

# Report

Date March 15, 2023

File:

Subject Sports Wall of Fame Nomination Committee Structure Review

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## PURPOSE

To consider new terms of reference to re-establish the Sports Wall of Fame Nomination Committee.

## BACKGROUND

In 2007 the Municipality of North Cowichan established the Sports Wall of Fame to recognize individuals and teams that have attained high achievement and or have made a significant contribution to athletics within North Cowichan, British Columbia, Canada, and/or on the global stage. The Sports Wall of Fame Nomination Committee (SWOFNC) was formed under Council to facilitate the administration and annual induction processes. Eight committee members (one from Council and seven from the community) would meet once a year to review nomination submissions. Under the initial terms of reference (ToR), a maximum of five nominations per year would be considered for induction in the following categories:

- Athlete
- Team
- Coach
- Administrator/Builder

The ToR, as revised on July 15, 2009 (Attachment 1), established the criteria and selection methodology to be used by the SWOFNC when selecting inductees to recommend to Council. In 2012 the number of members from the community at large was reduced from seven to six. And in 2015, the Chair, who the members previously elected, became the Council member. Also, after the 2013 annual induction ceremony, the SWOFNC moved the induction ceremony to occur every second year.

In 2019 the Select Committees Bylaw was repealed, and as a result of that process, the SWOFNC was discontinued. Although disbanded, existing committee members stayed on as a quasi-working group to continue providing recommendations on inductees to Council so that the 2019 ceremonies could continue without disruption or delay. The SWOFNC's last official meeting was held on May 2, 2017, and the public members at that time included:

1. Anneke Bruce
2. Don Bodger
3. Larry Hopwo
4. Andy Hutchins
5. Norm Jackson
6. Bill Keserich
7. Ted Webb

Anneke Bruce's and Ted Webb's appointments expired on November 30, 2018. They were not re-appointed by Council, leaving five of the seven appointees identified above as Committee members at the beginning of 2019, in addition to Councillor Manhas, who was appointed by Council on November 7, 2018, for the 2018-2022 term.

Unfortunately, the onset of the COVID-19 global pandemic forced the cancellation of the 2021 induction ceremony. However, as the Committee members, with the exception of Andy Hutchins, who sadly passed away that spring, transitioned to a post-pandemic recovery stage, the quasi-working group (Don Bodger, Larry Hopwo, Norm Jackson, Bill Keserich and Councillor Manhas) got back together to successfully host and deliver the 2021 ceremony in November 2022 where seven new members (Garrett Elliott, Stan McKinlay, Dano Thorne, Sharon Chrysler, Stuart Channel Little League Baseball Team, Ken Williams and Roy Price) were inducted.

Since 2007 a total of 58 nominations have been inducted into the Sports Wall of Fame, which is currently located in the main entrance lobby of the Cowichan Aquatic Centre.

## **DISCUSSION**

The first step in re-establishing the SWOFNC is to adopt a ToR that identifies the Committee's duties, the maximum of inductees, and the frequency of induction ceremonies.

As part of the evaluation process in drafting a new set of ToR for the SWOFNC (Attachment 1), staff reviewed the following:

- (1) the SWOFNC ToR (Attachment 2) adopted by Council in 2013 when the advisory body was established as a committee of Council (prior to 2013, the advisory body functioned as a staff working group);
- (2) the SWOFNC's operational history since 2013; and,
- (3) the new [Advisory Body Policy](#).

## **NEW ToR to re-establish the SWOFNC in 2023**

Staff have prepared revisions to the ToR for the SWOFNC (Attachment 1). The ToR prepared by staff is consistent with the ToR included in Attachment 2, with the following exceptions:

- Terms that are now captured within the [Advisory Body Policy](#) (e.g., funding) have been excluded;
- Appointments are for the term of Council instead of two-year rotations;
- Membership has been established as seven members, including the Council member, which is consistent with the size of the SWOFNC established by Council in 2015;
- Induction ceremonies are to occur biennially during November in odd-numbered years, which is consistent with past practice, rather than leave to the discretion of the Committee as established in Attachment 2; and,
- The selection methodology has been excluded as it is administrative. With staff support, the Committee will consider a new selection method for the 2023 process. The methodology will be included in the staff report when recommendations are brought forward for Council decision.

## OPTIONS

1. **(Recommended Option)** THAT Council approve the Terms of Reference for the Sports Wall of Fame Nomination Committee as presented and appended to the Director of Parks and Recreation's March 15, 2023, report as Attachment 1.
2. Alternative option for the Sports Wall of Fame Nomination Committee.  
THAT Council approve the Terms of Reference for the Sports Wall of Fame Nominating Committee, as appended to the Director of Parks and Recreation's March 15, 2023, report as Attachment 1, with the following amendments:
  - *(Council to identify the section in the ToR that is to be amended, including what is to be stricken, inserted, stricken and inserted, or removed)*

## IMPLICATIONS

There are many benefits to establishing and appointing committees comprised of Council members and volunteers. Committees allow additional time that may not exist at a Council meeting to delve into issues and provide advice and recommendations to Council that include different perspectives. They are an additional opportunity for members of the public who serve on a committee to represent the voice of the community that Council may not be aware of.

Time is of the essence to re-establish the Sports Wall of Fame Nomination Committee as the 2023 induction ceremony is scheduled to take place in November 2023 as nominations are scheduled to close.

## RECOMMENDATION

THAT Council approve the Terms of Reference for the Sports Wall of Fame Nomination Committee as presented and appended to the Director of Parks and Recreation's March 15, 2023, report as Attachment 1.

Report prepared by:

*Neil Pukesh*

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Report reviewed by:

*Gf*

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George Farkas  
General Manager, Planning, Development and

**Approved to be forwarded to Council:**

*Ted Swabey*

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Ted Swabey  
Chief Administrative Officer

Attachments:

- (1) SWOFNC 2023 Terms of Reference
- (2) Former SWOFNC Terms of Reference (as revised on 15-Jul-2009)