

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
AWARDS COMMITTEE MEETING MINUTES  
RAVEN ROOM, MUNICIPAL HALL  
WEDNESDAY, APRIL 3, 2024**

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

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 6:11 p.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the April 3, 2024 Awards Committee meeting agenda be approved as circulated.

CARRIED

**3. ADOPTION OF MINUTES**

It was Moved and Seconded:

THAT the March 6, 2024 Awards Committee meeting minutes be adopted as circulated.

CARRIED

**REPORTS / ITEMS**

**4. Council Liaison Update**

There were no comments.

It was Moved and Seconded:

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

CARRIED

**5. Marketing and Outreach Plan**

Outreach efforts have started. Staff provided an update on the communications plan. Members signed up to reach out to additional organizations.

It was Moved and Seconded:

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

CARRIED

**6. Planning Timeline**

Recruitment will occur through the month of April.

The Committee will adjudicate the applications in full at their May 15 meeting.

Staff provided information about the Community Awards Ceremony occurring on June 13.

It was Moved and Seconded:

THAT the discussion regarding Planning Timeline 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 May 1, 2024 at 6 p.m. and held in-person in the Raven Room, Municipal Hall

**9. ADJOURNMENT**

It was Moved and Seconded:

THAT the April 3, 2024 Awards Committee meeting be adjourned.

CARRIED

The meeting adjourned at 6:51 p.m.

Certified Correct:



Chair



Committee Clerk