



INDIGENOUS
TOURISM ASSOCIATION OF CANADA

ASSOCIATION TOURISTIQUE
AUTOCHTONE
DU CANADA

Aboriginal Tourism Association of Canada (ATAC) Sunday, November 5, 2017 Board of Directors Meeting

Grey Eagle Resort and Casino, 3777 Grey Eagle Drive, Calgary, Alberta, T3E
Approved Minutes

Board Members in Attendance:

Claude Degrace (by proxy for Patricia Dunnett)	NB Representative
Shirlee Frost	YT Representative
Jeff Provost	MB Representative
Dave Laveau	QC Representative
Jillian Larkham (arrived at 11:33am)	NL Representative
Charlie Sark	PE Representative
Gene O`Donnell	NU Representative
Kylik Kisoun Taylor	NT Representative
Brenda Holder	AB Representative

On Conference Call:

Dana Soonias	SK Representative
Kevin Eshkawkogan	ON Representative
Robert Bernard	NS Representative

Missing:

Mike Willie	BC Representative
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Staff Members in Attendance:

Keith Henry	President and CEO
Casey Vanden Heuvel	Chief Operating Officer
Dene Sinclair	Director of Marketing
Cecilia Point	Director of Finance
Sherry Daniels	Executive Assistant

Team Members in Attendance:

Malcolm McPherson	Corporate Lawyer
Deirdre Campbell	Beattie Tartan PR Consultant



Sunday November 5th 2017

1. Welcome and Opening Comments at 10:30 am by Vice-Chair Dave Laveau who Chaired in place of Robert Bernard who participated by Conference Call.

Brenda Holder brought greetings on behalf of the Alberta industry and acknowledged we are meeting on Treaty 7 Territory.

2. Review and Approval of Agenda

Motion 2017/11/5-01: To accept the agenda as amended.

Moved: Kevin Eshkawkogan

Seconded: Brenda Holder

Carried

3. Review ATAC Draft Minutes August 29 and 30, 2017

Motion 2017/11/5-02: To Review and Accept ATAC Draft minutes of August 29 and 30/2017.

Moved: Brenda Holder

Seconded: Shirlee Frost

Carried

4. Business Arising October 20, 2017 BOD Conference Call – Tabled to next meeting

- a. ATAC Finance Update – Report handed out for information purposes only.

Finance Committee Chair Dana Soonias reported on Finance Committee meeting held October 4, 2017 in Vancouver and referred the discussions regarding increasing BOD meeting per diem to the full Board.

- b. ATAC Governance discussion regarding: membership eligibility, insurance requirements for organizations vs. individual companies and marketing participation.

Bylaw Committee member Jeff Provost reviewed proper governance/bylaw procedures for both Board and staff to follow going forward for any questions regarding these issues. Our bylaws clearly state the proper procedures and appeal processes and are to be followed.

Action Item 2017/11/5-01: All board and staff to follow bylaw procedures for Governance questions, and CEO is to send an Email to BOD in regards to Governance issues affecting the Board, prior to acting on behalf of the Board.

Action Item 2017/11/5-02: For the Governance Committee to prioritize and suggest revisions to the current membership process and qualifications.

Attendance Note: Jillian Larkham (NL Representative) joined the Board meeting in person at 11:30am.



Committee discussion regarding: term length. It was noted that there is no term length described in the bylaws but that the board policy states that they are to be for a 1 year period from election. Governance Committee has noted this for future revisions.

Motion 2017/11/5-03: *For all Committee's to be re-appointed after the AGM is completed on November 9, 2017.*

Moved: Charlie Sark

Seconded: Gene O'Donnell

Carried

5. Public Relations Training – Communications Protocols and Media Relations by Deirdre Campbell (Tartan)
6. IATC Review of Agenda and Schedule of Events – Review of online handout for Board information only. Brenda Holder congratulated ATAC staff for providing excellent supports for IATC.
7. Other
 - a) Committee Meetings – Updates and Follow up on any Recommendations

Finance Committee Meeting Per Diem Recommendation

Motion 2017/11/5-04: To accept the honorarium and expenses per diems as recommended by the Finance Committee.

Moved: Kylik Taylor

Seconded: Charlie Sark

Carried

Action Item 2017/11/5-03: ATAC Staff to create new discloser form for honorarium and expenses.

Governance Committee Update: Committee member Jeff Provost reported on the meeting held on November 4, 2017 at the Grey Eagle. Members Dave Laveau and Jeff were in attendance with Mike Willie absent. Corporate legal Counsel Malcolm MacPherson was also present for support. Committee recommends that the Board receive additional specific tourism Board training (suggested 1 day) at our next Board meeting to assist in clarifying roles and responsibilities including financial literacy training.

Action Item 2017/11/5-04: ATAC staff to investigate potential service providers for industry specific Board training for our next meeting.

HR Committee Update: The Committee met in Vancouver on October 4, 2017 and is investigating potential HR consultants to provide supports to the Committee as required. Board will be updated of any progress.

Action Item 2017/11/5-05: ATAC staff to develop an annual calendar of meetings, governance deadlines and other important dates for the Board to review and approve at the next meeting.



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- b) AGM November 9th Agenda - For information purposes only.
- c) World Indigenous Tourism Alliance MOU
Motion 2017/11/5-05: To accept the partnership MOU between ATAC and WINTA as presented.
Moved: Charlie Sark Seconded: Jeff Provost
Carried
- d) Columbia Proposed Agreement
Motion 2017/11/5-06: For the CEO to advance the MOU of Ancestry and Development (A&D) Columbia, subject to financial resources being identified within the approved budget.
Moved: Robert Bernard Seconded: Gene O`Donnell
Carried
- e) Chilean Agreement – Tabled to next meeting.

8. Adjournment at 4:10pm.

Motion 2017/11/5-07 to adjourn
Moved: Brenda Holder
Carried

Approved by: ATAC Chairperson
ATAC Secretary

Dated: January 31st, 2018