



VILLAGE OF BRETON

PUBLIC MILESTONES AND ACHIEVEMENTS RECOGNITION

POLICY NUMBER

ADM-23-01

ADOPTED BY COUNCIL THIS 18 DAY OF January, 2023.

Glow Tornack

MAYOR

M. Morrissey

MUNICIPAL ADMINISTRATOR

POLICY STATEMENT:

The Village of Breton Council recognizes the importance of acknowledging significant milestones celebrated by residents, local businesses and community groups.

PROCEDURE:

1. Submitting a Request:

- 1.1 All requests must be submitted in writing to the Village of Breton administration. Administration will have the request added to the next council meeting agenda for approval by council.
- 1.2 Requests may be hand delivered to the Carolyn Strand Civic Centre at 4916 50th Avenue, mailed to PO Box 480, Breton, AB, T0C 0P0 or sent by way of email to admin@breton.ca
- 1.3 Requests must contain the following information:
 - a. Name of individual and/or organization being recognized (provided names will be included in the acknowledgment);
 - b. Milestone/Achievement being celebrated;
 - c. Date the acknowledgment is required;
 - d. Contact information for the individual submitting the request; and
 - e. Whether the acknowledgement will be picked up by the requester from the Village of Breton office or if it requires mailing (if mailing please provide mailing address).
- 1.4 Requests should be submitted at least one month prior to the date the acknowledgment is required. Late requests may be considered but cannot be guaranteed.
- 1.5 Should a member of Council be invited to attend a qualifying milestone or achievement event, they may request to bring an acknowledgement, in accordance with this policy and upon approval from Council.

2. Format of Acknowledgment and Qualifying Milestones & Achievements:

- 2.1 Upon receipt of the written request, the Village of Breton will issue:
 - a. A certificate to Village residents commemorating the following:
 - i. Birthdays – 80th and every 5-years thereafter (85th, 90th, etc.); and
 - ii. Wedding Anniversaries – 50 years and every 10 years thereafter.
 - b. A plaque or gift (not to exceed \$150.00) commemorating the following:
 - iii. Local Business or Community Group Anniversary – 25 years of business/operation and every 10 years thereafter
 - iv. Municipality Anniversary - 50 years and every 10 years thereafter
 - v. Grand opening of a local business or a grand reopening of a renovated local business