



THE CORPORATION OF THE  
**TOWNSHIP OF RAMARA**  
*Proud History - Progressive Future*

**MEETING:** GENERAL COMMITTEE  
**REPORT:** RD-03-12  
**DATE:** APRIL 23, 2012  
**SUBJECT:** MEMORIAL TREE PLANTING

Presented to Committee of the Whole  
Date: Apr. 23/12 Action: CW.110.12

**SUGGESTED MOTION:**

THAT we adopt the Memorial Tree Planting Strategy as developed by the Recreation & Leisure Advisory Committee and as attached to Report RD-03-12.

**BACKGROUND AND DISCUSSION:**

The Recreation and Leisure Advisory Committee (RLAC) had as a discussion item the issue of memorial tree plantings in fields and parks throughout the Township. Since there is currently no policy on receiving donations for trees they set about drafting the attached plan. It was thought that by drafting this plan, the purpose would be two-fold, to provide a Township wide reference when donations are suggested and when distributed will provide opportunities to advertise the plan in the hopes of increasing awareness and, in turn, donations.

Quotes were received from Scott's Garden Centre located in Ramara. They include the delivery, planting, mulch, a 1 year guarantee and an inscribed plaque.

**ALTERNATIVES:**

That we not support a Memorial Tree Planting Policy at this time.

**STRATEGIC ISSUES:**

The Strategic Issues that apply are the following:

**COMMUNITY HARMONY and QUALITY OF LIFE:** Where providing a policy such as this will allow for residents in the Township to honour their family members and friends with a lasting memorial. It will also become a point of interest in community parks and fields providing much needed shade in some underserved areas.

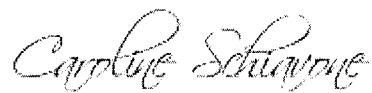
**FINANCIAL IMPACT:**

There is no financial impact for the Township to support the Memorial Tree Planting Strategy as all costs are transferred to the donor.


**RECOMMENDED ACTION:**

That we proceed in accordance with the suggested staff motion.

Respectfully submitted,



Caroline Schiavone  
Community Recreation Coordinator

Noted by CAO:  Date: April 17/12

## **MEMORIAL TREE PLANTING POLICY – Township of Ramara**

### **PURPOSE**

The purpose of this policy is to provide an opportunity for those who wish to have a tree planted, on Township property, in memory of someone.

### **POLICY**

1. Sites for planting of memorial trees include all designated parkland owned by the municipality including Community Centre Board properties. Placement sites of trees will be mutually agreed upon by the Township, the Community Centre Board and the donator.
2. For a fixed donation fee (See fee schedule) a tree will be planted in the area that has been mutually agreed upon. Donations will be recognized on a plaque adjacent to the tree. The donation fee will be set so that it covers all the costs including, supply and installation of tree, inscription on the plaque and any administration costs.
3. Donors will have selected input on individual tree type from those being planted and the location for the tree. The location will be determined based on current and future use of lands, input from Board members, input from Township staff, input from Nursery staff and donator's wishes. Type of tree will be selected in accordance with Township policy on native tree species.
4. Trees will be planted no less than once per year, as part of the Township's annual tree planting program.

### **PROCEDURE**

1. Donor will submit a Memorial Tree Application with a cheque payable to the Township of Ramara. A tax receipt will be mailed out by the Finance Department.
2. Trees will be planted in Spring or Fall, as part of the Township's annual tree planting program.
3. Donor will be notified once the trees have been planted and the recognition plaque has been updated.

**FEE SCHEDULE**

8 ft potted tree \$280\*

10-12 ft wire basket tree \$500\*

\*all prices include delivery, planting, mulch and 1 yr guarantee as well as memorial plaque with inscription

**MEMORIAL TREE APPLICATION**

Donor Name : \_\_\_\_\_

Donor Address: \_\_\_\_\_  
\_\_\_\_\_

Postal Code: \_\_\_\_\_

email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Suggested wording for Plaque Inscription (no more than 10 lines with 15 characters each)

\_\_\_\_\_  
\_\_\_\_\_

(For Township Use)

Application Received: \_\_\_\_\_  
(Date) (Signature)

Receipt Issued: \_\_\_\_\_  
(Date) (Signature)

Tree Planted: \_\_\_\_\_  
(Date) (Signature)

Plaque updated: \_\_\_\_\_  
(Date) (Signature)

Thank You Letter: \_\_\_\_\_  
(Date) (Signature)