

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

**AWARDS COMMITTEE MEETING AGENDA
WEDNESDAY, MARCH 6, 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 March 6, 2024 Awards Committee meeting agenda be approved as circulated.

3. ADOPTION OF MINUTES

RECOMMENDATION:

THAT the February 7, 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. Confirm Award Categories

RECOMMENDATION:

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

6. Planning Timeline

RECOMMENDATION:

THAT the discussion regarding Planning Timeline be received for information.

7. Marketing and Outreach Plan

RECOMMENDATION:

THAT the discussion regarding Marketing and Outreach Plan be received for information.

8. PUBLIC QUESTIONS

9. NEXT MEETING

The next Awards Committee meeting is scheduled for April 3, 2024 at 6 p.m. and held in-person in the Raven Room, Municipal Hall.

10. ADJOURNMENT

RECOMMENDATION:

THAT the March 6, 2024 Awards Committee meeting be adjourned.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
AWARDS COMMITTEE MEETING MINUTES
RAVEN ROOM, MUNICIPAL HALL
WEDNESDAY, FEBRUARY 7, 2024**

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

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 6:05 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

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

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

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

CARRIED

REPORTS / ITEMS

4. Council Liaison Update

Councillor Thompson updated the Committee on the following items:

- Council is currently engaged in the 2024 budget approval process.
- Committees of Council are being restructured to maximize efficiency and use of volunteer time. Many committees are moving into an advisory panel format.
- Council is considering reintroducing the award “Key to the City” and is seeking the input of the Awards Committee.

It was Moved and Seconded:

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

CARRIED

5. Review Award Categories

The Committee reviewed the awards categories from the previous year. It was suggested that the Committee should recognize individuals or organizations that support Truth and Reconciliation either as a stand-alone award or within each existing category. Staff will connect with members of the Squamish Nation to discuss and receive guidance on how to address this in a meaningful way.

The addition of a Lifetime Achievement Award was discussed by the Committee. The Committee will work to define what this award encapsulates and what the criteria should be to receive it.

The Committee also discussed marketing and outreach techniques to solicit nominations from the community. Members suggested placing an ad in the North Shore News and creating a dedicated Instagram account.

It was Moved and Seconded:

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

CARRIED

6. Planning Process

Staff reviewed the work plan and timing moving forward. The Committee will confirm the awards categories at the next meeting and discuss how they should proceed with a Lifetime Achievement Award. The awards ceremony is scheduled for June 13th.

It was Moved and Seconded:

THAT the discussion regarding Planning Process be received for information.

CARRIED

7. PUBLIC QUESTIONS

There were no questions.

8. NEXT MEETING

Staff confirmed that 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

It was Moved and Seconded:

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

CARRIED

The meeting adjourned at 7 p.m.

Certified Correct:

Chair

Committee Clerk

DRAFT