

Tourism Advisory Panel Minutes

Held on Monday, May 15, 2023 at 3:00PM In Person and Online Town Hall Council Chambers (2nd Floor)

PANEL MEMBERS PRESENT		STAFF COUNCIL PRESENT
Chair:	Councillor Matt	Melanie Kirkby, Treasurer
	Harper	
	Brett Christopher	Amanda Trafford, Economic Development and
		Cultural Heritage Coordinator
	Ted Lojko	
	Peter Sweet	
	Jeff Brown	
	Trusha Tanna	
	Councillor David	
	Osmond	
Regrets:		

1.	Call Meeting to Order			
	Chair, Matt Harper called the meeting to order at 3:02pm			
2.	Disclosure of Pecuniary Interest & General Nature Thereof			
	Dave Osmond – Additional Agenda item – Le Festiville			
3.	Approval of Minutes – April 18, 2023			
	Motion #2023-018 – Approval of Minutes – April 18, 2023			
	Moved by: Brett Christopher Seconded by: Peter Sweet			
	BE IT RESOLVED THAT THAT TOURISM ADVISORY PANEL APPROVES THE MINUTES FROM THE APRIL 18, 2023 TAP MEETING.			
	С	ARRIED		
4.	Public Question/Comment (Only Addressing Items on the Agenda)	NONE		
Ted Lojko joined the meeting at 3:11PM				
5.	Disclosure of Additional Items			

	 Ted provided a projected budget should the Municipal Accommodation Tax (MAT) be provided to TIAP and dissolving the Tourism Advisory Panel (TAP) Discussion regarding setting money aside for targeted events, e.g. Le FestivÎLES and Diwali Festival of Lights. 			
6.	Delegations	NONE		
7.	Presentations by Staff/Others	NONE		
8.	 Municipal Accommodation Tax – Treasurer, Melanie Kirkby 1. MATTAX statement 2. Funding year-to-date Melanie provided an update regarding funding and reviewed the spreadsheet 			
9.	regarding events and money issued from TAP. Unfinished Business			
	 Motion #23-087-Tourism Advisory Panel (TAP) Request to Increase Spending – Dated April 18, 2023 How TAP will allocate their funding and definition of terms Discuss TAP Application and implement changes Amanda reported to the group that Council approved the request to increase spending. TAP will discuss how they will allocate funding and definition of terms at next meeting. TAP members will review the application and suggest changes. Amanda will compile the suggested changes and present to the group at the next meeting. Amanda to ask Jennifer at the Visitor Centre to add 3 questions to the customer survey regarding unique experiences while visiting Gananoque, why they came to Gananoque, and what made them extend their stay here. This will help us gather information from visitors regarding events and their success with visitors. 			
10.	Correspondence	NONE		
11.	New Business Tourism Advisory Panel (TAP) Funding Requests / Applications • Poker Runs Inc. • Moved to discuss after Thousand Islands Association as they online to discuss their application. Poker Run was not in attended.			
	 Poker Runs Inc. Moved to discuss after Thousand Islands Association as they 			

MATTAP Motion #2023-019 - Fund the Thousand Islands Association

Moved by: Dave Osmond Seconded by: Graeme Brown

BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL (TAP) APPROVES THE REQUEST FOR FUNDING FROM THE THOUSAND ISLANDS ASSOCIATION IN THE AMOUNT OF \$4,785.00 SUBJECT TO ALL REQUIRED DOCUMENTS RECEIVED UNDER THE MUNICIPAL SPECIAL EVENTS AND FACILITY BOOKING POLICY AND APPROVALS FROM THE TOWN.

CARRIED

MATTAP Motion #2023-020 - Fund the Poker Runs Inc.

Moved by: Dave Osmond Seconded by: Graeme Brown

BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL (TAP) APPROVES THE REQUEST FOR FUNDING FROM POKER RUNS INC. IN THE AMOUNT OF \$2500 SUBJECT TO ALL REQUIRED DOCUMENTS RECEIVED UNDER THE MUNICIPAL SPECIAL EVENTS AND FACILITY BOOKING POLICY AND APPROVALS FROM THE TOWN.

CARRIED

12. Discussion of Additional Items

- Ted provided a projected budget should the Municipal Accommodation Tax
 (MAT) be provided to TIAP and dissolving the Tourism Advisory Panel (TAP)
 - Members of TAP and TIAP discussed meeting at another date and time regarding the potential for TIAP to utilize the MAT.
 - Melanie reminded the group on two separate occasions during the discussion that conducting a meeting in an outside setting (not prescheduled TAP meeting) would not be allowed if they had quorum.
- Discussion regarding setting money aside for targeted events, e.g. Le FestivÎLES and Diwali Festival of Lights.

Dave Osmond left the room at 4:33PM as he declared pecuniary interest

MATTAP Motion #2023-021 – Le FestivÎLES

Moved by: Ted Lokjo Seconded by: Peter Sweet

BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL (TAP) ALLOCATES \$10,000 IN FUNDING DEDICATED TO THE 2023 Le FestivÎLES PROGRAMMING TO BE DRAWN FROM THE TAP BUDGET.

	SUBJECT TO ALL REQUIRED DOCUMENTS RECEIVED UNDER THE MUNICIPAL SPECIAL EVENTS AND FACILITY BOOKING POLICY AND APPROVALS FROM THE TOWN.					
		CARRIED				
Dave Osmond returned at 4:45PM ***Brett Christopher left the meeting at 4:45PM***						
13.	MATTAP Motion #2023-022 – Diwali Festival of Lights					
	Moved by: Ted Lojko	Seconded by: Dave Osmond				
	BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL (TAP) ALLOCATES \$10,000 IN FUNDING DEDICATED TO THE DIWALI FESTIVAL OF LIGHTS . SUBJECT TO ALL REQUIRED DOCUMENTS RECEIVED UNDER THE MUNICIPAL SPECIAL EVENTS AND FACILITY BOOKING POLICY AND APPROVALS FROM THE TOWN.					
		CARRIED				
14.	Next Meeting – Monday, June 19, 2023 at 3:00PM					
15.	Adjournment					
	MATTAP Motion #2023-017 – Motion to Adjourn					
	Moved by: Peter Sweet					
	BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL (TAP) ADJOURNS ITS MEETING HELD ON APRIL 18, 2023 AT 4:37 PM.					
		CARRIED				
Matt Harper, Chair		Amanda Trafford, Recording Secretary				