



TOWN OF PINCHER CREEK POLICY



Approved by: Council	Date: November 14, 2011	Policy Number: 700-11
Reference: 05-315 11-372	Revision Date/by: 2016	
Title: CEMETERY & MEMORIAL DEDICATIONS		

Policy Statement

The Town of Pincher Creek will provide guidelines to inform the public and promote an option that is available for memorials and/or dedications in the Fairview and Pioneer Cemeteries.

1. Definitions

- 1.1 Council shall mean the Municipal Council of the Town of Pincher Creek
- 1.2 Superintendent of Public Works shall mean the person appointed to the position of Superintendent of Public Works
- 1.3 Cemeteries shall mean the Fairview and Pioneer Cemeteries
- 1.4 Memorial Trees shall mean trees planted in the Fairview, Pioneer Cemeteries, Parks and Opens spaces allowing the public the opportunity make memorial dedications in someone’s memory
- 1.5 Memorial Board shall mean a kiosk display board for placement of plaques detailing the Memorial Tree dedications
 - (a) Memorial Tree dedications
 - (b) Other donations
 - (c) Memorial plaques for individuals whose cremated remains have been scattered in a location outside of Fairview Cemetery
- 1.6 Memorial Grove shall mean the site selected for the planting of Memorial Trees
- 1.7 Memorial dedications shall mean a portion of the kiosk display board set aside for plaques dedicated in someone’s memory

2. Responsibilities

- 2.1 Council
 - 2.1.1 Establish an area in the Cemeteries for the Memorial Grove
- 2.2 CAO or Designated Officer/Cemetery Committee
 - 2.2.1 Review applications for Memorial Dedications
 - 2.2.2 Provide locations for Memorial Dedications
 - 2.2.3 Ensure areas within the cemetery is irrigated for memorial trees
 - 2.2.4 Install plaques on the Memorial Board

2.3 Group or Individual Planting the Memorial Trees

- 2.3.1 Make application to the Town of Pincher Creek to plant Memorial Trees
- 2.3.2 Plant the Memorial Tree in an established location within the Town of Pincher Creek as part of a Memorial Grove at the Cemeteries
- 2.3.3 Fertilize, prune and spray the Memorial Trees
- 2.3.4 Remove or replace the Memorial Trees for any reason
- 2.3.5 Provide details for the plaque to be installed on the Memorial Board

3. Conditions and Regulations

- 3.1 All Memorial Trees planted under this program must be at least five (5) feet from ground level to top of tree when planted
- 3.2 Only Tower Poplar or Blue Spruce Trees shall be allowed to be planted in the Cemetery Memorial Grove
- 3.3 If any Memorial Tree becomes unsightly or diseased, the Superintendent of Public Works reserves the right to remove the tree without compensation.
- 3.4 Fee for memorial dedication plaques as per Bylaw 1584-01 Fee Structure Bylaw

4. End of Policy