



## MINUTES

Special virtual meeting via Zoom

April 2, 2024, 2:00 p.m.

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**Present:** Jeff Suddaby, Scott Morrison, Andrew Buwalda, Chirag Patel, Steve Campbell, Steve Carr  
**Regrets:** none  
**Staff:** Kelly Haywood, Dawn Huddlestone  
**Guests:** Lauren MacDermid and Kirsten Maxwell, Town of Huntsville

### 1. Welcome and agenda approval

The meeting was called to order at 2:00 p.m.

#### 1.1. Agenda approval

**Motion:** *To approve the agenda as presented.*

Moved by: Scott Morrison

Seconded by: Chirag Patel

**CARRIED**

### 2. Declaration of conflict of interest – none

### 3. Approval of TPA

**Motion:** *To accept the Municipal Accommodation Tax Financial Accountability Agreement and Memorandum of Understanding with the Town of Huntsville, dated April 2, 2024, as presented.*

Moved by: Scott Morrison

Seconded by: Chirag Patel

**Discussion:** Need for both liability insurance, and clause in funding agreements for release of liability/inclusion of HMATA as insured.

**CARRIED**

### 4. Next meeting and adjournment

#### 4.1. Next meeting:

- Tuesday, April 16 at 2:30 p.m., Huntsville Curling Club (6 Veterans Way, 2<sup>nd</sup> floor lounge)

#### 4.2. Adjournment

**Motion:** *To adjourn the meeting.*

Moved by: Scott Morrison

Seconded by: Steve Carr

**CARRIED**