

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

**AWARDS COMMITTEE MEETING AGENDA
WEDNESDAY, JANUARY 7, 2026
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

2. Welcome to Members and Election of Chair

RECOMMENDATION:

THAT [Name] be elected as Chair for 2026.

RECOMMENDATION:

THAT [Name] be elected as Acting Chair for 2026.

3. Committee Meeting Schedule

RECOMMENDATION:

THAT the Awards Committee Meeting Schedule for 2026 be adopted as follows:

- February 4, 2026 at 6 p.m.;
- March 4, 2026 at 6 p.m.;
- April 1 , 2026 at 6 p.m.;
- May 6, 2026 at 6 p.m.;
- June 3, 2026 at 6 p.m.;
- July 8, 2026 at 6 p.m.;
- October 7, 2026 at 6 p.m.; and
- November 4, 2026 at 6 p.m.

RECOMMENDATION:

THAT all remaining Awards Committee meetings for 2026 be held in-person in the Raven Room, Municipal Hall.

4. APPROVAL OF AGENDA

RECOMMENDATION:

THAT the January 7, 2026 Awards Committee meeting agenda be approved as circulated.

5. ADOPTION OF MINUTES

RECOMMENDATION:

THAT the June 4, 2025 Awards Committee meeting minutes be adopted as circulated.

REPORTS / ITEMS

6. Annual Work Plan

RECOMMENDATION:

THAT the Annual Work Plan as presented and discussed be approved.

7. Annual Ceremony and Reception

RECOMMENDATION:

THAT the date and location of the Annual Ceremony and Reception be approved as [Date] at [Location].

8. PUBLIC QUESTIONS

9. NEXT MEETING

The next Awards Committee meeting is scheduled for February 4, 2026 at 6 p.m. and held in-person in the Raven Room, Municipal Hall.

10. ADJOURNMENT

RECOMMENDATION:

THAT the January 7, 2026 Awards Committee meeting be adjourned.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
AWARDS COMMITTEE MEETING MINUTES
RAVEN ROOM, MUNICIPAL HALL
WEDNESDAY, JUNE 4, 2025**

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

Staff: C. Rosta, Cultural Services Manager (Staff Representative) attended the meeting in the Raven Room, Municipal Hall.

1. CALL TO ORDER

The meeting was called to order at 6:04 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the June 4, 2025 Awards Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the May 14, 2025 Awards Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Council Representative Update

It was Moved and Seconded:

THAT the verbal report regarding Council Representative Update be deferred to the July 2, 2025 meeting.

CARRIED

5. Preparation for the Awards Ceremony

Committee members discussed the format of the Awards Ceremony including the PowerPoint presentation, awards distribution, committee members' role for the evening, and food and beverage offerings.

It was Moved and Seconded:

THAT the discussion regarding Preparation for the Awards Ceremony be received for information.

CARRIED

6. PUBLIC QUESTIONS

There were no questions.

7. NEXT MEETING

Staff confirmed that the next Awards Committee meeting is scheduled for July 2, 2025 at 6 p.m. and held in-person in the Raven Room, Municipal Hall.

8. ADJOURNMENT

It was Moved and Seconded:

THAT the June 4, 2025 Awards Committee meeting be adjourned.

CARRIED

The meeting adjourned at 6:45 p.m.

Certified Correct:

Chair

Staff Representative