

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
AWARDS COMMITTEE MEETING MINUTES
RAVEN ROOM, MUNICIPAL HALL
AND VIA ELECTRONIC COMMUNICATION FACILITIES
WEDNESDAY, FEBRUARY 4, 2026**

Committee Members: C. Burns (Chair), L. Endler, V. Ghafarpour, J. O'Flynn, M. Ware, and Councillor S. Thompson attended the meeting in the Raven Room, Municipal Hall. Absent: A. Hendi and R. Herron.

Staff: C. Rosta, Cultural Services Manager (Staff Representative) and F. McKinnon, Cultural Services Assistant (Committee Clerk) attended the meeting in the Raven Room, Municipal Hall.

1. CALL TO ORDER

The meeting was called to order at 6:07 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the February 4, 2026 Awards Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the January 7, 2026 Awards Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. 2026 Calendar Update

It was Moved and Seconded:

THAT

1. the July 1, 2026 Awards Committee meeting be rescheduled to be held on July 8, 2026 and held in the Raven Room, Municipal Hall and via electronic communication facilities; and
2. the December 2, 2026 Awards Committee meeting be cancelled.

CARRIED

5. Review of Award Categories

Members expressed interest in establishing a new category and/or expanding existing categories and requested that the matter be brought forward for further discussion at the next meeting.

It was Moved and Seconded:

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

CARRIED

6. Review of Award Application Form

Members reviewed and discussed the awards application form and requested that the application include questions that place greater emphasis on the applicant’s impacts on the District of West Vancouver. Members also requested that applicants be encouraged to include as many relevant stories/examples as possible in their submissions. In addition, Members suggested that the QR code links directly to the application form, rather than to the general webpage.

It was Moved and Seconded:

THAT the discussion regarding Review of Award Application Form 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 4, 2026 at 6 p.m. and held in the Raven Room and via electronic communication facilities.

9. ADJOURNMENT

It was Moved and Seconded:

THAT the February 4, 2026 Awards Committee meeting be adjourned.

CARRIED

The meeting adjourned at 7:05 p.m.

Certified Correct:

s. 22(1)

Chair

s. 22(1)

Committee Clerk