

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER**

**AWARDS COMMITTEE MEETING AGENDA**

**WEDNESDAY, JANUARY 5, 2022**

**7 PM VIA ELECTRONIC COMMUNICATION FACILITIES**

*(Members of the public may hear, or watch and hear, the meeting by attending the Cedar Room in the West Vancouver Community Centre, or via electronic communication facilities through the link provided on the Committee's webpage)*

**Note: Council Committee meetings are conducted in accordance with Council Committee Procedure Bylaw No. 5020, 2019 (as amended), subject to the discretion of the Chair.**

**CALL TO ORDER**

**1. Call to order.**

*Note: Staff will confirm that the meeting is being conducted via electronic communication facilities, pursuant to s. 5.7(b) of Council Committee Procedure Bylaw No. 5020, 2019 (as amended).*

**2. Election of Chair for 2022**

RECOMMENDATION:

THAT [Name] be elected as Chair for 2022.

RECOMMENDATION:

THAT [Name] be elected as [Acting OR Co] Chair for 2022.

**3. Committee Meeting Schedule for 2022**

RECOMMENDATION:

THAT the Awards Committee Meeting Schedule for 2022 be adopted as follows:

- February 2, 2022 at 7 p.m.
- March 2, 2022 at 7 p.m.
- April 6, 2022 at 7 p.m.
- May 4, 2022 at 7 p.m.
- June 1, 2022 at 7 p.m.
- July 6, 2022 at 7 p.m.
- November 2, 2022 at 7 p.m.
- December 14, 2022 at 7 p.m.

RECOMMENDATION:

THAT

1. all remaining Awards Committee meetings, including subcommittee meetings, for 2022 be held via electronic communication facilities only;
2. the Cedar Room in the West Vancouver Community Centre be designated as the place where the public may attend to hear, or watch and hear, the Awards Committee and subcommittee meeting proceedings; and
3. a staff member be in attendance at the Cedar Room in the West Vancouver Community Centre for each of the scheduled meetings.

**APPROVAL OF AGENDA**

**4. Approval of January 5, 2022 Meeting Agenda**

RECOMMENDATION:

THAT the January 5, 2022 Awards Committee meeting agenda be approved as circulated.

**ADOPTION OF MINUTES**

**5. Adoption of December 1, 2021 Meeting Minutes**

RECOMMENDATION:

THAT the December 1, 2021 Awards Committee meeting minutes be adopted as circulated.

**REPORTS / ITEMS**

**6. Welcome and Introductions**

RECOMMENDATION:

THAT the discussion regarding Welcome and Introductions be received for information.

**7. Committee Orientation**

RECOMMENDATION:

THAT the discussion regarding Committee Orientation be received for information.

**8. Review and Confirm Award Categories**

RECOMMENDATION:

THAT the discussion regarding Review and Confirm Award Categories be received for information.

**9. Review of Evaluation Sheet**

RECOMMENDATION:

THAT the discussion regarding Review of Evaluation Sheet be received for information.

**PUBLIC QUESTIONS**

**10. Public Questions**

**NEXT MEETING**

**11. Next Meeting**

The next Awards Committee meeting is scheduled for February 2, 2022 at 7 p.m.

**ADJOURNMENT**

**12. Adjournment of January 5, 2022 Awards Committee Meeting**

RECOMMENDATION:

THAT the January 5, 2022 Awards Committee meeting be adjourned.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
AWARDS COMMITTEE MEETING MINUTES  
VIA ELECTRONIC COMMUNICATION FACILITIES  
WEDNESDAY, DECEMBER 1, 2021**

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Committee Members: T. Hodgins (Co-Chair), S. Hennessy, S. Mani, J. Saba; and Councillor S. Thompson attended the meeting via electronic communication facilities.  
Absent: L. Brown.

Staff: R. McCormack, Cultural Services Supervisor; and F. Costa, Committee Clerk, attended the meeting via electronic communication facilities.

**1. CALL TO ORDER**

The meeting was called to order at 7:03 p.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the December 1, 2021 Awards Committee meeting agenda be approved as circulated.

CARRIED

**3. ADOPTION OF MINUTES**

It was Moved and Seconded:

THAT the November 3, 2021 Awards Committee meeting minutes be adopted as circulated.

CARRIED

**REPORTS / ITEMS**

**4. 2022 Awards Presentation Review and Planning**

Staff introduced the discussion about venue and date options for an in-person ceremony for next year's program. Committee agreed that the Kay Meek Arts Centre would be a preferred location and asked staff to confirm if it would be available for June 9, 2022.

It was Moved and Seconded:

THAT the Kay Meek Arts Centre be verified as the venue for the 2022 Awards Ceremony on the second week of June, and that more details about the event be reviewed at a future meeting.

CARRIED

**5. Work Plan 2022**

Staff and the Awards Committee reviewed the draft Work Plan 2022.

It was Moved and Seconded:

THAT the Work Plan 2022 be supported and provided to Council for consideration.

CARRIED

**PUBLIC QUESTIONS**

**6. PUBLIC QUESTIONS**

There were no questions.

**NEXT MEETING**

**7. NEXT MEETING**

It was Moved and Seconded:

THAT the next Awards Committee meeting be scheduled for January 5, 2022 at 7 p.m.

CARRIED

**8. ADJOURNMENT**

It was Moved and Seconded:

THAT the December 1, 2021 Awards Committee meeting be adjourned.

CARRIED

The meeting adjourned at 7:37 p.m.

Certified Correct:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Committee Clerk