



Resort Village of Island View

POLICY NO. GG-002-2026 Flowers and Memorial Recognition Policy

Purpose

The purpose of this policy is to establish a consistent and respectful approach for recognizing the passing of long-time residents of the Resort Village through the purchase and delivery of flowers or a memorial tribute.

Policy Statement

The Resort Village recognizes the contributions of long-time residents who have helped build and strengthen the community. Upon the passing of an eligible resident, the Resort Village may send flowers or an alternative memorial tribute as an expression of sympathy and appreciation on behalf of Council and the community.

Eligibility

A resident shall be eligible for recognition under this policy if they:

1. Were a permanent or seasonal resident of the Resort Village for a minimum of ten (10) consecutive years; and
2. Were in good standing with the Resort Village at the time of their passing.

Council may, at its discretion, approve recognition for individuals who do not meet the above criteria but who have made significant contributions to the community.

Memorial Tribute

1. The Resort Village may purchase a floral arrangement, plant, or memorial donation in the name of the deceased.
2. The value of the tribute shall not exceed **\$100.00**, including taxes and delivery charges, unless otherwise approved by Council.
3. Where the family requests donations in lieu of flowers, the Resort Village may make a donation to the designated charity or organization, subject to the same spending limit.
4. A sympathy card shall accompany the tribute and be signed on behalf of Council.

Administration

1. The Administrator is authorized to arrange the purchase and delivery of flowers or an approved memorial tribute in accordance with this policy.
2. Expenses incurred under this policy shall be paid from the budget.
3. The Administrator shall maintain a record of all expenditures made under this policy.
4. Council shall notify the Administrator of any flowers or memorial required within their scope of knowledge.

Exceptions

Council may approve exceptions to this policy where circumstances warrant special recognition due to exceptional service, volunteerism, or contributions to the Resort Village.

Review

This policy shall be reviewed by Council as required to ensure it remains appropriate and fiscally responsible.

Approved by Resolution No.

Date: _____

Mayor: _____

Administrator: _____