

**BOARD OF DIRECTORS MEETING MINUTES**  
**November 29, 2019**  
**CORe, Faculty of Science, University of Windsor**

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<b>Present:</b>	Tal Czudner, Chair Tom O'Brien	Mayor Tom Bain Diane Reko	Peter Roth (by phone)	Kevin Laforet
<b>Regrets:</b>	Mayor Drew Dilkens William Willis	Paul J. Mastronardi	Chris Savard	Kyrsten Solcz
<b>Staff:</b>	Stephen MacKenzie, CEO Sabrina DeMarco	Holly Connelly Lee McGrath	Matt Johnson	Susan Anzolin

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

The meeting was called to order at 8:59 a.m. by Tal Czudner, Chair and quorum was met. No conflict of interest was declared.

**2. AGENDA**

The Agenda for the open meeting of the WindsorEssex Economic Development Corporation (WE EDC) Board of Directors was approved as presented.

Motion Moved by Diane Reko  
 Seconded by Mayor Tom Bain

*That the Agenda for the November 29, 2019 meeting of the WE EDC Board of Directors be approved. Carried.*

**3. CONSENT AGENDA**

- 3.1 Minutes of the open Board Meeting – September 27, 2019
- 3.2 Monthly Performance Measures and Metrics
- 3.3 Quarterly Report

Motion Moved by Kevin Laforet  
 Seconded by Mayor Tom Bain

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

**4. BOARD OF DIRECTORS REPORTS**

4.1 Chair's Report

No report.

4.2 CEO's Report

Institute for Border Logistics and Security – Susan Anzolin, Executive Director

- Automotive technologies
- Focus on cyber security and logistics
- Established partnership with NRC on cyber security
- 50 companies have participated in VR cave demonstrations

Business Attraction – Matt Johnson, Director

- Germany trip is planned

- 2020 Trade Missions to include Israel in late January - Cyber Security
- Hosted delegation that included 10 different companies from China

Business Retention & Expansion – Lee McGrath, Director

- Helping to facilitate expansions in WindsorEssex
- Working on Emerging Technologies for 2020
- Leveraging MOU's from last year

Small Business Centre – Sabrina DeMarco, Executive Director

- The Women's Entrepreneurship Strategy will be led by Nicole Anderson
- SBC hosting a Korean delegation of 10 students from Guro who will participate in a mini-entrepreneurship school
- Starter Company Plus program is being finalized – 15 small business startups will receive training and work on business plan
- Digital Mainstreet - 15 businesses have applied and 10 have received funding
- Shop Local Show – vendors are enthusiastic about event and support from SBC

Motion Moved by Tom O'Brien

Seconded by Diane Reko

THAT the updates provided in the CEO's Report be received as information. Carried.

## 5. NEW BUSINESS

### 5.1 Amherstburg – Cannabis Comments

The CEO reported that there is inaccurate information being reported. WE EDC has an informal policy to not speak about Cannabis in the press. There is no formal cannabis policy. The CEO will reach out to the CAO of Amherstburg to explain the current situation.

## NEXT MEETING

The next meeting of the WE EDC Board of Directors will be held at the Essex County Civic Centre on January 31, 2020.

## 6. ADJOURNMENT

Motion Moved by Diane Reko

Seconded by Tom O'Brien

That the open meeting of the WE EDC Board of Directors be adjourned at 9:31 a.m. Carried.