

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

**AWARDS COMMITTEE MEETING AGENDA
WEDNESDAY, JANUARY 11, 2023
5 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.

CALL TO ORDER

1. Call to Order

Note: Staff will confirm that the meeting is being conducted in-person, pursuant to Council Committee Procedure Bylaw No. 5020, 2019 (as amended).

2. Welcome and Committee Orientation

RECOMMENDATION:

THAT the discussion regarding Welcome and Committee Orientation be received for information.

3. Election of Chair for 2023

RECOMMENDATION:

THAT [Name] be elected as Chair for 2023.

RECOMMENDATION:

THAT [Name] be elected as [Acting OR Co] Chair for 2023.

4. Committee Meeting Schedule for 2023

RECOMMENDATION:

THAT the Awards Committee Meeting Schedule for 2023 be adopted as follows:

- February 1, 2023 at 5 p.m.;
- March 1, 2023 at 5 p.m.;
- April 5, 2023 at 5 p.m.;
- May 3, 2023 at 5 p.m.;
- June 7, 2023 at 5 p.m.;
- July 5, 2023 at 5 p.m.;
- October 4, 2023 at 5 p.m.;

- November 1, 2023 at 5 p.m.; and
- December 6, 2023 at 5 p.m.

RECOMMENDATION:

THAT all remaining Awards Committee meetings for 2023 be held in-person at the Raven Room in the Municipal Hall.

OR

RECOMMENDATION:

THAT

1. all remaining Awards Committee meetings for 2023 be held via electronic communication facilities only;
2. the Raven Room in the Municipal Hall be designated as the place where the public may attend to hear, or watch and hear, the Awards Committee meeting proceedings; and
3. a staff member be in attendance at the Raven Room in the Municipal Hall for each of the scheduled meetings.

5. Annual Committee Evaluation for 2022

RECOMMENDATION:

THAT the report regarding Annual Committee Evaluation for 2022 be received for information.

APPROVAL OF AGENDA

6. Approval of Committee Meeting Agenda

RECOMMENDATION:

THAT the January 11, 2023 Awards Committee meeting agenda be approved as circulated.

ADOPTION OF MINUTES

7. Adoption of Committee Meeting Minutes

RECOMMENDATION:

THAT the December 7, 2022 Awards Committee meeting minutes be adopted as circulated.

REPORTS / ITEMS

8. Review Award Categories

RECOMMENDATION:

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

9. Work Plan 2023

RECOMMENDATION:

THAT the Work Plan 2023 be supported.

PUBLIC QUESTIONS

10. Public Questions

NEXT MEETING

11. Next Meeting

The next Awards Committee meeting is scheduled for February 1, 2023 at 5 p.m. and held in-person in the Raven Room at Municipal Hall.

OR

The next Awards Committee meeting is scheduled for February 1, 2023 at 5 p.m. via electronic communication facilities.

ADJOURNMENT

12. Adjournment of Committee Meeting

RECOMMENDATION:

THAT the January 11, 2023 Awards Committee meeting be adjourned.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
AWARDS COMMITTEE MEETING MINUTES
MAIN FLOOR CONFERENCE ROOM, MUNICIPAL HALL
WEDNESDAY, DECEMBER 7, 2022**

Committee Members: T. Hodgins (Chair), C. Burns, S. Hennessy, S. Mani, C. McLaughlin, D. Morrison; and Councillor S. Thompson attended the meeting in the Main Floor Conference Room, Municipal Hall. Absent: J. Saba.

Staff: C. Rosta, Cultural Services Manager (Staff Liaison); R. McCormack, Cultural Services Supervisor; and F. Costa, Cultural Services Department Secretary (Committee Clerk) attended the meeting in the Main Floor Conference Room, Municipal Hall.

1. CALL TO ORDER

The meeting was called to order at 5:02 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the December 7, 2022 Awards Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the November 9, 2022 Awards Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Council Liaison Update

There was no update.

5. 2023 Awards Work Plan

Chair led a discussion regarding the annual presentation to Council in January 2023. The presentation outlines key 2022 achievements and top 2023 priorities. The Committee reviewed the presentation and discussed the 2022 highlights and priorities for the new year. A few changes were suggested and the presentation was approved by the Committee to be presented to Council in their meeting on January 16, 2023. All Committee members were invited to attend the Council meeting.

Regarding new members appointment recommendations, Staff informed the Committee that applications will be presented to Council for consideration in their

meeting on December 12, 2022. If approved, the new members would join the Committee in January.

Staff presented the detailed 2023 Work Plan, and the Committee discussed the action items. The Committee also discussed the option to change the schedule for the 2023 Community Awards program considering a Fall ceremony. A discussion was held regarding new categories for the Community Awards, and Committee members agreed to research other communities to learn best practices on awards programs. Organization and municipalities were assigned as follow:

- FANS–Fund for the Arts on the North Shore: Councillor Thompson;
- Port Moody: C. McLaughlin;
- North Vancouver: D. Morrison; and
- Burnaby: S. Hennessy.

A discussion was held regarding the inclusion of a broader category in the 2023 Community Awards that would recognize accomplishments and contributions that are not necessarily volunteer. It was recommended that the discussion regarding new categories be deferred to the next meeting.

C. Burns left the meeting at 6:20 p.m. and did not return.

It was Moved and Seconded:

THAT the proposed 2023 Awards Work Plan be supported as amended and presented to Council for consideration.

CARRIED

C. Burns absent at the vote

PUBLIC QUESTIONS

6. PUBLIC QUESTIONS

There were no questions.

NEXT MEETING

7. NEXT MEETING

It was Moved and Seconded:

THAT the next Awards Committee meeting be scheduled for January 11, 2023 at 5 p.m. and be held in-person in the Raven Room at Municipal Hall.

CARRIED

C. Burns absent at the vote

ADJOURNMENT

8. ADJOURNMENT

It was Moved and Seconded:

THAT the December 7, 2022 Awards Committee meeting be adjourned.

CARRIED

C. Burns absent at the vote

The meeting adjourned at 6:29 p.m.

Certified Correct:

Chair

Committee Clerk

DRAFT