



Tourism Sault Ste. Marie Board Minutes

Tuesday, June 18, 2024

12:00

OPEN

Committee Members Present

YES	B. Barber	YES	N. Brash
YES	L. Foster	YES	G. Lacher
YES	D. Marini	YES	M. Porco
YES	R. Walker	NO	T. White
NO	K. Wyer		

Staff Resources Present

NO	T. Vair	YES	T. Anderson
YES	A. Kenopic	YES	T. Lucarelli (Scribe)
YES	R. Jones	YES	S. Sears

Guests

Jamie Hilsinger – Canadian Heritage Bushplane Centre and Entomica Insectarium

- 1. Meeting Called to Order** **12:06**
- 2. Roll Call**
- 3. Introduction of New Event Coordinator** **12:07-12:10**
 - Stephanie Sears has been hired for the position of Event Coordinator.
- S. Sears left the meeting** **12:10**
- 4. Approval of Meeting Minutes from May 28, 2024**
Mover: G. Lacher
Second: D. Marini
All in favour, Carried.
- 5. Declaration of Pecuniary Interests**
R. Walker has declared a conflict with Entomica Tourism Development Fund Application
L. Foster has declared a conflict with the Change Order – Trail Construction Contract
- 6. Tourism Overview and Update** **12:12-12:18**
 - Staff in partnership with Ontario Travel Information Services and the Canadian Heritage Bushplane Centre will be attending Chief Engineer’s Day in Sault Ste. Marie, Michigan on June 28th, 2024, to promote visitors to cross the border and visit Sault Ste. Marie, Ontario.
 - The Tourism Development Fund (TDF) uncommitted amount is \$550,324, that includes an outstanding resolution for \$46,000 that is to be submitted to City Council.
 - The TDF evaluation matrix has been revised using key priorities from the strategic plan.
 - The final package for the Waterfront Development Plan will likely be completed after July 1, 2024, along with the visitor spending analysis.

- 7. Financial Update** **12:18-12:21**
- A financial report was distributed to the Board for May 2024
- 8. Marketing Update** **12:21-12:44**
- R. Jones presented a marketing recap from 2023 and objectives for 2024
- Jamie Hilsinger joined the meeting** **12:45**
- 9. Tourism Development Fund (TDF)** **12:45-13:40**
- a. Entomica Insectarium**
- i. Update**
- The Tourism Sault Ste. Marie board had previously deferred a motion for the Tourism Development Fund ask of \$75,000 and requested that Entomica present an updated sustainability plan, budget and signed Management Agreement with Entomica Insectarium.
 - J. Hilsinger provided an update including a proposed plan for sustainability and that a one-year Management agreement has been signed by both parties.
- ii. Management Agreement** **13:45**
- Move into Closed
- Resolved that this Committee proceed into closed session to discuss matters concerning confidential third party information; Further be it resolved that should the said closed session be adjourned, the Committee may reconvene in open session to continue to discuss the same matter without the need for a further authorizing resolution.
- Municipal Act section 239(2)(i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.
- Moved by: M. Porco
 Secunder by: G. Lacher
 All in favour, Carried.
- Jamie Hilsinger left the meeting** **13:15**
- Return to Open **13:40**
- 10. Outstanding Business** **13:40-13:46**
- a. Change Order – Trail Construction Contracts**
- There is \$180,000 remaining for the Hiawatha Highland Project that needs to be spent by end of 2024 to comply with funding requirements.
 - Staff are requesting an amendment to resolution #137 and #138 and allocate a \$114,000 change order to Precambrian and \$60,000 change order to Holocene Trail Co. for the expansion of trails to enhance event opportunities. The remaining \$6,000 will be used to purchase signage.
- 11. Resolutions** **13:47-13:53**
- a. Entomica Insectarium Tourism Development Fund**
- Be it resolved that the Tourism Sault Ste. Marie Board of Directors recommend a contribution of \$40,000 through the Tourism Development Fund- Product Development Stream to support 2024 operations and staffing at Entomica Insectarium and a report be submitted to City Council for consideration and approval. Further be it resolved that this recommendation be conditional upon the signing of a Management Agreement between the Canadian Bushplane Heritage Centre and Entomica Insectarium as presented to the Board.
- Moved by: N. Brash
 Second by: G. Lacher
 All in favour, Carried.
- b. Award of Contract Precambrian Natural Surface Trails Inc. 2024 - AMMENDMENT**

Be it resolved that the resolution passed January 23, 2024 that read “Be it resolved that the Board of Tourism Sault Ste. Marie authorize the Chair of the Board to enter into contractual agreement with Precambrian Natural Surface Trails Inc. for the sum not to exceed \$276,760 (inclusive of HST) for the purpose of mountain bike trail construction and trail expansion in the Algoma Trail Network.”

Be amended to:

“Be it resolved that the Board of Tourism Sault Ste. Marie authorize the Chair of the Board to enter into contractual agreement with Precambrian Natural Surface Trails Inc. for the sum not to exceed \$390,760 (inclusive of HST) for the purpose of mountain bike trail construction and trail expansion in the Algoma Trail Network.”

Moved by: G. Lacher

Second by: M. Porco

All in favour, Carried.

c. Award of Contract Holocene Trail Co. 2024 Construction- AMMENDMENT

Be it resolved that the Board of Tourism Sault Ste. Marie amend the resolution passed January 23, 2024 that read “Be it resolved that the Board of Tourism Sault Ste. Marie authorize the Chair of the Board to enter into contractual agreement with Holocene Trail Co. for the sum not to exceed \$176,974.95 (inclusive of HST) for the purpose of mountain bike trail construction and trail expansion in the Algoma Trail Network.”

Be amended to:

“Be it resolved that the Board of Tourism Sault Ste. Marie authorize the Chair of the Board to enter into contractual agreement with Holocene Trail Co. for the sum not to exceed \$236,974.95 (inclusive of HST) for the purpose of mountain bike trail construction and trail expansion in the Algoma Trail Network.”

Moved by: D. Marini

Second by: G. Lacher

All in favour, Carried.

10. Next Meeting

Tuesday, July 16, 2024

11. Adjournment

Moved by: N. Brash

Seconded by: D. Marini

All in favour, Carried.

13:53