



**Tourism Advisory Panel Minutes**

On May 6, 2021 at 9:00am Online meeting through **WebEx**  
**Teleconference**

| PANEL MEMBERS PRESENT |                           | STAFF COUNCIL PRESENT                             |
|-----------------------|---------------------------|---|
| <b>Chair:</b>         | Dennis O'Connor           | Councillor Matt Harper                            |
|                       | Katherine Christensen     | Doug Wark, Manager of Community Services          |
|                       | Jeff Brown                | Melanie Kirkby, Treasurer                         |
|                       | Lisa Robichaud            | Amanda Trafford, Business Development Coordinator |
|                       | John Nagy                 | Emily Parker, Community Services Coordinator      |
|                       | Meg Dabros (non-voting)   |   |
|                       | Peter Sweet               |   |
| <b>Regrets:</b>       | Amy Kirkland (non-voting) |   |

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|----|---|-------------|
| 1. | <b>Call Meeting to Order – Chair called meeting to order at 9:04am</b>  |             |
| 2. | <b>Disclosure of Pecuniary Interest &amp; General Nature Thereof</b>  | <b>NONE</b> |
| 3. | <b>Approval of Minutes – April 1, 2021</b> <ul style="list-style-type: none"> <li>• Please update – “If Heritage approached TAP for funding, no application would be needed” to “Anyone requesting funding from TAP must submit an application”.</li> <li>• Minutes to be reviewed with change at next meeting for approval.</li> </ul> |             |
| 4. | <b>Public Question/Comment (Only Addressing Items on the Agenda)</b>  | <b>NONE</b> |
| 5. | <b>Disclosure of Additional Items</b>   | <b>NONE</b> |
| 6. | <b>Delegations</b>  | <b>NONE</b> |
| 7. | <b>Presentations by Staff/Others</b>  | <b>NONE</b> |
| 8. | <b>Unfinished Business</b>  |             |
|    | 1. Welcome Community Services Coordinator <ul style="list-style-type: none"> <li>a. Emily introduced herself to the members and provided overview of her position</li> <li>b. Welcome to Councillor Matt Harper as new addition to TAP</li> </ul>   |             |

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|-----|--|
|     | <p>2. Tourism Advisory Panel Funding Application</p> <ul style="list-style-type: none"> <li>• Event application update <ul style="list-style-type: none"> <li>○ We received 5 applications</li> <li>○ Amanda to compile applications and ensure they are complete. Then will send to members of TAP for review.</li> <li>○ Sub-committee (John, Dennis, and Meg) will review the application on Monday, May 10 at 9:00am</li> <li>○ TAP will meet as a group on Thursday, May 13<sup>th</sup> at 9:00am - the sub committee will present their recommendations. No other items will be on this agenda.</li> </ul> </li> <li>• Follow link to access the application listed under Tourism Advisory Panel (TAP) - <a href="https://www.gananoque.ca/town-hall/committees-and-boards/committees-and-board-directory">https://www.gananoque.ca/town-hall/committees-and-boards/committees-and-board-directory</a></li> </ul> |
|     | <p><b>MATTAP Motion #2021-10 - To Amend Tourism Advisory Panel Grant Application</b><br/> BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL AMEND THE TOURISM ADVISORY PANEL GRANT APPLICATION TO INCLUDE A GRANT LIMIT.</p> <p style="text-align: right;"><b>DEFEATED-UNANIMOUS</b></p>  |
|     | <p>3. Gananoque 401 Signs, Gates &amp; Susan Push</p> <ul style="list-style-type: none"> <li>• Gananoque Signs (along the 401 near exits) <ul style="list-style-type: none"> <li>○ John will bring quotes for landscaping around signs to next meeting</li> </ul> </li> <li>• Gates – Dennis to look into who to speak with regarding updates</li> <li>• Susan Push – Amanda to include potential funding request to the Heritage Advisory Panel on their next agenda.</li> </ul>  |
| 9.  | <p><b>Correspondence</b> <span style="float: right;"><b>NONE</b></span></p>  |
| 10. | <p><b>New Business</b></p> <ul style="list-style-type: none"> <li>• TIAP provided an overview of their current marketing initiatives, being mindful of all current Provincial guidelines.</li> <li>• Peter requested actuals for 2020/2021 and that financial reports to be included with each agenda moving forward, this will now be included in agendas moving forward.</li> <li>• Dennis brought forward lighting up the walking bridge and dam, will bring more information regarding cost to next meeting.</li> </ul>  |
| 11. | <p><b>Discussion of Additional Items</b> <span style="float: right;"><b>NONE</b></span></p>  |
| 12. | <p><b>Next Regular Meeting – Thursday, June 3, 2021 at 9:00am</b></p>  |
| 13. | <p><b>Adjournment</b><br/> <b>MATTAP Motion #2021-11 - To adjourn Meeting</b><br/> <b>Moved by: Councillor Matt Harper</b><br/> BE IT RESOLVED THAT THE TOURSIM ADVISORY PANE: HEREBY ADJOURNS THIS MEETING</p> <p style="text-align: right;"><b>CARRIED</b></p>   |

Chair:

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end.

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.

