

THE TOWN OF FORT FRANCES

Section: Administration & Finance

Policy: Annual Appreciation Event

Creation Date:	January 2001
Revised Date:	June 26, 2017
Resolution Number:	
Supersedes Resolution Number:	N/A
Policy Number:	3.23

The following policy will govern the Annual Appreciation Event for Citizen of the Year, Volunteer Boards and Commissions, Long Service Employees, and Retirees.

The Annual Appreciation Event is our opportunity to publicly recognize the volunteers who make personal sacrifices of time and effort in assisting us to administer our Town. It is also our opportunity to demonstrate appreciation towards bolstering employee morale.

The annual event will be held annually subject to the circumstances of the day.

The invitation list will consist of the following (and their spouses or companions):

1. Board, Commission and Committee members (volunteers and employees);
2. 25 years or plus employees including those former members of the Fort Frances Police Department who had attained 25 years of service and then subsequently transferred to the OPP;
3. Retirees;
4. Spouses of deceased former employees;
5. Citizen of the Year and such members to a maximum of 6 guests.
6. Mayor and Council
7. Former Mayors and Councilors
8. Chief Administrative Officer
9. Division Managers, Clerk, Treasurer, Deputy Treasurer, Deputy Clerk, Human Resources Manager, Information Technology Manager, Fire Chief.
10. Those Management Positions who are required to attend committee meetings;
11. Radio and press media.