



Policy: **Gift Receiving Policy**

Date Originally Approved: October 26, 2017

Motion: "That Council approves the Gift Receiving Policy as presented." Motion Carried.

Gift Receiving Policy

Purpose

The purpose of this policy is to provide Members of Council for the Municipality of the County of Colchester ("Municipality") clear and appropriate guidelines for receiving gifts in relation to their work.

Definitions

Gifts - Receipt of physical presents, hospitality, donations, money, sponsorships, commissions, event admissions or any other benefit or gratification that is received by a Council member in his or her official capacity.

Family – For the purposes of this policy and to remain consistent with the Municipal Conflict of Interest Act, family includes a Member's spouse and any son, daughter, father, mother, brother, sister of a Member or a Member's spouse.

Terms of Policy

1. No Member of Council or any of his or her family shall accept any gift that might reasonably be seen or interpreted to have been given to influence the Council Member in the exercise of an official power, duty or function.
2. A Member of Council or member of his or her family may accept a gift.
 - That is received as a normal expression of courtesy or protocol, or is within the customary standards that normally accompany the Member of Council's position.
 - That is an admission to an event if attending or participating in an official capacity, including:
 - (i) Participation in an event as a speaker or panel participant by presenting information related to Municipality matters;
 - (ii) Performance of a ceremonial function appropriate to the Member of Council's office; or
 - (iii) Attendance that is appropriate to the role of a Member of Council;
 - That is admission to a training or education program, including meals and refreshments furnished to all attendees, if such training or education is related to the Member of Council's duties in office and in the interest of the Municipality.
3. Notwithstanding the provisions of Paragraph 1 herein, a Member of Council may refer tickets for admissions to events to the CAO to distribute to a charitable organization or to an employee of the Municipality who does not hold a management position.

Clerk's Annotation For Official Policy Book

Date of Notice to Council Members of Intent to Consider (7 days minimum): October 6, 2017

Date of Passage of Current Policy: October 26, 2017

I certify that this Policy was adopted by Council as indicated above.

Municipal Clerk

November 3, 2017

Dated