

## **Village of Belledune Medallion of Merit**

Policy Number: MM-10-2013

Effective Date: October 21, 2013

### **General:**

The purpose of this medallion will be for the Council of the Village of Belledune to recognize publically the contribution/contributions made by an individual who is a resident of our municipality. The individual may be a member of a group, organization or volunteer within the community who Council deems worthy of this honour.

### **How recipients are recommended:**

- 1) Any member of Council or resident may recommend anyone at any time.
- 2) Any resident of the Village of Belledune who submits a recommendation must do so in writing with all the information attached.
- 3) Any recipient who is evaluated by Council will be done at any Public Meeting of Council and will require a majority vote for approval by motion.

### **Procedure to award being presented:**

- a) All presentations must be in a public forum such as a Committee of the Whole meeting, Public Meeting of Council or a gathering within our Municipality where Council has been invited to make the presentation of this medallion.
- b) The award should be evaluated at the highest standards by Council.
- c) Only five medals may be awarded at any time. Only upon the death of a medal recipient may someone else be considered if there are 5 already awarded.
- d) Information for anyone being nominated must include the following:
  - i) Name
  - ii) Address
  - iii) Background information for recommendation
  - iv) Signed by individual making recommendation
- e) A photographer should be present for the presentation.
- f) A letter will be sent to the approved recipient to invite him/her and their family to attend the presentation.

Brenda Cormier  
Clerk/Treasurer

Ronald Bourque  
Mayor