

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

**AWARDS COMMITTEE MEETING AGENDA
WEDNESDAY, MAY 15, 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 May 15, 2024 Awards Committee meeting agenda be approved as circulated.

3. ADOPTION OF MINUTES

RECOMMENDATION:

THAT the May 1, 2024 Awards Committee meeting minutes be adopted as circulated.

4. PUBLIC QUESTIONS

5. NEXT MEETING

The next Awards Committee meeting is scheduled for June 5, 2024 at 6 p.m. and held in-person in the Raven Room, Municipal Hall.

EXCLUSION OF PUBLIC

6. Exclusion of Public Pursuant to s.90 and s.93 of the *Community Charter*

RECOMMENDATION:

THAT in the public interest, members of the public be excluded from part of the May 15, 2024 Awards Committee meeting on the basis of the following sections of the *Community Charter*:

90. (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity.
93. In addition to its application to council meetings, this Division and section 133 (of the *Community Charter*) also applies to meetings of the following:
- (a) Council committees.

Purpose of meeting: Review of awards nominations.

7. ADJOURNMENT

RECOMMENDATION:

THAT the May 15, 2024 Awards Committee meeting (open session) be adjourned.

The Committee will then proceed with the closed session.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
AWARDS COMMITTEE MEETING MINUTES
RAVEN ROOM, MUNICIPAL HALL
WEDNESDAY, MAY 1, 2024**

Committee Members: C. Burns (Chair), A. Hendi, S. Hennessy, P. Mayan, M. Ware, and J. Waterhouse attended the meeting in the Raven Room, Municipal Hall. Absent: L. Endler, S. Mani; 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 6:06 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the May 1, 2024 Awards Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the April 3, 2024 Awards Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Council Liaison Update

There was no update.

5. Community Outreach Update

Staff gave the Committee an update on how many nominations had been received so far, along with the award categories that the nominations were falling under.

The Committee discussed additional outreach and communication tactics.

It was Moved and Seconded:

THAT the discussion regarding Community Outreach Update be received for information.

CARRIED

6. Community Awards Ceremony

Staff displayed last year's awards ceremony presentation to the Committee. Staff also provided an update on the planning process so far, including an update on the physical awards, venue booking, and catering.

It was Moved and Seconded:

THAT the discussion regarding Community Awards Ceremony 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 15, 2024 at 6 p.m. and held in-person in the Raven Room, Municipal Hall.

9. ADJOURNMENT

It was Moved and Seconded:

THAT the May 1, 2024 Awards Committee meeting be adjourned.

CARRIED

The meeting adjourned at 6:43 p.m.

Certified Correct:

Chair

Committee Clerk