



BOARD OF DIRECTORS MEETING MINUTES

Date: Monday, November 29, 2021 Time: 5:15pm

In Person Location: Seaway Building, 310 Bagot Street, Kingston, ON K7K 3B5

Virtual Location: <https://us02web.zoom.us/j/89565908578>

Attended:	Gillian Watters, Chair Councillor Holland Dave Carnegie	Councillor Hill Councillor Oosterhof Lyndsay Wise	Mayor Paterson (5:22pm Join) Anne Vivian-Scott Lanie Hurdle (ex officio)
Staff:	Donna Gillespie	Kirk Smallridge	Shelley Hirstwood
Regrets:	Cathy Wilson Megan Knott (ex officio)	Ryan DaSilva	Yafan Huang

1. Call to Order

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

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. Disclosure of Conflict of Interest

- None

4. Note of Condolences

- The Board of Directors expressed sincere condolences to Councillor Oosterhof and Councillor Holland for a loss in their family.

5. Note of Thanks

*Motion to thank Councillor Holland for her service on the Kingston Economic Development Board
Mover: Councillor Hill
Seconder: Councillor Oosterhof
Carried.*

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 Agenda
- II. Approval of the October 25, 2021 Board of Directors Meeting Minutes
- III. Approval of the October 21, 2021 Finance & Audit Committee Meeting Minutes
- IV. City of Kingston Updates – November 2021

Our Mission

Provide dynamic and collaborative leadership by leveraging Kingston's unique assets to create jobs and investment in order to sustain, grow and transform Kingston's economy to meet the needs of the 21st century. We aim to be one of Canada's leading economies.



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V. Tourism Kingston Updates – November 2021

Motion to accept reports and approve agenda and minutes.

Mover: Councillor Hill

Seconder: Anne Vivian-Scott

Carried.

7. Business Arising from Items in the Consent Agenda

- None

8. New Business

HR Nominations Committee Report re Recommendation for 2022 Board of Directors Appointments

- Gillian Watters reviewed the changes to the Board recruitment process and discussed the methodology undertaken during recruitment for the four vacancies in 2022. It was noted that many strong applicants were received but shortlisted candidate possessed great alignment with strategic plan and skills that were exiting the Board with vacancies. Councillor Hill added that the calibre of the applicants made it difficult to short-list and more difficult to select only four. A subcommittee of Gillian Watters, Yafan Huang and Councillor Hill conducted interviews of the six short-listed applicants.
- Gillian explained the rationale for the recommended applicants for the Board:
 - Wanda Costen – Director of the Smith School of Business and is passionate about connecting school and community.
 - Peng Seng Cau – Founder of Transformix and is experienced with start-ups and scaling entrepreneurs, patenting, global markets, and advanced manufacturing.
 - Shan Jhamandas – Founding Partner at Daft Brewing and started career in advanced manufacturing and now entrepreneur representing main street business.
 - Patrick Egbunonu – Associate Dean at St. Lawrence College and is data driven with experience in artificial intelligence.

Accept the HR Nominations Committee recommendation to appoint to the Board of Directors.

Mover: Anne Vivian-Scott

Seconder: Mayor Paterson

Carried.

9. CEO Report

- I. 2022 Sales & Operating Plans
- II. Perspective Kingston
 - Documents for review were circulated within digital board binder. Discussion was deferred due to time constraints and quorum.

10. Ongoing Business

- I. Kingston Pandemic Fund Update – Kirk Smallridge
 - Document for review was circulated within the digital Board Binder. Discussion was deferred due to time constraints and quorum.

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11. Integrated Economic Development Strategic Plan Updates

- I. Risk Assessment Discussion
 - a. Discussion was deferred due to time constraints and quorum. Topic to be discussed at the Board Retreat to be held in January 2022.

12. In Camera (if needed)

- o None

13. Date of Next Meetings

- I. Monday, December 13, 2021 – Board of Directors Meeting – 5:15pm
- II. Monday, December 13, 2021 – Board of Directors Members Meeting – 5:45pm

14. Adjournment

Motion to adjourn.

Mover: Anne Vivian-Scott

Seconder: Councillor Hill.

Carried. 5:36pm.

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