



**BOARD OF DIRECTORS
OPEN MEETING MINUTES
Friday, December 1, 2023
8:30 a.m.
Zoom**

Present:	Mayor Drew Dilkens, Chair Jim Lyons	Chris Savard, Past Chair Federica Nazzani	Alex Anobile Kyrsten Solcz	Waseem Habash Jimi Tjong
Regrets:	Kevin Laforet, Treasurer	Dr. Robert Gordon, Vice Chair	Warden Hilda MacDonald	
Staff:	Stephen MacKenzie, CEO		Matt Johnson	Holly Connelly
Regrets:	Joe Goncalves	Sabrina DeMarco	Gina Meret-Dybenko	Wendy Stark

1. CALL TO ORDER & DISCLOSURE OF CONFLICT OF INTEREST

The meeting was called to order at 8:35 a.m. by Mayor Drew Dilkens, Chair and quorum was met. No conflict of interest was declared.

2. AGENDA

The agenda for the open meeting of Invest WindsorEssex Board of Directors was approved as presented.

Motion Moved by Kyrsten Solcz

Seconded by Alex Anobile

That the agenda for the December 1, 2023, meeting of Invest WindsorEssex Board of Directors be approved. Carried.

3. CONSENT AGENDA

- 3.1 Minutes of the open Board Meeting
- 3.2 Monthly Performance Measures and Metrics
- 3.3 Top Business Priorities

Motion Moved by Kyrsten Solcz

Seconded by Federica Nazzani

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

- a. Brief Remarks from Department Heads

Business Retention and Expansion (BRE)

Emerging Technologies and Automation Conference and Trade Show @Caesars

- 352 Attendees (most attendees to date)
- Planning for the next Emerging Tech event has started
- <https://www.emergingtechnologies.ca/>

Hosted Economic Developers Council of Ontario regional event at AIC with support from TWEPI

- <https://edco.on.ca/2023-Regional-Events-Windsor-Essex>

Windsor-Essex-Small Business Forum – Government Services and Support 2023

- Procurement Assistance Canada - Ontario Region in collaboration with Invest WindsorEssex and ecosystem (government & non-government) partners hosted an in-person Small Business Forum
- Provided a unique opportunity for businesses to explore key topics on procurement, small business services and innovation
- <https://calendar.webbusinesscentre.com/default/Detail/2023-11-21-0830-Small-Business-Forum-Government-Services-and-Suppo>

BRE will focus on adding more data visualizations on website in 2024

- <https://www.investwindsoressex.com/en/why-windsoressex/labour-and-workforce.aspx>

Marketing and Communications (MKTG)

- EV Careers Announcement with The Honourable Filomena Tassi, Minister responsible for the Federal Economic Development Agency for Southern Ontario (FedDev Ontario)
- Talent Attraction Campaign
- Planning to update websites for better ease of editing pending quote

Automobility & Innovation (AI)

Launched EV Careers tool - a database and platform for job seekers from across Canada to connect with local jobs in the EV sectors <https://www.evcareers.ca/>

- 850 job seekers currently on platform
- Talent attraction campaign launching in January

Investment Attraction (IA)

Reported in camera

Small Business and Entrepreneurship Centre (SBEC)

Starter Company PLUS program

- 13 entrepreneurs have recently graduated through the training, mentorship and pitch criteria of the program in order to receive a \$5,000 grant in January

Foodpreneur Scaleup Program

- Working intensively with food & beverage companies, Richmond Popcorn, Amherstburg and Pak'd Protein, LaSalle, to help them scale to the next level:
- Graduates of this program continue to engage with the program and reaching new growth milestones
 - Cedar Valley Selections is working with Arlene District Ventures Capita to finalize \$1 million investment deal (Televised on CBC Dragon's Den), listed in Costco stores nationally and doubling the size of their production facility
 - Grape Leaves is listed in major grocery stores, 17 Costco's as a trial, has sold over 1 million units this year and are looking to expand to a larger facility

Digital Transformation Grant

- 157 grants have been disbursed in region - \$392,500 as of Nov. 29, 2023 (\$1,077,500 disbursed since 2019)

Motion Moved by Jim Lyons
Seconded by Jimi Tjong

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

5. NEW BUSINESS



None

6. NEXT MEETING

The next meeting of Invest WindsorEssex Board of Directors will be held on Friday, February 2, 2024.

7. ADJOURNMENT & MOVE IN CAMERA

Motion Moved by Kyrsten Solcz

Seconded by Chris Savard

That the open meeting of the Invest WindsorEssex Board of Directors be adjourned at 8:50 a.m. Carried.