

<b>Section:</b> Council	<b>Policy Number:</b> CO.14.2
<b>Sub-section:</b> Awards	<b>Effective Date:</b> February 4, 2014
<b>Subject:</b> South Bruce Peninsula Heritage Award	<b>Revision Date:</b>

## South Bruce Peninsula Heritage Award

### **Purpose:**

To provide a mechanism for the recognition of heritage contributions in the Town of South Bruce Peninsula.

### **Policy:**

The recognition of heritage contributions is an important part of the rich culture of the Town of South Bruce Peninsula.

#### **1. Nominations**

- 1.1 The Municipal Heritage Committee will solicit nominations. Unless advertising money is placed in the Municipal Heritage Committee budget, nominations will be sought using methods which do not cost money. Those methods may include but are not limited to placing an advertisement on the Town marquee sign, issuing press releases, placing information in the tax notice, placing a notice on the Town website and circulating posters and flyers.
- 1.2 The Municipal Heritage Committee will set a prescribed form and will accept nominations until a specified time.

#### **2. Award Selection**

- 2.1 At a meeting of the Municipal Heritage Committee, the Committee members will evaluate the nominations received using the award criteria.
- 2.2 A recommendation will be made to Council of the potential recipients of the South Bruce Peninsula Heritage Award.
- 2.3 Council will, by resolution select the award recipients.
- 2.4.1 No more than two (2) South Bruce Peninsula Heritage Awards will be awarded each year.
- 2.4.2 There is no requirement to select two (2) or any award recipients in any year.

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- 2.5.1 Nominees will be sent a letter indicating the outcome of the nomination.
- 2.5.2 Those chosen to receive the award will be notified by the Municipal Heritage Committee.
- 2.6 Those chosen to receive the award will not be eligible to receive the award again until a period of three (3) years from award receipt has elapsed.

**3. Award and Ceremony**

- 3.1 Those selected to receive the South Bruce Peninsula Heritage Award will be given a certificate, honoring their heritage contribution.
  - 3.2.1 Those receiving the award will be honored at the annual Volunteer Dinner.
  - 3.2.2 Those receiving the award will receive a ticket to the Volunteer Dinner for themselves and their companion. If the award recipient is an organization, the organization will be given two tickets to the Volunteer Dinner.
  - 3.2.3 Nominators, including organizations making a nomination will be given one ticket to the Volunteer Dinner.
  - 3.2.4 People wishing to attend the award ceremony must follow the provisions outlined in the Volunteer Recognition policy.
  - 3.2.5 The South Bruce Peninsula Heritage Award recipients will be included in the Volunteer Dinner program.
- 3.3 If Council does not hold a Volunteer Dinner or if South Bruce Peninsula Heritage Award recipients cannot be honored at the Volunteer Dinner (as determined by Council), recipients of the South Bruce Peninsula Heritage Award will be honored at a public Council meeting.

**4. Award Criteria**

- 4.1 The South Bruce Peninsula Heritage Award will be awarded to individuals, organizations, groups, institutions and churches who have made a heritage contribution in the Town of South Bruce Peninsula.

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- 4.2 Award recipients do not need to live in South Bruce Peninsula however their contribution must have been made in or affect the Town of South Bruce Peninsula.
- 4.3 Nominations will be evaluated based upon the years of involvement, major milestones, published works, originality of material, restoration efforts and influence and impact on the community.