



## TOWNSHIP OF SOUTHWOLD

### **Volunteer Service, Distinguished Citizen, and Mayor's Prestigious Awards**

Volunteers are an asset to the community, and Council of the Corporation of the Township of Southwold is proud to offer recognition for outstanding citizens. The Township of Southwold Volunteer Service, Distinguished Citizen Award, and Mayor's Prestigious Awards recognize and honour those who have contributed in an extraordinary way to the community or the municipality as a whole.

#### **Categories:**

1. **The Volunteer Service Award** specifically recognizes individuals and/or groups and/or organizations whose efforts have made a significant impact or special contribution towards the development and advancement in areas related to recreational sports, arts and culture or community and social services.

**Form of recognition:** Small token of appreciation (i.e.: Framed Certificate, Township pen, mug, pin or tote bag) to be determined by Council.

2. **The Distinguished Citizen Award** recognizes individuals who may not fit the volunteer criteria but whose selfless efforts are deserving of recognition.

**Form of recognition:** Small token of appreciation (i.e.: Framed Certificate, Township pen, mug, pin or tote bag) to be determined by Council

3. **Mayor's Prestigious Award** is the highest possible recognition from the Township of Southwold. The purpose is to recognize an individual who may have demonstrated any one of the following: Humanitarianism, exceptional achievement in a profession, sports or the arts; an act of heroism or bravery.

**Form of recognition:** Framed Certificate and/or the individual's name will be added to the Mayor's Prestigious Award Plaque.

**Posthumous nominations are allowed in this category only.**

**Committees of Council** as identified by by-law, that being a by-law to appoint Councillors and Ratepayers to various Committees and Boards requiring Council Representation. Members of Committees appointed by Council will be recognized at the completion of their four year term or upon their resignation. The Clerk's Department will provide Council with the names of individuals to be recognized.

**Form of recognition:** Letter of Appreciation signed by all members of Council.

## AWARD CRITERIA

Recognition will be given to individuals, resident or otherwise, who have contributed a significant amount of volunteer time and energy towards the development of community life in the Township of Southwold. Candidates for Recognition Awards will have made significant contributions to the community to improve the quality of life not only for themselves but all residents.

### **Criteria and Eligibility:**

- ✓ *Persons who currently reside outside of the Township of Southwold can be nominated and approved, providing their volunteer contribution was a benefit to the Township of Southwold.*
- ✓ *cannot be an elected official (unless award is to recognize the individual in a capacity that is outside the scope of the elected officials duties and responsibilities)*
- ✓ *presents a positive image of the Township of Southwold*
- ✓ *evidence of on-going leadership and/or dedication*
- ✓ *the number of years/hours of service will be at the discretion of Council and will be based on the value and impact of the individual's volunteer contribution*

### **Procedure:**

**Nominations:** Nominations are invited from the public. Recipients will be determined by the Selection Committee and recommended to Council.

**Selection Committee:** Will consist of the Mayor, Chief Administrative Officer and Administrative/Planning Assistant. The Selection committee reserves the right to assign a nomination to an alternate category. Decisions of the Selection committee are subject to Council approval.

**Eligibility:** In all categories the achievements must have enhanced the image of the Township of Southwold, and a span of five years must elapse before a previous recipient will be considered for an additional award, subject to the discretion of the Selection Committee and the approval of Council.

### **Other Provisions and/or Guidelines:**

1. Volunteers must not have received financial remuneration for their efforts other than reimbursement for travel, lodging, equipment or supplies.
2. No street, park, municipal facility or property shall be named after an individual or organization.
3. Not all awards may necessarily be presented each year.
4. Candidates are eligible for a Volunteer Service Award a minimum of once every five (5) years
5. Council may choose to recognize all volunteers and/or recipients a minimum of once every term of Council at a barbeque or alternative event. Notice of the event will be posted in the office, on the township website and advertised in the paper.
6. Nomination Forms will be available to the public and accepted until the end of business day on June 30<sup>th</sup>, 2017.
7. Council, at its discretion and where deemed appropriate may choose an alternate form of recognition.
8. Changes to this policy require 2/3 majority vote by Council.

**Adopted by Council on November 9, 2009 by resolution # 2009-297.  
Amended by Council on April 16, 2012 by resolution # 2012-140**



# TOWNSHIP OF SOUTHWOLD

## Award Nomination Form

### ***Nominee's Information:***

Name of nominee: (Please print) \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone #: (h) \_\_\_\_\_ (Alternate #) \_\_\_\_\_

Nominated for which award?

Volunteer Service Award  Distinguished Citizen Award  Mayor's Prestigious Award

### ***Nominator's Information:***

Name of Nominator (Please print) \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone #: (h) \_\_\_\_\_ (Alternate #) \_\_\_\_\_

### ***Reasoning for Nomination:***

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*(If there isn't enough room, attach a separate sheet of paper.)*

Signature of Nominator \_\_\_\_\_ Date \_\_\_\_\_

Return form to:

**Township of Southwold**  
35663 Fingal Line  
Fingal, ON N0L 1K0  
Phone: 519-769-2010 Fax: 519-769-2837

**NOTE: Deadline for submission is June 30<sup>th</sup>, 2017. Acceptance of a late submission will be at the discretion of the Selection Committee.**