



## **MUNICIPAL DISTRICT OF PEACE NO.135**

<b>AMENDED BY:</b> Barbara Johnson	<b>ADOPTED BY:</b> Council	<b>NUMBER:</b> ADM – 21
<b>TITLE:</b> Long Term Service Recognition		<b>DATE:</b> February 26, 2019

### **PURPOSE OF THIS POLICY:**

To provide a means of recognizing long term service by employees. Full time or regular part time employees shall be formally acknowledged and commended by the Municipal District on key long term service anniversaries.

### **POLICY STATEMENT:**

1. The Municipal District shall recognize the long term service of regular full time or regular part time employees who have completed their 5<sup>th</sup>, 10<sup>th</sup>, 15<sup>th</sup>, 20<sup>th</sup>, 25<sup>th</sup> and 30<sup>th</sup> anniversaries of continuous employment with the Municipal District. Recognition shall include the provision of an award to be formally presented to the employee by the Chief Elected Official. In addition, a notice shall be placed in the MD's quarter page ad in the Mile Zero News, as well as on the MD's website congratulating the employee on the achievement.

2. The value of the award shall be as per the following schedule:

#### **Service Anniversary**

#### **Value**

5 years

\$125. gift certificate

10 years

\$250. gift certificate

15 years

\$500. gift certificate

20 years

\$750. gift certificate

25 years

\$1,000. gift certificate

30 years and over

\$1,000. gift certificate plus a gift  
of Council's choice

3. The gift certificate will be chosen by the Municipal District, from a list of three (3) suggestions provided by the employee. The award shall be presented at an appropriate time and location following the service anniversary date.

4. Service will be determined by the anniversary date that the employee first assumed a permanent position of employment with the Municipal District.