



---

Minutes of the Regular Meeting of the Board held Thursday, June 18, 2020  
Via Zoom videoconferencing  
commencing at 10:00 am

---

**PRESENT Via Videoconference:** Barry Baltessen: Lake of the Woods North; Fred Mota: Municipality of Red Lake; Martin MacKinnon: City of Dryden; Bob Stewart: Lake of the Woods South; Ron Kujansuu: Municipality of Machin; Penny Lucas: Township of Ignace; Andrew Nisly: Township of Sioux Narrows-Nestor Falls; Ed Murray: Oxdrift Unincorporated; Doug Lawrance: Municipality of Sioux Lookout; Dan Sutton: Township of Ear Falls

**REGRETS:** Dwight Monck: Township of Pickle Lake; Mark Sobchuk: Lac Seul Unincorporated; Andrew Poirier: City of Kenora

**STAFF:** Henry Wall: Chief Administrative Officer; Sarah Stevenson: Director of Integrated Social Services; Corrine Owen: Director of Finance; Andrew Tickner: Director/Chief of Emergency Medical Services; Ben Reynolds: Director of Infrastructure; Roberta Lappage: Communications Officer; Holly McGogy: Human Resources Coordinator; Tyler Johnson: Human Resources Coordinator; Kaitlin Cain: Executive Coordinator

**REGRETS:** Bri Pollock: Manager of Human Resources

---

**1. CALL TO ORDER**

The Chair called the meeting to order at 10:02 a.m. and acknowledged that the meeting was being held on Treaty #3 territory.

**2. APPROVAL OF AGENDA**

**2.1** Resolution to Approve the Amended Agenda

**MOTION NO.: 2020-115** Moved by Bob Stewart  
Seconded by Andrew Nisly

**RESOLVED THAT** the Board of Directors approves the agenda, as amended, for the regular meeting of the Board to be held on Thursday, June 18, 2020 via video conference.

Add: 11.1 Temporary Pandemic Pay letter from Minister Clark – MMAH  
Add: 11.2 Temporary Pandemic Pay letter from Minister Elliott – MOH

CALLED; CARRIED

**ACTION: File**

**3. DISCLOSURE OF INTEREST AND THE GENERAL NATURE THEREOF**

The Chair called for declarations of pecuniary interest and the general nature thereof under the Municipal Conflict of Interest Act with respect to the Agenda for this meeting.

*No member declared a pecuniary interest with respect to the agenda.*

The Chair called upon members present for declarations of pecuniary interest and the general nature thereof under the Municipal Conflict of Interest Act, for minutes of previous meetings at which a member was not in attendance and which had not previously been declared.

*No member declared a pecuniary interest with respect to the previous minutes.*

**4. MINUTES OF PREVIOUS MEETING**

4.1. Resolution to approve May 21, 2020 Minutes

**MOTION NO.: 2020-116**

Moved by Ron Kujansuu  
Seconded by Ed Murray

**RESOLVED THAT** the Board of Directors approves the minutes of the May 21, 2020 regular meeting of the Board of Directors as presented.

CALLED; CARRIED

**ACTION: Executive Assistant**

There were no errors or omissions.

4.2. Resolution to approve May 28, 2020 Minutes

**MOTION NO.: 2020-117**

Moved by Martin MacKinnon  
Seconded by Doug Lawrance

**RESOLVED THAT** the Board of Directors approves the minutes of the May 28, 2020 special meeting of the Board of Directors as presented.

CALLED; CARRIED

**ACTION: Executive Assistant**

There were no errors or omissions.

**5. UNFINISHED BUSINESS (*Business Arising from Minutes*)**

None.

**6. REPORTS OF OFFICERS**

**6.1 Chief Administrative Officer**

6.1.1 Resolution to approve delegation requests

**MOTION NO.: 2020-118**

Moved by Dan Sutton  
Seconded by Fred Mota

**RESOLVED THAT** the Board of Directors receives the Chief Administrative Officer's report BR2020-1107 dated June 18, 2020;

and further

That the Board of Directors approves the delegation requests as presented.

CALLED; CARRIED

**ACTION: CAO**

6.1.2 Resolution to approve the creation of two Community Advisory Boards

**MOTION NO.: 2020-119**

Moved by Penny Lucas

Seconded by Andrew Nisly

**RESOLVED THAT** the Board of Directors receives the Chief Administrative Officer's report BR2020-1108 dated June 18, 2020;

and further

That the Board of Directors approves the creation of two Community Advisory Boards as part of the Kenora District Services Board's Community Entity requirement under the Reaching Home program as outline in Board report BR2020-1108.

CALLED; CARRIED

**ACTION: CAO**

6.1.3 Resolution to draft a letter

**MOTION NO.: 2020-120**

Moved by Bob Stewart  
Seconded by Ron Kujansuu

**RESOLVED THAT** the Board of Directors receives the Chief Administrative Officer's report BR2020-1109 dated June 18, 2020; and further

That the Board of Directors authorize the Board Chair to draft a letter to the President of the Association of Municipalities of Ontario to indicate that the Board is not in agreement with the Kenora District Services Board becoming a Police Detachment Board; and further

That the Board of Directors authorize the Board Chair to draft a letter to the Solicitor General, Attorney General, Minister of Municipal Affairs and Housing and the Minister of Children, Community and Social Services, Northwestern Ontario Municipal Association, Ontario Association of Police Services Board calling on the government of Ontario to address the unsustainable growth in costs for policing in the District of Kenora and that immediate action be taken on address the service gaps for mental health and addiction treatment supports in the communities.

CALLED; CARRIED

**ACTION: CAO**

6.1.4 Resolution to become an associate member of the Kenora District Municipal Association.

The Board Chair to follow up with the President of the KDMA (Kevin Kahoot) to discuss alternate means to engage other than becoming an associate member.

**MOTION NO.: 2020-121**

Moved by Martin MacKinnon  
Seconded by Doug Lawrance

**RESOLVED THAT** the Board of Directors receives the Chief Administrative Officer's report BR2020-1110 dated June 18, 2020; and further

That the Board of Directors supports the Kenora District Services Board in becoming an associate member of the Kenora District Municipal Association.

CALLED; DEFEATED

**ACTION: Chair**

6.1.5 Resolution to provide a letter in support of KCA Phase 2 NOHC application.

**MOTION NO.: 2020-122**

Moved by  
Seconded by

**RESOLVED THAT** the Board of Directors receives the Chief Administrative Officer's report BR2020-1117 dated June 18, 2020;

and further

That the Board of Directors supports the Kenora District Services Board providing a letter of support for the Kenora Chiefs Advisory's Phase 2 NOHFC application.

CALLED; CARRIED

**ACTION: CAO**

6.1.6 COVID-19 Updates

CAO

- In preparation of a second wave the gaps that need to be addressed:
  - o Kenora Isolation Centre coming to an end
  - o Covid-19 in homeless population in Winnipeg
  - o Worried if we have an outbreak in Kenora
    - Henry and Ben to go view a hotel in Kenora
    - Working with partners to see if we can get ready for a second wave

Director of Finance

- IT side of things we've been working with Sarah to ensure that staff in remote situations have the hardware and software, and can have access to files they need
  - o Trouble shooting licensing issues as well
- Finance Department ensuring there is physical distancing within office areas to maintain staffing compliment
  - o Reporting weekly survey for MMAH isolation, conjugate living and shelters
    - Number of positive cases, presumptive cases, number of resolved cases
- Monthly requirements for SSRF
- Pandemic Pay monthly reconciliation and reporting for finances to flow
- We know there will be lots of reconciliation from all ministries after covid-19
  - o Trying to prepare ourselves for that with having the data available when that happens

Director of Infrastructure

- Made up of front-line staff and cannot work from home
- Posters in building with how visitors should interact
- Standardized cleaning products throughout the District
  - o Focused more on high traffic areas
- Reviewed ventilation requirements in buildings

Director of Integrated Social Services

- Working very closely with Corrine and administration offices
  - o Options for remote and in-office work
  - o Joint health and safety reporting regularly
  - o Ensuring proper PPE in all offices
  - o Not looking at amending any changes to what we laid out until September
  - o Housing Services Supervisors working in all communities in regard to Isolation Center
    - Kenora Isolation closing June 30
      - Looking at alternative plans
      - Another positive case in Kenora this morning
    - Isolation Centre in Red Lake up and running together
    - Sioux Lookout relocated from Rec Center to Queen Elizabeth High School
    - Dryden secured hotel rooms
      - Ended agreement with high school June 30<sup>th</sup>

- Hotel operator agreed to rent rooms to be continued to be available within 24 hours if required
  - Significant impacts with accessing CERB from Ontario Works and ODSP
- Phase 2 Emergency childcare will end June 26
- Early On will continue to be closed until future phase

Director/Chief of Emergency Medical Services

- EMS perspective quite a few new cases across the North
  - Beginning to see exposure for lots of our communities
  - At the beginning we didn't many cases
    - Stock up on PPE and have cleaning procedures
  - PPE have to report to Province from daily to two days a week now
  - Spent last while setting up doing swabbing
    - Set up 4 paramedics as a swabbing team in each of our communities
    - Put 6 teams together, sometimes 16 teams going out to communities setting up swabbing stations
    - Training staff in northern bases (e.g.: pickle lake) for swabbing
  - Request from MNR if there's a large staff how do we test for covid-19 if one staff tests positive
    - This has already happened in other parts of Canada
  - Still waiting for Fort Frances to start cleaning N95 masks
    - Still not set-up for that yet
  - Yesterday was the 100<sup>th</sup> day the pandemic was declared

**6.2 Director of Finance**

6.2.1 Resolution to negotiate and finalize long term financing

**MOTION NO.: 2020-123**

Moved by Ron Kujansuu  
Seconded by Ed Murray

**RESOLVED THAT** the Board of Directors receives and accepts the Director of Finances' report BR2020-1105: Machin Municipal Non-Profit Housing Transfer.

**AND**

That the Board of Directors acknowledges the KDSB is authorized to assume all obligations related to the assumption of existing mortgages currently held by Machin Municipal Non-Profit Housing.

**AND**

That the Board of Directors authorize the CAO and Director of Finance (the "Authorized Signatory") to:

(a) execute and to deliver the Security Documents and all agreements, instruments and other documents for and on behalf of and in the name of the KDSB, as is necessary, desirable or useful in connection with the assumption of existing Charges, each to be in such form and content as are approved by the Authorized Signatory, as conclusively evidenced by the signature of the Authorized Signatory thereon; and

(b) do all such further acts and things and give such further assurances as is necessary, desirable or useful in connection with the assumption of existing Charges, or as may otherwise be reasonably required by Lenders.

CALLED; CARRIED

**ACTION: CAO/DOF**

**6.3 Director of Infrastructure**  
None

**6.4 Director of Integrated Social Services**

6.4.1 Resolution to receive and accept the Revised Service Manager Local Rule Policy HS-I-08

**MOTION NO.: 2020-124** Moved by Doug Lawrance  
Seconded by Martin MacKinnon

**RESOLVED THAT** the Board of Directors receive and accept the Director of Integrated Social Services, report BR2020-1103, Revised Service Manager Local Rule Policy HS-I-08; And furthermore,

That the Board of Directors agrees to the changes to HS-I-08 Service Manager Local Rule Policy as identified and recommended in report BR2020-1103; And finally,

That the Board of Directors authorizes the Chief Administrative Officer to sign and execute the policy.

CALLED; CARRIED

**ACTION: DISS**

6.4.2 Resolution to approve Policy KDSB-HS/ISS-I-09

**MOTION NO.: 2020-125** Moved by Fred Mota  
Seconded by Bob Stewart

**RESOLVED THAT** the Board of Directors receive and accept the Chief Administrative Officers and Director of Integrated Social Services report BR2020-1112 Housing and Homelessness Plan Policy Update;

And further

That the Board of Directors approves Policy KDSB-HS/ISS-I-09 (Housing and Homelessness Plan) as updated and recommended by the Chief Administrative Officer and Director of Integrated Social Services effective June 18, 2020.

CALLED; CARRIED

**ACTION: DISS**

**6.4 Director/Chief of Emergency Medical Services**

None

**7. IN-CAMERA**

7.1 Resolution to convene to In-Camera meeting

**MOTION NO.: 2020-126** Moved by Andrew Nisly  
Seconded by Bob Stewart

**RESOLVED THAT** the Board of Directors convenes to an In-Camera meeting on Thursday, June 18, 2020.

CALLED; CARRIED

**ACTION: File**

7.2 Resolution to approve Agenda for In-Camera meeting

**MOTION NO.: 2020-127**

Moved by Andrew Nisly  
Seconded by Bob Stewart

**RESOLVED THAT** the Board of Directors approves the agenda, for an In-Camera meeting on Thursday, June 18, 2020.

CALLED; CARRIED

**ACTION: File**

**Break from 11:44 AM to 12:00 PM**

7.3 Resolution to resume public meeting.

**MOTION NO.: 2020-128**

Moved by Ron Kujansuu  
Seconded by Ed Murray

**RESOLVED THAT** the Board of Directors resumes the public Board meeting on Thursday, June 18, 2020.

CALLED; CARRIED

**ACTION: File**

7.4 **BUSINESS ARISING FROM IN-CAMERA**

Resolution to authorize and implement Early Years Services plan

**MOTION NO.: 2020-129**

Moved by Martin MacKinnon  
Seconded by Bob Stewart

**RESOLVED THAT** the Board of Director receives and accepts, report BR2020-1104 Ear Falls Early Years Programs;

And further authorizes the Early Years Department to plan and implement Early Years Services in the Township of Ear Falls, with KDSB as the direct operator;

And further authorizes the Chief Administrative Officer to negotiate rental agreements with a landlord

CALLED; CARRIED

**ACTION: CAO**

Resolution to negotiate a long-term lease

**MOTION NO.: 2020-130**

Moved by Andrew Nisly  
Seconded by Penny Lucas

**RESOLVED THAT** the Board of Directors receives the Chief Administrative Officer's report BR2020-1114 dated June 18, 2020;

And further

**That** the Board of Directors authorizes the Chief Administrative Officer to negotiate a long term lease with Ontario Aboriginal Housing Services for the 30 Unit Supportive Housing Program in Kenora subject to final Board approval.

CALLED; CARRIED

**ACTION: CAO**

Resolution to sign an execute policy

**MOTION NO.: 2020-131**

Moved by Fred Mota  
Seconded by Doug Lawrance

**RESOLVED THAT** the Board of Directors receive and accept the Director of Integrated Social Services, report BR2020-1111, Criteria for Child Care Space Prioritization;

**And furthermore**, that the Board of Directors agrees to the recommendations outlined as identified and recommended in this report;

**And finally**, that the Board of Directors authorizes the Director of Integrated Social Services and the Chief Administrative Officer to sign and execute the policy.

CALLED; CARRIED

**ACTION:**

Resolution to create a permanent full-time position

**MOTION NO.: 2020-132**

Moved by Ed Murray  
Seconded by Ron Kujansuu

**RESOLVED THAT** the Board of Directors receives and accepts the Director of Finance's In-Camera report BR2020-1066: Finance Staffing Request.

**AND**

That the Board of Directors approve the Chief Administrative Officer to create a permanent full time Finance Data Analyst position.

CALLED; CARRIED

**ACTION:**

**8. REPORTS OF COMMITTEES/TASK FORCES**

None

**9. RESOLUTIONS**

None

**10. NEW BUSINESS**

**11. COMMUNICATIONS**

11.1 Temporary Pandemic Pay letter from Minister Clark – MMAH  
11.2 Temporary Pandemic Pay letter from Minister Elliott – MOH

**12. NOTICES OF MOTIONS**

None

**13. PETITIONS**

None

**14. CLOSURE**

**MOTION NO.: 2020-133**

Moved by Bob Stewart



Seconded by Doug Lawrance

**RESOLVED THAT** the Board of Directors adjourns the June 18, 2020 meeting.

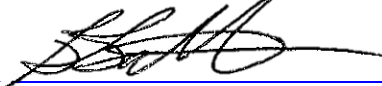
CALLED; CARRIED

**ACTION: File**

The meeting was adjourned at 1:09 pm

**Approved by Resolution No.** 2020-135

This 23rd day of July, A.D. 2020.

  
\_\_\_\_\_  
**Chair**