

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
AWARDS COMMITTEE MEETING MINUTES
ELECTRONIC MEETING
WEDNESDAY, FEBRUARY 3, 2021**

Committee Members: L. Brown; W. Hansen; S. Hennessy; M. Hess; T. Hodgins (Meeting Chair); S. Mani; and J. Saba. Absent: A. Badawy; M. Knez; and Councillor S. Thompson.

Staff: C. Rosta, Cultural Services Manager; and R. McCormack, Cultural Services Supervisor, and Recording Clerk.

1. CALL TO ORDER

The meeting was called to order at 7:10 p.m.

It was Moved and Seconded:

WHEREAS the January 8, 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and Events ("order") prohibits members of the public from attending committee meetings in-person until the order is rescinded or replaced;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 electronic communication facilities (video-conferencing software) for public participation;

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

CARRIED

2. APPROVAL OF AGENDA

It was Moved and Seconded:

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

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the January 6, 2021, Awards Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Final Review of Nomination Form

The committee discussed changes to the nomination form including: 1) add a space between AWARDS and 2021 in the title; 2) add to the Health, Wellness & Activity, and Covid-19 Pandemic Response category description "including, but not limited to Covid-19 response"; and 3) add to the Award Selection "currently planned for late spring Covid-19 restrictions permitting".

It was Moved and Seconded:

THAT the Awards Committee approve the nomination form as amended.

CARRIED

5. Discussion on Virtual Ceremony Ideas

The committee discussed the possibility of holding a virtual ceremony with a live stream or video message, allowing recipients to give an acceptance speech.

It was Moved and Seconded:

THAT the Awards Committee table further discussion on virtual ceremony ideas and discuss at a later meeting.

CARRIED

6. Discussion on Outreach Plan

The committee discussed distribution options for the nomination form. In previous years, the committee distributed printed forms and posters to high traffic public facilities and local businesses. Due to limited access to many of these facilities, the printed forms may not be effective this year.

The committee will focus on working with District staff liaisons to distribute awards forms to other committees and groups and post a call for nominations from the following: District website; local community organizations newsletters; School District #45 and Independent Schools; westvancouver.com; Global Canadian, service clubs; merchant associations; bus shelters/park kiosk signs;

To reach different groups in the District, the committee discussed the opportunity to add different languages to the call for nominations on the front page of the nomination form.

Action: The Chair requested a list of distribution ideas including social media options and pricing to purchase advertisements on Facebook for the next meeting.

C. Rosta to circulate the distribution list from previous years to the committee.

7. Other Business

No other business discussed.

8. Next Meeting

The next meeting is on Wednesday, March 3 at 7 p.m.

PUBLIC QUESTIONS

9. PUBLIC QUESTIONS

There were no questions.

10. ADJOURNMENT

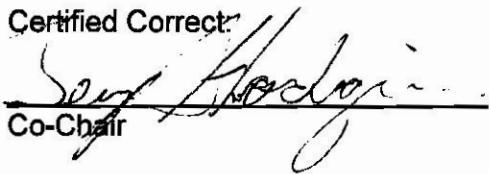
It was Moved and Seconded:

THAT the February 3, 2021, Awards Committee meeting (open session) be adjourned.

CARRIED

The meeting adjourned at 7:58 p.m.

Certified Correct:



Co-Chair



Committee Clerk