

MINUTES
SPECIAL TOURISM ADVISORY COMMITTEE MEETING
TRAINING ROOM, 2nd FLOOR, CITY HALL
455 WALLACE STREET, NANAIMO, BC
FRIDAY, 2017-MAY-26, AT 10:00 A.M.

PRESENT: Members: Mike Bauche
 Dan Brady
 Chao Chang
 Lex Dunn
 Rosemary Gibson
 Jenn Houtby-Ferguson (vacated 11:03 a.m. returned 11:52 a.m.)
 Dale Partridge
 Robert Plante

 Absent: Leif Bogwald
 Henry Traa

 Staff: P. Cooper, A/ Chair, Director of Communication and Community
 Engagement
 T. Loewen, Communications and Marketing Specialist
 D. Tsembeles, Communication and Community Engagement Clerk
 N. Sponaugle, Communications Clerk
 S. Snelgrove, Deputy Corporate Officer
 J. Vanderhoef, Recording Secretary

1. CALL THE TOURISM ADVISORY COMMITTEE MEETING TO ORDER:

The Special Tourism Advisory Committee Meeting was called to order at 10:11 a.m.

2. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, be adopted. The motion carried unanimously.

3. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Special Tourism Advisory Committee Meeting held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2017-MAY-18 at 2:30 p.m. be adopted as circulated. The motion carried unanimously.

4. REPORTS:

(a) Sample Terms of Reference

A draft copy of the Terms of Reference were received by the Tourism Advisory Committee.

Committee discussion took place regarding the goals of the Tourism Advisory Committee circulating a glossary of terms and sending suggestions to Staff.

It was moved and seconded that the Tourism Advisory Committee add an 11th member. The motion was defeated.

Opposed: *Dan Brady, Chao Chang, Jenn Houtby-Ferguson, Dale Partridge and Robert Plante*

(b) Discuss meeting schedule for the Tourism Advisory Committee

Committee discussion took place regarding a proposed informal meeting 2017-May-31. Questions were raised regarding what can be discussed during an informal setting and whether or not the meeting needs to be a formal meeting or if an informal get together will be sufficient. P. Cooper, Director of Communication and Community Engagement, advised the committee members that during the informal get together 2017-MAY-31 they were not permitted to discuss committee business as those topics could only be addressed during a scheduled meeting.

Committee discussion took place regarding the history of the Tourism committee. Committee members who have been involved in the past offered to provide an overview of what happened before, relative to other committees and organizations around the City.

It was moved and seconded that the Tourism Advisory Committee prepare a presentation for the 2017-JUN-01 Committee meeting which speaks historically to the facts and background of the committee and its structure. The motion carried unanimously.

P. Cooper, Director of Communication and Community Engagement, spoke regarding drafting a meeting schedule for the Tourism Advisory Committee. Committee members were requested to submit their availability times to N. Sponaugle, Communications Clerk, via email, with the goal of setting a schedule for 2017-JUN-01 until September 2017. Staff will review the timeframes they receive and prepare a draft meeting schedule for the 2017-JUN-01 Tourism Advisory Committee meeting.

5. PROCEDURAL MOTION:

It was moved and seconded that the meeting be closed to the public in order to deal with agenda items under the *Community Charter*:


Section 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:

- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under Section 21 of the *Freedom of Information and Protection of Privacy Act*; and,
- (n) the consideration of whether a Council meeting should be closed under a provision of this subsection or subsection (2).

The Tourism Advisory Committee moved In Camera at 11:00 a.m.
The Tourism Advisory Committee moved out of In Camera at 11:52 a.m.
Jenn Houtby-Ferguson returned to the Training Room at 11:52 a.m.

6. ADJOURNMENT:

It was moved and seconded at 11:53 a.m. that the meeting terminate. The motion carried unanimously.



A/CHAIR

CERTIFIED CORRECT:



CORPORATE OFFICER

