

Function: Community & Protective Services - 02
Department: Fire Services - 040
Policy #: 011



Fire Services Members – Service Awards and Retirement Recognition


Effective Date: March 9th, 2017

Review Date: March 9th, 2022

References:

Cancel: Policy 714: Fire Services Members – Service Awards and Retirement Recognition

Resolution #: 122-17

CAO Signature: 

Purpose: Lac Ste. Anne County recognizes the importance of Members of Lac Ste. Anne County Fire Services for the on-going public safety of the County as Senior Station Officers, Firefighters, and Fire Guardians. In addition, County Council recognizes the value and dedication of these individuals and their years of service through to retirement. To support this recognition, long term service awards and retirement gifts shall be provided to Fire Services Members as outlined below.

Policy Statement: All Lac Ste. Anne County employees, whether full-time, part-time, seasonal or any other type of employment, are recognized for their years of service with the County and upon their retirement from the County. Lac Ste. Anne County Fire Services Members are considered County employees, and therefore will be recognized for their valuable contribution to their community, and dedication of the Firefighters in being a first responder in an emergency.

Scope: This policy applies to all Members of Lac Ste. Anne County Fire Services.

Guidelines: To support the recognition of long service by Fire Services Firefighters, Service Awards shall be provided to Firefighters as follows:

<u>Years of Service</u> <u>Cost</u>	<u>Suggested Award</u>	<u>Approximate</u>
5 Years of Service	- Service Plaque (small)	\$75.00
10 Years of Service	- Service Plaque (medium)	\$150.00
15 Years of Service	- Service Plaque (medium)	\$225.00
20 Years of Service	- Service Plaque (large)	\$300.00
25 Years of Service	- Specialized Fire Item	\$375.00
30 Years of Service	- Specialized Fire Item	\$450.00

Note: Standard plaques designed for the 5, 10, 15 and 20 Year Awards will range in size from small to large to commemorate increased years of service respectively, and will include the cost of engraving.

Specialized Fire Items in recognition of exceptional lengths of years of service for 25, 30, and longer, shall be of a design of Fire Services Headquarters, and will include the cost of engraving.

Fire Station rosters will be reviewed annually by Fire Services Headquarters to confirm service of each Member to determine qualification for Service Awards. Once confirmation is made, Fire Services Headquarters shall order service plaques to be ready for presentation at a scheduled or sanctioned County event.

Service Awards to Senior Station Officers will be presented to these individuals at a regular County Council meeting, or at a scheduled County event.

Special consideration for the Alberta Provincial 12 Year Exemplary Service Award and for the Federal 20, 30 and 40 Year exemplary Service Awards shall be made through Fire Services Headquarters. An application process will be made upon confirmation of the years of service, and based on the recommendation of the County Fire Chief.

Recognition of these milestone awards shall be made at a regular County Council meeting or at a scheduled County event.

To support the recognition of long service by Fire Services Fire Guardians, Service Awards shall be provided as follows:

Fire Guardians must be considered actively serving as a Fire Guardian by the County Fire Chief in order to qualify. Recognition for long service by a Fire Guardian is not meant to be used in combination with any other type of employment with the County that individual may have.

Years of service for Fire Guardians shall follow the current policy in place for County Council and Employees.

To support the recognition of all Firefighters, and their valuable contribution and years of service to Lac Ste. Anne County Fire Services, to their respective Fire Stations, and to their community upon retirement, a retirement gift shall be provided as follows:

- a) A Letter of Recognition of the years of service for the retiring Firefighter shall be signed by the Mayor, County Manager and the County Fire Chief,
- b) A retiring Firefighter must have a minimum of ten (10) years of service as a member of Lac Ste. Anne County Fire Services to qualify for a retirement gift and Letter of Recognition,
- c) The value of the retirement gift will start at a value up to \$100.00 for ten (10) years of service, and will increase in increments of a value up to \$10.00 per year of service thereafter,
- d) The retirement gift shall be selected by Fire Services Headquarters for the retiring member.

The Letter of Recognition and retirement gift will be presented to a retiring Firefighter at a Regular County Council meeting or at a scheduled County event.