



CHESTERMERE

TOWN OF CHESTERMERE
POLICY HANDBOOK

EFFECTIVE DATE: June 7 th 2010	SECTION: 300 500	POLICY: 340 510
APPROVED BY: COUNCIL	SUBJECT: Memorial Park Bench Program	
REVISED DATE:	PAGE NO.: 1 of 2	

PURPOSE AND INTENT: To establish a policy outlining the Memorial Park Bench Program in the Town of Chestermere.

POLICY: Those who wish to purchase a memorial bench for use in the Town of Chestermere must adhere to the following guidelines.

1. The Town of Chestermere will install up to a maximum of 4 memorial benches per calendar year on a first come, first serve basis. The Town will choose the style of the benches to ensure uniformity.
 2. Any individual, family, or group may apply for a Memorial Park Bench but the bench must be dedicated to a deceased individual who resided in Chestermere.
 3. The applicant may choose the wording on the plaque to commemorate the individual being dedicated but the wording must be approved by the Parks Supervisor. The Town of Chestermere reserves the right to refuse any application.
 4. The applicant may suggest a potential location but the Town of Chestermere reserves the right to select the final location for the bench. The applicant may appeal the decision of the final location if he/she is unsatisfied.
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5. Following approval of the application, plaque wording and confirmation of location, the applicant shall purchase the bench from the Parks Department for a total cost of \$1900 plus GST. This fee covers the costs of the bench, plaque, installation and shipping.



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6. Upon payment, the Town will order the Memorial Bench. Excluding unusual circumstances, the Town will install the bench within one year of payment.
7. Upon installation, the Town assumes ownership of the Memorial Bench. (Repair and maintenance including life cycle replacement of the bench, will be completed as budget and resources allow.)

Adopted by Council: June 7th 2010

Resolution Number: #200-10

Mayor

CAO