



Recognition of Service Employees

Policy No.: C-1	Council Resolution No.: 680/2019
Department: Administrative	Authority: Council
Effective Date: September 13, 2010	Revision Date: November 25, 2019
Review Date: November 2022	Repealed Date:
Supersedes: Policy 74C	
Related Procedure No.: C-1	
Related Procedure Name: Recognition of Service - Employees	

Purpose

The Town of Taber wishes to acknowledge the commitment, loyalty and service of Town employees and recognizes their significant contribution to the Organization.

Policy Statement

- 1) Council shall present a gift of appreciation to full time, part time, and casual employees upon achieving significant anniversary milestones with the Town of Taber.
- 2) Employees will be recognized for long term services on their employment anniversaries in five year increments (5th, 10th, 15th, 20th, 25th, 30th, 35th, 40th, etc.).
- 3) The recognition award will be an appropriate gift with the Town logo, wherever possible, distinguishing the years of service equal to \$20.00 per year of service for full time employees, \$10.00 per year of service for part time and casual employees.
- 4) If an employee retires from the Town, Council shall present a retirement gift based on \$50.00 per year of employment and honoring the individual at an event, with the employee's input.
- 5) Administration shall establish procedures for this policy and shall be responsible to ensure the spirit and intent of the policy is adhered to.



Additional References

Separate policies and procedures pertaining to Recognition of Service for firefighters and Council are dealt with independently.



MAYOR

Dec. 12, 2019
DATE



CHIEF ADMINISTRATIVE OFFICER

Dec. 12/2019
DATE



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