

COMMUNITY LIVING 50 Atikokan



Community Living Atikokan

2019-2020

Annual Report

Our Vision

A Meaningful Life: Relationships, Community, Happiness, Well-being.
(The future we want for our Members - and others connected to CLA)

Our Mission

Inspire. Encourage. Nurture.
(What we will do to make our vision a reality)

Our Values

Caring Team and Community

- Supporting individuals and their families with patience, understanding, consideration, dignity and respect
- Investing in, and celebrating, a skilled and caring team
- Fostering an environment that promotes autonomy, is safe, supportive and inclusive where growth is honored

Committed Leadership

- Providing strong, responsive leadership through innovation and best practices
- Being accountable to our various stakeholders
- Creating leadership opportunities for all members of the team
- A strong dedication and recognition for continuous progress

Collaboration

- Achieving our Vision through teamwork and community partnerships
- Collectively advocating and influencing public policy

Choice

- Respecting the right and dignity of informed choice, and the freedom to decide
- Actively supporting Members in understanding their adult responsibilities within a community, while recognizing and achieving their life ambitions

Celebration

- Celebrating our successes and achievements



**ANNUAL GENERAL MEETING
2019-2020**

**Wednesday, June 17, 2020
Via videoconference**

Agenda

Call to Order and Introductions

Reading of Community Living Atikokan's Mission

Approval of Agenda

Minutes of Previous Annual Meeting

Reports:

Board Highlights Cliff Pointer

Financial Report Brian Stimson

Operational Highlights Jim Turner

Program Highlights Christie Gushulak/Tina Pollard

Financial Report 2019-2020

Appoint Auditor for 2020-2021

Indemnification of Board Members and Officers 2019-2020

Appointment of the Board of Directors 2020-2021

Adjournment

Thank you to all staff and the Board for their hard work. J. Turner thanked T. Pollard for her help with the Operational Highlights report.

Treasurer's Report – B. Stimson

CLA continues to work with the 2009 base funding from MCSS, which resulted in a \$2,285 deficit. J. Turner stressed that the important factor was that CLA had a clean audit and an almost balanced budget. This was the result of a team effort from the Members, Staff and Management to reduce costs.

Operational Highlights - J. Turner

In addition to the written report the following matters were discussed.

2018-2019 was a really good year. J. Turner stressed that he has a great team. With the completion of the Ryerson training he can already see the benefits. J. Turner shared some stories on what CLA staff has done for our Members. CLA's focus is our Members and he is really looking forward to the future

Program Highlights

Community Services & Innovation Manager - C. Gushulak

The written report was reviewed.

Adult Services Manager - T. Pollard

T.Pollard expanded on what a great year it was. The support our staff provide for each other shows how well they work as a team. Our training has helped change the relationship between staff and management. The family home is flourishing.

93 -2018 M/S That the Reports be accepted as submitted.
Carried

Audited Statements - J. Turner explained

In addition to the written report the following matters were discussed.

Board just met with the Auditors to discuss the Financial Statements and there are no issues with the audit and CLA received a clean management letter.

94 -2018 M/S That the Audited Financial Statements for the year ending March 31,
2019 as prepared by BDO Canada LLP, Chartered Accountants be
accepted as presented.
Carried

Upon the recommendation of the Board and Executive Director.

95-2018 M/S That BDO Canada LLP be appointed as our auditors for the 2019-2020 fiscal year.
Carried

96-2018 M/S That members indemnify and save harmless, the actions of the Board of Directors and Officers of Community Living Atikokan from the year 2018-2019.
Carried

Election of the Board of Directors 2019-2020

CLA will continue to advertise for new board members after not receiving any interest. CLA is hoping that with the coverage of CLA's 50th year there will be some new interest for board members. The Nomination Committee noted that four positions were available and upon the recommendation submitted the following names: Jason Young, Candy Lee, Dennis Brown and Brandon Bain.

97-2018 M/S That on the recommendation of the Nomination committee Jason Young and Brandon Bain be elected to the Community Living Atikokan Board of Directors for a three year term and Candy Lee and Dennis Brown for a one year term, by acclamation.
Carried

C. Pointer – The Board Members thanked the staff for their continued support.

Other Business - N/A

98-2018 M/S That we adjourn. Time 6:34 p.m.
Carried.

President

Secretary

BOARD HIGHLIGHTS

Community Living Atikokan has changed over our 50 years – both in name and services offered. This service change has continued during my six years on the board as we have closed our congregated settings and transformed our support services to person directed individualized supports.

Over 50 years CLA has grown from providing a single program to providing support services to support individuals in our community fulfill their goals...after all, the sky's the limit. There has been significant growth in just the past decade. CLA's budget has grown from \$1.62 million in 2010 to \$2.97 million in 2019. During that time our staffing numbers have increased from 30 to 36, which includes an increase from 13 to 27 fulltime positions.

Our little organization in rural, remote northern Ontario has become a leader in the provincial Developmental Services sector as our executive director, Jim Turner, has lead the From Presence to Citizenship provincial initiative which, through knowledge exchange and an annual conference, provides guidance and mentorship to organizations throughout Ontario wanting to modernize their support services.

The leadership CLA provides to the sector was recognized this past year by Community Living Ontario. We were awarded the James Montgomerie Community Living Award at CLO's annual conference for being an organization that demonstrates leadership and innovation in furthering the goals and vision of Community Living.

CLA is about to grow again, expanding our services for the benefit of our community. We are making a longterm commitment to help local seniors and their families stay close to home. A commitment to deliver access to high-quality seniors housing in a safe and supportive community environment. Aspen Court Senior Living will be a fully accessible community hub for seniors from Atikokan and surrounding areas. It will provide essential housing but also shared spaces for recreation, health, education and social programming.

For the past year, CLA has been working on our seniors housing project. The construction of the new Aspen Court Senior Living is scheduled to begin in the fall of 2020 with completion in 2021. It will be a 38,000 square feet complex with the best possible community supports for seniors in retirement.

This building project is not about bricks and mortar, but about providing the appropriate standards of services and support for seniors and their families who are faced with challenges day after day in our own community. It will be an important community

infrastructure asset and a vital link for seniors to their home. With support from the Town of Atikokan and Canada Mortgage & Housing Corporation, Community Living Atikokan is bringing this \$14 million project to life.

We look forward to what the future will bring us!



Cliff Pointer, President

2019-2020 Board of Directors

<i>President</i>	Cliff Pointer
<i>Vice President</i>	Jason Young
<i>Treasurer</i>	Brian Stimson
<i>Secretary</i>	Brad Gascoigne
<i>Directors</i>	Brandon Bain
	Dennis Brown
	Candice Lee
	Tom Hainey
<i>Executive Director</i>	Jim Turner



Treasurer's Report

The leadership team oversees the annual audit process ensuring the timely completion of the audited financial statements which are presented at the Annual General Meeting.

The financial statements of the organization are prepared on the fiscal year basis of April 1 to March 31. BDO Canada LLP performed the audit and presented the draft financial statements to the Board of Directors of Community Living Atikokan prior to the AGM, at which time they were reviewed by the management team and the Board of Directors with our auditor. These statements are presented at the Annual General Meeting for approval, after which the formal financial statements will be completed and filed with the Ministry of Children, Community and Social Services.

The financial statements present fairly, in all material aspects the financial position of CLA for the year ending March 31, 2020 and the results of operations and cash flows for the year in accordance with accepted Canadian accounting principles.

After a decade of zero funding increases while costs continue to increase, the government provided a modest increase this past year to address rising costs.

During the past year, discussions on these financial matters and their impacts were monitored monthly by the Board of Directors as they reviewed the financial reports. The Executive Director detailed to the Board any information pertaining to the budget allocations, in particular financial pressures faced throughout the year. Adjustments were made, and continue to be made, as circumstances dictated with Board approval.

Even with the continued financial pressures, we endeavour to operate our programs within their budgets. However, during the past year, a deficit occurred resulting from unforeseen and unbudgeted costs incurred as a result of the COVID-19 pandemic at the end of the fiscal year. The statement on the following page summarize the 2019-2020 financial activities.

The leadership team has recommended that BDO Canada LLP be appointed as auditors for CLA for the year ending March 31, 2021.

Respectfully submitted,



Brian Stimson, Treasurer

Financial Activities for CLA (2019-20)

For the year ended March 31	2020	2019
Revenue		
Ministry of Community and Social Services		
Operating grant	\$ 2,317,443	\$ 2,329,314
Transfer from deferred revenue	-	104,706
Prior years settlement (recovery)	-	(4,360)
Chips R Us	117,024	119,972
Contract services	41,644	45,835
Interest income	2,587	1,566
Passport services	138,853	86,603
Nevada income	15,671	17,839
Other income	32,871	27,787
Presence to citizenship registration fees	136,627	60,635
Power generation	12,703	14,161
Rental revenue	140,832	134,747
TV bingo	-	1,912
Video conferencing	11,396	11,396
Wage subsidies	-	3,682
	2,967,651	2,955,795
Expenses		
Advertising	5,724	7,679
Automotive	31,746	38,526
Benevolence and staff appreciation	13,400	21,475
Board expenses	3,845	1,227
Capital expenditures	3,881	89,910
Chips R Us expenses	118,459	117,002
Communications	20,116	21,685
Insurance	32,214	34,076
Nevada expenses	21,893	15,173
Purchased services	201,901	169,086
Repairs and maintenance	56,949	140,025
Salaries and benefits	2,087,110	1,976,110
Supplies	31,180	28,538
Travel and training	236,224	258,070
TV Bingo expenses	-	1,937
Utilities and property tax	78,395	81,111
	2,943,037	3,001,630
Excess (deficiency) of revenue over expenses for the year	24,614	(45,835)
Net assets (deficiency), beginning of year	(2,285)	43,550
Net assets (deficiency), end of year	\$ 22,329	\$ (2,285)

ORGANIZATIONAL HIGHLIGHTS

Our 50th year proved to be quite the year. Community Living Atikokan was recognized by Community Living Ontario for our leadership and innovation in furthering the goals and vision of Community Living. We were nominated by three other organizations for our efforts to engage with other developmental services agencies in Ontario looking for support as they transform their support services to more person-centred individualized supports. CLA is seen as a leader for the transformation of developmental services throughout the province. This past year I was involved in several calls with our Minister regarding transformation in our sector and have been asked to join his DS Reform Reference Group.

As successful as operations have been at CLA in recent years, this presents a challenge to not become comfortable and complacent. To ensure we continue to learn and grow, the leadership team completed the Enhancing Leadership course over the past year and began work through the Collaborative Performance Management with David Chalmers of Nexus Human Capital. Our Direct Support Professionals participated in an abundance of learning sessions this past year as CLA took advantage of the quality speakers/trainers being only two hours away at Community Living Ontario's conference in Thunder Bay.

CLA's strategic plan "The Sky's the Limit" and our commitment to support our Members achieve their goals, work that occurred throughout the year, was highlighted last summer when a Member jumped out of a perfectly good airplane. A front page story in the Atikokan Progress, Kenny's ski diving story, was reprinted by Community Living Ontario in their Update Friday newsletter and they reported in December that it was the most engaged story of the year on their website.

CLA welcomed a new Member this past year but unfortunately said goodbye to a Member who unexpectedly passed away. Additional fulltime positions were created with the funding that came with the new Member.

For the past year we've worked on the seniors housing project to expand CLA's services to our community.

We are very excited about the accomplishments, the successes and the energy, effort and creativity of this past year to supporting people with developmental disabilities to live, work and be part of their community. By focusing on the abilities of people, the opportunities within Atikokan are nearly endless. We look forward to another very progressive and outcome-filled year for 2020.



Jim Turner
Executive Director

Programs

Community Participation Services & Supports / Employment Support Services / Passport

The past year was another successful year of change and growth for Community Living



Atikokan. First and foremost, I'd like to mention and once again congratulate to the entire CLA family for the receiving the *James Montgomerie Community Living Award* back in September. The award is presented to an organization that demonstrates leadership and innovation in furthering the goals and vision of Community Living. I believe the foundation of success comes from having a leader who has great vision and innovation. A very special *Thank You* to Jim for having those values at his core!

Employing CLA staff to work exclusively in the Passport (Individualized Funding) program proved to be a very beneficial decision. By being able to spend quality time with Members and not distracted by appointments, daily chores, community errands etc., the staff were able to research, ask questions and really focus on what mattered most to the individuals we support. Goals were set and met, bucket list items were crossed off and many firsts were experienced. Here are just a few of the various adventures explored in the past year – attending the Price Is Right LIVE, horseback riding, helicopter and/or plane rides over Atikokan & Thunder Bay, a visit to the White Otter Castle, a trip to reconnect with family in southern Ontario, many camping and fishing trips, SKYDIVING and a trip to Las Vegas!!



This year Raylene, Jim and myself became master facilitators with the Core Gift Institute.

The two most important days in your life are the day you are born and the day you find out why

Each and every person has unique skills, talents, gifts and one core gift. A core gift is what gives our live purpose and something that we were meant to give others and the community. By using the 19-question discovery process, we have been interviewing staff to help them to explore exactly what their gift is. Learning about and sharing our core gifts builds purpose and meaning in our lives and drives our relationships. We continue to work on incorporating core gifts into the CLA culture.

Our Employment Supports Program remained as busy as ever throughout the year. Approximately 70% of the Members we support earned a paycheck in one of the following employment opportunities – laundry, mail run, potato room, document shredding, Chips R

Us, maintenance, catering, janitorial, vending machine, car cleaning, yard maintenance and snow shoveling.

Chips R Us had another successful season in 2019 despite it being an unusually rainy summer (which generally affects sales). Thank you to all who support our little business venture. It has truly become the 'hot spot' of Main Street. Here are some interesting and fun stats from 2019

- We filled 27,662 orders, which averages to 271 orders per day and we SOLD.....
- 1,897 Pogos
- 1,600 Hamburger/Cheeseburgers
- 1,450 Smokies/Hotdogs
- 2,400 Chicken Burgers
- 3,061 Poutine
- 2,600 Slush Puppies
- Over 900 liters of oil was used
- Over 20,000 pounds (*that's equivalent to 5 Rhino's!*) of fresh cut French Fries!!!



In December we were all extremely saddened by the news of Michael Weatherbee's rather sudden passing. Michael had been a Member of Community Living for over 38 years and was one of the originals to move into 'Caland Manor'. He was blessed to have spent the past 4.5 years with Darlene in the Family Home. His charismatic personality, contagious smile and warm hugs will be missed by all who had the pleasure to know him.

How can I not mention the current worldwide pandemic we are experiencing. Covid-19 is such an unprecedented event, but during these times of uncertainty our entire team has really come together to be supportive of each other. Most importantly, it has been our Direct Support Professionals who have gone above and beyond to ensure our Members are safe from harm while still providing a high level of support. A very special Thank You goes out to all of them for all they do now and throughout the year. I consider the staff of CLA as 'ROCK STARS' – they are passionate, committed and inspiring champions!

In closing, I would also like to THANK the Board of Directors for your dedicated time, to the Leadership team of Jim, Tina, Babes & Melissa for your ongoing encouragement and motivation. And, lastly but not least, to the Members of CLA, who allow us into their lives each day. It is their determination and pride that brings out the best in all of us!

Christie Gushulak

Christie Gushulak
Community Services & Innovation Manager

Supported Independent Living / Intensive Support Residence / Family Home



With the new Coronavirus wreaking havoc across the world one might think it would difficult to find anything other than COVID-19 to talk about. Although this virus and all the implications of it may have made a memorable impact on Community Living Atikokan (CLA) it has not dampened the spirits of our teams who have stepped up in remarkable ways to ensure optimal support has been provided to our Member's, and to each other. I would like to highlight just some of the great things that have occurred over the past year and provide you with a perspective through a photo lens of our CLA team.

CLA was extremely fortunate to have had the opportunity to provide all of our teams with a training blitz in the fall of 2019. The teams participated in learning opportunities in the areas of autism, gentle persuasive approaches, discovering the purpose of our work, conscious care, community inclusion, core gifts, cultural sensitivity training, and positive approaches. The leaders who presented included representatives from Kelly's Place, Deanna Bessel from the Alzheimer's Society, Doug Cartan, Adriana McVicker, Bruce Anderson, Sandi Boucher, David Pitonyak, and Nick Maisey all the way from Australia. One member of the leadership team received Non-Violent Crisis Intervention certification while another received recertification. All members of the leadership team completed the Enhancing Leadership course and are continuing to work through the Collaborative Performance Management with David Chalmers. With all of these wonderful opportunities presented to us as an organization, it is undoubtedly one of the most valuable and rewarding years in terms of skill building that CLA has seen in some time.



If that wasn't enough, the leadership team had the opportunity to participate in a retreat in the hills of Virginia with David Pitonyak. Several Members and staff participated in the Community Living Ontario Conference in Thunder Bay and were the recipients of the James Montgomerie Community Award. The leadership team attended the Learning Exchange in Toronto, represented CLA at a community career fair, participated in another positive compliance review, entered into successful negotiations, and the entire team contributed bios for CLA's new website which was launched this past year.



It has really been exciting for me to see the progress CLA has made in just a few years. We are now in a position to provide mentorship to other associations as they begin their process of transformation. This year I've personally had the opportunity to provide support with interview and hiring processes, scheduling, documentation, and at times COVID-19 related protocols. This has provided me the opportunity to spread my wings and venture into a new domain and I am extremely appreciative that I've been provided that experience.



I am extremely proud of our teams who have really pulled together. I want to give a special thank you to our Direct Support Professionals. This group of exceptionally caring individuals have stepped up to ensure the Members of CLA felt as little impact from the COVID-19 related restrictions as possible. This team rallied together to throw a community supper to support one of our staff who has



been dealing with a family crisis, collected over a thousand dollars to help a coworker purchase an assistive device, have gone above and beyond to ensure the Members have had activities they could participate in while isolated in their homes, have postponed holidays, provided donations of art supplies, clothing, required items for planting, and advocated strongly for Members experiencing health related issues. They accommodated a condensed work schedule and followed extremely restrictive guidelines to ensure the safety of all, and did so with grace. Sadly, CLA lost Michael Weatherbee this year; however, during his passing he was surrounded by those same loving people who became his family. As they say, sometimes out of the darkness shines the light, and CLA welcomed a new Member who now resides in the Family Home. Mike has left with us great memories of a life well lived, and he will be missed by all who knew and loved him.



So as you can see CLA has had several great things going on over the past year, despite what's happening in the world and despite a great loss. I have said it many times before that I feel fortunate every day that I get to spend my life working in a field that holds so much meaning, and with people who are guided by compassion, care, and consideration for others. I want to thank Jim, Christie, Babes, and Melissa for all their efforts in ensuring a healthy and happy work environment, and who work diligently behind the scenes where effort is seldom recognized. This group of people spend countless hours drafting protocols, procuring PPE, participating in countless telephone calls, webinars, etc. just to stay up-to-date on health recommendations,

have changed their work schedules and cancelled holidays, and are always there to support our teams. For all of you I am grateful!

Last but not least, I want to thank the Members who have shown such strength in such a difficult time. What a remarkable group of individuals who make our lives interesting. When it's hard to find a reason to smile, you can count on the fact that someone will do or say something that



reminds us why we're here and how possible it is to see the world from a different perspective. I am in awe of the strength I see and have learned so many lessons from knowing each of you!



Tina Pollard

Tina Pollard
Adult Services Manager

Thank You to CLA Employees

Many of Community Living Atikokan's employees contribute \$10 every two weeks to a 50/50 draw where half of their contribution is donated to CLA and the other half awarded as the prize in a monthly draw. CLA would like to thank the following (and past) employees for their donations in 2019: Raylene Alexiuk, Michelle Cairns, Darlene Cox, Christie Gushulak, Siân Krassey, Jolene Lacell, Melissa Lafond, Suzanne Leeson, Debra Manford, Allyssa McEvoy-Poelman, Tina McEvoy, Rosie Natti, Bob Peacosh, Babes Rusnick, Becky Strom, Celina Sutherland, Matthew Turner, Jim Turner, Sheila Valdock, Carrie Zacharias, Glen Strom, Debbie Wiersema, Coreena Selman and Kristina Willis.



Board of Directors Appointments

Our Bylaws state that “a Member of the Corporation shall be a Director of the Corporation” and that “on election as a Director, a Director shall be a Member”. “Membership shall continue until the individual ceases to be a Director for any reason, whereupon Membership shall immediately terminate”, and “there shall be as many Members as Directors”.

“The Directors shall recruit qualified candidates for election in a number that is at least sufficient to fill the available Director positions. Each Director shall be elected for a term of three (3) years at an Annual Meeting of Members by ordinary resolution. The election shall be by a show of hands unless a ballot is demanded by any Member. All Directors shall be retired at the end of their term but shall be eligible for re-election if otherwise qualified.”

Community Living Atikokan thanks the following directors for their commitment and support during their most recent term:

Cliff Pointer, Brad Gascoigne, Dennis Brown, Candy Lee, Jason Young, Brandon Bain, Tom Hainey and Brian Stimson.

Directors who remain in office:

Brandon Bain, Jason Young and Tom Hainey

The Nominating Committee proposes the following appointments:

Three year term: Cliff Pointer, Brad Gascoigne and Brian Stimson

One year term: Dennis Brown and Candy Lee





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