



## BOARD OF DIRECTORS MEETING MINUTES

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Date: **Monday, August 24, 2020** Time: **5:15pm**

Location: <https://us02web.zoom.us/j/81851512098?pwd=OHBzT2lWMEJyaUNlWFc2SzhQVm1vQT09>

Invited: Dave Carnegie, Chair Mayor Paterson  
Councillor Boehme Councillor Hill Judith Pineault  
Bill Durnford Lyndsay Wise John Sheridan  
Gillian Watters Don Aldridge Yafan Huang  
Megan Knott (ex officio) Lanie Hurdle (ex officio)

Staff: Donna Gillespie Kirk Smallridge Andrew Bacchus

Resource: Craig Desjardins Laura O'Blenis, Stiletto Consulting

Regrets: Councillor Oosterhof Ian Murdoch

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### 1. Call to Order

- The meeting was called to order by Chair, Dave Carnegie at 5:17pm.

### 2. Approval of Agenda

- Motion to "Approve the agenda,"** Moved by John Sheridan. Seconded by Lyndsay Wise. Carried.

### 3. Disclosure of Conflict of Interest

- None

### 4. Approval of the Minutes

- Motion to "Approve the July 20, 2020 Board of Directors meeting minutes,"** Moved by John Sheridan. Seconded by Judith Pineault. Carried.

### 5. Business Arising from the Minutes

- Donna briefed the Board on COVID-19 response and recovery programming.

### 6. Maturing Corporate GICs with Kawartha Credit Union

- August 10, 2020 GIC valued at \$38,464.24
- December 20, 2020 GIC valued at \$59,013.72
- Motion to "Transfer maturing GIC funds with Kawartha Credit Union to the Corporation's savings account for use towards COVID-19 Recovery support and programming,"** Moved by Gillian Watters. Seconded by Judith Pineault. Carried.

### 7. Strategic Plan Discussion

- Stiletto provided a briefing of the strategic plan development and next steps as well as discussed the following:
  - Project Progress - Currently in concept development of plan and is now moving towards community validation.



## **BOARD OF DIRECTORS MEETING MINUTES**

- Stiletto further explained the strategic sectors being recommended:
  - Sustainable Manufacturing
    - i. Materials & Process Innovation
    - ii. Advanced Manufacturing
    - iii. Low Impact Food Processing
  - Health & Innovation
    - i. Health Data
    - ii. Healthy Aging
    - iii. Veterans Health
- 2. Background for Recommendations
- 3. Concept & Framework
- 4. Moving to Implementation – Stiletto identified the need for community champions and discussed their importance to community success. The Board discussed strategies to engage the key members of the community. An in-depth discussion of strategic recommendations is scheduled for September.

### **8. Partner Updates**

#### **Airport Advisory Committee**

- No update provided

#### **City of Kingston/ Kingston Economic Recovery Team (KERT)**

- Mayor Paterson explained the KERT identified medium term priorities:
  - i. Rebuild community confidence
  - ii. Identifying displaced workforce and develop transferable skills
  - iii. Ensure underrepresented groups have employment opportunities
  - iv. Strategic advocacy and funding and how to support businesses in creative ways

#### **Tourism Kingston**

- Written report to be circulated via email.

### **9. CEO Update**

#### **COVID-19 Response**

- The Corporation is preparing a written report to submit to City Council regarding COVID-19 response and recovery efforts to date as requested by council previously in the year.
- Marketing efforts to support the Love Kingston campaign continue. Donna reviewed the campaign metrics with the Board.
- Kingston EcDev will be releasing the second businesses performance survey in September.
- Kingston EcDev is awaiting confirmation for the FedDev grant application relating to COVID-19 recovery & relief.

#### **Q1 & Q2 Report**

- Donna reviewed the Q1 & Q2 report with the Board. Donna noted activity levels have increased except for investment leads due to COVID-19 and invited feedback and questions. The report will be presented to Council in September as per the Service Level Agreement.



## BOARD OF DIRECTORS MEETING MINUTES

### Active Investment Opportunities

- The Board discussed the Corporation's role on advocacy for development projects. It was suggested the Corporation should support projects so long as they are in alignment with the Corporate mandate and that we only speak on the economic impacts to a project and never on the politics.

### 10. In Camera (if Required)

- None

### 11. Other Business

- The Board requested staff research current diversity and inclusion policies and identify areas to update policies to be more inclusive.

### 12. Date of Next Meetings

- Wednesday, September 16 & Thursday, September 17, 2020 – In Depth Strategic Planning Discussion - TBD
- Monday, September 21, 2020 – Board of Directors Meeting @5:15pm
- TBD September 2020 – Finance & Audit Committee Meeting @10:00am

### 13. Adjournment

- **Motion to** "Adjourn the Board of Directors meeting;" Moved by John Sheridan. Seconded by Judith Pineault. Carried. 7:21pm

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Dave Carnegie, Chair

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Director

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Date