

Policy Number: CM 2011-02
Policy Title: CERTIFICATE OF MERIT

Effective Date: February 21, 2011

General

The purpose of this policy is to set guidelines for the Mayor and Council of the Village of Belledune for a Certificate of Merit.

Awards will be presented at a Regular Meeting of Council

CERTIFICATE OF MERIT

Civilians are eligible for a Certificate of Merit based on the following criteria:

- To be awarded to a citizen by the Mayor and Council of the Village of Belledune when, on his/her own initiative, and in the face of actual or anticipated danger, he/she has assisted the Emergency Services in preventing a crime, apprehending or attempting to apprehend an offender, or made a life saving attempt.

PROCEDURES

- When it comes to the Mayor and Council's attention, by a written submission from Emergency Services, that someone has been involved in an incident that may qualify him/her for a Certificate of Merit, the Merit Committee made up of all members of Council, unless otherwise identified by motion of Council, will meet and advise whether or not the individual is entitled to the Certificate of Merit.
- All Merit Certificates will be presented at a regular Council meeting or a specified function deemed appropriate for the honor.
- A letter is sent to the individual inviting him/her and their family to attend the presentation.
- Correspondence may also be forwarded to the victim, if applicable inviting him/her to witness the presentation.
- A photographer is to be present and the media advised of the presentation.

Brenda Cormier
Clerk

Nick Duivenvoorden
Mayor