



## Aurora Economic Development Corporation

### Board of Directors Meeting

### MINUTES

Date:	January 21, 2025
Time:	<b>Lunch:</b> 11:30 a.m. – Noon <b>Board Meeting:</b> Noon – 1:30 p.m.
Format:	<b>Hybrid:</b> Leksand Room or Virtual (Zoom):
Attendees:	Marilee Harris (Chair), Mayor Tom Mrakas, Sepehr Assadian, Richard Gong, Tim Hammill, Owen Heritage, Bill Hogg, Nima Khadem Mohtaram, Keith Loo, Tracy Smith, and Sandra Ferri (Aurora Chamber of Commerce)
Regrets:	Doug Nadorozny
Staff:	Lisa Hausz, Angela Haynes and Marco Ramunno

---

#### 1. Call to Order and Land Acknowledgement

The meeting was called to order at noon by Marilee Harris (Chair).

#### 2. Approval of the Agenda

---

##### Recommendation(s)

THAT the Agenda for January 21, 2025 meeting be approved.

- Motion to approve: Tracey Smith
- Motion seconded: Tim Hammill

#### 3. Declarations of Conflict

---

- No conflict of interest was declared.

#### 4. Approval of Previous Minutes

---

##### Recommendation(s)

THAT the minutes from December 12, 2024 meeting be approved.

- Motion to approve: Councillor Harold Kim

- Motion seconded: Sepehr Assadian
- Passed

## **5. Chair's Address**

---

Marilee Harris (Chair) provided an overview of the Board's history and recognized its accomplishments to date from her perspective as a founder and as a conclusion to her term as the AEDC Board Chair. Marilee Harris also announced that Mae Khamissa would be stepping down as a Board Director, effective immediately and that Lisa Hausz would be leaving her role as Manager, Economic Development (Town of Aurora) in late January 2025.

## **6. Regular Business**

---

### **6.1 Communications**

#### **Town Updates**

Mayor Tom Mrakas

- Mayor Mrakas provided an update regarding construction and transit projects in the Town.

### **6.2 Advocacy**

#### **6.2.1. Aurora Chamber Update**

Sandra Ferri, President & CEO, Aurora Chamber of Commerce

- Sandra Ferri provided an update about the upcoming Mayor's State of Town Luncheon as well as educational sessions that are planned by the Chamber. Sandra also noted that she was in the process of stepping down from her role as the President of the Chamber of Commerce.

## **7. Action Items Update**

---

### **7.1. Economic Development**

Lisa Hausz, Manager, Economic Development

- Lisa Hausz provided an overview and update regarding the 2024 – 2025 Strategic Action Plan and related programming outcomes.

### **7.2. Governance & Recruitment Update**

Tim Hammill, Governance & Recruitment Committee, Lead

- Tracy Smith and Sep Assadian provided an update about the development of the new onboarding brochure, dedicated online space (for the AEDC Board) and noted that a new mentorship process for new board members was under development.

## **8. Other Business**

---

### **8.1 By-Law Update**

Patricia De Sario, Director of Corporate Services/Town Solicitor

- Patricia De Sario provided an updated the AEDC Board about legislation related to the AEDC Board she was currently reviewing and updating the “By-Law” and “Terms of Reference.” Patricia also advised that the “Director’s Policy “ could be incorporated into the “Terms of Reference.”
- Patricia also noted that she would return to participate in the onboarding session for the new board members in March 2025.
- Marilee Harris requested that any pertinent legislative documents be provided to the new Chair and Vice Chair, when final.

## **9. Next Meeting(s)**

---

### **AEDC Annual General Meeting**

February 25, 2025

6:00 – 7:00 p.m.

Aurora Town Hall, Council Chambers

## **10. Closed Session**

---

- N/A

## **11. Adjournment**

---

### *Recommendation*

THAT the meeting be adjourned.

- Motion to approve: Tim Hammill
  - Motion seconded: Sep Assadian
- Passed