



## The Corporation of the Town of Tecumseh

Parks & Recreation Services

**To:** Policies and Priorities Committee

**From:** Paul Anthony, Director Parks & Recreation Services

**Date to Council:** December 8, 2020

**Report Number:** PRS-2020-20

**Subject:** Commemorative Tree Program Policy

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### Recommendations

It is recommended:

**That** the Tree Replacement, Donation and Memorial Policy, Policy No. 33/09, **be rescinded**;

**And that** the Commemorative Tree Program Policy, Policy No. 106, as attached to Parks and Recreation Services Report No. PRS-2020-20, **be approved**.

### Background

The Town of Tecumseh (Town) is committed to allowing members of the public the opportunity to commemorate the history of the Town, residents, organizations and special occasions.

The Town annually receives requests from the public to purchase and/or plant commemorative trees in honour of a person, occasion, or organization.

The commemorative trees are located on lands under the direct management of the Town, including: right-of-ways, easements, boulevards, parks, open spaces, and lands covered under lease arrangements with third parties.

### Comments

Attachment 1 is the Commemorative Tree Program Policy (Policy) as prepared and recommended by Administration. The Policy outlines the process for the public to follow when they request a Commemorative Tree. It provides them with the opportunity to also request a plaque next to the tree. The Policy is based on a user pay model.

The Town is committed to protecting its right-of-ways, easements, boulevards, parks, open spaces, and lands covered under lease arrangements with third parties, while providing for the contribution towards an existing tree or placement of a new tree.

A number of existing commemorative trees throughout the Town have been committed to on or before January 1, 2020. It is understood that contributions to these existing trees were made under section "Commemorative Tree Planting" of Policy No. 33/09 and will not be subject to the terms and conditions of this new Commemorative Tree Program Policy. When these trees require removal, the existing sponsorship will cease, and the existing contributor(s) or any member of the public will have the opportunity to make a contribution towards a new Commemorative Tree, under the terms of this Policy.

The Policy covers only trees on land or property that is owned by the Town or under a lease agreement with a third party through the Town. Upon Council approval, all commemorative trees will be required to conform to this Policy for applications after January 1, 2021.

The Manager of Parks and Horticulture or designate shall oversee the Program. Applications will be available online and/or at the Tecumseh Parks and Recreation Office. The Manager of Parks and Horticulture shall maintain the program's fee schedule and records of trees purchased and their locations. Fees are approved annually by Council as part of the Town's Schedule of Fees and Charges.

## **Consultations**

Financial Services  
Corporate Services & Clerk

## **Financial Implications**

The fees for the Commemorative Tree Program will be reflected in the Town's Fees and Charges By-Law, reviewed annually and updated periodically as costs change. All revenues collected will be allocated to the Parks Development Lifecycle Reserve. The fee charged will be set so as to recover the actual cost of the tree and plaque as well as labour time for installation.

The recommended program fees for 2021 are:

- Tree only - \$500
- Tree with custom plaque - \$850

Revenues will be dependent on program uptake.

## Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input type="checkbox"/>	Ensure that Tecumseh’s current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of Tecumseh’s plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town’s “continuous improvement” approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	Demonstrate the Town’s leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

## Communications

Not applicable

Website

Social Media

News Release

Local Newspaper

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Kerri Rice  
Manager Recreation Programs & Events

Reviewed by:

Paul Anthony, RRFA  
Director Parks & Recreation Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP  
Chief Administrative Officer

**Attachment  
Number**

**Attachment  
Name**

1

Policy No. 106, Commemorative Tree Program Policy