The Corporation of the Town of South Bruce Peninsula

By-Law Number 16-2014

Being a By-Law to Amend By-Law Number 44-2009
Being a By-Law to Adopt the Manual Governing the Policies and Procedures for the Corporation of the Town of South Bruce Peninsula (Volunteer Recognition)

Whereas Section 8 of the Municipal Act, 2001, c.25, as amended, provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality’s ability to respond to municipal issues;

And whereas Section 11 of the Municipal Act, 2001, c.25, as amended authorizes municipalities to pass by-laws regarding the accountability and transparency of the municipality and its operations;

And whereas Section 270 (1) 5 of the Municipal Act, 2001, c.25, as amended authorizes the municipality to adopt and maintain policies with respect to the manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public;

And whereas the Council of the Corporation of the Town of South Bruce Peninsula adopted a Municipal Policy Manual and desires to amend said by-law by adopting a policy regarding Volunteer Recognition.

Now therefore the Council of the Corporation of the Town of South Bruce Peninsula enact as follows:

1. That policy CO.14.1 Volunteer Recognition be adopted as attached hereto and shall form part of the Municipal Policy Manual.

2. That all by-laws and policies inconsistent with this by-law are hereby repealed and replaced with this by-law.

3. That this by-law shall come into full force and effect upon the final passing thereof.

Read a first and second time this 4th day of February, 2014.

Mayor

Clerk
Read a third time and finally passed this 4th day of February, 2014.

[Signatures for Mayor and Clerk]
Volunteer Recognition

Purpose:

The Council of the Town of South Bruce Peninsula recognizes the importance of volunteers and volunteer organizations that support the goals and objectives of the Town through social and recreational opportunities, cultural and environmental initiatives, youth and senior programing and other activities beneficial to the Town. As a result an annual volunteer recognition program will formally recognize individuals who make unselfish contributions within our Town.

Policy:

1.1 A call for nominations using the attached template will be made on the Town website and in the Wiarton Echo within the first two months of each year. Organizations which have provided an email address on the “Update Your Organization’s Information” form attached will be sent an email.

1.2 A nomination made on the attached “Nomination Form” shall be submitted to the Town no later than April 1st of each year from known individuals, organizations, agencies, or groups that provide services and/or operate in the Town of South Bruce Peninsula.

   1.2.1 No more than two nominations may be submitted by the same person or organization in any given year. Where a partnership is being nominated this will be considered two nominations.

   1.2.2 Persons who have already received this award are not eligible to receive it again for a period of five years.

   1.2.3 Persons who live outside of the municipality, but are involved in organizations which operate from within the municipality are eligible to receive this award.

1.3 Nominations will be considered by the Council of the Town of South Bruce Peninsula at an “in camera” meeting after which a resolution will be passed in open session announcing the recipient’s for the current year.

1.4 The nominating organization or person will be notified of Council’s selection by email. Persons who are to be recognized will also receive notification and will be invited along with a guest to attend the barbeque.
1.5 Volunteer recognition awards will be presented at the Town sponsored Volunteer Recognition Barbeque in the spring of each year.

1.6 Tickets for the Volunteer BBQ are available to all Volunteers within the Town of South Bruce Peninsula on a first come first serve basis which will be based on the capacity of the venue. A notice regarding the deadline for picking up tickets will be included with the call for nominations.
Please be advised that the Council of the Corporation of the Town of South Bruce Peninsula is now accepting nominations for outstanding volunteers within our community. A barbeque will be held on (Insert Date) at the (Insert Venue) from (Insert Time) in honour of those chosen to receive this award as well as all volunteers in our Town.

Organizations, employers and community members are all encouraged to submit nominations by April 1st (Insert year) at noon to the Clerk’s Department, and to attend the barbeque to bring attention and appreciation to the numerous volunteers within our community. For more information please see the municipal website at www.southbrucepeninsula.com or visit Town Hall. The barbeque is open to all volunteers; tickets are free but must be picked up prior (Insert Date) at Town Hall.

Submitted by:
(Insert Contact Person)
Update Your Organization’s Information

We are updating our files and would appreciate if you could supply us with the correct information.

Name of Organization: ____________________________________________

Mailing Address:
_____________________________________________________________

Organizational Email (if applicable): ________________________________

Website (if applicable): __________________________________________

Contact Person: _________________________________________________

Contact Phone Number: __________________________________________

Contact Email: _________________________________________________

Alternate Contact: ______________________________________________

Alternate Contact Number: _________________________________________

Alternate Contact Email: _________________________________________

Thank you in advance for your help in updating our contact list.
The Corporation Of The
Town of South Bruce Peninsula
Volunteer Nomination Form

Name of individual being nominated: ____________________________________________

Phone Number of individual being nominated: ________________________________

Mailing address of individual being nominated: __________________________________

Email address of individual being nominated: __________________________________

Contact information for organization nominating the individual:

Organization: _______________________________________________________________

Contact Name: ______________________ Phone: ________________________________

Address: _______________________________ Email: _____________________________

City: ___________________________ Postal Code: _____________________________

This nomination submitted by:

Name: ________________________________________________________________

Phone: (____) ___________ Email: __________________________________________

Address: _______________________________________________________________

City: _______________ Province: ___________ Postal Code: _______________

Known nominee in the following capacity for ___ years. Signature: __________________

Please submit a brief letter (less than 500 words) that describes the group’s goals and activities and identify who benefits from the volunteer activities and why the person being nominated deserves to be recognized for their contributions.