



## TOURISM ADVISORY PANEL (TAP) MINUTES

On Thursday, March 3, 2022 at 10:30 AM Online through **WebEx**

### Teleconference

PANEL MEMBERS PRESENT		STAFF COUNCIL PRESENT
<b>Chair:</b>	Matt Harper	Melanie Kirkby, Treasurer
	Dave Osmond	Emily Parker, Community Services Coordinator
	Lisa Robichaud	
	John Nagy	
	Jeff Brown	
	Peter Sweet	
	Trusha Tanna	
	Kathrine Christensen	
<b>Non-Voting:</b>	Bill Stewart	
	Meg Dabros	

1.	<b>Call Meeting to Order</b> – Chair called meeting to order at 10:30 AM	
2.	<b>Disclosure of Pecuniary Interest &amp; General Nature Thereof</b>	<b>NONE</b>
3.	<p><b>MATTAP Motion #2022-09 – Approval of Minutes from February 3, 2022</b></p> <p><b>Moved by:</b> John Nagy     <b>Seconded by:</b> Peter Sweet</p> <p>BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL ADOPTS THE MINUTES OF THURSDAY, FEBRUARY 3, 2022 MEETING.</p> <p style="text-align: right;"><b>CARRIED</b></p>	
	<p><b>MATTAP Motion #2022-10 – Approval of Minutes from February 18, 2022</b></p> <p><b>Moved by:</b> John Nagy     <b>Seconded by:</b> Peter Sweet</p> <p>BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL ADOPTS THE MINUTES OF THURSDAY, FEBRUARY 18, 2022 MEETING.</p> <p style="text-align: right;"><b>CARRIED</b></p>	
4.	<b>Public Question/Comment</b> (Only Addressing Items on the Agenda)	<b>NONE</b>
5.	<b>Disclosure of Additional Items</b>	<b>NONE</b>
	<p>1. To discuss the continuance of the TAP Sub-Committee and funding application review processes.</p>	

6.	<b>Delegations</b>	<b>NONE</b>
7.	<b>Presentations by Staff/Others</b>	
	1. Meg Dabros, TIAP, reviewed the 2021 MATTAP Budget Breakdown and TAP Goals with the Panel.	
8.	<b>Municipal Accommodation Tax</b>	
	a. Treasurer, Melanie, provided an update of the MATTAX 2021 - 4 <sup>th</sup> Quarter Remittance (at February 28 <sup>th</sup> , 2022).	
	b. Recording Secretary, Emily, provided an update of approved funding as of February 28, 2022.	
9.	<b>Unfinished Business</b>	<b>NONE</b>
10.	<b>Correspondence</b>	<b>NONE</b>
11.	<b>New Business</b>	<b>NONE</b>
	1. Chair, Councillor Matt Harper, welcomed new Tourism Advisory Panel members Councillor Dave Osmond and Quality Inn representative, Trusha Tanna.	
	2. Treasurer, Melanie Kirkby, reviewed Section 5.1.2 Members of the Tourism Advisory Panel Terms of Reference (as amended March 2021).	
	<p><b>MATTAP Motion #2022-11 – The Tourism Advisory Panel directs staff to remove notations of COVID-19 in the TAP Funding Application.</b></p> <p><b>Moved by:</b> Councillor Dave Osmond <b>Seconded by:</b> Jeff Brown  BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL (TAP) HEREBY DIRECTS COMMUNITY SERVICES TOWN STAFF TO REMOVE NOTATIONS OF COVID-19 IN THE TOURISM ADVISORY PANEL (TAP) FUNDING APPLICATION DOCUMENT.</p> <p style="text-align: right;"><b>CARRIED</b></p>	

	<p><b>MATTAP Motion #2022-12 – Fund Andrew Pallotta of the Competitive Sport Fishing League (CSFL) \$10,000.00</b></p> <p><b>Moved by:</b> Councillor Dave Osmond <b>Seconded by:</b> Jeff Brown  BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL (TAP) HEREBY APPROVES THE FUNDING OF ANDREW PALLOTTA OF THE COMPETITIVE SPORT FISHING LEAGUE IN THE AMOUNT OF <b>\$10,000.00</b> AS PRESENTED IN THE TOURISM ADVISORY PANEL REPORT 2022-02. SUBJECT TO ALL REQUIRED DOCUMENTS RECEIVED UNDER THE SPECIAL EVENT AND FACILITY BOOKING POLICY AND APPROVALS FROM THE TOWN.</p> <p style="text-align: right;"><b>CARRIED</b></p>	
	<p><b>MATTAP Motion #2022-13 – the Tourism Advisory Panel directs staff to develop a TAP Funding Application assessment tool that will eliminate the Sub-Committee to bring to the next Regular TAP Meeting on April 7<sup>th</sup>, 2022.</b></p> <p><b>Moved by:</b> Jeff Brown <b>Seconded by:</b> Councillor Dave Osmond  BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL (TAP) HEREBY DIRECTS COMMUNITY SERVICES TOWN STAFF TO DEVELOP A TAP FUNDING APPLICATION ASSESSMENT TOOL THAT WILL ELIMINATE THE SUB-COMMITTEE TO BE PRESENTED AT THE NEXT REGULAR TAP MEETING ON APRIL 7<sup>th</sup>, 2022.</p> <p style="text-align: right;"><b>CARRIED</b></p>	
<b>12.</b>	<b>Discussion of Additional Items</b>	
	<p>1. Please see <b>Motion #2022-13</b>. The development of a TAP Funding Application Assessment tool will eliminate the need for Sub-Committee review process.</p>	
<b>13.</b>	<b>Next Regular Meeting - Thursday, April 7, 2022 at 10:30 AM</b>	
<b>14.</b>	<b>Adjournment</b>	
	<p><b>MATTAP Motion #2022-13 To Adjourn Meeting</b></p> <p><b>Moved by:</b> Councillor Matt Harper  BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL HEREBY ADJOURNS THIS MEETING.</p> <p style="text-align: right;"><b>CARRIED</b></p>	

**Chair:**

**Date:**

The Town invites and encourages people with disabilities to attend and voice their comments in relation to accessibility related reports. For those who are unable to attend, the Town encourages the use of the Customer Feedback Form found on the Accessibility Page on the Town's website.