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**Long Service / Retirement Awards**

Policy No.: 4115  
Department: Administration  
Authority: Council  
Current Approved Date: February 11, 2014

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**Policy Statement:**

Lamont County Council will recognize the services of non-organized employees and elected officials.

**Purpose:**

To ensure that all non-organized employees and elected officials are treated equally.

**Application of This Policy:**

**Long Service**

Persons who have been in continuous employment of Lamont County on a full time basis and/or those who have been employed on a regular seasonal basis for 5 years or more will be recognized as follows in either a cash award or gift of approximately the same value:

5 years	-	Award to the approximate value of \$100.00
10 years	-	Award to the approximate value of \$200.00
15 years	-	Award to the approximate value of \$300.00
20 years	-	Award to the approximate value of \$400.00
25 years	-	Award to the approximate value of \$500.00
30 years	-	Award to the approximate value of \$575.00
35 years	-	Award to the approximate value of \$650.00
40 years	-	Award to the approximate value of \$725.00

**Retirement**

County employees who have completed 10 or more years of service will receive an award and an appropriately inscribed plaque upon their resignation or retirement. Monetary value of such award will be based on approximately \$15.00 per year of service.

An employee who retires during a year in which they would be entitled to a long service award will receive the retirement award only.

**Elected Officials – Term of Office**

Upon the termination of their term of office, elected officials will be presented with a plaque and a gift of recognition. Monetary value of such award will be based on approximately \$30.00 per year of service.

**Related Documents & Legislation:**

**Definitions:**

**Duties & Responsibilities:**

Awards will be presented on an annual basis by the Reeve or his designate.

**Procedures Associated With This Policy:**

**Forms Associated With This Policy:**

**Amendment History:**

90-200, 95-526, 02-300, 10-106, 14-053

**Scheduled Review Date:**

April 2016

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