



BOARD OF DIRECTORS MEETING MINUTES

Date:	Monday, July 20, 2020	Time: 5:16pm	
Location:	https://us02web.zoom.us/j/89988803454?pwd=bDB3L0xtaU1mNUIKQ3BLdIZxZDFFQT09		
Attended:	Dave Carnegie, Chair Bill Durnford Yafan Huang	Councillor Hill John Sheridan	Judith Pineault Gillian Watters
Staff:	Donna Gillespie	Kirk Smallridge	Andrew Bacchus
Resource:	Laura O’Blenis, Stiletto Consulting		Craig Desjardins, City of Kingston
Regrets:	Mayor Paterson Don Aldridge Megan Knott (ex officio)	Councillor Boehme Lyndsay Wise Ian Murdoch	Councillor Oosterhof Lanie Hurdle (ex officio)

1. Call to Order

- The meeting was called to order by Chair, Dave Carnegie at 5:16 pm.

2. Approval of Agenda

- **Motion to** “Approve the agenda;” Moved by John Sheridan. Seconded by Councillor Hill. Carried.

3. Disclosure of Conflict of Interest

- None

4. Approval of the Minutes

- Proposed that the Board discussion notes related to Strategic Planning be redacted from the minutes.
- **Motion to** “Approve the minutes of the June 22, 2020 Board of Directors meeting;” Moved by John Sheridan. Seconded by Bill Durnford. Carried.

5. Business Arising from the Minutes

- Stiletto drafted notes related to Healthcare sector discussion from previous strategic planning discussion to be circulated to the Board for review.

6. Partner Updates

Airport Advisory Committee

- Craig Desjardins provided a briefing for a prospective new carrier for Kingston Airport and discussed economic opportunities associated with the potential carrier.



BOARD OF DIRECTORS MEETING MINUTES

City of Kingston/ Kingston Economic Recovery Team (KERT)

- Craig briefed the Board on items discussed during the last KERT meeting relating to consumer confidence/behaviour and consumption. The City is exploring behavioural science to better target messaging and marketing content.
- A workforce survey being facilitated by the City has been launched with a closing date of August 13, 2020 for input.

Tourism Kingston

- Donna Gillespie provided an update on behalf of Tourism Kingston in Megan's absence. Tourism Kingston is preparing for Stage Three of Reopening to support tourism related initiatives & businesses.

7. CEO Update

COVID-19 Response

- Donna provided a briefing for Corporate activities to support local businesses during the Coronavirus (COVID-19) pandemic. Donna noted that the Corporation is preparing the COVID-19 Response & Recovery briefing to be submitted to City Council by the end of Q2.
- The Corporation is awaiting approval for an application for a COVID-19 recovery grant from FedDev Ontario to support businesses in Kingston and Gananoque to purchase items required for reopening to the public. The grant will allocate \$800,000 to Kingston and \$200,000 to Gananoque for financial assistance for businesses.

Active Investment Opportunities

- Donna provided a briefing on active investment opportunities. The Corporation is currently working on five active files. A media release will be issued to announce one of the successful investment opportunities by the end of July.

2020 Programs & Services

- Donna informed the Board of changes to Summer Company and Starter Company Plus programs due to COVID-19. All programming is going forward in a virtual format.
- Due to COVID-19 the Queen's Career Apprenticeship Program only hired 3 of 40 graduate positions. Businesses will be approached in Fall to inquire about capacity for participants to resume the program.
- Digital Main Street program relaunched in July and Kingston EcDev has applied to administer support & services.
- Kingston EcDev is facilitating four programs through the Women's Entrepreneurship Strategy to support female entrepreneurship in partnership with Queen's University.
- Kingston EcDev has partnered with the Centre for Social Innovation to explore social entrepreneur opportunities. Two cohorts of training will be delivered later this year and early 2021.
- Kingston EcDev is investigating a food venture program that would assist entrepreneurship in the food sector.



BOARD OF DIRECTORS MEETING MINUTES

8. Strategic Plan Discussion

- The Board discussed and explored two thematic questions.
1. Sector discussion – Manufacturing. Where do we see growth opportunities and challenges?
 2. CFB Kingston/Royal Military College of Canada are assets for the Kingston community. Opportunities to better leverage this asset?

9. In Camera (if Required)

- None

10. Other Business

- None

11. Date of Next Meetings

- Monday, August 10, 2020 – Summer Strategic Planning Discussions @4:00pm
- Monday, August 24, 2020 – Board of Directors Meeting @5:15pm
- TBD September 2020 – Finance & Audit Committee Meeting @10:00am

12. Adjournment

- The Board of Directors meeting was ended at 7:08pm.

Dave Carnegie, Chair

Director

Date