



Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED: JUNE 15, 2020 - REGULAR MEETING
FROM: COMMUNITY DEVELOPMENT DIVISION
SUBJECT: TREE PROTECTION ADVISORY COMMITTEE AND
 COMMUNITY FOREST MANAGEMENT STRATEGY

REPORT: 20-78
FILE: 0540-20-TPAC-01 /
 LSP00015

RECOMMENDATIONS:

That Council endorse the Terms of Reference for a Tree Protection Advisory Committee, as outlined in Attachment A and authorize staff to proceed with a process to seek volunteers for the Committee; and further

That Council endorse the Terms of Reference for the Community Forest Management Strategy, as outlined in Attachment B.

EXECUTIVE SUMMARY:

At its Regular Evening Meeting on April 15, 2019, Council passed a resolution to establish a Tree Protection Advisory Committee (TPAC) in July 2020 to review Tree Protection Bylaw and associated Tree Canopy Protection Standards, consistent with one of Council's 2020 priority goals for 2020.

Terms of Reference (ToR) for TPAC have been prepared, pursuant to Council Advisory Committee Establishment Bylaw 2008, incorporating the below items, as some of the highlights identified:

- a maximum number of nine (9) voting members;
- one (1) non-voting member of Council as a Committee Co-Chair and one (1) non-voting member of Council as an Alternate; and
- term of service being approximately 12 months, spanning two calendar years (2020 and 2021).

The TPAC ToR outlines a work program that includes a review of the current Tree Protection Bylaw, and development of a Community Forest Management Strategy. Subject to Council endorsement, staff will proceed with a process to seek volunteers to serve on TPAC, with an objective to have the first meeting in September of this year. The ToR for the Community Forest Management Strategy provide the required policy context, the principles that will guide the preparation of the Strategy, project scope, public engagement approach, project work program and associated deliverables.

Phase 1 of the Strategy will undertake a "needs assessment" as an initial step to assess current conditions; related plans, policies, and regulations; and best practices. The needs assessment will identify the baseline conditions that will form the foundation of the proposed Strategy, for subsequent preparation of vision, goals, and targets. Phase 2 will focus on public engagement and the preparation of a vision statement, principles, goals, targets and specific lines of actions.

Preparation of the Community Forest Management Strategy is expected to be completed in approximately 12 months, pending potential challenges associated with the COVID-19 pandemic. However, the duration of TPAC may be extended beyond the 12 months, in order to ensure the community is sufficiently engaged and the Committee has adequate time to complete the work.

PURPOSE:

This report is provided in response to Council direction and presents the Terms of Reference for a Tree Protection Advisory Committee and preparation of a Community Forest Management Strategy.

BACKGROUND/HISTORY:

Council has identified a community forest assessment as one of its priorities in 2020. At the April 15, 2019 Regular Evening Meeting, Council passed the following resolution:

That Township of Langley (TOL) Council:

1. Request TOL staff to bring forward a Township of Langley Tree Protection Bylaw, based on the City of Richmond Tree Protection Bylaw;
2. Request TOL staff to undertake an existing tree canopy review in the Township and to bring forward a Tree Canopy Protection Standard for the entire Township in the next 6 - 12 months, focusing first on the Brookwood-Fernridge area so that this standard is known by all the Brookwood-Fernridge Neighbourhood Planning Committees and TOL staff concurrent with their advisory work and Neighbourhood Plan recommendations to Council; and
3. Appoint an 8 - 12 month (maximum) Tree Protection Council Advisory Committee with broad-based representation from the entire Township in July 2020 to review both the 2019 TOL Tree Protection Bylaw and the subsequent 2019-2020 TOL Tree Canopy Protection Standard in order to ensure that the adopted 2019 TOL Tree Protection Bylaw is effective and that the Township's Sustainability Charter will be met for the current and future generations who live in all communities of the Township of Langley.

In response to Council's direction, Tree Protection Bylaw 2019 No. 5478 was prepared for Council's consideration and was adopted by Council on July 8, 2019. The Bylaw incorporates additional provisions requested by Council, including:

- Trees less than 30 cm in diameter measured at 1.4 m height from the ground are exempt;
- Residents have the ability to remove two (2) trees per existing legal parcel every 24 months with a permit without the requirements to pay a fee and submit an arborist report; and
- Incorporation of a species exclusion list.

At the October 7, 2019 Regular Afternoon Meeting, Council received a presentation by Trevor Cox, Diamond Head Consulting on a tree canopy assessment for the Township. The tree canopy assessment represents the first step of a Community Forest Management Strategy by providing background and baseline information. On October 22, 2019, Mr. Cox delivered a similar presentation to the Brookwood-Fernridge Neighbourhood Planning Team (and Sub-Teams), with specific reference to Booth, Fernridge and Rinn, neighbourhoods that planning work is being done, as per the Council direction on April 15, 2019.

DISCUSSION/ANALYSIS:

As noted on July 8, 2019, staff will provide Council with an update on the effectiveness and implications of the Tree Protection Bylaw, after an approximately 12-month implementation/administration period.

Further to the October 7, 2019 presentation, Diamond Head Consulting will be finalizing a Tree Canopy Assessment Report, which will be made available to the Tree Protection Advisory Committee (TPAC) to facilitate its work in subsequent phases.

Based on the Council Advisory Committee Establishment Bylaw 2008 No. 4700, as amended, Terms of Reference for TPAC have been prepared (Attachment A). The Terms of Reference provide for board-based representation from the community and include the following:

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- a maximum number of nine (9) voting members, which will include at least one (1) youth member between the ages of 16 and 24 years;
- one (1) member of Council as a Committee Co-Chair, and one (1) member of Council as an Alternate; and
- Committee memberships would not expire at the end of 2020, since TPAC is expected to meet for over a period of 12 consecutive months spanning two calendar years (2020 and 2021).

In addition, the Terms of Reference outlines a work program to review Tree Protection Bylaw 2019 No. 5478 and complete a Community Forest Management Strategy. Staff will commence a process to advertise and seek volunteers to serve on the committee, as soon as Council endorses the TPAC Terms of Reference.

The Terms of Reference for the Community Forest Management Strategy provide an understanding of the policy context, the principles that will guide the preparation of the Strategy, project scope, public engagement approach, project work program and deliverables.

Phase 1 of the strategy process will be to conduct a needs assessment taking stock of the existing community forest condition; related plans, policies, and regulations; and current best practices. The needs assessment will identify the baseline conditions that will become the foundation of the Strategy. Establishing baseline conditions provides the necessary background for preparing the vision, goals, and targets. The scope of work for Phase 2 focuses on the public engagement process and the preparation of a vision statement, principles, goals, targets and actions.

The key deliverables of the Community Forest Management Strategy include:

1. An assessment of the current conditions to establish a baseline for monitoring;
2. A shared vision, priorities, and actions through stakeholder consultation; and
3. A strategy with a focus on tree management, preservation, and opportunities for enhancement.

A public engagement program has been included in the work program. Preparation of the Community Forest Management Strategy is expected to be completed in approximately 12 months, pending potential challenges associated with the COVID-19 pandemic. However, the duration of TPAC may be extended beyond the 12 months, in order to ensure the community is sufficiently engaged and the committee is given ample time to complete its work.

FINANCIAL IMPLICATIONS:

There are no financial implications, other than allocation of staff resources to support the work of the Committee, including collaboration with consultants and public engagement; with funding for the Community Forest Management Strategy having been incorporated and approved by Council as part of the 2019 Budget in the amount of \$150,000.

Respectfully submitted,

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for
COMMUNITY DEVELOPMENT DIVISION

ATTACHMENT A Tree Protection Advisory Committee - Terms of Reference

ATTACHMENT B Community Forest Management Strategy - Terms of Reference

**TOWNSHIP OF LANGLEY
TREE PROTECTION ADVISORY COMMITTEE**

Terms of Reference

1.0 INTRODUCTION

A Tree Protection Advisory Committee (TPAC) will be established by the Township of Langley (Township) Council, consistent with Council Advisory Committee Establishment Bylaw 2008 No. 4700 and Council Policy 01-008 (Appointments to Committees, Boards, and Task Forces).

This document outlines the Terms of Reference for TPAC. The Terms of Reference provide an understanding of the purpose, membership and structure, expected terms of service, work program and deliverables.

2.0 PURPOSE

The purpose of TPAC is provide advice and guidance for the protection, preservation and planting of trees in the Township. More specifically, TPAC is established by Township Council to:

- Undertake a review of Tree Protection Bylaw 2019 No. 5478 with a primary objective to balance the need to streamline bylaw implementation and the need to maximize tree protection and preservation in the community; and
- Help develop a Community Forest Management Strategy that sets out a clear direction for the protection, preservation, and planting of trees and forests, based on a shared vision and best practices.

3.0 COMPOSITION

3.1 Membership and Structure

Township Council shall appoint a maximum of nine (9) voting members who are residents and business owners in the Township of Langley, and others with expertise or experience in areas such as arboriculture, forestry, green infrastructure systems, climate action (adaptation and mitigation), and ecosystem planning.

In addition, Council shall appoint one (1) member of Council as a Council Co-Chair, and one (1) member of Council as an Alternate. The Council Co-Chair and Alternate shall be non-voting members.

The election of the Community Co-Chair, from amongst appointed voting members, will occur at the first meeting of TPAC. The Community Co-Chair will act as the spokesperson of the Committee.

3.2 Technical Support

Township staff will facilitate the work of TPAC by scheduling the meetings, preparing the agendas and preparing summary notes of meetings; and attending the meetings to facilitate the discussion, provide technical advice, and obtain input.

External consultants will be hired by the Township to provide technical support in public engagement, arboriculture, forestry, green infrastructure systems, climate action (adaptation and mitigation), and ecosystem planning.

3.3 Expected Terms of Service

Under normal circumstances, TPAC will complete its work in approximately one (1) year. Considering potential challenges in organizing meetings and engagement events during the COVID-19 Pandemic, TPAC's terms of service can be extended until the Committee has completed its work, as outlined in the Work Program. TPAC will be disbanded upon completion of the Work Program.

4.0 WORK PROGRAM AND DELIVERABLES

The primary work of TPAC is to review Tree Protection Bylaw 2019 No. 5478 and develop the Community Forest Management Strategy.

4.1 Tree Protection Bylaw 2019 No. 5478

TPAC will guide a review of Tree Protection Bylaw 2019 No. 5478, with the assistance of staff responsible for its implementation. This work will start after Council has received a report on the effectiveness of the Bylaw after its first year of implementation. This work is expected to take approximately four (4) months, to allow time for fulsome discussion, including technical review and community consultation. The tentative timeline for this work is from September to December 2020. The deliverable will include a set of recommendations to improve Tree Protection Bylaw 2019 No. 5478.

4.2 Community Forest Management Strategy

It is expected to take approximately twelve (12) months to develop the Community Forest Strategy. The tentative timeline for this work is from approximately July 2020 to May 2021. The Terms of Reference for the Community Forest Management Strategy identify three key deliverables, including a background review and analysis, a tree canopy coverage analysis and the Strategy itself. A public engagement program is an integral part of the work program, which is subject to change pending challenges associated with the COVID-19 pandemic.

TOWNSHIP OF LANGLEY
COMMUNITY FOREST MANAGEMENT STRATEGY

Terms of Reference

1.0 Introduction

A Community Forest Management Strategy sets out a clear direction for the protection, preservation, and planting of trees and forests, based on a shared vision and best practices.

For the Township of Langley, a Community Forest Management Strategy could address management practices in both the urban and rural areas. Urban tree canopy cover includes green infrastructure within the Urban Containment Boundary such as community parks, neighbourhood parks, pocket parks, protected riparian areas, wildlife corridors, boulevards and street greenways. Significant clusters of trees and forests are also found in the rural areas which occupy approximately 75% of the Township's land base. Rural forest clusters could include Crown lands owned by the Federal and Provincial Governments; regional parks owned by Metro Vancouver; Municipal Nature Park, Ponder Park and Williams Park owned by the Township; riparian areas; private woodlots; and hedgerows. Many of these rural forest clusters provide critical ecological linkages between urban areas and are integral parts of the regional ecosystem in the Lower Mainland. Accordingly, a community-wide approach to forest management is key to ensuring a robust ecosystem that includes both the urban and rural horizons in the Township of Langley.

The Terms of Reference provide an understanding of the policy context of a Community Forest Management Strategy for the Township of Langley, the principles that will guide the preparation of the Strategy, project scope, public engagement approach, project work program and deliverables.

2.0 Policy Context

The Community Forest Management Strategy fits into a larger policy framework that illustrates the interdisciplinary and integrated nature of municipal initiatives. Some of the policy instruments and initiatives related to the management of trees and forests are outlined below.

Sustainability Charter: In 2008, Township Council adopted a vision to build a legacy for future generations by leading and committing the community to a lifestyle that is socially, culturally, economically and environmentally balanced. The Sustainability Charter sets out a number of environmental objectives, with some of them aim to protect and enhance rivers and streams, protect and enhance environmentally significant areas, protect endangered species and enhance wildlife habitats, recognize the rural character as an essential community feature, and plant trees.

Official Community Plan (OCP): In 2016, Council adopted an updated OCP, which provides a long-term vision for sustainable growth and development. One of the plan goals is to increase biodiversity and natural capital, with emphasis on the provision of a green infrastructure network that will link the community's ecological health with the well-being of Langley residents. In

addition, a policy direction is given to the establishment of an arbour ribbon, a linear green space generally on both sides of the Agricultural Land Reserve or Urban Containment Boundary.

Parks and Recreation Master Plan: In 2002, Township Council adopted the Parks and Recreation Master Plan to serve as a foundation of parks and recreation services for Township residents. While many of the parks in the urban areas are designed for primarily active or programmed activities, some parks in the rural areas (such as Municipal Nature Park, Ponder Park and Williams Park) are for passive recreation and conservation purposes.

Ecological Services Initiative (ESI): One of the actions in the Agricultural Viability Strategy, the ESI was a 4-year pilot project completed in 2020. The ESI program paid farmers for maintaining ecological services such as waterways, forests, and other ecologically sensitive areas and achieved positive outcomes both for the farmers and the ecosystem. Township Council will be considering extension of the ESI program, in order to maintain and enhance critical ecological linkages in the agricultural areas of the Langley community.

Climate Action Strategy: The Township is developing a Climate Action Strategy that will work to tackle the causes of climate change and prepare our community to better adapt to climate change. The strategy will include emission reduction targets that align with those at the regional, provincial and federal levels. Tree and forest management is an important aspect of the Climate Action Strategy.

Public Engagement Charter and Strategy: In 2016, Township Council endorsed a Public Engagement Charter and a Public Engagement Strategy for Planning and Development. The Charter commits the Township of Langley to strengthen a spirit of collaboration and to ensure meaningful community consultation contributing to the best possible quality of life for all residents, current and future. The Strategy identifies a number of recommended actions to improve the Township's engagement policies and practices. Both the Charter and Strategy will guide public engagement activities for the Community Forest Management Strategy.

Subdivision and Development Servicing Bylaw 2019 No. 5382: The Bylaw provides tree protection measures for rezoning and development permit applications. Required measures include a Tree Protection Plan, Tree Replacement Plan, and a Tree Summary Schedule as part of the development process.

Tree Protection Bylaw 2019 No. 5478: The Bylaw sets limits for cutting trees greater than 30cm in diameter measured at 1.4m height from the ground and allows residents to remove two (2) trees per existing legal parcel every twenty-four (24) months.

3.0 Principles

The following principles will guide the preparation of the Community Forest Management Strategy. These principles are intended to shape the development of the Strategy goals, actions, and implementation.

Integrate the three elements of sustainability: The Strategy will focus on the social, economic, and environmental goals of sustainability, particularly as they relate to the benefits of the urban-rural forests. As the benefits of the urban-rural forests are integrated with all three elements of sustainability, opportunities exist for advancing all three elements of sustainability.

Comprehensive Engagement: The strategy process will communicate, involve and engage, through a variety of means, residents, property owners, business operators, and other stakeholders in the urban and rural areas.

Public Reporting: The Township will provide documentation throughout the strategy process that communicates the professional technical input and stakeholder feedback in order to achieve transparency. The process timeline, goals, scope and outcomes of the Strategy will be communicated to the general public, stakeholders, and Council.

4.0 Project Scope

The scope of work includes research, analysis, and public engagement to support the preparation of the Community Forest Management Strategy. The key work elements are outlined below.

4.1 Tree Canopy Assessment: The tree canopy represents the footprint of the community forest. To assess the state of the community forest, the tree canopy is measured as a percentage of overall land area. This is a standard method of determining a baseline. With a baseline established, the canopy cover can be measured periodically, canopy growth targets can be set and monitored, and the tree canopy can be compared between neighbourhoods and other communities. This quantitative method is useful for providing a simple two-dimensional aerial snapshot. A tree canopy assessment was completed in 2019 by Diamond Head Consulting. The preliminary findings of the assessment was presented to Council on October 7, 2019. Diamond Head will finalize a Forest Canopy Assessment Report to conclude this work element in 2020.

4.2 Sample-based Tree Inventory: A field-based (“bottom-up”) assessment of tree health, age and species diversity, and strategic location, complements the aerial (“top-down”) method by providing a full assessment of the overall quality of the community forest. The quality of the community forest is as important as the number of trees that comprise it.

4.3 Establish Tree Canopy Targets: Determining realistic tree canopy targets will involve analysis to determine trends in tree canopy decline and potential spaces for (re)planting. This will involve identifying lands that can biologically support trees, and aligning that with socially preferable expectations as to where trees are planted. The Tree Canopy Assessment and Tree Inventory would provide a comprehensive analysis of existing tree canopy conditions, an inventory of public and private trees, and provide a tree management plan aimed at maintaining or achieving tree canopy targets while preserving habitat and significant trees and tree stands. Based on these outcomes, tree canopy targets can be set that are realistic and achievable. A “Tree Canopy Protection Standard” is expected to be developed in conjunction with this work element.

4.4 Public Engagement: Through public engagement, input will be sought from the general public, stewardship groups, internal and external committees, and external agencies including large land owners and utilities. A key outcome of this work will be the establishment of community forest management vision, associated goals and the identification of stewardship opportunities for the ongoing implementation of the Strategy. (See additional information in Section 5 below.)

4.5 Policy Review, Development and Alignment: A review of existing policies and tree management practices will be completed to identify service gaps and aligned with the goals and actions of the Strategy. The outcome of this work will be to develop policies, programs and bylaws that are suitable for the community, environment and economy. Existing policies, programs, bylaws and practices will be aligned with the outcomes of the Strategy.

4.6 Financial Implications and Funding: The costs of implementing the actions of the Strategy will be identified, based on resource requirements and potential funding sources.

5.0 Public Engagement

An comprehensive public engagement program is key to any successful strategy development process. It is anticipated that Township Council will strike a Tree Protection Advisory Committee (TPAC) with broad-based representation to guide and advise on the development of the Community Forest Management Strategy. In addition, the public engagement program will include consultation with groups such as the general public and local stakeholders, other Township advisory committees, utility companies and government agencies, and private property owners.

The general public and local stakeholders will have multiple opportunities to learn about and contribute to the development of the Community Forest Management Strategy. Engagement opportunities may include, but is not limited to TPAC meetings, public workshops, public open houses, and online engagement activities. Due to the dynamic situation of the Covid-19 pandemic while respecting public health advisories, some of these engagement opportunities may take place online as virtual meetings (using tools such as Zoom, Webex and Microsoft Team) and virtual townhall meetings.

In preparation for public engagement events, a variety of communication methods will be applied in order to raise awareness. These communication methods should include website updates, social media posts, email updates, and newspaper advertisements.

6.0 Work Program

Preparation of the Community Forest Management Strategy is expected to be completed in approximately 12 months. The Work Program has been divided into two phases, as follows:

- Phase 1: Inventory of Existing Tree Canopy
- Phase 2: Community Goal Setting and Action Planning

Phase 1: Inventory of Existing Tree Canopy

The scope of work for Phase 1 is to conduct a needs assessment taking stock of the existing community forest condition; related plans, policies, and regulations; and current best practices. The needs assessment will identify the baseline conditions that will become the foundation of the Strategy. Establishing baseline conditions provides the necessary background for preparing the vision, goals, and targets in Phase 2.

Some of the tasks in Phase 1 were completed in late 2019, in the absence of a complete Terms of Reference. These tasks are included in the Work Program for reference and have been identified as complete.

Process & Deliverables	Estimated Schedule
1. Project Initiation <ul style="list-style-type: none"> • Procure external consultant • Establish internal staff project team • Advertise for Tree Protection Advisory Committee 	July - August, 2020
2. Background Review – policies, management and best practices <ul style="list-style-type: none"> • Review policies and documents, including relevant bylaws, policies, tree planting and tree protection standards as they pertain to the management of trees • Identify provincial and regional policies, including environmental protection, legal and liability assessment of urban forests, heritage tree policy, funding / partnership opportunities, urban forest habitat issues, historic forests, response to storm and disaster driven tree management issues and boulevard tree policy 	July - August, 2020 (This task was completed in 2019. It is shown here for reference.)
3. Inventory, Mapping and Analysis <ul style="list-style-type: none"> • Prepare SWOT (strength, weakness, opportunities, and threats) analysis • Prepare a Township-wide canopy cover map overlaid with land use (classes to include but not limited to park land trees, street trees and private land trees) and neighbourhood boundaries • Inventory and analysis using tree data in the field • Analysis of data output to include environmental, social, cultural and economic benefits of urban trees; and • Provide an assessment of current urban forest health, using criteria such as diversity and resiliency. 	July - August, 2020 (This task was partially completed in 2019. It is shown here for reference.)
4. TPAC Meeting #1 and Technical Workshop #1 <ul style="list-style-type: none"> • Conduct a meeting with the Tree Protection Advisory Committee (TPAC) and other advisory committees, if necessary; and • Conduct interviews with Township departments to understand the issues with tree management and protection specific to each division and department. 	September 2020

Phase 2: Community Goal Setting and Action Planning

The scope of work for Phase 2 focuses on the public engagement process and the preparation of a vision statement, principles, goals, targets and actions. The first Open House will serve to inform stakeholders and the general public of the Townships intentions to create a community Forest Management Strategy and to present the baseline data. Feedback will be received to inform the preparation of the vision, principles, goals and targets. Once the vision, principles, goals and targets have been identified, staff and the consulting team will work to develop possible actions and an implementation strategy. A TPAC meeting, Technical Workshop and Open House will present the draft management strategy to internal and external stakeholders and the public for discussion and feedback.

Process & Deliverables	Estimated Schedule
<p>1. Open House #1</p> <p>The purpose of this open house is two-fold, to:</p> <ul style="list-style-type: none"> • Present findings of the inventory analysis of the community forest; and • Build upon a proposed vision statement for the community forest for a future point in time as yet to be determined. 	October 2020
<p>2. TPAC Meeting #2 and Technical Workshop #2</p> <ul style="list-style-type: none"> • Conduct a meeting with the Tree Protection Advisory Committee (TPAC), part of this meeting will involve a review of Tree Protection Bylaw 2019 No. 5478; and • Conduct a workshop with the Staff Team to receive input to inform the preparation of a vision, principles, goals and targets. 	November 2020
<p>3. Vision Statement, Principles, Goals and Targets</p> <ul style="list-style-type: none"> • From the community input, stakeholder interviews and analysis of the Township's tree inventory, a community vision statement will be drafted with a complimentary set of principles, goals, and targets. This information will be presented to the community for feedback at Open House #2. 	December 2020
<p>4. Management Plan and Implementation</p> <ul style="list-style-type: none"> • From the vision, principles, goals, target and best management practices, staff will work with the consultant to develop a management plan and implementation strategy. This will include regulatory measures, as needed, to enforce new policy for the protection of trees in the city. 	January 2021
<p>5. TPAC Meeting #3</p> <ul style="list-style-type: none"> • The vision, principles, goals, targets and draft management plan and implementation strategy will be presented to TPAC (and any other relevant committee) for discussion and feedback. 	February 2021
<p>6. Open House #2</p> <ul style="list-style-type: none"> • The goal of this open house is to present the vision (based on suggestions from the community), principles, goals, targets and draft management plan and implementation strategy for community feedback. Community based organizations (specifically those with tree related interests) will be invited to participate. 	March 2021
<p>7. Draft Community Forest Management Strategy</p> <ul style="list-style-type: none"> • The draft strategy will be presented to Council, stakeholders, and members of the public for final comment. 	April 2021
<p>8. Revisions to Plan</p> <ul style="list-style-type: none"> • Based on feedback from public consultation, staff will make any revisions, as needed. 	May 2021

9. Adoption of Strategy <ul style="list-style-type: none"> The final Strategy will be presented to Council for adoption. 	June 2021
10. Development of Recommended Regulatory Measures <ul style="list-style-type: none"> Staff will develop regulatory measures, including amendments to Tree Protection Bylaw 2019 No. 5478, if required. 	June 2021
11. Adoption of New Bylaws <ul style="list-style-type: none"> If the final Strategy requires the development of regulatory measures, these will be presented to Council for consideration as part of the strategy implementation. 	July 2021

7.0 Project Management

The Community and Policy Planning Department will take a lead role in managing the work program. An inter-disciplinary staff team will be assembled to assist Community and Policy Planning and provide input into the Strategy. The staff team should have representation from the following Township departments:

- Development Engineering,
- Development Planning,
- Green Infrastructure Services,
- Parks Design and Development,
- Parks Operations, and
- Water Resources and Environment.

External consultant(s) will be drawn upon to augment staff resources and provide expertise for strategy work components.

8.0 Project Deliverables

The consultant's role will include assistance with the design and delivery of the public engagement program and the preparation of the project deliverables.

8.1 Background Review and Analysis: The consultant will conduct interviews with key staff in departments dealing with trees and forests. The consultant will also conduct a background review of community tree policies in other jurisdictions and identify strengths, weaknesses, opportunities, and threats for the Township of Langley community forests. Criteria and indicators for assessing the Township's current and preferred community forest will be developed through the interviews with staff.

8.2 Tree Canopy Coverage Analysis: The consultant will prepare an analysis of existing tree canopy across the Township of Langley. The analysis will use LiDAR and iTree methods to compile tree canopy data for different spatial areas of the Township (e.g. by neighbourhood, watershed, etc.) and include current and historical forest extent and condition, species composition, age, health and risks. Identification of significant trees and tree counts may also be

required. The final analysis will be presented as a percentage of canopy cover across spatial areas of interest and deliver mapping layers and tables. Specific deliverables are: (1) geodatabase of map layers summarized by various areas of interest, i-Tree Canopy results, and change detection results; and (2) tabular summaries and Excel scenario gaming file.

8.3 Community Forest Management Strategy: The Community Forest Management Strategy is the primary deliverable. The consultant will prepare a Strategy that summarizes the findings of the Tree Canopy Coverage Analysis, results of public engagement and community visioning, actions required to achieve the goals and targets of the plan, and a strategy for implementation. The final Community Forest Management Strategy will describe an overarching roadmap to meet the vision, principles, goals, and targets based on background review, Tree Canopy Coverage Analysis, and consultation with the public, staff, and relevant stakeholders. Specific consultant deliverables include:

- Three TPAC meetings, two public open houses, three staff workshops, a Consultation Report summarizing the outcomes of these events, a Vision statement, draft principles and a canopy cover target and goals.
- Two strategy drafts and final submission package inclusive of the final Community Forest Management Strategy, Technical Appendix, Background Report, Consultation Summary, Implementation Strategy, and spatial geodatabase inclusive of all layers from Phase 1.