

# Lac La Biche County *Policy*

**TITLE:** Member-at-Large Recognition

**POLICY NO:** GOV-11-021

**RESOLUTION:** 22.339

**EFFECTIVE DATE:** April 26, 2022

**DEPARTMENT RESPONSIBLE:** Legislative Services

**NEXT REVIEW DATE:** April 1, 2025

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## **POLICY STATEMENT:**

Lac La Biche County believes it is appropriate to equitably recognize the dedication and contributions of its appointed Members-at-Large and wish to acknowledge the commitment, dedication and service of its Members-at-Large in achieving the various mandates of the internal Boards, Committees and Commission.

## **DEFINITIONS:**

- “Ad hoc Committee” means temporary or internal committees that are concluded upon completion of specific goals/mandates.
- “Internal Board, Committee and Commission” means the committees, boards, and commissions established by County Council.
- “Member-at-Large” means individuals appointed by County Council to serve as voting members on County Boards, Committees, and Commission, in accordance with the governing Board, Committee or Commission Bylaw.
- “Recognition” means the identification/acknowledgment of years of service, upon conclusion or resignation of their term, on an internal Board, Committee or Commission.

## **PRINCIPLES:**

This policy establishes the form of recognition, and increment milestones for its Members-at-Large that are appointed to an internal board, committee or commission. This policy does not apply to the Boards and Committees identified on the Lac La Biche County External Listing.

Any provision of this policy may be waived by County Council in the spirit of recognition.

Legislative Services will ensure the Member-at-Large Recognition Policy is adhered.

## **Form of Recognition**

Recognition will be in the form of an appropriate promotional gift, a Mayoral Letter, and a Recognition Certificate.

**Increments**

Lac La Biche County will recognize consecutive terms of service, in the following increments, for its Members-at-Large, recognizing that County Boards, Committees and Commission have varying terms of office (ex: Municipal Planning Commission has terms of three years, whereas, Safer Municipality Advisory Committee has two-year terms):

<b>Number of consecutive terms</b>	<b>Form of Recognition</b>
Two (2)	Mayoral Letter, promotional item
Three (3)	Mayoral Letter, promotional item, and recognition certificate
Four (4) + thereafter	Mayoral Letter, promotional item, and recognition certificate

The Mayor and/or respective Chair of the Board, Committee or Commission, shall present the recognition gift, letter and certificate either during, prior, or at the conclusion of a Council Meeting and/or Committee/Board/Commission Meeting, or a designated Recognition event, for terms that are three consecutive terms plus.

If consented by the Member-at-Large, recognition will be published within a County Communication tool.

In the event of a resignation between the increment listed years, Administration may provide one, or all, of the noted forms of recognition listed above.

"Original Signed"  
 \_\_\_\_\_  
 Chief Administrative Officer

May 5, 2022  
 \_\_\_\_\_  
 Date

"Original Signed"  
 \_\_\_\_\_  
 Mayor

May 6, 2022  
 \_\_\_\_\_  
 Date

**SPECIAL NOTES/CROSS REFERENCE:** Committee Member Selection Policy and Procedure; Residential Milestone and Achievement Recognition Policy; Councillor Long Service Awards

**AMENDMENT DATE:**

