



# POLICY

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**POLICY NO:** 608

**APPROVAL DATE:** July 16, 2007

**TITLE:** Memorial Tree and Bench Policy

**REVISION DATE:** November 30, 2020

**SECTION:** Lands, Roads and Buildings

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**DEPARTMENT:** Transportation and Parks Department

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## POLICY STATEMENT

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The City of Grande Prairie ("City") Transportation and Parks Department may ensure new trees and existing or new benches are available to residents for purchase to establish recognition for persons or events.

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## REASON FOR POLICY

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To create an opportunity for residents to honour or memorialize a person or event in our community while enhancing existing parks and open space.

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## RELATED INFORMATION

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1. The planting of new trees and installation of new benches will be undertaken by the Transportation and Parks Department.
  2. Newly purchased benches and trees will meet the specifications of the City's Design & Construction Manuals.
  3. Existing benches, available for purchase, will have a plaque mounted that meets City standards.
  4. Existing trees in parks or other open space shall not be part of this Policy.
  5. Fees for memorial benches and trees shall be in accordance with the Fees, Rate and Charges [Bylaw C-1395 Schedule "A"](#).
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## RESPONSIBILITIES

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City Council will review and approve any revisions to this Policy.  
City Manager will review and approve any procedure to this Policy.  
City Administration will carry out the policy based on established procedures.