

To: Chair and Members of the Committee

From: Randall Smallbone, Chair Burlington Economic Development Board of Directors

Date: August 10, 2020

Re: Burlington Economic Development Governance Review

As Chair of the Burlington Economic Development Board of Directors I have taken an active role in partnering with the Executive Director and City of Burlington to provide board input to the governance review process. In addition to participating directly on the steering committee for the Governance Review the Burlington Economic Development Board has received regular updates from our Executive Director along with being engaged as part of workshops, surveys and interviews. The recommendations in the report have been fully vetted and endorsed by the Burlington Economic Development Board of Directors.

Moving forward as Chair I believe the recommendations of this report will prove valuable as we look at the role of Burlington Economic Development in supporting and attracting companies as well as how we engage with the City of Burlington and Council. We are at a critical point in evolving how we support business in Burlington as we deal with the repercussions of Covid-19 for our business community and economy. The recommendation from the governance review along with the Burlington Economic Recovery Network (BERN) and the refresh of our economic vision and City of Burlington 2015-2040 Strategic Plan are all key touchpoints to guide Burlington Economic Development's strategy moving forward.

I am looking forward to developing a more collaborative partnership between the City of Burlington and Burlington Economic Development building on the work that has already taken place over my time as chair. A key next step with Burlington Economic Development will be taking the recommendations from the governance review into both our economic strategy and an examination of our business model. Once these recommendations are approved by committee I will be working with our Executive Director to review the key skill sets we need as a board moving forward and updating our governance structure and board composition to better serve Burlington's businesses and support Burlington's evolving economic strategy.