



**Honorary Citizen
Award Committee**
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Honorary Citizen Award Committee

Terms of Reference

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The Honorary Citizen Award Committee consists of at least seven members, with consideration being given to ensuring representation from various segments and interest levels of community concerns. The Committee meets, as required, during the months prior to the award ceremony. The Council liaisons are the Co-Chairs of the Committee. The award ceremony is to be held once every four years, in the second year after the municipal election.

The award program is named the Honorary Citizen Award. The Honorary Citizen Award Committee is primarily responsible for ensuring that there are a suitable number of nominations to choose from, with Council and the public having the ability to make nominations for the proposed award. The Committee evaluates nominations and makes Honorary Citizen Award recommendations to Council. Meetings are held in-camera and recommendations remain confidential until Council has announced the recipients. The number of Honorary Citizen Award nominations recommended to Council is approximately 10 for each year.

Council evaluates and selects award recipients in-camera from the list of nominations evaluated and recommended by the Honorary Citizen Award Committee. Awards will be presented by the Mayor at a formal recognition ceremony and reception hosted by Council.

The criteria for the Honorary Citizen Award is as follows:

1. Awards are given in recognition of an individual's achievements or service to the community.
2. Honorary Citizen Award nominees must be a current or former resident of the local First Nations, the City of Victoria or the Capital Region, and must demonstrate outstanding contribution(s) in one or more of the categories.
3. Those currently holding elected office, or those considering running for elected office in the 2022 local general election will be excluded from nomination.