



LIVERY TRANSPORT ADVISORY COMMITTEE

MINUTES of MEETING

COMMENCING 2017 March 20 at 8:04 AM

Legal Traditions Committee Room

4th Floor, Administration Building (Municipal Complex)

313 - 7th Avenue SE

COMMUNICATION, ENGAGEMENT AND RESEARCH SUBCOMMITTEE (THE SUBCOMMITTEE)

MEMBERS PRESENT: Cheryl McLaughlin – General Public, Subcommittee Chair
Spencer Villiam – Calgary Hotel Association – Subcommittee Vice Chair
Lauri Brunner – Advisory Committee on Accessibility
Ian Lawson – Limousine Broker
Shawnah Whittaker – Calgary Airport Authority
Tongjie Zhang – General Public- LTAC Chair (*ex-officio*)

Lisa Skierka – Community Member

MEMBERS ABSENT: Stewart Lang – Community Member

CITY SUPPORT STAFF PRESENT:

Marcia Andreychuk – LTAC Business Analyst
Jodi Hughes – Issue Strategist
Carmen Hindson – Business Strategist

ASCERTAIN QUORUM

The Chair ascertained that quorum was present.

CONFIRMATION OF AGENDA

CONFIRM AGENDA, Moved by Ian Lawson, that the Agenda, as amended, for today's meeting be confirmed. **CARRIED**

CONFIRMATION OF MINUTES

CONFIRM MINUTES, Moved by Tongjie Zhang that the Minutes of the 2017 February 9 meeting of the LTAC Communications, Engagement and Research Subcommittee be confirmed. **CARRIED**

DECLARATION OF PECUNIARY INTEREST

The following persons declared a pecuniary interest:

Ian Lawson, Limousine Broker

CHAIR'S OPENING REMARKS

The Chair thanked everyone for attending.

ELECTION OF SUBCOMMITTEE VICE CHAIR

The Chair announced that a Vice Chair needed to be elected for the Plate Utilization Subcommittee and called for nominations. Tongjie Zhang nominated Spencer Villam. The request for nominations was made two more times with no other names provided. Motion by Tongjie Zhang to close nominations. **CARRIED**

Nominations were then declared closed by the Chair. Due to only one nomination presented, the Chair declared Spencer Villam as the Vice Chair.

UPDATE RE: PUBLIC EDUCATION CAMPAIGN

Moved by Ian Lawson that this item be tabled to the next meeting of the subcommittee. **CARRIED.**

DISCUSSION RE: 2016 LTAC Annual Report

LTAC's annual report on submissions received and actions taken is due to the 2017 March 29 Regular Meeting of LTAC followed by the 2017 May 3 SPC on Community and Protective Services. Administration presented two options for presenting the 2016 Livery Transport Advisory Committee Annual Report to Council.

In Option 1, Administration would author the Council cover report to which the LTAC-authored annual report would be attached. In Option 2, LTAC would author its own cover report to go with the LTAC-authored annual report and manage the submission process with City Clerks directly.

The subcommittee reviewed proposed content for the annual report and provided direction for the next version, to be presented at the 2017 March 29 meeting of LTAC.

Moved by Spencer Villam that the 2016 Livery Transport Advisory Committee Annual Report be presented to Council via option 1. CARRIED.

EXCUSING ABSENCE OF MEMBERS: All absent members gave prior notice to the Chair.

ADJOURNMENT

ADJOURN, Moved by Shawnah Whittaker that the meeting adjourn. (9:55 a.m.) **CARRIED**

C. McLaughlin, Chair

Spencer Villam, Vice Chair

CONFIRMED