

**POLICY # AD 018**
**MILESTONES RECOGNITION**

<b>APPROVAL DATE:</b>	April 24, 2007	<b>CROSS-REFERENCE:</b>	
<b>RESPONSIBILITY:</b>	Administration		
<b>APPROVER:</b>	Council	<b>APPENDICES:</b>	
<b>REVISION DATE (s):</b>	January 15, 2019	<b>REVIEW DATE:</b>	January 2024

## POLICY STATEMENT

To establish a consistent approach to recognize County of Vermilion River residents who have reached a specific milestone in their life.

## BACKGROUND

County Council and staff members are recognized for long service by the RMA as well as under the County's Long Service and Retirement Recognition Policy PE 024. Similarly, the County established this policy to acknowledge those residents who have spent the majority of their lives in our area.

## OBJECTIVE

To set the standard for acknowledging long time County residents' milestones.

## SCOPE

INTERNAL STAKEHOLDERS	EXTERNAL STAKEHOLDERS
Council	Ratepayers
Administration	County Residents
	General Public

## DEFINITIONS

**County** is the County of Vermilion River.

**Councillor(s)** are elected officials for the County of Vermilion River in the Province of Alberta.

**County Resident(s)** are persons who reside in the County including previous long-time residents currently residing in an urban centre.

**RMA** is the Rural Municipalities of Alberta.

## GUIDING PRINCIPLES

- Upon request, the County will provide a certificate of recognition signed by the division Councillor and the Reeve to County Residents celebrating their twenty fifth (25<sup>th</sup>) or more wedding anniversary or their sixty fifth (65<sup>th</sup>) or more birthday.
- Councillors are permitted to provide additional personal tokens to County Residents under this policy at their discretion and personal expense.
- The Reeve and the Councillor for the division are responsible for providing direction to administration as to how and when the certificate of recognition will be delivered to the County resident(s).

## ROLES & RESPONSIBILITIES

ROLE/TASK	TITLE (s) OF PERSON RESPONSIBLE
<b>HANDLING INQUIRIES</b>	Chief Administrative Officer
<b>MONITORING REVIEWS AND REVISIONS</b>	Executive Secretary
<b>IMPLEMENTING POLICY</b>	Council
<b>COMMUNICATING POLICY</b>	Chief Administrative Officer