



Township of Severn

POLICY: Volunteer Recognition

Created By:	Clerk	Approval Date:	12/04/2024
Policy No.:	A-8	Last Revised	

PURPOSE

- 1.1 The purpose of the Township of Severn's Volunteer Recognition policy is to ensure recognition of Severn's volunteers who provide continuous support to the Township and its community.

SCOPE

- 2.1 This policy shall apply to any person(s) who are a resident of Severn.

POLICY

3.1 Annual Recognition Awards

The Township shall have the following two annual awards to be announced and presented during National Volunteer Week:

Good Neighbour Award

For an individual who has displayed activities that embody a strong sense of values, promoting the positive impact of good neighbourly deeds and contribute to the vitality and fabric of the community. One to three awards will be presented annually.

Eligibility

- Nominees must be a resident of Severn.
- A community organization or group who has gone above and beyond the norm in looking after the people they serve in the community.
- An individual who goes out of their way, possibly on a continuous basis, to assist seniors, particularly those who are vulnerable financially or for health reasons.
- An individual who has a good natured, outgoing personality who makes the lives of those they encounter daily, a little more enjoyable.
- An individual who rallies the community for a cause important to the community or member of the community.

Criteria

Nominees for this award should be someone who has taken the initiative to do spontaneous or unheralded deeds, rather than participation in group activities such as those with community groups or associations that result in Severn being a more enjoyable community to live in.

Activities must embody a strong sense of values, promote the positive impact of good neighbourly deeds and have contributed to the vitality and fabric of our community.

Selection and Award Process

1. Once nomination forms have been received, they will be reviewed by the Township.
2. The Township will contact individuals to confirm receipt of the nomination form.
3. The award winner and their nominator(s) were invited to attend a Council meeting to receive their award.

Information about the awards presented, including the names and photos of the award recipients, will be published on the Township's website and social media.

Outstanding Youth Award

For a youth, 18 years or younger, who has made an outstanding contribution to Severn. One award will be presented annually.

Eligibility

- Nominees must be a resident of Severn
- Nominees must be a 18 years or younger
- The nominator cannot be related to an individual nominee

Criteria

This award is designed to recognize outstanding youth in our community. Youth recognized may:

- Give back to their community - by making positive contributions in volunteerism (exceeds minimum OSSD volunteer requirements)
- Demonstrate selflessness – an act for the betterment of another (human or animal)
- Promotes inclusivity and diversity within their community – has provided support to others to ensure belonging

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3.2 Volunteer Reception

Council will host an informal reception to acknowledge all of the Township's volunteers (Boards, Committees, and community volunteers) once every four years during the last year of Council's term of office during National Volunteer Week (typically the last week in April).

DEFINITIONS

- 4.1 Boards and committees: governance bodies established and appointed by Council by-law to make decisions and/or recommendations in accordance with their prescribed legislative mandate determined by Council or Provincial statute.
- 4.2 Council: Council for the Corporation of the Township of Severn.
- 4.2 Severn: The Corporation of the Township of Severn.