

**THE CORPORATION OF THE TOWNSHIP OF EAR FALLS**

**BY-LAW NO. 2517-23**

**A By-Law to Adopt a Volunteer Appreciation Policy  
for the Township of Ear Falls.**

**WHEREAS** Council deems it to be in the best interest of the municipality to adopt a Volunteer Appreciation Policy for the Corporation of the Township of Ear Falls;

**NOW THEREFORE**, the Council of the Corporation of the Township of Ear Falls, **HEREBY ENACTS AS FOLLOWS:**

1. **THAT** the purpose of this By-Law is to adopt a Volunteer Appreciation Policy for the Township of Ear Falls as per Schedule "A" attached hereto and forming part of this By-Law.
2. **THAT** this By-Law shall come into force and take effect upon the final passing hereof.

**PASSED** this 6<sup>th</sup> day of September, 2023.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk



*Policy Section:* Corporate

*Policy Name:* Volunteer Appreciation Policy

122.VO

**VOLUNTEER APPRECIATION POLICY**

**1. PURPOSE**

To set out the way(s) that Municipal and Non-Municipal Volunteers will be recognized and appreciated by the Corporation.

**2. OBJECTIVE**

The Council of the Township of Ear Falls recognizes that Volunteers provide substantial benefit to the community as a whole and should be recognized and appreciated by the municipality and the community.

**3. DEFINITIONS (if any)**

“Municipal Volunteer” means a person performing work, without compensation, for a municipal department as authorized by the Township’s Use of Volunteers Policy.

“Non-Municipal Volunteer” means a person who is performing work, without compensation, outside of the realm of the Corporation but within the Township of Ear Falls that is providing a benefit to the community. This can include work within a local service club / organization or outside of a formally organized group.

**4. GUIDELINES AND PROCEDURES**

Municipal Volunteers may be nominated by the Department Head responsible for their work, or by other employees of the municipality. Nominations can be made on the standard application form and will be reviewed by Council on a regular basis.

Any person may nominate a Non-Municipal Volunteers for recognition by the Municipality. Nominations can be made on the standard application form and will be reviewed by Council on a regular basis.

Council will identify and determine the method for providing recognition and appreciation with consideration given to the volunteer’s:

- Contribution to the community (scope, quantity, quality)
- Length of Service

**Cross Reference:**

**Date Approved: September 6, 2023**  
**Last Revised: September 6, 2023**

**Committee Responsibility: Review: 2028**



**Policy Section:** Corporate

**Policy Name:** Volunteer Appreciation Policy

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**Volunteer Appreciation - Nomination Form**

Nominee Information:

Full Name: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

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

Why are you Nominating this person? Attach additional information if needed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How long has this person been volunteering in the capacity noted above?

\_\_\_\_\_  
\_\_\_\_\_

Your name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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

Date: \_\_\_\_\_

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