



**TOWN OF AURORA  
COMMUNITY RECOGNITION REVIEW  
AD HOC COMMITTEE  
MEETING MINUTES**

**Date:** Tuesday, September 29, 2015

**Time and Location:** 3 p.m., Tannery Room, Aurora Town Hall

**Committee Members:** Councillor Tom Mrakas (Chair), Councillor Sandra Humfryes (Vice Chair) (departed 3:54 p.m.), Diane Buchanan, Steve Hinder, Tim Jones, Brian North, and Jo-anne Spitzer

**Members Absent:** None

**Other Attendees:** Councillor John Abel, Anthony Ierullo, Manager of Long Range & Strategic Planning (arrived 3:04 p.m.), Jennifer Norton, Web Services and Corporate Events Co-ordinator, and Samantha Yew, Council/Committee Secretary

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The Chair called the meeting to order at 3:03 p.m.

**1. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act*.

**2. APPROVAL OF THE AGENDA**

**Moved by Brian North  
Seconded by Tim Jones**

THAT the agenda as circulated by Legal and Legislative Services be approved.

**CARRIED**

**3. RECEIPT OF THE MINUTES**

**Moved by Jo-anne Spitzer  
Seconded by Brian North**

**Community Recognition Review Ad Hoc Committee Meeting Minutes of  
September 15, 2015**

THAT the Community Recognition Review Ad Hoc Committee Meeting Minutes of September 15, 2015, be received for information.

**CARRIED**

**4. DELEGATIONS**

None

**5. MATTERS FOR CONSIDERATION**

**1. Round Table Discussion**

The Committee discussion included the following concepts:

- Need for finding a better way to identify and recognize volunteers who are eligible for five-, ten-, and fifteen-year volunteer service awards;
- Types of awards for time-based service;
- Ceremony options for volunteer service awards;
- Volunteer recognition throughout the year, and encouraging organizations to recognize those who have shown exemplary volunteerism;
- Presentation of volunteer service awards at each organization's Annual General Meeting, with assistance from the Mayor or Members of Council;
- Naming of awards after past recipients and notable residents, and importance of explaining background of award and why recipient is receiving award;
- Need for Community Recognition Awards to be a community-focused event and to align with the Town's Strategic Plan, including a Parks and Recreation component;
- Consideration of other Advisory Committees for awards such as Heritage, Accessibility, and Economic Development;
- Importance of following procedure if there are any changes to the awards;
- Involvement of past Citizens of the Year in award selection process; and
- Involvement of Members of Council in presenting at the Community Recognition Awards ceremony.

The Committee agreed that Town Hall is the preferred venue for the Community Recognition Awards ceremony. Staff confirmed that the Town Hall is currently booked for May 30, 2016, for the ceremony, and the Aurora Seniors' Centre is booked as a back-up venue. Staff indicated that any changes suggested by the Committee would require Council approval, and the Chair proposed that the Committee prepare a plan by November 10, 2015.

The Committee discussed various aspects of past formats and award categories, and requested further information including areas of the Strategic Plan that are pertinent to the Community Recognition Awards.

The Chair encouraged the Committee to consider the options for appropriate award categories and event format in preparation for the next meeting.

**6. INFORMATIONAL ITEMS**

None

**7. NEW BUSINESS**

None

**8. ADJOURNMENT**

**Moved by Steve Hinder  
Seconded by Brian North**

THAT the meeting be adjourned at 4 p.m.

**CARRIED**

COMMITTEE RECOMMENDATIONS ARE NOT BINDING ON THE TOWN UNLESS ADOPTED BY COUNCIL AT A LATER MEETING.