

**TOWN OF TWO HILLS**



Policy Number: 2007-11

Date of Issue: March 25, 2019  
December 10, 2007  
March 25, 2019

Policy Subject: **COMMEMORATING MILESTONE EVENTS**

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**POLICY STATEMENT:**

The purpose of this policy is to establish guidelines on what occasions the Town of Two Hills will provide or plaques for milestone events.

**PROCEDURES:**

The Town of Two Hills will provide a Town certificate or plaque which bears the names of all elected officials, and Chief Administrative Officer in recognition of their milestone event.

The Town of Two Hills will provide a certificate or plaque to Town Residents, Businesses, Non-profit Organizations and Churches in recognition of a milestone event on request. Frames will be provided only for special Town Council presentation purposes.

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MAYOR

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ACTING CHIEF ADMINISTRATIVE OFFICER

