



THE RESORT MUNICIPALITY OF WHISTLER
COUNCIL POLICY

POLICY NUMBER: A-35

DATE OF RESOLUTION: AUGUST 5, 2014

NAME: CIVIC SERVICE AWARDS POLICY

1.0 SCOPE OF POLICY

The Resort Municipality of Whistler relies on volunteer members of the public and community organizations to sit on Council appointed boards and committees to further community engagement, accountability and transparency for Whistler. This policy establishes the criteria for the Resort Municipality of Whistler's (RMOW) Civic Service Awards (CSAs) for individuals to receive formal recognition from Mayor and Council for outstanding and exemplary service that has enriched the Whistler community through contributing to RMOW boards and committees.

2.0 OBJECTIVE

To set out the process for the CSAs, including defining the eligibility of recipients, timeframes, decision-making and presentation of the awards;

- 2.1 To annually recognize and support the community members and stakeholders of Whistler who actively participate in civic service through municipal decision-making in volunteer capacities;
- 2.2 To build positive awareness of the volunteer contributions of community members who actively engage with the RMOW to make lasting impacts in the Whistler community;
- 2.3 To encourage further participation on municipal boards and committees from the public.

3.0 PURPOSE

This policy exists to annually recognize exceptional individuals who have freely dedicated their time to the RMOW through committees and boards.

4.0 PROCEDURE

- 4.1 The Legislative Services Department will call for nominations from eligible RMOW led committees and boards and collect nominations once per year in the fall season.
- 4.2 Nominations will be accepted from RMOW staff (who administer the committee or board) or committee or board members.
- 4.3 The Legislative Services Department will prepare an Administrative Report for a Closed Council Meeting by authority of Section 90(1)(b) of the *Community Charter* that will include all nominations and staff recommendations where relevant.

- 4.4 At the Closed Council Meeting, Council will debate the merits of each nomination and select up to three award recipients each year.
- 4.5 The award recipients will be invited to attend a Regular Council Meeting to receive their awards in a presentation by the Mayor.

5.0 ELIGIBILITY OF AWARD RECIPIENTS

- 5.1 The Legislative Services Department will begin a call for nominations and contact all of the following groups for nominees:
 - Select Committees of Council
 - Municipal Corporations
 - Council-Appointed Boards
 - Any other groups or individuals determined by the Corporate Officer that contribute to the decision-making of the RMOW in a volunteer or un-paid role.
- 5.2 Eligible recipients must be an active member within the previous year of the decision-making bodies in Sec. 5.1 of this policy for the nomination to be considered.
- 5.3 Self-nominations will not be accepted.
- 5.4 RMOW Staff or any individual who is being remunerated for their role in the decision-making bodies in Sec. 5.1 of this policy are exempt from eligibility for the award.

Certified Correct:

Shannon Story
Corporate Officer