

Policy Number: Bereavement Contribution Policy 02/99
Amendment

Coverage: Village of Belledune

Council Approval: 05 / 02 / 07
Y M D

Effective Date: 05 / 02 / 07
Y M D

BEREAVEMENT CONTRIBUTION POLICY AMENDMENT

The Bereavement Contribution Policy 02/99 is hereby amended by the following changes being made to section 3.1, subsections - a., b., c. & d.

- 3.1** Upon notification of a death the administrative staff will follow the following procedures of the *Bereavement Contribution Policy*:

Delete: Section 3.1, subsections a. & b.

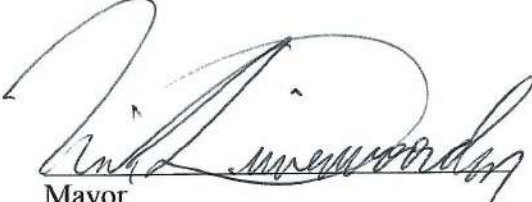
Change Section 3.1, subsections c. & d. to subsections a. & b. and have they read as follows:

- a. When there is a death of a resident within the municipal boundaries of Belledune the municipality will make a bereavement contribution of either a \$50 flower arrangement or a \$50 donation to an organization of choice.
- b. When there is a death under other circumstances not mentioned above, upon council approval, administration may be notified to make a bereavement contribution of either a \$50 flower arrangement or a \$50 donation to an organization of choice.

Delete Note Section: Definitions of Immediate Family Members

Amendment adopted this 7th day of February, 2005.


Clerk/Treasurer


Mayor

Policy Number:	Bereavement Contribution Policy 02/99		
Coverage:	Village of Belledune		
Council Approval:	99 / 03 / 09	Amended	02 / 10 / 21
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Effective Date:	99 / 03 / 09	Effective Date:	02 / 10 / 21
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			Y M D

BEREAVEMENT CONTRIBUTION POLICY

Policy

It is the policy of the Municipality of Belledune to establish and maintain an orderly system for the administration and control of various forms of bereavement contributions by the municipality.

1.0 Specific Objectives

- 1.1 The objectives of this policy are to:
- a. ensure that the municipality of Belledune extend respect to citizens of Belledune during a time of mourning by way of a bereavement contribution
 - b. ensure uniform standards and procedures respecting the provision and administration of bereavement contributions by the municipality
 - c. provide administration with guidelines and standards for bereavement contributions from the municipality.

2.0 Responsibilities

- 2.1 The Council will:
- a. review, amend, and adopt changes to the *Bereavement Contribution Policy* as considered appropriate
- 2.2 The administrative staff (CAO, Clerk Treasurer, Administrative Assistant) will:
- a. provide for the administration of the procedures outlined in the *Bereavement Contribution Policy*
- 2.3 The Council and/or administrative staff and/or municipal employees will:
- a. notify administration of any death they are aware of, which is specified in section 3.1 of this policy.

3.0 Procedures

3.1 Upon notification of a death the administrative staff will follow the following procedures of the *Bereavement Contribution Policy*:

- a. When there is a death of a resident within the municipal boundaries of Belledune the municipality will make a bereavement contribution of either a \$50 flower arrangement or a \$50 donation to an organization of choice.
- b. When there is a death under other circumstances not mentioned above, upon council approval, administration may be notified to make a bereavement contribution of either a \$50 flower arrangement or a \$50 donation to an organization of choice.

Adopted this 9th day of March 1999

Brenda Cormier
Clerk/Treasurer

Andy Flanagan
Mayor

Amendment adopted this 21st day of October 2002

Brenda Cormier
Clerk/Treasurer

Joe Noel
Mayor

Amendment adopted this 7th day of February, 2005

Brenda Cormier
Clerk/Treasurer

Nick Duivenvoorden
Mayor