



## TOWN OF SUNDRE POLICY

---

<b>Policy Number:</b>	<b>E-011-00 POL</b>
<b>Policy Name:</b>	<b>Memorial Bench</b>
<b>Related Procedure Number:</b>	<b>E-011-00 PRO</b>
<b>Related Procedure Name:</b>	<b>Memorial Bench</b>
<b>Replaces Policy Number:</b>	<b>N/A</b>
<b>Resolution Number:</b>	<b>344/2016</b>
<b>Approval Date:</b>	<b>November 7, 2016</b>
<b>Revision Date:</b>	<b>November 7, 2020</b>
<b>Responsible Department:</b>	<b>Community Service</b>

---

### ***Policy Statement:***

To recognize and assist Community Donor's plans to commemorate or honor family, friends, or events within the Town of Sundre. This policy establishes funding requirements and standards for all bench donations.

### ***Purpose for Policy:***

To maintain a list and map of available locations where memorial benches can be placed within the Town of Sundre public open spaces; these locations are based on need, public convenience, ease of maintenance, and other factors. Donors are responsible for all costs associated with purchase, assembly, installation, maintenance and delivery of memorial benches.

### ***Definitions***

- **Community Donor:** shall mean the person or group submitting an application for a Memorial Bench
- **Plaque:** a metal plate mounted flush to a bench, with a text message displayed that does not exceed the accepted plaque size for the bench.
- **Public Open Space:** is defined, for the purposes of this policy, as land that is available to the public for recreation or sport or has a conservation or aesthetic purpose. Open space includes reserves, parks, trails, sports grounds, civic areas, play spaces and streetscapes.


**Related Information**

- Memorial Bench Procedures E-011-00 PRO
- Memorial Bench Application Form

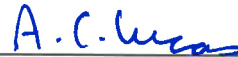
**Approval**

This new policy shall come into force and effect upon adoption by Council at a Regular or Special Meeting.

November 7, 2016 Regular Meeting of Council



\_\_\_\_\_  
MAYOR



\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

\_\_\_\_\_  
NOV 14, 2016

DATE