

THE CORPORATION OF THE TOWNSHIP OF O'CONNOR

POLICY FOR SENDING FLOWERS OR FRUIT BASKETS

PURPOSE: To establish a policy for sending flowers or fruit baskets from the Township of O'Connor

POLICY STATEMENT: The Clerk-Treasurer shall send an arrangement for illness, hospitalization, birth of a child or funerals to the positions listed or at Council's discretion.

**HOSPITALIZATION/
BIRTH OF A CHILD** An arrangement may be sent to an employee or retired employee of the Township or Council member for a serious illness or accident causing hospitalization or the birth of a child.

FUNERAL: An arrangement will be sent to an employee or retired employee of the Township of O'Connor or Council member for the loss of a spouse, child, parent, grandparent, brother, sister or in-law.

In the case of the death of an employee, retired employee or Council member, an arrangement will be sent to their family.

PRICE RANGE: The cost of such arrangements will be between \$50.00 and \$75.00

EFFECTIVE DATE: This policy shall come into effect as February 12, 2007.

Reference: Amended by Resolution #7, November 12, 2012