

 M O N C T O N	POLICY		Owner Department: Parks
	Memorial Bench and Tree Program		
Effective Date: December 6, 2021	Last Reviewed Date: December 6, 2021	City Council Approval Dates: December 6, 2021	
Approving Authority: Moncton City Council	Replaces No.: Policy 1310		
1. Purpose Statement			

Residents, businesses, and visitors to our community may dedicate a bench or a tree in one of the City parks and open spaces.

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

2. What types of benches or trees can be dedicated

The City has compiled a suitable list of bench locations, bench styles and tree species from which a donor may choose.

The list will be updated based on available product or locations, and on the appropriate types of benches/trees for the defined sites.

An active list of options can be consulted online at www.moncton.ca/memorial, or by calling 506-853-3333

3. Donation

For a tree, the fee includes the plant, the commemorative plaque, the installation and the warranty.

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For a bench, the fee includes the installation of the concrete slab, the bench, the plaque and the warranty.

Where the cost to the City of Moncton to purchase these amenities is subject to change, the donation amount will be reviewed periodically and updated in Appendix A.

The City has established a standard donor recognition plaque size of 4" x 6" for trees and 2" x 10" for benches.

4. Location Selection

The Parks Department will determine the most appropriate location for the bench or tree in consultation with the donor's preferred park, plaza or greenspace.

5. Donation Tax Deductible

All memorial donations are tax deductible. An official receipt will be issued by the municipality.

6. Warranty and Duration of Memorial

The City of Moncton will warranty trees for two (2) years and will be responsible for basic maintenance, such as weeding, mulching, pruning, and watering.

Memorial benches will receive general maintenance such as touch up paint for minor damage, leveling and adjustment for ten (10) years. While the memorial bench is in good condition, it will remain and be maintained by the City of Moncton until the end of its useful life. If, at the end of the ten-year period, the bench is in such poor condition it requires replacement, the donor will be contacted to be offered the first right to renew the bench with a new donation.

The City of Moncton will not guarantee the replacement of **memorials that are stolen, irreparably damaged or vandalized and in these cases** will discuss options with the **donor**.

7. Administration and Contact

City Clerk's Office

655 Main St., Moncton, NB E1C 1E8

Telephone: 506.853.3550

Email: info.clerk@moncton.ca

APPENDIX A

Memorial tree

\$1,250 includes supply and installation of tree, plaque and warranty.

Memorial bench

\$3,000 includes supply and installation of bench, bench slab, plaque and warranty.