

		<h2>District Contribution to Funeral Events</h2>
Type:	Authority:	Approved By:
<input checked="" type="checkbox"/> Policy <input type="checkbox"/> Procedure	<input checked="" type="checkbox"/> Council <input type="checkbox"/> Administrative	<input checked="" type="checkbox"/> Council <input type="checkbox"/> CAO &/or Dept. Head
Department of Primary Responsibility: Administration		
Date Adopted:		Council Resolution Number:
April 3, 2018 August 19, 2019		#94/2018 #255/2019

Preamble

It is important to acknowledge and honor those who have contributed to the building of our great community. As such, the District wishes to provide assistance to families of Taylor residents who have passed.

Criteria – Staff Authorized to grant

The resident for which the funeral is held

- Must have been a resident, living within the municipal boundaries for a period of at least 5 years at any point in time;
- Any child (18 years and younger) residing in Taylor at the time of their passing.
 - No minimum length of time.

Staff will base their authorization on information requested/provided by the family or by querying long time members of the community.

Criteria – Council Authorization required

The resident for which the funeral is held

- Must have been a resident, living within the municipal boundaries for a period of less than 5 years at any point in time but has made a significant or notable contribution to the community. Requests for consideration must state the significant or notable contribution.
- Does not meet the eligible criteria. Requests for Council consideration must state the reason why a District contribution should be considered.

Note: Due to the timelines required for Council approval, all fees must be paid in full at the time of booking as though there would be no contribution from the District. Should Council ultimately approve a contribution, only the hall rental fees and set/up take/down costs paid for at the time of booking will be reimbursed.

Contribution from the District

- Forgiveness of fees for the Community Hall and Kitchen rental fees, including set up/take down of tables, chairs and podium for the day of the event
- Coffee, tea and related condiments along with disposable plates, cups, napkins and utensils for 300 attendees will be kept in stock at the hall for use if requested.
- Provision of a 40 person meat and cheese tray
- Forgiveness of a one-page obituary advertisement in the Taylor Times
- Opportunity for a funeral service notice on the District of Taylor Readerboard
- Staff will provide contact information of a known local volunteer group that may be willing to provide food and drink services for funerals which meet the above noted criteria. All arrangements and agreements will be made between these two parties and are outside the scope of this policy.