



124C
Civic Recognition on the Death of a Current or Former
Elected Official

Prepared By: OCAO
References: New Policy

Effective Date: Immediately
Council Approval Date: January 13, 2020
Council Resolution No.: 20-13

POLICY STATEMENT

Having served the Town of Olds (the “Town”) as an elected member of Council, upon their death former and current Elected Officials should be acknowledged by the Town.

If a former Elected Official has held political office with multiple orders of Government, precedence will be given to the policy or procedure of the federal order of Government (as applicable).

PURPOSE

The purpose of this policy is to provide clarity on how the Town will acknowledgement the death of a current or former Elected Official.

SCOPE AND GUIDELINES

This policy applies to current and former Elected Official upon their passing.

This policy does not address acknowledgements to be provided by the Town to individuals from other levels of government, or recognized leaders who have made contributions to the Town of Olds in fields such as arts, music, sports, public service, volunteerism, etc., or otherwise held a position of authority.

DEFINITIONS

In this Council Policy:

1. *“Elected Officials” means a person duly elected to Council, including Mayors and Councillors, past and present.*

RESPONSIBILITIES

The Chief Administrative Officer or his delegate is responsible to administer this policy within the terms and conditions established.

STANDARDS

1. Upon receipt of notification of death of a current or former Elected Official, OCAO will disseminate this information to appropriate groups as follows: Mayor’s Office, Executive Team, and Communications.
2. Town Council will acknowledge the death at the first Council meeting following the commemorative service, or at another appropriate time should the service be scheduled at a later date.

EXCEPTIONS

Where exceptions to this policy may be warranted, OCAO will provide a recommendations including all financial considerations to the Elected Officials for approval.