

 <b>M O N C T O N</b>	<b>POLICY</b>	<b>Owner Department:</b> Parks
	<b>Memorial Tree Planting Program</b>	
<b>Effective Date:</b> October 15, 2007	<b>Last Reviewed Date:</b> April 12, 2019	
<b>Approving Authority:</b> Moncton City Council	<b>Replaces No.:</b> Policy 1310	
<b>1. Purpose</b>		

Residents, businesses, and visitors to our community are able to have a tree or shrub planted in the City's parks and open spaces to leave a lasting memorial.

The gift could commemorate a significant occasion such as an anniversary, birth of a child, special event, or the passing of a loved one.

## 2. What types of trees can be planted

The City has compiled a suitable list of plants, which a donor can choose from.

The list will vary depending on plant availability, available planting locations and appropriate type of plant.

An active list of plant options can be obtained at the City's Operation Centre located at 100 Worthington Ave.

## 3. Plant Donation Cost

The City will maintain an approved list of tree species for individuals to select from. The price will include the tree, plaque and installation of the tree. The price will be subject to the tendered price in the given year.

The City has established a standard plaque size of 4" x 6" and the established material is bronze for the donor recognition plaque.

## 4. Location Determination

The Parks & Leisure Services Department will determine the most appropriate location for the tree or shrub in consultation with the donor.

## 5. Donation Tax Deductible

All memorial donations are tax deductible. An official receipt will be issued by year-end.

## 6. Administration and Contact

City Hall  
655 Main St., Moncton, NB E1C 1E8  
Telephone: 506.853.3550  
Email: [info.clerk@moncton.ca](mailto:info.clerk@moncton.ca)