



## BOARD OF DIRECTORS MEETING MINUTES

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Date:	<b>Monday, December 16, 2019</b>	<b>Time: 4:10pm</b>	
Location:	Conference Call (1-647-558-0588 (Meeting ID 451 854 526))		
Attended:	Dave Carnegie, Chair Councillor Hill (Phone) Lyndsay Wise Don Aldridge	Mayor Paterson Judith Pineault (Phone) John Sheridan (Phone) Yafan Huang (Phone)	Councillor Oosterhof Bill Durnford (Phone) Gillian Watters
Staff:	Donna Gillespie	Kirk Smallridge	
Regrets:	Councillor Boehme	Megan Knott (ex officio)	Lanie Hurdle (ex officio)

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### 1. Call to Order

- The meeting was called to order by Chair, Dave Carnegie at 4:10pm.

### 2. Approval of Agenda

- Motion to** “Approve the agenda;” Moved by Mayor Paterson. Seconded by Councillor Oosterhof. Carried.

### 3. Disclosure of Conflict of Interest

- None

### 4. Approval of the Minutes

- Motion to** “Approve the December 02, 2019 Board of Directors meeting minutes;” Moved by Mayor Paterson. Seconded by Councillor Oosterhof. Carried.
- Motion to** “Approve the October 31, 2019 Finance & Audit Committee meeting minutes;” Moved by Councillor Oosterhof. Seconded by Gillian Watters. Carried.

### 5. Business Arising from the Minutes

- Donna Gillespie updated the Board of Directors that the letter from the Board of Directors was sent to City Council regarding the deferred motion to restrict 50% of the 2020 municipal funding. Board members will be in delegation at the December 17 Kingston City Council meeting to address any questions. The Board discussed key topics to address during the delegation and the desired outcome.

### 6. Corporate Updates

#### Confirmation of 2020 Board meeting schedule

- The Board discussed the meeting schedule for 2020. The Board agreed to meet every month on the third Monday of the month and will begin at 5:15pm.



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### Confirmation of 2020 Committee Composition

- Staff to circulate the Corporate Committee compositions. Donna confirmed that Councillor Hill expressed interest to sit on Finance & Audit Committee and requested any Board members to inform her if they are interested in participating in any other committees.
- Donna noted that strategic planning discussions would occur each month in place of a Strategic Planning Committee meeting as directed by the Board in October of 2019.

### MFIPPA Request

- Donna noted that correspondence was submitted by legal to the Information Privacy Commissioner (IPC) was appended to the Board package for review. The request is at the inquiry stage with the IPC. The Friends of Kingston (FoK) submitted an appeal stating the Corporation was not compliant with the Request for Information. FoK is required to respond to the IPC by January 2, 2020. The Corporation has been compliant with all requests to date

### 7. Strategic Planning Update

- Donna noted that meetings were held with City Staff to develop the Request for Proposals (RFP) for an Integrated Economic Development Strategic Plan and that the RFP was issued on December 16, 2019. The deadline for proposals is January 13, 2020 at 3:00pm. Kingston Economic Development and City Staff will provide a recommendation for a consultant resource at the January 20, 2020 Board meeting.

### 8. In Camera (if Required)

- None

### 9. Other Business

- Donna updated the Board that work had begun with City Staff and Tourism Kingston regarding the establishment of Airport Advisory Committee. An inaugural committee has been formed and will meet on January 20, 2020.

### 10. Date of Next Meeting

- Monday, January 20, 2020 – Board of Directors Meeting 5:15pm

### 11. Adjournment

- **Motion to** “Adjourn the Board meeting;” Moved by Mayor Paterson. Seconded by Councillor Oosterhof. Carried. 4:35pm.

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Dave Carnegie, Chair

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Director

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Date