

Date:	August 8, 2016	Time: 5:00 PM	
Location:	945 Princess Street, Lobby Boardroom		
Attended:	Shai Dubey, Chair Bill Durnford Judith Pineault	Peter Kraus David Carnegie Councillor Hutchison	Councillor Allen Sandra Gibson
Staff:	Donna Gillespie	Stephanie Milner	
Regrets:	Mayer Paterson Bo Wandschneider	Niall O'Driscoll	Councillor Turner
Observers:	Frank Dickson		

1. Call to Order: 5:03 PM
2. Approval of Agenda
 - Requested that item #3 on the agenda be moved until both speakers are present.
 - Motion **that** "the Board approve the agenda with the addition of an IN CAMERA Discussion item placed after item #7;" moved by Judith Pineault, seconded by David Carnegie. Carried.
3. Disclosure of Conflict of Interest
 - None to disclose.
4. Approval of the Minutes:
 - a) July 13, 2016
 - Motion to "approve the minutes of the Board of Directors July 13, 2016 meeting;" moved by Councillor Allen, seconded by David Carnegie. Carried.
 - b) Finance Committee June 22, 2016
 - Peter Kraus noted that the new financial system that has been put in place has been user friendly and a great success. All credit card statements are being reported by line item with supporting documents, which are available upon request.
 - Motion to "approve the minutes of the Finance Committee June 22, 2016 meeting;" moved by Dave Carnegie, seconded by Councillor Allen. Carried.

5. CEO Report

Donna Gillespie provided updates on the following:

- The High Commission of India has indicated a renewed emphasis on India's economic, trade linkages and have enhanced people-to-people contact with Kingston in the coming months. A luncheon was organized with India's Deputy High Commissioner to explore opportunities and possibilities to forge new linkages with businesses, potential investors and cultural organizations.
- Two significant dairy opportunities are still active. The Canadian Dairy Commission and Chinese investors were in Kingston last week. It is our understanding that Kingston has been shortlisted with one community in Quebec. We are working closely with the Ontario Ministry of Agriculture, Food & Rural Affairs to secure this investment. It is anticipated that we will hear decisions from both opportunities this fall.
- Frulact executives will be in Kingston September 22- 26 to check on site development progress. There may be opportunities to begin telling their story to local media at this time. Work is progressing well on site.
- The Clean Tech Accelerator opportunity has a delegation coming in from California, August 31. We will be hosting them for the day and Mayor Paterson will be giving a formal welcome. More details to be released in early September.
- The United Way of KFL&A is holding an event on August 9 at 6PM in City Hall to recognize the work of the Youth Employment Task Force. The Kingston Economic Development Corporation has been an active member of the committee and partnering to delivery services to support youth employment. Board members are welcome to attend.
- Two new websites have been launched for tourism and labour market attraction. The new VisitKingston.ca site is part of the Tourism Kingston/Kingston Accommodation Partners integrated tourism marketing strategy and showcases new brand strategy. The KingstonCanada.com Live/Work site provides updated information for those looking to relocate to Kingston.
- Tourism Kingston has begun a national Tragically Hip Campaign to raise awareness of the band's roots in Kingston and promote Kingston as a "hip" city to visit. Funding for this project is from proceeds from the Kingston Penitentiary Tours.
- Tourism Kingston has invested in a pilot project Creative Kingston to attract videographers, TV shows and movie production firms to Kingston. A video showcasing Kingston as a filming destination has recently been produced.
- Tourism Director Violette Hiebert and Councillor Turner were in Gananoque last week to meet with cruise ship operators to discuss growing the cruise ship sector along the St. Lawrence River.

6. Briefings:

- James Ward and Melody Knott are leading members of Future Kingston. They explained their mission to open and continue discussions regarding the benefits of residential intensification in the Downtown Kingston area and other key areas where infrastructure is already in place.

7. Transition Plan

Tourism:

- Shai Dubey and Bill Dunford informed the Board that they have spoken to Industry representatives in the Tourism sector and there is a consensus with recommendations to split the organization. There will be a Tourism Transition meeting with stakeholders to discuss what the organization and governance structure will look like.
- Internally, Donna Gillespie and her team are working on all the mechanics of what the separation will look like.
- Shai Dubey noted that the public split of Tourism will not happen until the first quarter of next year. Going into the budget process this fall, there will be two packages presented (one for Tourism, one for Business Development) similar to last year.
- Bill Durnford stated that he would eventually like to see one DMO created where all Tourism sectors come together under one umbrella.
- David Carnegie asked if there is still an opportunity for BD and Tourism to work together.
- Donna Gillespie stated that a formalized partnership would be a great opportunity between EDO and DMO.

Economic Development:

- Shai Dubey noted that both the City of Kingston and Kingston Economic Development Corporation have their own strategic plan. How do we start to get alignment and synergies between to get everyone going in the same direction? The KEDCO Board Retreat can be used to get input to build a strategic plan. This has to be a community wide process.
- Shai Dubey requested all Board members make a list of people to invite to the Retreat. A date still needs to be determined to coordinate with Board members and City Councillor's calendars.
- Councillor Hutchinson recommended a Saturday in September.
- Shai Dubey noted that this could be an annual event if there is a high attendance and it brings positive light to community and makes them feel involved in our process.

- Shai Dubey asked the transition group when they would like to meet again and suggested planning to invite more people outside the Board for this team to assist in the decision making process.

- 8. IN CAMERA Discussion
 - The meeting moved IN CAMERA – 6:19PM
 - The meeting moved OUT of CAMERA – 7:19PM

- 9. Date of upcoming meetings:
 - Board Retreat – Need to Confirm Date
 - September 12, 2016
 - October 17, 2016
 - November 14, 2016
 - December 12, 2016
 - Motion to “Retain Emily Koolen to work with Board/Transition Working Groups to issue the RFP for an Executive Recruitment Firm;” moved by Bill Durnford, seconded by Councillor Hutchison.

- 10. Adjournment – 7:24 PM
 - Motion to “adjourn the meeting;” moved by Peter Kraus, seconded by David Carnegie. Carried