



SWITCH

SWITCH Kingston's Alternative Energy Cluster 2019 Annual General Meeting

Friday, February 1st, 2019 – 8:00am Innovation Park, 945 Princess St., Kingston, ON

If you plan on attending the SWITCH AGM, please register at:

<http://www.switchontario.ca/event-3140848>

OTHERWISE, PLEASE COMPLETE, SIGN, AND
SUBMIT THE PROXY FORM TO THE SWITCH OFFICE

Proposed Agenda

1. **Acceptance of agenda**
2. **Approval of the minutes of the 2018 Annual General Meeting**
3. **Report of the President and Chairperson of the Board of Directors**
4. **Report of the Treasurer**
5. **Presentation of auditor's report**
6. **Acceptance of auditor's report (Notice to Reader Statement of Financial Position)**
7. **Resolutions of the members**
 - a. **Election of the Board of Directors**
 - b. **Engagement of accountants**
 - c. **Confirmation of proceedings**
8. **Termination of meeting**

SWITCH would like to thank the 2018 Board of Directors for their service:

- Shannon Claggett, Director & Chair
- Ted Hsu, Director & Vice President
- Harriet Waterman*, Director
- David Hyndman*, Director
- Andrew Bacchus*, Director & Treasurer
- Pavel Graymason*, Director
- Caitlin Newey*, Director
- Rosamund Hyde*, Director & Recording Secretary
- Spencer Kelly, Student Director

* Director term will continue into 2019

Details on the Resolution of the Members:

a. Election of the Board of Directors

Currently there are three seats available on the Board of Directors. The following persons have been nominated as candidates for the 2019 Board of Directors of SWITCH Kingston's Alternative Energy Cluster to fill these three seats:

In the category of Education/Research: ***Shannon Claggett.***

In the category of Student Director: ***Spencer Kelly.***

In the category of Government/Utility : ***Ian Arthur.***

In the category of Private Business/Resident: ***Tim Babcock.***

In the category of Private Business/Resident: ***Curtis Andre.***

In the category Private Business/Resident: ***Jack Burkolm.***

b. Engagement of Accountants

BE IT RESOLVED that *Secker, Ross & Perry Chartered Accountants* are hereby approved as the accountants of the Corporation until the close of the next annual meeting of the members of the Corporation and that the directors are hereby authorized to fix the remuneration of the accountants for such period.

c. Confirmation of Proceedings

BE IT RESOLVED THAT all by-laws, appointments, resolutions, contracts, acts and proceedings of the board of directors of the Corporation enacted, passed, made, done or taken since the last meeting of the members of the Corporation as set forth or referred to in the minutes of the meetings and resolutions of the board of directors in the minute and record book of the Corporation or in the financial statements of the Corporation hereby approved, ratified and confirmed.

(Note: the relevant items are the appointments of new staff members, contracts related to fulfilling the conditions of grants that SWITCH has received, tenancy in Queen's Innovation Park, and a non-disclosure agreement required by that tenancy).

Candidates for SWITCH Director 2019 To Be Acclaimed*:

EDUCATION/RESEARCH

Shannon Claggett, P. Eng, St. Lawrence College

Shannon is the Associate Dean, School of Applied Science & Computing at the Kingston Campus. She holds a degree in Civil Engineering from the University of Manitoba, a degree in Adult Education from Brock University and a Master's degree in Education in Educational Leadership. She has been the Associate Dean at St. Lawrence since 2007, and before that, she was the coordinator and a professor in the Civil Engineering Technology program. Prior to joining the college, she was a consultant with Dillon Consulting as an Environmental project manager in both Ottawa and Kingston Ontario. During her time in Ottawa, she assisted in establishing an environmental engineering program at Algonquin College, and was a Professor within the department. Shannon also worked for a number of years after graduation with a construction management/quality assurance firm that provided experiences across Canada. Shannon has had the pleasure of working across Canada from coast to coast to coast. She has designed, and managed strategic projects from the far north of Canada to the Caribbean.

Along with her duties as Associate Dean, Shannon has the Energy System Engineering Technology programs and was instrumental in developing the Wind Turbine Technician program in her School. She is also responsible for the Sustainable Energy Applied Research Centre at the Kingston Campus and is involved with many renewable energy initiatives through the Centre. She is initiating the Sustainable Living Centre at the college and has recently ensured a new Energy House was built at the college, along with the development of Low Carbon Building Skills curriculum. She also recently complete the CIGan Education for Employment program developing a Renewable Energy program at an institute in Jamaica. Shannon is the executive secretary for the Canadian Geo-Exchange Council, is a member of the City of Kingston's Environmental Advisory Forum, Chair of Switch, and was the Chair of the Kingston Technology Council board for three years.

STUDENT DIRECTOR

Spencer Kelly, Queen's Engineering

Spencer is a student at Queen's University working toward his undergraduate degree in Mechanical Engineering.

He is currently on an internship working on the Energy Management team at Queen's University. In this role, Spencer works to make the University more sustainable by working on projects which reduce the University's utility costs.

Candidates for SWITCH Director 2019 Vote

GOVERNMENT/UTILITY,
Ian Arthur, Legislative Assembly

Currently the MPP for Kingston and the Islands, critic for the ONDP. I have attended SWITCH meeting as far back as 2010, after a break, started again in 2017. Would be honoured to be a bigger part of this dynamic group.

Private Business/Resident
Tim Babcock, IESO (retired)

Tim Babcock is the president of Timothy Babcock Energy Services. He is a retired Power System Operator who spent his career working for the IESO and Ontario Hydro. He is a certified Reliability Coordinator and has post secondary education in Computing and Electronics Technology.

He started with Ontario Hydro as an Electrical Operator in 1987. During the first 9 years of his career he worked in the control room and in the field at 9 different manned stations from Trenton to Ottawa and Cornwall. During that time he was involved with a major construction project at a large substation in Ottawa. The aggressive construction schedule gained him vast experience in all aspects of control room and field operations. He also has operated at several large hydraulic generating stations.

In 1996 he accepted a position at System Control Centre (predecessor of the IESO) in Mississauga as a Power System Operator, becoming a supervisor in 1998. In 2007 Tim became a certified by the North American Electric Reliability Corporation (NERC) in order to perform control room duties as a Reliability Coordinator. His license remains valid. During his time at the IESO he routinely provided training to both new and experienced operators to obtain and maintain their certification. Tim represented Ontario for 5 years on a NERC sanctioned committee to manage and improve software used by the industry to calculate and manage parallel path flows and congestion on the Eastern Interconnection. He was routinely chosen to provide evidence of IESO compliance to NERC Standards during audits.

Tim now resides in Marysville, Ontario.

PRIVATE BUSINESS/RESIDENT Jack Burkom,

Private Business/Resident

I have worked in the energy industry for close to 20 years in a variety of roles spanning trading, development, mergers and acquisitions, origination and commercial development and corporate strategy. My career started in the US in 1996 working on Wall Street and then in Washington, DC where I traded electricity for the unregulated subsidiary of Pacific Gas and Electric after the electricity market in the US deregulated. In 2004 I moved back to Canada and took a job with Brookfield Renewable Power. I worked in a number of different roles at Brookfield over this period of time and helped them grow their business and portfolio of renewable assets from 1500 MW to over 15,000 MW of mostly hydro and wind assets. Our assets were in virtually every region and power market of North America and as such, I bring a very strong understanding of a large number of jurisdictions power markets outside of Ontario. In Ontario specifically, I sat on the Stakeholder Advisory Committee of the IESO and the merged IESO / OPA and provided feedback and advice to the IESO Executive Team and IESO Board over the course of ~6 years. I retain strong relationships with the management and board members of the IESO and am extremely knowledgeable about the workings of the IESO and the wholesale market in Ontario.

More recently I have started my own consulting firm where I have provided advice to utilities as well as more recently a software company providing services to commercial and smart city energy customers as well as to battery developers and integrators. In addition, I am the Managing Director of M&A for Northland Power where I am focussed on acquiring renewable development platforms around the world.

I am interested in joining the Switch Board for a number of reasons. First, I was born and raised in Kingston and continue to spend a lot of time there including in the summer months where I own a cottage on Wolfe Island. In addition, I own rental property in Kingston. I still consider Kingston home and have many family and friends there. Second, I am passionate about both energy and more specifically sustainable energy development as well as what I would refer to as the new energy economy (ie. Smart Cities, Prosumers and Distributed Energy platforms). I believe the future of energy consumption will be a much more locally driven enterprise with communities buying, selling and storing energy and relying less and less on large scale energy infrastructure and decisions made far away from the ultimate customer. I have been a Switch Member for a number of years and believe that the organization does very interesting community work and engagement.

PRIVATE BUSINESS/RESIDENT Andre Curtis,

Private Business/Resident

Recent addition to the Sustainable Kingston staff, my passion has always been for environmentalism. From starting the recycling program at my high school, to promoting to the microFIT and net metering solar programs to supporting local conservation areas, I have always tried to do my part to keep our natural world vibrant for future generations. My current role is to promote sustainably.eco and the Green Economy Program to local business and institutions. My wife Sarah and our girls Maryn and Evelyn also enjoy the outdoors as well as local slow food and making music.