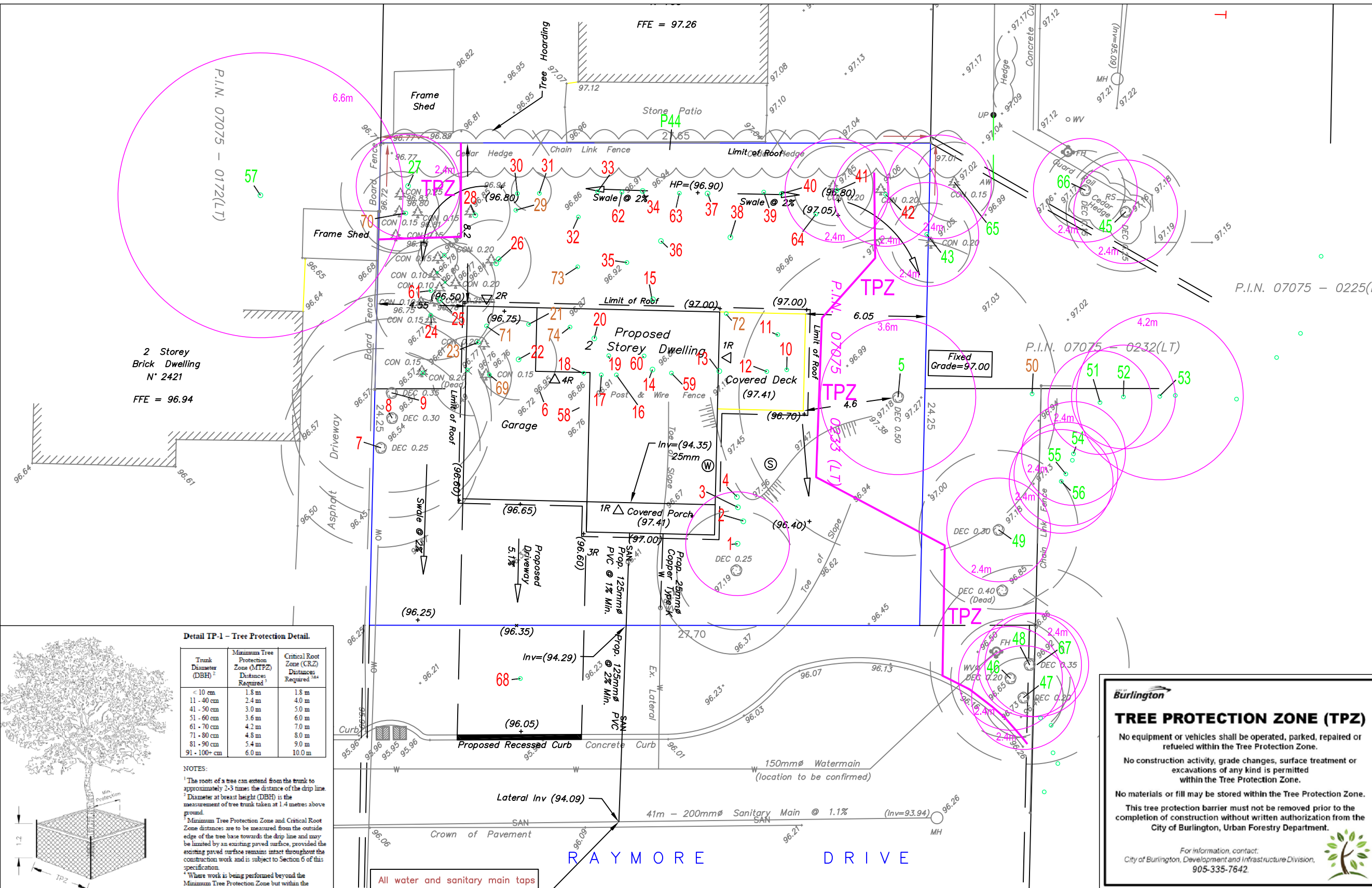
**KUNTZ FORESTRY CONSULTING Inc.**  
146 Lakeshore Road West  
PO Box 1267 Lakeshore W PO  
Oakville ON L6K 0B3  
T 289.837.1971  
e. consultant@kuntzforestry.ca  
web: www.kuntzforestry.ca

Client  
**William and Lorraine Quesnel**  
5550 Twelve Mile Trail  
Burlington, Ontario L7L 7L3

Property  
**2423 Raymore Drive**  
Burlington, Ontario

**Existing Conditions, Proposed Site Plan  
Tree Inventory and Preservation Plan**

Project	P2673	Figure	<b>1</b>
Date	03 March 2021		
Scale	1:200		



**Detail TP-1 - Tree Protection Detail.**

Trunk Diameter (DBH) <sup>1</sup>	Minimum Tree Protection Zone (MTPZ) Distances Required <sup>2</sup>	Critical Root Zone (CRZ) Distances Required <sup>3,4</sup>
< 10 cm	1.8 m	1.8 m
11 - 40 cm	2.4 m	4.0 m
41 - 50 cm	3.0 m	5.0 m
51 - 60 cm	3.6 m	6.0 m
61 - 70 cm	4.2 m	7.0 m
71 - 80 cm	4.8 m	8.0 m
81 - 90 cm	5.4 m	9.0 m
91 - 100+ cm	6.0 m	10.0 m

**NOTES:**

- The roots of a tree can extend from the trunk to approximately 2-3 times the distance of the drip line.
- Diameter at breast height (DBH) is the measurement of tree trunk taken at 1.4 metres above ground.
- Minimum Tree Protection Zone and Critical Root Zone distances are to be measured from the outside edge of the tree base towards the drip line and may be limited by an existing paved surface, provided the existing paved surface remains intact throughout the construction work and is subject to Section 6 of this specification.
- Where work is being performed beyond the Minimum Tree Protection Zone but within the Critical Root Zone the works are subject to Section 8 of this specification.

**TREE PROTECTION BARRIER**

- The required barrier is a 1.2 metre (4 ft) high orange plastic web snow fencing on 2" x 4" frame. Where orange plastic web snow fencing creates a restriction to sightlines, pipe wire fencing with reflective tape can be used.
- Tree protection barriers are to be erected prior to the commencement of any construction or grading activities on the site and are to remain in place throughout the entire duration of the project. The barriers shall be maintained erect and in good repair throughout the duration of construction operations with breaks and unsupported sections repaired immediately. Tree protection may not be removed prior to the completion of construction without written authorization from the City Arborist.
- All supports and bracing used to safely secure the barrier should be located outside the MTPZ. All supports and bracing should minimize damage to roots.
- Where some fill or excavated material must be temporarily located near a MTPZ, a wooden barrier with silt fencing must be used to ensure no material enters the MTPZ.
- No materials or fill may be stored within the MTPZ.
- Equipment or vehicles shall not be operated, parked, repaired, or refueled within the MTPZ.
- No construction activity, grade changes, surface treatments or excavations of any kind is permitted within the MTPZ without written authorization from the City Arborist.
- A laminated Minimum Tree Protection Zone sign (See Detail TP-3 - Minimum Tree Protection Zone Sign) must be attached to the side of the Tree Protection where it will be visible by persons entering the site. Minimum size must be 10"x14".

**Burlington**

**TREE PROTECTION ZONE (TPZ)**

No equipment or vehicles shall be operated, parked, repaired or refueled within the Tree Protection Zone.

No construction activity, grade changes, surface treatment or excavations of any kind is permitted within the Tree Protection Zone.

No materials or fill may be stored within the Tree Protection Zone.

This tree protection barrier must not be removed prior to the completion of construction without written authorization from the City of Burlington, Urban Forestry Department.

For information, contact:  
City of Burlington, Development and Infrastructure Division,  
905-335-7642

**SPECIAL MITIGATION MEASURES: Tree 5**

- Minor encroachment into the minimum Tree Protection Zone (mTPZ) of Tree 5 will be required to accommodate excavation of the proposed dwelling. If the following protection and mitigation measures are employed before, during and after construction, long-term adverse effects are not anticipated to this tree.
- Prior to construction, air-spading technology should be used to excavate a trench at the excavation limit of the house within the mTPZ of Tree 5, as shown in Figure 1.
  - The roots of Tree 5 are to be pruned inside the trench by a Certified Arborist in accordance with Good Arboricultural Standards.
  - The trench is to be backfilled in with clean topsoil.
  - Vertical tree preservation fencing should be installed adjacent to the backfilled trench within the mTPZ of Tree 5, as shown in Figure 1.
  - All works should be supervised by a Certified Arborist in accordance with Good Arboricultural Standards.

All water and sanitary main taps are to be performed by Region of Halton forces only.



**SUBJECT: Recreation Direct Delivered Program update**  
**TO: Environment, Infrastructure & Community Services Cttee.**  
**FROM: Recreation, Community and Culture**

Report Number: RCC-01-23

Wards Affected: all

File Numbers: 915-01

Date to Committee: January 12, 2023

Date to Council: January 24, 2023

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**Recommendation:**

Receive and file recreation, community and culture department report RCC-01-23 regarding an update to Recreation Direct Delivered Program.

**PURPOSE:**

**Vision to Focus Alignment:**

- Increase economic prosperity and community responsive city growth
- Building more citizen engagement, community health and culture
- Deliver customer centric services with a focus on efficiency and technology transformation

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**Background and Discussion:**

On March 25, 2019, staff received the following staff direction:

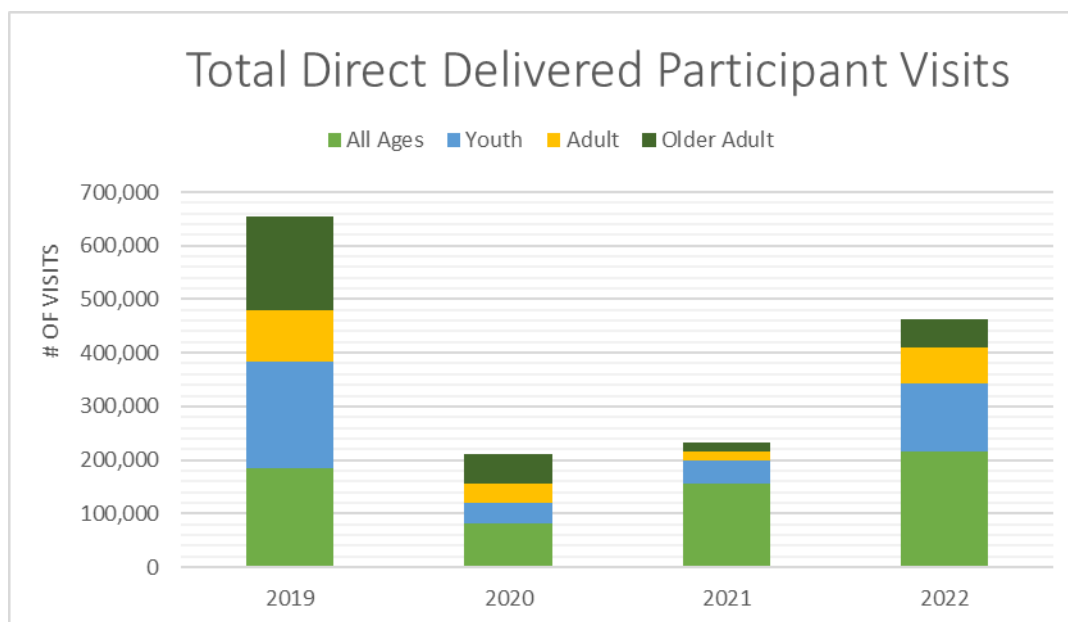
Direct the Director of Parks and Recreation to conduct a workshop for council that provides an overview of current practices and opportunities in recreation services with a focus on youth and people with special needs and report back with opportunities for the 2020 budget. (SD-10-19)

The workshop was postponed due to the pandemic. Since then, staff have realized that a more comprehensive review of all direct delivered programs including adult, older

adult, youth, and individuals with a disability is required. A status update report was planned for the end of 2022; this report is meant to satisfy the request.

Since March 2020, community need, interest and expectations have vastly changed as related to recreation. Despite the overall impact from safety measures and provincial regulations, City recreation direct-delivered programs (e.g., swimming lessons, camps, fitness classes) were able to adapt, bounce back from frequent closures and navigate a rapidly changing environment while trying to adjust to important shifts in customer behavior. Post pandemic has brought on new industry trends, a focus on outdoor recreation and passive use assets, and a renewed need for connections.

City staff have worked tirelessly since March 2020 to create flexible program offerings that would satisfy provincial restrictions and health and safety measures with a few goals in mind, such as maintaining service delivery and providing diverse options catering to customer preferences (e.g., virtual, small group). Recreation, Community and Culture has shifted on a dime, often re-designing programs in a few hours to meet new regulations that would take effect a day or two later. Despite these efforts, two and a half years later, we continue to witness lower participation numbers in many direct-delivered programs compared to pre-pandemic.



*Note: "All ages" refers to programs that are open to all.*

In addition, the following have impacted and continue to impact recreation trends and offerings in Burlington:

- The [Framework for Recreation](#) policy approved by council in February 2020 which highlights the Recreation, Community and Culture's (RCC) department vision, values, principles and goals for the provision of recreation in our community.
- The City's Diversity, Equity and Inclusion Strategy as well as commitment to Truth and Reconciliation and how RCC will continue to offer barrier-free programs.
- There has been a growth of private recreation providers and facilities in Burlington, and we have seen families gravitate towards those.

Staff are bringing forward background information for committee's consideration in advance of a fulsome program review commencing in 2023 which will include engagement and a workshop with council.

### **Strategy/process**

In efforts to be as responsive as possible during the various milestones since March 2020, staff have engaged with their customers and made tweaks to program offerings. To prepare for a more fulsome service review; staff have done research, trends analysis and customer engagement and draw the various generic conclusions:

- There is a new demand for adult daytime program offerings due to the work from home/flexible work environment.
- Specialty programs are growing in popularity (e.g., theatre and music programs).
- There is a preference for quality over quantity. For example, customers prefer private swim lessons to larger group despite the additional cost.
- There is a higher value placed on "human connections" and as a result very little lasting interest for virtual programs.
- Due to inflation and the economic climate, families are adjusting their budgets and have less discretionary spending to allocate to items like recreation.
- Program participation may continue to look different and therefore should not be compared to pre-pandemic state.

Recreation, Community and Culture staff will conduct a direct delivered program review in 2023 while considering key service priorities:

#### **1. Stabilization**

- Refers to service stabilization, continuity of operations, and staff attraction/retention. Customers have told us on numerous occasions that consistent service is paramount for them to achieve their personal health and wellness objectives.

- Stabilization may mean moving forward with programs that have lower participation to allow time to rebuild. It implies a review of need and resource allocation which could lead to new standards for instructor to participant ratios.

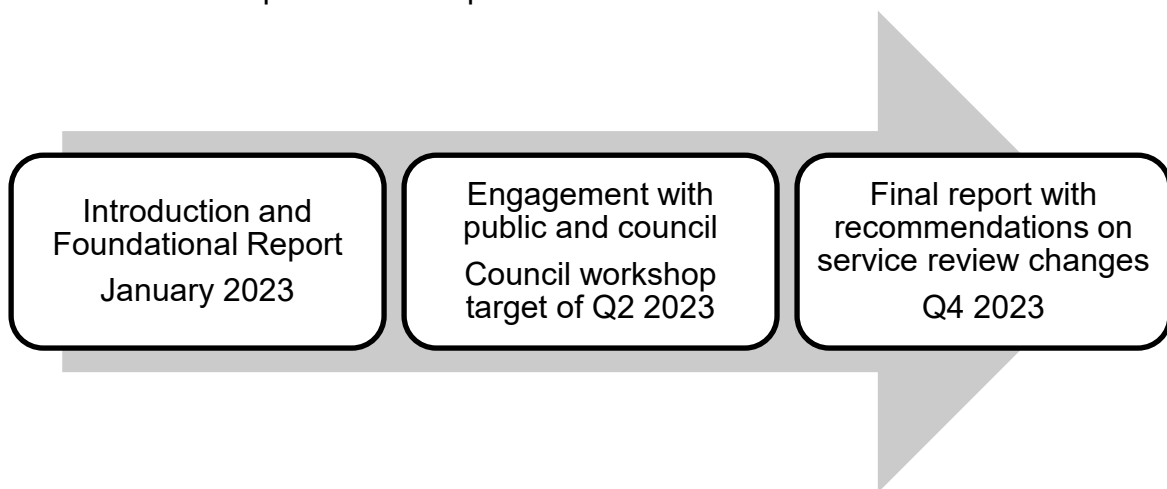
## 2. Strengthening community partnerships

- Refers to collaboration between direct-delivered and partner-led services to ensure Burlington is serving residents holistically as it relates to Recreation and Leisure.

## 3. Growth

- Refers to supporting the growth of the community with program offerings while pro-actively planning for future and long-term needs. Considerations will be given to current and future population demographics in Burlington.

This review will take place in a few phases:



The time has come to do a deep dive of the menu of programs offered; analyzing participation, alignment with emerging trends, rates and fees and cost recovery ratio, and ensuring alignment with the [Framework for Recreation](#).

Community Trends	Rates and Fees	Engagement
<ul style="list-style-type: none"> <li>• What are the emerging trends in recreation and in Burlington?</li> <li>• What are the short and long term anticipated needs?</li> <li>• Are we currently meeting these need? (either through direct delivered or partner-led offerings)</li> </ul>	<ul style="list-style-type: none"> <li>• Are programs priced appropriately to drive desired participation?</li> <li>• What cost-recovery ratio should staff target?</li> <li>• What programs should remain low/no cost?</li> <li>• Where does sponsorship fit among rates and fees?</li> </ul>	<ul style="list-style-type: none"> <li>• What are we doing well? Not well?</li> <li>• What does the community want more of?</li> <li>• Are there any continuous improvement initiative that could improve program delivery and achieve higher participation?</li> </ul>

The main objective is to understand the post pandemic “next normal” in recreation so we can continue to deliver customer service excellence while enhancing the quality of life for everyone, every day and ensure resources and tax supported funds are allocated to best serve the customer.

### Options Considered

Staff could continue to run programs in hopes that participation eventually increase, and it may correct itself in a few years. However, conducting a review is a more pro-active approach and will drive at a solution and resolution in a shorter timeline.

### Financial Matters:

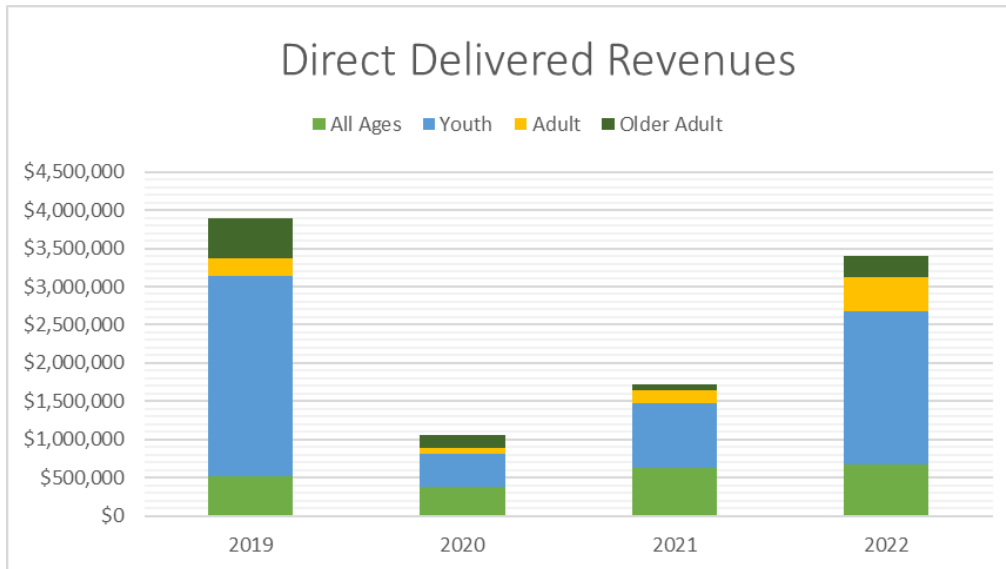
At this time, and until the review has been completed, staff do not have a complete analysis of the financial impacts. It is expected the project will confirm that:

- Rate categories should be consistent across Recreation Services.
- Tax subsidization for various program categories needs to change.
- Processes are currently too rigid to allow the ongoing flexibility required to meet ever-changing customer needs.

Recreation program revenues were the lowest in 2020 due to the many closures, started to recover in 2021 and continued to increase in 2022.

2022 revenues are still lower than those from 2019, a similar relationship to participation trends shown above. Staff expect these revenue impacts to persist in 2023 and as a

result have projected through the 2023 budget; \$195,923 in permanent revenue losses and \$683,935 in temporary revenue losses.



*Note: "All ages" refers to programs that are open to all.*

Since March 2020, staff have done their best to mitigate financial impacts, strategies implemented include cancelling or combining programs with low enrollment, selling last-minute discounted space to maximize facility utilization, boosting sales for various programs with enhanced marketing campaigns, to name a few.

Following the service review, staff will conduct a detailed financial analysis and bring it back to committee before the end of 2023.

**Total Financial Impact**

Not applicable.

**Source of Funding**

Not applicable.

**Other Resource Impacts**

Not applicable.

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**Climate Implications**

Climate implications will be included as part of the scope of the review. Staff strive to limit or eliminate carbon emissions associated with programs and products utilized.

Depending on the program, weather could have an impact and mitigation strategies are implemented if applicable. An example of this is for summer camps, if the weather is too hot for outdoor play, staff look for shaded area, add-in water play, and limit time spent outdoors.

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### **Engagement Matters:**

Staff will inform the community and partners of this program review and seek to engage with both on needs, current service offerings, continuous improvement initiatives. Staff will also engage with committee through a workshop to be held in 2023.

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### **Conclusion:**

Recreation direct delivered programs must undergo a formal review to ensure that they are aligned with the goals of the [Framework for Recreation](#) and that they meet the needs of the community.

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Respectfully submitted,

Emilie Cote

Manager of Recreation Services

Ext. 7353

### **Report Approval:**

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.