

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

Date:	Wednesday, May 21, 2025
Time:	10:45 am – Noon
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 - regrets
Michael Fox - regrets
Michelle Salo - regrets

Officials:

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

1. Consensus Agenda items as follows (Chair)

- 1.1. Approval of the Agenda for the May 21, 2025, meeting;
- 1.2. Conflicts of interest, if any;
- 1.3. Approval of the Minutes of April 23, 2025, meeting;
- 1.4. Governance Process – GP-7 Board Committee Governance (no changes required);
- 1.5. Governance Process – GP-8 Board Committee Structure (changes are required);
- 1.6. Governance Process – GP-9 Board & Committee Expenses (no changes required); and
- 1.7. Executive Limitations – acceptance of CEO Report EL-7 Compensation & Benefits

Motion:

Moved by: Barry Streib
Seconded by: Eric Tribe

TO approve the agenda for May 21, 2025 CEDC Board of Director's meeting;
AND TO confirm that no conflicts of interest were declared;
AND TO approve the minutes of April 23, 2025 CEDC Board of Director's meeting;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to Governance Process – GP- 7 Board Committee Governance;
AND TO accept the recommendation of the Executive Committee that "changes are required" to Governance Process – GP-8 Board Committee Structure;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to Governance Process – GP-9 Board & Committee Expenses;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to CEO Report EL-7 Compensation and Benefits.

Amendments to GP-8 were approved.

CARRIED

2. Approval of the Closed Session Resolutions (Chair)

- 2.1. Resolution CL25-07 – Financial Statements

Moved by: Eric Tribe
Seconded by: Barry Streib

WITH RESPECT to the Confidential agenda item 2025CL.07 from CEO – Jamie Taylor, dated May 21, 2025, the CEDC Board of Directors received the 2024 draft financial statements.

CARRIED

2.2. Resolution CL25-08 – TIC Chamber Rep (e-vote)

Moved by: David Bruno
Seconded by: Lindsay Fenton

WITH RESPECT to the Confidential agenda item 2025CL.08 from CEO – Jamie Taylor, dated May 21, 2025, the CEDC Board of Directors approve the Thunder Bay Chamber of Commerce recommendation for the retail sector representative on the TIC.

CARRIED

2.3. Resolution CL25-09 – Community Director Recommendation

Moved by: Councillor Brian Hamilton
Seconded by: Eric Tribe

WITH RESPECT to the Confidential agenda item 2025CL.09 from CEO – Jamie Taylor, dated May 21, 2025, the CEDC Board of Directors approve the recommendation for the new board director with final approval by City Council.

CARRIED

2.4. Resolution CL25-10 – TDF Project

Moved by: Lindsay Fenton
Seconded by: Eric Tribe

WITH RESPECT to the Confidential agenda item 2025CL.10 from CEO – Jamie Taylor, dated May 21, 2025, the CEDC Board of Directors recommend that Administration proceed as directed in Closed Session.

AND that the TDF application is approved.

CARRIED

3. Annual Presentation (CEO)

- The CEO presented the annual presentation, and the board provided feedback.

4. Quarter 1 Financials (CEO & T. Hamalainen)

- The CEO provided the board with the Q1 financials, and an overview of the projects approved by the board.
- No unfavourable variance is predicted for 2025.
- A resolution was brought forward to approve the Quarter 1 internal financial statements.

4.1. Draft Resolution- Approval of Internal Financial Statements 2025 Quarter 1

Moved by: Eric Tribe

Seconded by: Lindsay Fenton

THAT the CEDC Board of Director's has reviewed the 2025 Quarter 1 internal financials statements of the CEDC and hereby approves them.

CARRIED

5. Marketing Lifestyle Surplus Request (CEO)

- The CEO provided an update on the marketing lifestyle initiative, to build on the success of the Thunder Bay lifestyle Instagram platform a new lifestyle blog website was developed. The purpose is to hire local writers to produce thoughtful, long-form content, furthering our digital reach and adding depth to its storytelling. The new platform is all about discovery and dialogue, reinforcing Thunder Bay Lifestyle as more than a feed—it's a digital destination
- Administration is requesting a surplus contribution to fund the new initiative.
- A resolution was brought forward to approve the surplus request.

5.1. Draft Resolution- Approval of Marketing Surplus Contribution

Moved by: Councillor Brian Hamilton

Seconded by: Barry Streib

THAT the CEDC Board of Directors authorizes the CEO to use surplus funds to cover the expenses incurred by a new marketing initiative through the Lifestyle website.

AND THAT the CEDC Board of Directors approve the surplus request of \$12,500 plus HST.

CARRIED

6. Tourism Development Fund Update (CEO)

6.1. TIC Up-Date & Financials

- The CEO provided an update on the May TIC meeting, and the projects that were approved.
- Q1 payment is pending and is expected at the end of the month.

7. CEO Up-date (CEO)

7.1. CEO Highlights

7.1.1. Stakeholder Engagement

Draft CEDC Board of Directors Meeting Minutes – Open Session May 21, 2025

- Ministers were in town for NOMA and attend funding announcements for Wake the Giant and Bay Fest, both events were funded through the TDF
 - Attended a Minister Holland event
 - Attended the Thunder Bay's International Airport AGM
- 7.1.2. Business Development
- Staff are working on a fuel study assessment
 - Attending the Ligna Conference at the end of May
 - Reviewing sport tourism development and new opportunities to host events
 - Working with the organizers of Cen Can and starting preparations for the event in September
- 7.1.3. Community Development
- Hosted Night with the Docs, it was a very successful event, and the second event will be held in July
 - Working with the BIA's and Chamber on business security
 - The CEDC is sponsoring Mining Day, which will be held on June 14 at the Waterfront
- 7.1.4. Program Updates
- Update on the immigration programs
 - Launched the Small Business Tariff Program, Thrive Online and Succession Pathways

Information Only:

8. S&P Presentation
9. RegenMed Q1 Financial Report

Adjournment

Moved by: Barry Streib
Seconded by: Lindsay Fenton

THAT the Board (Open Session) meeting of the Thunder Bay CEDC, held on May 21, 2025 be adjourned at 11:30 am.

CARRIED