



## Municipality of North Grenville

To:	<b>COUNCIL</b>	Meeting Date: 2020/10/06
Subject:	<b>Commemorative Tree, Bench &amp; Bicycle Rack Program</b>	Report No: PRC-001-2021
Prepared by:	<b>Mark Guy, Director of Parks, Recreation &amp; Culture</b>	File No: C7-PRC

### RECOMMENDATION(S)

THAT Council receive and approve the Commemorative Tree, Bench & Bicycle Rack Policy, as attached.

### EXECUTIVE SUMMARY

#### Purpose

- To create a policy to govern the purchase of commemorative trees, benches and bicycle racks.
- To provide a framework for a consistent and affordable program which will support continued investment in park, street and trail furnishings and shade infrastructure.

#### Key Findings

- Furnishings should be consistent with existing programs to address visual appeal, accessibility, safety, and ease of maintenance.
- Commemorative fees will be reviewed and established annually based on competitive market pricing and should reflect all costs associated with purchase, shipping and installation.
- Program terms should address a timeline for commemorative recognition and maintenance.

#### Financial Implications

- The Municipality typically budgets annually for investment in park/street/trail furnishings and shade infrastructure; this budget could be used in a funds matching format to multiply annual investment through partnership with the community.
- The program budget would be included in annual budget consideration beginning with the 2021 budget.

### BACKGROUND

Over the years, the Municipality has received a variety of requests for placement of commemorative trees and benches on Municipal property. These requests have been addressed on a case-by-case basis; however, the number of requests received by the Municipality is increasing.

In addition to commemorative requests, the Department of Parks, Recreation and Culture continues to receive requests for increased shade in local parks, as well as additional benches and bicycle racks in key locations including parks, trails and along pedestrian routes.

Formalizing the commemorative tree, bench and bicycle rack program will enable the Department of Parks, Recreation and Culture to promote a formal policy that will create partnerships within the community to respond to increased demand for these initiatives.

## ANALYSIS

The cost to a member of the public to commemorate a tree, bench or bicycle rack will be 50% of the cost to the Municipality to acquire the item. The commemorative tree, bench or bicycle rack remains Municipal property.

The program subsidizes the cost to the Municipality of acquiring trees, benches and bicycle racks for its public spaces, doubling the budgeted investment in these items while making commemorative endeavors more affordable to the community.

An application form will be available with an annual deadline for participation. If the full annual budget is not assigned through this program in any budget year, remaining funds will be spent on additional trees/furnishings at the discretion of the Director of Parks, Recreation and Culture. In the event that applications exceed the budget allotted to the program, the senior management team will review the merits of the applications as they align with the program goals and unsuccessful qualified applications will be given priority consideration in the following budget year.

## Strategic Alignment

Strategic Focus Area 1: A Safe, Healthy & Cohesive Community (Goal 1: Bringing communities together, Goal 2: Active Transportation).

- Outcome: To invest in and celebrate our community assets by creating a program of partnership with residents, organizations and businesses which increases availability of benches, bike racks and shade in public areas while providing commemorative opportunity.
- Outcome: To enhance pedestrian and cycling connectivity within and between development as well as other parts of the community by investing in active transportation support infrastructure such as benches and bike racks.

## COMMENTS

A policy is required to establish a framework for the donation of funds to the Municipality for the purchase of commemorative trees, benches, and bicycle racks to ensure that the process is consistent and transparent.

The policy attached is consistent with the policies of other Municipalities and ensures that there is a framework not only for the initial donation of funds to acquire the items, but also to clarify maintenance and replacement obligations.

## EXISTING POLICY/BY-LAW

There is no existing policy or by-law for the proposed program.

## FINANCIAL IMPACT

This item has been identified in the current budget: Yes ☐ No ☐ N/A **X**

This item is within the budgeted amount: Yes ☐ No ☐ N/A **X**

Staffing implications, as they relate to implementing Council's decision on this matter, are limited to the existing staff complement and applicable administrative policies as approved by Council.

The implementation of this program would be subject to annual budget approval as it pertains to funds available for street furniture infrastructure.

## PUBLIC INPUT

Members of the previous Active Transportation Advisory Committee were instrumental in the preparation of this policy for Council consideration.

## INTERNAL/EXTERNAL CONSULTATION

Consultation with key Department staff was essential in the preparation of this draft policy.

## CONCLUSION

The implementation of this policy will align with the program planned for spring of 2021 by the Department of Parks, Recreation & Culture.

## SIGNATURE

**Prepared by:**

*Original Signed By*

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**Name: Mark Guy**

**Title: Director of Parks, Recreation & Culture**

**Submitted for**

**Council consideration by:**

*Original Signed By*

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**Name: Gary Dyke**

**Title: Chief Administrative Officer**

## ATTACHMENTS

- **Attachment 1:** Draft Policy: Commemorative Tree, Bench & Bicycle Rack Program