



Awards Committee Terms of Reference

Dated April 14, 2022

Purpose

The Awards Committee for the Township of Ramara is an advisory committee to Council that assists Council in recognizing and showcasing:

1. The talents, values and contributions of residents of the Township whether the recognition be regional, national, international or historically on the Wall of Fame in the Administration Centre.
2. Community groups, organizations or individuals who have contributed to the betterment of the Township of Ramara through accomplishments or contributions that significantly enhance the quality of life and community spirit in Ramara.

Mandate

The Awards Committee will advertise for and receive nominations for the Wall of Fame and Spirit of Ramara Award on an annual basis with the exception in the years of a Municipal Election. The Committee will review and recommend a maximum of 3 nominees for each the Wall of Fame and Spirit of Ramara Award to Council.

Council will select one winner from each category: Wall of Fame and Spirit of Ramara.

The Awards Committee will organize and arrange for the awards presentations and ceremony in September of each year, preferably in conjunction with a regular Council meeting.

Membership

The Awards Committee shall be comprised of:

- Five (5) Ramara residents appointed by Council;
- One (1) member of Council (Culture & Recreation Liaison).

Term

Members shall be appointed by Council for the term concurrent with the term of Council.

Committee Chair

The Committee shall appoint a Chair from among their elected members who shall be responsible for conducting the meetings of the Committee in accordance with Council's current Procedure Bylaw as may be amended for time to time. The Chair shall endorse any Committee Report prior to its presentation to Council.

Meetings

The Awards Committee shall meet two or three time per year or more often at the discretion of the Chair and depending on the number of nominations received.

Duties and Functions

The Awards Committee is responsible for, but not limited to the following:

- Development of a nomination form with respect to the Wall of Fame and Spirit of Ramara Awards;
- Advertise and call for nominations;
- Receive and review nominations that meet the required criteria;
- Recommend a maximum of 3 nominees for each award to Council;
- Organize, arrange presentations and ceremony in conjunction with the September Council meeting;

Wall of Fame

The Wall of Fame is recognize and showcase the talents, values and contributions of permanent, seasonal or temporary residents, within the boundaries of Ramara Township whether the recognition is regional, national, international or historical, in the Administration Centre of the Township of Ramara.

Criteria

- Nominee(s) shall have had received regional, national and/or international recognition in his/her field of endeavor. The recognition may have been a special award, prominent position, dissemination of work, philanthropy, etc., and should have resided in Ramara or surrounding area, prior to the recognition.
- Nominee(s) must have made a substantial impact on, or brought recognition to any community within the boundaries of Ramara Township and its citizens.
- Nominee(s) may be posthumously inducted into the Wall of Fame. In such instances, the family of the nominee must (where possible) consent to the submission.

Exceptions

- The only exceptions to the above criteria requirements, as written, will be: inclusion of historical nominee(s). He or she must have historically contributed to the building of the communities within the boundaries of the Township of Ramara.

Spirit of Ramara Award Criteria

The Township seeks to recognize noteworthy contributions and achievements of Ramara groups, organizations and individuals that provide a benefit to our communities by conferring an annual Spirit of Ramara Award.

Criteria

The Spirit of Ramara Awards can recognize achievements that may include:

- Individuals who achieve excellence despite the special challenges they face;
- Exemplary leadership and outstanding community services provided without regard for personal gain such as coaching, volunteerism, arts and cultural contributions, teaching, environmental and humanitarian champions, significant acts of philanthropy or heroism, advocates for community inclusion, and other noteworthy endeavors;
- Positive contributions by youth of the community who has provided outstanding service to the community without regard for personal gain;
- Contributions to neighbourhood community through a single act of kindness, or multiple good deeds benefiting many people: the unsung hero who makes their neighbourhood a better place to live.
- Contributions by a local business that, on a regular basis, contributes to the overall quality of life in Ramara through endeavours that support community service, programs or events and/or fosters positive relationships with volunteer groups or activities.
- Recognition of the contributions of an individual for their overall outstanding community service, dedication and commitment to improving the quality of life for the citizens of Ramara. The dedication of many years of service to the community; volunteerism will leave a lasting legacy, and provides informal leadership resulting in the betterment of the Township.

Staff Support

The Legislative Services Department will assist with the Committee with respect to posting information on the Township's website, coordination of the presentation and ceremony in conjunction with the Council meeting, along with other matters that may arise from time to time.