

# KINGSTON

— Economic Development —

## BOARD OF DIRECTORS MEETING MINUTES

<b>Date:</b>	Monday, December 15, 2025		<b>Time:</b> 4:30 pm
<b>Location:</b>	The Belvedere Hotel, 141 King St E, Kingston, ON K7L 2Z9		
<b>Attended:</b>	Cathy Campbell-Wilson Peng-Sang Cau Shan Jhamandas	Sanjay Jain Councillor Cinanni Councillor Oosterhof	Anne Vivian-Scott Eric Davies Jeffrey Downey
<b>Staff:</b>	Donna Gillespie Ben McIlquham	Abby Fitzhugh	Rob Tamblyn
<b>Guests:</b>	Councillor Glenn	Councillor Chaves	
<b>Regrets:</b>	Councillor Ridge Lanie Hurdle	Patrick Egbunonu Megan Knott	Mayor Paterson

### 1. Call to Order

The Board of Directors meeting was called to order by Chair Cathy Campbell-Wilson at 4:45pm.

### 2. Land Acknowledgment Statement

*Kingston Economic Development Corporation acknowledges that we are situated on the traditional homeland of the Anishinaabe, Haudenosaunee and the Huron-Wendat and thank these nations for their care and stewardship over this shared land. Kingston Economic Development Corporation is committed to improving and strengthening relationships with Indigenous peoples and all residents to pursue a united path of reconciliation and economic prosperity.*

### 3. Chair's Message

- Cathy thanked the Board of Directors and staff for a fantastic year at Kingston Economic Development despite economic uncertainty surrounding US-Canada trade relations.
- She commended the Special Purpose Committee for reaching key milestones in 2025 for the Integrated Economic Development Strategy 1.5 refresh.

### 4. Disclosure of Conflict of Interest.

- None

### 5. Approval of Agenda

**Motion to "Approve Agenda";** Moved by Councillor Cinanni. Seconded by Peng-Sang Cau. Carried.

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### 6. Consent Agenda

*All items listed on the Consent Agenda shall be the subject of one motion. Any member may ask for an item(s) to be separated from that motion to be dealt with separately.*

- I. *Approval of the November 24, 2025, Board of Directors Meeting Minutes*

**Motion to “Accept Consent Agenda”;** Moved by Anne Vivian-Scott. Seconded by Jeffrey Downey. Carried.

### 7. Business Arising in the Consent Agenda

- Donna shared that the second review of the Draft Official Plan will take place at a 2026 meeting of the Board.

### 8. CEO Update

- Donna was pleased to share that the Annual Business Forecast Lunch in November was a resounding success. She commended Smith School of Business for bringing in expert economists who provided forecasts for the year ahead. She highlighted the significance of Minister Tangri being in attendance to announce the new SuccessionOntario.ca initiative that Kingston Economic Development is undertaking with the provincial government to support business transition of small micro businesses. SuccessionOntario.ca is set to receive its official launch at the beginning of February.
- Kingston Economic Development was named the 2025 Best Small City in Canada for Startups by StartupBlink for the Corporation’s exceptional achievements in fostering a startup ecosystem. Norman Musenigmana, Business Manager for Entrepreneurs and Startups, accepted the award on behalf of the Corporation.
- Kingston was recognized by the Intelligent Community Forum (ICF) as a Fully Certified Intelligent Community at the ICF Summit in Ho Chi Minh City, Vietnam, placing the city among just six communities worldwide and third in Canada to achieve this distinction. The certification followed a comprehensive two-day audit of Kingston led by ICF Founder and CEO Robert Bell, who evaluated the city across six pillars: connectivity, workforce development, innovation, digital inclusion, community engagement, and sustainability, and highlighted Kingston’s strong community partnerships during the summit. Donna Gillespie and Peng-Sang Cau attended the Summit to accept the Full Certification on behalf of Kingston. Individually they were invited to speak on panels at the Summit alongside global representatives. Councillor Oosterhof asked whether lessons learned during the ICF Summit could be applied to new economic solutions for the city. Donna noted that this is a great opportunity to engage municipal colleagues and support their participation at future ICF events.
- Donna reported the Ontario Vehicle Innovation Network Regional Technology Development Site (OVIN RTDS) was fully executed as directed.
- The Corporation hosted a Kingston Life Science Networking Social at HAS-Motion at the beginning of December, creating the opportunity for Helix Funding participants to connect with local leaders in the life sciences sector.

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- Kingston Economic Development and the Community Foundation for Kingston and Area hosted a networking social for leaders in the not-for-profit sector in December. The event served as a precursor to regularly scheduled Not-for-Profit Academy workshops planned for 2026.
- Participants of the fall Starter Company Plus cohort received their grant funding to launch their new ventures at the beginning of December during the Starter Company Plus Media Day at 945 Innovation Hub.

### 9. New Business (if needed)

- Anne noted UCORE recently announced conditional approval for up to \$36.3M in funding from the Government of Canada and FedDev Ontario to scale a first-of-its-kind commercial processing facility to refine critical rare earth elements. Donna shared that UCORE is planning to establish a processing facility in Kingston.

### 10. Ongoing Business (if needed)

### 11. In Camera (if needed)

- None

### 12. Dates of Next Meeting

- Monday, January 26, 2026 – Board of Directors Meeting – 5:30-8:00 pm

### 13. Adjournment

**Motion to “Adjourn;”** Moved by Councillor Cinanni. Seconded by Peng-Sang Cau. Carried. 5:10pm.

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