

BOARD OF DIRECTORS MEETING MINUTES
 Friday, April 28, 2017 at 12 p.m.
WindsorEssex Economic Development Corporation
 700 California Ave, Windsor, ON, N9B 2Z2

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|-----------------|--|---|--|---------------|
| Present: | Warden Tom Bain (Acting Chair) | Mayor Drew Dilkens | Peter Roth, Treasurer | Tal Czudner |
| | Tom O’Brien (by phone) | Peter Quiring | Terry Rafih | Kyrsten Solcz |
| | William Willis | | | |
| Regrets: | Marty Komsa, Chair | Diane Reko | | |
| Staff: | Stephen MacKenzie Chief Executive Officer | Rakesh Naidu Chief Operating Officer | | |
| | Susan Anzolin Executive Director, IBLIS | Sabrina DeMarco Executive Director, Small Business Centre | Lana Drouillard Director, Marketing & Communications | |

1. WELCOME

The meeting was called to order by Warden Tom Bain, Acting Chair, at 12:07 p.m. and quorum was met.

2. DISCLOSURE OF CONFLICT OF INTEREST

None

3. AGENDA

The Agenda for the meeting of the WindsorEssex Economic Development Corporation (WE EDC) Board of Directors held on Friday, April 28, 2017 was distributed for review.

Motion Moved by William Willis

Seconded by Tal Czudner

That the Agenda for the April 28, 2017 meeting of the WE EDC Board of Directors be approved. Carried.

4. MINUTES

The Minutes of the meeting of the WE EDC Board of Directors held on Friday, March 24, 2017, were distributed for review.

Motion Moved by Peter Quiring

Seconded by Mayor Drew Dilkens

That the Minutes of the WE EDC Board of Directors meeting held on Friday, March 24, 2017, and the recommendations therein, be adopted as distributed. Carried.

5. BOARD OF DIRECTORS REPORTS

5.1 Chair’s Report

The Nominating Committee received 8 submissions in response to the call for expressions of interest that was sent out via social media and through the Windsor Star. Two new directors will be chosen in advance of the AGM on June 20, 2017.

5.2 CEO's Report

a. Monthly Performance Measures and Metrics

The Performance Measures for March 2017 were presented for the Board's information:

Business Attraction (BA)

- The BA department is working on 15 new files that include Agri-Business (2), Information and Communications Technology (5), Life Sciences (1), Logistics (1) and Manufacturing (6) sectors.
- One file was successfully closed and 10 new jobs were created.

Business Retention & Expansion (BRE)

- BRE reported \$30,500,000 in total investment (Expansion – public/private) in the month of March.
- There were 320 new jobs reported and 6 expansion files were opened/completed.

Small Business Centre (SBC)

- SBC hosted 26 business development sessions and recorded 91 business consultations/assists.
- 1069 inquiries were recorded.
- Starter Company Grants totalling \$56,250 were distributed to local entrepreneurs.
- 3 new start-ups and 12 small business expansions were reported as well as 15 new jobs created/facilitated.

Marketing & Communications

- 10 advertising campaigns were supported in March.
- 4 events were supported and media relations were provided to BA, BRE and SBC.
- 10 corporate initiatives were in process.
- Marketing is working on a website refresh that will be going live shortly.

b. Top Business Priorities

1. Electricity Costs

- The 25% reduction will be on the whole bill.

2. Cap & Trade

- The Provincial government is not backing away from Cap and Trade.

3. Business Immigration and Cross Border Business Travel – Labour Mobility

- This is a hot issue being discussed with Global Detroit and MEDG.

4. Skilled trade challenges

5. Regulatory environment and Infrastructure Funding

NAFTA issues are being tracked will be reported to the Board regularly going forward.

c. Business Attraction

- There are prospects in the region looking at properties for two potential projects.

d. Business Retention and Expansion

- Wendy Stark will temporarily be stepping in for Lee McGrath, Director, BRE.
- Economic Development week was very busy with a surge in inquiries.

e. Small Business Centre

- The response to the pilot project between SBC and United Way is very positive. There are 6 submissions from the priority neighbourhood's in the City and County.
- There are 50 applicants for the 1st cohort of Starter Company Plus.

f. Institute for Border Logistics & Security (IBLS)

- IBLS will be hosting an exporting event directly targeting companies that may be having issues in order to help solve problems for local business.
- g. Marketing & Communications
- The Quarterly Report was sent out to all stakeholders.

Motion Moved by William Willis
Seconded by Terry Rafih

That the updates provided in the CEO's report be received as information. Carried.

6. ONGOING BUSINESS

6.1 Conference Board of Canada – 2017 Ontario Business Outlook: Windsor-Essex

The updated event agenda was included for the Board's information. The event will offer a good highlight of the region's economic outlook. The Board was encouraged to attend.

7. NEW BUSINESS

7.1 Annual General Meeting

Sponsorships are available for the Annual General Meeting that will be held at the Fogolar Furlan Windsor on June 20, 2017.

8. NEXT MEETING

The next meeting of the WE EDC Board of Directors will be held on May 30, 2017 at WE EDC.

9. ADJOURNMENT

Motion Moved by Tal Czudner
Seconded by Kyrsten Solcz

That the open session of the WE EDC Board of Directors meeting be adjourned at 12:52 p.m. Carried.