



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**CURLY STEWART MEMORIAL AWARD COMMITTEE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON MONDAY, MAY 6, 2019 at 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

AGENDA

- 1. Call to Order**
- 2. Appointment of Recorder**
- 3. Approval of the Agenda**
- 4. Public Questions & Comments**
- 5. Approval of Minutes**
 - A. Curly Stewart Memorial Award Committee Meeting – March 27, 2019 (Page 3)
- 6. Business Arising from the Minutes**
- 7. Unfinished Business**
 - A. Applicant Requirements
- 8. New Business**
- 9. Public Questions & Comments**
- 10. Closed Committee Meeting**

Proposed Topics for Discussion in the Absence of the Public:

 - A. Review of Applications

THAT the meeting be closed to the public on the basis of matters to be considered under 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;

- 11. Reporting Out from Closed Portion of Meeting**
- 12. Adjournment**

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

CURLY STEWART MEMORIAL AWARD COMMITTEE MEETING OF THE VILLAGE OF LIONS BAY HELD ON WEDNESDAY, MARCH 27, 2019 AT 7:00 P.M. COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES OF MEETING

Present: Councillor Neville Abbott
Rod Baker
Joan Coert
Carole Conlin
Lauren Cuthbertson (via conference call)

Regrets: Rose Dudley
Hugo van Hoogstraten

1. Chair, Councillor Abbott, called the meeting to order at 7:00 p.m.
2. C. Conlin was appointed as Recorder.
3. The Agenda was approved as circulated.
4. No members of the public attended; no public questions and comments at the meeting.
5. The Minutes of September 24, 2019 were approved as circulated.
6. There was no Business Arising from the Minutes.
7. There was no Unfinished Business.
8. New Business
 - A. Review of Terms of Reference and Application Form
Discussion on the Terms of Reference and Application Form.
Consensus to make wording changes on the application form as follow:
Checklist bullet 2: replace word "against" with words "with respect to"
Checklist bullet 4: Insert word "reference" before "letter to the Award Committee" and remove words "on their school career".
Council Abbott will take the suggestions to Council so that changes can be made on the 2019 applications.

Discussion on ways to make the application process more inclusive for all students. Members exchanged ideas of possible alternate ways for students to make application for the Award in place of the requirement for an Applicant's 500-1000 word statement of their achievements. It was determined that it would not be possible to have any change in place for the 2019 applications; however the Committee could recommend changes for Council to consider for future applications. TABLED TO NEXT MEETING WHEN MORE COMMITTEE MEMBERS ARE PRESENT.

B. Affiliation with Lions Bay Community Scholarship Foundation.

Councillor Abbott gave the background on the Scholarships available to students in the Village. He reported that in past years students had applied for both the Curly Stewart Memorial Trust Fund Award and the Lions Bay Community Scholarship Award on the same form. The two Awards were adjudicated separately. He noted that now each Award has its own application form.

C. Lions Bay Code of Conduct

Councillor Abbot discussed the background of the Code of Conduct and its application to Council and members of boards, committees, subcommittees, working groups, task forces and other advisory bodies, collectively referred to as Committee Members. The Members of this Committee were asked to read and sign the Code of Conduct and return it to Councillor Abbott.

9. There were no Public Questions & Comments.

10. At 8:26 p.m. the meeting adjourned.