

## TOWN OF TWO HILLS



Policy Number: 2011-08  
Date of Issue: December 12, 2011  
Policy Subject: Volunteer Week Celebration

---

### **POLICY STATEMENT:**

The Town of Two Hills values volunteers and believes that volunteerism is a major component of the foundation of our Town. Volunteerism promotes citizen involvement, social and civic responsibility and civic pride. Volunteerism contributes to healthy communities and improves the quality of life.

### **PURPOSE:**

To encourage all businesses in Two Hills, including the County and Town of Two Hills, to recognize and show appreciation to all volunteers in and around Two Hills by establishing a recognition/appreciation event to be held during the annual National Volunteer Week as determined by Volunteer Canada.

### **STANDARDS:**

1. Administration shall ensure each year that an amount is allocated in the Budget for the purposes of contributing to the annual recognition of volunteers' event.
2. Council shall approve an annual contribution of \$2,000 to an annual recognition/appreciation of volunteers' event.
3. Contribution is for the purposes of decorations, food, gifts to volunteers, advertising and speakers, if necessary.
4. The C.A.O. shall work together with the Director of F.C.S.S. for the organization of the event.
5. The Town's annual event shall not coincide with another volunteer recognition event, unless mutually agreed upon between the events organizers.
6. The C.A.O. and Director of F.C.S.S. shall encourage participation from the County of Two Hills. The C.A.O. and Director of F.C.S.S. may encourage participation from local businesses.



7. All volunteers shall be encouraged to attend:
  - a) Civic Volunteer – one that performs a task under the direction of the Town of Two Hills, including citizens who are appointed to Civic Agencies (i.e. but not limited to, Fire Department, Subdivision and Development Appeal Board, Assessment Appeal Board, Eventide Homes Board, Community Design Group, Centennial Hall Committee, Sports Activity Council, Geleta Park Committee).
  - b) Voluntary Community Groups - nonprofit groups or organizations that exist to serve the public benefit, are typically governed by a voluntary board of directors, and depend on volunteers to carry out essential parts of the groups’ or organizations’ work.
  - c) Volunteers – one who offers time, energy and skills of his or own free will for the mutual benefit of the volunteer and the organization. Volunteers work without financial compensation, or the expectation of financial compensation beyond an agreed-upon reimbursement of expenses.
7. All members of Council shall attend the event to show support and appreciation to all volunteers.
8. The Mayor, or in his or her absence the Deputy Mayor, shall deliver a speech on behalf of the Town of Two Hills.
9. The C.A.O. and Director of F.C.S.S., at their discretion, may invite delegates for the purposes of delivering a speech on behalf of their organization.
10. The C.A.O. and Director of F.C.S.S., at their discretion and if funds permit, may invite speakers or entertainers.

---

**MAYOR**

---

**CHIEF ADMINISTRATIVE OFFICER**

