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<b>SECTION:</b>	MEDIA AND PUBLIC RELATIONS
<b>DEPARTMENT/DIVISION:</b>	CITY MANAGER'S OFFICE / OFFICE OF THE CITY CLERK
<b>SUBJECT:</b>	<b>CIVIC RECOGNITION</b>

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## **POLICY STATEMENT**

It is the policy of The Corporation of the City of Thunder Bay to officially recognize citizens, groups and organizations in the Thunder Bay Metropolitan Area for outstanding achievements and exceptional voluntary achievements through the Civic Recognition Program.

## **PURPOSE**

This policy provides a method for the Mayor and members of Council, on behalf of the citizens of Thunder Bay, to recognize the efforts of citizens, former citizens, volunteers and non-profit groups working for the betterment of the community, and the significant achievements of individuals and organizations.

## **OUTSTANDING ACHIEVEMENT – SELECTION CRITERIA**

The following criteria will be used in determining individuals or groups who will receive recognition for outstanding achievement, bringing honour to the City of Thunder Bay. Awards will be presented as outlined in Corporate Policy 07-01-02 Commemorative Gifts/Promotional Souvenirs.

(a) Sports Achievement

1. Individuals or teams which have achieved First, Second or Third place in events at Provincial, National or International championships.
2. Individuals who have been chosen for or appointed to a position of prominence at a Provincial, National or International level, considered to be of more significance than actually receiving an award at these levels.
3. Individuals who have achieved Provincial, National or International world records at sanctioned events.

(b) Cultural Achievement

Individuals or groups who have attained one of the following:

1. Literary works or music published by a recognized publisher or record producer.
2. Have arts or crafts chosen to be exhibited in a Provincial, National or International juried show.

3. Earned awards of merit Provincially, Nationally or Internationally in dance and music competitions, etc.
4. Have been recognized for an achievement of excellence by existing cultural agencies, groups or communities.
5. Chosen for or appointed to a position of prominence at a Provincial, National or International level, considered to be of more significance than actually receiving an award at these levels.

(c) Public Service Achievement

Individuals or groups who have:

1. Made significant volunteer contributions for not less than fifteen years to the quality of life in the areas of sports, culture, education, medicine, well-being, science, research, or other public service.
2. Chosen for or appointed to a position of prominence at a Provincial, National or International level, considered to be of more significance than actually receiving an award.

(d) Professional or Environmental Achievement

1. Recognizes an individual or group who has demonstrated a significant and positive impact to protect the environment or to combat climate change through the development of a program, project, product or service.
2. Recognizes an entrepreneur who has made a positive contribution to the community.
3. Recognizes an individual or group who has made a notable accomplishment in their profession for the betterment of the community or society at large.

(e) Outstanding Acts of Bravery

*Commentary: Acts of bravery will be reviewed on a case by case basis and will reference the Province of Ontario outstanding acts of bravery selection criteria in addition to including nominations for civilian acts of bravery*

(f) Emergency Services

Emergency Services personnel who have received commendation from Provincial, National or International organizations.

(g) Community Champion

To recognize people whose leadership, volunteerism, and public advocacy embodies the spirit of service and community.

(h) Reconciliation Award

Presented to an individual, community or organization that has demonstrated leadership in working in the spirit of reconciliation and fostering good relations. Nominations for this award are reviewed in partnership with the Indigenous Relations and Inclusion Office.

### **EXCEPTIONAL ACHIEVEMENT AWARDS – SELECTION CRITERIA**

A Special Committee of the Whole meeting shall be held annually at City Hall to recognize volunteers in the following categories. Awards will be presented as outlined in Corporate Policy 07-01-02 Commemorative Gifts/Promotional Souvenirs.

1. Good Citizen Award

This award is presented to (i) an individual who has made outstanding volunteer contributions in Thunder Bay for a minimum of five (5) years and (ii) groups and organizations may be considered for this award for 10, 25, 50 years of service and every 10 year increment thereafter.

A maximum of twenty (20) Good Citizen Awards will be presented annually.

2. Spirit of Thunder Bay Award

This special award recognizes an individual who has volunteered time toward improving and enriching the community of Thunder Bay. This is an individual who has shown extraordinary leadership, innovation and meaningful voluntary contributions, and has a minimum of 15 years of cumulative volunteer experience in Thunder Bay.

A maximum of five (5) Spirit of Thunder Bay Awards will be presented annually.

3. Youth Award

This award is presented to an individual, up to the age of 21 years, who, for a minimum of two (2) years, has increased the profile of youth in Thunder Bay through volunteer contributions that enrich quality of life in the community. Volunteer service must be outside the mandated 40 hours required for high school graduation.

A maximum of five (5) Youth Awards will be presented annually.

### **APPLICATION**

Application forms for Outstanding Achievement are available from the Office of the City Clerk and on the City of Thunder Bay website. Awards will be presented throughout the year as received and approved by the Committee.

Application forms for Citizens of Exceptional Achievement will be available for a nomination period, not to exceed eight (8) weeks. Forms will be sent to various community groups and organizations prior to the nomination period and will be available from the Office of the City Clerk and on the City of Thunder Bay website. Awards will be presented annually at a Special Committee of the Whole meeting.

Self- nomination and nominations submitted of family members will not be accepted. Members of Council and members of the Official Recognition Committee are not eligible to receive an award during their active term. Organizations can only nominate one volunteer (or group of volunteers) per category.

**REFERENCE**

- Corporate Report 2005.249
- Corporate Report 103/2021
- Corporate Report 048-2024

<b>APPROVED BY:</b>	City Council	<b>Date:</b>	March 25, 2024
<b>Replacing/Amending:</b>			
<b>Originating Department:</b>	City Manager’s Office		
<b>Contact:</b>	City Clerk		
<b>Departmental Procedural Manual:</b>	N/A		
<b>Affected Departments:</b>	N/A		