



ANNUAL GENERAL MEETING MINUTES

Date:	Monday, April 20, 2020	Time: 4:00pm	
Location:	Zoom Meeting (https://zoom.us/j/99401506602)		
Invited:	Dave Carnegie, Chair Councillor Boehme Bill Durnford Don Aldridge	Mayor Paterson Councillor Hill John Sheridan Yafan Huang	Councillor Oosterhof Judith Pineault Gillian Watters Megan Knott (ex officio)
Staff:	Donna Gillespie Ian Murdoch	Kirk Smallridge Shelley Hirstwood	Andrew Bacchus
Presenters:	Simon Froggatt CPA, CA, Office Managing Partner, KPMG Stefanie Mutheardy, Senior Accountant, KPMG		
Regrets:	Lyndsay Wise	Councillor Boehme	Lanie Hurdle (ex officio)

1. Call to Order

- The Annual General Meeting was called to order by Chair, Dave Carnegie at 4:03 pm.

2. Approval of Agenda

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

3. Disclosure of Conflict of Interest

- None

4. Approval of the Minutes: *All Members Meeting December 16, 2019*

- **Motion to** “Approve the December 16, 2019 All Members Meeting;” Moved by Judith. Seconded by Councillor Hill. Carried.

5. Presentation of the Draft 2019 Audited Financial Statements

- Simon Froggatt CPA, CA, Office Managing Partner, KPMG

- Simon Froggatt noted the Kingston Economic Development Corporation’s financials statements were presented free from misstatement, fraud and errors as well as in accordance with Canadian accounting standards for not-for-profit organizations. Simon provided an overview of the 2019 Audited Financial Statements.
- Stefanie Mutheardy provided an overview for significant updates and changes to the Audited Financial Statements (AFS). Stefanie highlighted changes to Not-for-Profit standards that had no impact to Kingston Economic Development accounting policies and adjustments to the audit process due to Coronavirus disease (COVID-19).
- The Board reviewed and discussed feedback relating to the presentation of the Audited Financial Statements.



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6. Acceptance of the 2019 Audited Financial Statements

- **Motion to** “Accept the 2019 Audited Financial Statements as presented;” Moved by John Sheridan. Seconded by Gillian Watters. Carried.

7. Appointment of the 2020 Auditors

- **Motion to** “Appoint KPMG as the Corporate auditors for 2020;” Moved by. Seconded by. Carried.

8. Ratification of the 2019 Actions of the Board and Officers of the Corporation

- **Motion to** “Ratify the 2019 actions of the Board and Officers of the Corporation;” Moved by Mayor Paterson. Seconded by Bill Durnford. Carried.

9. Adjournment

- **Motion to** “Adjourn the Annual General Meeting;” Moved by Councillor Hill. Seconded Don Aldridge. Carried. 4:27pm.

Dave Carnegie, Chair

John Sheridan, Vice Chair

Date