

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
AWARDS COMMITTEE MEETING MINUTES
MUSIC BOX
THURSDAY, JUNE 3, 2021**

Committee Members: L. Brown, W. Hansen, S. Hennessy, T. Hodgins (Chair), and J. Saba attended the meeting via electronic communication facilities. Absent: A. Badawy, M. Hess, M. Knez, S. Mani; and Councillor S. Thompson.

Staff: C. Rosta, Cultural Services Manager; M. Moen, Events & Film Liaison; and D. Godfrey, Recording Clerk, attended the meeting via electronic communication facilities.

1. CALL TO ORDER

The meeting was called to order at 7:04 p.m.

It was Moved and Seconded:

WHEREAS the May 28, 2021 Order of the Provincial Health Officer on Gatherings and Events ("order") prohibits members of the public from attending committee meetings in-person until the order is rescinded or replaced;

WHEREAS the District of West Vancouver is required to prohibit in-person attendance at committee meetings pursuant to the order; and

WHEREAS the District of West Vancouver has enabled public participation at committee meetings via electronic means to ensure openness, transparency, accessibility and accountability, including via the use of live streaming (video and audio) for public viewing, and electronic communication facilities (video-conferencing software) for public participation;

THEREFORE BE IT RESOLVED THAT the June 3, 2021 Awards Committee meeting be held without in-person public attendance.

CARRIED

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the June 3, 2021 Awards Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the April 7, 2021 Awards Committee meeting minutes be adopted as circulated.

CARRIED

It was Moved and Seconded:

THAT the May 12, 2021 Awards Committee (open session) meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Preparation for Awards Ceremony

C. Rosta spoke giving a brief overview of the planned format and process for the Awards Ceremony. She shared a draft script containing speaking points regarding each award recipient and also shared a draft PowerPoint presentation that will accompany the speaking points. She noted that in response to the physical distancing, social isolation, and virtual interactions resulting from the pandemic staff are trying to make the awards presentation personal and special for each recipient by having them speak live in response to their award presentation. Staff are working out the logistics of this process.

Discussion was held regarding the flow and content of the ceremony and there was general agreement that having award recipients speak live was preferable to recorded responses.

C. Rosta confirmed that the awards ceremony will be held as part of a regular District Council meeting on Monday, June 14, 2021 and that staff are organizing a test run of the ceremony and PowerPoint presentation on Thursday, June 10, 2021. She encourage committee members to attend the test run if they wished to have input on the flow and process.

ACTION: C. Rosta to distribute the Council meeting link to the Awards Committee members.

ACTION: C. Rosta to distribute a meeting link for the test run to the Awards Committee members.

5. Other Items

J. Saba inquired whether the committee wanted to hold a debrief meeting in July. Discussion ensued and it was agreed that there should be a committee meeting in July. T. Hodgins encouraged all committee members to think about what worked in this years Awards Ceremony and what needed to be adjusted and to bring those thoughts, comments, and suggestions to the meeting.

C. Rosta noted that this year was the first year that the Awards Ceremony was held in the spring and asked committee members whether future ceremonies should revert to the fall or continue to be held in the spring. She noted that the timing of future ceremonies will impact when the committee needs to hold its meetings. She encouraged committee members to consider the issue and bring thoughts and comments to the next committee meeting.

6. Next Meeting

The next meeting of the Awards Committee is scheduled for Wednesday, July 7, 2021 at 7 p.m.

PUBLIC QUESTIONS

7. PUBLIC QUESTIONS

There were no questions.

8. ADJOURNMENT

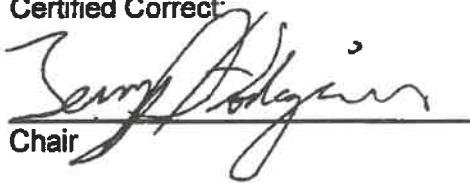
It was Moved and Seconded:

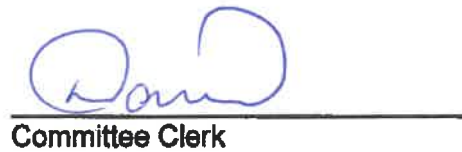
THAT the June 3, 2021 Awards Committee meeting be adjourned.

CARRIED

The meeting adjourned at 7:37 p.m.

Certified Correct:


Chair


Committee Clerk