



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**CURLY STEWART MEMORIAL TRUST FUND COMMITTEE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, OCT 18, 2021 at 5:00 PM
VIA ZOOM VIDEO CONFERENCE CALL**

To access the meeting click the following link: <https://us02web.zoom.us/j/88342023724>

You can also phone in from your landline phone or mobile phone by dialing 1-778-907-2071 and entering the Conference ID: Meeting ID: 883 4202 3724

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 Minutes – May 18, 2021 (Page 2)
- 6. Business Arising from the Minutes**
- 7. Unfinished Business**
- 8. New Business**
 - A. Committee Membership
 - i) Invitation for new members for 2022
 - B. Scholarship Amount
 - i) Existing fund balance
 - ii) Opportunities for fundraising in 2022
 - C. Graduation Date 2022
 - i) Rockridge date
 - ii) Other schools?
- 9. Public Questions & Comments**
- 10. Adjournment**



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CURLY STEWART MEMORIAL TRUST FUND COMMITTEE MEETING

OF THE VILLAGE OF LIONS BAY

HELD ON TUESDAY, MAY 18, 2021 at 5:00 PM

VIA ZOOM VIDEO CONFERENCE CALL

MINUTES

In Attendance:

Councillor Neville Abbott – Chair

Joan Coert

Carole Conlin

Hugo van Hoogstraten

Jennifer Hetherington

Kit McLean

Public: 0

1. Call to Order

Councillor Abbott called the meeting to order at 5:10 p.m.

2. Appointment of Recorder

Joan Coert was appointed as the recorder

3. Approval of the Agenda

Moved/Seconded

THAT the agenda be approved as submitted.

CARRIED

4. Public Questions & Comments

None

5. Business Arising from the Minutes

None

6. Unfinished Business

None

7. New Business

None

8. Public Questions & Comments

None

9. Closed Committee Meeting

Proposed Topics for Discussion in the Absence of the Public:

- A. Review of Applications

Moved/Seconded

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.

The meeting was closed to the public at: 5:10 p.m.

The meeting reopened to the public at: 6:15p.m.

10. Reporting Out from Closed Portion of Meeting

None

11. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

From: [Karen Leeson](#)
To: [Karla Duarte](#); [Ursula Kerr](#)
Subject: RE: [EXTERNAL]Graduation Dates
Date: Friday, October 15, 2021 1:33:12 PM

Sentinel Secondary

Banquet: June 3, 2021

Commencement: June 18, 2021

It would be great to have any potential scholarships at the school by June 10 in order to be organized for the commencement on the 18th.

Karen Leeson

Office Supervisor - Administrative Assistant

Ecole Secondaire Sentinel Secondary School

T (604) 981-1130 F (604) 981-1131

Follow us online at www.westvancouver schools.ca/sentinel



I acknowledge and am thankful to live, learn, and work on the territory of the Coast Salish people, specifically the Sḵw̱x̱wú7mesh (Squamish) Nation, upon whose territory West Vancouver Schools resides.

From: Karla Duarte <kduarte@lionsbay.ca>
Sent: Friday, October 15, 2021 11:21 AM
To: Ursula Kerr <UKerr@wvschools.ca>; Karen Leeson <KLeeson@wvschools.ca>
Subject: [EXTERNAL]Graduation Dates

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Greetings,

I am writing to inquire whether you have a set date for 2022's grad date?

Lions Bay provides a scholarship to Lions Bay resident grads and a certificate is usually included in their grad package. We would like to plan ahead to ensure we meet the deadline.

Thanks,

Karla Duarte

Municipal Coordinator

From: [Tracy Rowbotham](#)
To: [Karla Duarte](#)
Subject: Re: [EXTERNAL]graduation 2022
Date: Wednesday, October 13, 2021 12:16:07 PM
Attachments: [image001.jpg](#)
[Outlook-foremail W.png](#)

Hello Karla. Our Commencement ceremony is set for Tuesday, May 31st. We will hope to have all award recipients confirmed by mid-May if possible.

Hope all is well!

Tracy Rowbotham (she/her)
Administrative Assistant/Office Supervisor – Rockridge Secondary
D 604 981 1308 M 604 981 1300



I acknowledge and am thankful to live, learn, and work on the territory of the Coast Salish people, specifically the Skwxwú7mesh (Squamish) Nation, on whose territory West Vancouver Schools reside.

From: Karla Duarte <kduarte@lionsbay.ca>
Sent: Wednesday, October 13, 2021 12:10 PM
To: Tracy Rowbotham <TRowbotham@wvschools.ca>
Subject: [EXTERNAL]graduation 2022

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Tracy,

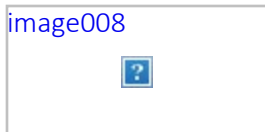
I am wondering if you know when the graduation date for 2022 is set?

I am hoping to get a head start on having the Curly Stewart Award completed by then.

Thanks,

Karla Duarte

Municipal Coordinator



The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Fax: (604) 921-6643 | www.lionsbay.ca

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From: [Ursula Kerr](#)
To: [Karla Duarte](#); [Karen Leeson](#)
Subject: RE: [EXTERNAL]Graduation Dates
Date: Friday, October 15, 2021 12:38:44 PM

Good Morning,
Our graduation dates are:
Commencement – May 25th – Orpheum Theatre
Grad Banquet – May 21st – Bayshore.
Regards,

From: Karla Duarte <kduarte@lionsbay.ca>
Sent: Friday, October 15, 2021 11:21 AM
To: Ursula Kerr <UKerr@wvschools.ca>; Karen Leeson <KLeeson@wvschools.ca>
Subject: [EXTERNAL]Graduation Dates

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Karla Duarte

Municipal Coordinator
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