



# City of Richmond

## Report to Committee

**To:** Parks, Recreation and Cultural Services Committee  
**Date:** February 22, 2021

**From:** Elizabeth Ayers  
 Director, Recreation and Sport Services  
**File:** 11-7000-10-01/2021-Vol 01

**Re:** **Proposed Amendment to the Richmond Sports Wall of Fame Nominating Committee's Terms of Reference**

### Staff Recommendation

That the Richmond Sports Wall of Fame Nominating Committee's Terms of Reference be amended, as detailed in Attachment 2 of the staff report titled "Proposed Amendment to the Richmond Sports Wall of Fame Nominating Committee's Terms of Reference".

Elizabeth Ayers  
 Director, Recreation and Sport Services  
 (604-247-4669)

Att. 3

<b>REPORT CONCURRENCE</b>	
<b>CONCURRENCE OF GENERAL MANAGER</b> <i>Severina .</i>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> <i>MA</i>
<b>APPROVED BY CAO</b> 	

## Staff Report

### Origin

The purpose of this report is to seek approval to amend the Richmond Sports Wall of Fame's Terms of Reference related to the number of voting members as detailed in the letter from the Chair of the Richmond Sports Wall of Fame Nominating Committee, dated February 18, 2021 (Attachment 1).

This report supports Council's Strategic Plan 2018-2022 Strategy #3 One Community Together:

*3.1 Foster community resiliency, neighbourhood identity, sense of belonging, and intercultural harmony.*

*3.4 Celebrate Richmond's unique and diverse history and heritage.*

This report supports the following actions from the Recreation and Sport Strategy 2019-2024:

*Celebrate excellence in sport by creating opportunities to sport idols.*

*Encourage connectedness and participation in recreation and sport.*

### Analysis

#### Background

In 2014, Richmond City Council requested that Richmond Sports Council establish a Richmond Sports Wall of Fame nominating committee to make recommendations to Council regarding inductees to the Richmond Sports Wall of Fame that would be located in the Richmond Olympic Oval. At that time Council, passed Policy 8711 "Sports Wall of Fame" which provides the direction for the Wall of Fame. Council also approved the Richmond Sports Wall of Fame Terms of Reference for the committee along with selection criteria for individual inductees and team nominations.

Since 2015, the nominating committee has recommended 63 individuals/teams to Council for induction on to the Richmond Sports Wall of Fame. Five induction ceremonies have been held since the installation of the Richmond Sports Wall of Fame and accompanying digital kiosk. Staff received a letter from the Nominating Committee on February 18, 2021 requesting an increase in the number of voting members on the committee from three to five current members of Richmond Sports Council (Attachment 2).

The Terms of Reference for the committee were last updated by Council in 2015 when Council advised the Nominating Committee that the committee's voting process would be changed from a consensus or unanimous vote to a majority vote of four out of five or 80% of the vote.

The current Terms of Reference for the Nominating Committee, specify there will be five voting members on the committee as follows:

- a. One City of Richmond Council Member (to be appointed by Council);
- b. Three current members of Richmond Sports Council (to be appointed by Richmond Sports Council); and
- c. One Richmond Sports Council Life Time Member (to be appointed by Richmond Sports Council).

The request to increase the number of members from Richmond Sports Council has several benefits, including knowledge transfer, consistency in membership, and expanded knowledge base. Staff support the Committee's recommendation and note that it also demonstrates increased interest and support for this important initiative.

As detailed in the letter from the Nominating Committee's chair, the committee is recommending that the majority vote still remain at 80% in favor of a nominee. Attachment 2 is a copy of the proposed amendments to the Richmond Sports Wall of Fame Nominating Committee's Terms of Reference proposing "Up to Five current members of Richmond Sports Council". Attachment 3 shows the proposed changes highlighted in red. The proposed change will assist the Nominating Committee in their work as they review, research and recommend individuals and teams to Council for inclusion onto the Richmond Sports Wall of Fame.

### **Financial Impact**

No financial impact

### **Conclusion**

The proposed changes to the Richmond Sports Wall of Fame Terms of Reference will provide the committee with increased knowledge and expertise to continue to make recommendations to Council on future Richmond Sports Wall of Fame inductees. The Richmond Sports Wall of Fame and induction ceremonies have provided Richmond residents and the Richmond sport community with a focal point to celebrate individuals and teams accomplishments along with recognizing their contribution to sports in Richmond over the decades.



Gregg Wheeler  
Manager, Sport and Community Events  
(604-244-1274)

- Att. 1: Letter from the City of Richmond Sports Wall of Fame, Nominating Committee, dated February 18, 2021
- 2: Updated (Clean) – Richmond Sports Wall of Fame Nominating Committee Terms of Reference
  - 3: Updated (Redlined Edits) – Richmond Sports Wall of Fame Nominating Committee Terms of Reference

## Attachment 1

February 18, 2021

**Gregg Wheeler  
City of Richmond  
5599 Lynas Lane  
Richmond, BC  
V7C 5B2**

To Gregg

**Re: City of Richmond Sports Wall of Fame Nominating Committee Terms of Reference Update to Number of Voting Committee Members**

The City of Richmond's Sport Wall of Fame Nominating Committee, met January 26, 2021 online for our first meeting of the year. Due to the current COVID pandemic, the committee was unable to meet in person in 2020.

This meeting provided the committee with an opportunity to welcome two new members:

- Ms. Barb Norman – long time Richmond Sports Council member
- Mr. Rick Henderson – Richmond Sports Council Lifetime Member & current Wall of Fame inductee.

The uptake of these two individuals to our committee was required due to the recent departure of an original committee member, Ms. Donna Marsland.

The current Wall of Fame Terms of Reference & Selection Criteria were reviewed during this meeting to bring our new committee members up to date on the selection process used when considering new Wall of Fame inductees.

At this meeting consensus was reached and agreed upon regarding a modification to the existing Terms of Reference. Some additional flexibility regarding the overall make up of the committee is required. From time to time, the committee requires:

- Additional expertise in certain areas of sports regarding specific individual applications.
- Additional member(s) in the case of a long-term unavailability of a current committee member.

The Richmond Sports Wall of Fame Nominating Committee is requesting the following amendment to the Terms of Reference:

Below are the current Terms of Reference related to the Nominating Committee:

1. *The Nominating Committee includes the following membership:*
  - a. *One City of Richmond Council Member (to be appointed by Council);*
  - b. *Three current members of Richmond Sports Council (to be appointed by Richmond Sports Council); and*
  - c. *One Richmond Sports Council Life Time Member (to be appointed by Richmond Sports Council).*
2. *Nominating Committee members have a working knowledge of the history, achievements and evolution of sport in Richmond.*
3. *The Nominating Committee operates on a majority vote 4 out of 5 and that the number of votes for each submission be disclosed to Council in the staff report as part of their recommendations to Council.*
4. *Council will approve all inductees to the Richmond Sports Wall of Fame.*

The Nominating Committee is requesting that the number of Richmond Sports Council committee members under “Section 1.” be updated to the following “Three or more as deemed by Richmond Sports Council”. The majority for a vote would then be “80% of the voting members at the time”.

This request does not affect the overall goals and objectives of the Wall of Fame Nominating Committee, but does provide more flexibility to the Committee in managing all applications & nominations received on a yearly basis.

Sincerely,



City of Richmond  
Sports Wall of Fame, Nominating Committee

Councillor Harold Steves  
Councillor Bill McNulty  
Barb Norman  
Bob Jackson  
Rick Henderson  
Stuart Corrigan – Chair (2021 – 2022)

## **Attachment 2**

### **Richmond Sports Wall of Fame Terms of Reference**

#### **Council Policy**

1. The Richmond Sports Wall of Fame located at the Richmond Olympic Oval will showcase Richmond's sporting history.
2. Inductees to the Wall of Fame may come from any sport or related activities. For the purposes of this policy, "Sport" is defined as any competitive, physical activity governed by a specific set of rules.
3. Inductees to the Richmond Sports Wall of Fame will be approved by Council based on recommendations from a Nominating Committee.
4. Inductees must have residency or strong connection to the Richmond Community. Preference will be given to individuals who lived in Richmond during their participation in either their sport or related activities.
5. Inductees will be nominated in one or more of the following eight categories:
  - a. Athlete
  - b. Builder
  - c. Coach
  - d. Official
  - e. Pioneer
  - f. Special Achievement
  - g. Team
  - h. Masters Athlete
6. Inductees will be invited to a ceremony at Council Chambers at Richmond City Hall as part of an Induction Ceremony to be held a minimum of every three years.

#### **Nominating Committee**

Richmond Sports Council to be the overseeing body for the Nominating Committee within the following parameters:

1. The Nominating Committee includes the following membership:
  - a. One City of Richmond Council Member (to be appointed by Council);
  - b. Up to Five (5) current members of Richmond Sports Council (to be appointed by Richmond Sports Council); and
  - c. One Richmond Sports Council Life Time Member (to be appointed by Richmond Sports Council).
2. Nominating Committee members have a working knowledge of the history, achievements and evolution of sport in Richmond.
3. The Nominating Committee operates on a majority vote of 80% and that the number of votes for each submission be disclosed to Council in the staff report as part of their recommendations to Council.
4. Council will approve all inductees to the Richmond Sports Wall of Fame.

## Richmond Sports Wall of Fame Selection Criteria

Eight main categories for inclusion in the Sports Wall of Fame – Athlete, Builder, Coach, Official, Pioneer, Special Achievement, Team and Masters Athlete.

Key criteria to be considered in all of the inductee categories for the Sports Wall of Fame include the following:

1. Inductees must have residency or strong connection to the Richmond Community. Preference will be given to individuals who lived in Richmond during their participation in either their sport or related activities.
2. Achievement at community, provincial, national, international or world championship level.
3. In good standing at the time of their achievement with the related provincial, national or international sport if applicable.
4. Athlete be retired from the sport for which they are nominated for a minimum of five years other than athletes competing in sanctioned masters athletic competitions.<sup>1</sup>
5. Contribution back to the community of Richmond, either in their sport or related activities.
6. Higher than average proficiency in more than one sport.
7. Richmond sport organization or school team that is made up of a minimum of 75 per cent Richmond residents. Team members' names will not be included on the Wall of Fame plaque, but individual names will be included in the accompanying electronic kiosk.
8. Nomination forms to be submitted by December 31 of each year. Unsuccessful nomination forms and accompanying supported materials will be returned to the nominator and accompanying supported materials after three years.
9. Unless directed by the committee, all discussion and decisions of the Wall of Fame Nomination Committee to remain in strict confidence so as to ensure that the committee speaks with one voice and that individuals and groups privacy is respected.
10. Coach - Compiled an outstanding record of coaching/managing championships teams and/or athletes, and compiled an extraordinary winning record or have achieved other outstanding accomplishments, with consideration given to integrity, sportsmanship and character.
11. Pioneer - Attained a high level of excellence and brought honour and recognition to Richmond sport and sport history. Nominees must exhibit a "pioneering" quality in athletic, builder, or team accomplishments, involving some aspect of innovation, or trailblazing that changed the shape of sport in Richmond for those who followed 40 years prior to the current year.
12. Special Achievement - This special recognition award is presented from time to time to an individual(s) who has (have) made a significant contribution to sport in Richmond, but who would not otherwise qualify for induction into Richmond's Sports Wall of Fame. This candidate(s) must exemplify good character and dedication, and provide inspiration to present and future generations.

<sup>1</sup> Special consideration may be given to individuals and teams still competing in their sport related to Olympic medal success, international championships or world records that have been sanctioned by the appropriate international sport federation.

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