

**APPROVED MEETING MINUTES – OPEN SESSION
CEDC BOARD OF DIRECTORS**

Date:	Wednesday, April 23, 2025
Time:	9:00 – 11:30 am
Location:	CEDC Boardroom or MS teams

Directors:

Mayor Ken Boshcoff- *regrets*
Councillor Brian Hamilton)
Roger Souckey (Chair)
Eric Tribe (Vice-Chair)
Barry Streib (Past-Chair)
Lindsay Fenton (Secretary/Treasurer)
David Bruno
Michael Fox
Michelle Salo

Officials:

John Collin, City Manager
Jamie Taylor, CEO, CEDC
Tracy Hamalainen, Supervisor of Finance &
Administration and CEDC Board of Directors Recording
Secretary

Guests:

Agenda Item #2 – Lakehead University, Michael den
Haan Vice-President – Academic Advancement, and
Michel Beaulieu - Associate Vice-Provost (Academic)

The Chair called the meeting to order at 9:00 am

1. Consensus Agenda items as follows (Chair)

- 1.1. Approval of the Agenda for the April 23, 2025, meeting;
- 1.2. Conflicts of interest, if any;
- 1.3. Approval of the Minutes of the February 26, 2025, meeting;
- 1.4. Governance Process –Role of Board Chair GP-5 (no changes required);
- 1.5. Governance Process - Board Planning Cycle & Agenda Control GP-6 (no changes required);
- 1.6. Board Governance - Accountability of the CEO BG-3 (no changes required);
- 1.7. Executive Limitations – acceptance of CEO Report EL – 5 Asset Protection; and
- 1.8. Executive Limitations – acceptance of CEO Report EL – 6 Treatment of People

Resolution:

Moved by: Michelle Salo

Seconded by: Eric Tribe

TO approve the agenda for April 23, 2025 CEDC Board of Director's meeting;
AND TO confirm that no conflicts of interest were declared;
AND TO approve the minutes of February 26, 2025 CEDC Board of Director's meeting;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to Governance Process – Role of the Board Chair GP-5;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to Governance Process – Board Planning Cycle and Agenda Control GP-6;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to Board Governance –Accountability of the CEO BG-3;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to CEO Report EL – 5 Asset Protection;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to CEO Report EL – 6 Treatment of People

CARRIED

At 9:05 am, a motion was brought forward to move into Closed Session with all members of officials in attendance.

Moved by: Lindsay Fenton
Seconded by: Michelle Salo

THAT the Board (Open Session) meeting of the Thunder Bay CEDC, held on April 23, 2025, be adjourned at 9:05 am, to move into Closed Session Meeting.

CARRIED

At 9:50 am, the meeting was moved back into Open Session.

2. ICCI 2025

The CEO provided a verbal update to the board related to the submitted application to Global Affairs Canada and an overview of the approved projects.

2.1. Draft Surplus Resolution #2025-04

Resolution CEDC-2025-04

Moved by: Eric Tribe
Seconded by: Michelle Salo

WHEREAS the CEDC Administration applied to Global Affairs for ICCI Funding for 2025-26 and that all projects submitted aligned with the CEDC Strategic Plan;

And THAT the CEO be authorized to execute the agreement and projects set out in the 2025-26 Invest Canada - Community Initiatives (ICCI) approved application for \$62,500.

Administration is requesting \$34,000 in surplus funds to cover the CEDCs contribution for the projects.

CARRIED

3. MB Program Amendment

The CEO provided a verbal update on the program and an amendment was brought forward to amend the program end date for grant allocations. The program will start in Fall of 2025 and final payments will be distributed Q1 of 2026.

3.1. Draft Surplus Resolution #2025-05

Resolution CEDC-2025-05

Moved by: Barry Stribe
Seconded by: Eric Tribe

THAT the CEDC Board of Directors authorized the CEO to use surplus funds to provide grants to Indigenous Entrepreneurs, up to \$25,500, total of 5 grants for the Miinikaanan Badakidoon Program from October 20, 2024 – December 31, 2025;

AND THAT administration is requesting an amendment to the dates approved and are requesting that the grant dates be extended to the 2026 fiscal year due to timelines of the program;

AND THAT the CEDC Board of Directors approve the date amendment and that all grants be administered within the 2025-26 fiscal years and the CEO will report back to the board on the MB program.

CARRIED

4. CEDC Investment Fund Outline Amendment

The CEO provided an update on the closure of the EDRF and all funds within the reserve fund will be transferred into CEDC's Investment Fund. Administration has updated the IF policy for board approval.

4.1. Draft Resolution #2025-06

Resolution CEDC-2025-06

Moved by: Eric Tribe
Seconded by: Brian Hamilton

THAT the CEDC Board of Directors approved administration to move forward with reserve fund changes related to the CTB & CEDC Agreement on June 26, 2024;

AND THAT administration has amended the guidelines related to the CEDC Investment Fund and seeking approval from the CEDC Board of Directors;

BE IT RESOLVED THAT the Board of Directors of the Thunder Bay Community Economic Development Commission Inc. (Thunder Bay CEDC) approves the amendments brought forward related to CEDC policy guidelines for the Investment Fund.

CARRIED

Approved CEDC Board of Directors Meeting Minutes – Open Session April 23, 2025

At 10:00 am, a motion was brought forward to move into Closed Session with all members of Officials in attendance.

Moved by: Michelle Salo
Seconded by: Eric Tribe

CARRIED

BE IT RESOLVED THAT the Board of Directors, Open Session Board meeting move into the Closed Meeting.

At 10:30 am, the meeting was moved back into the Open Session

5. Investment Fund Applications

5.1. Approval of Closed Session Resolutions

Resolutions:

Moved by: Eric Tribe
Seconded by: Barry Streib

WITH RESPECT to the Confidential agenda item 2025CL.05 from CEO – Jamie Taylor, dated April 23, 2025, the CEDC Board of Directors recommend that Administration proceed as directed in Closed Session.

AND that the IF project #2025-01 is approved through the CEDC Investment Fund.

CARRIED

Moved by: Michelle Salo
Seconded by: Lindsay Fenton

WITH RESPECT to the Confidential agenda item 2025CL.06 from CEO – Jamie Taylor, dated April 23, 2025, the CEDC Board of Directors recommend that Administration proceed as directed in Closed Session.

AND that the IF project #2025-02 is approved through the CEDC Investment Fund.

CARRIED

6. Tourism Development Fund Update (CEO)

**6.1. Approval of Closed Session Resolutions
Term Renewal**

Moved by: Lindsay Fenton

Seconded by: Barry Streib

WITH RESPECT to the Confidential agenda item 2025CL.03 from CEO – Jamie Taylor, dated April 23, 2025, the CEDC Board of Directors recommend that Administration proceed as directed in Closed Session.

AND that the Hotel Association representative on the Tourism Investment Fund was renewed for a second term.

CARRIED

TDF Application

Moved by: Michelle Salo

Seconded by: Barry Streib

WITH RESPECT to the Confidential agenda item 2025CL.04 from CEO – Jamie Taylor, dated April 23, 2025, the CEDC Board of Directors recommend that Administration proceed as directed in Closed Session.

AND that the TDF application is approved.

CARRIED

6.2. TIC Update & Financials

The CEO provided an overview of the March and April TDF approvals and Q1 payment is pending.

7. CEO Up-date (CEO)

7.1. CEO Highlights

7.1.1. Stakeholder Engagement

- Attended the Chamber of Commerce AGM
- Met with the new incoming CEO for CRIBE
- The NOMA conference is scheduled for the week of the 21st
- Attended the opening event for Orla

7.1.2. Business Development

- PDAC overview and hosted the second Thunder Bay Event with over 180 attendees
- Attended SeaTrade with the Manager of Tourism
- Staff attended the OPA Conference
- Succession Pathways and Thrive Online will be launched this month
- Hosting a German Familiarization tour at the end of May

7.1.3. Community Development

- Attended the Science North announcement
- Released the Highest Best Use Study one pager

Approved CEDC Board of Directors Meeting Minutes – Open Session April 23, 2025

- Continuing with the social media campaign on the Economic Impact Analysis study and the Manager of Business Development presented to the NADF board
 - Toured 4 family physicians around the city
- 7.1.4. Program Updates
- Update on the immigration pilots.
 - Update on the Growth Assessment.

8. Information Only

- 8.1. City of Thunder Bay Council Resolution - Position on Tariffs from United States of America
- 8.2. RegenMed Q4 Financial Reports

Adjournment

Moved by: Eric Tribe

Seconded by: David Bruno

THAT the Board (Open Session) meeting of the Thunder Bay CEDC, held on April 23, 2025 be adjourned at 11:30 am.

CARRIED