



SWITCH

SWITCH Kingston's Alternative Energy Cluster 2017 Annual General Meeting

Friday, March 3rd, 2017 – 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-2422936>

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 2016 Annual General Meeting
3. Report of the President and Chairperson of the Board of Directors
4. Report of the Treasurer
5. Acceptance of auditor's report
6. Resolutions of the members
 - a. 2017 Audit waiver
 - b. Election of the Board of Directors
 - c. Engagement of accountants
 - d. Confirmation of proceedings
7. Member input on the direction of SWITCH
8. Termination of meeting

SWITCH would like to thank the 2016 Board of Directors for their service:

- John Williamson*, Chair and President
- Tom Carpenter, Vice-President
- Harriet Waterman*, Treasurer
- Shannon Claggett*, Director
- Lisa Asbreuk*, Director
- Rob MacDonald, Director
- Ted Hsu*, Director
- Jared MacKay, Director
- Leah Kelley/Connor Reed Balen, Student Directors

* Director term will continue into 2017

Details on the Resolution of the Members:

a. 2017 Audit waiver

BE IT RESOLVED that the corporation be exempt from the audit provisions of the (Ontario) Corporations Act (the "Act") for Part III non-share capital corporations for the 2017 fiscal year, provided that the criteria of section 96.1 of the Act are met, including annual income of the corporation less than \$100,000 and all of the members consent in writing to the audit exemption for 2017.

b. Election of the Board of Directors

Currently there are four seats available on the Board of Directors, including one student seat. The following persons have been nominated as candidates for the 2017 Board of Directors of SWITCH Kingston's Alternative Energy Cluster to fill these four seats:

In the category of Government/Utility:

Caitlin Newey, Utilities Kingston

In the category of Education/Research:

Tom Carpenter, Queen's University

In the category of Student:

Connor Reed Balen, Queen's University

In the category of Private Business/Resident:

Andrew Bacchus, Kingston Economic Development Corporation

In the category of Private Business/Resident:

Regan Campbell, Robinson Innovations

c. 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.

d. 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 2017

To Be Acclaimed*:

* Provided no additional nominations are received

GOVERNMENT/UTILITY

Caitlin Newey, Utilities Kingston

I've been a member of SWITCH since my days at St Lawrence College as an Energy Systems Engineering Technology (ESET) student (I was in the second round through the program, graduating in 2009).

Since then, my career has been in energy conservation, starting with the City of Kingston, then to Hearthmakers Energy Cooperative (now Red Squirrel Conservation Services), followed by Hydro One, and now I'm in the career I've been striving for since college – working on conservation initiatives at Utilities Kingston. I currently sit on two provincial working groups to help in the refinement of two province-wide conservation programs, as well as on the Program Advisory Committee for the ESET program at St Lawrence.

Having been a member of SWITCH for so many years, I'd now like the opportunity to become more involved, and to help shape where SWITCH is going.

EDUCATION/RESEARCH

Tom Carpenter, Queen's University

My interest in energy efficiency, alternative energy, conservation and building design related to all of these things dates back to the early nineties when I worked as an editor covering these and other topics for a national magazine. More recently, my professional responsibilities helping run a research institute at Queen's University have centered specifically on energy and environment topics and on the ways in which government policy and government regulatory and legislative contexts at all levels encourage or discourage, allow or interfere with the transition to non-fossil fuel-based energy regimes. SWITCH's work has always been directly in line with both those interests and responsibilities, and participating in SWITCH's events and serving on the board are among the most interesting things I get to do.

STUDENT

Connor Reed Balen, Queen's University

I am a student at Queen's University working towards my undergraduate in Engineering Physics. Currently I am working for Queen's Physical Plant Services in the energy management department. In my role I work to reduce energy consumption on campus by targeting inefficient building systems including lighting, HVAC, building envelope, and water consumption. I have served as the Student Director on the board of SWITCH since August 2016.

Since moving to Kingston 5 years ago, I have begun to develop deep roots in the community. SWITCH is an organization that has a unique opportunity to affect positive change in Kingston, and I hope to continue on as the Student Director to help encourage this change in any way I can.

Candidates for SWITCH Director 2017

To Be Elected:

PRIVATE BUSINESS/RESIDENT

Andrew Bacchus, Kingston Economic Development

Sustainability and climate change mitigation have been a core component of both my academic studies and my career. I studied climate change for several years in my undergraduate, completing a field-researched thesis in Kenya on climate change adaptation. In graduate school, I studied Political Ecology – the political economy of sustainability and conservation. One of my former mentors oversaw KPMG’s Smart Mega-Cities portfolio; in the same year, I participated in the Smart Cities Summit. As a Business Development Officer working at Kingston Economic Development, I engage cleantech opportunities on a regular basis including the emerging Enviro Innovate accelerator. My municipal position and values align to the mission of SWITCH. This March will mark one-year that I have spent attending SWITCH Open Meetings, engaging members and even working one-on-one with the Executive Director. For 2017-18, I would very much like the opportunity to be a Director at SWITCH to assist in visioning and strategizing. Having an in-depth personal knowledge of how SWITCH and the ED position functions, I think that my input will be structured in a mutually beneficial way. In prepping for the position, I have studied the working group report on the Vancouver Declaration on Clean Growth and Climate Change.

PRIVATE BUSINESS/RESIDENT

Regan Campbell, Robinson Innovations

I am a native of Kingston and an avid supporter of renewable energy and sustainable solutions. I’ve been a part of several start-ups and I’m currently completing my Masters in Entrepreneurship and Innovation and Queen’s University; I also work in business development at Robinson Innovations. I’m enthusiastic about technologies and business solutions and that lead to reductions in negative environmental impact, as well as enhanced performance and effectiveness. I’ve been a SWITCH member for about 2 years and I know the organization provides great value to the community by facilitating the exchange of knowledge, ideas and current events that impact our community both environmentally and economically. If nominated to the Board, I would bring an entrepreneurial passion and perspective that I hope will help SWITCH grow its membership and continue to improve its positive impact in the community.