

COMMUNITY LIVING

Durham North



Inspiring Possibilities

Annual General Meeting June 29, 2015

Our Vision

A community where everyone is valued

Our Mission

*To offer quality services and supports built on choice and advocacy,
while fostering the community's capacity to value all members.*

Highlights of 2014-2015

Since we've known **Patrick**, his dream has been to work at Tim Horton's. The Coffee Kiosk provided him with a great opportunity to develop some of the skills he would need to work in the food industry, and with the support of the staff team at Reach Street, Patrick finally achieved his goal.



The Ultimate Race is similar to "The Amazing Race" in that teams are competing against each other to cross the finish line.

The race has teams traveling around Uxbridge, visiting local businesses, gathering clues and competing against one another to make it to the finish line.



Marina, Geoffrey & Tony Clayton



Angela, enjoying her Florida vacation where the most important things to do included:

shopping, reading a book on the beach, eating out at restaurants and more shopping!

We were very excited to watch **John** enjoy his dream – to be a volunteer fire fighter for a day. John was able to clean the trucks, watch some demonstrations, meet with the Fire Chief and just hang out with the guys.



Nelson, shaking off the winter blues in sunny Los Angeles; the beach, the board walk and pier, followed by a filming of The Price is Right and a visit to the Staples Center for an LA Kings game!



Driven To Smile Mosport Event

Stephen enjoys the thrill of speed – the faster things go the better.



John loved every second of his ride.



Adriell couldn't wait to get moving.



Grant getting ready for his turn.



I think **Kevin** would like to take this car home!



Patrick had a terrific time.

Flag Raising in celebration of Community Living Month



The **Pan Am Games** torch run made its way through the northern townships; **Darryl** was a torch bearer:



and the **A-Team** served up some hot dogs:



Jamie's Dream Gala Fundraiser

The Durham Regional Police held their **Special Olympics Torch Run** in June.



The **A-Team** had a great turn out to the conference they hosted in Port Perry.



Agenda for the Annual General Meeting

- | | | | |
|------------|--|----------|---|
| 1. | Welcome & Opening Remarks | - | Colin Kemp |
| 2. | Art and Literacy | - | Bonnie Blackstock |
| 3. | The Jamie Ross Star of Excellence Award | - | Christine Robinson & Louise Renwick |
| 4. | Years of Service Awards | - | Leeanna Cliff & the team of Managers |
| 5. | Approval of 2014 Minutes | - | Glenn Taylor |
| 6. | Report of the Treasurer/Auditor | - | C. Kemp & Vesa Vilander
of Smith, Chappell, Marsh
& Vilander |
| 7. | Review of Board Succession Plan | - | Glenn Taylor |
| 8. | Nominations from the Floor | | |
| 9. | Election of the Board | | |
| 10. | Installation of Elected Board | - | Alice Johnson |
| 11. | Closing Remarks | - | Colin Kemp |
| 12. | Motion to Adjourn | | |

Please join us to at the conclusion of our AGM for a Meet and Greet with the artists and to see a sampling of their work. Refreshments will be available.

A Message from the Chair and CEO

We would like to take this opportunity to thank all of our employees and volunteers for their efforts during the last year; and thanks also to the supported people and family members who took a hand in helping to move us forward.

In one sense the last year was particularly challenging. Collective agreements had to be renegotiated with both bargaining units and this is an exercise that tends to highlight the disagreements and the sometimes opposing interests that exist within organizations.

But we managed nevertheless to celebrate a number of achievements and we'd like to take this opportunity to thank all of our employees and volunteers for making this possible; thanks also to the supported people and family members who took a hand in helping to move us forward.

Last year at this time we were preparing for the Ministry to put new multi-year funding into the system to expand service availability and reduce the waitlist. When this happened in late fall we moved quickly to address the residential needs of four "new" people while entering into a service agreement with a fifth family in receipt of individualized "Passport" funding. It appears that Year II funding will be slower to materialize but we have taken steps, internally, that will enable us to again respond quickly and effectively.

The support that we're able to offer people has meanwhile been enhanced and nicely rounded out by new funding from the Region of Durham with which we're able to subsidize housing costs. The agreement restricts us to helping ten households at any given time but the monthly subsidy ranging from \$200 to \$500 has the potential to be life-changing for some people.

Here is a random selection of highlights from amongst a much longer list:

- The Coffee Kiosk and the A-Team's Hot Dog cart continue to thrive and attract favourable attention as social enterprises; more than that, the Kiosk's Trillium funding has now been reduced almost by half and we've managed to absorb that loss.
- Two people are earning real wages for real pay, having learned to man the Coffee Kiosk without any staff support.
- A very hard-working committee organized and hosted our first annual *Jamie's Dream Gala* which raised close to \$30,000.
- Just last month the Uxbridge Resource Centre held another *Ultimate Race* - a fun event that orients people to their community and, like the Kiosk and Hot Dog cart, does a wonderful job of raising the profile of the agency and the people it supports.
- Through a process that included representatives of supported people, families, staff, management and Board, we recently developed a new Strategic Plan that will see us through to 2020.
- We adopted a new 35 hour minimum work week for Full Time employees; a lot of part time positions were commuted into 25 full time jobs that were either brand new or raised up from 25 or 30 hours. In a world where employers are increasingly moving to part time workers who receive lesser rates of pay and little or nothing in the way of benefits, this was a progressive move and not inexpensive initiative.

Colin Kemp
Board Chair

Glenn Taylor
Chief Executive Officer

The Jamie Ross Star of Excellence Award

The Star of Excellence Award is awarded to an individual or team that demonstrates an ongoing commitment to providing quality service and supports.

Nominations are made monthly by co-workers and/or managerial staff when individuals or teams demonstrate excellence in supporting a person/people with an intellectual disability in one or more of the following areas:

- Supported a person to participate in the life of the community by interacting with members, developing social roles, building social capital and promoting opportunities for integration.
- Supported a person to connect to natural support networks, having meaningful friendships and explore the level of intimacy he/she desires.
- Supported a person to have a meaningful day, assisting the person with ongoing education of their interest or assisted them to achieve gainful employment or volunteer opportunities.
- Supported a person to discover their lifelong goals, accomplish those goals and celebrate their successes.
- Supporting a person in a way that significantly enhances their quality of life.

We would like to recognize the 2014-2015 nominations for the Jamie Ross Star of Excellence Award:

Dawn DeSouza & Kirstine Armstrong
Amanda Carkner
Lauren Henriques
Rachel Sedgwick, Barb Krapez-Fewster & Sandra Anderson
Reach Street Team
Amanda Shone, Dawn DeSouza & Deunne Hendrickson
Kimmie-Joe Stone
Ashton Clauser, Brad Boorman & Jennifer Taylor
Craig Boduch
Lakeview Team
Vivian Foster

Congratulations to each of you!

Years of Service Recipients

We are proud to acknowledge the following dedicated staff and volunteers for their years of service to Community Living Durham North. Congratulations!

Five Years

Hillary Detlor
John Halik
Cheryl Elliot
Val Pigden
Melissa Leslie
Fran Watson
Amanda Brown

Colin Kemp (V)
Jennifer Mackay
Jeff Malcolm
Debbie Wray
Gail Love
Tanya Mantifel
Lisa Lumley

Nikki James
Tereasa Dixon
Jessica Jeffrey
Sarah Joyce
Robin Moase
Kimberly Harris
Neil Bradley (V)

Ten Years

Aprilee Banfield
Catherine Doble
Maureen Dyer
Elizabeth Paris
Lydia Vandenburg

Melissa Martin
Mary Ann Versage (V)
Christine Atkins
Lindsay Carr
Vivian Foster

Maureen Martin
Alison Chant
Joseph Crooks
Lynda Brooks
Jennifer Smart

Fifteen Years

Diane Kring (V)
Virgilio Pangilinan
Tracy McGarry

Melody Johnston
Karen McKeown

Wendy Murray
Jennifer Johnston

Twenty Years

Amanda Carkner
Jill Coffey

Kathy Turner

Cheryl Jones

Twenty-five Years

Tracey Loutit

Rachel Sedgewick

Glenn Taylor

Thirty Years

Sandra Anderson

COMMUNITY LIVING DURHAM NORTH

ANNUAL GENERAL MEETING

MINUTES

June 23, 2014

1. Terry Coyne, Board Chair, opened the meeting at 7:10 p.m. by welcoming all present and by presenting the members of the Board that has served the Association through 2013-14.
2. **MOTION** by Colin Kemp, **seconded** by Neil Bradley, that the agenda be adopted.

CARRIED.

3. Cathy Parker then introduced some of the members of the Durham Dream Catchers Rhythmic Gymnastics Team, and their coach Lisa George. The Dream Catchers presented some of their routines involving hoops, ribbons and balls and also spoke about how participation in gymnastics is enriching their lives.
4. Christine Robinson took the podium and explained the significance of the Jamie Ross Star of Excellence Award and its relationship to our monthly Big Believer High Achiever Awards. With assistance from Louise Renwick and Terry Coyne, she introduced and congratulated our winners for 2013-14: Colleen Arbuckle, Karen McKeown and Greg Avery.
5. Teresa McGuinness and the entire Management Team presented Years of Service Awards to both staff and volunteers, specifically to people completing five, ten, fifteen, twenty, and twenty-five years of service. Christine Mowat has maintained a volunteer connection for 20 years, and there were six employees recognized for their 25 years of service: Stacey Albert, Diane Chapman, Linda Donnelly, Christine Robinson, Monica Taylor and Sheila Wotten.
6. Glenn Taylor then reviewed the minutes of the Annual General Meeting held June 24, 2013. The minutes were actually approved at a Special General Membership meeting in September 2013.

7. Colin Kemp, as Treasurer, delivered a brief report and informed the membership that we ended our fiscal year with an almost negligible operating deficit (some \$300 on a total budget approaching \$11 M). Colin complimented finance staff on the timely and accurate presentation of information to the Finance Committee throughout the year, and concluded by introducing Rick Chappell of the firm *Smith, Chappell, Marsh, Vilander*.
8. Rick Chappell, a principal with our firm of auditors, presented his report on this year's audit. He stated that our financial records were in good order, that CLDN has the necessary controls in place, and that monies were spent in a manner consistent with the mandate of the Association.
9. **MOTION** by Bill McKee, **seconded** by Lisa Edgar, that the reports of the Treasurer and our Auditor be received for information, and that the audited financial statements be approved.

CARRIED.

10. Glenn Taylor proceeded to explain the situation with respect to Board succession. He explained that four people were automatically entering into the last year of a two-year term; i.e. Lisa Kowal, Lisa Edgar, Nicky Jones, Neil Bradley, Terry Vos, Brenda DeJong and Bill McKee.

In keeping with the by-laws, Carol Hunt had already been appointed to the Board by the A-TEAM – the agency's group of self-advocates.

Three people having completed a two-year term, stood for re-election, as they were eligible to do: i.e. Terry Coyne, Mary Helen Leddy and Colin Kemp.

Finally, two people stood for election to their first full term: Clare Suggitt and Michele Coleman.

Glenn Taylor pointed out that these thirteen people, if acceptable to the membership, would make up a legally constituted Board, as our by-laws stipulate a minimum of seven and a maximum of fourteen. However, he also made it clear that there was definitely room for nominations from the floor, and he called for nominations three times. None were forthcoming.

11. **MOTION** by Terry Coyne, **seconded** by Bill McKee, that nominations be closed.

CARRIED.

12. **MOTION** by Colin Kemp, **seconded** by Carol Hunt, that the slate of candidates put forward by the 2013-14 Board be elected by acclamation.

CARRIED.

13. The newly elected Board was sworn in by Alice Johnson.
14. Terry Coyne closed the meeting by asking Louise Renwick back to the podium. Terry said a few words appropriate to the memory of Jamie Ross, our Past Chair, and presented Louise with a bouquet of flowers. After some further closing remarks, Terry called for a motion to adjourn.
15. **MOTION** to adjourn – Colin Kemp.

COMMUNITY LIVING DURHAM NORTH

STATEMENT OF OPERATIONS - GENERAL

FOR THE YEAR ENDED MARCH 31, 2015

	<u>2015</u>	<u>2014</u>
REVENUES:		
Donations and fundraising	\$ 16,881	\$ 20,677
Membership dues	230	600
Miscellaneous	34,937	34,205
	<hr/>	<hr/>
	52,048	55,482
	<hr/>	<hr/>
EXPENDITURES:		
Supplies	1,432	1,414
Vehicle operation	65	-
Volunteer training	-	1,336
Central administration - general	10,211	10,211
	<hr/>	<hr/>
	11,708	12,961
	<hr/>	<hr/>
EXCESS OF REVENUES OVER EXPENDITURES	\$ 40,340	\$ 42,521
	<hr/> <hr/>	<hr/> <hr/>

COMMUNITY LIVING DURHAM NORTH
STATEMENT OF OPERATIONS - CONSOLIDATED PROGRAMS
FOR THE YEAR ENDED MARCH 31, 2015

	<u>BUDGET</u> <u>2015</u>	<u>ACTUAL</u> <u>2015</u>	<u>ACTUAL</u> <u>2014</u>
SUPPORT:			
OMCSS - operating	\$10,875,528	\$10,875,528	\$10,201,487
REVENUE:			
Rent	802,236	810,402	757,654
Other funding	218,202	224,988	79,461
Ontario Trillium Foundation	52,000	57,388	65,000
United Way	39,699	39,700	39,699
Children's Aid Society	105,000	105,000	57,079
Respite	43,000	42,753	39,850
	<u>1,260,137</u>	<u>1,280,231</u>	<u>1,038,743</u>
SUPPORT:			
Amortization of Deferred Contributions (Note 8)	-	87,446	92,610
	<u>12,135,665</u>	<u>12,243,205</u>	<u>11,332,840</u>
EXPENDITURES:			
Wages and salaries	8,360,795	8,131,858	7,365,197
Employee benefits	1,523,342	1,449,767	1,314,122
Staff travel	97,074	71,913	75,696
Supplies	64,480	74,846	73,328
Vehicle operation	100,240	84,024	83,728
Utilities and taxes	183,847	176,973	182,586
Purchased services	161,421	280,997	274,328
Insurance	63,680	68,297	64,094
Food	239,508	239,361	229,270
Personal needs	71,732	76,557	59,126
New furnishings and equipment	64,225	106,152	191,307
Advertising and promotion	2,802	1,217	1,401
Repairs and maintenance	97,129	188,068	110,430
Staff training and conferences	27,744	25,560	30,335
Rental	232,338	175,584	171,545
Central administration - general (reallocation)	234,784	281,014	245,830
- staffing	610,524	602,908	579,835
	<u>12,135,665</u>	<u>12,035,096</u>	<u>11,052,158</u>
EXCESS OF REVENUES OVER			
EXPENDITURES BEFORE AMORTIZATION	-	208,109	280,682
Amortization	-	264,542	277,455
EXCESS (DEFICIENCY) OF REVENUES			
OVER EXPENDITURES	<u>\$ -</u>	<u>\$ (56,433)</u>	<u>\$ 3,227</u>

COMMUNITY LIVING DURHAM NORTH

BOARD SUCCESSION PLAN

PRIOR TO THE CALL FOR NOMINATIONS FROM THE FLOOR

June 29, 2015

The following by-laws are paraphrased:

- 18.0 The Board shall consist of between 7 and 14 directors.
- 6.3.1 Board members are elected, typically, to serve two year terms.
- 6.3.2 These two year terms are staggered such that, typically, half of the directors are automatically entering into their second year at any given AGM. Having served a two year term, the director must stand for re-election if he or she wishes to remain on the Board.

Our standard two year terms were designed so we'd always have some people automatically moving into their second year, and others standing for election.

Over time, things have got a little out of proportion; ten people were elected or appointed to a two year term in June 2014 so all of them are transitioning into their second year:

Louise Renwick
Bill McKee
Lisa Kowal
Brenda DeJong
Colin Kemp

Michelle Coleman
Clare Suggitt
Nicky Jones
Terry Vos
Terry Coyne

Our by-laws confer on the agency's self-advocate group, the A-Team, the right to name one person to the Board of Directors. Accordingly, *Amanda Robinson* has already been appointed.

Finally, the 2014-15 Board has nominated the following two people:

Anne Wright

Pieta Settimi

A Chartered Accountant, *Anne* is an experienced board member with finance, fund raising, governance and government relations expertise. As a volunteer, she served as National President of the Canadian Diabetes Association and as board chair of Lakeridge Health and Trent University. Resident in Port Perry, she previously served on the boards of Durham Hospice,

Toronto Rehab, the McMichael Canadian Art Collection and the Canada Science and Technology Museum. Anne is very excited to be joining the board of Community Living Durham North.

Pieta worked for the Ontario Public Service for over 30 years. She has been looking for another opportunity to give back to the community and was inspired by the recent Jamie's Dream Gala, as well as Jamie's and Louise's commitment to Community Living. This is *Pieta's* first opportunity to serve on a Board. *Pieta* and her husband have two adult daughters. In her spare time, she enjoys playing the cymbals for the Kawartha Cavaliers Drum & Bugle Corps.

In summary, twelve (12) people are prepared to serve in the upcoming year and this would make for a legally constituted Board of Directors. However, the Board has a maximum of fourteen (14) seats, and therefore nominations from the floor can be entertained.

Special Education Advisory Committee (SEAC) Reports

Highlights from the Durham Catholic District School Board

Tracy McGarry, SEAC Representative

Durham District SEAC started off their year hosting the Central East Region Tri-Ministerial meeting to discuss the implementation of Integrated Transition Planning for Individuals with Developmental Disabilities. This meeting was comprised of representatives from the Ministry of Education, the Ministry of Community and Social Services, the Ministry of Children and Youth Services and community based organizations and educators and took place September 17, 2014. The purpose was to collaborate on the Integrated Transition Planning Protocols for students aged 14-17 as they prepare to leave the school system. The board also introduced Attendance Counsellors. Research and data studied indicate that chronic absenteeism can be prevented with early intervention. Students who are chronically absent in elementary school are most likely to face disciplinary problems as well as low academic performance.

DDCSB SEAC lobbied the Minister of Education with respect to importance of teacher candidates and the need for them to acquire expertise in special education as a mandatory requirement of the curriculum. As a result, commencing September 2015, the amount of time teacher candidates spend in the program will double to a total of four semesters, 80 days of which will include practicum in the classroom with core content pertaining to special education. In addition, a new training component has been added to the curriculum offered at UOIT.

Highlights from the Durham District School Board

Colleen Orr, SEAC Representative

The new Superintendent of Education – Special Education, was in position in September and his name is Richard Kennelly. He, like Doug Crichton, lives in the north and has a good understanding of the rural challenges.

This year the School Board has had its challenges. The Special Education Department was mandated to decrease its spending and thus formed a committee to do a formal review. This was called the Special Education Review Steering Committee and I had the opportunity to sit on this committee during December – March. With this opportunity I gained a real insight into the workings and challenges of the students, classrooms, schools and the staff.

A pilot project had been done in the early fall of placing OT, Speech Therapists and psychological services in the primary classrooms to teach the teachers how to provide these services to the “whole” class not just individual students. This pilot was extremely successful and positive results were seen in all students, not just those needing assistance. This project is to be rolled out starting in the fall of 2015 and the results will be tracked and reported back.

Again this year, I participated in the presentation of a deputation to the trustees requesting that they consider the special needs students when finalizing the budget for next year and the fact that the percentage of special needs climbs every year yet the funds are decreasing.

Donors and Sponsors

Garry R Mahony
Robert & Reta Taylor
United Way -Durham Region
Janet Worsley
Baagwating Community
Association
Ontario Power Generation
Judith & Gordon Hillis
Sharon Vanderduim
Bridget Rombough
Susan & Neil Bradley
William & Janice Kavanagh
Katherine & Gordon Mercer
Julie & Thomas Odell
Aston Hill Financial
Brian & Luanne Evans
Ken Findlay
Donald & Margaret Real
Nu Alpha
Sentry Select Capital Corp.
Travelers Community
Connections
Margaret Cain
CIBC Head Office
The Rotary Club Port Perry
Melissa Jenkins
Elizabeth Taylor
Boston Pizza
Catherine & Kenneth
Oldfield
Christie MacDermid
Ann C. Unger
Barry A. Morris
Ross & Gloria Ewen
Janet & Jamie Rose
Donna & John Huitema
Anytime Fitness
Hank's Pastries
Milk & Honee
Scugog Kitchen Design
Anja
Harp & Wylie's
Nutty Chocolatier
Shoppers Drug Mart

Shaggs
Antweek
Herbally Yours
Overridge Fireplace & Grills
Split Endz
Bill & Paula Lishman
Herrington's
Dave Malcolm
Scugog Financial Services
Books Galore
Home Hardware
The Pantry Shelf
Sue Signs
Brock's
Home Depot Oshawa
Petite Images
Taylor & Company Interiors
Brooklin Vintage Décor
James L Ross Estate
Pineridge Impress
Tiki Hut Tanning
Bill McKee - Town Crier
Jester's Court
Plum Loco
Trading Post
Canadian Tire
Jan Bennett- Compton
POE
Tracy McGarry
Captain George's Fish &
Chips
Channel 18 TV
Piano Inn & Café
TreeTop Eco/Trillium Trails
City of Oshawa
Jonathan van Bilsen
Pinestone Resort Conference
Centre & Golf Course
Tribal Voices
Crabby Joe's
Lake House Stables
Tweed & Hickory
Ryan Edgar & John Lindsay
Lime Canary

The Frammer's Gallery
Curves
Linda Downey
Port Perry Optical
The Village Decor
Dana's Goldsmithing
Louise Renwick
Remedy Rx
The Wee Tartan Shop
db silversmith designs
Luke's Country Store
Port Perry SUP
Old Flame Brewery
Via Rail Canada
EcoPort
Queen Beans Coffee House
Marwan's Global Bistro
Romancing the Home
Walmart Port Perry
Emmerson Insurance
Meta 4
Rosario Greco Styles
Wagg Funeral Home
Eclectic Elements
Meredith Clark Photography
Silvercross
Zaps Hair Studio
Foodland
Gus Brown
H & R Block
McDonald's Restaurant
Merridy Watt
Make it Yours
Millar's Market
Lisa's Photography
Homestead Furniture &
Appliance
Sunnybrae Golf Club
Renaissance Investments
Long & McQuade
Zenfit
Vos Independent
Port Perry Feeds

Thank you for your support!

Board of Directors 2014-2015

Colin Kemp (Chair)
Terry Coyne (Vice-Chair)
Lisa Kowal (Treasurer)
Carol Hunt
Bill McKee
Neil Bradley
Mary Helen Leddy
Terry Vos
Clare Suggitt
Lisa Edgar
Nicky Jones
Brenda DeJong
Michele Coleman
Louise Renwick



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