

**Minutes of the Board of Directors of the
Windsor Essex Economic Development Corporation**

Date: February 16, 2010
Time: 4:00 pm
Location: WindsorEssex Economic Development Corporation Boardroom

Present:

Lindsay Boyd, Chairperson

Joe Byrne, Vice-Chair

Mayor Eddie Francis

Dave Cooke

Roy Verstraete

Shelley Fellows

Diane Soucie

Warden Nelson Santos

Ranjana Bird

Ron Gaudet, CEO, WEEDC

Absent:

Mike Robinson, Secretary-Treasurer

WEEDC staff and invited guests:

Patrick Persichilli, Executive VP, WEEDC

Nancy Creighton, Board Advisor

Lee Anne Damphouse, WEEDC, Recorder

Call to order

Meeting was called to order by the Chair, Lindsay Boyd at 4:05pm.

1.0 Declaration of Conflict of Interest

None.

2.0 Approval of Agenda

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

Carried.

3.0 Approval of Meeting Minutes of last Board Meeting

Moved by Roy Verstraete to accept minutes from December 17, 2009, seconded by Joe Byrne.

Moved by Roy Verstraete to accept minutes from January 19, 2010, seconded by Joe Byrne.

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 welcomed Ron Gaudet, and asked him to report on his perceptions/ thoughts after his initial 2 weeks in Windsor-Essex. Lindsay Boyd reported briefly on a recent meeting held with the United Way on Prosperity 2025.

Moved by Joe Byrne to accept Chair's Report, seconded by Dave Cooke.

Carried.

5.2 Sector Committee Reports

- i. **Manufacturing** – Roy Verstraete reported that Rob Little is now holding the position of Chair of the Manufacturing Sector Committee and that the next committee meeting is scheduled for April 12, 2010.
- ii. **Education** – No report presented.
- iii. **Life Sciences** – No report presented.
- iv. **Agri-Business** – Joe Byrne briefly discussed marketing initiatives and application to OMAFRA.

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

Carried.

Moved by Roy Verstraete to accept the **Agri-Business** Sector Committee Report (item 5.2.iv), seconded by Ranjana Bird.

Carried.

5.3 Governance and By-Laws

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

Through the Chair Lindsay Boyd, Secretary-Treasurer Mike Robinson reported on meetings held with both the Windsor-Essex Regional Chamber of Commerce and Tourism Windsor Essex Pelee Island. It was recommended that an internal review be done to determine specific requirements for each organization and once we understood the scope, we move to an RFP. At this time Tourism Windsor Essex Pelee Island has approval to co-locate with the WEEDC. The Windsor-Essex Regional Chamber of Commerce are considering their options.

After a brief discussion regarding relocation initiative, Ron Gaudet was asked to initiate discussions with WEEDC staff.

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 Eddie Francis to accept the WEEDC Management Regulatory Compliance Report as presented, seconded by Shelley Fellows.

Carried.

6.2 Operational Review

i. Financial Status and Financial Disclosures

Moved by Dave Cooke to accept the WEEDC financial statements (item i) as presented, seconded by Roy Verstraete.

Carried.

ii. Client and Business Development Report

Moved by Joe Byrne to accept the WEEDC Client and Business Development Report (item ii) as presented, seconded by Dave Cooke.

Carried.

iii. Legal Issues Report

iv. Partnerships, Stakeholder Engagement Report

v. Administrative and Organizational Issues

Moved by Joe Byrne to accept the WEEDC Legal Issues Report, Partnerships, Stakeholder Engagement Report and Administrative and Organization Issues Report (items iii-v) as delivered, seconded by Roy Verstraete.

Carried.

6.3 Special Projects and Administrative Reports

i. Strategic Plan Report

There was a brief discussion regarding the RFP from David Campbell (Jupia Consulting) to build on the previous strategic plan. The focus will be building on the past Strategic Plan with a 5 year vision.

Moved by Roy Verstraete to engage Jupia Consulting for the purpose of updating the WEEDC Strategic Plan, seconded by Joe Byrne.

Carried

6.4 Board Approvals and Direction - No new items

7.0 Other Business – No new items

8.0 Upcoming Events

Feb 23 - Government Procurement Seminar, Ciociaro Club - Speakers will present actionable information on contracting with Ontario and Federal governments, defense contracting in Canada and the USA and support programs for industry.

Feb 24 - OGVG Automation Project, Leamington – Initiative that identifies specific needs for greenhouse growers.

Feb 26 – Dragon’s Den, Technology Competition Hosted by Softech Alliance, Caesars Windsor – Ron Gaudet will speak, Patrick Persichilli participate as a Judge.

Feb 28 – March 3 – Ontario Aerospace Mission to Wichita – Patrick Persichilli and Tracy Pringle will be attending - Ontario Ministry of Economic Development and Trade - International Trade Branch and the Canadian Consulate General in Dallas have organized this trade mission to Wichita to provide insight to Ontario Companies and to explore potential collaboration with Aerospace firms to export goods and services to the region.

9.0 Media Events

Patrick Persichilli advised the board that an announcement would be taking place on February 18 at the Windsor Airport and would be informed of details.

10.0 In-Camera Agenda

It was determined that there would be no need for an in-camera session.

11.0 Adjournment

Motion to adjourn the meeting by Lindsay Boyd (5:30pm), accepted by Joe Byrne, seconded by Roy Verstraete.

Carried.

Accordingly, the meeting is adjourned at 5:30 pm

CHAIR: _____

VICE-CHAIR: _____