



Title:
Presentation of Municipal Plaques, Art Work and/or Tokens of Appreciation by Councillors

Legal References:
 N/A

Policy Category:
 Administration

Cross References:
 N/A

Effective Date: February 3, 2004
Revision Date:

Purpose:

To provide a guideline for presentation of Municipal plaques, art work, and other tokens where it is intended that the County should recognize the provision of a benefit to the residents of the County and/or other Municipalities as deemed appropriate.

Policy Statements:

To recognize requests received by Councillors to provide plaques, art work, and other tokens, to provide appropriate acknowledgement and recognition to be extended to individuals or organizations within the County, and/or other Municipalities, and that this service should be provided on an ongoing basis subject to funds being available as approved in the annual budget.

Plaques, Art Work and Other Tokens

1. The presentation should be conditional on the County being able to recognize and acknowledge situations or circumstances that provide a continuing or future public benefit to the residents of the County.
2. Requests for plaques, art work up to a \$150.00 value or tokens will be requested by the applicable Councillor. Presentations will be done by the Reeve, Deputy Reeve, or applicable Councillor.
 - Long term residents of the Municipal District of Rocky View will be recognized at their 80th and 100th Birthdays and 50th Wedding Anniversaries with a plaque.
 - Grand Openings within the MD of Rocky View will be recognized with a plaque and art work.
 - Grand Openings in other Municipalities will be recognized with art work only.
 - Other Celebrations will be considered on an individual basis.

Municipal Plaques Eligibility

1. Eligibility for receipt of Municipal plaques or tokens will include residents, non-profit organizations, grand openings, special celebrations held in Rocky View County or another County, as approved by Council.
2. The local Councillor is responsible for advising the Executive Assistant to the Chief Administrative Officer of the occasion indicating the following:
 - Name of individual (s)
 - Address
 - Type of occasion, birthday, anniversary, etc.
 - Effective date (birth date, anniversary date)
 - If living in another Municipality, and a retired or previous resident of Rocky View, the estimated length of residence.
3. Delivery and presentation is the responsibility of the applicable Councillor, and presentation should be made personally and not by mail.