

## **CULTURAL TOURISM WORKING GROUP (CTWG)**

### **TOWN OF LUNENBURG**

August 1, 2024, 2 pm

Council Chamber, 120 Townsend St.



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*Notice: Cultural Tourism Working Group meetings are held in person at Town Hall. Members of the public can attend meetings in person.*

#### **1. CALL TO ORDER**

#### **2. LAND ACKNOWLEDGEMENT**

This meeting takes place in the traditional and ancestral territory of the Mi'kmaq people. We are all Treaty people.

#### **3. APPROVAL OF AGENDA**

3.1 July 24, 2024 Agenda

*Recommendation: That the Working Group approve the agenda for the August 1, 2024 meeting as presented.*

#### **4. APPROVAL OF MINUTES**

4.1 July 24, 2024 Working Group Minutes

*Recommendation: That the Working Group approve the minutes from the July 24, 2024 meeting as presented.*

#### **5. NEW BUSINESS**

#### **6. IN CAMERA**

6.1 Contract Negotiations

*Recommendation: That the Working Groups move in camera at \_\_\_\_\_ p.m. to discuss agenda item 6.1 Contract Negotiations per the Municipal Government Act.*

#### **7. REPORT ON IN-CAMERA SESSION**

*This item will cover any information that can be publicly disclosed following the confidential in-camera discussion.*

#### **8. AGENDA ITEMS FOR NEXT MEETING / ROUNDTABLE**

#### **9. NEXT MEETING**

TBD

#### **10. ADJOURNMENT**

TOWN OF LUNENBURG  
**CULTURAL TOURISM WORKING GROUP MINUTES**  
July 24, 2024  
Council Chambers – Lunenburg Town Hall

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Group Members Present Joanne Young, Tom McFall, Liz Powers, Kandace Forward, Robin Joost, Adrian Morrison, Anne-Louise Dauphinee, Alison Strachan and Frank Zaunscherb

Also present Hilary Grant, Interim CAO  
Marc Kiely, Interim Community Development Director  
Laura LeGresley, Community Development staff  
Trevor Hume, Community Development staff  
Maya Mills, Community Development staff  
Whitney Hooper, ACOA

Introductions During the first meeting, staff and the members of the Cultural Tourism Working Group made introductions.

Terms of Reference Staff reviewed the Working Group's Terms of Reference (TOR), which were approved by Council in June of this year.

ACOA Presentation Whitney Hooper, a representative from ACOA, presented information on the Step Program and Sustainable Cultural Tourism Plan, highlighting that ACOA will provide guidance and facilitation for the group as it moves forward with these two projects.

Chair & Vice-Chair Appointment Moved by Robin, seconded by Tom, that the Working Group appoint Kandace Forward as the group's chair and Alison Strachan as the group's vice chair per the Working Group's Terms of Reference.

**Motion carried**

RFP update Staff presented information on the process for the Cultural Tourism Plan and Cultural Tourism Economic Impact Study RFP submissions. Staff have reviewed the submissions and selected proposals that fit each project's defined scope and budget. The group will be asked to review these vetted submissions and recommend an applicant for each RFP at the next meeting.

Roundtable/ next The group inquired if committee member contact information could be

- meeting shared and asked about possible virtual participation by top RFP candidates.
- Next meeting The next Working Group meeting is scheduled for Thursday, August 1, at 2 p.m. in Council Chambers at Town Hall.
- Adjournment There being no further business, the Working Group meeting was adjourned.

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Minutes were read and approved.