

*North Central Community Futures
Development Corporation Inc.*
BOARD OF DIRECTORS
Meeting Minutes
November 15, 2008 - 9:00 am

EXECUTIVE		
COMMUNITY	BOARD MEMBER	POSITION
Norway House Community Council	Glen Flett	Chairperson
City of Thompson	Judy Kolada	Vice Chair
Norway House First Nation	Wayne Anderson	Secretary
Wabowden	Frances McIvor	Treasurer
BOARD MEMBERS		
Churchill, Town of	Roxanne Chan	Board Member
Cross Lake Community Council	Darlene Beck	Board Member
Cross Lake First Nation	Ryan Castel	Board Member
Gillam, Town of	Albert McTavish	Board Member
Fox Lake First Nation		Board Member
Ilford	Jim Chornoby	Board Member
Pikwitonei	Angeline Flett	Board Member
Tataskweyak Cree Nation		Alternate
Thicket Portage	William Brightnose	Board Member
City of Thompson	Brian Wilson	Alternate
War Lake First Nation	Phillip Morris	Board Member
GUESTS		
Cross Lake Community	Noelle Halcrow	CDC
NACCA	Kevin Schendelka	
STAFF		
Manager	Tim Johnston	
Administrative Officer	Tamy Burton	
Administrative Assistant	Tara Ellingson	
Bookkeeper	Leann Brown	
Development Officer	Liz Sousa	
XDO Officer ~ ABC	Peter Rosenfeld	
Development Officer	Michelle Pruder	
Development Officer	Laura Finlay	
Settlement Services Coordinator	Angelica Matiasek	
ABC – BSO	Alan Brackman	

Regrets:

Board Members		
York Landing First Nation	Sam Saunders (on leave)	Board Member
York Landing First Nation	Darryl Wastesicoot	Alternate
Nelson House First Nation	Marcel Moody	Board Member
Nelson House Community Council	Wayne Spence	Board Member

Staff	
Community Development Officer	Charlene Grant

1. Call to Order

Meeting called to order at 9:15am by chairperson, Glen Flett.

2. Roll Call

Glen Flett, Chair conducted Roll Call of members present.

3. Approval of Agenda

Addition: 19.1 Letter from Angeline Flett

MOTION: Moved by Albert McTavish to accept the Agenda as amended. Second by Jim Chornoby.

CARRIED

4. Approval of Previous Minutes (June 14, 2008)

MOTION: Moved by Darlene Beck to approve the minutes of June 14, 2008, Board of Directors Meeting as presented. Second by Jim Chornoby.

CARRIED

5. Business Arising from Minutes

Manager Tim Johnston reviewed recapitulation. All Actions complete or to be addressed as an agenda item.

6. Correspondence

Correspondence circulated.

7. Report of the Chair – Glen Flett

Chair Glen Flett reviewed report.

MOTION: Moved by Frances McIvor to accept Report of the Chair as presented. Second by Albert McTavish.

CARRIED

8. Financial Report – Frances McIvor

Tim Johnston provided comments at the request of Frances McIvor. Financial statements provided in meeting package.

Mr. Johnston advised that the Corporation is on target and is confident that it will recover loss over the next 6 months.

MOTION: Moved by Albert McTavish to accept Financial Report as provided. Second by Darlene Beck.

CARRIED



9. Program Reports

9.1 Community Development Committee

Report provided in meeting package. Laura Finlay provided comments on behalf of Darlene Beck.

MOTION: Moved by Darlene Beck to approve report as provided. Second by Jim Chornoby.

CARRIED

9.2 Business Development Committee

Report provided in meeting package. Leann Brown provided comments on behalf of Frances McIvor.

Welcomed new member Roxie Binns from Thompson Unlimited to the Committee.

MOTION: Moved by Frances McIvor to approve report as provided. Second by Roxanne Chan.

CARRIED

10. Thompson Regional Airport Authority Report – Glen Flett

Glen Flett provided comments. Report provided in meeting package.

MOTION: Moved by Ryan Castel to approve the Thompson Regional Airport Report as provided. Second by Jim Chornoby.

CARRIED

11. Community Futures Manitoba – Frances McIvor

Frances McIvor provided comments.

MOTION: Moved by Judy Kolada to table report. Second by Albert McTavish.

CARRIED

12. Managers Report – Tim Johnston

Report provided in meeting package. Tim Johnston provided comments.

Noted staff changes with respect to Liz Sousa moving back into Community Development and Leann Brown taking more of a responsibility in the Business Development area. Noted a number of changes are still to come.

Tim Johnston thanked the Board and Staff for contribution of time over the years.

MOTION: Moved by Albert McTavish to approve Manager's Report as provided. Second by Frances McIvor.

CARRIED



13. **NACCA Report – Kevin Schindelka**

Mr. Schindelka noted that NACCA is an Association of 58 Aboriginal Financial Institutes (AFI) across Canada, which are all controlled by Aboriginal Boards. NACCA's focus is to work with AFI's. Noted that the BSO position is a result of NACCA working with Aboriginal Business Canada. North Central Development is one of the three associations that has received funding for the BSO position.

Mr. Schindelka advised that more information related to NACCA and a summary of projects is provided in the meeting package.

Also advised that in terms of the number of loans that NACCA generates, CFNCD places 2nd; number of employees, CFNCD places 3rd; loan size, CFNCD places 2nd; interest rate charged on loans, CFNCD places 2nd; generating revenue, CFNCD places 2nd and moving up. Noted that CFNCD is in a good position.

Manager Tim Johnston advised that CFNCD has been involved with NACCA for 5 – 6 years, and receives great returns for our membership with respect to reimbursements for Software and Training.

- **BREAK** -

Manager Tim Johnston advised that Sam Saunders called to pass along his greetings to the Board.

14. **Community Reports**

Wabowden – Frances McIvor: Mining in Wabowden; have trained 10 students. Noted that training has not happened in a number of years, this is a good thing. New waste disposal site is now open; non-residents have to pay for disposal. Old site is re-capped. Approved by Environment Canada. Hope to be a model for other communities. Seeded old site and grass is growing.

Cross Lake Community – Darlene Beck: Cross Lake Fire and Ambulance approved for new building. Received preliminary drawings, drilling starts next week; tendering in early spring. Housing: working on. Two communities chosen for project; Moose Lake and Cross Lake. Homeowners qualify (similar to housing for humanity). There are talks on regional housing with Norway House, Nelson House and Cross Lake. Looking for funding for feasibility study. Cell service is now available. No high speed, exploring options. Continue to work with clients on starting their own businesses. Working on HR proposal to train 20 medical responders. Cadet Program: 60 Army cadets asked by family of Oscar Lathlin to stand for him.

Pikwitonei – Angeline Flett: Gardens are still growing. The chickens for the Harvest Forum came from Pikwitonei.

Gillam – Albert McTavish: 10 new homes scheduled to be completed by December. Replacing recreation centre roof; and air conditioning to be installed.



Continue to work on walking path.

Cross Lake First Nation – Ryan Castel: 34 units started last year. Geo thermal, one of the 1st in northern Manitoba. Won award. Not sure of completion date. High speed is maxed out, no staff to hook people up. Want to expand Ponton; want to change land status to reserve.

Iford – Jim Chornoby: New hall being finished. May be getting Iford / York Landing road. Fighting for new dump.

Churchill – Roxanne Chan: New RCMP detachment is near completion. Landfill continues to be a problem. Current waste transfer location is being broken into by bears. Via rail is an ongoing issue. Apprenticeship training being worked on. 700 people coming in a day, they go straight to buggies for a tour, then fly out the same day. Leaving a lot of garbage, can't put in an entry fee; only buggie companies are profiting.

War Lake – Philip Morris: High speed is an issue. Northstream operates out of Winnipeg. Band collects monthly fee, difficult to get payments. Signals bounce from Split Lake to Iford tower. Would like to go to other communities to see how others operate.

15. Staffing Update

15.1 Staff Flow Chart

Provided for information.

16. Program Updates

Administration:

16.1 WED Quarterly Reports ending September 30th, 2008

Tamy Burton provided comments. Provided for information.

16.2 Equipment Update

Tamy Burton provided comments. Noted computers are working for the moment. Some difficulties with the server and the old lines.

Business Development:

16.3 Self Employment Assistance Program

Michelle Pruder provided comments. Provided update on travel and clients.

16.4 Aboriginal Business Canada

Peter Rosenfeld provided comments.



Mr. Rosenfeld advised that ABC has merged with INAC. Guidelines have changed for loans.

Mr. Rosenfeld noted that he attended the Aboriginal Minerals Conference in Saskatoon. Advised that there was excellent representation for the communities and business who are having negotiations or business with major mining companies. Participated in a tour of the uranium mine; saw open pit. Suggested communities involved in mining join this association.

16.5 Vision Quest

Leann Brown provided comments. Noted that a strategic planning session was held in August. The 13th Annual Vision Quest Conference will be held May 11-13, 2009.

16.6 Canadian Youth Business Foundation

Leann Brown provided comments. Noted that the first loan from CFNCD went through the program; the corporation received \$200 administration fee. CFNCD continues to promote.

16.7 BDC Partnering Program

Tim Johnston advised that the Corporation continues to have a partnership agreement with the BDC, where CFNCD is reimbursed on referrals. Noted last year, CFNCD was the #1 CF in terms of referring clients.

16.8 Bankers Luncheon

Liz Sousa advised that new to CFNCD this year, was a bankers luncheon. CFNCD invited all of the banks to come out to a presentation to hear what CFNCD is doing and how we can work together. Noted that the event was a success.

16.9 Investment Guidelines

Leann Brown advised that the last review of the Investment Guidelines took place in 2001; and was in need of updating. Ms. Brown reviewed each of the changes and noted that there is still a need to change #6 on page 6, as FN, UI and NA is no longer required.

Removed after bullet 2, to read: 3 Directors, 1 outside Member, Treasurer, Chair and open for more than one outside director. Remove First Nation, Urban Industrial and Northern Affairs.

Manager Tim Johnston advised that most changes remaining are mostly housekeeping issues.

MOTION: Moved by Darlene Beck to approve the changes to the Investment Guidelines with amendment as noted on page 6. Second by Albert McTavish. CARRIED



Leann Brown provided comments with respect to Stand by Fees, and provided information to the Board. Noted that CFNCD does not currently have a policy in place for this process. CFNCD is losing in interest on funds. The intent is to incorporate policy within 30 days for the signing of the letter of offer, if we continue to hold their funds. CFNCD will gain interest as the money is held.

Tim Johnston advised that the concept that is being put forward will protect the assets of the Corporation. Looking for an agreement to move ahead.

MOTION: Moved by Darlene Beck to approve the recommendations of the Manager regarding the Stand-by Fee Policy; and to put into place immediately. Second by Roxanne Chan. CARRIED

Leann Brown brought forward information regarding an **Admin/Loan Services** concept for the Board's review.

Manager Tim Johnston advised that CFNCD is in a position to provide services to CDCs for those who have lack of resources. Noted that CFNCD would provide services to do due-diligence on their behalf. CDCs would still approve their own loans.

Mr. Johnston advised that the only issue that he can foresee is charging a 5% fee. Noted that at yesterday's Business Development Meeting, 5% is the number that was discussed. However, Mr. Johnston noted that he would prefer a 3% fee, as the intent is to provide assistance.

MOTION: Moved by Darlene Beck to approve 1b, 1c, 1d & 1e, with the amendment of 5% being changed to 3%, the admin/loan services to CDC concept. Second by Philip Morris. CARRIED

Community Development

16.10 Entrepreneurs with Disabilities Program

Laura Finlay provided comments with respect to the program.

16.11 Spirit Way

Tim Johnston provided comments with respect to the program.

Mr. Johnston advised that Spirit Way has requested CFNCDs assistance with the two remaining projects, 1. Rockface Phase II and the Aboriginal School of Art. CFNCD has provided support over the last 3 years. Discussion took place at the Executive Meeting earlier today regarding the need to wind down our involvement.



Mr. Johnston noted that the request that was received was from Spirit Way and the Boys & Girls Club to assist with proposal writing. Mr. Johnston suggested that CFNCD continue to play a role in the 4th year of Spirit Way, and look at a fee for service. Suggested that a letter be forwarded to Spirit Way that resources are limited and there is a need to move on after this year.

ACTION: Administration to forward a letter regarding limitations.

16.12 Thompson.ca

Tamy Burton provided comments with respect to the project.

16.13 Tourism North

Laura Finlay provided comments with respect to the partnership. Noted challenges with respect to focus.

16.14 Childcare

Liz Sousa provided comments with respect to the project. Noted a need for childcare in Thompson and other communities.

16.15 Skate Park Project

Discussed earlier.

16.16 Newcomer Settlement Services

Angelica Matiasek provided comments on the services available.

16.17 Business Directory (ANA)

Liz Sousa provided comments. Advised that the project was with Aboriginal and Northern Affairs.

ACTION: Staff to follow up with ANA regarding updates.

ACTION: Remove from Agenda

16.18 Commuter Options Proposal

Tim Johnston advised that CFNCD was approached by Murray Harvey and Aboriginal and Northern Affairs regarding the shortage of workers in northern Manitoba. Three communities have been identified, Nelson House, Wabowden and Split Lake. A proposal will be sent to the Province.

16.19 Bayline Rail

Tim Johnston advised that CFNCD was invited to a Bayline Rail meeting. CFNCD took a coordination role. There are a number of issues with Via Rail and the lack of service provided. Mr. Johnston suggested that the Board note their desire for CFNCD to continue as a coordinator and noted



that if so, it would require more resources and would involve lobbying the Government.

The Board noted their strong desire to see CFNCD continue to work with the Bayline Rail.

ACTION: CFNCD to continue the coordination role on the Bayline Rail Committee.

16.20 Mineral Science

Liz Sousa advised that CFNCD was approached by Vale Inco to submit a proposal regarding the RD Parker Aviation building.

16.21 Wabowden Action Plan

Discussed.

16.22 TRCC

Discussed.

17. Old Business

17.1 NACCA – Update of AFI Impact Study

Information provided in meeting package.

18. New Business

18.1 Staffing

18.1.1 Leslie Tucker – Letter of Resignation, July 2nd, 2008

**MOTION: Moved by Frances McIvor to accept the resignation with regret of Leslie Tucker.
Second by Jim Chornoby.**

CARRIED

18.1.2 Laura Finlay – Maternity Leave, July 9th, 2008

**MOTION: Moved by Frances McIvor to approve Maternity Leave for Laura Finlay.
Second by Albert McTavish.**

CARRIED

18.1.3 Nouman (Nomi) Khan – Letter of Resignation, October 27th, 2008

**MOTION: Moved by Judy Kolada to accept the resignation with regret of Nouman Khan.
Second by Jim Chornoby. CARRIED**



18.2 Other

18.2.1 Essentials of Supervision – Module 5 Report, Liz Sousa

Provided for information.

18.2.2 Vision Quest Request – CED Project Financing

Manager Tim Johnston advised that Vision Quest was initially capitalized from contributions made by the CFs. Over the last couple of years with the changes in funding formats (ex: WED), cash flow has been a challenge. Vision Quest has asked that each partner contribute \$5,000 which would be returned by March 31, 2009.

MOTION: Moved by Albert McTavish to approve the repayable contribution to Vision Quest in the amount of \$5,000 with the understanding that the total amount is to be repaid by March 31, 2009. Second by Ryan Castel. **CARRIED**

18.2.3 Proposed Administration Costs

Manager Tim Johnston provided comments.

MOTION: Moved by Albert McTavish to approve the administration costs as recommended. Second by Roxanne Chan. **CARRIED**

18.2.4 NACCA Steering Committee

Kevin Schendelka provided comments. Advised that NACCA would like to revisit a time study. Advised that some offices do not have the BSO position and some need more than one.

Peter Rosenfeld suggested that parameters be put around who is doing the project and ensure there are qualifications specific to the project.

Consensus from the Board to play a role.

18.2.5 23 Station Road, Ma Mow We Tak Building

Manager Tim Johnston advised that the old CEDF location is up for sale by Ma Mow We Tak. Noted the price may have decreased and would be a good location for CFNCD.

ACTION: Administration to contact Ma Mow We Tak to request an information package.



Mr. Johnston advised that during the Executive Meeting held earlier today, a resolution was passed approving the expenditure of \$5000 regarding a business plan and engineers report.

MOTION: Moved by Judy Kolada that CFNCD move forward on working out the details regarding the Ma Mow We Tak building; including the expenditure of \$5000. Second by Jim Chornoby. CARRIED

18.2.6 Report on Best Practices Mission, Ottawa (October 15-17, 2008)

Provided for information.

18.2.7 Ontario / Manitoba Regional Economic Development Conference Agenda (Dec 9th, 2008)

Manager Tim Johnston advised that CFNCD has been invited to attend. Suggested that CFNCD be at the table, either Tim or Peter. INAC to reimburse travel costs.

Noted that Executive recommended attendance at the meeting held earlier today.

MOTION: Moved by Ryan Castel to approve the attendance of CFNCD at the Conference noted above, with reimbursement to be made by INAC for travel. Second by Angeline Flett. CARRIED

18.2.8 Pan Canadian Initiatives Contest – CRF NCD Application to National Event 2009 Contest, October 31, 2008

18.2.9 Pan Canadian Initiatives Contest – CRF NCD Application to National Event 2009 Contest, (Scrap Metal Project), October 31, 2008

Manager Tim Johnston provided comments. Noted that staff of CFNCD have submitted two initiatives.

18.2.10 CF NCD Christmas Shutdown

Tim Johnston provided comments. Noted that this time of year is at low demand. CFNCD has closed over the holiday for the past three years and has worked for both staff and the Corporation.

Mr. Johnston advised that staff will use time in lieu to make up for the time closed. As approved last year, it was recommended that staff be credited back one day per month as an incentive.

However, should staff leave the Corporation any time owing is to be deducted.



MOTION: Moved by Darlene Beck to approve the Xmas Shut-down request as noted above. Second by Albert McTavish.
CARRIED

18.2.11CF NCD Christmas Open House

Manager Tim Johnston advised of previous receptions and the effort that staff put into making them a success. Mr. Johnston noted that times have changed and suggested to move away from an open house and move to donating to a local charity.

Mr. Johnston suggested that CFNCD offer the following:

- continue to offset cost for a staff gathering
- seize open house and make a donation to a local charity
- lend the corporate vehicle to operation red nose for the duration of the shut down

The local charity suggested by the Executive Committee, was Operation Red Nose – United Way. The donation amount was suggested at \$100.

MOTION: Moved by Darlene Beck to approve the recommendations of the Manager as noted. Second by Wayne Anderson.
CARRIED

19. Other Business

19.1 Letter from Angeline Flett

Manager Tim Johnston reviewed. Noted that Tamy Burton and Angeline Flett have discussed Angeline's desire to stay with CFNCD as a volunteer on the Community Development Committee.

MOTION: Moved by Albert McTavish to approve the letter noting Angeline Flett's term ending as board member with regret. Second by Philip Morris.
CARRIED

20. Next Meeting

To be determined by the Executive Committee.

21. Adjourn

MOTION: Moved by Wayne Anderson to adjourn meeting. Second by Albert McTavish.
CARRIED



Board of Directors Meeting
~ RECAP ~
 November 15, 2008

MOTION'S

Resolution #	Resolution	Agenda Item #
BM08/09-12	Moved by Albert McTavish to accept the Agenda as amended. Second by Jim Chornoby. CARRIED	#3
BM08/09-13	Moved by Darlene Beck to approve the minutes of June 14, 2008, Board of Directors Meeting as presented. Second by Jim Chornoby. CARRIED	#4
BM08/09-14	Moved by Frances McIvor to accept Report of the Chair as presented. Second by Albert McTavish. CARRIED	#7
BM08/09-15	Moved by Albert McTavish to accept Financial Report as provided. Second by Darlene Beck. CARRIED	#8
BM08/09-16	Moved by Darlene Beck to approve report as provided. Second by Jim Chornoby. CARRIED	#9.1
BM08/09-17	Moved by Frances McIvor to approve report as provided. Second by Roxanne Chan. CARRIED	#9.2
BM08/09-18	Moved by Ryan Castel to approve the Thompson Regional Airport Report as provided. Second by Jim Chornoby. CARRIED	#10
BM08/09-19	Moved by Judy Kolada to table report. Second by Albert McTavish. CARRIED	#11
BM08/09-20	Moved by Albert McTavish to approve Manager's Report as provided. Second by France McIvor. CARRIED	#12
BM08/09-21	Moved by Darlene Beck to approve the changes to the Investment Guidelines with amendment as noted on page 6. Second by Albert McTavish. CARRIED	#16.9
BM08/09-22	Moved by Darlene Beck to approve the recommendations of the Manager regarding the Stand-by Fee Policy; and to put into place immediately. Second by Roxanne Chan. CARRIED	#16.9
BM08/09-23	Moved by Darlene Beck to approve 1b, 1c, 1d & 1e, with the amendment of 5% being changed to 3%, the admin/loan services to CDC concept. Second by Philip Morris. CARRIED	#16.9
BM08/09-24	Moved by Frances McIvor to accept the resignation with regret of Leslie Tucker. Second by Jim Chornoby. CARRIED	#18.1.1
BM08/09-25	Moved by Frances McIvor to approve Maternity Leave for Laura Finlay. Second by Albert McTavish. CARRIED	#18.1.2



BM08/09-26	Moved by Judy Kolada to accept the resignation with regret of Nouman Khan. Second by Jim Chornoby. CARRIED	#18.1.3
BM08/09-27	Moved by Albert McTavish to approve the repayable contribution to Vision Quest in the amount of \$5,000 with the understanding that the total amount is to be repaid by March 31, 2009. Second by Ryan Castel. CARRIED	#18.2.2
BM08/09-28	Moved by Albert McTavish to approve the administration costs as recommended. Second by Roxanne Chan. CARRIED	#18.2.3
BM08/09-29	Moved by Judy Kolada that CFNCD move forward on working out the details regarding the Ma Mow We Tak building; including the expenditure of \$5000. Second by Jim Chornoby. CARRIED	#18.2.5
BM08/09-30	Moved by Ryan Castel to approve the attendance of CFNCD at the Conference noted above, with reimbursement to be made by INAC for travel. Second by Angeline Flett. CARRIED	#18.2.7
BM08/09-31	Moved by Darlene Beck to approve the Xmas Shut-down request as noted above. Second by Albert McTavish. CARRIED	#18.2.10
BM08/09-32	Moved by Darlene Beck to approve the recommendations of the Manager as noted. Second by Wayne Anderson. CARRIED	#18.2.11
BM08/09-33	Moved by Albert McTavish to approve the letter noting Angeline Flett's term ending as board member with regret. Second by Philip Morris. CARRIED	#19.1
BM08/09-34	Moved by Wayne Anderson to adjourn meeting. Second by Albert McTavish. CARRIED	#21

ACTION'S

Action 1	Administration to forward a letter regarding limitations.	#16.11
Action 2	Staff to follow up with ANA regarding updates.	#16.17
Action 3	Remove from Agenda	#16.17
Action 4	CFNCD to continue the coordination role on the Bayline Rail Committee	#16.19
Action 5	Administration to contact Ma Mow We Tak to request an information package.	#18.2.5

Motion to Approve the Board of Directors Minutes of November 15, 2008.

Moved by _____ Second by _____

Signature of Chairperson _____, *Chair*

Dated this _____ day of _____, 2009

