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|                                                                                                                                                                                   | <h1>POLICY</h1>                                                                                | <u>Policy No:</u> <b>GOV-COU-045</b> |
| <u>Policy Title:</u> <b>SPORTS AWARD BANQUET</b><br><u>Policy Type:</u> COUNCIL<br><u>Category:</u> Governance<br><u>Sub-Category:</u> Council<br><u>Author:</u> Author Unknown<br><u>Dept/Div:</u> Community<br>Services/Community<br>Programs & Services/Council | <u>Approval Date:</u> October 24, 1988                                                         |                                      |
|                                                                                                                                                                                                                                                                    | <u>Reviewed Date:</u> June 2016<br><u>Next Review Date:</u> June 2021<br><u>Reviewed Date:</u> |                                      |
|                                                                                                                                                                                                                                                                    | <u>Last Amended:</u> September 21, 1992                                                        |                                      |
|                                                                                                                                                                                                                                                                    | <u>Replaces:</u> I-045, Sports Award<br>Banquet                                                |                                      |
|                                                                                                                                                                                                                                                                    | <u>Repealed:</u><br><u>Replaced by:</u>                                                        |                                      |
| <u>Related Policies, Procedures and/or Guidelines:</u><br>To be included at next review                                                                                                                                                                            |                                                                                                |                                      |

**1.    POLICY PURPOSE:**

To recognize Kitchener athletes who have achieved a provincial or better championship.

**2.    DEFINITIONS:**

To be included at next review.

**3.    SCOPE:**

| POLICY APPLIES TO THE FOLLOWING:                   |                                                             |
|----------------------------------------------------|-------------------------------------------------------------|
| <input type="checkbox"/> All Employees             |                                                             |
| <input type="checkbox"/> All Full-Time Employees   | <input type="checkbox"/> All Union                          |
| <input type="checkbox"/> Management                | <input type="checkbox"/> C.U.P.E. 68 Civic                  |
| <input type="checkbox"/> Non Union                 | <input type="checkbox"/> C.U.P.E. 68 Mechanics              |
| <input type="checkbox"/> Temporary                 | <input type="checkbox"/> C.U.P.E. 791                       |
| <input type="checkbox"/> Student                   | <input type="checkbox"/> I.B.E.W. 636                       |
| <input type="checkbox"/> Part-Time Employees       | <input type="checkbox"/> K.P.F.F.A.                         |
| <input type="checkbox"/> Specified Positions only: | <input type="checkbox"/> Other:                             |
| <input checked="" type="checkbox"/> Council        | <input type="checkbox"/> Local Boards & Advisory Committees |

To be included at next review.

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**4. POLICY CONTENT:**

- 4.1 That the criteria for recognizing athletes by the City of Kitchener, as presented to the Civic Administration Committee on October 17, 1988, be adopted and further,
- 4.2 That a Committee comprising of 1 member of City Council, 1 Community Sport Representative and 1 Parks & Recreation Department Employee be established to review the applications and organize the event in accordance with approved Committee responsibilities.

**CITY OF KITCHENER ATHLETIC AWARDS COMMITTEE  
RESPONSIBILITIES**

- 1. Prepare budget for Council approval annually.
- 2. Determine appropriate award to be presented.
- 3. Review applications and select athletes to be recognized.
- 4. Select a menu and caterer for the meal.
- 5. Select a location and date for the banquet.
- 6. Select head table guests.
- 7. Determine program including keynote speaker.
- 8. Determine and prepare advertising to sport groups and the general public.
- 9. Prepare initiations to special guests.
- 10. Prepare annual report for Community Services Committee. (as amended)

**Criteria**

- a) The athlete or team must place first in a provincial, national or international championship/games sanctioned by a recognized Canadian, Provincial or National sport governing body. All members of the team will be recognized regardless of residency. (as amended)

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- b) The athlete must be a member of a Kitchener sport organization (or a member of an Ontario, Provincial or Canadian National team) which is affiliated with a recognized Canadian Provincial or National sport governing body.
- c) All individual event winners must have their principal residence in the City of Kitchener. Non-residents who are members of a Kitchener team (and make a contribution to the team victory) are eligible also.
- d) Kitchener residents who participate on teams in other municipalities are not eligible unless there is no such similar organization in Kitchener.
- e) The athlete must be of amateur status.
- f) Activities involving motorized vehicles under the control of the individual are NOT eligible.
- g) Each eligible athlete/team may include up to three additional award recipients (coaches or managers).
- h) University, Community College or High School teams or athletes will not be recognized.

#### Submission

All application forms must be submitted to Kitchener Parks & Recreation by the second Friday of January, annually.

#### Selection

A Review Committee composed of one elected official, one community sport representative, and one Parks & Recreation employee shall review the applications for recognition by the City of Kitchener to determine the eligibility of athletes.

#### Presentation

The Awards Banquet will be held during the second week of February, annually.

## **2. HISTORY OF POLICY CHANGES**

### Administrative Update

Policy No: GOV-COU-045

Policy Title: SPORTS AWARD BANQUET

2001-12-01 - Reviewed, no changes.

2016-06-01 - I-045 - policy template re-formatted to new numbering system and given number GOV-COU-045.

Formal Amendments

1992-06-01 - As per Council/CLT directive

1992-09-21 - As per Council/CLT directive