

# KINGSTON

— Economic Development —

## BOARD OF DIRECTORS MEETING MINUTES

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<b>Date:</b>	Monday, October 28, 2024	<b>Time:</b>	5:30 pm
<b>Location:</b>	Delta Hotel Kingston – 1 Johnson Street, Kingston ON, K7L 5H7 – Lakeview Room		
<b>Attended:</b>	Anne Vivian-Scott, Chair Cathy Campbell-Wilson Councillor Cinanni Lanie Hurdle (ex-officio)	Peng-Sang Cau Shan Jhamandas Councillor Oosterhof	Sanjay Jain Patrick Egbunonu Councillor Glenn
<b>Staff:</b>	Donna Gillespie	Abby Fitzhugh	
<b>Guest:</b>	Brandon Forrest		
<b>Regrets:</b>	Mayor Paterson Megan Knott (ex-officio)	Wanda Costen	Yafan Huang

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### 1. Call to Order

The Board of Directors meeting was called to order by Chair, Anne Vivian-Scott at 5:32 pm.

### 2. Land Acknowledgment Statement

*Kingston Economic Development Corporation acknowledges that we are situated on the traditional homeland of the Anishinaabe, Haudenosaunee and the Huron-Wendat and thank these nations for their care and stewardship over this shared land. Kingston Economic Development Corporation is committed to improving and strengthening relationships with Indigenous peoples and all residents to pursue a united path of reconciliation and economic prosperity.*

### 3. Presentation

- I. Brandon Forrest, Director, Real Estate & Environment
  - *Update on Employment Area Lands Review and Land Strategy*
  - Brandon Forrest provided the Board of Directors with an overview of City of Kingston Business Parks and available employment lands. He discussed the updating of the City's Official Plan and land strategy, projected for completion by 2026. Updates will include expanding the City's Urban Growth Boundary to address the need for 405 hectares of employment land by 2051 and to explore private and public partnerships for industrial park projects to meet the growing demand from site-selectors for shovel-ready sites.
  - A recurring challenge for site-selectors is the lack of shovel-ready employment land in Kingston, which requires additional time and resources to prepare. Sanay noted that, in his experience, the largest hurdle he faced was communicating with Utilities and Hydro Kingston for approvals; preparing the land itself was comparatively less of an issue. Lanie added that the City's biggest challenge is the insufficient electricity supply to support larger projects.
  - Anne reiterated a question raised during Paige Agnew's presentation at the September 23 meeting about how Kingston remains competitive with other cities. In response, Donna noted that a comparative review had been undertaken and was

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provided in the Board folder for review. Many communities waive development charges for industrial developments or have Industrial Community Improvement Programs/tax increments grant programs. Brandon highlighted that Kingston's prices are lower than that of other cities, however it was noted that Kingston's employment lands are not cleared of trees/shovel ready. Donna noted clearing/preparing these sites can add significant costs to the company. Donna also highlighted the importance of ensuring employment lands are available in the future for existing business growth.

#### 4. Chair's Message

- Anne highlighted several important events that took place over the past month including the RxN Hub Summit, Modern Niagara grand opening, Women in STEAM, and the Economic Developers Council of Ontario (EDCO) Regional Event. She congratulated the Kingston Economic Development staff on their work and participation in these events. Anne shared a heartfelt message about the challenges faced by international students and workers during the government's recent decision to decrease the levels of international student study and work permits.

#### 5. Disclosure of Conflict of Interest.

- None.

#### 6. Approval of Agenda

*Motion to "Approve Agenda"; Moved by Councillor Cinanni. Seconded by Peng-Sang Cau. Carried.*

#### 7. Consent Agenda

*All items listed on the Consent Agenda shall be the subject of one motion. Any member may ask for an item(s) to be separated from that motion to be dealt with separately.*

- Approval of the September 23, 2024, Board of Directors Meeting Minutes
- Approval of the September 19, 2024, Finance & Audit Committee Minutes
- Approval of the March 22, 2024, HR & Nominations Committee Meeting Minutes
- Tourism Kingston October Report

*Motion to "Accept Consent Agenda"; Moved by Cathy Campbell-Wilson Seconded by Councillor Glenn. Carried.*

#### 8. Business Arising in the Consent Agenda

- Donna highlighted that the comparative land review requested by the Board at the last meeting was in the digital Board folder. The spreadsheet provides cost and incentive review of comparable mid-size cities in Ontario and communities along the Hwy 401 in eastern Ontario. As discussed earlier during the employment land presentation, Kingston's available lands are currently treed which adds additional cost and consideration from site selectors when choosing a community.
- Anne complimented the impressive efforts made by Tourism Kingston in the past month, including the filming of Murdoch Mysteries and the economic value it brought to the City, particularly for hotels.

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### 9. CEO Report

#### I. Q3 Report

- Donna began by recognizing Kingston Economic Development's active third quarter, marked by notable events such as the display of the 100% Canadian-made EV, Project Arrow, and the second annual 40 Under 40 Awards.
- She highlighted the significant funding received by Kingston companies, including IPG Photonics, Cancoil, Cyclic Materials, Performance Plants Inc., and GreenCentre Canada.
- Donna noted UNDO, a carbon removal project launching operations in Kingston in partnership with Canadian Wollastonite, as well as their recent agreement with Microsoft to enhance research into the removal of 15,000 tonnes of carbon from the environment.
- She shared the successful grand opening of Canada Royal Milk, Canada's only infant formula manufacturer. The Corporation played a key role in attracting the company to Kingston in 2016.
- In terms of activity and measurements, Attraction inquiries saw a drop compared to Q3 2023 which may be related to a cautious investment climate prior to the upcoming US election. Local business inquiries saw growth in the last quarter related to the closing of grant programs at the end of September.

#### II. Monthly Updates and Q4 Planned Activities

- The October CEO Report highlighted exciting new developments for Kingston Economic Development, including the launch of the Kingston Business Journal in partnership with the Ottawa Business Journal.
- Kingston received an AA+ credit rating from the Standard & Poor's assessment, a notable achievement for the City of Kingston.
- Kingston Economic Development is recruiting for two new Board Members at-large for 2025. Applications opened mid-October and are due early November.
- Tradeshow and conference activity was high during the month of October with representation at The Battery Show (Detroit) and MedTech (Toronto). Kingston hosted a reception for dignitaries, and delegates of MedTech and the Toronto Global Forum at the Smith School of Business Toronto campus.
- Kingston Economic Development has engaged the Queen's PhD Community Initiative to undertake a research project on supporting senior entrepreneurs and engaging experienced seniors in providing mentoring for local start-ups and businesses.
- The Corporation is launching a new, Not-for-Profit Academy in partnership with the Community Foundation of Kingston & Area. As a sector, NFP organizations are a major employer and a series of workshops are being offered to support their business operations and growth.
- Donna provided an update on the priority investment opportunities that the Board had previously been briefed on in-camera. One of the investments has decided to stay in Quebec now that their energy needs have been confirmed by the province.

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### 10. New Business

#### I. Board 2025 Recruitment

- With two open positions for the 2025 Board of Directors, the Corporation will hold interviews with the HR & Nominations Committee for shortlisted candidates in November.
- Executive Board positions for the 2025 year were announced: Cathy Campbell-Wilson as Board Chair; Peng-Sang Cau as Vice-Chair; Shan Jhamandas as Treasurer; and, Sanjay Jain taking the role of Secretary. The positions will be officially approved at the December All Members Meeting. Additionally, the three City Council positions will be renewed for 2025. Council will appoint representatives in November.

#### II. Budget 2025

- The 2025 Budget was approved by the Finance & Audit Committee at their meeting prior to this Board meeting. The Corporation is seeking a 3.4% increase in municipal funding.
- The Corporation will pull \$200,000 of pre-committed reserves to support programs and service delivery and updating of the Integrated Economic Development Strategic Plan.

### 11. Ongoing Business

#### I. IEDSP 2026-2030 Refresh – Next Steps

- Earlier in the year \$25,000 was committed to polishing a public-facing, living IEDSP document for the next 5 years.
- During Q3, Kingston Economic Development began reviewing subsectors and documented progress against milestones to date. The Board also explored adding Creative Industries and Rural Development as key priority sectors. Industry and stakeholder meetings to review the identified subsectors and gain further insights on trends and opportunities are being organized for November/early December. A meeting schedule will be circulated to the Board for participation where appropriate.
- Donna noted that City counterparts will need to provide input on the IEDSP update and work required to be undertaken beginning in the New Year.

### 12. In Camera

- None

### 13. Dates of Next Meeting

- Monday, November 25, 2024 – Board of Directors Meeting – 5:30 - 8:00 pm
- Monday, December 16, 2024 – All Members Meeting – 4:00-5:00 pm followed by Holiday Social – 5:30 pm at The Frontenac Club

### 14. Adjournment

**Motion to “Adjourn;” Moved by Councillor Cinanni. Seconded by Peng-Sang Cau. Carried. 7:35 pm.**

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