



Town of Aurora  
Community Recognition Review  
Advisory Committee Meeting Minutes

<b>Date:</b>	Monday, August 21, 2017
<b>Time and Location:</b>	2 p.m., Leksand Room, Aurora Town Hall
<b>Committee Members:</b>	Councillor Tom Mrakas (Chair), Diane Buchanan, Steve Hinder, Tim Jones, Brian North, and Jo-anne Spitzer
<b>Members Absent:</b>	Councillor Sandra Humfryes
<b>Other Attendees:</b>	Stephanie Mackenzie-Smith, Manager of Corporate Communications, Shelley Ware, Supervisor, Special Events, and Linda Bottos, Council/Committee Secretary

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The Chair called the meeting to order at 2:10 p.m.

**1. Approval of the Agenda**

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

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*.

**3. Receipt of the Minutes**

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

**Moved by Tim Jones**

**Seconded by Diane Buchanan**

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

**Carried**

**4. Delegations**

None

**5. Matters for Consideration**

**1. Round Table Discussion**

**Re: 2017 Awards Event – Debrief**

Staff noted the positive feedback received on the event and provided an update on the comments received regarding award categories, including the Good Business Award, Green Award, and Community Leadership Award. The Committee discussed various options and challenges, and agreed that the current selection of categories should be maintained and that the criteria should focus on community. Staff and Committee discussed further elements of the awards event including the opening ceremonies, presentation and photo op area, food and beverage, and sponsorships.

**Moved by Tim Jones**

**Seconded by Jo-Anne Spitzer**

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.

**Carried**

## **2. Round Table Discussion**

### **Re: 2018 Awards Event – Plans**

Staff and Committee discussed various logistical options for the next awards event including food and beverage, ceremony and reception format, invitations, venue, entertainment, promotion, and minor revisions to the nomination form. It was agreed that the 2018 Community Recognition Awards event will be held on Monday, May 28, 2018, at Town Hall.

**Moved by Brian North**

**Seconded by Jo-Anne Spitzer**

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.

**Carried**

## **6. Informational Items**

### **3. Extract from Council Meeting of March 28, 2017**

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

**Moved by Steve Hinder**

**Seconded by Tim Jones**

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.

**Carried**

## **7. New Business**

The Committee discussed the structure and location of future meetings and agreed that formal meetings are not yet needed.

## **8. Adjournment**

**Moved by Brian North**

**Seconded by Diane Buchanan**

That the meeting be adjourned at 3:10 p.m.

**Carried**

Committee recommendations are not binding on the Town unless adopted by Council.