

TOWN OF IRRICANA

POLICY NUMBER: 1.15

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**TITLE: RURAL & URBAN VOLUNTEER RECOGNITION AWARD EFFECTIVE:
& VOLUNTEER RECOGNITION EVENT POLICY**

The Town of Irricana recognizes the need to establish a policy for the selection criteria and nomination procedure for the Rural & Urban Volunteer Recognition Awards, and for the Annual Volunteer Recognition Event.

Rural, Urban & Youth Volunteer Recognition Awards

Criteria:

Individuals must:

- Be a resident of the Town of Irricana or the Rocky View County, Division 6,
- Have made outstanding volunteer contributions benefiting the community,
- Show commitment to volunteerism and community development, either personally or as part of service club work,
- Only be eligible for the award once.
- Not be an elected official.

Selection Process:

Nomination forms (Appendix A) will be sent out to all service clubs/groups, and an ad shall be placed in the local newspaper notifying volunteers of the nomination process and deadlines.

After nominations are reviewed and recipients are selected by the Community Services Board, these recommendations will be presented to the Town of Irricana Council for final approval/review.

After selections are made, recipients will be notified of the award, and details of the Annual Volunteer Recognition Event, at which the award will be presented. The awards will be presented by the Mayor, on behalf of Council. Recipient names will be published in the local newspaper after award presentations.

Annual Volunteer Recognition Event

The Rural, Urban & Youth Volunteer Recognition awards shall be presented at the Annual Volunteer Recognition Event. This event will be held annually, with all community volunteers being invited to attend. The Annual Volunteer Recognition Event shall be a BBQ held at the Community Hall.

MAYOR:

MOTION: 187:95/242:99/15:00

CHIEF ADMIN. OFFICER:

DATE REVISED: February 18, 2003

MOTION: 71:03

DATE REVISED: November 2, 2009

MOTION: 343:09



**Town of Irricana
Rural & Urban Volunteer and/or Youth Volunteer
Recognition Awards**

Award Nomination Form

Throughout Irricana & Area, there are dedicated volunteers who contribute their time and effort to making their community a better place to live. The Council of the Town of Irricana recognizes these individuals who demonstrate outstanding responsibility toward the community by presenting them with the Annual Rural & Urban/Youth Volunteer Recognition Award. We are looking to you and your group in locating these individuals. These are three separate awards and recipients of the awards are selected on the basis of outstanding volunteer contributions benefiting the community and commitment to volunteerism and community development either personally or as part of service club work. The Youth recipient may be from the Rural or Urban area. Please complete the nomination form and return it to the Town of Irricana, Box 100, Irricana, AB, T0M 1B0 (260 – 1st Avenue), a drop-off slot is available at the west door of the building. Deadline for nominations is _____ by 4:30 p.m.

Nominator's Name: _____

Address: _____ Postal Code: _____

Phone Number: (Home) _____ (Work) _____

Criteria for Nominations:

- Be a resident of the Town of Irricana or the County of Rocky View - Division 6,
- Have made outstanding volunteer contributions benefiting the community,
- Show commitment to volunteerism and community development, either personally or as part of service club work,
- Only be eligible for the award once,
- Not be an elected official.

NOMINEE: (Please check one) _____ Urban _____ Rural _____ Youth

Nominee's Name: _____

Address: _____ Postal Code: _____

Phone Number: (Home) _____ (Work) _____

List your nominee's volunteer positions held presently and/or previously.

1. _____

