



THE RESORT MUNICIPALITY OF WHISTLER COUNCIL POLICY

POLICY NUMBER: A-35	DATE OF RESOLUTION: AUGUST 5, 2014 AMENDED: MARCH 8, 2022
NAME: CIVIC SERVICE AWARDS POLICY	

1.0 DEFINITION

In this Council Policy, “RMOW Committees” means Committees of Council, Council-appointed boards, RMOW Working Groups and Municipal Corporations.

2.0 SCOPE OF POLICY

The Resort Municipality of Whistler (RMOW) relies on volunteer members of the public and community organizations to sit on RMOW 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 Committees.

3.0 OBJECTIVE

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

- 3.1 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;
- 3.2 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;
- 3.3 To encourage further participation on RMOW Committees from the public.

4.0 PURPOSE

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

5.0 PROCEDURE

- 5.1 The Chief Administrative Officer’s (CAO’s) Office will begin a call for nominations in September for a period of two to three weeks.
- 5.2 Nominations will be accepted from all members, volunteer and RMOW staff of RMOW Committees.
- 5.3 Each individual can nominate several nominees, but must submit one form per nomination.
- 5.4 The CAO’s Office 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.

- 5.5 At the Closed Council Meeting, Council will debate the merits of each nomination and select up to three award recipients each year.
- 5.6 The recipients will receive their awards in a presentation by the Mayor at a recognition event, whose date and location will be determined by the RMOW and may vary from year to year.

6.0 ELIGIBILITY OF AWARD RECIPIENTS

- 6.1 The CAO's Office will begin a call for nominations and contact all of RMOW Committees to ask for nominees.
- 6.2 Eligible recipients must be an active member within the previous year of the RMOW Committees for the nomination to be considered.
- 6.3 Self-nominations will not be accepted.
- 6.4 RMOW Staff or any individual who is being remunerated for their role in the RMOW Committees are exempt from eligibility for the award.
- 6.5 Nominations from or for not-for-profit organizations and societies that are not RMOW Committees will not be accepted.
- 6.6 Once awarded, individuals are not eligible for the five years following the year they received their award.

Certified Correct:

Pauline Lysaght
Corporate Officer