



TOWN OF LUMSDEN

Title: **Memoriam Donation Policy**

Effective: March 8, 2011

Amended: September 21, 2021

Amended: June 25, 2024

Statement:

In the event that Administration is made aware of the death of persons mentioned in Section 1 below, the following policy shall apply.

Definition:

Immediate Family: As defined in the Human Resource Policy Manual

Policy:

1. This policy shall apply to:
 - a) An immediate family member of an elected, former, or current member of Council;
 - b) An immediate family member of a current employee;
 - c) Any former employees;
 - d) Any former members of Council.

2. Administration, on behalf of the Council of the Town of Lumsden, will send a sympathy card and make a charitable donation in the amount of fifty dollars (\$50.00) to a charity of the family's choice, in memory of the service that the individual provided to the municipality.

3. Where the policy is being applied to a former or current Joint Administration employee, the donation will be shared between the Town and RM of Lumsden No. 189.