

**GIFTS FOR DIRECTORS /STAFF**

Department	Administration	Policy No.	0340_20_33
Section	Board	Date Approved by Board	Prior to 2000
Repeals		Board Resolution #	Unknown

Amended	March 8, 2007	Board Resolution #	RD/07/03/28
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	
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1. Purpose

- 1.1 The purpose of this Policy is to ensure departing Directors are recognized for their contributions to the Peace River Regional District.

2. Scope

- 2.1 This Policy applies to all PRRD Directors.

3. Definitions

- 3.1 *Directors*: Current PRRD Directors and/or Alternates who have sworn an oath of office and meet the definition of Director or Alternate under the *Local Government Act*.

4. Policy

- 4.1 On the departure from office of a Director, the farewell gift or recognition shall be as follows:
- a) ~~For less than a five year term, a framed Certificate of Appreciation.~~
 - b) ~~For five years or two terms (6 years) – if retiring, whichever is less, with an indication they will not be running again, a gift valued to \$150.00.~~
 - c) ~~For three terms (9 years) or more, runs for office and does not get re-elected, involuntary retirement, a gift valued from \$150.00 to \$200.00.~~

Term(s) Served	Years Served	Gift
One Term	0-7	Framed certificate of appreciation
Two Terms or More	8-11	A gift valued at \$200

- 4.2 Gifts will be given to Directors who:

- a) Complete their term and do not run again;
- b) Run for office and do not get re-elected;
- c) Retire involuntarily.

When determining the farewell gift or recognition for a Regional Board Director, only the term served is to be referenced.



- 4.3 — On the departure from the employment of the Regional District of a staff member, the farewell gift or recognition shall be as follows:
- a) — For one year or less, a card and no host lunch.
 - b) — For more than one year, a card and a gift valued at \$50.00 for the first year completed and \$25.00 for each successive year completed.
- 4.4 — Long Service Pins shall be awarded for the cumulative total for each period of full time service, part-time service or contract for employment. Time served as school work experience or hourly rate casual shall not be counted. Pins shall be awarded on completion of 5 year increments, beginning with 5 years and will normally be presented at the annual Christmas dinner for Directors, staff and guests.
- 4.5 — That any staff member who achieves 20 years of service be awarded a gift not exceeding \$250.00**, with the selection being left to the discretion of the Personnel Committee.
- 4.6 — That any staff member who achieves years of service in multiples of 5 years after 20 years, be awarded a cheque of \$250.00, presented by the Chair of the Board. —

Affiliated Procedure	
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