

Civic & Community Awards Steering Committee

AGENDA



Wednesday, May 5, 2021

12:00 pm

Virtual Meeting - Teams

Pages

1. Call to Order

2. Confirmation of Minutes

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Approve Minutes of the Meeting of March 31, 2021.

3. New Business

3.1 Feedback from Committee about award's social media campaign and recipient announcement in council chambers.

3.2 Staff liaison will complete post-awards follow up with sponsors

3.3 Staff liaison will complete follow up with Young Volunteer finalists and recipients, and the Teen Honour recipient to arrange scholarship cheques

4. Next Meeting Date

None at this time (2021 awards - complete)

5. Termination of Meeting



Civic & Community Awards Steering Committee Minutes

Date: Wednesday, March 31, 2021
 Time: 12:00 pm
 Location: Virtual Meeting - Teams

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

Members Absent

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

The Chair called the meeting to order at 12:02 p.m.

2. Confirmation of Minutes

Moved By Wayne Moore/Seconded By Dan Rogers

THAT the Minutes of the February 17, 2021 Civic Awards Committee meeting be adopted.

Carried

3. Old Business

3.1 Review Finalists Received

- Staff provided an overview of the finalists.
- The Chair thanked the Selections Committee and staff.
- The winners will remain confidential until the announcements at City Council.

4. New Business

4.1 Review social media campaign for award delivery

- Staff reviewed the videos being completed for the finalists that will be circulated on City and local media channels to circulate interest in the awards and the announcement of the winners.
- Reviewed the work of the videographer and the storylines for the videos being presented.
- Staff shared the promotion video and reviewed the release timeline for the videos.

5. Next Meeting Date

- The post awards debrief meeting will be May 5th, not April 5th, 2021.
- The Committee discussed Facebook and LinkedIn connections to the promotional videos. Staff will check on the ability to do so.

6. Termination of Meeting

The Chair declared the meeting terminated at 12:23 p.m.

_____ Chair

DRAFT