



**SPECIAL EVENTS ADVISORY COMMITTEE
MINUTES
October 14, 2015**

PRESENT: Councillor Steve Adams
Mr. Jeff Ransome
Deputy Mayor Lorelei Nicoll
Mr. Kevin MacIntrye
Mr. Stuart Jolliffe

REGRETS: Councillor Steve Craig, Chair
Ms. Laurie Sauers
Mr. Jason Bremner
Mr. Vishal Bhardwaj

STAFF: Ms. Elizabeth Taylor, Manager, Culture & Special Events
Mr. Paul Forrest, Civic Events Coordinator
Mr. Liam MacSween, Legislative Assistant
Ms. Cathy Collett, Legislative Support

The following does not represent a verbatim record of the proceedings of this meeting.

The agenda, supporting documents, and information items circulated to the Special Events Advisory Committee are available online: <http://www.halifax.ca/boardscom/seac/SEACAgendasMins.php>

The meeting was called to order at 9:32 a.m. adjourned at 9:55 a.m.

1. CALL TO ORDER

At 9:10 a.m., without quorum, the Committee began with a discussion of the updated MLSER scoring criteria.

Ms. Elizabeth Taylor, Manager, Culture and Special Events, Mr. Paul Forrest, Civic Events coordinator, and the Committee work-shopped the proposed breakdown of points for the new MLSER scoring criteria.

Mr. Kevin MacIntyre arrived at 9:31 and the Committee met the requirements for quorum.

In the absence of the Chair or Vice Chair, Mr. Liam MacSween, Legislative Assistant, called the meeting to order at 9:32 am in Halifax Hall, City Hall, Halifax.

MOVED by Councillor Nicoll, seconded by Mr. Stuart Jolliffe that Councillor Steve Adams assume the role of Acting Chair in the absence of the Chair and Vice Chair. MOTION PUT AND PASSED.

2. APPROVAL OF MINUTES – September 23, 2015

MOVED by Mr. Jeff Ransome, seconded by Mr. Kevin MacIntyre, that the minutes of September 23, 2015 be accepted as presented. MOTION PUT AND PASSED.

3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS

The Committee agreed to continue their discussion of the updated MLSER scoring criteria after item 7.1.1

Additions: 8.1 MLSER Scoring Criteria Update – Mr. Paul Forrest, Civic Events Coordinator

MOVED by Mr. Kevin MacIntyre, seconded by Mr. Jeff Ransome, that the order of business be approved with the addition of 8.1 – MLSER Scoring Criteria Update. MOTION PUT AND PASSED.

4. BUSINESS ARISING OUT OF THE MINUTES – NONE

5. CONSIDERATION OF DEFERRED BUSINESS – NONE

6. CORRESPONDENCE, PETITIONS & DELEGATIONS - NONE

7. REPORTS

7.1 STAFF

7.1.1 We Day Atlantic Canada 2015 Funding Request

- (i) Supplementary staff report dated October 5, 2015**
- (ii) Staff report dated August 13, 2015**

The following was before the Committee:

- *A Supplementary Staff Report dated October 5, 2015*
- *A Staff Recommendation Report dated August 13, 2015*

Ms. Elizabeth Taylor explained that the recommendation to Council to fund We Day Atlantic Canada 2015 must come from the Special Events Advisory Committee, but that there are alternate possibilities for funding besides the MSLER Reserve. The Staff recommendation report identifies the 2015/16 Operating Budget Account No. C760-Culture and Events as the recommended funding source for this year because

it has the funds available to meeting the recommended funding amount; however, as Ms. Taylor explained the funds are available from this account because the approval of the proposed event grant process was deferred following an \$100,000 increase to the 2013/14 Civic Events Operating Budget, and thus these funds will not necessarily be available to fund We Day in future years.

The Committee reviewed the Staff recommendation and discussed the importance of funding We Day from an account that would be likely to have capacity to continue funding it in the future. Considering the alternatives identified on page 3 of the Supplementary Report dated October 5, 2015, the Committee decided that it would be best to identify the Operating Surplus Reserve (Q328) as the funding body for this event, given that the projected balance on September 30, 2015 for this account is \$3,414,141 compared to the projected balance for MLSER Reserve (Q315) of \$43,497.

The Committee decided that alternative three of the Supplementary Report dated October 5, 2015 was the best option for funding We Day Atlantic Canada.

MOVED by Mr. Stuart Jolliffe, seconded by Mr. Jeff Ransome that the Special Events Advisory Committee recommend that Halifax Regional Council approve a 2015/16 payment of \$65,000 to fund We Day Atlantic Canada from the 2015/16 Operating Surplus Reserve (Q328), pending reserve capacity. MOTION PUT PASSED.

7.2 COMMITTEE UPDATES - NONE

8. ADDED ITEMS

8.1 MLSER Scoring Criteria Update – Mr. Paul Forrest, Civic Events Coordinator

The Committee continued their discussion of the proposed MLSER scoring criteria update.

9. DATE OF NEXT MEETING – November 18, 2015

10. ADJOURNMENT

Councillor Nicoll made a motion to adjourn the meeting, as she has to leave for another meeting and quorum would be lost.

The meeting adjourned at 9.56 a.m.

The Committee continued with a discussion of the MLSER scoring criteria without quorum.

The Committee ended their discussion by considering the possibility of reducing the grants to signature events by a small percentage every year in order to encourage these events to obtain other forms of sponsorship and thus free up funds to invest in new events. The Committee decided that 5% of the initial granted amount would be the appropriate reduction in funds and would allow the signature events to budget accordingly, knowing at the beginning of the three-year grant what amount could be expected each year.

Cathy Collett
Legislative Support