



<b>Date:</b>	March 20, 2017	Time: 5:00 PM	
<b>Location:</b>	945 Princess Street, Innovation Park, Front Board Room		
<b>Attended:</b>	Judith Pineault, Chair David Carnegie Peter Dalton Bo Wandschneider	Bill Durnford Gillian Watters Gerard Hunt, CAO Shai Dubey	Councillor Hutchison Councillor George Lyndsay Wise (Skype) Greg (Cunningham Swan 6:30PM)
<b>Regrets:</b>	Mayor Paterson	Councillor Turner	Trevor Wilson
<b>Staff:</b>	Donna Gillespie Carey Bidtnes	Stephanie Milner Dajana Turkovic	Andrew Bacchus Ella Vanderburgt
<b>Presenters:</b>	Lanie Hurdle	Rob Wood	Matthew Wood
<b>Observer:</b>	Frank Dixon		

1. Call to Order: 5:04 PM
2. Approval of Agenda
  - o **Motion to** “approve the agenda as presented;” moved by Bo Wandschneider, seconded by Peter Dalton. Carried
3. Disclosure of Conflict of Interest
  - None
4. Approval of the Minutes:
  - **Motion to** “approve the minutes of the Board of Directors February 13, 2017 meeting;” moved by Councillor George, seconded by Bill Durnford. Carried.
5. Business Arising from the Minutes
  - Donna Gillespie noted that she is currently seeking recommendations for external support to work with the Board on identifying key economic/performance indicators.
6. Presentation: Workforce In-migration Strategy  
Lanie Hurdle from the City of Kingston and Rob Wood from 8020Info Inc. gave a presentation to the Board on the Workforce In-migration Strategy. Presentation notes attached.
7. Transition Updates  
Bill Durnford notified the Board that Wednesday, March 22 the first Directors Meeting, All Members Meeting and Board Meeting will be held for the Tourism Kingston Board of Directors.



8. CEO Report

- Donna Gillespie noted that it has been a busy first quarter with attraction aftercare and business retention activities.  
*informed the Board that Carey Bidtnes, Business Development Officer will give a first 100 days of Feihe update. Then Ella Vanderburgt, Business Development Officer will present a BR + E Program proposal.*
- Donna invited Business Development Officer Carey Bidtnes to provide a “First 100 Days of Feihe” update. Carey stated that the Canadian Food and Inspection Agency approved Feihe’s product for export and 80 per cent of the product will be targeting Asian markets. Feihe grew their infant formula business by 40 per cent in 2016. Site preparation work has been completed by the City of Kingston ahead of schedule.  
Feihe has awarded their design build to a general contractor out of Washington State. No Canadian company has the experience to build a dairy plant of this size. Construction will hopefully begin in August.  
Work is underway to identify future supply chain opportunities.
- Donna invited Business Development Officer Ella Vanderburgt to present on a proposed BR+E Program for Kingston. The proposal and presentation notes were circulated to the Board.  
The BR+E program is a standard model used by the Ontario Ministry of Agriculture Food and Rural Affairs in communities across Ontario.  
Ella Vanderburgt stated that this program will give structure and provide essential data on local businesses. We want to work on building our relationships and trust with our local companies to support their growth and sustainability.
- Board members raised questions regarding potential overlap/duplication with the Workforce In-migration Strategy and questioned the value add/ROI of the program. It was asked if current staff had the capacity to undertake this work.  
Donna stated that there is no capacity for the staff to undertake this program without additional funding to support the coordination. She noted that there are elements within the BR+E Program which will provide analytics on workforce trends which will be shared with the Workforce In-migration Committee to support their work. The program is meant to provide qualitative data on local businesses which will then assist the EDO in shaping service delivery strategies.
- Bo Wandschneider recalled that added support for local business retention and expansion was a concern raised during the Review process and that it was felt that the Corporation needed to do more of. Bo stated that trialing the BR+E program is a way to address this particular concern. He suggested taking this program on for a year to see the value add and then make the decision if it should remain part of the base operations. He does not see the overlap between the two presentations. He



believed the program could be a great project that will address what the public has asked of the Corporation.

- Peter Dalton stated that there is a need for this role. He recommended that this be a permanent role to engage with medium to large sized businesses.
- Donna stated that this is an opportunity to get a good snap shot of businesses in Kingston that we haven't had any connection with to get a better insight and see what gaps need to be filled.
- Judith Pineault stated that she does not see a great deal of cross over between the City and Kingston Economic Development's presentations. She views this program as a strategic project that will help determine what small to large businesses in Kingston need from the Corporation in order to grow and develop. Judith noted that the program is mainly targeting the manufacturing sector to ensure we are capitalizing on the supply chain opportunities from the two large FDI wins, Frulact and Feihe. Judith stated that this is a time sensitive matter and she would not like to see this request deferred. She recommended lodging the program as a project and to look at key performance indicators to decide if there is value.
- Shai Dubey provided some historic insight from 2007-2008. The Corporation did a project very similar to the BR+E Program. He recalled it contributed to 12-14 per cent growth during that period of time.
- Donna respectfully requested \$50,000 from the Reserve fund to cover the costs of this 2017 pilot BR+E program.
- **Motion to** "have the Kingston Economic Development Corporation invest up to \$50,000 from the Kingston EcDev unrestricted Reserve Fund to offset costs associated with implementing a formal BR+E Program in 2017 in the event that the operating budget cannot absorb the costs;" moved by Bo Wandshneider, seconded by Councillor George. Carried.
- Councillor George noted his preference that while the Board is in discussion of an item, members of the public should not be allowed to speak until the recommendation is made and all Board members have had the opportunity to speak.
- Gerard Hunt asked when the Board will discuss an update for the strategic plan. Judith Pineault stated that the strategic plan will be discussed at a further date.

Donna Gillespie provided updates on the following:

- Donna provided a list of upcoming events from March to May.
- Starter Company Plus launches in April – this two year program is funded primarily by the Ministry of Economic Development & Growth with support from Frontenac CFDC and municipal funding. More details to be released in April.



- Kingston's Summer Company overseen by Kingston EcDev has been approved by the Ministry for for 24 students this summer.
- Donna noted that the Corporation received an increase in provincial funding in 2016 which accounts for more than 10 per cent of Kingston EcDev's revenues. This requires us to disclose salaries over \$100,000 in accordance with the Public Sector Salary Disclosure Act.

9. Other Business

- None

10. Date of next meeting

April 10, 2017 – change of time to 4-5pm at City Hall.

April 24, 2017 – AGM

11. In Camera Discussion

- **Motion to** “move in camera;” moved by Dave Carnegie, seconded by Councillor George. Carried
- The meeting moved IN CAMERA – 6:55PM
- The meeting moved OUT of CAMERA – 7:35PM

12. Adjournment

- **Motion to** “Adjourn the Board of Directors meeting;” moved by Bo Wandschneider, seconded by Peter Dalton. Carried. 7:36 PM

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Judith Pineault, Chair

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Bo Wandschneider, Vice Chair;  
Peter Dalton, Vice Chair

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Date