



**SPECIAL EVENTS ADVISORY COMMITTEE  
MINUTES  
February 22, 2017**

PRESENT: Councillor Stephen Adams, Chair  
Councillor Matt Whitman  
Councillor Tony Mancini  
Mr. Stuart Jolliffe  
Mr. Robert Logan  
Mr. Bruce Holland  
Mr. Jeff Ransome

REGRETS: Mr. Kevin MacIntyre  
Mr. Gordon Stewart

STAFF: Ms. Elizabeth Taylor, Manager Culture and Events  
Mr. Paul Forrest, Civic Events Coordinator  
Ms. Phoebe Rai, Legislative Assistant

*The following does not represent a verbatim record of the proceedings of this meeting.*

*The agenda, supporting documents, and information items circulated to the Special Events Advisory Committee are available online: <http://www.halifax.ca/boardscom/seac/170111seac-agenda.php>*

*The meeting was called to order at 9:00 a.m. and adjourned at 9:45 a.m.*

**1. CALL TO ORDER**

The Chair called the meeting to order at 9:00 a.m.

**2. APPROVAL OF MINUTES – January 11, 2017**

MOVED by Mr. Jolliffe, seconded by Mr. Logan

**THAT the minutes of January 11, 2017 be approved as presented.**

**MOTION PUT AND PASSED.**

**3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS**

Deletion: 8.1.1 HRM's Role and Approach to Tourism, Festivals, and Special Events

MOVED by Councillor Mancini, seconded by Mr. Jolliffe

**THAT the agenda be approved as amended.**

**MOTION PUT AND PASSED.**

**4. BUSINESS ARISING OUT OF THE MINUTES**

Mr. Jolliffe inquired whether staff has secured additional funding for the Canadian Sport Tourism Event as per the motion approved by Regional Council. Ms. Elizabeth Taylor, Manager of Culture and Events responded that a contribution of an additional \$30,000 was received.

**5. CALL FOR DECLARATION OF CONFLICT OF INTERESTS – NONE**

**6. CONSIDERATION OF DEFERRED BUSINESS – NONE**

**7. CORRESPONDENCE, PETITIONS & DELEGATIONS – NONE**

**8. INFORMATION ITEMS BROUGHT FORWARD**

**8.1.1 HRM's Role and Approach to Tourism, Festivals, and Special Events**

This matter was deleted from the agenda during the approval of the order of business.

**9. REPORTS**

**9.1 STAFF**

**9.1.1 Possible Modifications to Administrative Order 2014-020-GOV Respecting Marketing Levy Special Event Reserve Grants**

The following was before the Special Events Advisory Committee:

- A handout entitled "*MLSER Administrative Order Notes – Revision Considerations*"

Ms. Elizabeth Taylor, Manager, Culture and Events provided a handout containing notes gleaned from past committee discussions to help guide discussion of the Administrative Order. The committee proceeded to review possible revisions with respect to budget minimums, classification, and clerical updates.

Committee members expressed interest in amendments that would place greater emphasis on programming and economic impact when assessing applications for funding.

MOVED by Mr. Jolliffe, seconded by Mr. Ransome

**THAT the Special Events Advisory Committee request that the Audit and Finance Standing Committee request staff to hold a workshop with the Special Events Advisory Committee to discuss possible revisions to Administrative Order 2014-020-GOV Respecting Marketing Levy Special Event Reserve Grants, and to report back to the Audit and Finance Standing Committee with proposed amendments.**

**MOTION PUT AND PASSED.**

**9.1.2 Proposed Revisions to 2017 Meeting Schedule**

The following was before the Special Events Advisory Committee:

- Proposed Revised 2017 Meeting Schedule – Special Events Advisory Committee

MOVED by Councillor Mancini, seconded by Mr. Holland

**THAT the Special Events Advisory Committee approve the revised 2017 Meeting Schedule with the addition of one meeting on March 29, 2017.**

**MOTION PUT AND PASSED.**

**9.2 COMMITTEE MEMBER UPDATES - NONE**

**10. ADDED ITEMS**

**11. DATE OF NEXT MEETING – March 29, 2017, 9:00 a.m., Media Room**

**12. ADJOURNMENT**

The meeting adjourned at 9:45 a.m.

Phoebe Rai  
Legislative Assistant