

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

**DATE:** 2020 Jan 03

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

**FILE:** 2410-20

**SUBJECT:** 2020 RECOGNITION NIGHT

**PURPOSE:** To request approval to host the 2020 Recognition Night on Friday, 2020 April 17 at the Riverway Golf Course Clubhouse.

---

**RECOMMENDATION:**

1. **THAT** approval be given to host Recognition Night on Friday, 2020 April 17, at the Riverway Golf Course Clubhouse.

**REPORT**

**1.0 INTRODUCTION**

Recognition Night is an annual event hosted by the Parks, Recreation and Culture Commission 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. In 2019, Recognition Night took place on April 26 at the Riverway Golf Course Clubhouse with approximately 170 people in attendance.

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 that provide a significant benefit to the community through the provision of parks, recreation and cultural services either through 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 2020

.....Page 2

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

## **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**

It is recommended that approval be given to host Recognition Night on Friday, 2020 April 17, at the Riverway Golf Course Clubhouse. Staff will be working on the arrangements in the coming months and the attached draft program is for the Commission's information. Estimated expenses for the 2020 Recognition Night are \$14,000.



Dave Ellenwood  
DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

KM  
Attachment

**2020 RECOGNITION NIGHT  
THE CLUBHOUSE AT RIVERWAY GOLF COURSE  
FRIDAY, 2020 APRIL 17**

**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 the Mayor or Acting Mayor  
Brief welcome from the 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**