



## MUNICIPAL DISTRICT OF PEACE NO. 135

<b>PREPARED BY:</b> Barbara Johnson <b>REVISED BY:</b> Margaret McClarty	<b>ADOPTED BY:</b> COUNCIL	<b>NUMBER:</b> ADM - 9
<b>TITLE:</b> Municipal Promotional Items: Donations & Sales		<b>DATE:</b> January 29, 2019 <b>REVISED:</b> August 13, 2024
<b>PURPOSE OF THIS POLICY:</b> To provide guidance regarding when Administration may donate municipal lapel pins or other promotional items that the Municipality has in stock.		
<b>POLICY STATEMENT:</b> Municipal Administration may donate municipal lapel pins or pens to local clubs, organizations or groups who are hosting an event in the region, or to clubs, organizations or groups attending a regional, provincial, national or international event.		
<b>PRINCIPLES</b> The following principles shall inform administrative decision-making regarding MD promotional material. <ul style="list-style-type: none"><li>• Promotional material is meant to be given away.</li><li>• Promotional material items are purchased to help increase the MD of Peace No. 135's profile and generate goodwill among other municipalities and within the community.</li><li>• Pens and lapel pins shall be kept at the front counter for visitors to take.</li></ul>		
Individuals or collectors may purchase municipal pins or pens as per the current rates listed in the Fees and Charges Bylaw.		
Municipal promotional items may be provided at no charge at municipal functions at the discretion of the Chief Administrative Officer.		
Promotional item donations requested by local groups or organizations to be used as silent auction items will be at the discretion of the Chief Administrative Officer.		
This policy was APPROVED by Council on August 13, 2024 by Motion #334/24		