

The Corporation of the Municipality of Northern Bruce Peninsula

By-Law No. 2024-84

Being A By-Law to Adopt a Volunteer Recognition Policy for the
Municipality of Northern Bruce Peninsula

Whereas Section 5 (3) of the Municipal Act, 2001, S.O. 2001, C25, as amended, provides that a municipal power shall be exercised by by-law;

And Whereas Section 9 of the Municipal Act, 2001, S.O. 2001, C25, as amended; provides a municipality with the capacity to, rights, powers and privileges of a natural person for the purpose of exercising its authority;

And Whereas the Council of the Corporation of the Municipality of Northern Bruce Peninsula deems it appropriate to establish a Volunteer Recognition Policy;

Now Therefore, the Council of the Corporation of the Municipality of Northern Bruce enacts as follows:

1. The Volunteer Recognition Policy attached hereto as Schedule A is hereby adopted.
2. This by-law shall come into force and take effect immediately upon final passing thereof.

Read a First and Second Time This 12TH Day of November 2024.

Read a Third Time, Finally Passed, Signed and Sealed This 12th Day of November 2024.



Mayor – Milt McIver



Clerk, Cathy Addison

Schedule A to By-law No. 2084-84



The Corporation of the Municipality of Northern Bruce Peninsula

Policy: Volunteer Recognition Policy

Policy Number: 2024-84

Approved by By-law: By-law No. 2024-84

Administered by: Clerk's Department

Purpose and Organizational Commitment

To recognize volunteers whose efforts have contributed significantly to the quality of life in the Municipality of Northern Bruce Peninsula. This policy relates to individuals that are residents of the Municipality, owners of a business in the municipality or attend school in the municipality acting in a volunteer capacity that provide programs and services to the residents of the Municipality to help enrich their quality of life.

Definitions

The following definitions are applicable to this policy:

Community Group: civil society non-profits that operate within a single local community. They are often run on a voluntary basis and are self funded. Some are formally incorporated, with a written constitution and a board of directors, while others are much smaller and are more informal.

National Volunteer Week: The week every April set by Volunteer Canada to celebrate Volunteers across the country.

Recognition: Refers to celebrating and demonstrating gratitude for the time and effort the volunteer gives to the municipality

Special Interest Group: A group of persons working on behalf of or strongly supporting a particular cause, such as an item of legislation, an industry, or a special segment of society.

Volunteer: volunteers are individuals who reach out beyond the confines of paid employment and normal responsibilities to contribute time and service to the municipality in the belief that their activity will have a positive effect on the community. Volunteers provide programs and services to the residents of Northern Bruce Peninsula to help enrich their quality of life.

Procedures

Part A – Volunteer Recognition Award

Award Categories

Accessibility Award: awarded to an individual and/or group for contribution to the elimination of barriers to people with disabilities, and/or the inclusion of people with disabilities in all facets of the community.

Arts & Culture Award: awarded to an individual and/or group for contribution to the development, support, preservation or promotion of culture, music, visual, performing or literary arts.

Environment Award: awarded to an individual and/or group for contribution to the protection, preservation, beautification, awareness and/or promotion of our local environment.

Sports and Recreation Award: awarded to an individual and/or group for contribution to the promotion, development and/or support of recreation and/or sport in the community.

Good Neighbour Awards: awarded to a Municipality of Northern Bruce Peninsula residents and/or groups for their outstanding efforts and actions that have enhanced or improved our community. A maximum of three individuals and/or groups per ward may be awarded each year.

Northern Bruce Peninsula Community Builder Awards (adult 26 and over, youth 25 and younger): recognizes one individual, in the age group, who have made an outstanding voluntary contribution to the well-being of our community over a number of years. This award recognizes local champions who build communities and show us all what can be achieved with passion and determination

Outstanding Community Group Award: recognizes a community group for its outstanding voluntary contribution to the well-being of our community.

Part B – Eligibility

Must be a resident of the Municipality of Northern Bruce Peninsula, owns a business in the municipality or attend school in the municipality. Individuals outside of the Municipality of Northern Bruce Peninsula may be considered if his/her contributions are with a Northern Bruce Peninsula community organization that has a main focus within the municipality.

Groups must be non-profit community groups and be based in Northern Bruce Peninsula with the majority of services geared towards Northern Bruce Peninsula residents.

Elected officials of the Municipality of Northern Bruce Peninsula are not eligible for nomination.

Paid staff, full time or part time are not eligible, except where their volunteerism is separate, distinct from, and outside of their paid position.

Nominees must be aware of the nomination and sign the nomination form.

Part C - Nomination Procedure

Nomination forms are available on the Municipality of Northern Bruce Peninsula's municipal website. Availability of forms will be advertised in local newspapers, through social media, NBP newsletter, Bruce Peninsula Press, and the municipal website.

Award nominations will be solicited from the community at large, including Municipality of Northern Bruce Peninsula staff and Council who are not directly involved with the program.

Nominations shall be made online on the approved nomination form

Nomination forms will be submitted online to the Municipality of Northern Bruce Peninsula Clerk's Department no later than the third Friday in March each year

All nominations become the property of the Municipality of Northern Bruce Peninsula and will not be returned.

Part D – Selection

The Clerk's Department will review all applications and recommend nominees for approval by the Chief Administrative Officer (CAO).

The Clerk's Department may choose to not recommend/select an award recipient in a category if there are no appropriate nominees.

The Clerk's Department, at its discretion, may consider a nomination for any award category it deems appropriate.

There shall be no publicity as to the proposed nominees or voting at any time. The only name(s) to be released to the public shall be the recipients of awards.

Only individuals selected for a volunteer award will be contacted.

A nominee will be excluded if he/she has previously received an award in the same category for which he/she is presently being nominated (to a limit of five years). A list of past award recipients will be kept on file by the Clerk's Department.

Nominees may only be nominated for one award in any given year.

Part E – Presentation

Annually, an event will be held that coincides with National Volunteer week, which is mid April of each year. The event will provide a catered meal and ceremony, with invitations extended to those who have been nominated to receive an award. One guest will be invited to attend the event with the nominee.

Awards and certificates will be presented by the Mayor/Council at the annual Volunteer Recognition Day.

Part F - Review Cycle

This policy will be reviewed by Council once per term.

Appendix A



Volunteer Recognition Awards

The Municipality of Northern Bruce Peninsula recognizes and honours the achievements and contributions of community volunteers. These prestigious awards express Council's appreciation of the many individuals and community groups who work to enhance the quality of life in the Northern Bruce Peninsula. We invite you to submit nominations for those individuals or groups that have made a significant contribution to our community.

Award Categories

1. **Accessibility Award:** awarded to an individual and/or group for contribution to the elimination of barriers to people with disabilities, and/or the inclusion of people with disabilities in all facets of the community.
2. **Arts & Culture Award:** awarded to an individual and/or group for contribution to the development, support, preservation or promotion of culture, music, visual, performing or literary arts.
3. **Environment Award:** awarded to an individual and/or group for contribution to the protection, preservation, beautification, awareness and/or promotion of our local environment.
4. **Sports and Recreation Award:** awarded to an individual and/or group for contribution to the promotion, development and/or support of recreation and/or sport in the community.
5. **Good Neighbour Awards:** awarded to Northern Bruce Peninsula residents and/or groups for their outstanding efforts and actions that have enhanced or improved our community. A maximum of three individuals and/or groups per ward may be awarded each year.
6. **Northern Bruce Peninsula Community Builder Awards (adult 26 and over, youth 25 and younger):** recognizes one individual who have made an outstanding voluntary contribution to the well-being of our community over a number of years. This award recognizes local champions who build communities and show us all what can be achieved with passion and determination
7. **Outstanding Community Group Award:** recognizes a community group for its outstanding voluntary contribution to the well-being of our community.

The nomination forms are available on our website at

<https://www.northbrucepeninsula.ca/community/getting-involved/volunteer-recognition/>

Personal information on this form is collected under the authority of the Municipal Act, 2001 and will be used in the processing of your correspondence. Questions regarding the collection of this information should be directed to the Clerk at 1-833-793-3537 ext. 236.