

CIVIC AND SPORT RECOGNITION POLICY

Council Adoption Date: February 10, 2020

Revision Date: April 30, 2018

PURPOSE

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

This policy is separate from the Naming and Renaming of Public Parks and Park Amenities Policy. This policy is also separate from Council procedures that recognize volunteers who serve on Delta committees and who are currently recognized at an annual Volunteer Appreciation Awards banquet.

POLICY STATEMENT

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

DEFINITIONS

Recognition Review Committee	The Mayor and two members of Council appointed by the Mayor who review nominations for Major Awards and Annual Awards and determine winners of these awards.
Tree for Change	A tree planted in Delta honour of an award recipient. The tree location and information about its significance will be noted on Delta's website through an online mapping tool.

GENERAL

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

There are three broad levels of recognition, each with a subset of possible awards that may be bestowed:

1. Major Award
 - a. Freedom of the Municipality
 - b. Long-term Contribution Award



Nominations for Major Awards are always open and will be reviewed on an as-needed basis by the Recognition Review Committee.

2. Special Honour
 - a. Achievement Award
 - b. Certificate
 - c. Sport Recognition

The Mayor or Council may bestow a Special Honour on an individual, group, or business at any time. All recipients of Special Honours will receive a Tree for Change.

3. Annual Awards
 - a. Best in Business
 - b. Difference Maker
 - c. Environmental Leadership
 - d. Accessible Business
 - e. Volunteer
 - f. Arts and Culture
 - g. Trades & Technical Career Scholarships

With the exception of the Trades & Technical Career Scholarships, nominations for annual awards will be sought in January each year with recipients determined by the Recognition Review Committee. All recipients of Annual Awards, with the exception of Trades and Technical Career Scholarship recipients, will receive a Tree for Change and a certificate from the Mayor noting their achievement.



AWARDS

1. Major Awards

a. Freedom of the Municipality

This is the highest honour that the City of Delta can bestow and is restricted to only very exceptional cases of exceedingly high merit where Council wishes to honour a distinguished person or a distinguished unit of the armed forces of Canada or another nation.

Procedure:

Nominations for a Freedom of the Municipality Award can be made by any individual, group or business. The Recognition Review Committee will make a recommendation of award for Council consideration at an 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:

- i. Individually inscribed Freedom of the Municipality Medal, consisting of a "Freedom" Bar, Ribbon and Corporate Coat of Arms;
- ii. Framed scroll which describes the achievements of the recipient which warranted the award;
- iii. Lifetime pass for the free use of all municipal recreational facilities; and
- iv. 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.

b. Long-term Contribution Award

Represents recognition given to an individual, group or business that has demonstrated a particularly high level of long-term service and contribution to Delta.



Criteria:

- More than 20 years of service to Delta;
- Positive impact on the lives of people in Delta;
- Considered to be a role model; and
- Made a significant contribution in any aspect of the community that Council deems worthy of acknowledgement.

Procedure:

Nominations for a Long-term Contribution Award can be made by any individual, group or business. The Recognition Review Committee will make a recommendation of award for Council consideration at an Executive Meeting.

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

This recognition may take the form of:

- i. A ceremony at City Hall and placement of a photo and caption as a permanent tribute in a special display case at City Hall; or
- ii. A plaque of recognition acknowledging the individual, group or business placed at a City of Delta facility or at a location appropriate for the recipient.

2. Special Honours

a. Achievement Award

Represents an award to an individual, group or business that has completed an achievement the Council deems worthy of special recognition.

Criteria:

- Delta citizen or someone with strong ties to the City of Delta; or
- Delta-based group or business,
that has achieved:
 - a significant honour at the provincial, national, or international level;
 - an act of bravery worthy of award; or
 - a noteworthy act that brought benefit to the City of Delta.



Procedure:

Any member of Council, staff, or the public may submit nominations for Achievement Awards at any time.

The Recognition Review Committee will make a recommendation of award for Council consideration at an Executive Meeting.

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

Achievement Award recipients will receive a Delta Achievement Pin and certificate, signed by the Mayor, a Tree for Change, 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.

b. Certificate

Represents the expression of appreciation to an individual, group or business that has provided a service or contribution that has benefited the City of Delta.

Criteria:

- Delta citizen or someone with strong ties to the City of Delta; or
- Delta-based group or business,
that has provided service or contribution benefiting the City of Delta in the areas of:
 - arts and culture;
 - the environment;
 - community building;
 - academia; or
 - other area deemed worthy of recognition by the Mayor or Council.

Procedure:

Any member of Council, staff, or the public may submit nominations for Certificates at any time for approval by the Mayor or a majority of Council.



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.

c. Sport Recognition

Represents the special recognition given to an individual or group that participates in high level organized sporting events.

Criteria:

- Delta citizen or someone with strong ties to the City of Delta; or
- Delta-based group that has participated with distinction in:
 - BC Summer or Winter Games;
 - Special Olympics;
 - Olympics;
 - Paralympics;
 - Provincial or national championships;
 - Local or regional tournaments; or
 - Other sporting events deemed worthy of recognition by the Mayor or Council.

Procedure:

Any member of Council, staff, or the public may submit nominations for Sport Recognition at any time for approval by the Mayor or a majority of Council.

Recognition by the City of Delta may include acknowledgement on the City's website, in the annual "Year in Review" book, in the Delta Leisure Guide, on Delta's reader boards, and/or through special announcements by the Mayor at a Regular Meeting of Council.

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.



3. Annual Awards

a. Best in Business

Represents the special recognition given to a business operating in Delta, or an owner of a business operating in Delta, that exemplifies the qualities of a community-minded Delta business.

Criteria:

- business operating in Delta; or
 - owner of a business operating in Delta,
- that best meets the following criteria, as judged by the Mayor:
- significant and helpful charitable donation;
 - involvement in the community;
 - contributions to employees, such as:
 - quality working conditions;
 - employee development and retention programs;
 - employee wellness programs;
 - leadership through business investments that align with Delta's planning objectives;
 - most progressive development project; or
 - any combination of the above.

Procedure:

The Mayor will select one annual recipient for the Best in Business Award. The Best in Business Award will be presented by the Mayor at an event that the Mayor deems to be appropriate.



b. Difference Maker

Represents the special recognition given to the Delta citizen judged by the Mayor to have made the most positive difference in Delta over the past year.

Criteria:

- Delta citizen that best meets the following criteria:
 - positive action benefiting the community;
 - completion of a project that benefits Delta; or
 - leader of an initiative that improves the lives of Deltans.

Procedure:

The Mayor will select one annual recipient for the Difference Maker Award. The Difference Maker Award will be presented by the Mayor at an event that the Mayor deems to be appropriate.

c. Environmental Leadership

Represents the special recognition given to the Delta citizen judged by the Mayor to have best demonstrated environmental leadership in Delta over the past year.

Criteria:

- Delta citizen that best meets the following criteria:
 - positive environmental action benefiting the community; or
 - leader of a project that positively addresses climate change.

Procedure:

The Mayor will select one annual recipient for the Environmental Leadership Award. The Environmental Leadership Award will be presented by the Mayor at an event that the Mayor deems to be appropriate.

d. Accessible Business

Represents the special recognition given to the Delta business judged by the Mayor to have done the most to provide accessibility within the business over the past year.

Criteria:

- Delta business that best meets the following criteria:



- made investments in physical accessibility features;
- adapted the business (inside or out) to enhance accessibility; or
- advocated for accessibility in the business community.

Procedure:

The Mayor will select one annual recipient for the Accessible Business Award. The Accessible Business Award will be presented by the Mayor at an event that the Mayor deems to be appropriate.

e. Volunteer

Represents the special recognition given to the Delta citizen judged by the Mayor to best exemplify the attributes of a great volunteer in Delta.

Criteria:

- Delta citizen that best meets the following criteria:
 - volunteered in Delta to benefit the community; or
 - inspired others to become volunteers in Delta.

Procedure:

The Mayor will select one annual recipient for the Volunteer Award. The Volunteer Award will be presented by the Mayor at an event that the Mayor deems to be appropriate.

f. Arts and Culture

Represents the special recognition given to the Delta citizen judged by the Mayor to have made the most positive impact in the art community over the past year.

Criteria:

- Delta citizen that best meets the following criteria:
 - artist of any medium, including visual and performing arts; or
 - made a positive impact on the arts and culture community.

Procedure:

The Mayor will select one annual recipient for the Arts and Culture Award. The Arts and Culture Award will be presented by the Mayor at an event that the Mayor deems to be appropriate.



g. Trades & Technical Career Scholarships

Five scholarships worth \$2,000 each are to assist Delta residents who are in their graduating year at a Delta high school, or who have graduated from a Delta high school within the past five years, in their pursuit of post-secondary education in the area of trades and technology.

Criteria:

- Delta resident;
- Graduating or graduated from a Delta high school; and
- Has applied and been accepted to attend a post-secondary institution, including colleges, in the field of trades and technology.

Consideration will be given to:

- Academic achievement;
- Financial need;
- Community service;
- Demonstrated desire to pursue a career in the field of trades and technology; and
- Gender balance

Procedure:

Scholarship applications are accepted between September 1 and March 31. Applications are adjudicated by the Financial Assistance Review Committee by June 15. One scholarship is available per approved applicant and is awarded upon written confirmation of program attendance (end of first semester) at a registered post-secondary institution.

