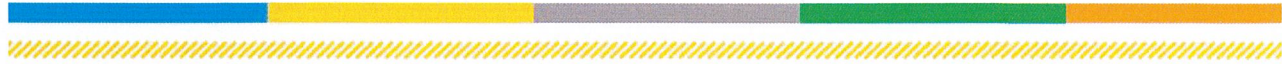




BIG LAKES COUNTY POLICY



TITLE: Recognition of Special Events	
POLICY NUMBER: ADMIN-24	
LEGAL AUTHORITY:	
APPROVED BY COUNCIL: August 9th, 2006	
EFFECTIVE DATE: August 9th, 2006	REVISED DATE: May 25, 2022

Policy Statement

The Council of the Big Lakes County believes it appropriate to recognize significant events in the lives of Councillors and staff members.

Policy

1. When Big Lakes County Councillors or staff face joyful, sorrowful or special occasions in their lives, the occasion will be recognized in an appropriate manner to express the support of the Council and staff.

Upon notification of the following events, the Chief Administrative Officer will send an appropriate token on the behalf of Council and staff.

Bereavement

A floral tribute or charitable donation in the amount of \$100 will be presented on behalf of County Council and staff to employees or councillors upon the death of an immediate family member. As per the Employment Standards Code, children, stepchildren, parents, grandparents, spouses, common law spouses, brothers, sisters, stepbrothers, stepsisters, aunts, uncles, nieces, and nephews are all considered family members. The definitions also include those who are not related, but whom the employee considers to be like a close relative.



BIG LAKES COUNTY POLICY

Births/Adoptions

A floral tribute or gift basket in the amount of \$100 will be presented on behalf of County Council and staff to employees or councillors to celebrate the birth/adoption of a child.

Hospitalization

A floral tribute or gift basket in the amount of \$100 will be presented on behalf of County Council and staff to employees or councillors when hospitalized for an extended period of time or recuperating at home following major surgery or accident.

2. If, in the opinion of the Chief Administrative Officer, an event other than those specifically noted above is deserving of recognition, the Chief Administrative Officer shall ensure that an appropriate token is presented on behalf of Council and staff.
3. Costs associated with tokens of support issued pursuant to this policy shall be covered by the general revenues of the County.

Reeve Nygaard

Reeve

B. H. R.

Chief Administrative Officer

May 27, 2022

Date of Final Signature