

## COMMISSION REPORT

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**TO:** CHAIR AND MEMBERS  
PARKS, RECREATION & CULTURE  
COMMISSION

**DATE:** 2019 Jan 03

**FROM:** DIRECTOR - PARKS, RECREATION &  
CULTURAL SERVICES

**FILE:** 2410-20

**SUBJECT:** 2019 RECOGNITION NIGHT

**PURPOSE:** To request approval to host the 2019 Recognition Night on Friday, 2019 April 26.

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**RECOMMENDATION:**

1. **THAT** approval be given to host Recognition Night on Friday, 2019 April 26 at the Riverway Golf Course Clubhouse.

**REPORT****1.0 INTRODUCTION**

In 2018 the Commission hosted its annual Recognition Night on April 20 at the Clubhouse at Riverway Golf Course with approximately 160 people in attendance. The purpose of Recognition Night is to recognize the important contribution that the volunteer community groups add to the provision of parks, recreational and cultural programs and services in the city.

After hosting this annual dinner for more than 40 consecutive years, the event continues to be popular with Burnaby's community organizations and the Riverway Clubhouse has proven to be a very successful venue.

The invitation criteria reflect that the community organizations provide a service or partnership role which enhances the services provided by our department.

The invitation criteria are as follows:

1. The purpose of Recognition Night is to honour representatives from not-for-profit groups which provide a significant benefit to the community through the provision of parks, recreation and cultural services through either a partnership or as a service which enhances that offered by the department.

To: Parks, Recreation & Culture Commission  
From: Director - Parks, Recreation & Cultural  
Services  
Re: Recognition Night 2019

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2. Representatives are invited from groups who offer open membership to all qualified and interested Burnaby residents.
3. Representatives are invited only from those sports associations which represent more than one team.

## **2.0 POLICY SECTION**

### **Goal**

- A Connected Community  
Work collaboratively with businesses, educational institutions, associations, other communities and governments
- An Inclusive Community
  - Create a sense of community –  
Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Healthy Community
  - Healthy life –  
Encourages opportunities for healthy living and well-being
  - Community involvement –

## **3.0 RECOMMENDATION**

Staff will be working on the arrangements in the coming months and a draft program is attached for the Commission's information. Estimated expenses for the 2019 Recognition Night are \$14,000.



Dave Ellenwood  
DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

PS:km  
Attachment

**2019 RECOGNITION NIGHT  
THE CLUBHOUSE AT RIVERWAY GOLF COURSE  
FRIDAY, 2019 APRIL 26**

**APPROXIMATE TIME**

**6:00 - 7:00 pm    GUEST SIGN-IN AND SOCIAL HOUR**

Chair and Commissioners will take turns greeting guests as they arrive.

- Sign-in of guests / Name tags will be available
- Cash Bar

**7:00 - 7:15 pm    INTRODUCTIONS**

Chair requests guests to be seated.

- Welcome and Introductory remarks: Commission Chair
- Introduction of Mayor or Acting Mayor  
Brief welcome from Mayor or Acting Mayor
- Remarks by Chair:
  - Introduction of Commissioners
  - Introduction of Special Guests
  - Introduction of Staff

Cash Bar remains open during dinner.

**7:15 - 8:30 pm    DINNER**

**8:30 pm         PRESENTATIONS**

- Thank you to staff
- Presentation of gift to former Commissioner(s)
  - Recognition of all Volunteers - Digital Presentation (5 min.)
  - Flower arrangements presentation

**8:45 pm         CLOSING BY CHAIR**