



## County of Wetaskiwin No. 10 Municipal Policy

Department:

Policy No.

12.0 Corporate Services

12.0.12

Title Recognition – Special Occasions

### 1. Policy Statement:

1.1. This policy is intended to provide guidelines for the issuance of certificates and plaques and/or gifts in recognition of achievements and special occasions which include but are not limited to:

- a. County residents who have attained certain birthdays and anniversaries;
- b. County located businesses that have attained certain goals or standards;
- c. The grand opening or reopening of new offices / facilities;
- d. County residents / families who have attained significant milestones.

### 2. Responsibilities:

2.1. Requests will be forwarded to the Executive Assistant who will then determine whether the request requires Council approval.

2.2. If Council approval is not required, the Executive Assistant will process the request.

### 3. Guidelines:

3.1. Upon receipt of a request, the County will issue:

- a. A certificate to residents commemorating the following:
  - i. Wedding Anniversaries – 50<sup>th</sup> and each successive decade
  - ii. Birthdays – 80<sup>th</sup> and every successive five years
  - iii. Community awards, as requested by the organization (i.e. Sports Hall of Fame, Leaders of Tomorrow, Firefighters)
- b. A plaque, or gift, commemorating the following:
  - i. Grand opening of a new facility or the reopening of a renovated facility of an Alberta Municipality
  - ii. County located business that has attained certain goals or standards deemed significant by Council.
  - iii. Residence Milestones – families with historical residence of 100 years in the County.
  - iv. Community Associations celebrating milestones – 30<sup>th</sup> year and every successive 5 years.

3.2 Upon completion of service on Council, Councillors will receive a Plaque and a gift not exceeding \$200.00 Which will typically be presented at the Annual Long Service Awards Banquet.

3.3 Whenever possible, arrangements will be made with the Reeve, Deputy Reeve and/or divisional Councillor to present the certificate / gift / plaque.

*Previously Signed*

Scott MacDougall, CAO

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Council Resolution