

		<h2>Memorial Tree and Bench Program</h2>
<b>Policy No.:</b> PS-REC-12	<b>Council Resolution No.:</b> 206/2021	
<b>Department:</b> Recreation	<b>Authority:</b> Council	
<b>Effective Date:</b> September 14, 2020	<b>Revision Date:</b> April 26, 2021	
<b>Review Date:</b> September 2023	<b>Repealed Date:</b>	
<b>Supersedes:</b>		
<b>Related Procedure No.:</b> PS-REC-12		
<b>Related Procedure Name:</b> Memorial Tree and Bench Program		

**Purpose**

To give individuals the opportunity to purchase a bench or tree in memory of a loved one while increasing public enjoyment and participation in the Town’s parks, trails and Cemetery.

**Policy Statement**

- 1) The municipality will strive to accommodate requests from individuals with regards to the installation of benches and planting of trees, while ensuring an acceptable physical appearance in our parks.
- 2) Donations for a memorial tree or bench will receive a tax receipt.
- 3) Only benches and trees are covered by this policy. A donor requesting any other donation, dedication or memorial must apply to the Recreation Board or Council.
- 4) Administration shall establish procedures for this policy and shall be responsible to ensure the spirit and intent of the policy is adhered to.

**Additional References**

N/A

  
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 MAYOR

*MAY 17, 2021*  
 \_\_\_\_\_  
 DATE

  
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 CHIEF ADMINISTRATIVE OFFICER

*MAY 11, 2021*  
 \_\_\_\_\_  
 DATE



