



MUNICIPAL DISTRICT OF PEACE NO. 135

PREPARED BY: Barbara Johnson REVISED BY: Margaret McClarty	ADOPTED BY: COUNCIL	NUMBER: ADM-10
TITLE: Official Acknowledgement of Bereavement & Illness, for Councillors and Staff	DATE: October 28, 2019 REVIEWED: August 13, 2024	
PURPOSE OF THIS POLICY: To provide guidance to Administration on when to send flowers or gifts.		
<p>POLICY STATEMENT:</p> <ol style="list-style-type: none"> 1. Current Councillors: <ol style="list-style-type: none"> 1.1 send flowers or wreath at the death of a Councillor or Councillor's spouse or children. 1.2 send flowers or other appropriate item when a Councillor is ill in hospital. 2. Current Staff: <ol style="list-style-type: none"> 2.1 applies to permanent full/part-time staff members and seasonal staff who have worked for the Municipality multiple years. 2.2 send flowers or wreath at the death of a staff member or staff member's spouse or children. 2.3 send flowers or other appropriate item when a staff member is ill in hospital. 3. Former Councillors: <ol style="list-style-type: none"> 3.1 send flowers or a wreath at the death of a former Councillor. 4. Present Councillors are encouraged to contact the office when they are aware of occasions requiring the sending of flowers. <p>This policy was APPROVED by Council on August 13, 2024 by Motion #335/24</p>		