

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

**AWARDS COMMITTEE MEETING AGENDA
WEDNESDAY, FEBRUARY 7, 2024
6 PM IN THE RAVEN ROOM, MUNICIPAL HALL
(In-person attendance only)**

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.

1. CALL TO ORDER

Note: Chair will confirm that the meeting is being conducted in-person, pursuant to Council Committee Procedure Bylaw No. 5020, 2019 (as amended).

2. APPROVAL OF AGENDA

RECOMMENDATION:

THAT the February 7, 2024 Awards Committee meeting agenda be approved as circulated.

3. ADOPTION OF MINUTES

RECOMMENDATION:

THAT the January 10, 2024 Awards Committee meeting minutes be adopted as circulated.

REPORTS / ITEMS

4. Council Liaison Update

RECOMMENDATION:

THAT the verbal report regarding Council Liaison Update be received for information.

5. Review Award Categories

RECOMMENDATION:

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

6. Planning Process

RECOMMENDATION:

THAT the discussion regarding Planning Process be received for information.

7. PUBLIC QUESTIONS

8. NEXT MEETING

The next Awards Committee meeting is scheduled for March 6, 2024 at 6 p.m. and held in-person in the Raven Room, Municipal Hall.

9. ADJOURNMENT

RECOMMENDATION:

THAT the February 7, 2024 Awards Committee meeting be adjourned.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
AWARDS COMMITTEE MEETING MINUTES
RAVEN ROOM, MUNICIPAL HALL
WEDNESDAY, JANUARY 10, 2024**

Committee Members: C. Burns (Chair), L. Endler, A. Hendi, S. Mani, L. Paton, M. Ware, and J. Waterhouse attended the meeting in the Raven Room, Municipal Hall. Absent: S. Hennesy, P. Mayan; and Councillor S. Thompson.

Staff: C. Rosta, Cultural Services Manager (Staff Representative); and A. Nomura, Cultural Services Department Secretary (Committee Clerk) attended the meeting in the Raven Room, Municipal Hall.

1. CALL TO ORDER

The meeting was called to order at 5:05 p.m.

2. Election of Chair

It was Moved and Seconded:

THAT C. Burns be elected as Chair for 2024.

CARRIED

It was Moved and Seconded:

THAT M. Ware be elected as Acting Chair for 2024.

CARRIED

3. Committee Meeting Schedule

It was Moved and Seconded:

THAT the Awards Committee Meeting Schedule for 2024 be adopted as follows:

- February 7, 2024 at 6 p.m.;
- March 6, 2024 at 6 p.m.;
- April 3, 2024 at 6 p.m.;
- May 1, 2024 at 6 p.m.;
- June 5, 2024 at 6 p.m.;
- July 3, 2024 at 6 p.m.; and
- November 6, 2024 at 6 p.m.

CARRIED

It was Moved and Seconded:

THAT all remaining Awards Committee meetings for 2024 be held in-person at the Raven Room in the Municipal Hall.

CARRIED

4. Annual Committee Evaluation

Staff informed the Committee about the results of the 2023 Annual Committee Evaluation.

It was Moved and Seconded:

THAT the report regarding Annual Committee Evaluation for 2023 be received for information.

CARRIED

5. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the January 10, 2024 Awards Committee meeting agenda be approved as circulated.

CARRIED

6. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the June 7, 2023 Awards Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

7. Review Award Categories

Staff summarized the changes made to the Award categories in 2023. Committee members discussed the importance of broadening the Award categories to recognize citizens that make significant contributions in the areas of leadership and philanthropy. Committee members expressed concern with modifying the categories on an annual basis as it may cause confusion in the community.

It was suggested that the Committee members consider this further and discuss at future meetings.

It was Moved and Seconded:

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

CARRIED

8. Work Plan 2024

The Committee discussed holding an awards ceremony in June. After considering alternate timelines, the Committee confirmed that the annual Awards presentations should be held in June for 2024.

It was Moved and Seconded:

THAT the Work Plan for 2024 be supported.

CARRIED

9. PUBLIC QUESTIONS

There were no questions.

10. NEXT MEETING

Staff confirmed that the next Awards Committee meeting is scheduled for February 7, 2024 at 6 p.m. and held in-person in the Raven Room, Municipal Hall.

11. ADJOURNMENT

It was Moved and Seconded:

THAT the January 10, 2024 Awards Committee meeting be adjourned.

CARRIED

The meeting adjourned at 5:59 p.m.

Certified Correct:

Chair

Committee Clerk