



Report to Council

Department: Infrastructure Services
Division: Capital Works and Asset Management
Date: September 3, 2024
Prepared by: David McBeth, C.E.T.
Manager, Capital Works and Asset Management
Report Number: Capital Works and Asset Management-2024-12
Subject: Tree Planting Request Policy
Number of Pages: 4 + 1 Attachment

Recommendation(s)

That Capital Works and Asset-2024-12 entitled Tree Planting Request Policy prepared by David McBeth, Manager, Capital Works and Asset Management dated September 3, 2024 be received, and

That Council adopt Infrastructure Services Policy titled, "Tree Planting Request Policy".

Purpose

As per the regular council meeting on August 12, 2024, Council directed Administration to create a Tree Planting Request Policy.

Background and Discussion

At the August 12th, 2024 Council Meeting, **Resolution Number R24-08-337** was passed;

That Council approve the following changes effective immediately, to the Development Standards Manual regarding trees in new developments, which will be updated in the next iteration of the manual:

- Change the requirement from 1 tree per lot to trees being planted every 12m along each side of the right of way.
- Add that the Town of Essex will take over the responsibility for planting the trees in new developments.
- **Add that the developer's are to pay (by cash or cheque) for the number of trees** required by the annual average tree price rounded to the nearest \$25, including non-refundable Harmonized Sales Tax (\$1,050 per tree in 2024) to the Town of Essex at the time of submission of development securities.

That Council **direct Administration to create a Tree Planting Request Policy for resident's** looking for a tree **to be planted in front of their property in the Town's right-of-way.**

Moved By: Councilor Allard
Seconded By: Councilor McGuire-Blais

As directed, Administration has created a Tree Planting Request Policy to create a fair and equitable process for residents to request a tree to be planted in the Town right-of-way adjacent to their property, starting in 2025.

Trees from the approved tree list will be made available on a first come, first served basis for **resident's that request a tree.** **Per funding approval** from Council, an expected minimum of 10 trees will be made available yearly for this program. Applicant properties will be reviewed by Town staff and residents consulted prior to any tree planting works. Upon approval from

Administration, the tree species and location will be selected, and the tree planting is expected to be completed during September to November to ensure survival.

Administration is recommending that Council adopt the appended policy.

Financial Impact

There is no financial impact to the 2024 Operating or Capital Budgets because of this policy. The Tree Planting Request Program aims to provide 10 trees annually to be planted throughout Essex. It is expected that 10 trees will cost \$10,500 which will be included in the 2025 Operational Budget. Any amounts collected from developments for the Tree Planting Program will be put into a newly created reserve account to fund the Program in future years. Using these monies, the aim is to have a fully funded Tree Request Program by 2026, however, this will depend on timing of future developments.

The intent is to provide Council an update on the Tree Request Policy during annual budget deliberations, as necessary, to review the amount of trees being planted annually and the sustainability of the funding source.

Consultations

Kevin Girard, Director, Infrastructure Services

Kate Giurissevich, CPA, CA, Director, Corporate Services/Treasurer

Jake Morassut, Director, Community Services

Norman Nussio, Manager, Operations and Drainage

Link to Strategic Priorities

- Embrace asset management best practices to build, maintain, and continuously improve our municipally owned infrastructure.
- Leverage our Town's competitive advantages to promote jobs and economic investment.**
- Take care of our natural environment and strengthen the sense of belonging to everyone **who makes Essex "home"**.
- Deliver friendly customer service in an efficient, effective, and transparent manner while providing an exceptional working environment for our employees.
- Build corporate-level and community-level climate resilience through community engagement and partnership and corporate objectives.

Report Approval Details

Document Title:	Tree Planting Request Policy - Capital Works and Asset Management-2024-12.docx
Attachments:	- Tree Planting Policy_Final.docx
Final Approval Date:	Aug 22, 2024

This report and all of its attachments were approved and signed as outlined below:



Kevin Girard, Director, Infrastructure Services - Aug 22, 2024 - 11:49 AM



Doug Sweet, Chief Administrative Officer - Aug 22, 2024 - 2:33 PM