WINE GROWERS BRITISH COLUMBIA
BC WINE INDUSTRY RECOGNITION AWARDS TASK GROUP TERMS OF REFERENCE
SEPTEMBER 2026

TYPE

The BC Wine Industry Recognition Awards Task Group is an ad hoc operational task group composed of Members at Large.

PURPOSE

The purpose of the BC Wine Industry Recognition Awards Task Group is to work in conjunction with WGBC to facilitate the nominations and selection of the three annual award categories.

ROLES & RESPONSIBILITIES

- Work with WGBC to review and update, if necessary, the awards criteria and ensure a fair nomination and voting process for the three awards:
    i. Leadership Excellence
    ii. Ultimate BC Wine Ambassador
    iii. Master Marketer
- Thoroughly review nominations and vote fairly and equitably on the best nominee for each category to determine the winner.
- Ensure confidentiality of the awards until they are distributed.
- Nominations will be carried forward for one additional year and reconsidered in the same award category during the following annual selection process.

CHAIR

- The Chair is the WGBC Communications Director.

ROLE & RESPONSIBILITIES OF THE CHAIR

- The Chair ensures that work is undertaken in a manner consistent with the organizational direction approved by the Board of Directors.
    i. Focus meeting to legitimate business.
    ii. Ensure deliberation is fair, open and thorough, but also efficient, timely, and orderly.
    iii. Empowered to Chair meetings with all the commonly accepted power of that position (e.g. ruling, recognizing).
- The Chair reports to the President & CEO who will update the Board of Directors on committee proceedings.

COMPOSITION AND CONDUCT

- The Chair appoints members from the membership annually according to experience and interest in the roles and responsibilities of the task group.
- There shall be a minimum of six task group members, which can include Board of Directors, members at large and industry representatives (i.e. past awards recipients, Destination BC representative, Industry Association representative).
- The Board of Directors and Chair shall make best efforts to ensure diverse regional and size category representation.
- Membership is voluntary.
- Members are to act in the best interest of WGBC members and the broader industry.
- Members may not submit nominations for any award category during their term of service.
- Any member missing two meetings without advising WGBC will be asked to step down.

MEMBERSHIP

The BC Wine Industry Recognition Awards Task Group is comprised of:

- Cassandra Zerebeski, Tourism Kelowna
- Christa-Lee McWatters, Adega on 45th Estate Winery
- Kim Pasquali, Mission Hill Family Estate Winery
- Laurie Barnes, Poplar Grove Winery
- Paul Sawler, Dirty Laundry Vineyards
- Brynne Dickson (past recipient)
- Tim Pawsey, Hired Belly (past recipient)
- Valerie Van der Gracht, MyVanCity

Laura Kittmer, WGBC Communications Director, Chair

MEETINGS

- Meetings will be held, either in person or virtually, at the call of the Chair (typically three to four times per year).
- Meeting quorum: Majority.
- The meeting agenda will be set by the Chair, with input from President/CEO, and provided to members in advance of the meeting. Agenda topics will relate only to business of the Committee and its specified goals and deliverables.
- Meeting minutes are to be circulated to Committee members and kept confidential due to the nature of the awards.

DECISION MAKING & REPORTING

- The standing operational task group has the authority to cast their votes for the nominees and determine winners of each category.

- Any member with a potential conflict of interest shall declare the conflict when appointed or as soon as it becomes known. If a Task Group member is nominated for an award, they must not participate in the ranking, discussion or final poll for that award category.
- Decisions are to be made by majority vote.

RESOURCES

- Staff resources will be provided through the President and CEO.
- Members are responsible for their own expenses in relation to participating.

Terms of Reference Monitoring: Annually in September