

Civic & Community Awards Steering Committee

AGENDA



Wednesday, September 14, 2022

12:00 pm

Virtual Meeting - Teams

Pages

1. **Call to Order**
2. **Confirmation of Minutes - May 11, 2022** 2 - 3
Approve Minutes of the Meeting of May 11, 2022.
3. **New Business**
 - 3.1. **Review of Award Category Titles**
 - 3.2. **Award Program Overview**
Nomination committees for each category
 - 3.3. **Discuss Key Dates and Award Delivery Format for 48th Annual Award Season**
Date for nomination period - Monday, December 5th to Monday, February 13, 2023
4. **Termination of Meeting**



Civic & Community Awards Steering Committee Minutes

Date:	Wednesday, May 11, 2022
Time:	12:00 pm
Location:	Virtual Meeting - Teams
Members Present	Ellen Boelcke, Adam Schubel, Wayne Moore, Karen Graham and Dan Rogers, Councillor Ryan Donn
Members Absent	Bob Burge
Staff Present	Recreation Technician, Karley Glackmeyer; Community & Neighbourhood Services Manager, Mariko Siggers; Divisional Director, Active Living & Culture, Jim Gabriel; Legislative Coordinator (Confidential), Clint McKenzie

1. Call to Order

The Chair called the meeting to order at 12:09 p.m.

2. Confirmation of Minutes

Moved By Wayne Moore/Seconded By Adam Schubel

THAT the Minutes of the Civic Awards Committee meeting be adopted.

3. New Business

3.1 Event Format - feedback from the Committee

Discussion ensued regarding the awards evening:

- Video production was well received.
 - Event was very well received at the Laurel.
 - One suggestion was to have each one of the nominees to give a brief quote of what it means to win and then the winner gets their quote used in the production.
 - Sponsors: one sponsor would like to see more face time of their logo.
 - Format was well received.
 - Voiceover was well received.
 - Feedback that the Master of Ceremonies did an excellent job.
 - No complaints regarding the food.
 - Venue was full and well laid out.
 - Blend of the Mayor's reception and the gala event for the first time. In the past these events were separate.
 - Councillor Donn arrived at 12:35 p.m.
- How the awards were received was discussed.

Councillor Donn advised Council really enjoyed the event including the venue and the length of the event.

3.2 Post-awards follow-up with sponsors

- All sponsors have been contacted.
- Good feedback. They were appreciative of being able to attend.
- Most have tiered contracts and are in again for 2023.
- Views of the videos prior to the event were discussed.
- Pushed out to the community via social media platforms. Opportunity to push more to media partners for their broadcasting.

3.3 Scholarship Cheques - Young Volunteer and Teen Honour

- Staff follow-up has occurred.
- Music during the event was reviewed. Discussion on the pros and cons for live versus recorded music.
- Discussion of how to effectively get more nominations in, and in a timely manner. Discussion ensued on the opportunity to have a subcommittee actively focus on producing nominations for each category.
- Next meeting dates for 2023 awards were discussed.
- Discussion regarding naming the award versus "in honour of".
- Council is responsible for selecting and approving names for the awards and would be called upon to provide direction.

4. Termination of Meeting

The Chair declared the meeting terminated at 1:30 p.m.

Chair