



THE REGIONAL MUNICIPALITY OF NIAGARA  
T. ROY ADAMS HUMANITARIAN AWARD COMMITTEE  
AGENDA

TRAHAC 1-2020

Monday, November 16, 2020

3:30 p.m.

Meeting will be held by electronic participation only

Due to efforts to contain the spread of COVID-19 and to protect all individuals, there is no public access to Niagara Region Headquarters. If you are interested in viewing this meeting or would like to speak to an item listed on the agenda please contact the Office of the Regional Clerk at [clerk@niagararegion.ca](mailto:clerk@niagararegion.ca) no later than Monday, November 16, 2020 at 9:00 a.m.

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	Pages
1. <u>CALL TO ORDER</u>	
2. <u>DISCLOSURES OF PECUNIARY INTEREST</u>	
3. <u>ITEMS FOR CONSIDERATION</u>	
3.1. <u>TRAHAC-C 1-2020</u>	3 - 4
Results of the 2020 T. Roy Adams Humanitarian Award Committee Nominations Evaluation Matrix	
3.2. <u>TRAHAC-C 2-2020</u>	5 - 7
T. Roy Adams Humanitarian Award Nomination Process Change	
4. <u>CONSENT ITEMS FOR INFORMATION</u>	
5. <u>OTHER BUSINESS</u>	
6. <u>CLOSED SESSION</u>	
6.1. <u>Confidential Appendix 1 to Report TRAHAC-C 1-2020</u>	
Personal Matters About Identifiable Individuals - 2020 T. Roy Adams Humanitarian of the Year Award - Scoring Matrix	
To be distributed.	

6.2. Confidential Appendices 2 through 11 to Report TRAHAC-C 1-2020

Personal Matters About Identifiable Individuals - Nominations for the  
2020 T. Roy Adams Humanitarian of the Year Award

7. BUSINESS ARISING FROM CLOSED SESSION ITEMS

8. NEXT MEETING

The next meeting is to be determined.

9. ADJOURNMENT

If you require any accommodations for a disability in order to attend or participate in meetings or events, please contact the Accessibility Advisor at 905-980-6000 ext. 3252 (office), 289-929-8376 (cellphone) or [accessibility@niagararegion.ca](mailto:accessibility@niagararegion.ca) (email).

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**Subject:** Results of the 2020 T. Roy Adams Humanitarian Award Committee Nominations Evaluation Matrix

**Report to:** T. Roy Adams Humanitarian Award Committee

**Report date:** Monday, November 16, 2020

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## **Recommendations**

1. That, based on the results of the 2020 evaluation matrix contained in Confidential Appendix 1 to Report TRAHAC-C 1-2020, the selected recipient of the T. Roy Adams Humanitarian of Year Award for 2020, **BE APPROVED**.

## **Key Facts**

- The purpose of this report is to approve the selected recipient of the T. Roy Adams Humanitarian of the Year Award for 2020.
- In memory of the late Councillor T. Roy Adams, Niagara Region initiated a memorial award in his name to honour a resident of Niagara who exemplifies dedication to community service and volunteerism.
- Confidential Appendix 1 of this report contains the results of the 2020 T. Roy Adams Humanitarian Award Committee Nominations Evaluation Matrix.
- The 2020 Evaluation Matrix was circulated to members for use during the consideration of the 2020 nominees and to determine the recipient of the award.

## **Financial Considerations**

The financial implications related to the Committee consideration and evaluation include the use of administrative resources and staff and Councillors' time required to meet and review applications. In addition there are nominal fees associated with a keeper plaque for the award recipient and the engraving of the large plaque that is kept outside of the Council Chamber.

## **Analysis**

The evaluation process to select the 2020 award recipient involved circulating the nomination packages and evaluation matrix to Committee members. The nomination packages were compiled and provided to the Committee for review and scoring in accordance with the evaluation scoring matrix.

The scoring results are attached to this report as Confidential Appendix 1 for consideration and recommendation to Council of the award recipient.

Confidential Appendices 1 through 11 may be considered in the absence of the public under Section 239(2) of the Municipal Act, 2001, as they contain information related to personal matters about identifiable individuals.

### **Alternatives Reviewed**

The award is presented yearly based on the results of the evaluation matrix.

### **Relationship to Council Strategic Priorities**

The T. Roy Adams Humanitarian Award has been in existence since 2003.

### **Other Pertinent Reports**

None.

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#### **Prepared and Recommended by:**

Ann-Marie Norio  
Regional Clerk

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#### **Submitted by:**

Ron Tripp, P. Eng.  
Acting Chief Administrative Officer

### **Appendices**

Confidential Appendix 1 – Personal Matters About Identifiable Individuals – Results of the Evaluation Matrix 2020 T. Roy Adams Humanitarian of the Year Award

Confidential Appendices 2-11 – Personal Matters About Identifiable Individuals – Results of the 2020 T. Roy Adams Humanitarian of the Year Award

(All appendices were distributed under separate cover to Committee members only).

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**Subject:** T. Roy Adams Humanitarian Award Nomination Process Change

**Report to:** T. Roy Adams Humanitarian Award Committee

**Report date:** Monday, November 16, 2020

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## **Recommendations**

1. That the T. Roy Adams Humanitarian Awards Committee **APPROVE**, that starting with the 2021 T. Roy Adams Humanitarian Award nominations, all nominations for consideration for the award are required to be submitted yearly.

## **Key Facts**

- The purpose of this report is to seek Committee's approval to change the process for nominations for the T. Roy Adams Humanitarian Award.
- Previously, the Committee considered the three highest scoring runners up from each of the two previous years.
- Staff are suggesting a change be made to the process to ensure that all nominations are fair and equitable.

## **Financial Considerations**

There are no financial considerations with respect to making a change to the nomination process.

## **Analysis**

In 2003, Niagara Region initiated a memorial award in memory of the late Councillor T. Roy Adams to honour a resident of Niagara who exemplifies dedication to community service and volunteerism. At that time all submitted nomination applications were carried over each year. For 2010, the Committee changed the process to only carry over the nomination applications submitted for the current year and the four years previous for a total of five years of nominations.

In 2011, the nomination applications were only eligible to be carried over for three years instead of five. Since 2013, only the three highest runners up from each of the two previous years nomination applications are brought forward for scoring and consideration.

Staff are recommending that for the 2021 nomination application process and going forward, that any previous year nomination applications not be considered eligible. This change will ensure the integrity of the nomination application by ensuring that all applications are considered equally.

Carrying over nomination applications from year to year has some challenges. In some cases nominators request the ability to add additional information to the nomination application submission. If not all nominators are provided with the same opportunity to provide extra information it unfairly penalizes some applicants.

In addition, the carry over can be problematic as the nominee may no longer be doing the volunteer work or the nominator may no longer wish to continue to support the application.

It is felt that by having only current year submissions considered for the award will ensure that each application includes current and up to date information; enhancing the integrity of the award and simplifying how applications are scored. There will not be any limits as to how many times a person can be nominated for the award.

### **Alternatives Reviewed**

Committee could decide to leave the nomination process as it currently stands with the three highest scoring runners up from the two previous years being carried forward.

### **Relationship to Council Strategic Priorities**

The T. Roy Adams Humanitarian Award has been in existence since 2003 and does not fall within Council's Strategic Priorities.

### **Other Pertinent Reports**

None.

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**Prepared and Recommended by:**  
Ann-Marie Norio  
Regional Clerk

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**Submitted by:**  
Ron Tripp, P.Eng.  
Acting Chief Administrative Officer

## **Appendices**

None.