

# Civic & Community Awards Steering Committee

## AGENDA



Wednesday, February 17, 2021

12:00 pm

Virtual Meeting - Teams

Pages

1. **Call to Order**
2. **Confirmation of Minutes** 2 - 4  
Approve Minutes of the Meeting of November 25, 2020.
3. **Old Business**
  - 3.1. **Review Key Dates and Timeline for 46th Annual Award Season**
    - Finalist announcement to Council - Date?
    - Social Media Campaign in April in lieu of live event
  - 3.2. **Review Sponsorship Commitments**
4. **New Business**
  - 4.1. **Review Nominations Received**  
Thank-you to the Nominating Committee!
  - 4.2. **Review of Evaluation Matrix/Scoring Rubrics**
5. **Next Meeting Date**
6. **Termination of Meeting**



**Civic & Community Awards Steering Committee**  
**Minutes**

Date: Wednesday, November 25, 2020  
Time: 12:00 pm  
Location: Virtual Meeting - Teams

Members Present Ellen Boelcke (Chair), Wayne Moore, Adam Schubel, Bob Burge, Karen Graham, Lorrain Ewonus-Ellert, Councillor Ryan Donn

Members Absent Dan Rogers

Staff Present Karley Glackmeyer, Recreation Technician; Mariko Siggers, Community & Neighbourhood Services Manager; Jim Gabriel, Divisional Director, Active Living & Culture; Clint McKenzie, Legislative Coordinator (Confidential)

**1. Call to Order and Roundtable Introductions**

The Chair called the meeting to order at 12:05 p.m.

Roundtable Introductions.

The new City staff coordinator, Karley Glackmeyer, was introduced.

**2. Confirmation of Minutes**

Moved by Wayne Moore/Seconded by Adam Schubel

THAT the Minutes of the February 20, 2020 Civic Awards Committee meeting be adopted.

Carried

**3. Old Business**

**3.1 Review of 2019 Awards**

Staff provided an overview of the 2019 Awards and the virtual ceremony delivered.

Reviewed the logistics of the event.

Staff responded to questions and congratulations from the Committee.

**4. New Business**

#### **4.1 Review of Award Categories**

Staff:

-Reviewed the ability to have which awards categories for 2020 categories given the pandemic.

-Reviewed the timeline - first week of December to City Council for launch of the awards program.

- Categories will be shared with Council at a December Council meeting.

The Committee discussed the importance of capturing the resiliency of sport during the pandemic to recognize the sector without focusing directly on athletes.

The sports subcommittee commented on the proposed changes.

The Committee agreed moving ahead with the awards is important for the community for citizen's continued volunteer efforts.

#### **4.2 Award Program Overview**

Staff reviewed the logistics of the event.

The Committee discussed the timeline leading up to the event.

The opportunity to hear feel good stories of resiliency were discussed vs. everything having an "award".

The importance of celebrating the community as a whole somehow around pandemic experience.

Anita Tozer Award - Councillor Donn will take back to Council to further discuss on how this will look during a pandemic year.

Recognizing first responders was another area of discussion.

Staff provided a sponsorship update.

The Committee discussed maintaining flexibility given the current pandemic circumstances.

The Chair reminded the Committee to continue to forward thoughts and ideas to the nominating subcommittee to be considered.

#### **4.3 Review Key Dates and Timeline for 46th Annual Award Season**

Staff provided an overview of the Mayor's reception. Very difficult year to make such a gathering happen. Moving to put it on pause.

Staff provided an overview of the deadlines for key dates.

Once through Council in December staff will provide a calendar of key dates.

Councillor Donn advised the Mayor and those that won could potentially have a small function in Fall of 2021 as a potential "in-person" event.

Committee discussed only having winners to attend a Mayor's event.

The Chair requested feedback from the Committee on keeping all Committee members actively involved.

Discussion of an update email out to Committee.

Committee discussed the need to keep moving forward on recognition in the community during this difficult time.

**5. Upcoming Meeting Dates**

February 17th potential as the next meeting date at noon.

**6. Termination of Meeting**

Committee discussed the opportunity to utilize 2021 National Volunteer Week. - could drop a feed to media every day at 4PM winner of the categories that week and could culminate the following Monday with the Anita Tozer award in Council the following Monday.

The Nominating Committee chairs discussed reaching out to their contacts from previous year.

Councillor Donn reviewed arts and culture nonprofits and their difficult status during the pandemic.

Chair encouraged nonprofits to get their nominations in.

Staff thanked Committee and will circulate the Council report.

The Chair declared the meeting terminated at 12:58 p.m.

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Chair