

**SWOTC Board meeting
December 8, 2021, 2021 at 10:30 a.m.
Video call**

Present: Aileen Murray, Peter Rigby, Andrew Meyer, Craig Goyetche, Lindsay Wilson, Irma Joeveer, Tommy DeVos, Troy Loop, Kelly Provost, Bradley Oke

Regrets: Susan Judd

Resources: Janet Jones - MHSTCI; SWOTC - Joanne Wolnik, June Nussey, Jen Moore, Kelleagh Alexander, Ana Baxter, Jatinder Uppal

Vice Chair Aileen Murray called the meeting to order at 10:32 a.m.

Confirmation of Quorum

Conflict of Interest - none declared at this time.

Moved and seconded to approve agenda. Carried

Moved and seconded to approve the September 29, 2021 minutes. Carried.

Moved and seconded to approve the November 2, 2021 motion. Carried.

Business arising from the minutes - none

At this time, the directors opened their package that had been delivered to them prior to the meeting. The package was a small appreciation for the work they have done on behalf of SWOTC.

Ideas and Observations

COVID was the main topic of discussion.

Business Plan – 2022- 23 fiscal

- Recognizing that we are in the recovery and rebuild phase
- Joanne reviewed the business plan and marketing plan for the 2022 – 23 fiscal
- Staff recognize that the plan may need to change as the situations change.
- No major changes from last year but more focus on workforce as per the strategic plan meeting
- Andrew M. commended Joanne and the SWOTC staff for a great job on pulling the business plan together.

Treasurer's Report

Moved and seconded to accept Treasurer's report as printed. Carried.

Finance & Audit Committee:

Tommy and Joanne met and reviewed the risk assessment matrix. A revised version was circulated to the Board.

Planning & Evaluation Committee:

A Request For Proposal (RFP) has been issued for a Strategic Planner Facilitator. The RFP closes at 4 p.m. on Friday, January 7, 2022.

The final report and plan from the Strategic Facilitator is due to the Board by March 25, 2022.

Governance Committee:

No Committee meeting. The committee will be reviewing the Board policy manual especially since we are operating remotely.

Executive Committee: no report**Operations report:**

- Written report
- A sneak peak of the new OntariosSouthwest.com website; with the official launch in January 2022

Ministry Update:

- Progress report – reviewing and will trigger the final payment
- Reconnect grant – 400 successful applicants
- Tourism Recovery program – to help the ‘for profit’ sector; 700 applications – reviewing eligibility of applicants’ announcements expected in January
- 2019 research posted online; recognize it is out of date and looking at other sources

Other Business – none**New Business** – none**Next meeting** – January 12, 2022 – to give final approval of Business plan

12:27 p.m. moved to ‘*In camera*’ session

12:33 p.m. moved out of ‘*In camera*’ session

Moved and seconded to adjourn the meeting at 12:33 p.m. Carried.