

**Minutes of the Board of Directors of the  
WindsorEssex Economic Development Corporation**

**Date:** April 20, 2010  
**Time:** 4:00 pm – 6:00 pm  
**Location:** WindsorEssex Economic Development Corporation Boardroom

**Present:**

Joe Byrne, Vice-Chair	Ranjana Bird	Dave Cooke
Mike Robinson, Sec-Treasurer	Shelley Fellows	Mike Mueller
Warden Nelson Santos	Roy Verstraete	Ron Gaudet, CEO, WEEDC

**Absent:**

Lindsay Boyd, Chair  
Mayor Eddie Francis  
Diane Soucie

**WEEDC staff and invited guests:**

Patrick Persichilli, Executive VP, WEEDC  
Lee Anne Damphouse, WEEDC, Recorder  
Giancarlo DiMaio, Partner, PriceWaterhouseCoopers  
George Rivest, Accountant, Total Balanced Books

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**Call to order**

In the Chair's absence, the meeting was called to order by the Vice Chair, Joe Byrne at 4:05 pm.

**1.0 Declaration of Conflict of Interest**

None.

**2.0 Approval of Agenda**

Moved by Roy Verstraete, seconded by Dave Cooke to accept the agenda as presented.

**Carried.**

**3.0 Approval of Meeting Minutes of last Board Meeting**

Moved by Roy Verstraete, seconded by Dave Cooke to accept minutes from March 23, 2010 board meeting.

**Carried.**

**4.0 Board Correspondence**

No new items were brought forward.

## **5.0 Board Reports and Committee Business**

### **5.1 Board Chairperson's Report**

The Chair, Lindsay Boyd was absent. No Chairperson's Report was presented.

Moved by Roy Verstraete to accept that no Chairperson's Report was presented, seconded by Dave Cooke.

**Carried.**

#### **5.1.1 President's Report**

The President, Ron Gaudet, noted that there has been a lot of activity and announcements in the region. Mr. Gaudet also spoke about the Strategic Planning session held on March 24, 2010 at the Ciociaro Club. Approximately 167 stakeholders were in attendance from various sectors – 8 breakout groups of 20 people with good participation and reports generated.

The next step is to coordinate a Board Planning Session on May 26, 2010. The session will run approximately 4 hours to discuss the board's role from a governance and committee perspective.

The board will receive a draft report on the Strategic Planning Session before May 26, 2010, and discussion on the document will occur at the Board Planning Session (scheduled for May 26). Internally, the WEEDC will use this final document to prepare a work plan. This work plan will be used as a measureable tool to provide oversight on the organization.

Moved by Roy Verstraete to accept President's Report, seconded by Mike Robinson.

**Carried.**

### **5.2 Sector Committee Reports**

- i. **Manufacturing** – Roy Verstraete reported on the manufacturing committee meeting held on April 12, 2010 – there was also discussion on bio-composite initiatives and the upcoming Red Bull Event, ITSMA, and APMA events that are all taking place in June 2010.
- ii. **Agri-Business** – Vice Chair, Joe Byrne noted that the OMIF grant submission has been received by the Ministry towards the Grown Right Here Awareness Campaign. A "Local" event is scheduled for June 12 at the Sobey's at Tecumseh Mall, and WEEDC and Tourism Windsor Essex Pelee Island are working together to strengthen efforts in promoting WindsorEssex.

Moved by Roy Verstraete to accept the **Manufacturing** Sector Committee Report (Item 5.2.i), seconded by Ranjana Bird.

**Carried.**

Moved by Mike Mueller to accept the **Agri-Business** Sector Committee Report (item 5.2.ii), seconded by Roy Verstraete.

**Carried.**

### **5.3 Governance and By-Laws**

- i. By-Laws – No new items
- ii. Relocation Initiative

The Secretary-Treasurer Mike Robinson briefly reported on the status of WEEDC/TWEPI Relocation efforts. A Request for Expression of Interest ad has been placed in the Windsor Star newspaper on Saturday, April 3 and Saturday, April 10. The deadline for submissions is April 30, 2010, whereas the submissions will be reviewed by the committee and shortlisted based on content and requirements met.

Moved by Dave Cooke to accept the Relocation report, seconded by Shelley Fellows.

**Carried.**

**5.4 Audit Committee Reports** – No new Items.

**5.5 Legal Issues** – No new items.

## **6.0 Administrative and Management Business**

### **6.1 Regulatory Compliance Report**

Moved by Shelley Fellows to accept the WEEDC Management Regulatory Compliance Report as presented, seconded by Mike Mueller.

**Carried.**

### **6.2 Operational Review**

- i. *Financial Status and Financial Disclosures***  
Financial statements were presented and reviewed.
- ii. *Client and Business Development Report***  
Patrick Persichilli reported on several initiatives and the co-ordinating of upcoming trade missions/events taking place in the next few months.
- iii. *Legal Issues Report***  
Patrick Persichilli introduced Giancarlo DiMaio (PWC) and George Rivest (Accountants for WEEDC) to discuss the taxation issues and objectives for WEEDC.
- iv. *Partnerships, Stakeholder Engagement Report***
- v. *Administrative and Organizational Issues***  
Ron Gaudet noted to the board that the regular May 2010 board meeting will be replaced with a Board Planning Session scheduled for Wednesday, May 26, 2010. Details will be sent to board members once complete.

Nothing to report on item iv.

Moved by Mike Mueller to accept the WEEDC report and items i, ii, iii and iv as presented, seconded by Roy Verstraete.

**Carried.**

**6.3 Special Projects and Administrative Reports**

***i. Strategic Plan Report***

Ron Gaudet discussed the next steps that need to be taken regarding the Strategic Plan. Ron noted that the draft report is being completed and will be sent to him by David Campbell from Jupia Consulting. The draft report will be sent to participants for their input and a work plan will be derived from the final document. The WEEDC will then take the lead and/or support some of the initiatives that come out of the report.

Moved by Ranjana to accept the Strategic Planning Report presented, seconded by Mike Mueller.

**Carried**

**6.4 Board Approvals and Direction** – No new items

**7.0 Other Business** – No new items

**8.0 Upcoming Events** – No new items

**9.0 Media Events** – No new items

**10.0 In-Camera Agenda** – No new items

**11.0 Adjournment**

Motion to adjourn the meeting by Mike Mueller at 5:20 pm, seconded by Dave Cooke.

**Carried.**

Accordingly, the meeting is adjourned at 5:20 pm

CHAIR: \_\_\_\_\_

VICE-CHAIR: \_\_\_\_\_