



Economic and Development Services Department

Date: May 2, 2023

File: 12-03 3538

To: Oshawa Environmental Advisory Committee (O.E.A.C.)

From: Branden Morris, Planner A
Economic Development Services Department

Re: **2023 Tree Giveaway Event**

The purpose of this memorandum is to request direction from the Tree Giveaway Working Group on the following matters:

- Where and when the Working Group / Committee would like the event to take place. We need to start making preparations to reserve a location.
- What potential vendors would the Working Group / Committee like to invite. If the Working Group / Committee could provide a general list and bring it to O.E.A.C.'s June 6, 2023, meeting for Committee review and/or approval it would be much appreciated.

At this time staff kindly ask that the Tree Giveaway Working Group discuss the following matters and report back at the next O.E.A.C. meeting on June 6, 2023.

A handwritten signature in black ink, appearing to read "Branden Morris".

Branden Morris, Planner A
Policy