

# **Trees and Forests Advisory Committee**

## **Report**

The 11th Meeting of the Trees and Forests Advisory Committee  
November 27, 2019  
Committee Room #4

Attendance                      PRESENT: R. Mannella (Chair), M. Demand, A. Hames, J. Kogelheide, A. Morrison, A. Valastro; and D. Turner (Committee Clerk)

REGRETS: A. Cantell and A. Thompson

ALSO PRESENT: A. Beaton, J. Parsons and R. Walker

### **1. Call to Order**

#### 1.1 Disclosures of Pecuniary Interest

That it BE NOTED that pecuniary interests were disclosed.

### **2. Scheduled Items**

None.

### **3. Consent**

#### 3.1 9th and 10th Reports of the Trees and Forests Advisory Committee

That it BE NOTED that the 9th and 10th reports of the Trees and Forests Advisory Committee, from its meetings held on September 25 and October 23, respectively, were received.

#### 3.2 Municipal Council Resolution - 9th Report of the Trees and Forests Advisory Committee

That it BE NOTED that the Municipal Council resolution, from its meeting held on October 15, 2019, with respect to the 9th Report of the Trees and Forests Advisory Committee, was received.

#### 3.3 Public Meeting Notice - City Wide Amendment - Urban Design Peer Review Panel Terms of Reference Update

That it BE NOTED that the Public Meeting Notice, dated November 13, 2019, from J. Smolarek, Urban Designer, Development Services, with respect to a City Wide Amendment to the Urban Design Peer Review Panel Terms of Reference, was received.

### **4. Sub-Committees and Working Groups**

#### 4.1 Education Sub-Committee Update

That it BE NOTED that the committee held a general discussion with respect to the Education Initiatives Sub-Committee update; it being further noted that the attached sub-committee meeting minutes were received.

### **5. Items for Discussion**

#### 5.1 Social Housing and Tree Planting Opportunities in London

That a member of the London Housing Advisory Committee BE INVITED to attend a future meeting of the Trees and Forests Advisory Committee to discuss social housing tree planting initiatives in greater detail.

5.2 Urban Forest Strategy - Topics of Interest

That it BE NOTED that the committee held a general discussion with respect to interesting topics enshrined in the Urban Forest Strategy which the committee may seek to research further, including urban design policy as it relates to green space requirements in new developments.

5.3 Trees in Parking Lots

That it BE NOTED that the committee held a general discussion with respect to tree planting and green space requirements in parking lots, noting that the Bostwick Community Centre parking lot was highlighted as a model for similar developments.

5.4 City of London Tree Planting Specifications

That the Civic Administration BE REQUESTED to investigate any discrepancies between tree planting specifications as they appear in the City of London's *Design Specifications and Requirements Manual* versus the International Society of Arboriculture's *Arborists' Certification Study Guide*.

5.5 2018 and 2019 TFAC Work Plans

That a sub-committee BE CREATED to begin drafting a 2020 work plan; it being noted that the committee's 2019 draft work plan will be used as a template.

**6. Adjournment**

The meeting adjourned at 1:43 PM.

# Trees and Forests Advisory Committee

## Report

9th Meeting of the Trees and Forests Advisory Committee  
September 25, 2019  
Committee Room #4

Attendance                   PRESENT: A. Cantell (Acting Chair), M. Demand, A. Hames, J. Kogelheide, A. Morrison, A. Valastro; and J. Bunn (Acting Secretary)

REGRETS: R. Mannella and A. Thompson

ALSO PRESENT: A. Beaton, J. Parsons and D. Turner

The meeting was called to order at 12:21 PM.

### 1. Call to Order

#### 1.1 Disclosures of Pecuniary Interest

A. Cantell discloses a pecuniary interest in Item 5.3 of the 9th Report of the Trees and Forests Advisory Committee, having to do with Provincial Funding Changes and the Impacts on Tree Planting in London, by indicating that her employer is affected by the funding cuts.

### 2. Scheduled Items

None.

### 3. Consent

#### 3.1 8th Report of the Trees and Forests Advisory Committee

That it BE NOTED that the 8th Report of the Trees and Forests Advisory Committee, from its meeting held on August 28, 2019, was received.

#### 3.2 Municipal Council Resolution - 7th Report of the Trees and Forests Advisory Committee

That it BE NOTED that the Municipal Council resolution, from its meeting held on August 27, 2019, with respect to the 7th Report of the Trees and Forests Advisory Committee, was received.

### 4. Sub-Committees and Working Groups

None.

### 5. Items for Discussion

#### 5.1 Urban Forestry Strategy Update

That the Civic Administration BE REQUESTED to attend a future meeting of the Trees and Forests Advisory Committee to speak to canopy requirements on new development sites; it being noted that the attached presentation from J. Parsons, Division Manager, Road Operations and Forestry, with respect to an Urban Forestry Strategy update, was received.

5.2 London and Area Tree Data

That it BE NOTED that the communication from J. Kogelheide, as appended to the agenda, with respect to London and Area Tree Data, was received.

5.3 Provincial Funding Changes and Impacts on Tree Planting in London

That the following actions be taken with respect to Provincial Funding Changes and the Impacts on Tree Planting in London:

a) the Municipal Council BE REQUESTED to continue to cover the operating budgets, at the current level or higher, for the Conservation Authorities operating within London; and,

b) a representative from ReForest London BE INVITED to attend a future meeting of the Trees and Forests Advisory Committee to present their business plan for the next two years and to indicate how the Provincial funding cuts are affecting their budget;

it being noted that this funding will be necessary in keeping the City of London on track with the Urban Forest Strategy;

it being further noted that the communication from J. Kogelheide, as appended to the agenda, with respect to this matter, was received.

5.4 2018 and 2019 TFAC Work Plans

That the 2018 and 2019 Trees and Forests Advisory Committee (TFAC) Work Plans BE DEFERRED to the next meeting of the TFAC.

**6. Adjournment**

The meeting adjourned at 2:08 PM.

# **Trees and Forests Advisory Committee**

## **Report**

The 10th Meeting of the Trees and Forests Advisory Committee  
October 23, 2019  
Committee Room #4

Attendance                      PRESENT: M. Demand, A. Hames, J. Kogelheide, A. Valastro;  
and D. Turner (Clerk)

REGRETS: A. Cantell, R. Mannella, A. Morrison and A.  
Thompson

ALSO PRESENT: S. Rowland and R. Walker

The meeting stood adjourned at 12:45 PM, due to lack of  
quorum.



P.O. Box 5035  
300 Dufferin Avenue  
London, ON  
N6A 4L9

October 16, 2019

K. Murray  
Budget

I hereby certify that the Municipal Council, at its meeting held on October 15, 2019 resolved:

That, the following actions be taken with respect to the 9th Report of the Trees and Forests Advisory Committee, from its meeting held on September 25, 2019:

- a) clause 5.3 BE AMENDED as follows:
- i) part a) BE REFERRED to the Budget review for consideration; it being noted that part a) of clause 5.3 reads as follows:

“a) the Municipal Council BE REQUESTED to continue to cover the operating budgets, at the current level or higher, for the Conservation Authorities operating within London; and”;

- ii) part b) BE RECEIVED for information; it being noted that part b) of clause 5.3 reads as follows:

“b) a representative from ReForest London BE INVITED to attend a future meeting of the Trees and Forests Advisory Committee to present their business plan for the next two years and to indicate how the Provincial funding cuts are affecting their budget;

it being noted that this funding will be necessary in keeping the City of London on track with the Urban Forest Strategy;

it being further noted that the communication from J. Kogelheide, as appended to the agenda, with respect to this matter, was received.”; and,

- b) clauses 1.1, 3.1, 3.2, 5.1, 5.2 and 5.4 BE RECEIVED for information.  
(3.2/17/PEC)

C. Saunders  
City Clerk  
/lm

cc. Chair and Members, Trees and Forests Advisory Committee



# PUBLIC MEETING NOTICE

## City Wide Amendment

### Urban Design Peer Review Panel Terms of Reference Update

#### What is Proposed?

Following extensive stakeholder engagement, the City of London is proposing updates to the Urban Design Peer Review Panel (UDPRP) Terms of Reference.

The revised Terms of Reference proposes changes to:

- Meeting structure;
- Panel administration;
- Updated criteria for determining what applications are required to appear at the UDPRP;
- Quorum;
- Among others minor revisions.

## YOU ARE INVITED!

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You are invited to a public meeting of the Planning and Environment Committee to be held:

**Meeting Date and Time:** Monday, December 2, 2019, no earlier than 4:00 p.m.

**Meeting Location:** City Hall, 300 Dufferin Avenue, 3rd Floor

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For more information contact:

Jerzy Smolarek  
Urban Designer  
jsmolare@london.ca  
519-661-CITY (2489) ext. 1816  
Development Services, City of London  
300 Dufferin Avenue, 6<sup>th</sup> Floor,  
London ON PO Box 5035 N6A 4L9  
File: UDPRP Terms of Reference Update

**[london.ca/planapps](http://london.ca/planapps)**

Date of Notice: November 13, 2019

# Application Details

Commonly Used Planning Terms are available at [london.ca/planapps](https://london.ca/planapps).

## Urban Design Peer Review Panel Terms of Reference Update

The updated UDPRP Terms of Reference is intended to make adjustment and improvements to the Urban Design Peer Review Panel process. The revised document includes changes to the meeting structure, panel administration, updated criteria for determining if an application will be required to attend the UDPRP, among others minor revisions.

## See More Information

You can review additional information and material about this application by:

- visiting Development Services at 300 Dufferin Ave, 6<sup>th</sup> floor, Monday to Friday between 8:30am and 4:30pm;
- contacting the Urban Designer listed on the first page of this Notice; or
- viewing the application-specific page at [london.ca/planapps](https://london.ca/planapps).

## Attend This Public Participation Meeting

The Planning and Environment Committee will consider the proposed changes at this meeting. You will be invited to provide your comments at this public participation meeting. A neighbourhood or community association may exist in your area. If it reflects your views on this application, you may wish to select a representative of the association to speak on your behalf at the public participation meeting. The Planning and Environment Committee will make a recommendation to Council, which will make its decision at a future Council meeting.

## Notice of Collection of Personal Information

Personal information collected and recorded at the Public Participation Meeting, or through written submissions on this subject, is collected under the authority of the *Municipal Act*, 2001, as amended, and the *Planning Act*, 1990 R.S.O. 1990, c.P.13 and will be used by Members of Council and City of London staff in their consideration of this matter. The written submissions, including names and contact information and the associated reports arising from the public participation process, will be made available to the public, including publishing on the City's website. Video recordings of the Public Participation Meeting may also be posted to the City of London's website. Questions about this collection should be referred to Cathy Saunders, City Clerk, 519-661-CITY(2489) ext. 4937.

**Accessibility – Alternative accessible formats or communication supports are available upon request. Please contact [accessibility@london.ca](mailto:accessibility@london.ca) or 519-661-CITY(2489) extension 2425 for more information.**

**TFAC SUB-COMMITTEE:  
EDUCATIONAL INITIATIVES & CITY OF LONDON FORESTRY WEBSITE – MEETING 1 MINUTES**

**Meeting Date:** Nov. 13, 2019

**In attendance:** Amber Cantell, Marnie Demand, Jim Kogelhide

**Purpose of Meeting:** To begin laying out a framework for discussion, questions and ideas at our upcoming TFAC meeting, with expectation that we will be in a position to submit more formal recommendations at a future TFAC meeting.

**Questions for City Staff:**

- How does the city plan and deliver urban forestry education now? Can we get a list? Is there a budget? How do they budget, and could we get a copy of the education budget?
- Does the City maintain (e) mailing lists of key land owners and businesses (e.g., faith groups, schools, landscapers, etc.?) Are they able to do bulk e-mails? (Or physical mailings?)
- What info is currently provided to homeowners when they get a new street tree, esp. re: watering and top-up mulching? Would it be possible for the sub-committee to get a copy of this information or these materials?
- How does the City meet with landscapers in an RFP process? Are the expectations around, for example, proper mulching verbally communicated at all, or are they only addressed within the RFP or planting guidelines? (I.e., are there opportunities to reiterate key messages).

**Volcano Mulching & Other Tree Care Topics Discussion:**

- Discussion came about as result of Jim’s observations that many trees seem to be being mulched badly in London (too much mulch or “volcano” mulching), which will have a negative impact on their health
- First, we wish to confirm that mulching standards are expressed in the City of London planting guidelines (Marnie has offered to take this on as a task, below)
- Folks that do mulching who the City may wish to reach out to would include:
  - City contractors
  - Non-City contractors
  - Residents
  - Potentially could see about doing a series of articles on tree care topics (maybe with the LFP), which could include:
    - Mulching
    - Watering

- Stakes & tree collars
  - Compost & fertilizer
  - Campfire wood
  - Use each post as a way to promote free trees and TreeMe?
  - Could see about posting PDFs of this content to COL website
  
- Create a tri-fold with all the info that's in the e-mail
  - We could potentially use TFAC budget on this or see if the COL design (communications) department could provide assistance
  - Have these tri-folds go to like Go Wild, Grow Wild, to RFL events, etc.
  - Could we brand as "Common Mistakes"?
  - Could we do a variation for landscapers that focuses on ISA standards and the science a bit more? (So it seems less general or aimed at the lay-person for them?)
  
- Could COL do an electronic billboard ad up the way they did like oak wilt? (But focusing on more common, current issues?)
  - Sub-committee members want to note that we thought the ads (for oak wilt) were a very effective approach

**DRAFT Recommendations** *(for discussion at TFAC, noting that the sub-committee members expect that we are still a few meetings away from finalizing any education-themed recommendations)*

The sub-committee is considering recommending that the City:

- 1) Develop an annual program and set a clear budget for education efforts
  
- 2) Produce a tri-fold for public to provide info on a range of tree care topics
  - Develop list of places to distribute it (including places like Fisher's)
  - Convert these to five posts / posters for the electronic billboard (good for spring)
  
- 3) Produce a separate tri-fold or fact-sheet for contractors (landscapers, arborists, fisher's, etc.) and physically drop them off to their offices (plus an e-mail?) that is more tailored to academics
  
- 4) Make PDFs of these available on City website -> or have a more detailed version on the City of London website (Beyond "No! Yes! For more information:")
  
- 5) Pitch London Free Press on a 5-article series; promote TreeMe, NRL at the same time
  
- 6) Hold an annual information session for landscapers, covering such topics as:
  - By-laws
  - TreeMe
  - Tree protection during construction (and associated penalties)
  - Other do's and don'ts

- 7) Hold an annual information session on tree care for the broader public and keen community volunteers with ReForest London as a part of new Signal Boost Initiative at Westminster Ponds Centre.
- 8) Undertake a “roving tree tag” initiative to put oversized tags in trees in parks across London which would contain information about tree care and London’s urban forest (inspired by ReForest London’s highly successful “hug me” tree signage campaign a few years back)

It is also proposed that TFAC buy a set of the International Society for Arboricultural’s Best Management Practice booklets to assist with the development of informational materials (though where these could best be stored would need to be discussed)

### **Website Discussion (Draft)**

The sub-committee members anticipate spending considerable time over the next few months developing a fulsome list of suggestions for the urban forestry section of the website. Early comments from this meeting included:

- 1) City should consider adding a section on “caring for trees”
- 2) City of London should consider creating an e-mail list of all landscaping companies, retirement homes, property management, schools, churches, etc. (anyone with large areas of land) so as to be able to share tree care information with them (if allowed under privacy and anti-spam laws)
  - o Could create an e-mail with the points highlighted very simple so they know the content in 20 seconds

### **UFS Implementation Plan Updates:**

- Deferring this discussion until Jill-Anne is back

### **Sub-Committee Member Tasks:**

- 1) Amber to research cost of ISA BMP booklets and brochures and present a suggested list to TFAC  
*(Task complete – please see next page)*
- 2) Marnie to review COL Tree Planting Guidelines to see how effectively they are communicating about mulching requirements, and how easy they are to find on the City’s website
- 3) Each member of sub-committee will list problems with website (pretend to be someone else looking for certain things / “user stories”; maybe take half an hour) and propose solutions, to be compiled in advance of our next sub-committee meeting

## ISA Best Management Practices Booklets

These can be found in the ISA store here: <https://www.isa-arbor.com/store/category/117/>

Generally speaking, most of these booklets cost \$11.95 (American) each for non-ISA members, plus shipping. Booklets are typically 40 – 80 pages in length, black and white, with illustrations.

BMPs likely to be of interest to TFAC for a concerted tree care & maintenance campaign would include:

- BMP: Tree Planting (2<sup>nd</sup> edition), by Gary Watson
- BMP: Root Management, by Larry Costello, Gary Watson, and Tom Smiley
- BMP: Tree Risk Assessment (2<sup>nd</sup> edition), by E. Thomas Smiley, Nelda Matheny, and Sharon Lilly
- BMP: Tree Pruning (3<sup>rd</sup> edition), by unknown
- BMP: Managing Trees During Construction, by Kelby Fite and E. Thomas Smiley
- BMP: Soil Management, by Bryant Scharenbroch, E. Thomas Smiley, and Wes Kocher
- BMP: Tree & Shrub Fertilization (3<sup>rd</sup> edition), by E. Thomas Smiley, Sharon Lilly, and Patrick Kelsey
- BMP: Tree Inventories (2<sup>nd</sup> edition), by Jerry Bond
  - This proposed because of interest in reviewing data collection processes (and specifically info on cutting rates) by TFAC, rather than for a tree maintenance and care outreach initiative (just including it here as we will likely want to do a single order if we do decide to purchase some BMP booklets)
- If TFAC were to wish to place an order (and specify which books should be included), Amber could compile a final total cost (as shipping is likely to be dependent on # of books), and then we could seek funding approval from PEC for that purchase

# Social Housing in London Ontario: Tree Planting Opportunities

## Types of Social Housing in London:

**Private non-profit:** 1,815 units

**Federal non-profit:** 1,357 units

**Provincial co-op:** 1,122 units

**Public housing/rent-geared-to-income:** 3,282 units

**Rent supplement program:** 479 units

**Affordable housing program** → lower cost, but NOT geared to income (privately owned, but below average rent)

Source: City of London, 2019. A Guide to Family

Housing, <https://www.london.ca/residents/Housing/Finding-Housing/Documents/2019-02-28%20Guide%20to%20Family%20Housing%20Booklet.pdf>

Note: The City of London's "A Guide to Adult Housing" and "A Guide to Senior Housing" quote the same numbers for units of the different types of social housing, so they appear to be totals (i.e. not specific to the type of housing in each guide).

## Current Methods of Acquiring Trees:

- Boulevard/tree laws trees can be requested from the city for planting on city-owned property
  - Request via **Service London → Report a Tree Issue**
    - City does not plant on private property. I'm not sure if these trees can be planted on provincially or federally owned properties?
- Grants for planting trees on private property are available via the **TreeMe initiative**
  - However, recipients of the fund must contribute 25% of the cost, either via volunteer time, materials, or financial contributions
  - Appears to also require the recipients of the grants to do a lot of organizing for the project (filling out applications as well as organizing the planting/contractors, etc.)

## Potential Opportunities for the City to Improve:

- Under the Urban Forest Strategy:
  - **Section 9: Increase funding to support and sustain urban forest management**
    - **Subsection 9.3:** Provide annual funding to support Community/not-for-profit planting initiatives. These organizations are currently able to leverage additional funding at approximately 5:1.
      - I believe this is the TreeMe initiative?

# Urban Forest Strategy: Topics of Interest

## **Plant More:**

### **3 - Establish a diverse tree population city-wide as well as at the neighbourhood level.**

**3.2** Take an adaptive management approach to species selection to help diversify the species profile.  
(High priority, Medium-term (3-5 years))

## **Protect More:**

### **6 - Improve urban forest health**

**6.4** Develop and implement an integrated pest management plan encompassing insects, disease, and invasive species. The plan should address prevention, control and restoration within City-owned natural areas, and identify budgets and measurable targets for implementation. The plan should address pests on private property and provide the authority and empower the City to control pests on private property as required to ensure the overall health of the urban forest  
(High priority, Medium-term (3-5 years))

## **Maintain Better:**

### **11 - Monitor existing and potential canopy cover**

**11.3** Monitor urban forest structure, function, and values over time using the USFS iTree Eco program. This should be repeated at 10 year intervals. The 2012 UFORE study can be used as a baseline and results updated with new iTree Eco local inputs. The iTree Eco re-analysis is to be completed and reported no later than 2018. iTree Eco is a new adaptation of the UFORE model.  
(High priority, Medium-term (3-5 years))

## **Engage the Community:**

### **13 - Consult and cooperate with large private landholders to embrace citywide urban forest goals and objectives**

**13.1** Initiate discussion forums with stakeholders to promote the benefits of mature tree retention, provision of suitable plantable space and build recognition that trees will make a project better.  
(High priority, Short-term (1-2 years))

### **15 - Consult and cooperate with citizens at the neighbourhood level to embrace citywide urban forest goals and objectives**

**15.2** Prepare tree care or tree information cards for species-specific practices like tree watering and species identification, and identifications of their locations using the tree inventory. Send cards out at seasonally appropriate times to residents who have those trees on the boulevard in front of their house.  
(Medium priority, Short-term (1-2 years))

### **17 - Facilitate public understanding of urban forest management**

**17.3** Develop and fund an education campaign for stakeholder groups about the benefits of trees, to encourage tree planting, and to foster proper tree care.  
(Medium priority, Short-term (1-2 years))

**18 - Consult and cooperate with neighbouring communities on regional urban forest management issues**

**18.1** Establish and facilitate an inter-jurisdictional working group to identify common objectives, build collaborative working relationships, explore greening opportunities, and address funding challenges across the region. A range of regional issues are relevant to implementation and the focus of this working group including canopy cover targets, forest health management, biodiversity management, tree waste management and watershed management and conservation.  
(High priority, Long-term (>5 years))

## Trees in Parking Lots

History: London has a lot of parking lots! They are all quite large and the way that they are presently designed is only ensuring residents of London that cooling our urban landscapes is not on any agenda. This needs to change! In the spring of 2019, City Council declared a state of emergency in response to climate change. This declaration means that a new approach to how we all live our lives needs to be instigated immediately!

Case In Point: Below are two wonderful photos showing the parking lot that was recently built at the Bostwick YMCA/library/community centre! I love it!! The parking lot is easy to navigate and all of the trees and wild flowers that have been planted will ensure that our pollinators can thrive in an urban setting, all the while, keeping our land surfaces cooler than conventional parking lot designs!



Discussion: I would like members of TFAC to learn more about the parking lot design of the Bostwick Centre, in more detail. I would like members of TFAC to look into making recommendations to City Council and staff that all future parking lots follow similar planning. I would like members of TFAC to look into the possibility of making recommendations to City Council that would allow existing parking lot property owners/management teams to remodel their parking lots that would align with new building practices.

Thanks

Jim Kogelheide



London  
CANADA

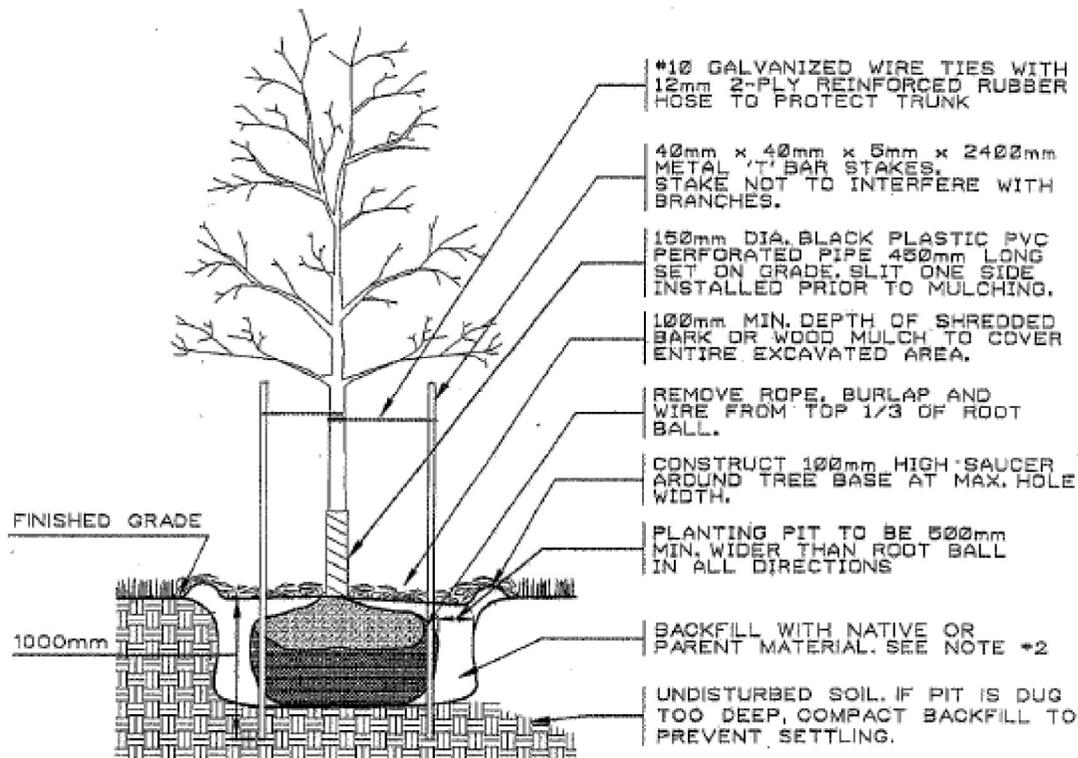
# Design Specifications & Requirements Manual

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REMOVE RUBBING AND/OR BROKEN BRANCHES ONLY-  
DO NOT TOP PRUNE AND DO NOT PRUNE THE LEADER.  
REMOVE ALL NURSERY TAGS, PLASTIC OR METAL LABELS,  
STRING, TRUNK WRAPPING AND OTHER FOREIGN MATERIAL.

**NOTE:**

1. TRUNK TO HAVE SAME ELEVATION RELATIVE TO FINISHED GRADE AS PREVIOUSLY OCCUPIED PRIOR TO TRANSPLANTING.
2. BACKFILL TREE-PIT WITH NATIVE SOIL AND/OR A COMBINATION OF NATIVE SOIL AND APPROVED IMPORTED TOPSOIL. REMOVE FOREIGN DEBRIS AND STONES.
3. SAUCER TO BE SOAKED WITH WATER AND COMPLETELY MULCHED IMMEDIATELY FOLLOWING PLANTING.
4. ON STRING BALLS, ONLY BIODEGRADABLE ROPE IS ACCEPTABLE.
5. ALL DIMENSIONS ARE IN MILLIMETERS.

## BALLED AND BURLAPPED DECIDUOUS TREES

CITY OF LONDON STANDARD DRAWING

### TREE PLANTING DETAIL

DWG  
D-31A

DATE  
2002 11 14

APPROVED BY  
CITY ENGINEER

Pg. 12-11

The International Society of Arboriculture's *Arborists' Certification Study Guide* by Sharon Lilly (2010), describes good arboricultural practices in order to aid potential arborists in getting their certification.

*Chapter 7* of the study guide includes details on the installation and establishment of trees.

Under **Mulching** subsection:

- Organic mulch, such as that made out of wood chips is recommended
- This mulch should be placed in a ring around the tree with a depth of **2-4 inches (5 to 10 cm)**
- Mulch should not touch the tree's trunk, as this can lead to diseases/decay

Under the **Tree Stabilization** subsection:

- Staking of newly planted trees is not always necessary. In some cases however, it is needed (e.g. windy areas, or where the tree is not able to support itself yet)
- When staked or secured improperly there can be harm to the tree
- If trees are staked, they should not remain staked for extended lengths of time (duration not explicitly stated in this book, but other resources typically recommend a maximum of either one year or one growing season (e.g. Pacific Northwest Chapter of the ISA, <https://pnwisa.org/tree-care/adding-trees/planting/>))
- Leaving trees staked too long can have adverse effects. These trees tend not to develop a strong root flare and may not have as extensive of a root system. As a result, they are more prone to wind damage, both tipping over and breaking
- When trees are staked, there should be some room to flex to encourage root flare development (additional details from the Pacific Northwest Chapter of the ISA suggest the trunk should be able to move ~2 inches (5 cm) in any direction when staked)
- Material used to secure trees to stakes should be broad, non-abrasive, without sharp edges, and should have some elasticity or flexibility.
- The use of wires covered in rubber hoses for supporting trees is NOT recommended! It was used in the past but can cause girdling of the trunk and should not be used.

**Trees and Forests Advisory Committee  
Advisory Committee Work Plan – 2018  
(FINAL “YEAR END” UPDATE – DRAFT)**

February 2018

Project/Initiative	Background	Lead/ Responsibility	Proposed Timeline	Proposed Budget	Link to Strategic Plan
Planting & Monitoring Efforts	<ul style="list-style-type: none"> <li>• Goal is to develop recommendations for what data should be recorded during planting, establishment, and cutting, so as to know (e.g.) how long a tree typically lives in London (&amp; if that’s improving or worsening), how many trees are being removed a year, what the survival rate is of different species, etc.</li> </ul> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>• ??</li> </ul>	TBD		\$0	Robust Infrastructure 1A  Strong and Healthy Environment 3C
Green Legacy	<ul style="list-style-type: none"> <li>• The province has recently voted to try and take <b>Wellington County’s “Green Legacy” model</b> (through which school children volunteer at county-owned greenhouses to grow, distribute, and plant free trees throughout the County) province wide. Rob Johnson, the program manager in Wellington, attended TFAC in Spring 2016 to share information about their program. We then recommended to PEC that the City investigate the possibility of bringing such a program to London, in partnership with local partners, and possibly Middlesex County. They supported this recommendation.</li> <li>• In Feb. 2017, ReForest London, in partnership with the City, UTRCA, TVDSB and LDCSB submitted an application to the <b>Ontario Trillium Foundation</b> to undertake an initial feasibility study for London. If successful, this study would run from approx. July, 2017 – June, 2018.</li> <li>• An update will be provided to TFAC in June about the status of the application.</li> </ul>	TBD			Strong and Healthy Environment 3C

	<p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>• ??</li> </ul>				
Climate Change	<ul style="list-style-type: none"> <li>• Climate change is expected to have enormous impacts on Canadian forests, with a minimum of 4°C of warming predicted for our country (vs. the global average of 2°C) by the end of the century, and worst case projections from the IPCC suggesting that increases as high as 10°C may be possible (for Canada)</li> <li>• Goal is to develop recommendations around: <ul style="list-style-type: none"> <li>○ Acquisition and establishment of <b>more southerly stock</b></li> <li>○ <b>Piloting more southern species as street trees</b></li> <li>○ <b>Collaborating with more southern municipalities</b> on climate change issues</li> <li>○ Feb. 2017: Significant recommendations were made around these issues last year. This year, we should inquire as to the progress on these recommendations and make further recommendations concerning the use of <b>a standardized “climate scenario” for planning</b> at the city.</li> </ul> </li> </ul> <p>Revised numbers for max warming for Canada by end of century now stand at 14°C, following unexpectedly rapid warming in the past 2 years since the last IPCC report came out.</p> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>• ??</li> </ul>	Randy		\$0	Building a Sustainable City 1E: Fund innovative ways to adapt to Climate Change.
Committee Development	<ul style="list-style-type: none"> <li>• Identify potential <b>educational/outreach opportunities</b> for members to possibly attend to help keep abreast of current developments in urban forestry (e.g., forestry conferences) and plan to have at least 3 TFAC members attend such opportunities this year.</li> </ul>	TFAC	Ongoing	\$500	Innovative and Supportive Organizational Practices 2B: Use innovative and best practices in all organizational and management activities

Fruit & Nut Tree Initiatives	<ul style="list-style-type: none"> <li>• There is a growing interest in food security issues in London. With climate change, food prices are expected to increase by 11-131% (depending on species) for staples such as corn, rice and wheat by 2050: an increase in food prices of as much as 4% is expected for 2016 alone.</li> <li>• TFAC will collaborate with the Agricultural Advisory Committee (AAC) and the Advisory Committee on the Environment (ACE) to explore ways to increase food security through the planting of fruit and nut trees.</li> <li>• Feb. 2017: TFAC supported AAC's Urban Agriculture conference last year. Recommendations on this issue this year would probably be pretty short.</li> </ul> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>• ??</li> </ul>	TBD		\$0	Caring and Compassionate Services 3A: Eliminate barriers for individuals facing poverty, mental health and addictions and help them find pathways to be successful.
Phased Planting in Unassumed Subdivisions	<ul style="list-style-type: none"> <li>• TFAC made a recommendation to PEC concerning the idea of <b>doing two phases of plantings in new subdivisions</b> to speed up planting last year; was supported by PEC</li> <li>• Andrew has said it should be possible to make progress on this issue this year</li> </ul> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>• ??</li> </ul>	Craig			Strong and Healthy Environment 3C
Shade Policy	<ul style="list-style-type: none"> <li>• TFAC received presentation and report from UWO environmental health promotion students in 2016, and recommend City consider adopting a <b>shade policy</b> that would deal with both living and manmade sources of shade on city properties; was supported by PEC. Toronto already has a</li> </ul>	Randy			Strong and Healthy Environment 3C

	<p>municipal shade policy in place and could be a great source of inspiration.</p> <ul style="list-style-type: none"> <li>Randy (MLHU) would like to spearhead this this year (Although park/recreational space-focused, Toronto’s policy was driven by efforts from their local health unit).</li> </ul> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>??</li> </ul>				
Invasives Strategy	<ul style="list-style-type: none"> <li>The <b>use of invasive tree species</b> within London’s Urban Forest continues to be of great concern to TFAC: London’s two most common trees (by stem count and volume) are both invasive species.</li> <li>We should look to see some progress on this issue in the Tree Planting Strategy, the City’s new Invasives Strategy, and the Tree Planting Guidelines. TFAC has previous recommended a “Non-Invasive Species First” planting policy wherein an invasive species would never be planted in a given planting location first (i.e., could only be considered as a replacement after another tree had been proven to fail, whereas now, an invasive species could be used right from the start).</li> </ul> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>??</li> </ul>	TBD			Strong and Healthy Environment 3E
Woodland Acquisition Policy	<ul style="list-style-type: none"> <li>TFAC wishes to gain a better understanding of how the <b>woodland acquisition policy</b> currently works</li> <li>We hope to request presentation this spring (2017) and provide comment from there</li> </ul> <p><b>End of Year Update:</b></p>	TBD			Strong and Healthy Environment 3E

	<ul style="list-style-type: none"> <li>• ??</li> </ul>				
<b>NEW 2018</b>					
	<ul style="list-style-type: none"> <li>•</li> </ul>				
<b>COMPLETED</b>					
Urban Forest Strategy: General	<ul style="list-style-type: none"> <li>• The Urban Forest Strategy is a multi-million dollar 20 year strategy to help ensure the growth and health of one of the Forest City's most important features. Providing advice on the formation and implementation of London's Urban Forest Strategy is at the core of TFAC's mandate.</li> <li>• Monitor progress on the Urban Forest Strategy and make recommendations concerning its ongoing implementation</li> <li>• Ensure PEC is being kept informed of progress on the UFS</li> <li>• Receive 2 <b>UFS Semi-Annual Updates</b></li> <li>• <i>(It is noted that a template for a semi-annual updated was provided to Ivan Listar last year but not really followed in the first update: we should revisit our template and look for a more formalized structure in the reporting this year)</i></li> </ul> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>• ??</li> </ul>	Amber & Roberto		\$0	<p>Robust Infrastructure 1A: Address and manage the infrastructure gap to maintain what we have now and reduce the tax burden on future generations.</p> <p>Strong and Healthy Environment 3C: Plant more trees and better protect them from deforestation, invasive species, and other threats.</p> <p>Strong and Healthy Environment 3E: Work together to protect all aspects of our natural environment including woodlands, wetlands, river and watercourses, and air quality as our city grows.</p>
Urban Forest Strategy: Tree Protection	<ul style="list-style-type: none"> <li>• Provide feedback on <b>tree retention policy</b></li> <li>• Provide feedback on <b>"No Net Loss" policy (draft expected December 2017; communications plan may be drafted over summer)</b></li> <li>• Feb. 2017: On tree loss topic, City Tree Protection Bylaw currently in limbo (since focus was turned to the private tree protection bylaw last year instead) – we should seek to follow-up about this item this year. Andrew notes that it will Likely will</li> </ul>				

	<p>be December, 2017 that that review will be ready. (May start as early as July for a communication plan).</p> <ul style="list-style-type: none"> <li>• Feb. 2017: Private Tree Protection Bylaw is expected to undergo a one-year review (Sept. 1 2017): City expects they'll be taking comments, doing open houses, etc. with report back to PEC in the Fall <ul style="list-style-type: none"> <li>○ TFAC has previously expressed interest in receiving an (informal) 6 month update</li> <li>○ TFAC should aim to get comments in relatively early – may be August/September</li> </ul> </li> </ul> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>• ??</li> </ul>				
Tree Planting Strategy	<ul style="list-style-type: none"> <li>• Assist City staff in the development of a <b>Planting Strategy</b> for London (as a part of the UFS)</li> <li>• Provide feedback on <b>“Right Tree Right Place”</b> (part of the UFS)</li> <li>• Feb. 2017: Tree Planting Strategy is under development, and City staff have developed a number for how many new trees need to be planted each year (~45,000) for ___ years in order to reach canopy cover targets. TFAC should expect to review a draft this spring and provide comment on it.</li> <li>• Staff would like us to specifically explore, as a part of this, how we can incent private landowners to plant trees. (Planting on city-owned land, by comparison, will be the “easy part”).</li> </ul> <p>We should also inquire as to the status of the Community Planting Projects Report which is normally prepared in January by Parks Planning’s Community Projects Coordination each year.</p> <p><b>End of Year Update:</b></p>			\$0	Strong and Healthy Environment 3C

	<ul style="list-style-type: none"> <li>• ??</li> </ul>				
Infrastructure Replacement Projects in Roadways	<ul style="list-style-type: none"> <li>• Road work and tree cutting in Rowntree and Queenston neighbourhoods over the past two years has provided an opportunity to review the processes affecting street trees in London</li> <li>• Our goal is to make recommendations to improve citizen understanding of decisions to make removals, and to reduce the impact of construction on trees</li> <li>• Feb. 2017: A presentation was received in the last couple of months about the work happening on roadways and a new system the City has to “score” contractors based on the work they’ve done and problems encountered. This is expected to reduce the odds of Queenston-type damage happening again. However, TFAC would still like to review core road construction documents as they relate to trees and make comment.</li> </ul> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>• ??</li> </ul>	Working group		\$0	Robust Infrastructure 1A
Tree establishment recommendations	<ul style="list-style-type: none"> <li>• Explore ways to reduce mortality of newly planted street and park trees, including:</li> <li>• Future tree <b>watering options report</b> for 2017</li> <li>• <b>Potted stock</b> in lieu of caliper trees</li> </ul> <p>Feb. 2017: Currently appears likely that potted trees will be a greater focus in the Tree Planting Strategy in light of the cost savings they bring and the need to significantly increase planting levels to hit municipal targets. (Great progress here). We are still</p>	Amber		\$0	Robust Infrastructure 1A Strong and Healthy Environment 3C

	<p>waiting on a report on watering options for trees and should consult with staff about when this could be prepared.</p> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>• ??</li> </ul>				
Tree Planting Guidelines	<ul style="list-style-type: none"> <li>• This document determines what species can be planted and where on City land, and is updated on an annual basis</li> <li>• TFAC will review and make suggestions for improvement this year, particularly with regard to invasive species, climate change, and allergens, and seek to more strongly connect it to the Urban Forest Strategy</li> <li>• These were submitted to the City in March, 2016.</li> </ul> <p><b>These are supposed to get done this February (2017):</b> ask Rick Postma for update, continue to follow progress on these items.</p> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>• ??</li> </ul>	Working group		\$0	Strong and Healthy Environment 3C
Identification of Publicly Owned Plantable Spaces	<ul style="list-style-type: none"> <li>• As the largest single landowner in London, the City owns an enormous amount of <b>plantable land</b>, not all of which is in parks.</li> <li>• TFAC will work to make recommendations to help ensure that there is a regular process for identifying all plantable spaces on City-owned land and that there are systems in place to help get them planted and contributing to London's canopy cover targets.</li> <li>• Invite James MacKay, Ecologist to a future meeting (2017) to speak to this.</li> </ul> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>• ??</li> </ul>			\$0	Strong and Healthy Environment 3C

<p>Trees Protection Strategy Construction Mitigation</p>	<ul style="list-style-type: none"> <li>Provide an opportunity for the TFAC to review and possibly make recommendations to this <b>tree protection strategy for construction mitigation</b> early spring 2017 (added following the Road Work Construction presentation in November 2016)</li> </ul> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>??</li> </ul>	<p>Amber</p>			<p>Strong and Healthy Environment 3E</p>
<p>Orientation for new City Forester</p>	<ul style="list-style-type: none"> <li>TFAC will provide a presentation and briefing to the new <b>City Forester</b> about recent recommendations and the areas our group is hoping to focus on moving forward</li> </ul> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>??</li> </ul>				<p>Strong and Healthy Environment 3C &amp; 3E</p>
<p>Asian Longhorn Beetle</p>	<ul style="list-style-type: none"> <li><b>Asian Longhorn Beetle Report &amp; Update</b> on current state of affairs in North America will be given by City staff (suggested by Andrew)</li> </ul> <p><b>End of Year Update:</b></p> <ul style="list-style-type: none"> <li>??</li> </ul>				<p>Strong and Healthy Environment 3C</p>

**Trees and Forests Advisory Committee**  
**Advisory Committee Work Plan – 2019 (DRAFT)**

General Items					
Project/ Initiative	Background	Lead/ Responsibility	Proposed Timeline	Proposed Budget	Link to Strategic Plan, Urban Forest Strategy or Tree Planting Strategy
UFS Progress Monitoring	<ul style="list-style-type: none"> <li>• The Urban Forest Strategy is a multi-million dollar 20 year strategy to help ensure the growth and health of one of the Forest City’s most important features. Providing advice on the formation and implementation of London's Urban Forest Strategy is at the core of TFAC’s mandate.</li> <li>• TFAC has requested to receive updates on UFS progress from staff twice per year, at our regular meetings.</li> </ul> <p>Tasks:</p> <ul style="list-style-type: none"> <li>• Set dates for presentations with staff</li> <li>• Amber to review suggested metrics from earlier TFAC and share with committee and staff</li> </ul>	<p style="text-align: center;">Roberto (proposed)</p> <p style="text-align: center;">(Presentation: Jill-Anne S.)</p>	Ongoing	N/A	<p style="text-align: center;">TFAC mandate / UFS as a whole</p> <p>Strong and Healthy Environment 3C: Plant more trees and better protect them from deforestation, invasive species, and other threats.</p> <p>Strong and Healthy Environment 3E: Work together to protect all aspects of our natural environment including woodlands, wetlands, river and watercourses, and air quality as our city grows.</p>
Climate Change	<p>Climate change represents a massive threat to trees and forests around the world, as trees struggle to adapt to changing climatic conditions (and, in particular, drought).</p> <p>Tasks:</p> <ul style="list-style-type: none"> <li>• Discuss issues around climate change and how City might address them; make recommendations <ul style="list-style-type: none"> <li>○ Issues to be discussed include: seed and stock sourcing, watering, catastrophic loss from pests or storms, impacts on canopy growth, education</li> </ul> </li> </ul>	<p style="text-align: center;">Amber</p>	Dec. (likely to carry over into 2020)	N/A	<p>Strong and Healthy Environment 3E: Work together to protect all aspects of our natural environment including woodlands, wetlands, river and watercourses, and air quality as our city grows.</p>
Committee Development	<p><b>Tasks:</b></p> <ul style="list-style-type: none"> <li>• Identify potential <b>educational/outreach opportunities</b> for members to possibly attend to help keep abreast of current developments in urban forestry (e.g., forestry conferences) and plan to have at least 2 TFAC members attend such opportunities this year.</li> </ul>			\$300 (tent.)	<p>SP - Innovative and Supportive Organizational Practices 2B: Use innovative and best practices in all organizational and management activities</p>

UFS Principle #1: Plant More					
Project/Initiative	Background	Lead/Responsibility	Proposed Timeline	Proposed Budget	Link to Strategic Plan, Urban Forest Strategy or Tree Planting Strategy
Phased Planting in Unassumed Subdivisions	This was recommended by an earlier TFAC and supported by PEC; we would like to follow up regarding implementation	Amber	Nov.	N/A	SP - Strong and Healthy Environment 3C
Shade Policy	<p>TFAC had previously recommended the creation of a shade policy, which was supported by PEC. However, it does not appear to have been mentioned in the new Parks Master Plan</p> <p>Tasks:</p> <ul style="list-style-type: none"> <li>• Request update</li> <li>• Discuss issue with MLHU, which has expressed interest in this issue in the past</li> <li>• Make follow-up recommendations if necessary</li> </ul>	TBD	Nov.	N/A	SP - Strong and Healthy Environment 3C
Impacts of provincial funding changes	We would like to better understand the impacts of changes to provincial funding sources on local tree planting, & implications for the municipal Tree Planting Strategy	Jim (proposed)	Sept.	N/A	Tree Planting Strategy (general)

## UFS Principle #2: Protect More

Project/ Initiative	Background	Lead/ Responsibility	Proposed Timeline	Proposed Budget	Link to Strategic Plan, Urban Forest Strategy or Tree Planting Strategy
Planting & Monitoring Efforts	<ul style="list-style-type: none"> <li>Goal is to develop recommendations for what data should be recorded during planting, establishment, and cutting, so as to know (e.g.) how long a tree typically lives in London (&amp; if that's improving or worsening), how many trees are being removed a year, what the survival rate is of different species, etc.</li> </ul> <p><i>Note: Proposed carry-over from 2018 workplan</i></p>	Amber C.	Dec. 2019	N/A	
Woodland Acquisition Policy	<ul style="list-style-type: none"> <li>TFAC wishes to gain a better understanding of how the <b>woodland acquisition policy</b> currently works</li> </ul> <p><b>Tasks:</b></p> <ul style="list-style-type: none"> <li>Request presentation from staff; make recommendations if applicable</li> </ul>	TBD	Nov. 2019	N/A	Strong and Healthy Environment 3E
Woodland Cover Target	<ul style="list-style-type: none"> <li>This had been included in the UFS as a long-term (5 year+) item which an earlier TFAC had strongly advocated for. As it has now been 5 years since the UFS was completed, we would like to begin looking at this item again in more detail.</li> </ul>	Amber C.	Nov. 2019	N/A	
Tree Protection By-Law	<ul style="list-style-type: none"> <li>Opportunity to provide feedback in summer, 2019</li> </ul> <p>Update:</p> <ul style="list-style-type: none"> <li><b>Complete</b> – comments in August, 2019 TFAC report and presentation given to PEC on this topic</li> <li>Committee should plan to review final Tree Protection By-law after it is approved to understand what recommendations made it in and discuss if there are ways (programs, education initiatives, etc.) outside the by-law other goals could be met</li> </ul>	Committee	July – Sept. 2019	N/A	
No Net Loss Policy (TENT.)	<ul style="list-style-type: none"> <li>Review outcomes of earlier discussion on “No Net Loss” from 2018</li> <li>Make recommendations if necessary</li> </ul>	Roberto (proposed)	TBD	N/A	

### UFS Principle #3: Maintain Better

Project/Initiative	Background	Lead/ Responsibility	Proposed Timeline	Proposed Budget	Link to Strategic Plan, Urban Forest Strategy or Tree Planting Strategy
Soil, stakes, compost & watering discussion	<p>Municipalities vary in how they approach soil and compost in new plantings, and watering programs after trees get in the ground.</p> <p>Tasks:</p> <ul style="list-style-type: none"> <li>• Review London’s standards or systems</li> <li>• Seek input from other municipalities through a message to Canufnet</li> <li>• Make recommendations as appropriate</li> </ul>	Jim (proposed)	Sept. – Nov. 2019	N/A	
Warranties	<p>Some members have observed significant die-back in street tree plantings along higher-order roads.</p> <p>Task:</p> <ul style="list-style-type: none"> <li>• Identify current warranty standards and what happens when a tree dies under warranty</li> <li>• Make recommendations if necessary</li> </ul>	Jim	Sept. 2019	N/A	

### UFS Principle #4: Engage the Community

Project/Initiative	Background	Lead/ Responsibility	Proposed Timeline	Proposed Budget	Link to Strategic Plan, Urban Forest Strategy or Tree Planting Strategy
Mulch volcano awareness project	<p>Committee members have frequently spotted instances of “volcano mulching” around London. This over-mulching can smother roots and cause damage to a tree’s trunk. We’d like to explore the possibility of doing an educational campaign targeting landscaping companies, facility landlords (hospitals, nursing homes, schools, etc) and London residents.</p> <p>Materials could include website content, trifold, posters, etc.</p> <p>Tasks:</p> <ul style="list-style-type: none"> <li>• Investigate ISA messaging and guidelines on this topic</li> <li>• Develop recommendations for how</li> <li>• If possible (and budget expenditure approved), work with graphic designer to develop materials</li> <li>• Consider if this concept could be extended to other tree care issues (e.g., when to remove tree collars, about pruning, moving firewood, etc.?)</li> </ul>	Jim K.	Sept. – Dec. 2019	TBD	
Canopy cover loss project	<p>How can we communicate with the community about what the main causes of loss are? Do we have this data?</p> <p>Tasks:</p> <ul style="list-style-type: none"> <li>• Speak to UTRCA about the data they have about tree loss at the watershed level, and implications for London</li> </ul>	Amber C.	Dec. 2019 (likely extending into 2020)	N/A	