



## **Staff Report**

Council Meeting Date: January 13, 2025

Subject: Commemorative Tree and Bench Policy

Report from: Jennifer Isber-Legge, Economic Development Coordinator

Attachments: Draft Commemorative Tree and Bench Policy

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### **Recommendation**

Be It Resolved that Council hereby approves ECDEV-2025-03 Commemorative Tree and Bench Policy;

And Council direct staff to bring forward a By-law to bring force and effect to the Commemorative Tree and Bench Policy at a future Council meeting.

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### **Background**

Arran-Elderslie residents often wish to dedicate items within the Municipality's green spaces in commemoration and celebration of cherished moments, events and people. For this reason, the Municipality proposes a commemorative tree and bench policy. The policy provides an opportunity for commemoration by permitting, subject to certain specific conditions, the donation of a tree or park bench in conjunction with dedication plaque.

The purpose of the Commemorative Tree and Bench Policy is to outline the process and parameters for the dedication of trees and benches with commemorative plaques in the Municipality of Arran-Elderslie.

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### **Analysis**

The proposed policy outlines responsibilities of the municipality with regards to commemorative trees, benches and dedication plaques.

The Municipality shall:

1. Oversee all matters related to purchase, installation and maintenance of commemorative trees and benches and plaques.
2. Maintain a list of suitable locations for tree and bench dedications, as well as suitable tree species.
3. Repair or replace damaged plaques on benches or trees in accordance with the section on maintenance.
4. Review, approve, and oversee the application process.
5. Respond to reported damage of a plaque on a bench or tree and coordinate necessary repairs or replacement subject to the discretion of the Municipality. See section below on maintenance.
6. Maintain the minimum donation amount (annually) through Fees and Charges By-law.
7. Maintain a record of dedications and maintain a list of all commemorative tree and bench locations.

The following parks and trails would be listed as having suitable locations for trees and benches. Location details will follow a completed application.

#### Allenford

- Allenford Community Park
- Allenford Playground

#### Chesley

- Chesley Community Park
- Elliot Park
- Main Street Bridge Parkette
- Riverside Park
- Bob Hutchinson Park
- Krug Park
- Heritage Trail

#### Elderslie

- Dobbinton Park
- McTavish Park

#### Tara

- Legion Playground
- Tara Rotary Park
- Tara Pedestrian Trail
- Tara Downtown Parkette

## Paisley

- Arran-Elderslie Dog Park
- Dr. Milne Park
- Mary Cumming Park
- Rotary Park
- Willow Creek Park Foundry

The list of approved tree species will be determined using local experts and choosing varieties for hardiness and aesthetics.

The recommended minimum donation amount for a bench and plaque is \$1,000, and a tree and plaque is \$2,000. These amounts represent cost recovery on the purchase, installation and expected maintenance costs and would be updated as required through the Municipality's Fees and Charges By-law.

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## **Link to Strategic/Master Plan**

6.5 Engaging People and Partnerships

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## **Financial Impacts/Source of Funding/Link to Procurement Policy**

The recommended minimum donation will represent cost recovery on the purchase, installation and expected maintenance costs. Donations will be allocated directly to the Dedications Reserve to cover the maintenance costs associated with the program.

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Approved by: Emily Dance, Chief Administrative Officer