

CIVIC AND SPORT RECOGNITION POLICY

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Council Adoption Date: May 29, 2017

Revision Date: May 8, 2017

PURPOSE

This policy establishes criteria for organizations, groups and individuals to receive formal recognition from Mayor and Council for outstanding service that has enriched the Municipality of Delta.

This policy replaces the previous policies adopted by Council and is separate to the Naming and Renaming of Public Parks and Park Amenities Policy.

POLICY STATEMENT

To recognize and celebrate those organizations, groups and individuals whose achievements have resulted in the betterment of the Municipality of Delta through their skills, attributes and actions.

LEGISLATION/REGULATIONS

This policy is separate to Council procedures that recognize volunteers who serve on Delta committees and who are currently recognized at an annual Volunteer Appreciation Awards banquet.

The Office of the Municipal Clerk shall receive, coordinate and manage all duties related to the nomination and presentation of Civic and Sport Recognition Awards.

There are six levels of "Recognition" which may be bestowed. Each level has a description of the criteria, procedure and form of recognition.

A Recognition Review Committee will review and make recommendations to Council on Nominees for all but the Certificate and Sports Recognition Category. The Committee is made up of the Mayor and two members of Council appointed by the Mayor.



1. **Freedom of the Municipality** – Represents the highest honour that the Corporation of Delta can bestow on an individual or unit of the armed forces of Canada or another nation.

Criteria:

This honour shall be restricted to only very exceptional cases. Nominates in this category will have helped influence or shaped the Municipality of Delta as it evolved. In order to maintain this award at the high level it deserves, it requires the Council of the day to take a very strict position of reserving the honour only for cases of exceedingly high merit.

In accordance with Section 158 of the *Community Charter*, a person being given the Freedom of the Municipality or the commander of the armed forces unit, as applicable:

- a) Is deemed to be an elector of the Municipality of Delta and is eligible to be registered as such and to vote in an election for Mayor or Councillors; and
- b) Is deemed to be qualified to be nominated, be elected and hold office on the Council.

Procedure:

Nominations for potential recipients are submitted by members of Council at any time during their term.

The Recognition Review Committee will forward a report to Council for consideration at a closed (Executive) meeting.

The awarding of the Freedom of the Municipality requires the unanimous vote of Council members.

The recipient of a Freedom of the Municipality Award shall receive the following:

- a) Individually inscribed Freedom of the Municipality Medal, consisting of a "Freedom" Bar, Ribbon and Corporate Coat of Arms;
- b) Framed scroll which describes the achievements of the recipient which warranted the award;
- c) Lifetime pass for the free use of all municipal recreational facilities; and
- d) Name inscribed at Recognition Square.

The award will be presented by the Mayor during a special reception, to which the family and friends of the recipient will be invited to attend.



2. **Civic Merit Award** – Represents an award bestowed to an individual who has brought distinction to the Municipality of Delta through their outstanding achievement in one or more areas.

Criteria:

The individual will have outstanding achievements in one of, but not limited to, the following areas: culture, community service, the environment, heritage and conservation. The individual will have been recognized by his or her peers for their achievements.

Procedure:

Nominations for potential recipients shall be submitted by members of Council at any time during their term.

The Recognition Review Committee will forward a report to Council for consideration at a closed (Executive) meeting.

The awarding of the Civic Merit Award requires a two thirds majority vote of all Council members.

The recipient of a Civic Merit Award shall receive the following:

- a) Individually inscribed Civic Merit Medal, consisting of a “Civic Merit” Bar, Ribbon and Corporate Logo; and
- b) Framed Certificate which describes the achievements of the recipient that warranted the award.

The award will be presented by the Mayor during a special ceremony, to which the family and friends of the recipient will be invited to attend.



3. **Major Achievement or Long-term Contribution Award** – Represents recognition given to an organization, group or individual that has demonstrated a particularly high level of long-term service and contribution to Delta.

Criteria:

More than twenty years of service to the Municipality of Delta; had a positive impact on the lives of people in Delta; considered a role model; made a significant contribution, for example by creating opportunities through new facilities or programs.

Procedure:

Nominations for a major achievement or long-term contribution award can be made by any individual, group or organization.

The Recognition Review Committee will forward a report to Council for consideration at a closed (Executive) meeting.

The awarding of the Major Achievement or Long-term Contribution Award requires a two thirds majority vote of all Council members.

This recognition may take the form of:

- a) Ceremony in Municipal Hall and placement of a photo and caption as a permanent tribute in a special display case within Municipal Hall; or
- b) Plaque of recognition acknowledging the group, organization or individual (Plaque may be placed at a Municipal facility or at a place where the recipient(s) earned the recognition).

Recipient(s) of a major achievement or long-term contribution award will be recognized during the Special Presentation section of the Evening Session of a Regular Council Meeting or at another event which has been organized for the purpose.



4. **Achievement Award** – Represents an award to an organization, group or individual that achieved Provincial, National or International honours in various areas of endeavour, or perform a noteworthy deed.

Criteria:

The recognition of an organization, group or individual that has achieved Provincial, National or International recognition, or performed an act of bravery or a noteworthy deed that brought notoriety or benefit to the Municipality of Delta.

Procedure:

Achievement Award may be suggested by any member of Council, staff or the public.

The Recognition Review Committee will forward a report to Council for consideration at a closed (Executive) meeting.

The awarding of the Achievement Award requires a majority vote of present Council members.

The recipient(s) of an Achievement Award will receive a Delta Achievement Pin and certificate, signed by the Mayor, and will be recognized during the Special Presentation section of the Evening Session of a Regular Council Meeting or at another event which has been organized for the purpose.



5. **Certificate** – Represents the expression of appreciation to an organization, group or individual that has provided a service and/or contribution which has benefited the Municipality of Delta.

Criteria:

The recognition of an organization, group or individual in a field of endeavour, including but not limited to: arts and culture, sport, environment, community project(s), academia, and acts of heroism.

Procedure:

A certificate may be suggested by any member of Council, staff or the public and is subject to the approval of the Mayor. The Mayor will approve award of a certificate in this category of recognition.

The Certificate will be bestowed on the recipient during the Special Presentation section of the Evening Session of a Regular Council Meeting or at another event which has been organized for the purpose.



6. **Sport Recognition** – Represents the special recognition given to a team, organization, group or individual that participates in organized sport games such as: BC Summer and Winter Games, Special Olympics, Provincial and National Championships, and Local and Regional Tournaments.

Purpose:

To recognize a team, organization, group or individual that has participated, or will be participating, in organized sport games between April 1st and March 31st of each year.

Criteria:

Recognition of a team, organization, group or individual that participates in organized sports that is noteworthy. Teams and individuals must be based in Delta. Names of participants and coaches are required along with photos.

Procedure:

Recognition may be suggested by any member of Council, staff or the public and is subject to the approval of the Mayor. Recognition by the Corporation of Delta may include recognition on its website, in the annual “Year in Review” book, and/or within the Delta Leisure Guide, on Delta’s Reader Board(s), and/or through special announcements by the Mayor at a Council Meeting.

Recipients will be referred to the Delta Sports Hall of Fame committee in April of each year for the Sport Hall of Fame Committee’s consideration.

