



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

**Date:** Wednesday, February 12, 2025  
**Time:** 10 a.m.  
**Location:** Holland Room, Aurora Town Hall

**Committee Members:** Diane Buchanan  
Phiona Durrant  
Arif Faheem Khan  
Jo-anne Spitzer  
Patricia Wallace (Vice Chair)

**Members Absent:** Mayor Tom Mrakas (Chair)  
Elaine Martini

**Other Attendees:** Shelley Ware, Supervisor, Special Events  
Ishita Soneji, Deputy Town Clerk

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**1. Call to Order**

The Deputy Town Clerk called the meeting to order at 10:03 a.m.

Patricia Wallace assumed Chair at 10:05 a.m.

**1.1 Appointment of Committee Vice Chair**

**Moved by** Diane Buchanan

**Seconded by** Jo-anne Spitzer

1. That Patricia Wallace be appointed as Vice Chair of the Community Recognition Review Advisory Committee for a two-year term (2025-2026).

**Carried**

**2. Land Acknowledgement**

The Committee acknowledged that the meeting took place on Anishinaabe lands, the traditional and treaty territory of the Chippewas of Georgina Island, recognizing the many other Nations whose presence here continues to this day, the special relationship the Chippewas have with the lands and waters of this territory, and that Aurora has shared responsibility for the stewardship of these lands and waters. It was noted that Aurora is part of the treaty lands of the Mississaugas and Chippewas, recognized through Treaty #13 and the Williams Treaties of 1923.

**3. Approval of the Agenda**

**Moved by** Jo-anne Spitzer

**Seconded by** Diane Buchanan

That the agenda as circulated by Legislative Services be approved.

**Carried**

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

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50*.

**5. Receipt of the Minutes**

**5.1 Community Recognition Review Advisory Committee Meeting Minutes of September 12, 2024**

**Moved by** Phiona Durrant

**Seconded by** Diane Buchanan

1. That the Community Recognition Review Advisory Committee Meeting Minutes of September 12, 2024, be received for information.

**Carried**

**6. Delegations**

None.

**7. Matters for Consideration**

**7.1 Round Table Discussion; Re: Review of the Evaluation Process**

Staff provided an overview of the evaluation matrix and corresponding award categories and sought the Committee's feedback. The Committee and staff discussed about the evaluation process to be conducted at the selection meeting and any updates made to the eligibility criteria. The Committee inquired about the eligibility of a non-profit organization to be considered for an award in any of the categories, and staff provided clarification.

The Committee was supportive of the evaluation matrix and noted that it has been useful in the decision-making process.

**Moved by** Phiona Durrant

**Seconded by** Diane Buchanan

1. That the Community Recognition Review Advisory Committee comments regarding the Review of the Evaluation Process be received and referred to staff for consideration and further action as appropriate.

**Carried**

**7.2 Round Table Discussion; Re: 2025 Awards Ceremony**

Staff debriefed the Committee regarding the 2024 awards ceremony logistics. The Committee and staff discussed about the various aspects of the 2025 awards ceremony logistics including possibility of theme music for the event, alternate location for the awards ceremony, seating and food arrangements, and means to make the ceremony more impactful for recipients. There was further discussion regarding the overall promotion campaign.

The Committee requested that further discussion be held at a future meeting to explore alternate opportunities to make the overall campaign, nomination process and ceremony more engaging for the future.

The Committee members offered their support to assist with any preparations on the day of the ceremony or prior as required.

**Moved by** Diane Buchanan

**Seconded by** Jo-anne Spitzer

1. That the Community Recognition Review Advisory Committee comments regarding the 2025 Awards Ceremony be received and referred to staff for consideration and further action as appropriate.

**Carried**

**8. Informational Items**

None.

**9. New Business**

None.

**10. Adjournment**

**Moved by** Diane Buchanan

**Seconded by** Jo-anne Spitzer

That the meeting be adjourned at 11:06 a.m.

**Carried**