

# Civic & Community Awards Steering Committee

## AGENDA



Wednesday, January 9, 2019

4:00 pm

Parkinson Recreation Centre

Gala Boardroom

1800 Parkinson Way, Kelowna, BC

Pages

**1. Call to Order & Roundtable Introductions**

**2. Confirmation of Minutes**

3 - 5

Approve Minutes of the Meeting of October 23, 2018.

**3. New Business**

**3.1 Review of updated Terms of Reference**

Council revision of 5.0 Appointment and Term from December 10 2018 meeting

**3.2 Appoint Steering Committee Chair and Vice-Chair**

Nominations will be accepted in advance or from the floor

**3.3 Appoint Sports Committee Chair**

Nominations will be accepted in advance or from the floor

**3.4 Nominating Committee Update**

**3.5 Review sponsor commitments**

Central Okanagan Foundation, KCR Community Resources, Grant Thornton, FortisBC, Royal Bank of Canada, UBC Okanagan, Prospera Credit Union

**3.6 Review Key Dates and Timeline for 44th Annual Award season**

- February 8, 2019 has been selected as the nomination deadline
- March 4, 2019 has been selected as the announcement of finalists to Council
- April 14, 2019 has been selected for the Mayor's Reception - Location TBD
- April 24, 2019 has been booked for the Awards Night at the Kelowna Community Theatre

**4. Old Business**

**4.1 Award Category Updates**

Status Quo for 2018-19 Awards Season

**5. Upcoming Meeting Dates**

- Wednesday, February 13, 2019 from 12:00 pm - 1:30 pm
- Wednesday, May 1, 2019 from 12:00 pm - 1:30 pm (Proposed date for post event debrief)

**6. Termination of Meeting**



## Civic & Community Awards Steering Committee

### Minutes

Date:	Tuesday, October 23, 2018
Location:	Gala Boardroom Parkinson Recreation Centre, 1800 Parkinson Way
Committee Members Present:	Wayne Moore, Ellen Boelcke, Marika Luczi and, Michael Loewen (Chair), and Dan Rogers
Committee Members Absent:	Councillor Maxine DeHart, Don Ferguson and Dawn Wilkinson
Staff Present:	Community & Neighbourhood Services Manager, Mariko Siggers; Recreation Technician, Amber Gilbert; Community Development Coordinator, Melina Moran and Legislative Coordinator (Confidential), Clint McKenzie

#### 1. Call to Order

The Chair called the meeting to order at 4:08 p.m.

#### 2. Confirmation of Minutes

Moved by Michael Loewen/Seconded by Wayne Moore

THAT the Minutes of the May 16, 2018 Civic & Community Awards Steering Committee meeting be adopted.

Carried

#### 3. New Business

##### 3.1 2018/2019 Awards Season

Staff:

- Reviewed the proposed timeline and key dates. Melina Moran will be taking over as staff liaison for the Committee at the end of 2018 and Amber Gilbert will be continuing to assist.
- Staff confirmed that upon the new Council confirming the renewal of the Committee, the December 10, 2018 Council meeting is the target to open the nomination period for the awards.
- February 15, 2019 is selected as the nomination deadline.
- March 18, 2019 is selected as the announcement of the finalists at Council.
- April 25, 2019 is currently booked at the Kelowna Community Theatre for the awards. There will be further discussion with the Mayor on if a separate Mayor's Reception will be held in addition to the awards night.
- Staff confirmed that the appointment of an Awards Chair will take place in December once Council reconfirms the committee moving forward.

### 3.2 Award Category Updates

- Staff provided an overview of the review of awards programs in Vancouver, Calgary and Prince George and confirmed the gendering of award categories has been removed.
- Categories for review would include: the Sarah Donaldson Treadgold Memorial Woman of the Year, Fred Macklin Memorial Man of the Year, Young Female Volunteer of the Year, Young Male Volunteer of the Year, the Augie Ciancone Memorial Award – Young Female Athlete and the Augie Ciancone Memorial Award – Young Male Athlete.

Committee/Staff Discussion: The Committee stressed the importance of the founding family of each award being maintained.

Staff confirmed sponsors of each award would be notified of changes that are approved to each category.

**Moved by Wayne Moore/ Seconded by Marika Luczi**

THAT the Committee recommends to Council that a gender-neutral approach be taken for the award categories and that City staff approach the Okanagan Central Schools Athletic Association to request a review of their memorial awards for young male and female athlete of the year.

**Carried**

- Recommendations for changes to the criteria would be requested to be presented to Council in a workshop format.

Committee/Staff Discussion: The option of honouring the top three finalists for each category was discussed versus having a winner. As an example, the Prince George awards have their awards program honouring all finalists versus picking one finalist to win to address the perception of finalists losing and there only being "one winner". Is there excitement taken away from the awards night if there is no build-up of suspense to awarding an official winner? The Committee is also aware of finalist who have not allowed their name to stand in subsequent years due to the perception of losing in previous years.

### 3.3 Nomination Period

Staff: The proposed start of the nomination period would begin and be announced at the December 10<sup>th</sup> Council meeting.

### 3.4 2019 Mayor's Reception & Awards Night

Staff: April 25, 2019 is pre-booked at the Kelowna Community Theatre.

Committee/Staff Discussion: regarding the venue and opportunities to energize the space.

The Mayor's reception is not booked at this time and would need to be confirmed with their schedule first. The opportunity to combine the two events versus having two separate events was discussed by the Committee.

## 4. Old Business

### 4.1 Action Items – May 16, 2018

Staff:

- Reviewed city awards programs in Vancouver, Calgary and Prince George.
- The awards night format was reviewed.

Committee/Staff Discussion: The consideration of new categories including the Children's Champion award proposed by the United Way Success by Six were discussed. Significant overlap with the man, women and business of the year awards was identified.

#### 4.2 Award Criteria Review

Committee/Staff discussion:

- Anita Tozer Memorial Award – it has been awarded as a lifetime achievement award and as an award to a group for significant impact in the community. Groups are typically recognized for recent impact while an individual is recognized in the context of a lifetime achievement award.
- The promotion of the criteria on Kelowna.ca will be updated to more clearly reflect that applications may be based on lifetime achievement or a significant impact to the community.
- Central Okanagan Foundation Volunteer Organization of the Year - City staff met with Central Okanagan Foundation to discuss the original intent of the awards category – reconfirmed the criteria includes all not for profit organizations and opens the award to a wide scope of potential applicants.

#### 4.3 Sub-Committee Reports

- Sports: update from Committee member Wayne Moore. Currently there is no criteria for athlete of the year awards regarding the minimum length of time an athlete must live and/or train in the community. Canadian competitive swimmer Taylor Ruck as a past award recipient is an example as she started her sports career in Kelowna, currently swims for Canada, lived for periods of time in Arizona and now resides in Toronto.
- Committee/Staff discussion: A minimum length of time to live and train in Kelowna is not recommended as an addition to the criteria at this time.
- Nominating Committee: will require a new Kelowna Community Resources representative as Dawn Wilkinson has retired.

#### 5. Termination of the Meeting

The Chair declared the meeting terminated at 5:36 p.m.

---

Michael Loewen, Chair

/cm