



**Town of Aurora**  
**Community Recognition Review Advisory Committee**  
**Meeting Minutes**

**Date:** Wednesday, April 26, 2023  
**Time:** 10 a.m.  
**Location:** Holland Room, Aurora Town Hall

**Committee Members:** Diane Buchanan (Vice Chair)  
 Phiona Durrant  
 Elaine Martini  
 Glenda Raketti  
 Jo-anne Spitzer  
 Patricia Wallace

**Members Absent:** Ron Weese (Chair)

**Other Attendees:** Shelley Ware, Recreation Supervisor, Special Events  
 Jaclyn Grossi, Deputy Town Clerk

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**1. Call to Order**

The Deputy Clerk called the meeting to order at 10:13 a.m.

Dianne Buchanan assumed the Chair at 10:23 a.m.

The Committee resolved into a Closed Session at 11:35 a.m. and reconvened into open session at 2:29 p.m.

**1.1 Appointment of Committee Vice Chair**

**Moved By** Patricia Wallace

**Seconded By** Jo-anne Spitzer

1. That a Diane Buchanan be elected as Vice Chair of the Community Recognition Review Advisory Committee for a two-year term (2023-2024).

**Carried**

**2. Land Acknowledgement**

The Committee acknowledged that the meeting took place on the traditional territory of the Anishinaabe, the Haudenosaunee, and the Wendat peoples whose presence here continues to this day. It was noted that Aurora is part of the treaty lands of the Mississaugas of the Credit and the Williams Treaties First Nations, and we thank them for sharing the land.

**3. Approval of the Agenda**

**Moved By** Phiona Durrant

**Seconded By** Jo-anne Spitzer

That the revised agenda as circulated by Legislative Services be approved.

**Carried**

**4. Declarations of Pecuniary Interest and General Nature Thereof**

Phiona Durrant declared a conflict of interest regarding item 10.1 being the Selection of Award Recipients for the 2023 Community Recognition Awards, specifically the Good Business Award as her business had been nominated.

Patricia Wallace declared a conflict of interest regarding item 10.1 being the Selection of Award Recipients for the 2023 Community Recognition Awards, specifically the Youth Award as she was a direct supervisor of one of the nominees during their volunteer efforts.

**5. Receipt of the Minutes**

None.

**6. Delegations**

None.

**7. Matters for Consideration**

**7.1 Round Table Discussion; Re: 2023 Awards Event - Citizen of the Year Reception**

Shelley Ware, Recreation Supervisor, Special Events provided an overview of the reception in previous years and asked the Committee for ideas regarding the reception, event space, and logistics.

The Committee discussed the 2022 event and provided feedback regarding the reception and event spaces, youth event invitations, and selection process, they further advised that the second floor was preferred for the reception, if available.

**Moved By** Patricia Wallace

**Seconded By** Glenda Raketti

1. That the Community Recognition Review Advisory Committee comments regarding the 2023 Awards Event - Citizen of the Year Reception be received and referred to staff for consideration and further action as appropriate.

**Carried**

## **7.2 Round Table Discussion; Re: 2023 Awards Event - Community Recognition Awards Ceremony**

Shelley Ware, Recreation Supervisor, Special Events provided an overview of the reception and ceremony in previous years and asked the Committee for ideas regarding the reception, event space, and logistics.

The Committee discussed their experiences at previous events, the ceremonial features of the reception, master of ceremonies, and social media presence.

**Moved By** Phiona Durrant

**Seconded By** Elaine Martini

1. That the Community Recognition Review Advisory Committee comments regarding the 2023 Awards Event - Community Recognition Awards Ceremony be received and referred to staff for consideration and further action as appropriate.

**Carried**

## **7.3 Memorandum from Recreation Supervisor, Special Events; Re: 2023 Community Recognition Awards**

Shelley Ware, Recreation Supervisor, Special Events provided an overview of the award categories for the 2023 Community Recognition Awards and provided additional information regarding the nomination process.

The Committee provided feedback regarding the nomination process, recommended providing tutorials or assistance for those completing nomination forms to ensure fulsome packages for the Committee's review, and inquired about the award definitions.

**Moved By** Patricia Wallace

**Seconded By** Jo-anne Spitzer

1. That the memorandum regarding 2023 Community Recognition Awards be received; and
2. That the Community Recognition Review Advisory Committee comments regarding the 2023 Community Recognition Awards be received and referred to staff for consideration and further action as appropriate.

**Carried**

**8. Informational Items**

None.

**9. New Business**

None.

**10. Closed Session**

**Moved By** Jo-anne Spitzer

**Seconded By** Patricia Wallace

That the Community Recognition Review Advisory Committee resolve into a Closed Session to consider the following matter:

1. Personal matters about an identifiable individual, including municipal or local board employees (Section 239(2)(b) of the Municipal Act, 2001); Re: Selection of Award Recipients for the 2023 Community Recognition Awards - Arts and Culture Award, Community Leadership Award, Community Safety Award, Good Business Award, Good Neighbour Award, Green Award, Inclusivity Award, Senior Award, and Youth Award.

**Carried**

#### **10.1 Selection of Award Recipients for the 2023 Community Recognition Awards**

- Arts and Culture Award
- Community Leadership Award
- Community Safety Award
- Good Business Award
- Good Neighbour Award
- Green Award
- Inclusivity Award
- Senior Award
- Youth Award

Personal matters about an identifiable individual, including municipal or local board employees (Section 239(2)(b) of the Municipal Act, 2001)

**Moved By** Jo-anne Spitzer

**Seconded By** Elaine Martini

That the confidential direction to staff be confirmed.

**Carried**

#### **11. Adjournment**

**Moved By** Phiona Durrant

**Seconded By** Jo-anne Spitzer

That the meeting be adjourned at 2:30 p.m.

**Carried**