



City of Port Moody

Report/Recommendation to Council

Date: April 17, 2020
Submitted by: Executive Assistant to Mayor and Council
Subject: Civic Award – Youth Sports Award

Purpose

For Council to review and approve the criteria and process for the new Youth Sports Award.

Recommended Resolution(s)

THAT option one for the Youth Sports Award be approved as presented in the report dated April 17, 2020 from the Executive Assistant to Mayor and Council regarding Civic Award – Youth Sports Award.

Background

The Youth Focus Committee put forth a recommendation to create a Youth Sports Award, which was forwarded to Council in the form of a report (**Attachment 1**) considered at the Special Council meeting held on April 14, 2020. Council passed the following resolution:

RC20/158

THAT staff be directed to create a Youth Sports Award for the Civic Awards process.

Through the City's Civic Awards program, Port Moody's committees recognize deserving people, organizations, and businesses throughout the city. Port Moody's civic committees and commissions review the nominations and recommend recipients to Council for final approval. The winners are announced at a special dinner for committee volunteers. Our Civic Award Nomination period opens in early June and closes at the end of July. The award nominations are provided to the assigned Committees for their recommendation to Council.

There are five Civic Awards, which are assigned to the following bodies for adjudication and to recommend recipients to Council for final approval:

- Environmental Award – Environmental Protection Committee;
- Arts Award – Arts and Culture Committee;
- Heritage Award – Heritage Commission;
- Sports Award – Parks and Recreation Commission; and
- Peter Hulbert Accessibility Award – Council.

The current Parks and Recreation Commission make recommendations to Council for up to three sports awards each year. The Sports Award is selected through different categories in the criteria (**Attachment 2**).

The nomination process for the Civic Awards is set to open the week of June 8, 2020. Staff are currently working on finalizing the brochures and drafts for publication.

Discussion

The Sports Award has only been awarded once to someone under the age of 18, which was the Port Moody Secondary – Cheer Team in 2014, and by adding a new category for youth to the award, or creating a new award, could increase the chance of someone under the age of 18 being nominated. The Youth Focus Committee provided recommendations on the nomination requirements and criteria for a Youth Sports Award.

Using the recommendations of the Youth Focus Committee, the attached criteria have been drafted for Council's consideration. There are two ways the City can create the Youth Sports Awards.

Option 1: Include in the current Sports Award:

The current Sports Award is awarded to three people each year. Staff recommend that the Youth Sports Award be included as one of those three awards, to have the Sports Award would be awarded to two adults and one youth. The Youth Sports Award can be added to the Sports Award by amending the criteria as seen in **Attachment 2**. The Youth Focus Committee would be asked to submit nominations for the Youth Sports Award to the Parks and Recreation Commission for their consideration. Staff would add a youth category to the criteria. No funding would be required as three awards are already budgeted and the plaque is already available.

Option 2: Create a new award:

Council can create a new award titled Youth Sports Award. This award would be advertised along with the five other awards and follow the same process. New criteria would be required as drafted in **Attachment 3**. The Youth Focus Committee could receive the nominations and make their recommendation to Council. In order for a new award to be created the following are required:

- a new plaque would need to be ordered;
- additional two people added to the guest list and budget for the Committee Volunteer Dinner each year;
- additional communications/advertising for this award would need to be created; and
- additional budget would be needed for the award each year.

If Council decided to create a new award, a budget would be required. The approximate cost associated with Option 2 are as follows:

New Plaque	\$300.00	One-Time
Funding for Committee Volunteer Dinner	\$100.00	Reoccurring
Funding for Award Plaque	\$125.00	Reoccurring

Other Option(s)

1. THAT option two for the Youth Sports Award be approved as presented in the report dated April 17, 2020 from the Executive Assistant to Mayor and Council regarding Civic Award – Youth Sports Award;

AND THAT the funding of \$525 be allocated from Council Contingency.

2. THAT the report dated April 17, 2017 from the Executive Assistant to Mayor and Council titled Civic Award – Youth Sports Award be received for information.

Financial Implications

Should Council choose option one, there would be no financial impacts as the Sports Award is budgeted for up to three awards each year.

Should Council choose option two, approximately \$525 would be needed for the first year and \$225 would need to be added to the budget moving forward for reoccurring expenses.

New Plaque	\$300.00	One-Time
Funding for Committee Volunteer Dinner	\$100.00	Reoccurring
Funding for Award Plaque	\$125.00	Reoccurring

Communications and Civic Engagement Initiatives

Communications staff time would be required for the following:

- Updating website with new criteria;
- Creating new brochure for the award (Option 2);
- Updating the brochure with the criteria (Option 1);
- Updating the communications materials (ie. Ads for paper, Mail Chimp); and
- Communication through social media.

Council Strategic Plan Objectives

This initiative falls within Council's Strategic Plan for a Healthy City by promoting an inclusive community by encouraging healthy and active living for people of all ages and abilities through the Civic Awards process.

Attachment(s)

1. Report Dated March 17th from the Youth Focus Committee regarding Youth Sports Award.
2. Draft criteria for City of Port Moody Sports Award – Option 1.
3. Draft criteria for Youth Sports Award – Option 2.

Report Author

Stephanie Ivall

Executive Assistant to Mayor and Council

Report Approval Details

Document Title:	Civic Award - Youth Sports Award.docx
Attachments:	<ul style="list-style-type: none">- Attachment 1 - Report Dated March 17th from the Youth Focus Committee regarding Youth Sports Award.pdf- Attachment 2 - Draft criteria for City of Port Moody Sports Award – Option 1.pdf- Attachment 3 - Draft criteria for Youth Sports Award – Option 2.pdf
Final Approval Date:	May 4, 2020

This report and all of its attachments were approved and signed as outlined below:

Dorothy Shermer, Corporate Officer - Apr 27, 2020 - 1:19 PM

Rosemary Lodge, Manager of Communications and Engagement - Apr 28, 2020 - 1:24 PM

Paul Rockwood, General Manager of Finance and Technology - Apr 30, 2020 - 8:49 AM

Tim Savoie, City Manager - May 4, 2020 - 11:12 AM