

Date: June 16, 2025

To: **Select Committee on Citizen Recognition Program**

Name and title: Debbie Heywood, Staff Liaison to Select Committee on Citizen Recognition Program

Subject: Update on Citizen Recognition Program

Attachment(s): Citizen Recognition Program Framework - DRAFT

## Recommendation(s):

That the Select Committee on Citizen Recognition Program RECEIVES FOR INFORMATION the report dated June 16, 2025, from the Staff Liaison to Select Committee on Citizen Recognition Program, titled "Update on Citizen Recognition Program" and PROVIDES DIRECTION on finalizing the framework.

## Purpose:

To inform the Committee on Citizen Recognition Program updates from Administration.

## Discussion:

At the May Committee meeting, Administration was requested to:

1. Invite staff from the Parks Division to answer questions regarding suggested options for legacy relevant to that Division. The Manager of Parks and Solid Waste will be attending the June 26<sup>th</sup> meeting of the Select Committee on Citizen Recognition Program.
2. Review options for identifying a leader of the Program. After a review of past and current duties similar to this program, it has been determined that the scope of the program will determine the best fit.
3. Provide information on what internal record-keeping would look like. The Communications Division would create a section on the City website on the Awards and Recognition page <https://www.princegeorge.ca/community-culture/awards-recognition>. It was suggested to include a short biography along with a photo of each recipient.
4. Create an overview of the Program Framework. Administration has attached a draft document for further direction from the Committee.

## Strategic Priorities:

City Government and Infrastructure Priorities: Engage the community in exploring expectations, needs and priorities – identify, develop, resource, and implement a range of one-way and two-way engagement methods to connect with the community.

## Summary and conclusion:

The information provided is to assist the Select Committee on Citizen Recognition Program in creating the Citizen Recognition Program.

Respectfully submitted:

Debbie Heywood, Staff Liaison to Select Committee on Citizen Recognition Program

Meeting date: 2025/06/19