



Town of Rimbey Policy Manual

Title: Town of Rimbey Lapel Pins

Policy No: 1803

Date Approved: January 9, 2017

Resolution No: 014/17

Date Effective: January 9, 2017

Purpose:

To promote Rimbey through the distribution of Lapel Pins by recognizing that there is a cost involved.

Policy Statement:

EXTERNAL DISBURSEMENT

In the event that people from Rimbey and area travel to school, sport and cultural events outside of the area, Province or County, and they request Town pins, the following guidelines should be followed:

1. Pins shall be distributed at the discretion of the Chief Administrative Officer or Director of Finance and subject to the following conditions.
2. Having regard for the nature of the event, and the distance traveled by participants, the Chief Administrative Officer may donate between 5 and 10 pins per local participant. For example, a local baseball team with 12 players would be eligible for 60 to 120 pins. In general, the greater the importance of the event, and the further distance traveled, the more pins shall be donated.
3. Groups and individuals may still purchase pins at the current cost in cases where they want more pins than what has been donated.
4. The Chief Administrative Officer shall be given at least two days' notice of the request for pins, to allow time for research and checking of pin inventory.
5. All decisions of the Chief Administrative Officer can be appealed to Town Council. Such appeals shall be in writing, and shall be dealt with at the next regular Council meeting. Individual Councillors shall not commit to the donation of pins without consulting the Chief Administrative Officer.
6. The Mayor and each Councillor shall receive 25 pins annually to distribute as they see fit.

LOCAL DISBURSEMENT

Recreational, cultural, and school groups who host events in Rimbey shall be eligible to request a donation of pins. The guidelines used for external disbursement shall be used to determine the number of pins to be donated, taking into account the number of participants coming to Rimbey for the event.

Initial Policy Date:	September 9, 1992	Resolution No:	361/92
Revision Date:	October 13, 2005	Resolution No.	364/05
Revision Date:	January 9, 2017	Resolution No.	014/17