



Town of St. Lawrence

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SPECIAL OCCASION RECOGNITION POLICY

Kevin Pittman
Mayor

Approval Date:	N/A
Effective Date:	August 16, 2022
Latest Revision Date:	August 16, 2022

Deputy Mayor
Michael Stacey

Rosalie Dupré
Councillor

The St. Lawrence Town Council is pleased to issue congratulatory certificates to our residents who are celebrating a milestone birthday, an anniversary or event.

Ernie Lundrigan
Councillor

The following information is required:

Colleen Miller
Councillor

- Name and contact information of the person requesting the certificate
- Full name and address of the recipient
- Identify if you will pick it up the certificate in person, or if you wish to have the Mayor/Designate present the certificate
- The occasion or milestone being celebrated and the date of the birthday, anniversary or the event being recognized
- The date the certificate is required

Amanda Slaney
Councillor

Amanda Edwards
Clerk/Manager

GUIDELINES FOR SPECIAL OCCASION RECOGNITION POLICY

1. The Town of St. Lawrence will recognize individual birthdays of St. Lawrence residents of age 80 and five year increments thereafter
2. The Town of St. Lawrence will recognize wedding anniversaries of St. Lawrence residents for 50 years and every five year increments thereafter
3. The Town will recognize service anniversaries of community and business organizations starting at their 10th anniversary and five year increments thereafter
4. In special cases, the Town may be requested to provide acknowledgement of an outstanding contribution to the community by an individual or group or to simply mark a special occasion. Council shall have the discretion to decide whether an acknowledgement by the Town of St. Lawrence is provided.
5. The Town of St. Lawrence will recognize residents of the community who become official Canadian citizens

Reference:

Approved Motion 22-167 (August 16, 2022)

IN WITNESS WHEREOF this policy is sealed with the Common Seal of the TOWN OF ST. LAWRENCE.



MAYOR



TOWN MANAGER