

**PORT CLEMENTS TOURISM COMMITTEE**  
**Minutes of the regular meeting of the Port Clements Tourism Committee**  
**Thursday, June 12, 2014**

Present:

Chair Councillor Matt Gaspar                      Mayor Wally Cheer  
Angela Mielecki                                      Marissa Lyner  
Deputy Clerk/Treasurer Sharon Ferretti

Chair Councillor Gaspar called the meeting to order at 7:32 p.m.

**1. ADOPT AGENDA**

It was moved by Angela Mielecki, seconded by Mayor Cheer to adopt the agenda as amended.

**CARRIED**

**2. DELEGATES**

**3. MINUTES**

M-1-Minutes May 8, 2014

It was moved by Mayor Cheer, seconded by Angela Mielecki to adopt the regular meeting minutes as presented.

**CARRIED**

M-2-Minutes May 29, 2014

It was moved by Mayor Cheer, seconded by Angela Mielecki to adopt the July 1<sup>st</sup> Navy Visit minutes as presented.

**CARRIED**

**4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**

BA-1- Council update-Mayor Cheer

Nothing to report.

BA-2-Lock for St. Mark's church

It was moved by Mayor Cheer, seconded by Angela Mielecki

THAT we proceed with the purchase of a keypad lock for St. Mark's church to allow access for Tourists.

**CARRIED**

BA-3-July 1<sup>st</sup> Navy Visit

It was moved by Mayor Cheer, seconded by Angela Mielecki

THAT we request Council to approve up to a maximum of \$1,000.00 to cover the expenses for the June 30<sup>th</sup> barbeque for the Navy visit.

**CARRIED**

It was moved by Mayor Cheer, seconded by Angela Mielecki

THAT we request Council to approve up to a maximum of \$1,000.00 to cover the shuttle bus services, to be provided by First Canada ULC, required for touring activities in Port Clements on July 1<sup>st</sup> for the Navy personnel.

**CARRIED**

BA-4-Action Plan

See attached.

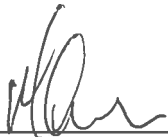
5. ORIGINAL CORRESPONDENCE.

6. NEW BUSINESS.

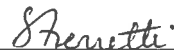
7. REPORTS & DISCUSSIONS

Adjournment

Meeting was adjourned by Angela Mielecki at 9:47p.m.



Councillor Matt Gaspar, Chair



Sharon Ferretti, Deputy Clerk/Treasurer

Village Of Port Clements Tourism Committee Action Plan June 2014				
#	ITEM	IMMEDIATE ACTION	RESOLVE	
			DONE?	
1	Ground Work done before bring tourists in	Signs drawing people in; maybe place in pull-out spots; locate mostly on highway south of Port to catch people driving in north direction	Ensure approvals in place before proceeding with construction. Nathan Voogd, Area Manager for Roads.	
2	Port Visitor Center - Fan Tour	-be organized & prepare in a timely manner - choose a day when Yakoun Inn open; treat guests to lunch afterwards - do the paddle; show what else Port has, etc. i.e. Government Dock, Rainbow Wharf	- Request \$200 from Council Wally will send letters/invites end of March re: numbers for luncheon - wait until info centres have hired their staff. Do in April/May Luncheon; transport; kayaks; Invite MaryLou of MIEDS Friday, May 23rd Timing per tide table. Include Golden Spruce Trail. Provide lunch.	Done
3	Website/Blog	Marilou Shroeder – MIEDS has been doing the Port Clements blog. Successful in terms of interest shown; Tweets & Hits are high numbers. Councillor Ian Gould will act as coordinator to stay on top of things; he will take it to Mary Lou. Challenge in getting an individual with available time. Requires a 3-5 paragraph submission + a picture to go with each paragraph.	Councillor Gaspar will contact Alan Lore concerning taking on this task.  Tie in with brochure once work on that in the Fall 2014.	
4	Maze at entrance of Sunset Trail	Need a design Do in increments to keep costs minimal Need to find funding to build; then need funding to maintain. *Maybe can hire students	Get a design approved for 2014; move forward 2015. Federal Gov't offering good deal for hiring students *project could take 3 years or so to complete	
5	Golden Spruce Trail	Upgrades ready in time for 100 <sup>th</sup> Celebrations	Grand Opening decision passed onto Council. Mayor Cheer will contact BC Parks re: their grand opening date.	Set for June 27, 2:00p.m.
6	Google Ad Works/ Twitter	-Ian prepared to look into for Centennial -Twitter needs someone on it constantly	Ian will have a report in February	
7	Port Clements brochures	New brochure for Port Clements specific for Centennial and/or for general promotional use *Request has been put forward to Council to consider in budget meetings. *Request for ideas from community on facebook	- Get more quotes - Fall 2014 - Get a design prepped. - Get a quote from Advantage Printers. 3 way fold; 8.5 x 11; 1000/2500/5000 colour copies - Promote Golden Spruce Trail	FALL 2014 For 2015
8	Integrate St. Mark's in Centennial	Ian suggested a service be held in August 2014; tie in with music festival and fall fair/farmer's market	Service idea cancelled and made into a function. Historical Society interested in doing this task. Keypad lock prices range \$95 - \$209 \$300 approved; status of purchase to be determined. Have a barbeque day.	
9	Northword Magazine	Article and/or small ad to be submitted in the April/May and/or June/July issues	Ad submitted for the June/July issue; waiting for proof for final approval.	Done