

TOWN OF GRAND COULEE

CONDOLENCE/HOSPITALIZATION

<i>Section</i>	<i>Classification</i>
General Governance	Policy
<i>Approved (Date)</i>	<i>Motion No.</i>
May 9, 2023	#2023-98

GENERAL POLICY:

The Town of Grand Coulee has a policy in place to send appropriate gifts to employees, council members, or their immediate family members in the event of hospitalization or death.

If an employee, council member, or their immediate family member is hospitalized due to critical illness or injury, or if they pass away, the Town will send a floral arrangement costing up to \$75 on behalf of the Town. If the bereaved family specifies that they would like donations to be made to a registered charitable organization instead of receiving flowers, the Council will donate an amount equivalent to the value of the floral arrangement.

Similarly, if a past employee, past council member, or their spouse or child passes away, the Town will send a floral arrangement costing up to \$75 on behalf of the Town. If the bereaved family requests a donation to a registered charitable organization in lieu of flowers, Council will make a donation equivalent to the value of the floral arrangement.

The aim of this policy is to show support and sympathy to those affected during difficult times.

¹ Immediate Family shall include spouse, parent, child, sister, brother, grandparent, grandchild, common-law spouse, former guardian, fiancée, mother-in-law, father-in-law, son-in-law, daughter-in-law, grandparent-in-law, brother-in-law, sister-in-law, or some other person with whom the employee has had a similar relationship with, or for any other person for whom the employee is required to administer bereavement leave responsibilities.