



City of Orillia Commemorative Awards Committee Minutes

Minutes of the Meeting of the Commemorative Awards Committee, Wednesday, March 20, 2019 at 3:00 p.m. in the Brooks Boardroom

Present: Shannon Jackman in the Chair
Barbara Dickson
Ted Duncan
Susan McGraw

Absent: Kym Kennedy

Also

Present: Leigh Kenderdine, Committee Secretary
Chelsea Ward, Administrative Support - Committee Support

Call to Order

Pursuant to Section 105.2.3 of Chapter 105 of the City of Orillia Municipal Code - Local Board - Procedure, the Committee Secretary called the meeting to order at 3:02 p.m. and conducted the election of the Chair for 2019.

Moved by Dickson, seconded by Duncan:

THAT the following member of the Commemorative Awards Committee be elected Chair for 2019:

- Shannon Jackman.

Carried.

Shannon Jackman assumed the Chair.

Approval of Agenda

Moved by Duncan, seconded by Dickson:

THAT the agenda for the Commemorative Awards Committee meeting held on March 20, 2019 be approved as distributed.

Carried.

Disclosure of Interest

None declared.

Deputations

None.

Minutes

1. August 15, 2018.

Moved by Dickson, seconded by Duncan:

THAT the minutes of the Commemorative Awards Committee meeting held on March 20, 2019 be adopted, having been printed and distributed.

Carried.

Closed Session

Motion to move into Closed Session

Moved by McGraw, seconded by Duncan:

THAT, pursuant to Section 239(4) of the Municipal Act, 2001, S.O. 2001, c.25, notice is hereby given that this Committee intends to hold a closed session meeting today in the Brooks Boardroom of the Orillia City Centre, to deal with matters pursuant to Section 239(2) (b) of the said Act (Personal Matter).

Carried.

Closed Session Items

1. Orillia Hall of Fame Nominations.
Confidential materials were distributed at the meeting. Two nominations were reviewed and next steps discussed.
2. Order of Orillia Nominations.
Confidential materials were distributed at the meeting. One nomination was reviewed and next steps discussed.

Motion to Rise to Open Session

Moved by Duncan, seconded by McGraw:

THAT the Committee return to Open Session.

Carried.

Open Session

Open Session resumed at 3:36 p.m.

Motions Arising from Closed Session Discussions

Moved by Duncan, seconded by Dickson:

THAT the confidential nominations for the Order of Orillia and Orillia Hall of Fame be received as information at this time.

Carried.

Correspondence - Action Items

1. Committee Secretary - re 2019 Commemorative Awards Committee Budget / Hall of Fame Book.

Moved by McGraw, seconded by Duncan:

THAT staff from the Communications and Marketing Division be invited to the April 17, 2019 Commemorative Awards Committee meeting to discuss options in regards to editing and reprinting the Hall of Fame book.

Carried.

2. Shannon Jackman - re Hall of Fame Banners Discussion.

Moved by Dickson, seconded by McGraw:

THAT the Secretary contact the Downtown Orillia Management Board to discuss the timeline regarding the hanging of the Hall of Fame banners;

AND THAT the Downtown Orillia Management Board be invited to the April 17, 2019 meeting to discuss the timing and placement of the Hall of Fame banners;

AND that staff coordinate the printing and installation of two new Hall of Fame banners with Phil Jackman and the Downtown Orillia Management Board.

Carried.

3. Shannon Jackman - re Awards Awareness Discussion.

Moved by Duncan, seconded by McGraw:

THAT the Commemorative Awards Committee postpone the discussion regarding Awards Awareness until the April 17, 2019 meeting.

Carried.

4. Committee Secretary - re 2019 Meeting Schedule.

Moved by McGraw, seconded by Duncan:

THAT the following list of proposed meeting dates and information be approved for 2019:

Regular Meeting Day: 3rd Wednesday of the Month

Location: Brooks Boardroom, Orillia City Centre

Time: 2:00 p.m.

Dates:

- April 17
- May 15
- June 19
- July 17 (if necessary)
- August 21 (if necessary)
- September 18
- October 16
- November 20

Carried.

The secretary will provide the appropriate notifications.

Correspondence - Information Items

1. Committee Secretary - re Declaration of Interest Registry.

Moved by McGraw, seconded by Dickson:

THAT the memo dated November 26, 2018 from the Clerk's Department regarding the Declaration of Interest Registry be received as information.

Carried.

Reports

None.

Date of Next Meeting

Wednesday, April 17 2019 at 2:00 p.m. in the Brooks Boardroom, Orillia City Centre.

Adjournment

Moved by Duncan, seconded by McGraw:

THAT the meeting be adjourned.

Carried.

Meeting adjourned - 4:35 p.m.

[adopted May 15, 2019]

S. Jackman,
Chair.