

# Huntsville Municipal Accommodation Tax Association

## MINUTES

Meeting held on **Thursday December 19<sup>th</sup>, 2019 @ 1:00pm**  
G8 Meeting Room – Deerhurst Resort

---

**Present:** Jesse Hamilton, Jeff Suddaby, Scott Doughty, Matthew Phillips, Christine Kropp, Kaushal Gandhi, Karin Terziano  
**Regrets:** Nancy Alcock,  
**Staff:** Kelly Haywood, Barbara Bloomfield, Terri Tebby,

### 1. Welcome

Approve Agenda as presented

**Be it resolved that the agenda be accepted as presented**

**Moved by:** Jeff Suddaby

**Seconded by:** Scott Doughty

**CARRIED**

### 2. Declaration of Conflict of Interest

In regards to Chamber items:

Jeff Suddaby – Board member

Kelly Haywood – Staff

Barbara Bloomfield – Staff

**Board discussed and voted that as there is no personal gain involved, these people can participate in the discussions and voting process (should they carry a vote on the HMATA Board)**

In regards to BIA items:

Christine Kropp – Board Member

Karin Terziano – Board Member

Kelly Haywood – Board Member

**Board discussed and voted that as there is no personal gain involved, these people can participate in the discussions and voting process (should they carry a vote on HMATA Board)**

**If the individual personally thinks a conflict is there, they can choose to refrain from voting.**

**NOTE: Karin Terziano abstained from voting for or against anyone else's perceived Conflict of Interest. A conflict can only be determined by the individual.**

**Applications well be dealt with on an individual basis in section #6.**

**3. Review of Last Meetings Minutes**

Approve Minutes – December 12<sup>th</sup>

**Be it resolved that the minutes of the December 12<sup>th</sup>, 2019 meeting be approved with the addition of the discussed paragraph.**

**Moved by:** Jeff Suddaby

**Seconded by:** Kaushal Gandhi

**CARRIED**

**4. Financial Institution Review and Selection**

Kelly Haywood presented findings on rates and charges from local banks (RBC, Scotiabank, TD and BMO).

**Be it resolved that Scotiabank was accepted as the Financial Institution for the HMATA Board.**

**Moved by:** Scott Doughty

**Seconded by:** Matthew Phillips

**CARRIED**

**5. Huntsville/Lake of Bays Chamber of Commerce and Huntsville Downtown BIA Funding.**

Discussions were based sponsorships for each entity on a yearly basis with monies being allotted from the 40% portion and not out of partnership dollars. Agreements will be formalized outlining HMATA Board expectations each year. By doing this, both entities are will no longer be part of the partnership application process. If additional RFP's are issued from HMATA, both entities are eligible to apply.

Huntsville/Lake of Bays Chamber of Commerce

Jeff Suddaby declared conflict and removed himself from discussions and voting.

Proposed \$50K/year, with general indication of how monies to be used. HMATA Board can act as marketing steering committee. Once monies received by Chamber, this can be used as leverage when applying for other programs (outside of HMATA).

**Be it resolved that the Huntsville/Lake of Bays Chamber of Commerce will receive \$50,000/year for a two-year period.**

**Motioned by:** Matthew Phillips

**Seconded by:** Karin Terziano

**CARRIED**

Huntsville Downtown BIA

Karin Terziano declared conflict and removed herself from discussions and voting.

Proposed \$20K/year, with general indication of how monies to be used.

**Be it resolved that the Huntsville Downtown BIA will receive \$20,000/year for a two-year period.**

**Motioned by:** Scott Doughty

**Seconded by:** Kaushal Gandhi

**CARRIED**

## **6. Partnership Program Application Evaluation.**

Jesse Hamilton declared conflict for Museum Associations application and removed himself from the room.

Board discussed and voted that as this application is larger than any other hotelier could accommodate and therefore should be able to take part in the discussion and voting process. Any future application with 250 rooms or more – no conflict will be declared.

No further conflicts were declared for any application.

See attached scoring and recap sheet for specifics.

Kelly Haywood to email each successful applicant and ask to keep confidential until official press release to be issued. Press release will list names of successful candidates and total amount being awarded.

## **7. New Business**

Kelly Haywood to make arrangements for Jesse Hamilton and Karin Terziano to meet with Rebecca Dunsmore for further clarification on Conflict of Interest policy.

Discussion on defining seasons and evaluation recap tabled for next meeting (to be added to agenda).

Kelly Haywood is working on director and officer insurance coverage. Will report at next meeting.

Tourism Industry of Ontario (TIO) Summit – February 20<sup>th</sup>, 2020 – Niagara. One day session on what can be learned from Utah MAT program. Matthew Phillips and Christine Kropp to attend. Per diem to be issued for trip to cover hotel and meals.

## **8. Closed Session**

Meeting did not move into closed session.

## **9. Adjournment**

Be it resolved that this meeting adjourned at 3:59pm.

Moved by: Scott Doughty

Next Meeting: Tuesday January 7<sup>th</sup>, 2020 at 1:00pm – location TBD