



Planning and Building Department

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## INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS  
ENVIRONMENT COMMITTEE

DATE: 2021 January 6

FROM: DIRECTOR PLANNING AND BUILDING

FILE: 33000 01

Reference: *Environmental Awards Program*

**SUBJECT: 2021 ENVIRONMENTAL AWARDS PROGRAM**

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This memo and *attachments (3)* provides the Environment Committee with information about the City's Environmental Awards Program ([www.burnaby.ca/environmentawards](http://www.burnaby.ca/environmentawards)). *Attached* are a copy of this year's promotional poster, program Terms of Reference and Nomination Form for your information and use. Committee members are encouraged to raise awareness of the program through their networks and to encourage nomination of worthy candidates in one of the six award categories. The call for nominations opened in early January and will close on February 22, 2021.

In a typical year, once the nomination period closes, the Environment Committee would participate in the process of reviewing the nominations and recommending award recipients to Council for approval. Planning Department staff lead this process by presenting the nominations received and making preliminary recommendations in a report to the Environment Committee. Based on the committee's input, a second report would be prepared that recommends a list of award recipients to Council for approval. This year, recipients will be announced at the May 31 Council meeting as part of Environment Week and will be invited to receive their award either in-person, or virtually depending on provincial health regulations at a regular meeting of Council scheduled for June 28, 2021.

For this year, please be advised that the aforementioned Environmental Awards program process is tentative and may be modified to align with public health regulations and city policies in response to the COVID-19 global pandemic with implications potentially delaying or cancelling the award ceremony. Furthermore, due to the Ministerial orders, standing committees are currently not permitted to have closed agendas and instead require such agenda items containing personal information (a report presenting award nominee information, for example) to go directly to a closed Council meeting. If the aforementioned restrictions are still in effect in March, the process for reviewing nominations would not include Environment Committee members and recommendations for nominations would be sent directly to Council with a memo to Environment Committee for information.

*Chair and Members*

*Environment Committee*

*Subject: 2021 Environment Awards Program*

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Committee members may contact Teresa Friedel, Environmental Planner at [teresa.friedel@burnaby.ca](mailto:teresa.friedel@burnaby.ca) or 604-294-7764 with any questions about the Environmental Awards Program. Additional hard copies of the poster, Terms of Reference and Nomination Form are available on request.



for: E.W. Kozak, Director  
PLANNING AND BUILDING

TF/sa

*Attachments*

Copied to: City Manager  
City Clerk

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# ENVIRONMENTAL AWARDS 2021

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**NOW ACCEPTING NOMINATIONS**

**DEADLINE: FEBRUARY 22, 2021**

The Environmental Awards Program recognizes contributions made by individuals, community groups, businesses and organizations to environmental stewardship and sustainability in Burnaby.

We are currently seeking nominations for the following categories:

- **Business Stewardship**
- **Communications**
- **Community Stewardship**
- **Green Choices**
- **Planning & Development**
- **Youth**

**TO MAKE A NOMINATION:**

Call 604-294-7400 or visit [burnaby.ca/environmentawards](https://burnaby.ca/environmentawards)





# ENVIRONMENTAL AWARDS 2021

## TERMS OF REFERENCE

*Nomination  
Deadline:  
February 22, 2021*

The City of Burnaby's Environmental Awards Program recognizes the outstanding contributions of individuals, community groups, businesses and organizations to environmental sustainability in our community. Help us recognize Burnaby's environmental leaders by making a nomination today.

### Award Categories

#### 1 Business Stewardship

This category recognizes Burnaby-based businesses, whose business practices and stewardship activities promote environmental sustainability in the workplace or community. Businesses should demonstrate excellence in raising awareness of environmental issues with staff/clients, reducing their ecological footprint in areas such as energy or water use, waste reduction, purchasing and transportation and/or enhancing or rehabilitating the City of Burnaby's environment.

#### 2 Communications

This category includes all forms of print and digital media, video, audio or multi-media presentations, and outreach or campaigns that help to increase the understanding of environmental issues or promote environmentally sustainable behaviors in our community. The nominated work should demonstrate a comprehensive understanding of an environmental issue or sustainability and its relationship to Burnaby's citizens.

#### 3 Community Stewardship

This category recognizes individuals, community groups and organizations that have actively promoted environmental stewardship in the City of Burnaby for several years. Their efforts have increased public awareness of an environmental issue or notably enhanced or rehabilitated the City's environment.

#### 4 Green Choices

This category recognizes residents of Burnaby, including individuals, community groups, organizations, strata councils, and institutions, that demonstrate an exemplary commitment to environmental sustainability in the home, garden and community through any of the following means: household energy conservation, waste reduction, green waste recycling, water efficiency, innovation in natural garden practices and native plant landscaping, local food production, active transportation and other sustainable lifestyle choices.

#### 5 Planning & Development

This category highlights developments that demonstrate strategic planning, innovative environmental features and green building technologies that reduce energy use and emissions, reuse materials, use water efficiently, employ innovative approaches to stormwater and wastewater management, encourage active transportation, and protect and enhance aquatic and terrestrial ecosystems. Developments may range in scale from large commercial, industrial, institutional or residential projects to individual new or renovated buildings.

#### 6 Youth

This category recognizes the contributions that children or teenagers have made, either through their own initiatives or through school programs, which have enhanced public awareness of environmental sustainability issues or have notably enhanced or rehabilitated the City's environment.

### Nomination Information

Visit [burnaby.ca/environmentawards](http://burnaby.ca/environmentawards) for an online nomination form.

#### Award Process

The program includes two award designations. Environmental Awards recognize individuals and groups for outstanding environmental achievements. Environmental Stars recognize accomplishments carried out on a smaller scale. Criteria is available on our website. Awards will be presented at a Council Meeting on June 28, 2021 either in-person or virtually, depending on provincial health guidelines in place at that time.

#### Questions?

City of Burnaby Planning Department:  
Tel: 604-294-7400  
Email: [planning@burnaby.ca](mailto:planning@burnaby.ca)

**Nomination Deadline:**  
**February 22, 2021**



# ENVIRONMENTAL AWARDS 2021

## NOMINATION FORM

The City of Burnaby's Environmental Awards Program recognizes the outstanding environmental achievements of individuals, community groups, businesses and organizations in Burnaby. We are currently seeking nominations in the categories of Business Stewardship, Communications, Community Stewardship, Green Choices, Planning and Development and Youth\*.

To be considered for an award, please complete this form by February 22 and submit it through one of the following methods:

- Email a scanned copy to [planning@burnaby.ca](mailto:planning@burnaby.ca)
- Complete the online form: [burnaby.ca/environmentawards](http://burnaby.ca/environmentawards)

Awards will be presented at the regular meeting of Council on June 28.  
In-person reception from Council will be held if provincial health orders allow.  
Help us recognize Burnaby's environmental leaders by making a nomination today!  
[burnaby.ca/environmentawards](http://burnaby.ca/environmentawards)



### Nominee's Name and Contact Information

Name:

Address:

Phone:

Email:

### Award Category

☐ Business Stewardship

☐ Communications

☐ Community Stewardship

☐ Green Choices

☐ Planning & Development

☐ Youth

### Brief description of nominee's environmental achievement(s)

Please attach a separate sheet.

The City's Environmental Sustainability Strategy contains 10 goals shown here. Learn more about each goal at [burnaby.ca/environmentawards](http://burnaby.ca/environmentawards). Please indicate which ESS goal(s) you think the environmental achievements of your nominee contribute towards.

☐ Green

☐ Move

☐ Conserve

☐ Flow

☐ Build

☐ Live

☐ Prosper

☐ Manage

☐ Breathe

☐ Nourish

### Name and contact information of two references that have knowledge of the nominee's environmental achievement(s)

Name:

Address:

Phone:

Email:

Name:

Address:

Phone:

Email:

### Your Name and Contact Information

Name:

Address:

Phone:

Email:

Please complete each section of this form, all information is required.

\*The City is not compelled to recommend award winners to Council in any or all categories if they feel there are no appropriate candidates in a given year.

## Environmental Awards Program

Form deadline: February 22, 2021 | [burnaby.ca/environmentawards](http://burnaby.ca/environmentawards)

