



**Civic & Community Awards Steering Committee
Minutes**

Date:	Wednesday, September 29, 2021
Time:	12:00 pm
Location:	Virtual Meeting - Teams
Members Present	Ellen Boelcke, Bob Burge, Karen Graham, Dan Rogers, Wayne Moore and Councillor Ryan Donn
Members Absent	Lorraine Ewonus
Staff Present	Recreation Technician, Karley Glackmeyer; Community & Neighbourhood Services Manager, Mariko Siggers; Divisional Director, Active Living & Culture, Jim Gabriel; Clint McKenzie, Legislative Coordinator (Confidential)

1. Call to Order and Roundtable Introductions

The Chair called the meeting to order at 12:07 p.m.

The Chair acknowledged that we are gathered today on the traditional, ancestral, unceded territory of the syilx/Okanagan people.

Roundtable introductions were made.

2. Confirmation of Minutes

Moved By Bob Burge/Seconded By Dan Rogers

THAT the Minutes of the May 5, 2021 Civic Awards Committee meeting be adopted.

Carried

3. Old Business

3.1 Review of 2020 Awards

Staff provided a review of the 2020 awards.

4. New Business

4.1 Review of the award categories

Volunteer Organization

The criteria for the Volunteer Organization criteria was reviewed.

The Chair provided background on clarity of criteria and title of the category.

The Committee discussed requesting that Council consider changing the title of the category to more accurately reflect it being open to both Volunteer and/or nonprofit organizations.

Staff will review in the report.

4.2 Nomination application process

Staff reviewed the proposed online application process to increase the level of detail in submissions and increase the user ease and uniformity in completing the nomination package.

4.3 Award Program Overview

Staff reviewed the logistics around planning a gala event as pandemic restrictions/uncertainty may still be in place.

Discussion ensued about looking at budget and revamping event logistics in working toward future events.

Staff will report back with information to the Committee regarding options.

4.4 Review Key Dates and Timeline for 47th Annual Award Season

The Committee discussed meeting again sooner to continue the discussion on a number of items in advance of the upcoming nomination period.

5. Next Meeting Date

The next meeting date will be Wednesday, November 3, 2021.

6. Termination of Meeting

The Chair declared the meeting terminated at 1:02 p.m.

Chair