

	City of Lacombe Birth Place Forest	
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	Revision Date:	August 27, 2012
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	Department:	Community Services
	Reference:	H:\GENFILES\75 Parks & Playgrounds\145_Birthplace_Forest

Purpose of Policy

To establish funding requirements and procedures for trees planted in the Birth Place Forest.

Policy Statement

The City of Lacombe initiated a Birth Place Forest Program in 2007, which is seeing the transformation of a portion of Lincoln Park on Woodlands Drive into a commemorative urban forest. By planting a tree in our community, the Birth Place Forest will honor both children and our environment. Along with celebrating the birth of a child, these trees help meet Lacombe’s urban forest objectives – objectives that will help remove pollutants from our air and beautify our City for years to come. All Birth Place Forest trees are accessible for everyone to enjoy.

Applicability

The City of Lacombe
 Lacombe City Council
 Community Services
 Parks and Recreation Services

Procedure

Applications:

- Birth Place Forest Application Forms are available at the Front Desk of City Hall.
- Parents, Grandparents or friends of families who have had a baby born in Lacombe or Lacombe County may purchase a tree to be planted in the Birth Place Forest in honor of the child.
- Once the form is completed, and the tree paid for the paperwork will be held by the Community Services Executive Assistant until April, at which time the number of trees to be purchased will be sent to the Parks Manager.

Management of Trees

- The Parks Manager will order the trees once the paperwork is received from the Community Services Executive Assistant.
- Each year, a different type of tree will be planted.

Council Policy

- All but one tree will be planted ahead of the celebration event by the Parks Department. The final tree will be planted during the celebrations.
- The celebration event is held on or around Arbor Day in May weather permitting. However, if weather and ground conditions are not favorable for tree planting, the event will be held in early June.
- If the tree should not survive the City will provide a replacement.

Celebration

- Persons submitting the application form will be notified by written invitation three weeks ahead of the date of the celebration event.
- The event is open to friends and family of the child being honored.
- The event will be held at the Birth Place Forest.
- In the event of inclement weather the day of the event, persons submitting the application will be notified of a change in venue.
- Each child/family will have an opportunity to assist with planting the last tree.
- A name tag of each child being honored will be added to the permanent sign at the south east edge of the Birth Place Forest.

Fees

- The cost to purchase a Birthplace Forest Tree is \$75.00 as of August 27, 2012.

_____ Stephen Christie _____
Mayor

_____ Norma MacQuarrie _____
Chief Administrative Officer