

TITLE:	PUBLIC BENCH DEDICATION		
Origin:	Works & Services		
Adopted:	Council - April 25, 2005	#2005.17.320	Ref: WS-015
	Council - April 22, 2013	#2013.19.231	Page: 1 of 1
	Council – November 14, 2016	#2016.38.609	

PURPOSE

To facilitate the dedication of public benches as memorial features.

PROCESS

1. All bench dedication requests require submission of an application form. On the application, the sponsor shall indicate (1) the preferred location of the bench (selected from available sites shown on the Bench Dedication Plan), and (2) a written description of what is to be placed on the plaque.
2. A copy of the completed application form shall be forwarded to the Finance Department along with the appropriate fee.
3. The fee for the dedicated bench must be paid prior to ordering the bench.

TERM & FEE

1. The life expectancy of a bench is ten years, and this will be the term of all dedications.
2. The fee for a Dedicated Bench shall be \$3,000. This fee covers the cost of the bench and plaque inscription, the installation of the bench and 10 years of maintenance.
3. At the expiry of the term, the sponsor shall be given the option of collecting the plaque from the Town.
4. Renewals will not be considered, but sponsors have the option of applying for a new bench dedication.
5. At the expiry of the term, the bench location will be added to the list of locations shown as available on the Bench Dedication Plan.

RESPONSIBILITY OF THE TOWN

1. The Town is responsible for the purchase and installation of dedicated benches.
2. The Town reserves the right to determine the level of maintenance required, depending on budget availability.
3. The Town reserves the right to relocate any dedicated bench if it is determined that it interferes with Town operations.
4. The Town will assign bench locations on a first-come, first-served basis, and will not maintain waitlists for bench dedications.