



Effective Date: August 13, 2013	Policy Number: RC13-260
Title: RECOGNITION OF END OF SERVICE (PRESENT AND FUTURE MEMBERS/STAFF)	

1. Policy Statement

- 1.1 Birch Hills County Council shall recognize all present and future Councillors, Staff Members and Members At Large who have served the County for a minimum of four or more years, at the end of their term of service.

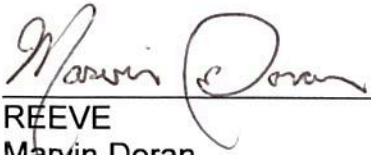
2. Definition

- 2.1 End of term of service - Having concluded one's working or professional career with Birch Hills County.
- 2.2 Member at Large: any person appointed by Council to a committee.

3. Procedure

- 3.1 Upon the end of term of service of a Councillor, Staff Member or Member At Large who has served the County for a minimum of three or more years, Council shall recognize the individual with suitable gifts selected by administration, and presented to Council for approval prior to purchase.
- 3.2.1 Administration shall order the appropriate item(s).
- 3.2 Council will present the gift of recognition for service to the individual at a regularly scheduled Council meeting, or other appropriate event.
- 3.3 Council may by resolution, in certain circumstances, recognize a present or former Councillor, Staff Member or Member at Large.
- 3.4 On becoming aware of the bereavement of an immediate family member (spouse, child, sister, brother or parent) of a Councillor, Staff Member, or Member at Large, the County shall acknowledge the bereavement by purchasing a floral arrangement or a suitable gift at a cost of up to \$50.00.

4. End of Policy



REEVE
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