



Municipal Tree Inspection and Maintenance Policy

Department:	Transportation, Recreation, Infrastructure
Policy Number:	008-2026
Effective Date:	August 10, 2026
Approved by:	Resolution
Review Period:	Every 5 years

Purpose:

To set clear minimum standards for inspecting and maintaining urban municipal trees, using a risk-based approach that keeps the public safe, protects municipal assets, supports the environment, and ensures consistent and transparent service.

Scope:

This policy applies to all trees located on urban municipally owned or managed lands, including those within the road allowance, boulevards, parks, trails, facilities, and open spaces.

This policy does **not** apply to trees located on private property or trees located in the rural areas of Wellington North.

Policy Statement

The Township will maintain a tree inspection and maintenance program that meets the following minimum standards:

- A proactive, risk-based approach to tree inspection and maintenance.
- Regular inspection and maintenance to reduce risks to people and property.
- Promotion of urban forest health, biodiversity, and long-term canopy growth.
- Timely and consistent response to public concerns.
- Maintenance of accurate and appropriate records to support decision-making and risk management.

Guiding Principles

Municipal tree inspection and maintenance activities will be guided by the following principles:

- Public Safety First – Prioritize mitigation of risks to residents, visitors, and infrastructure.
- Risk-Based Approach – Allocate resources based on likelihood and consequence of failure.
- Environmental Stewardship – Support canopy preservation, biodiversity, and climate resilience.
- Level of Service – Provide consistent and reasonable service levels across the municipality.
- Accountability and Transparency – Ensure decisions are documented and can be supported.

Program Requirements

The Township shall, at a minimum, maintain a tree inspection and maintenance program that includes:

- Regular inspection of municipal trees in accordance with a risk-based schedule.
- Timely mitigation of identified hazards and maintenance requirements.
- A system for documenting tree inspections, maintenance activities, and identified risks.
- Procedures for receiving, tracking, and responding to public inquiries and complaints.
- Coordination with construction and infrastructure projects to protect municipal trees.

Detailed inspection frequencies, response timelines, and operational procedures are outlined in the associated Standard Operating Procedure.

Roles, Responsibilities, and Compliance

Council: Approve and support the implementation of this policy through the allocation of resources and funding, as required.

CAO / Senior Leadership: Provide oversight and support for the implementation of this policy, including ensuring appropriate resources are available and activities are carried out in accordance with applicable legislation and associated procedures.

Municipal Staff: Conduct tree inspections, maintenance activities, and recordkeeping in accordance with this policy and the associated Standard Operating Procedure, and identify, assess, and respond to tree-related risks and hazards.

Contracted Service Providers (Arborists and Specialists): Perform tree inspections, maintenance, and related services in accordance with this policy, the associated

Standard Operating Procedure, contract requirements, applicable legislation, and professional standards, while reporting identified hazards, completed work, and recommended follow-up actions to the Township.

Related Documents

- Municipal Tree Inspection and Maintenance Standard Operating Procedure