



**Community Recognition
Review Advisory
Committee
Meeting Agenda**

Monday, August 21, 2017

2 p.m.

**Leksand Room
Aurora Town Hall**

Public Release
August 18, 2017



**Town of Aurora
Community Recognition Review
Advisory Committee
Meeting Agenda**

Date: Monday, August 21, 2017

Time and Location: 2 p.m., Leksand Room, Aurora Town Hall

1. Approval of the Agenda

Recommended:

That the agenda as circulated by Legislative Services be approved.

2. Declarations of Pecuniary Interest and General Nature Thereof

3. Receipt of the Minutes

**Community Recognition Review Advisory Committee Meeting Minutes of
February 22, 2017**

Recommended:

That the Community Recognition Review Advisory Committee meeting minutes of
February 22, 2017, be received for information.

4. Delegations

5. Matters for Consideration

1. Round Table Discussion

Re: 2017 Awards Event – Debrief

Recommended:

1. That the Round Table Discussion regarding the 2017 Awards Event – Debrief be received and the comments of the Committee be referred to staff for consideration and action as appropriate.

2. Round Table Discussion

Re: 2018 Awards Event – Plans

Recommended:

1. That the Round Table Discussion regarding the 2018 Awards Event – Plans be received and the comments of the Committee be referred to staff for consideration and action as appropriate.

6. Informational Items

3. Extract from Council Meeting of March 28, 2017

**Re: Community Recognition Review Advisory Committee Meeting
Minutes of February 22, 2017**

Recommended:

1. That the Extract from Council Meeting of March 28, 2017, regarding the Community Recognition Review Advisory Committee meeting minutes of February 22, 2017, be received for information.

7. New Business

8. Adjournment



**Town of Aurora
Community Recognition Review
Advisory Committee Meeting Minutes**

Date:	Tuesday, February 22, 2017
Time and Location:	3 p.m., Leksand Room, Aurora Town Hall
Committee Members:	Councillor Tom Mrakas (Chair), Diane Buchanan, Steven Hinder (arrived 3:15 p.m.), Tim Jones, Brian North, and Jo-anne Spitzer
Members Absent:	Councillor Sandra Humfryes
Other Attendees:	Shelley Ware, Supervisor, Special Events, Linda Bottos, Council/Committee Secretary, and Nicole Trudeau, Council/Committee Secretary

The Chair called the meeting to order at 3:04 p.m.

1. Approval of the Agenda

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

That the agenda as circulated by Legislative Services be approved.

Carried

2. Declarations of Pecuniary Interest and General Nature Thereof

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

Community Recognition Review Advisory Committee Meeting Minutes
Tuesday, February 22, 2017

Page 2 of 4

3. Receipt of the Minutes

Community Recognition Review Advisory Committee Meeting Minutes of December 5, 2016

Moved by Tim Jones

Seconded by Diane Buchanan

That the Community Recognition Review Advisory Committee meeting minutes of
December 5, 2016, be received for information.

Carried

4. Delegations

None

5. Matters for Consideration

1. 2017 Awards Event – Sponsorship Update and Discussion

Staff provided an update regarding the food and beverage sponsorships. The Committee discussed alternatives and staff agreed to follow up with the vendors. The Committee agreed to the provision of an oyster shucker. Staff advised that the photography and video sponsorships have been confirmed, and the print sponsorship remains outstanding.

Moved by Brian North

Seconded by Tim Jones

1. That the 2017 Awards Event – Sponsorship Update and Discussion be received and the comments of the Committee be referred to staff for consideration.

Carried

2. 2017 Awards Event – Nominations Update and Discussion

Staff provided an update on nominations received to date and distributed the proposed Marketing Plan from Corporate Communications for review. The Committee and staff discussed various options and suggested additional avenues of communication, including local television and website videos.

**Moved by Diane Buchanan
Seconded by Brian North**

1. That the 2017 Awards Event – Nominations Update and Discussion be received and the comments of the Committee be referred to staff for consideration.

Carried

3. 2017 Awards Event – Logistics Update and Discussion

Staff provided an update regarding event invitations, and presented a selection of sample award trophies for the Committee's consideration from which a selection was made. Councillor Mrakas advised, on behalf of Councillor Humfryes, that the emcee has been confirmed.

**Moved by Jo-anne Spitzer
Seconded by Steve Hinder**

1. That the 2017 Awards Event – Logistics Update and Discussion be received and the comments of the Committee be referred to staff for consideration.

Carried

4. 2017 Awards Event – Venue Update and Discussion

Councillor Mrakas provided an update.

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

1. That the 2017 Awards Event – Venue Update and Discussion be received and the comments of the Committee be referred to staff for consideration.

Carried

Community Recognition Review Advisory Committee Meeting Minutes
Tuesday, February 22, 2017

Page 4 of 4

6. Informational Items

- 5. Extract from Council Meeting of December 13, 2016
Re: Community Recognition Review Advisory Committee Meeting
Minutes of October 25, 2016, and December 5, 2016**

**Moved by Tim Jones
Seconded by Diane Buchanan**

1. That the Extract from Council Meeting of December 13, 2016, regarding the Community Recognition Review Advisory Committee meeting minutes of October 25, 2016, and December 5, 2016, be received for information.

Carried

7. New Business

It was agreed that the Selection Committee, including Diane Buchanan, Steve Hinder, Tim Jones, Brian North, and Jo-anne Spitzer, would meet at 11 a.m. on Wednesday, April 12, 2017, to review the nominations and select the winners of the 2017 Community Recognition Awards.

The working group of the Committee agreed to meet again prior to the Awards Event at 11 a.m. on Monday, May 1, 2017.

8. Adjournment

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

That the meeting be adjourned at 3:56 p.m.

Carried

Committee recommendations are not binding on the Town unless adopted by Council at a later meeting.



**Extract from
Council Meeting of
Tuesday, March 28, 2017**

5. Consent Agenda

Council consented to consider Item C7, Canada 150 Ad Hoc Committee Meeting Minutes of March 1, 2017, under the Regular Agenda section as Item R3.

**Moved by Councillor Pirri
Seconded by Councillor Kim**

That the following Consent Agenda item be approved:

C1. General Committee Meeting Report of March 21, 2017

1. That the General Committee meeting report of March 21, 2017, be received and the following recommendations carried by the Committee approved.

**(C8) Community Recognition Review Advisory Committee Meeting Minutes of
February 22, 2017**

1. That the Community Recognition Review Advisory Committee meeting minutes of February 22, 2017, be received for information.

Carried