



Kenora Association for Community Living

A Meaningful and Satisfying Life

AGENDA of The Kenora Association for Community Living Annual Meeting

June 27th, 2019

501 8th Avenue South, Kenora

- 1. Call the Meeting to Order**
- 2. Reading of KACL Vision and Mission Statement**
- 3. Approval of Agenda**
- 4. Approval of Minutes 2018 Annual General Meeting**
- 5. Approval 2018 Financial Statements –Presented by BDO Dunwoody**
- 6. Appointment of the Auditor for 2019**
- 7. Approval of Reports**
 - a. President's Report**
 - b. CEO Report**
- 8. Ratification of Board Activities**
- 9. Report of the Nominating Committee**
- 10. Adjournment**

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Central Office • Children's Services • Options for Adults • Community Mental Health Support Services



Minutes of the Annual Meeting



Held

5:00 Thursday June 28, 2018

501 Eighth Ave. S, Kenora Ontario

Present:

Grant Vanasse, Stephen Strachan, Robert Gordon, Leanne Wheatstone, Will Scutt

Regrets: Deb Cruikshank

Staff: Deborah Everley, David Dutka, Al Tonkin

Guests: Jim Corbett (BDO Canada LLP)

Agenda:

1. Grant Vanasse – President, called the meeting to order at 5:17 PM
2. Members observed a moment of silence in honour of those who have served, or who have served and are no longer with us
3. The Mission Statement of KACL was read
4. Approval of 2017 Annual Meeting Minutes

Motion to approve the 2017 Annual Meeting Minutes, as presented:

Moved: Will Scutt

Seconded: Robert Gordon

Carried

5. Presentation of Financial Statements and Appointment of the Auditor.

Jim Corbett presented Independent Auditor's Report, generated by BDO Canada LLP.

Motion to approve Statement of Operations, 2017-2018, as presented:

Moved: Stephen Strachan

Seconded: Robert Gordon

Carried

Motion to approve Audit of Defined Contribution Pension Plan, as presented:

Moved: Will Scutt

Seconded: Stephen Strachan

Carried

Motion to appoint BDO Canada LLP as independent auditor for 2018-2019:
Moved: Stephen Strachan Seconded: Leanne Wheatstone

Carried

6. Approval of the Annual Report of the Chief Executive Officer:

Deb Everley highlighted key areas of the CEO 2017-2018 report, "KACL in 5 Years: 2013-2018."

Motion to approve Chief Executive Officer's Annual Report, as presented:

Moved: Robert Gordon Seconded: Will Scutt

Carried

7. Ratification of Board Activities

Motion to ratify the acts, contracts, and commitments of the Board of Directors:

Moved: Will Scutt Seconded: Robert Gordon

Carried

8. Report of the Nominating Committee

There are no nominations and one resignation (Betty Anderson, June 27 2018), therefore the report is differed to a later date.

9. Adjournment

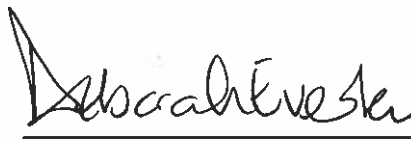
Motion to adjourn: Stephen Strachan

Grant Vanasse adjourned meeting at 5:55 PM



~~Grant Vanasse~~, President

Deborah Cruikshank



Deborah Everley, Chief Executive Officer



<p>ABCD Conference – Edmonton May 27-30, 2019</p>	<p>Deborah Cruikshank, Cora Gionet, Diane Pelletier, Lisa Gate-Villas and Robert Ott attended the conference.</p> <p>Asset Based Community Development (ABCD) is an approach to the development of communities based on their strengths and potentials. It involves assessing the resources, skills and experiences available in a community; organizing the community around issues that move its members into action; and then determining and taking appropriate action.</p> <ul style="list-style-type: none"> • John McKnight, Cormac Russel, Vickie Cammack, All Etmanski, Howard Lawrence and jim Diers presented • taught how to facilitate capacity inventory in our neighborhoods and develop asset maps to focus on community assets. • hosted “gift conversations” • Community connector roles and importance <p>Lisa will be looking into providing ABCD training to staff in the future.</p> <p>Cora, Lisa and Deborah will be compiling a healthy neighborhoods committee and are committed to begin doing some work in their own neighborhoods. Cora will be the contact.</p> <p>If you are interested in learning more or becoming a community connector for your neighborhood, please contact Cora by email cora.gionet@gmail.com or cell (807) 219-0807 to get involved.</p>
<p>Action Required</p>	<p>Director Recruitment :</p> <p>Please read over the application package and ask any questions that might come up as to the process, who qualifies and so on.</p> <p>It is important that you are familiar with the process so if you come across someone who would be a good fit for the role, you are informed on procedures. Please send any possible applicant names to Deb Everley to discuss fit prior to releasing the application to the individual.</p> <p>Financial executive committee:</p> <p>David will be preparing quarterly reports on financials for the committee to review in depth. This is one of our board operational directives. If you are interested in being on this committee, please let Deb C. know before September as we will already be in the second quarter of the year and meetings will commence as early as September.</p>



<p>Celebrate</p>	<p>Staff Honouring Dinner: 60 people attended dinner and dance at the golf course on June 15th, 2019. The event was beautiful. Diane Pelletier was the winner of the Painting by Jana Dewson. Diane has been with KACL for 35 years.</p> <p>Lots of positive feedback from the event. Some comments were made to;</p> <ul style="list-style-type: none">• Host in May before busy summer season• Host on a week night instead of weekend• Book the event date now for next year – hoping for another dinner and dance• Loved the venue <p>Feast for the Organization: On May 16th, 2019 the board feasted the organization. This was to honour those who have past, consumer and staff, and to honour the present and to move forward in a good way for the future. Grant, Leanne and Deborah took care of the ceremony and discussions were had about building a spring and fall feast into the operational plan moving forward.</p> <p>Congratulations on completing the first year of our board operational plan. There is only one lingering point, fundraising.</p> <p>We will be organizing a meeting to prepare the plan for the next year and fundraising will be at the top of that list starting in September. If you are interested in being on the fundraising committee please let Deb C. know.</p>
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Respectfully submitted,

Deborah Cruikshank, President KACL Board of Directors



<p>Information</p>	<p>Year in Review</p> <p>2018 saw KACL embark on its second strategic planning exercise since I became CEO. The</p> <ol style="list-style-type: none">1. Fully implement a "One Plan" service delivery model for the individuals we support that ensures that our consumers are provided with choice and autonomy and in doing so, we will ensure that the whole person is recognized and honoured in all of the services KACL provides.2. KACL will be recognized as Kenora's employer of choice for motivated individuals interested in building a career filled with purpose and passion in their work on behalf of the individuals we support. <p>Goal Update Vision</p> <p>Directors team, as well as staff teams have met over the past month to review the Vision and Mission statements and to provide feedback. The most important outcome has been the level of engagement of our front line and management staff in the conversations, most of which have been described as "lively" and "suprising". In general staff like:</p> <ul style="list-style-type: none">• Shorter version• More modern language and feel• Focus on belonging• Being part of the conversation <p>Across KACL the most energy was created when discussing:</p> <p>"creating" in the vision statement. "resilience" – what does it really mean? "unique" seemed redundant "somehow the concept of gifts needs to be highlighted"</p> <p>Most seemed to be able to see that Vision is a realized future state.</p>
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	<p>All teams were able to see that our individualized approach, based on relationships, with the goal of impacting the community as a whole, was the work of each of us.</p> <p>Most recognized that the wording we choose cannot meet all the informational needs of those who read it, KACL and our staff will need to make the meaning of the words and phrases vivid enough so that each person can find their place, and understand what their contribution can be in achieving vision and mission. We also have a role to ensure that the communities - our KACL families, the formal stakeholders as well as the informal community, understand our vision and mission. This is increasingly important in the new conditions arising in our community.</p> <p>Vision: <i>A meaningful and satisfying life for all.</i></p> <p>Mission: <i>Honour each person as an individual through respectful and meaningful relationships so that everyone's gifts are valued in communities where we all belong.</i></p> <p>Core Values –consistent across teams that core values derived from service delivery principles still important and relevant.</p> <p>Respect Relationships Humanity Individuality Choice</p>
Information	<p>2018 -2019 Board Plan Update</p> <ul style="list-style-type: none"> • Action Item #7 – Board Recruitment <ul style="list-style-type: none"> ○ All items complete but one vacancy remains ○ Michael Dean has completed application package and has met with Board Chair and CEO. Alignment of values and commitment to KACL's vision and mission. ○ Nominating Committee puts forward this candidate. ○ <i>Polling of current directors by Deb Chruikshank - May-June.</i>



<p>Action</p>	<p>Endowment Fund Requests</p> <ol style="list-style-type: none"> 1. KACL WELL committee \$2500 2. Lunch Bunch \$5000 3. KACL Picnic \$2000 4. Garden Soil Ammendments – \$750 5. Heart Garden Irrigation \$875 6. Central Office Legacy Project – Tree \$900 7. Paint Your Plate Child Care Launch – \$600 8. Staff Recognition Event – band \$1500 <p>The distribution of earned interest income generally occurs in June each year.</p>
<p>Watch</p>	<p>Uncertainty in Business Environment</p> <p>Developmental Services</p> <ul style="list-style-type: none"> • Most recent information (DS) is that there is no information, but rumours abound that the sector will receive information about funding decisions by the end of the first week in June. • At our local LSSMP Table, commitments to process and autonomy of decision making appear to have been broken by MCCSS. The information about the change in direction and process have not been communicated directly to KACL, or to any other table ED; but rather has been communicated through back channels between ED's. This is a distinct lack of courtesy and/or courage on the part of Ministry officials. If and when we hear directly that decisions have been made that directly affect our ability to fulfill obligations and commitments we have made to consumers based on their previous direction it may require further action on the part of the board. <p>Mental Health Services</p> <ul style="list-style-type: none"> • Still no clear direction about the implications on the development of Ontario Health Teams. KACL continues to participate in the consultation phase through the mechanisms set up by the local leadership table. • No details on the investment of \$174 million in mental health and addictions services. <p>As usual, in these difficult times it is important to remember that:</p>



	<p>We can't stabilize a temperamental world. But we can prepare for the future without knowing what it will be. KACL has the capacity to meet the challenges. The capacity is in our people. It is nourished in our relationships, our identity , and knowing our history.</p> <p>We must keep ourselves, and our staff, focused on the Big Picture, and to keep faith that this too, shall pass.</p>
Celebrate	<p>Community Living Month and 25 in 5 Giving Challenge</p> <p>KACL made our largest Giving Challenge contribution to the Endowment Fund ever this year.</p> <p>Our staff donated approximately \$7,000 between employee deductions during the month of May as well as fundraising that included: Sup Cup (July 2018) – DS traditional programs Smoothie and Muffin Sales – Childrens Services Day off with Pay – Central Office Top Up Challenge – Central Office Yoga Night – Community Participation Supports and Services Yard Sale – DS traditional programs Pasta Sales – Employment 50 50 Draw – Community Mental Health Supports and Services and District Case Management (CCM, CSC and APSW)</p> <p>In addition we had just over \$5,000 in donations that include significant donations from major donors (Val Lilloco to the Dave Lilloco named fund, end Ed and Toots Everley to the KACL Endowment Fund), as well as a number of "In Memorium" donations remembering Janet Gail Belair, Pamela Hope Mitchell and Ronald Thomas Everley.</p> <p>Making a contribution during the Giving Challenge helps to highlight the important work of the Community Foundation, builds the profile of the Foundation with major corporate donors, and encourages additional donations, all of which means more investment in community initiatives that make Kenora a vital and healthy community.</p>
Action	<p>Support to LWRCF Leadership Fund</p> <p>Each year KACL contributes an amount to the Foundation's leadership fund. This amount supports the administration required to retain qualified</p>



leadership, and ultimately succeed in it's mission of improving community living and the quality of life for citizens and visitors to Kenora and the Lake of the Woods Region by building the fund, effective grant making and providing community leadership.

In the past we have agreed to 10% of the amount contributed during the giving challenge, or some other amount.

Respectfully submitted,

Deborah L. Everley, Chief Executive Officer, KACL



Annual Message from the CEO

A year ago at this time Ontario had a newly elected provincial government in place. To say that this year has been challenging as a result in a significant understatement. There is no doubt that we are in a time of serious disruption, made all the more challenging because to date, more than 12 months later, the only information available to navigate this new landscape is gleaned from newspaper reports and sound bites from politicians, and inferred from reading between the lines from government commissioned reports and reviews, like the one from Ernst and Young that analyzed Ontario Government Expenditures between 2002-2018, line by line. I believe, that just as in earlier years, the most appropriate action for KACL is to quietly and confidently prepare for the future by continuing to focus on building our capacity to be responsive.

KACL's great strength is that we have a coherent centre – we have clarity about who we are, and because of that we have been able to sustain through turbulent times in the past, and it will help clear the path for us in these times ahead. We cannot stabilize a temperamental world, but fear and uncertainty can drive us to attempt to do that very thing, fruitlessly worrying and attempting to exert control, however fleeting.

However, we can prepare for the future, even if we do not know what it will be. We do that by focusing on our relationships, by nourishing a clear, organizational identity, by telling each other our stories, by remembering the meaning of our work as articulated in our mission statement and service delivery principles, and as seen in the faces of the people we work for, and, by committing to learning hard truths about our work and ourselves. We began this in 2018, and it is the focus of our strategic work going forward for the next 3 years.

We find our security in purpose, not plans. The values we work from, and the shared aspirations of what kind of organization we want to be in, and for, the future, these are the things create our identity. And when chaos takes the ground out from beneath us, it is our identity that gives us a place to stand. That's true for countries, organizations, and people.

There is a fundamental truth that we must acknowledge in these very difficult times, namely, that "during random and unpredictable change, any organization that distances itself from its people and refuses to cultivate meaningful relationships with them is doomed to fail"^{Peter Senge}

KACL has embarked on a 3 year transformation plan, guided by our revised vision and mission statement, and supported by a comprehensive action plan in the service of 2 primary goals:

1. Fully implement a service delivery model for the individuals and families we support that ensures excellence in all of the services KACL provides.
2. KACL will be recognized as Kenora's employer of choice for motivated individuals interested in building a career filled with purpose and passion in their work on behalf of the individuals we support.

This past year we asked our first line staff, and the managers, how they felt about working at KACL, and to let us know what was working, and what was not going quite so well. Working with Nexus Human Capital we were able to look at all the information we received, and to derive two main strategic directions for us over the next 3 years. First of all, we heard overwhelmingly that our staff find their work meaningful, and that is what keeps them here with us. Our first direction then, is to support our staff so that they continue to offer excellence in their service to others. Secondly, we heard there are things we can and should do in order for KACL to become recognized as the employer of choice for motivated individuals, like you, who are interested in building a career filled with purpose and passion in their work on behalf of the people we support. Research, and our own experience, tells us that *meaningful work*, as well as *leadership excellence* combined with a *continuous improvement mindset*, are the key contributors to achieving the goal of a meaningful and satisfying life for all.

One of the most important action steps coming out of our operational plan was the need to update KACL's 30 year old Vision and Mission Statement. After consultation with our staff and board, the following vision and mission statement were adopted.

Our Vision

A Meaningful and Satisfying Life for All.

Our Mission

To welcome each person's gifts and individuality through meaningful relationships in resilient, connected communities where we all belong.

Our Core Values

Respect

Humanity

Individuality

Choice

Relationships

Gifts

Resiliency

We are in turbulent times. There are organizational consequences when facing a complex and unpredictable future, much of which is beyond our control, or even influence. The problem this creates for us as staff teams, and as an organization, is that we cannot calculate solutions in advance, based on what worked or made sense in the past. We have to work out solutions as situations unfold. At the level of KACL's people there are implications of this uncertainty. Staff can become stressed, and pressure is put on leaders at all levels with the demand of promising stability and security in the future. No leader and no organization can deliver on that purpose. But we can be called upon and expected to maintain the emotional support required to work and maintain productivity.

First, we need to focus on why we are here, and why it matters to the people we serve. The stories we tell about the meaning of our work is what keeps us coming back when times are difficult.

We need to turn to each other. KACL is made up of its people, and regardless of the positions or titles each of us have, people always reach out to those who will give them information, be their allies, offer support or cheer them up. We help each other through difficult days, and we celebrate the achievements of those we serve, and the dignifying ways in which they live their lives. Relationships that we can rely on are the foundation of every great thing we do.

Secondly, we need to re-imagine and design new processes, structures and methods to accomplish all the core business functions of this organization so that our infrastructure supports and catalyzes the important work done by KACL within our community.

Respectfully submitted,

Deborah L. Everley, Chief Executive Officer, KACL



Our Vision is A Meaningful and Satisfying Life for All.

Our Mission is To welcome each person's gifts and individuality through meaningful relationships in resilient, connected communities where we all belong.

We will do this by embodying Our Core Values in everything that we do. Our core values are:

Respect

Humanity

Individuality

Choice

Relationships

Gifts

Resiliency



Report to the Nominating Committee

<p>Information</p> <p>Report of the Nominating Committee</p>	<p>Executive Committee as Nominating Committee</p> <p>All current Directors have been polled as to their intentions for the upcoming year on KACL's Board of Directors</p> <p>One candidate, Michael Dean, has agreed to put his name forward to fill the vacancy left by the resignation of Faith Ellen Anderson. He has completed the application and the interview process. It is recommended that he be accepted to KACL's Board of Directors.</p> <p>Stephen Strachan has indicated that he will not be able to continue as a board member. Stephen has been a board member since 2014, and has been a thoughtful and steady board member whose presence will be missed by Board and staff alike.</p> <p>Therefore KACL's Board of Directors has one vacancy to fill in the upcoming year</p>
<p>Stephen Strachan</p>	<p>Not returning for 2nd year of 2nd term</p>
<p>Grant Vanasse</p>	<p>Returning for year 3 of 2nd term</p>
<p>Leeanne Wheatstone</p>	<p>Returning for 2nd year of 3rd term KACL's Board of Directors</p>
<p>Robert Gordon</p>	<p>Returning for 2nd year of 2nd term term on KACL's Board of Directors.</p>
<p>Deb Cruikshank</p>	<p>Returning for 2nd year of 2nd term term on KACL's Board of Directors.</p>
<p>Will Scutt</p>	<p>Returning for 2nd year of 2nd term</p>
<p>Bob Bernie</p>	<p>Returning for 2nd year of 1st term</p>
<p>Action Required</p>	<p>Motion to approve the report of the nominating committee, including that Michael Dean be acclaimed as a Director for the upcoming year.</p>

Respectfully submitted, Deb Cruikshank, President KACL Board of Directors

Deborah Everley, Chief Executive Officer, KACL



Report to the Nominating Committee

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