



**2014-2015
Annual General Meeting**

**Box 68
Ashern, Manitoba
R0C 0E0**

June, 2015

Growing communities one idea at a time.

TABLE OF CONTENTS

Agenda	2
Minutes	3
Chairperson's Report	5
General Manager's Report	6
Community Futures Manitoba (CFM) Report	7
Board of Directors	8
Board Executive	9
Investment Committee Executive	9
Staff	9
Community Highlights	10
Community Futures Partners	14
Business Highlights	15
Audit	21
Council Appointed Slate for 2015/16	42

COMMUNITY FUTURES WEST INTERLAKE Annual General Meeting

Lundar

Wednesday, June 24, 2015 - 7:00 p.m.

AGENDA:

1. Welcome and Greetings
2. Adoption of Agenda
3. Adoption of Minutes of the last AGM, Wednesday, June 25, 2014
4. Business Arising from the Minutes of an AGM Nature
5. Reports (AGM Package)
6. Audit Report for the 12 month period ending March 31, 2015
7. Confirmation of the Auditor for 2015/16
8. Presentation of Council Appointed Slate for 2015/16
9. Confirmation of Investment Review Committee
10. Open Meeting
11. Adjournment

CHAIRPERSON'S REPORT
Annual General Meeting – June 24, 2015

This past year has been another important year for our corporation. As outlined in this report, Community Futures West Interlake continues to serve our businesses and entrepreneurs through counseling, training and financing activities. On the community development side, we have been able to support many of our volunteer organizations, CDCs and Chambers of Commerce – all doing amazing work in our region.

These activities secured our corporation's continuation, meeting the Western Diversification (WD) performance requirements necessary for a long awaited three year funding contract! This gives our corporation stability and the opportunity to plan into the future. Thank you to Western Diversification and to our local MP James Bezan for keeping our program top of mind within the federal government.

Along with new performance indicators and multi-year contracts, WD has also required some new policy. One policy amendment that will deeply impact our board is the newly mandated nine year term limit for board members. CFWI has been fortunate to have the dedicated support of many long-serving board members who will retire from the board over the next year. I personally want to thank them and all our board members for their commitment to the program and to their communities.

This past year also included some discussion and planning for staff succession. Some of our investment fund transfer was dedicated to bringing on additional staff. This allowed us to take on the business visitation program and to bolster community development support to our communities. The succession planning and long-term contract means the corporation should be able to support the increased staffing into the coming years.

This will be my final year as Chair and also as a board member. My time on the board has been extremely rewarding – seeing many great project and business successes in our communities. CFWI has played a role in this success and will continue to do so – there is much work to do! Some of the challenges ahead include maintaining our population and providing key services so our seniors can continue to live active lives in our communities. The key to this is assuring healthcare services such as recruiting and retaining physicians and housing options from assisted living to care homes are available. Our region also needs to help our businesses grow and attract young people to stay or return to the region and to good jobs.

We are fortunate to have talented, dedicated staff in our office. Thank you for your hard work, for sharing your valuable advice and for all you do to help our region. It has been a pleasure to work with the staff and the board, past and present, and I look forward to the continued success of Community Futures West Interlake.

Respectfully submitted



Brad Stabner

GENERAL MANAGER'S AGM REPORT

April 1, 2014 – March 31, 2015

Within this report, we have presented a summary of the activities of the corporation for 2014-2015.

We helped our communities. We provided direct assistance to our Community Development Corporation boards, undertook strategic planning for those communities that requested it, facilitated community and business training; provided a direct financial contribution to several great community projects, and basically did whatever our communities asked of us to assist in their economic development activities.

We helped businesses. We completed our Business Visitation Program, provided 8 new loans valued at over \$1.4 million, worked with over 100 business clients, and we continued the delivery of the Self-Employment program helping EI recipients create full time self-employment.

We still, of course, have much to do. The corporation is dedicated to continue to keep community development a priority; we have a new amalgamated municipality to work with; we have a business succession program waiting to be rolled out; there is an ongoing need for training for our volunteers and businesses; working regionally, we must maintain and grow necessary community services such as medical and recreation; and finally we must be willing to assist any group working to resolve the Lake Manitoba issues.

In 2014 we put in place a succession plan, and I am happy to report this is my last AGM as General Manager (I am now the Corporation's Business Analyst at two days per week). The reins, so to speak, have been turned over to Lana Cowling-Mason – someone whose work and ability I have admired for years.

Community Futures continues to have phenomenal board members who provide support and direction for the corporation. Without their commitment and input, we would not be able to serve our communities and businesses to the high level that they are currently receiving. To my board, thank you for your ongoing support and remarkable friendship.

To the staff, Lana Cowling-Mason, Debbie Falk and Kelynda Springer thank you. It is comforting knowing that the corporation is in such great hands. The dedication of the board and staff make it worthwhile and fun work that is often difficult, challenging and exhausting. Finally, to the community volunteers and leaders, remember that the struggle is worth the effort and you are greatly appreciated. Nothing happens without your dreams and drive. Thank you.

Respectfully submitted,



Henry Sikora, General Manager - 2014-15

COMMUNITY FUTURES MANITOBA (CFM) REPORT

I would like to thank the powers that be for the appointment to the Community Futures Manitoba Board. My experience on the board so far has been limited with only a couple of meetings having taken place to date. I am looking forward to coming together with other volunteers across the Province. It is an opportunity to share best practices and experiences with the other Community Futures regions within Manitoba and to provide resources and services to our local CF program.

Community Futures from across the country are committed to achieving results and provide the tools and supports needed for those who dream of owning their own business. These results have proven the value of the program and have been acknowledged by our funders with the three year contract renewals. This is the culmination of many years of work by CF Manitoba and other provincial associations in developing the new performance indicators and targets.

I look forward to representing our region at the provincial level in the coming year and urge all of us to plan for the National Conference being held in Winnipeg in June 2018.

Once again, thank you for your hard work and dedication to working towards promoting entrepreneurs and economic stability within our communities.

Respectfully submitted,

A handwritten signature in black ink that reads "Ila Buchanan". The signature is written in a cursive style with a large initial "I".

Ila Buchanan

BOARD OF DIRECTORS

The Corporation is governed by a Board of Directors composed of ten (10) persons elected/appointed by their Municipal Councils. Two (2) directors are elected/appointed from each of the R. M.'s of Grahamdale, West Interlake, Coldwell, St. Laurent and Woodlands.

Community Futures West Interlake's Board of Directors is as follows:

R. M. OF WOODLANDS

Ila Buchanan, Chairperson of the Investment Committee – R. M. of Woodlands councillor - Ila was appointed to the Regular and Investment Committee on November, 2014.

Gavin Jones, R. M. of Woodlands councillor - Gavin was appointed to the Regular Board on December, 2006.

R. M. OF ST. LAURENT

Monte Carrier, R. M. of St. Laurent Councillor - Monte was appointed to the Regular and Investment Board on October, 2014.

Jack King, R. M. of St. Laurent - Jack was appointed to the Regular Board on December, 2014.

R. M. OF COLDWELL

Ken Olafson, R. M. of Coldwell - Ken joined the Regular Board on November, 2004.

Amanda Stevenson, Vice-Chairperson - R. M. of Coldwell councillor -Amanda joined the Regular Board on November 10, 2010.

R. M. OF WEST INTERLAKE

Carroll Hull, RM of West Interlake councillor - Carroll was appointed to the Regular Board on March, 2015.

Larry Williamson, Member of the Local Urban District for Ashern. Larry joined the Regular Board on December, 2006.

R. M. OF GRAHAMDALE

Linda Schroedter, RM of Grahamdale – Secretary-Treasurer. Linda was appointed to the Regular Board on April 14, 2010.

Brad Stabner, Chairperson - R. M. of Grahamdale councillor - Brad started on the Regular Board on December, 2006.

Board members who left in 2014 – 15 were: Lana Cowling-Mason, Earl Zotter, Gail Holmes, John Wainwright and Steven Stasiuk.

BOARD EXECUTIVE

Ila Buchanan– Chairperson
Monte Carrier – Vice-Chairperson
Brad Stabner– Secretary-Treasurer

INVESTMENT COMMITTEE EXECUTIVE

Brad Stabner –Chairperson
Amanda Stevenson – Vice-Chairperson
Linda Schroedter – Secretary-Treasurer

STAFF

Henry Sikora - Henry started at Community Futures on May, 1993. Henry was employed as the Community Development Manager and on May, 1997 became the General Manager and CEO of the Corporation. Henry deals with business development and is the liaison for the Board of Directors and has taken on the Community Development Coordinator position, providing assistance with projects, planning and funding proposal development.

Lana Cowling-Mason – Lana has been employed with the Corporation since August, 2014. Lana is the Community/Business Development Coordinator.

Debbie Falk - Debbie has been employed with the Corporation since November, 1990. Debbie is the Office Administrator and Self-Employment Coordinator.

Kelynda Springer - Kelynda started in August, 1996 and is the Administrative Assistant for the Corporation.

COMMUNITY ECONOMIC DEVELOPMENT HIGHLIGHTS 2014/2015

Community Futures West Interlake is committed to helping communities in the region to grow by helping them help themselves. This means that we are dedicated to helping communities, local governments, and volunteer groups with obtaining what they need in order to succeed in their projects. This may mean assisting with organizational development, training, creating by-laws, incorporation, setting up committees; facilitating strategic or project planning, creating budgets, work plans, and long term visions; and identifying funding sources, help creating proposals and making applications. The following is a brief summary of some of the projects we have worked on in the past year.

Regional Highlights

❖ West Interlake Community Development Project Support Initiative (WICDPSI)

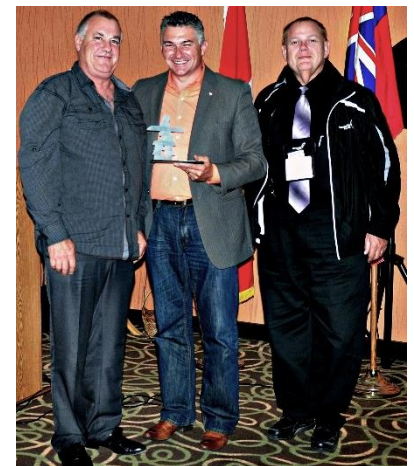
- CF West Interlake works to foster community and business development in the region. We have dedicated some of our resources (\$20,000) to create a contribution program that will assist community groups in undertaking projects that will create jobs and economic growth in our region. For 2014/15 - 2 projects were approved for a total investment of \$20,000 in projects totaling more than \$96,000.
- Projects approved were: Woodlands Childcare Centre – Yard Development; Steep Rock Beach Park – To construct a Pavilion. In 7 years, we have invested \$260,000 in direct contribution to 35 projects totaling \$2,619,369 in Community Development Investment.



❖ Communities Facilities Management Project – 2014 CF Award for Excellence and Innovation

Community Futures West Interlake nominated and was awarded the 2014 CF Award for Excellence and Innovation. The award, supported by Western Economic Diversification, celebrates the very best of CF initiatives – people coming together to play an active role in the future of their communities.

Community Futures West Interlake initiated this project to determine how committees could better manage their facilities. The project had been initiated because of the ongoing challenges of sustaining community owned facilities.



❖ **National Volunteer Week – April 12 - 18, 2015**

This year the theme for Volunteer Manitoba was “Transforming Communities”. Community Futures decided to honour the volunteers of community organizations within our region by way of sending them Thank You Cards and the organizations that have facilities were given a wall clock.



❖ **Resource to Community Groups**

Community Futures West Interlake staff sit as an active ex-officio Board Member on Interlake Tourism Association. Community Futures continues to be a resource on the Fieldstone Ventures Education Centre which has seen significant expansion of its outreach, programming and physical location and continues to adapt to training needs. We also sit as ex-officio members of all active Chambers of Commerce and Community Development Corporations.

❖ **Age and Ability Friendly Communities**

Community Futures West Interlake coordinated a meeting with the Seniors Resource Council representatives to discuss how to build awareness of accessibility issues within our communities. Community Futures will be working with local media to help raise awareness of the issues and programs available to address the issues.

❖ **Business Visitation Program**

This is a program initiated by CF West Interlake. There are over 400 businesses in our region who have/will be contacted and met with to identify supports our businesses need to sustain or expand. Our goal was to learn more about the challenges Interlake businesses deal with and to hear their ideas about growing and expanding. The more we can understand their challenges and needs for the future, the better we can serve the communities and help them build and maintain a great business.

A package and survey was be created that included the following:

- current business status, employment numbers, contact information;
- marketing of our services – counselling, loans and business planning packaging;
- business succession planning;
- training needs / wants;
- business marketing – web presence/technology;
- promote other Government programs

Hopefully the results will translate into increased awareness of CF services, new loans, improved business marketing and growth.

Local Activities Highlights

Our efforts at “getting the word out” about how we can help community organizations have resulted in a busy year. A combination of signage, print ads, direct mailings, and promotion of our services by our Board members and community partners enabled us to actively participate in many projects including:

❖ 7th Annual Community Engagement Party

The RM of Woodlands CDC had their 7th Annual Community Engagement Party. Community Futures West Interlake sponsored the guest speaker for the evening. Chris Fields spoke on “13 Ways to Kill a Community”. The event was very well attended with 150 people in attendance.

❖ Youth Leadership Retreat

Community Futures West Interlake helped facilitate a two day leadership retreat for Grade 10 and 11 students from Warren Collegiate. 70 kids participated in entrepreneurial challenges, team building and effective communication/lobbying sessions.

Some other local projects Community Futures West Interlake assisted with in 2014/15 are:

- Facilitate strategic planning for the RM of Grahamdale CDC.
- Prepare report regarding a feasibility study for the Grettir Society plans to construct a new multi-purpose arena.
- Research bylaws and constitutions for the St. Laurent Hockey Club.
- Interlake Tourism Association ongoing support.
- Coordinate meetings with the Lakeshore Communities Health Care Committee regarding expansion of senior health services.
- Assisted the Rosser Woodlands Rec Commission with setting up their books and with the hiring of a new Recreation Director.
- Assisted the Eriksdale CDC with Business Park marketing, incentive programs and zoning.
- Facilitate strategic planning session for the RM of Woodlands CDC.
- Assisted the Woodlands Childcare Inc. with the preparation of the Community Places Application and Manitoba Community Services Council application.

The Community Futures lobbying activities for 2014/15 were:

- Ongoing leadership with regard to the Economic Developers Association of Manitoba efforts to develop training resources and support for rural community economic development.
- Ongoing involvement in Community Futures Manitoba including the Pooled Investment Fund and the Employee Wage Classification System. Our corporation is an active member of the Community Futures Investment Fund both as a lender to the fund in the amount of \$700,000, plus as a member of the board.
- Ongoing involvement in Interlake economic developers' meetings and a commitment to cultivating a strong network of professional contacts.
- Meetings with MPs and MLAs when the opportunity arises.
- Partnerships: Work with other economic development entities such as CF East Interlake, ITA and MAFRD on topics of regional interest, and Fieldstone Ventures to explore training opportunities.
- Letter sent to all the municipal candidates asking their ideas of economic development in their communities.

Corporate Marketing and Awareness

We promote our services in a number of different ways in order to reach the widest possible audience with a consistent message. We try to keep our communities and partners aware of our services, priorities and activities by:

- Maintaining marketing materials and billboard signs to promote our name and logo
- Twice annual newsletters to every household in the region
- Regular ads in local papers promoting our services
- Congratulations ad to the Faulkner's 100th Celebration – promoting our services
- Many email notices throughout the year advising of new grant programs and deadlines
- Spring and Fall West Interlake Service Providers meetings
- Having a current and informative web page, www.westinterlake.com
- Annual visits with the Financial Institutions in our region

COMMUNITY FUTURES PARTNERS

Partnerships are vital to successful economic development in our region and much of what we have achieved over the past year has been made possible by the support, involvement and often leadership of many partners, including:

- Ashern Chamber of Commerce
- Business Development Canada
- Business Info Centre (BIC)
- Canadian Imperial Bank of Commerce
- Caisse Populaire
- Coldwell CDC
- Communities Economic Development Fund
- Community Futures East Interlake
- Community Futures Manitoba
- Conseil de Development Economique des Municipalities Bilingues du Manitoba
- Economic Developers Association of Manitoba
- Employment and Income Assistance
- Entrepreneurs with Disabilities Program
- Eriksdale CDC
- Eriksdale Chamber of Commerce
- Noventis Credit Union Ltd.
- Fieldstone Ventures Education & Training
- First Peoples Investment Fund
- Independent Living Resource Centre
- Interlake Employment Services
- Interlake Regional Health Authority
- Interlake Tourism Association
- Lakeshore School Division
- Louis Riel Capital Corporation
- Training and Employment Services
- Manitoba Agriculture, Food and Rural Development
- Manitoba Business Start Program
- Healthy Living Youth and Seniors
- Interlake Metis Association
- Manitoba Young Entrepreneurs Program
- Members of Legislative Assembly and Parliament
- Office of Rural and Northern Health
- Rural Municipalities of the West Interlake:
 - Woodlands
 - St. Laurent
 - Coldwell
 - West Interlake
 - Grahamdale
- Society for Manitobans with Disabilities
- St. Laurent CDC
- Western Economic Diversification Canada
- Women's Enterprise Centre
- Woodlands CDC

BUSINESS DEVELOPMENT HIGHLIGHTS

2014/2015

Business Support

- ❖ Assist in the development and planning of new business or business expansion.
- ❖ Assist with approaching Banks, Credit Unions and other lenders.
- ❖ Assist in developing a business or financial plan.
- ❖ Help in accessing government business support programs, including the Self-employment Program.
- ❖ Analyze business plans and access industry statistics.
- ❖ Repayable small business loans, loan guarantees, or equity investments.
- ❖ A regional site for the Business Info Centre (BIC) (formerly Canada/Manitoba Business Service Centre). We maintain a comprehensive business library and an internet access point available to you to search your business idea.
- ❖ Business training on marketing, cash flow management, how to start a business, taxation, and many more.

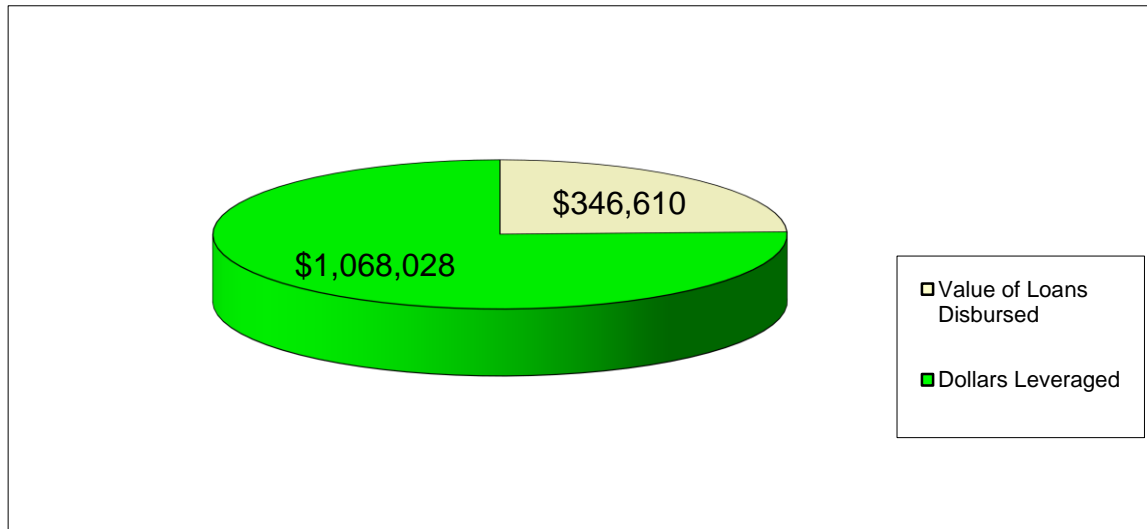
Business Financing

- ❖ Small business, Entrepreneurs with Disabilities, Youth and Social Enterprise loans up to \$150,000.
- ❖ Regular loans require a minimum equity of 10% in the business.
- ❖ Repayment terms up to 5 years with a maximum period of 10 years.
- ❖ Interest charges of bank prime +2% to +4%, minimum base rate of 6.5%. Disability and Social Enterprise loans interest charges of bank prime, minimum base rate of 5%.
- ❖ Youth Micro Loan Program loans up to \$2,000 for enrolled full-time students. Interest charges of bank prime for a maximum of one year repayment term. Rebate/grant of 10% borrowed will be returned if loan is paid in full and on time.
- ❖ Aftercare loan and business counselling.

Loan Statistics for 2014/15	
Business Client Activity	<ul style="list-style-type: none"> • Disbursed 8 loans, for a total amount of - \$346,610 • Dollars leveraged \$1,068,028 (owner's equity, assets, or other financial institutions). • Created or maintained 25 jobs
On an annual basis:	<ul style="list-style-type: none"> • Provided 113 information services; and • 92 in-depth services for individuals requiring technical and advisory services.
In a typical Month:	<ul style="list-style-type: none"> • Provide services to 5 - 6 business clients • Have over 40 contacts with these business clients • Work on 2 to 3 business plans.

Loan Activity For 2014/2015

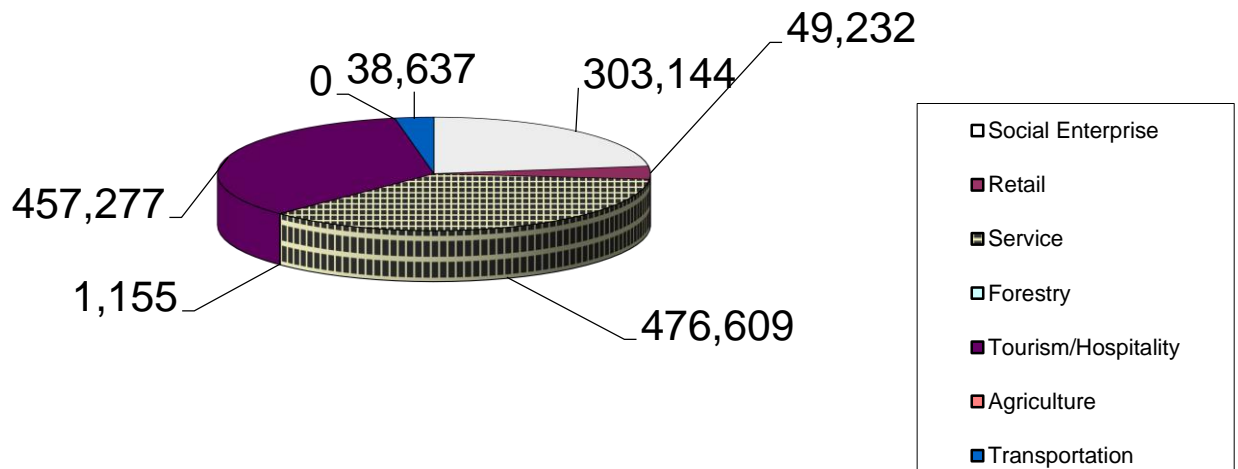
	2013/2014	2014/2015
Total Number of Loans Disbursed	8	8
Value of Loans Disbursed	\$484,139	\$346,610
Dollars Leveraged	\$160,200	\$1,068,028
Total Dollars Invested	\$644,339	\$1,414,638
Jobs Created or Maintained	26	51



Loans by Sectors and Value

Sectors	Number of Loans	Value of Loans	%
Manufacturing	1	85,266	5%
Construction	3	378,446	21%
Social Enterprise	3	303,144	17%
Retail	3	49,232	3%
Service	12	476,609	27%
Forestry	1	1,155	0.5%
Tourism/Hospitality	6	457,277	25%
Agriculture	0	0	0.0%
Transportation	3	38,637	2.0%
Total Value/Loans	32	1,789,766	100%

Loan Value by Sector (in Dollars)



Loans by Municipality and Value

Municipality	Number of Loans	Current Balance	Amount Approved
Grahamdale	5	108,859	175,791
Siglunes	6	409,113	524,345
Eriksdale	0	0	0
Coldwell	8	266,514	429,153
St. Laurent	1	50,000	50,000
Woodlands	10	778,797	1,106,505
Joint-Community Futures	2	176,483	250,000
TOTAL	32	1,789,766	2,535,794

TRAINING AND BUSINESS DEVELOPMENT ACTIVITIES FOR 2014/15

- **“Having a Social Media Strategy Training** – Martijn Van Luijn was guest speaker at Community Futures’ AGM. He delivered an hour session on “Having a Social Media Strategy” and using it to Market your Organization and Community.
- **Financial Literacy Workshop: Train the Trainer Style and Understanding Your Money** – Community Futures West Interlake coordinated a one day workshop in Eriksdale on September 30th. There were two sessions in one. The first session was for people who worked with people who struggled with their finances. And the second session was for Community members to learn about personal budgeting, saving and how credit works. We had 9 participants.
- **Small Business Loan Fund Promotion** – Community Futures West Interlake created for the period of August 28, 2014 to February 28, 2015 the Small Business Loan Fund Promotion. All approved new loans were offered a “Menu” of business support options to choose from. Approved loan clients could choose one or as many as they wanted as long as they added up to a maximum of \$1,000. The following were options to choose from: Business training; One-to-one time with an accountant; Software/resource purchases. We had 3 clients who took advantage of this offer.



- **Entrepreneurs with Disabilities (EDP) – “Just Watch Me Video Contest”** – The EDP program helps people with disabilities or ongoing health conditions start businesses in rural Manitoba. Every year they run the “Just Watch Me Video Contest”. EDP clients can enter the contest by filming a 3 minute video regarding their business. We had one client enter the contest from our region.
- **Business Info Centre (BIC) Satellite Office** – the Community Futures office is a satellite office for the Business Info Centre (formerly the Canada/Manitoba Business Service Centre) and has access to a collection of business resource materials and 2,000+ business resource books and community internet access site.
- **Self-Employment Program** – Community Futures West Interlake continues to deliver this program on behalf of Training and Employment Services. The program allows individuals on Employment Insurance to start a business while receiving program benefits. We have established a very positive working relationship with the program consultant to ensure sound delivery of the program.



BOARD OF DIRECTORS FOR 2015/16

Ila Buchanan
Gavin Jones
Monte Carrier
Jack King
Ken Olafson
Amanda Stevenson
Carroll Hull
Larry Williamson
Brad Stabner
Linda Schroedter

INVESTMENT REVIEW COMMITTEE FOR 2015/16

Ila Buchanan
Monte Carrier
Ken Olafson
Larry Williamson
Brad Stabner