

**Tourism Industry Association of Prince Edward Island
Annual General Meeting
DRAFT Minutes
November 23, 2017 – 10:30 AM
Delta Prince Edward
Charlottetown, PEI**

***Approximate attendance: 90 (quorum achieved)**

1. Welcome & Opening Remarks

The meeting was called to order at 10:35 AM by President Robert Jourdain who welcomed all in attendance. He encouraged those present to check the TIAPEI website for the various reports and statements following today's meeting.

2. Approval of Agenda

Motion: It was moved by Rose Dennis and seconded by Jim Martell to approve the agenda as presented. **Decision: Approved Unanimously. No discussion.**

3. Approval of the November 25, 2016 Annual General Meeting Minutes

Motion: It was moved by Rose Dennis and seconded by Jim Martell that the November 25, 2016 Annual General Meeting minutes be approved as presented.

Decision: Approved Unanimously. No discussion.

4. Business Arising

2016 Motion re TIAPEI Board Composition: Robert read the motion from the 2016 AGM and the action agreed upon at that time. He went on to detail the discussions that have taken place in the months after the motion was put forward, emphasizing the rationale behind not having a fixed ratio of Owner/operator and staff representation on the Board. Robert stressed that first preference would always be given to having owner representation, but it was not always possible, given the difficulty in getting a commitment from small business owners with a great deal already on their plate. He quoted Article 4, section 4 of the Bylaws which says, "The Board will benefit from the knowledge of operators throughout the Province of PEI and across sectors." and announced there would not be any amendments to the Bylaws at this time.

Sandi Lowther rose in response, noting the value of having a strong invested owner/operator representation ratio on the Board and acknowledged that many organizations face the same challenges in recruiting members for Boards and committees. She stated she has respect for serving members and their experience but expressed her disappointment with this decision. There were no further comments.

5. President's Report – Robert Jourdain

Robert delivered the report and the hard copy can be viewed on the TIAPEI website.

Motion: It was moved by Steven Larkin and seconded by Derrick Hoare to adopt the President's Report as presented. **Decision: Adopted Unanimously. No discussion.**

6. Committee Reports

Vision 2021 Progress Report: Robert reported that since the Implementation Plan was presented in April of 2017, industry members have eagerly embraced the Strategy and have implemented many new and creative initiatives that were outlined in the Strategy report as

priorities. He listed several Pow Wows and festivals and events which have featured an indigenous component in 2017, new festivals and events which took place in the early and late shoulder season and businesses that are opening earlier and closing much later than in previous years as great examples of extending the tourism season. Robert also provided examples of businesses that have stepped forward to add their product to the expansion of outdoor and soft adventure experiences.

Also highlighted was TIAPEI's ongoing efforts, seeking support for professional guidance to set up the best process possible and incorporating the Pillar 1 initiatives. He invited industry members to volunteer for the committees identified in April by contacting Kevin or Dianne in the office to express their interest in serving.

Committee reports for the following were presented in written format only and are available on the TIAPEI AGM website:

Charlottetown Airport Authority
Atlantic Canada Agreement on Tourism
Arts & Heritage Trail

President Robert thanked all of the committees for their hard work throughout the year and encouraged everyone to study the reports.

7. Financial Report – Kirk Nicholson, Treasurer

Kirk Nicholson, TIAPEI Treasurer presented the July 31, 2017 Financial Statement. Copies of the Schedule of Operations for Human Resources, Schedule of Operations – Core as well as the Statement of Financial Position for the year ending July 31, 2017 were displayed on screen and reviewed. The complete audited Financial Statement will be available on the TIAPEI website and a limited number of hard copies were made available for those interested. John Brewer questioned the increase in rental expenses for HR (addition of Youth Cook Training Program) and Carl Nicholson questioned the Receivables shown under Assets in the Statement of Financial Position (funding for programs not yet dispersed).

Motion: It was moved by Kirk Nicholson and seconded by John Brewer that the July 31, 2017 Financial Statement be approved as presented. **Decision: Approved Unanimously. No discussion.**

8. Appointment of Auditors 2017/2018

Kirk Nicholson reviewed the mandate and activities of the Finance Committee and noted the Committee, together with Dennis Carver of Grant Thornton, participated in developing the financial statement.

At the recommendation of the Finance Committee, it was:

Motion: It was moved by Kirk Nicholson and seconded by Carl Nicholson that Grant Thornton be appointed auditors of TIAPEI for the 2017/2018 fiscal year. **Decision: Approved Unanimously. No discussion.**

9. CEO's Report – Kevin Mouffier

Kevin delivered his report verbally and it may also be viewed on the TIAPEI website.

Motion: It was moved by Elaine Thomson and seconded by Jim Martell to adopt the CEO's Report as presented. **Decision: Adopted Unanimously. No discussion.**

10. Nomination Committee – Wayne Cotton

Wayne explained the process for nominations, requiring individuals to have the nomination and support of three members in good standing of TIAPEI to put forward their names for any elected position. As per the By-laws, nominations from the floor are no longer permitted and the term of office for shall be a three-year term. The Nominating Committee presented the following list of officers for this period:

Sector Representatives:

Iлона Daniel – Food & Beverage Representative, Chef Iлона Daniel

Kirk Nicholson – Retail/Tour Representative, Avis/Budget

Jamie Thomas – Attractions Representative, Lennox Island First Nation

Keith Samuel – Accommodations Representative, Rodd Royalty

Christian Gallant – Cultural Product Representative, Triquetra Entertainment

As no further nominations were received, he declared these nominees elected for a three-year term and thanked them for coming forward.

Robert thanked retiring Board members Carol Horne and James Tingley for lending their time and expertise to the Board and wished them well.

11. New Business

President Robert called for New Business. No items were brought forward.

12. Adjournment

Rose Dennis moved to adjourn the meeting at 11:25 AM.