

Minutes of the Regular Meeting of the Board held October 14, 2021  
At Kenora District Services Board Administration Office in Dryden  
& via Zoom Videoconferencing  
commencing at 10:00 AM

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**PRESENT Via In-Person:** Barry Baltessen: Lake of the Woods North (Chair); Penny Lucas: Township of Ignace (Vice Chair); Ed Murray: Oxdrift Unincorporated; Martin MacKinnon: City of Dryden

**PRESENT Via Videoconference:** Andrew Poirier: City of Kenora; Bob Stewart: Lake of the Woods South; Dan Sutton: Township of Ear Falls; Doug Lawrance: Municipality of Sioux Lookout; Fred Mota: Municipality of Red Lake; Ron Kujansuu: Municipality of Machin

**REGRETS:** Dwight Monck: Township of Pickle Lake; Mark Sobchuk: Lac Seul Unincorporated; Matt Rydberg: Township of Sioux Narrows-Nestor Falls

**STAFF:** Henry Wall: Chief Administrative Officer; Andrew Tickner: Director/Chief of Emergency Medical Services; Ben Reynolds: Director of Infrastructure, Corrine Owen: Director of Finance; Sarah Stevenson: Director of Integrated Social Services; Bri Pollock: Human Resources Manager; Kaitlin Cain: Executive Coordinator; Louie Napish: Special Projects and Indigenous Relations Liaison; Roberta Lappage: Communications Officer

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**1. CALL TO ORDER**

The Chair called the meeting to order at 10:00 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.: 2021-152**

Moved by Doug Lawrance  
Seconded by Ed Murray

**RESOLVED THAT** Board of Directors approves the agenda for the regular meeting of the Board to be held on October 14, 2021, in the Boardroom of the Kenora District Services Board in Dryden and via video conference.

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 Thursday, September 9 Minutes**

**MOTION NO.: 2021-153**

Moved by Ron Kujansuu  
Seconded by Penny Lucas

**RESOLVED THAT** the Board of Directors approves the minutes of the Thursday, September 9 regular meeting of the Board of Directors as presented.

CALLED; CARRIED

**ACTION: Executive Coordinator**

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 2022 Board Meeting Schedule**

**MOTION NO.: 2021-154**

Moved by Martin MacKinnon  
Seconded by Dan Sutton

**RESOLVED THAT** the Board of Directors adopts the proposed 2022 Board of Directors Meeting Schedule as presented in the Chief Administrative Officer's report BR2021-120 dated October 14, 2021.

CALLED; CARRIED

**ACTION: Executive Coordinator**

**6.1.2 Resolution to award contract for Strategic Plan**

**MOTION NO.: 2021-155**

Moved by Doug Lawrance  
Seconded by Fred Mota

**RESOLVED THAT** the Board of Directors authorize the Chief Administrative Officer to finalize and execute a contract with MNP LLP for the development of KDSB's new Five Year Comprehensive Strategic Plan.

CALLED; CARRIED

**ACTION: CAO**

**6.1.3 Resolution to acknowledge KDSB employees**

**MOTION NO.: 2021-156**

Moved by Ed Murray  
Seconded by Dan Sutton

**RESOLVED THAT** the Board acknowledges the dedication of Kenora District Services Board employees and authorizes the signatures of the Chair and CAO on the certificates.

CALLED; CARRIED

**ACTION: CAO/HR/Communications Officer**

**6.2 Director of Finance**

6.2.1 Resolution to accept 2022 Budget Process and Schedule

**MOTION NO.: 2021-157**

Moved by Dan Sutton  
Seconded by Fred Mota

**RESOLVED THAT** the Board of Directors receives and accepts the Director of Finances' report 2021-123: 2022 KDSB Budget Process and Schedule.

CALLED; CARRIED

**ACTION: File**

6.2.2 Resolution to appoint Auditor

**MOTION NO.: 2021-158**

Moved by Bob Stewart  
Seconded by Ron Kujansuu

**RESOLVED THAT** the Board of Directors receives and accepts the Director of Finances' report 2021-132: Appointment of Auditor for 2021 Fiscal Year End.

AND

That the Board of Directors authorizes the Chief Administrative Officer and Director of Finance to negotiate and execute one year extension with Grant Thornton LLP – Partner Frank Lopez CPA, CA.

CALLED; CARRIED

**ACTION: CAO/DOF**

**6.3 Director of Infrastructure**

6.3.1 Resolution to approve policy

**MOTION NO.: 2021-159**

Moved by Andrew Poirier  
Seconded by Ed Murray

**RESOLVED THAT** the Board of Directors authorizes the Chief Administrative Officer to implement and execute the HS-VI-04 Tenant AC Policy.

CALLED; CARRIED

**ACTION: CAO/DOI**

6.3.2 Resolution to execute funding contribution and loan agreements

**MOTION NO.: 2021-160**

Moved by Penny Lucas  
Seconded by Martin MacKinnon

**RESOLVED THAT** the Board of Directors approve the Board Chair and Chief Administrative Officer to execute the CMHC Seed Funding Contribution and Loan Agreements.

CALLED; CARRIED

**ACTION: Chair/CAO**

6.3.3 Resolution to accept Q3 Report

**MOTION NO.: 2021-161**

Moved by Dan Sutton  
Seconded by Fred Mota

**RESOLVED THAT** the Board of Directors receive and accept the Director of Infrastructure's quarterly report BR2021-117 as information.

CALLED; CARRIED

**ACTION: Chair/CAO**

**6.4 Director of Integrated Social Services**

**6.4.1 Homelessness Enumeration Study**

The Director of Integrated Social Services provided a verbal report regarding KDSB's undertaking of a homelessness enumeration study being conducted the week of October 18<sup>th</sup>.

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

**6.5.1 Resolution to submit approved plan**

**MOTION NO.: 2021-162**

Moved by Fred Mota  
Seconded by Dan Sutton

**RESOLVED THAT** the Board of Directors maintain the Response Time Performance Plan for the Kenora District Services Board as established in 2021 for the year 2022; further

That the Director/Chief of Emergency Medical Services submits of the approved plan to the Ministry of Health Web-Form.

CALLED; CARRIED

**ACTION: File**

**6.5.2 Resolution to accept Q3 Report**

**MOTION NO.: 2021-163**

Moved by Penny Lucas  
Seconded by Martin MacKinnon

**RESOLVED THAT** the Board of Directors receive and accept the Director/Chief of Emergency Medical Services' Land Ambulance 2021 Third Quarter Statistical Report dated October 14, 2021.

CALLED; CARRIED

**ACTION: File**

**7. IN-CAMERA**

**7.1 Resolution to convene to In-Camera meeting**

**MOTION NO.: 2021-164**

Moved by Fred Mota  
Seconded by Ed Murray

**RESOLVED THAT** the Board of Directors convenes to an In-Camera meeting on October 14, 2021.

11:24 AM

CALLED; CARRIED

**ACTION: File**

**7.2 Resolution to approve Agenda for In-Camera meeting**

**MOTION NO.: 2021-165**

Moved by Ron Kujansuu  
Seconded by Bob Stewart

**RESOLVED THAT** the Board of Directors approves the agenda, for an In-Camera meeting on October 14, 2021.

CALLED; CARRIED

**ACTION: File**

- 7.3 Resolution to resume public meeting.

**MOTION NO.: 2021-166**

Moved by Andrew Poirier  
Seconded by Penny Lucas

**RESOLVED THAT** the Board of Directors resumes the public Board meeting October 14, 2021.

1:38 PM

CALLED; CARRIED

**ACTION: File**

7.4 **BUSINESS ARISING FROM IN-CAMERA**

- 7.4.1 Resolution to establish a partnership

**MOTION NO.: 2021-167**

Moved by Ron Kujansuu  
Seconded by Ed Murray

**RESOLVED THAT** the Board of Directors authorizes the Chief Administrative Officer to establish a partnership with the Red Lake Margaret Cochenour Memorial Hospital for the creation of a SafeBed program in the Municipality of Red Lake; and further

That the Board Directors authorizes the Chief Administrative Officer to proceed with acquiring an appropriate facility for the program conditional on final approval of the Board of Directors.

CALLED; CARRIED

**ACTION: CAO/DOI/DOF**

- 7.4.2 Resolution to execute a purchase & sale agreement

**MOTION NO.: 2021-168**

Moved by Fred Mota  
Seconded by Bob Stewart

**RESOLVED THAT** the Board of Directors authorizes the Chief Administrative Officer to execute a Purchase and Sale Agreement for the property in Kenora as outlined in the Director of Infrastructure's report BR2021-119.

CALLED; CARRIED

**ACTION: CAO/DOI**

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

None

9. **RESOLUTIONS**

None

10. **NEW BUSINESS**

11. **COMMUNICATIONS**

The Board of Director's received the letter from the Ministry of Labour, Training and Skills Development in regards to the delegation meeting at AMO 2021 conference.

12. **NOTICES OF MOTIONS**

None

**13. PETITIONS**

None

**14. CLOSURE**

**MOTION NO.: 2021-169**

Moved by Andrew Poirier  
Seconded by Ron Kujansuu

**RESOLVED THAT** the Board of Directors adjourns the October 14, 2021, meeting.

CALLED; CARRIED

**ACTION: File**

The meeting was adjourned at 1:40 PM

**Approved by Resolution No. 2021-182**

**This 16th day of December, A.D. 2021.**



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**Chair**