

Minutes of the Board of Directors Meeting
June 29, 2016 8:30 a.m.
WFCU Credit Union - Boardroom

Present:

Marty Komsa, Chair

Shelley Fellows, Past Chair

Terry Rafih, Director

Warden Tom Bain, Vice Chair

Mayor Drew Dilkens, Director

Peter Roth, Treasurer

Nicole Anderson, Director

Regrets:

Peter Quiring

William (Bill) Thomas

WEEDC:

Rakesh Naidu, CEO (Interim)

Sabrina DeMarco, Executive Director,
Small Business Centre

Lana Drouillard, Director,
Communications & Marketing

Joe Goncalves, Director, Business
Attraction

Lee McGrath, Director, Business
Retention & Expansion

Holly Connelly, Board Liaison

1. WELCOME

The meeting was called to order by the Chair, Marty Komsa, at 8:37 a.m. Quorum was met. The Chair welcomed the media and leadership team to the meeting.

2. DISCLOSURE OF CONFLICT OF INTEREST

None

3. AGENDA

Agenda for the meeting of the WEEDC Board of Directors held on Wednesday, June 29, 2016.

Motion Moved by Terry Rafih

Seconded by Mayor Drew Dilkens

THAT the Agenda for the Wednesday, June 29, 2016 meeting of the WEEDC Board of Directors be approved. Carried.

4. MINUTES

Minutes from the WEEDC Board of Directors meeting held on Friday, May 20, 2016.

Motion Moved by Shelley Fellows

Seconded by Warden Tom Bain

THAT the minutes from the WEEDC Board of Directors meeting held on Friday, May 20, 2016 and the recommendations therein, be adopted as distributed.

5. BOARD OF DIRECTORS REPORTS

1. Chair's Report

a. Board of Directors Action Items

The Board is working diligently to complete the action items set out for 2016.

The permanent CEO search process is underway. There were approximately 38 applications for the CEO position. The search committee has completed the first set of interviews and is in the process of short listing for the second round of interviews that will take place in the next few weeks. The Board and media will be kept up to date throughout the process. The Chair is happy with the process and progress the search committee is making. A special Board meeting will be called if required.

The Purchase of Service Agreement discussions with the City of Windsor and County of Essex are ongoing. The process is continuing and the Chair expects the agreements to be finalized in the next few months.

The City and County have embraced the quarterly report from WEEDC management and Board and positive feedback has been received.

The Board has agreed to a short term plan that will see all Board members remain in place until the 3rd quarter. A committee will be formed in the fall to discuss the Board composition going forward. The Chair thanked the individuals for agreeing to continue until the new Board composition is formatted.

The remaining action items including implementing a balanced scorecard, review and analyze the Strategy Corp plan and implement a financial assessment/accountability review will be moved to the 3rd quarter.

The Board will discuss reaching out to like-minded economic development agencies in camera.

Motion Moved by Nicole Anderson
Seconded by Peter Roth

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

2. CEO Report

a. Performance Measures – May 2016

The following Performance Measures for May 2016 were reviewed and reported:

- Business Attraction:
 - 9 new client files were identified in diversified sectors
- Business Retention & Expansion:
 - 27 companies were assisted
 - Total new expansion investment – \$4.5 M
 - 20 new jobs reported (expansion-only)
- Marketing & Communications:
 - Website traffic continues to increase due to proactive and aggressive approach by marketing department
- Small Business Centre:
 - \$12,500 total investment facilitated
 - 13 new startups
 - Number of consultations continue to rise
 - Very proactive social media engagement across many different social media platforms

Overall, every department is showing a positive trend for May 2016.

b. Top Business Priorities – May 2016

The priority issues being reported for May 2016 are as follows:

- Essex County Electricity and Natural Gas Supply; Energy Costs
 - Significant issue with greenhouses preparing to run 24/7
 - WEEDC working with Provincial Ministry
 - Warden has discussed concerns with Premier Wynne
 - CEO to continue conversation with Deputy Premier Deb Matthews
- Regulatory Environment
 - Ongoing meetings with regional Ministry offices to identify issues and barriers
- Business Immigration – Foreign Worker Programs and Cross Border Business Travel-Labour Mobility
 - Working with Federal and Provincial Ministries to identify barriers and gaps in policies and strategies to improve outreach to key stakeholders
- Infrastructure Funding for Municipalities
 - Identifying top infrastructure needs in all municipalities and ongoing discussions with Provincial Ministry officials
- Federal and Provincial Legislation and Trade Agreements: TPP, ORP, CPP Enhancement, Climate Change Action Plan

An announcement by Prime Minister Trudeau regarding the withdrawal of visa requirements for Mexican visitors will impact business. A backgrounder will be prepared and sent out to clients and stakeholders once more details are known.

The CEO reported on events and announcements including the Caxton Mark expansion with 40 new employees and 100 more in the next year.

The Southwestern Ontario Development Fund (SWODF) announced funding for 7 companies totalling \$7.9 M. Several more companies have applied and were successful.

Shelley Fellows was congratulated on the recent AIS-Radix acquisition announcement that was attended by WEEDC.

c. In-Market Representation – China/India

WEEDC has contracted two in-market representatives who will generate leads in China and India for one year and in-market lead generators for the UAE and Europe will follow.

Motion Moved by Terry Rafih
Seconded by Warden Tom Bain

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

Carried.

6. NEW BUSINESS

a. Business – Immigrant Investor Program

The intent of the Immigrant Investor Program is to address workforce challenges proactively. WEEDC is working with EPICentre and NCCE among other agencies to bridge the gap.

The Healthforce – HIRE program is looking at ways to leverage skills existing in the region and draw skilled workers. Physicians not yet certified in Canada can work in Life Sciences companies.

WEEDC is also looking into the barriers to foreign students to start their own business post-graduation. Currently, only Nova Scotia allows it. The CEO will follow-up with a report detailing the technical limits and the impact on permanent resident status.

b. Small Business Centre (SBC) Video

A new video highlighting the SBC was featured. There was a brief discussion about the possible launch opportunities including Small Business Month (October).

7. NEXT MEETING

The next meeting of the WindsorEssex Economic Development Corporation will be held on August 26, 2016 at the WFCU Credit Union.

8. ADJOURNMENT

The meeting to move to In Camera.

Motion Moved by Warden Tom Bain
Seconded by Peter Roth

THAT the meeting be moved in camera

Carried.