

**BOARD OF DIRECTORS MEETING MINUTES**  
 Friday, February 23, 2018 at 12 p.m.  
**WindsorEssex Economic Development Corporation**  
 700 California Ave, Windsor, ON, N9B 2Z2

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<b>Present:</b>	Warden Tom Bain, Chair	Tal Czudner, Vice Chair	Mayor Drew Dilkens	Peter Roth, Treasurer
	Paul J. Mastronardi (by phone)	Tom O’Brien	Terry Rafih	Diane Reko
	Chris Savard	Kyrsten Solcz	William Willis	
<b>Staff:</b>	Stephen MacKenzie, CEO	Rakesh Naidu, COO	Holly Connelly	
	Shannon Dyck	Lee McGrath	Joe Goncalves	Lana Drouillard

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**1. CALL TO ORDER & DISCLOSURE OF CONFLICT OF INTEREST**

The meeting was called to order by Warden Tom Bain, Chair, at 12:14 p.m. and quorum was met. No conflict of interest was declared.

**2. AGENDA**

The Agenda for the meeting of the WindsorEssex Economic Development Corporation (WE EDC) Board of Directors held on Friday, February 23, 2018 was distributed for review.

Motion Moved by Terry Rafih  
 Seconded by Kyrsten Solcz

*That the Agenda for the February 23, 2018 meeting of the WE EDC Board of Directors be approved.  
Carried.*

**3. CONSENT AGENDA**

- 3.1 Minutes of Board of Directors Meeting – December 15, 2017
- 3.2 Monthly Performance Measures and Metrics
- 3.3 Top Business Priorities
- 3.4 Business Attraction
- 3.5 Business Retention and Expansion
- 3.6 Small Business Centre
- 3.7 Institute for Border Logistics & Security
- 3.8 Marketing & Communications

Motion Moved by Diane Reko  
 Seconded by Tal Czudner

*THAT the consent agenda and the recommendations therein, be approved. Carried.*

**4. BOARD OF DIRECTORS REPORTS**

- 4.1 Chair’s Report
  - a. Annual General Meeting

The Annual General Meeting will be held in the week of June 19<sup>th</sup> – 24<sup>th</sup>, avoiding June 21<sup>st</sup>.

The Chair updated the Board regarding the request to meet with the Ministry of Transportation, Kathryn McGarry to discuss Highway 3. A meeting has been set for 8:30 a.m. on Tuesday, February 27<sup>th</sup>, 2018 in Toronto.

The Chair noted WE EDC was well represented by Wendy Stark, Economic Development Officer at the Windsor Essex Local Immigration Partnership's 2018 Annual Community Forum.

Motion Moved by Mayor Drew Dilkens  
Seconded by William Willis

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

#### 4.2 CEO's Report

The CEO reported WE EDC is off to a good start in 2018 and thanked the Board and staff for their ongoing commitment. WE EDC has seen successes in BRE and BA and the pipelines are strong for both. Further reporting was deferred to the in camera session.

Motion Moved by Kyrsten Solcz  
Seconded by Diane Reko

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

### 5. NEW BUSINESS

None

### 6. NEXT MEETING

The next meeting of the WindsorEssex Economic Development Corporation Board of Directors will be at noon on Friday, April 27, 2018.

### 7. ADJOURNMENT

Motion Moved by Peter Roth  
Seconded by Tom O'Brien

That the open meeting be adjourned at 12:22 p.m. Carried.