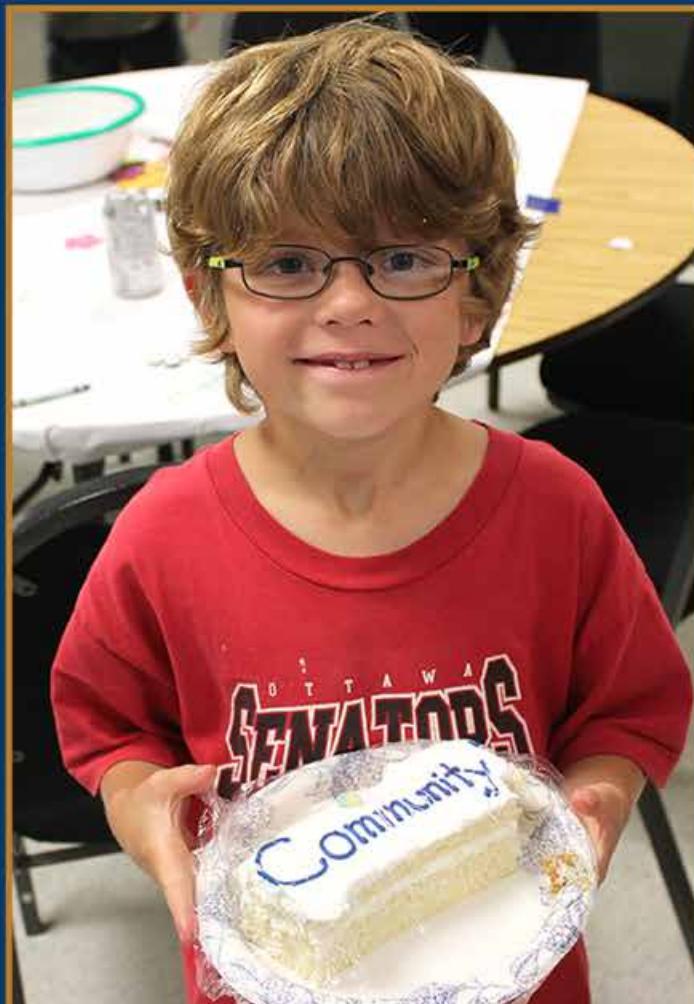


ANNUAL REPORT 2014 - 2015



Lanark County
Community Justice Program



8 Herriott St, Suite 10-E
Perth, ON K7H 1S9
613-264-1558

Lanark County Community Justice Program Board of Directors 2014-2015

Christine Peringer, Chair: Christine has been involved in LCCJP since the beginning when she served as the first chair of the board. After many years as a forum facilitator, she returned to the board in 2010. Christine is a facilitator, mediator and communications trainer consulting to non-profit organizations in Canada and internationally. When not attending meetings she can be found gardening, dancing or just staring out the window in awe of the beauty of Lanark County.



Jennifer Dickson, Vice-Chair: Jennifer first moved to Tay Valley with her family in the early seventies. After raising four children and after a career in Ottawa and then Toronto, building and leading organizations to strengthen small business, create social justice, benefit children and improve our environment, she moved back to Tay Valley in 2011 to be near family. Jennifer now serves as a Councillor with the Tay Valley Township as well as volunteering in the community.

Murray Long, Secretary: In 2009, Murray Long and his wife moved to Perth from Ottawa, attracted by the community and the opportunity to live in a new, energy efficient house built by students at Algonquin College. Since relocating, Murray has been active in the community on many fronts. He has written and spoken extensively about the legal obligations of new privacy legislation and has authored two books on privacy law. Murray's current passions are fine woodworking and riding motorcycles.



Betty Jo Dean, Treasurer: Betty Jo joined the Board of LCCJP in December 2013 and immediately took on the role of Treasurer. A professional accountant with a CPA, CGA designation since 2000, Betty Jo has had a career focussed in Finance Management in the non-profit sector and currently works for Pathways for Children and Youth. Betty Jo lives near Smiths Falls with her husband Jason and two young boys that keep them very busy, and very proud.

Keith Pinkney, Director: Keith served 30 years of distinctive service with the O.P.P. and was the recipient of both the O.P.P. Long Service and Good Conduct Medal and the Police Exemplary Service Medal. During his career, he served at Alliston, Shelburne, Wasaga Beach and Perth Detachments, performing regular patrol duties, later becoming the Community Services Officer. He is very involved in community organizations in Perth and enjoys spending time with his grandchildren.



Brian Peters, Director: Brian is a retired Elementary School Principal. As a trainer with the International Institute for Restorative Practices, Brian was instrumental in bringing restorative practices to the Catholic District School Board of Eastern Ontario. Brian has been affiliated with the Lanark County Community Justice Program for many years and is a speaker on the value and practice of restorative practices in creating safe and caring communities.



Steven Brown, Director: Steve has been a supporter of restorative justice since the inception of our program through his role as an officer with the OPP Lanark Detachment. During his time on the LCCJP Board, he provided us great insight to the challenges in the criminal justice system and provided tremendous leadership. Steve lives near Westport.

AGENDA

5:00 p.m. Social Networking, Cash Bar, Display Tables, Membership Registration
Music by Long Sault Trio

5:55 p.m. Welcome, *Beth Peterkin, Executive Director*
Grace, Brenda Reinkeulers, Facilitator

6:00 p.m. Buffet Dinner

7:00 p.m. Call to Order and Introductions, *Christine Peringer, Chair*

7:05 p.m. Introduction of the Guest Speaker, *Paul Holmes, Facilitator*

7:10 p.m. Guest Speaker, Jake MacIsaac

8:10 p.m. Thanking the Guest Speaker, *Shelly Graham, Facilitator*

8:20 p.m. Annual General Meeting Call to Order, *Christine Peringer, Chair*
a. Adoption of the Agenda

b. Approval of the Minutes from the AGM November 26, 2014

c. Board Chair Report (*Christine Peringer*)

d. Executive Director Report (*Beth Peterkin*)

e. Launch of the 2016-2019 Strategic Plan (*Murray Long, Secretary*)

f. Treasurer Report (*Betty Jo Dean, Treasurer*)

• Financial Report 2014-2015

• Acceptance of audited financial statements for 2014-2015

• Appointment of Auditors for 2015-2016

g. Present Nomination Slate for Directors (*Brian Peters, Board Member*)

h. Other Business

i. Adjournment

9:00 p.m. Safe Home

Note: There will be a brief meeting of the new Board of Directors immediately following the Annual General Meeting

Lanark County Community Justice Program

Annual General Meeting for 2013-2014

**November 26, 2014, 7:00 p.m.
Perth Museum, Gore Street**

MINUTES

Present: Heather Affleck, Bill Avery, Steven Brown, Tim Campbell, Linda Camponi, Betty Jo Dean, Jennifer Dickson, Pam Fergusson, Jen Gordon, Sheri Halladay, Tosh Hayashi, Jim Higginson, Al Howard, Sue Landry, Murray Long, Andrew Lynch, Deb McGuire, Kimberly Moore, Christine Peringer, Beth Peterkin, Brian Peters, Keith Pinkney, Pat Pinkney, Mary Rozenberg, Fraser Scantlebury, Nora Seymour, Karen Smereka, Mary Stewart, Anne Tanner, Steve Tennant, Ann Trick, Dave Trick, Joel Ziskowski, Sally Ziskowski.

1. Welcome and Introductions

Board Chair Christine Peringer welcomed attendees. All attendees were invited to introduce themselves and say a few words about their interest in LCCJP and motivations to attend the AGM.

2. Guest Speaker

Board secretary Murray Long introduced guest speaker Kimberly Moore, Crown Attorney for Lanark County.

Ms. Moore described the post-trial process at the court house where the accused, on the advice of counsel, typically only gets to say one word, "Guilty." No dialogue takes place between the accused and the victim, and there is no opportunity for the victim to gauge whether the accused shows any remorse for the crime for which he/she is being sentenced, or has gained any insight between the time of arrest and sentencing. There is, moreover, only limited opportunity for victim involvement in the process, typically through a possible victim impact statement.

Ms. Moore said that diversions present many more options, for example as community justice is all about dialogue, it can help participants develop a dialogue skill set, something that is missing in the court room setting. A further advantage at the pre-charge stage is that the offender will not have a court record.

Ms. Moore stated that Lanark County has one of the strongest pre-charge diversion programs in Eastern Ontario and that LCCJP has one of the best programs around.

She noted that some offences cannot be diverted, including domestic violence, sexual assault, abuse and impaired driving. However, she stressed that in her office there are strong protocols favoring diversions wherever possible, including concurrently with criminal charges – she mentioned the example of a Highway 7 fatality case in 1998 involving a teenage driver, multiple collisions and five deaths, in which MADD, the police and the community came together for an informal community justice program concurrently with a formal trial. "You could see the healing," she said.

Ms. Moore stated that she encourages assistant Crowns to use community justice concurrently as much as possible, adding, "we see community justice all the time in the community, but don't recognize it."

Ms. Moore answered a number of questions from attendees following her remarks. LCCJP facilitator Linda Camponi then thanked her for being the guest speaker.

3. Business Meeting for 2013-2014 Year End (8:10)

- a) Adoption of the Agenda
M/S/C Steve Tennant/Fraser Scantlebury
- b) Approval of the Minutes from the AGM, December 5, 2013
M/S/C Jim Higginson/Sue Landry
- c) Board Chair Report (Chair Christine Peringer)

Christine reviewed highlights from the Board Chair's report for 2013-2014 (included in the AGM package).

These included, on April 25, 2013, becoming a recipient of the Attorney General's 2013 Victim Services Awards of Distinction.

She also highlighted the four strategic directions in the Strategic Plan and gave examples of how LCCJP was advancing towards its objectives in these four strategic directions.

She recognized the strong contributions of former ED Joellen McHard and introduced AGM attendees to Beth Peterkin as the new ED. She also thanked Sheri Halladay for her outstanding 10 years of service as program coordinator.

Finally, she thanked volunteers, Board members, funders and supporters, including the United Way, for their contributions to the success of the program.

The Chair's report was accepted as presented.

- d) Executive Director Report (Executive Director Beth Peterkin)

In addition to a review of the past year's activities, Beth highlighted a number of plans for the balance of the current fiscal year (see ED report included in the AGM package).

These included additional facilitator training workshops and speakers in areas such as compassionate care, and drug/alcohol abuse awareness; a January fundraiser with Fireweed, a fashion show fundraiser, upgrades to the website, and a new logo which was well received by AGM attendees.

The ED's report was accepted as presented.

- e) Approval of Changes to By-law #1 (Secretary Murray Long)

Murray reviewed the intent of the proposed By-law amendments, specifically at Article 20, new Articles 20.1, 20.2, and 42.1 to establish three-year terms of service for Board members and establish a new position of Past Chair. Motion to adopt the

amendments to By-Law #1 as proposed.
M/S/C Steve Tennant, Jennifer Dickson

f) Treasurer Report (Treasurer Betty Jo Dean)

- Financial Report 2013-2014
Accepted as presented
- Acceptance of audited financial statements
Motion to accept the 2013-3014 Audited financial statements as presented
M/S/C Tim Campbell, Linda Camponi
- Appointment of Auditors for 2014-2015
Motion to appoint Allan Chartered Accountant Professional Corporation as
auditors for 2014-2015.
M/S/C Steve Tennant, Deb McGuire

g) Election of three Directors (Jim Higginson and Karen Smereka)

- Steve Brown OPP Community Liaison Officer for Lanark County
- Betty Jo Dean Director of Administration, Family & Children's Services of
Lanark, Leeds & Grenville, currently serving on the Board as Treasurer
- Brian Peters retired educator, former Board member

Motion to elect these new members to the Board of Directors

M/S/C Karen Smereka, Jim Higginson

h) Other Business (None)

i) Adjournment

M/S/C Steve Tennant

These minutes are declared to be a true and accurate record of the Lanark County Community
Justice Program Annual General Meeting of November 26, 2014.

Signature

Signature

Title

Title



Lanark County
Community Justice Program

BOARD CHAIR'S REPORT FOR 2014 - 2015

November 19, 2015

2014 – 2015 was a big year. Major landmarks include:

- Hiring Beth Peterkin as executive director. In addition to her many other talents and deep roots with our program, Beth has revolutionized our administrative processes and dramatically increased the number of funding proposals and sources of revenue of our program.
- Bringing community justice forums to record numbers – more than 300 people in 2014/2015.
- Raising the profile of our program through speeches to service clubs and associations, and through concerts, fashion shows and other community events.

In July we celebrated the 15th birthday of our program. What we have is a big vision and fabulous people. I believe that that's all you really need to make a positive difference in your community.

Our big vision is of a community that embraces restorative practices to repair harm, build community and strengthen relationships. Rather than asking what rule was broken and how do we punish perpetrators, we want everyone to ask the restorative questions: What happened? What was everyone thinking? Who has been affected? What will it take to heal the harm? The positive impact of our work is clear: our recidivism rate is well below 5 % and the testimonials of those involved in using restorative practices say it was far superior than moving through the regular court process.

Our fabulous people are of several types:

- The more than 300 citizens of Lanark County who used our program in 2014/2015 who took the risk to have an honest conversation and follow-up with action. This takes bravery and we commend you for your willingness to participate.
- Next are the two part-time staff Beth Peterkin and Sheri Halladay and the 47 volunteer facilitators they support. You serve our clients and community in ways large and small, seen and unseen. Thank you.
- Also crucial are community partners -- the Crown Attorney's office, the police forces, the schools and others with whom we work.

- Our funders – Ministry of the Attorney General, United Way of Lanark County, municipalities, service clubs, and individuals committed to our vision. Given that it is the United Way campaign period, I want to make special mention of how proud we are to be a United Way funded agency and to encourage everyone to give generously to the United Way. To all who fund our program, you are crucial to our success.
- The Board of Directors. Murray Long your steady work as Secretary has anchored our work; Brian Peters your passion for restorative Justice inspires us all. Betty Jo Dean as Treasurer and financial volunteer for the last two years you have made an important impact and supported continuity in the move to a new ED.

As of this meeting, three board members are not seeking re-election:

- Keith Pinkney: From 2013 to earlier this year Keith was an active board and committee member. Keith as a retired police officer was part of outreach to the Police Foundations course at Algonquin College. Keith was also especially important in our campaign to contact all the service clubs in our county. Thank you for your service Keith!
- Jennifer Dickson: Since joining the board at the end of 2013, Jennifer has brought a wide range of skills in the administration of non-profit organizations. I am grateful for her energy, willingness to raise things at board meetings which strengthened our decisions and represent the organization in many ways. We wish you well in your tenure as councillor for Tay Valley and your other on-going community leadership roles. Thank you Jennifer!
- Steve Brown: Steve Brown as an OPP officer has been a supporter of the restorative approach for the past 15 years. He has played a vital role inside the OPP in making sure the cases suitable for community justice were referred to the program. When Steve joined the board last year, we could not believe our good fortune. Steve has been a font of wisdom and advice in our relations with the police as well as being a compelling public speaker for our program. Thank you Steve!

It has been my honour to serve as your chair for three years and I look forward at the conclusion of this meeting to being the first person to sit in the role of “past chair.”

Respectfully submitted,

Christine Peringer

Christine Peringer
Board Chair

EXECUTIVE DIRECTOR'S REPORT 2014-2015

ANNUAL GENERAL MEETING November 19, 2015

I am pleased to present my Executive Director's Report for the Lanark County Community Justice Program for the fiscal year 2014-2015.

Core Business:

For the year ending March 31, 2015, LCCJP received a total of 53 case referrals from the Crown and the OPP and Smiths Falls police services, representing almost a 30% increase from the previous fiscal year. Of these, 44 were youth cases and 9 were adult cases. Two thirds of all referrals were pre-charge. For the first five months of this fiscal year, we had a total of 28 referrals, split almost evenly between pre- and post-charge. At the current rate, we are on track to reach 60 referrals for the current fiscal period, representing an increase of 13% year over year.

Ministry of the Attorney General (MAG):

We welcomed Doug Brown to our office from the Justice on Target arm of MAG in the fall of 2014. My thanks go out to Board members Christine Peringer and Murray Long who helped with the hosting of this visit. Mr. Brown reviewed our annual report and completed an audit of our case files and facilitator files. He was generally pleased with what he found and offered a few suggestions around compliance with Ministry directives. MAG renewed our funding agreement for 2015-2016 at the same level as the past 2 years.



United Way of Lanark County (UWLC):



LCCJP continued our association with UWLC and under their new structure we are now considered a member partner. Murray Long and I made a presentation to members of the UWLC Board to present our case for Core Funding for the upcoming fiscal year and were pleased to answer several questions about the development of our program. We are grateful for the support from UWLC, both financially and in working collaboratively on community initiatives.

Training:

A large cohort of new facilitators underwent two days of MAG and LCCJP training in October 2014 and January 2015. Thanks to Christine Peringer, David Riis and Sheri Halladay for providing this excellent training and also to Tosh Hayashi who parachuted in to assist with part of the sessions. We are very fortunate in the high calibre of these new recruits and are especially pleased that all but 2 of them are still with us. This has given us a very strong corps of volunteers at varying levels of experience and will stand our program in good stead for some time to come.



In February 2015, LCCJP offered a one-day workshop on Compassionate Care for our facilitators with 25 people in attendance. This workshop dealt with the issues of compassion fatigue and vicarious trauma and taught our facilitators how to take care of themselves. Funding to cover the cost of this training program was generously provided by a Community Grant from the Town of Perth.

Student Placement:

We welcomed Shannon Forsyth to our office beginning in January 2014 for three days a week as a 2nd year placement student from the Algonquin College Social Service Worker program. Shannon fit into our office environment very well and was a great asset to the organization. We are pleased that Shannon is now attending Carleton University to further her education as well as working as the program coordinator for Lanark County Victim Services.

Volunteers:

Our volunteers are the backbone of Lanark County Community Justice. Without them, we would not have been able to achieve our phenomenal success. The volunteers give of their time and energy, and donate their expertise to help us repair harm and build relationships and a strong community. We have the best volunteers and we are so proud of your accomplishments. You ARE making a difference in this world!



Volunteers Christmas Dinner

Fundraising:

LCCJP featured Jamie Campbell and his band Fireweed for a fundraising concert at Full Circle Theatre in January 2015. The band played to a sold-out crowd and helped us raise much needed funds for our operations. The whole audience joined the band in singing *Happy Birthday* to our Board member Jennifer Dickson who was celebrating a milestone that day.

Board and Staff:

Finally, I owe a huge vote of appreciation to our dedicated Board of Directors and of course, to Sheri Halladay, for all your assistance and guidance in 2014-2015. Together we are an amazing team, building on each other's strengths, and all rowing in the same direction. There are many new initiatives on our horizon and it will be exciting to see where that leads us in the coming year.

Report Respectfully Submitted,
Beth Peterkin
Nov 19, 2015

A Facilitator's Viewpoint:

While serving as an Observer for my second Forum, along with the Facilitator and Co-Facilitator, we saw a miracle of transformation on the part of the two parties involved. We had learned there was considerable animosity between the two parties and prior to their arrival feared the forum may not resolve the issue. However, the miracle of transformation suddenly changed before our eyes. The two parties figured it out between themselves and ending up hugging each other as if they were two 'long lost buddies'. Talk about forgiveness! We were speechless. All we could do after they left was to shake our heads in disbelief of this 'miracle of transformation' we just experienced. None of this would have happened in the courts. We felt the two parties were grateful for the opportunity to participate in a Forum.



Lanark County
Community Justice Program

Strategic Plan

2016-2019

Approved by the Board of Directors
October 15, 2015

Executive Summary:

The Lanark County Community Justice Program (LCCJP) is at an exciting and expansive stage of development. To guide this next stage of growth, the Board of Directors undertook an internal planning process in June of 2015, soliciting input from our staff and volunteers. The Board and staff met under the support of an external facilitator, Toby James, to determine our direction for the next three years. Our values, vision and mission have been redefined to fit our changing role as providers and promoters of restorative practices beyond simply the criminal justice system. We have established new strategic goals to guide our work.

At its core, this Strategic Plan outlines a focused direction for maximizing our effectiveness, providing service to our community, extending our leadership and expanding the implementation of restorative practices. Pre- and post-charge referrals and the resulting community justice forums have been the basis of our organization since our inception and still form an important part of what we do. Over the term of this Strategic Plan we will be expanding more proactively into the community to promote the use of restorative practices and communications in everyday life – in schools, workplaces and other organizations. In addition, we are building on the strengths of our volunteer facilitators to take on more serious referral cases post-sentencing. Our funding model will need to change to allow us to build capacity in a sustainable way.

LCCJP is excited to be at a point in our development to make a bigger impact on our community and show leadership in the area of restorative practices. With experienced staff, a truly committed Board of Directors and a strong core of trained volunteer facilitators, we are well-positioned to implement this Strategic Plan.

Lanark County Community Justice Program Vision, Mission and Values

Our Vision

Our community that embraces restorative practices to repair harm, build community and strengthen relationships.

Our Mission

To provide and promote the community use of restorative practices.

Our Values

- **Inclusiveness:** Creating safe, respectful spaces where all people can “speak their truths” in an open and honest way.
- **Responsibility:** People are responsible for their actions and are accountable to others.
- **Trust:** By building, maintaining and restoring relationships, our community becomes stronger.

Goals and Objectives 2016-2019

| <i>Goal</i> | <i>Objectives</i> |
|--|--|
| 1. Provide more restorative justice services. | 1.1 Continue to increase pre- and post-charge referrals. 1.2 Develop ways to provide restorative practices across the spectrum of criminal justice including post-sentencing and disposition. |
| 2. Promote community use of restorative practices. | 2.1 Improve community understanding of restorative approaches. 2.2 Promote the use of restorative practices in Lanark County schools, workplaces, agencies and other organizations. |
| 3. Build the capacity of LCCJP. | 3.1 Provide opportunities for education and growth for facilitators, volunteers, staff and Board members. 3.2 Increase the funding base to allow us to grow our capacity. 3.3 Enhance the use of our volunteer resources. 3.4 Clarify our message and brand so that the community can easily understand what we do. |



Lanark County
Community Justice Program

ANNUAL GENERAL MEETING
November 19, 2015

TREASURER'S REPORT
2014-2015

Dear Members of the Lanark County Community Justice Program,

It is a pleasure to present the Treasurer's report for the 2014 2015 Fiscal year.

2014-2015 Audited Statements:

The full audited statements along with our auditors report can be found in your AGM package this evening. Our audit for this fiscal year went smoothly and shows that our finances remain in good order.

Highlights of Financial Results:

Financial Management

The Statement of Financial Position confirms the financial position of the Agency is sound with sufficient assets to meet our liabilities.

Operating Results

Overall revenue increased by almost \$10,000 over last year thanks to the generous support of our Community through donations, grants and fundraising. We continue to be appreciative of the funding support we receive from the Ministry of the Attorney General. Special thanks are due again to the United Way for their financial support which provides essential funding for our flexibility to respond to community needs.

Thank you

I would like to express a sincere thank you to the other members of the finance committee, our chairperson, Christine Peringer, our dedicated Board of Directors and especially our Executive Director Beth Peterkin. I also would like to thank Allan Chartered Accountant Professional Corporation, particularly Tricia Mierau for their service and guidance this past year.

Motions:

Acceptance of the audited statements for 2014-2015

Motion: I move that the membership accept the audited statements for 2014-2015

Appointment of the Auditors for 2015-2016

Motion: I move that LCCJP appoint Allan Chartered Accountant Professional Corporation as the auditor for 2015-2016.

Respectfully submitted,
Betty Jo Dean, CPA CGA

**FINANCIAL STATEMENTS
MARCH 31, 2015**

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**Lanark County Community
Justice Program Inc.
Financial Statements
March 31, 2015**

Lanark County Community Justice Program Inc.

A Restorative Justice Initiative

P.O. Box 2021, Perth, Ontario, K7H 3M9
Phone: (613) 264-1558 Fax: (613) 264-1516
E-mail: ed.lccjp@gmail.com
Web site: www.commjustice.org

Management's Responsibility for the Financial Statements

The accompanying financial statements of the Lanark County Community Justice Program Inc. are the responsibility of the Corporation's management and have been prepared in compliance with legislation, and in accordance with Canadian Accounting Standards for Not-For-Profit Organizations (ASNPO). A summary of significant accounting policies are described in note 2 to the financial statements. The preparation of financial statements necessarily involved the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Corporation's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of financial statements. These systems are monitored and evaluated by management.

Management meets with the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters. The Board of Directors meets with management subsequently to review these same matters prior to the Board's approval of the financial statements.

The financial statements have been audited by Allan & Partners LLP, independent external auditors appointed by the Corporation. The accompanying Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Corporation's financial statements.


Beth Peterkin, Executive Director

Allan & Partners LLP

Chartered Professional Accountants

INDEPENDENT AUDITOR'S REPORT

To the Members of the Board of Lanark County Community Justice Program Inc.:

We have audited the accompanying financial statements of Lanark County Community Justice Program Inc. which comprise the statement of financial position as at March 31, 2015, and the statements of operations and fund balances and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Accounting Standards for Not-For-Profit Organizations (ASNPO), and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an audit opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of Lanark County Community Justice Program Inc. as at March 31, 2015, and its operations and its cash flows for the year then ended March 31, 2015 in accordance with Canadian Accounting Standards for Not-For-Profit Organizations.



Chartered Professional Accountants

Licensed Public Accountants

Authorized to practice public accounting by the Institute of Chartered Professional Accountants of Ontario

Perth, Ontario,
August 10, 2015.

Lanark County Community Justice Program Inc.
Statement of Financial Position

| March 31 | 2015 | 2014 |
|--|---------------|---------------|
| | \$ | \$ |
| Assets | | |
| Current Assets | | |
| Cash | 18,271 | 16,930 |
| Accounts receivable | 2,410 | 3,182 |
| Total Assets | 20,681 | 20,112 |
| Liabilities | | |
| Current Liabilities | | |
| Accounts payable | 3,000 | 3,000 |
| Due to Province of Ontario | 3,986 | 3,986 |
| | 6,986 | 6,986 |
| Fund Balances | 13,695 | 13,126 |
| Total Liabilities and Fund Balances | 20,681 | 20,112 |

On Behalf of the Board:



, Director

Lanark County Community Justice Program Inc.
Statement of Operations and Fund Balances

| For the year ended March 31 | Budget | 2015 | 2014 |
|---|---------------|---------------|----------------|
| | \$ | \$ | \$ |
| Revenues | | | |
| Ministry of the Attorney General grant | 53,595 | 53,595 | 53,595 |
| Town of Perth grant | --- | 500 | --- |
| United Way | 11,513 | 12,000 | 11,513 |
| Lanark County grant | --- | --- | 1,500 |
| Donations | 1,500 | 7,831 | 828 |
| Fundraising, memberships and other income | 9,000 | 10,827 | 7,631 |
| | 75,608 | 84,753 | 75,067 |
| Expenditures | | | |
| Advertising | 600 | 250 | 866 |
| Bank charges | --- | 192 | 209 |
| Forum expense | 2,300 | 1,457 | 2,970 |
| Insurance | 3,240 | 3,239 | 3,239 |
| Office and computer supplies | 4,600 | 7,284 | 2,543 |
| Professional fees | 2,204 | 1,819 | 2,027 |
| Rent | 9,875 | 7,689 | 9,879 |
| Telephone and website | 1,900 | 2,917 | 2,202 |
| Travel and staff expense | 1,500 | 1,931 | 393 |
| Wages and benefits | 47,339 | 51,653 | 50,426 |
| Volunteer orientation and training sessions | 2,050 | 5,753 | 2,293 |
| | 75,608 | 84,184 | 77,047 |
| Net Revenues (Expenditures) for the Year | --- | 569 | (1,980) |
| Fund Balances, Beginning of Year | 13,126 | 13,126 | 15,106 |
| Fund Balances, End of Year | 13,126 | 13,695 | 13,126 |

The accompanying note are an integral part of these financial statements.

Lanark County Community Justice Program Inc.
Statement of Cash Flows

| For the year ended March 31 | 2015 | 2014 |
|---|--------|---------|
| | \$ | \$ |
| Cash Flows Provided From: | | |
| Operating Activities | | |
| Net revenues (expenditures) for the year | 569 | (1,980) |
| Working Capital Provided (Applied) | | |
| Accounts receivable | 772 | 184 |
| Prepaid expenses | --- | 500 |
| | 772 | 684 |
| Change in Cash, During the Year | 1,341 | (1,296) |
| Cash, Beginning of Year | 16,930 | 18,226 |
| Cash, End of Year | 18,271 | 16,930 |

The accompanying notes are an integral part of these financial statements.

Lanark County Community Justice Program Inc. Notes to the Financial Statements

March 31, 2015

Nature of Corporation

The Lanark County Community Justice Program Inc., under the Ontario Corporations Act is a registered charity and volunteer program whose core services is the facilitation of community justice forums.

1. Significant Accounting Policies

The financial statements have been prepared by management in accordance with Canadian accounting standards for Not-For-Profit Organizations.

Revenue Recognition

The Corporation follows the deferral method of accounting for contributions. Grants and subsidies are recognized as revenue in the year in which the related expenses are incurred. Grants and subsidies received in advance are deferred for financial statement purposes. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Donations and other revenue are recorded as received.

Expense Recognition

Expenditures are recognized according to the accrual basis of accounting in that the expenditures are recorded as incurred as a result of receipt of goods and services and the creation of a legal obligation to pay.

Donated Services

No amounts are reflected in the statements for donated services since no objective basis is available to measure the value of such services. Nevertheless, a substantial number of volunteers donated significant amounts of their time to the Corporation and its fundraising activities.

Cash and Cash Equivalents

Cash and cash equivalents are defined as cash and bank term deposits or equivalent financial instruments with original maturities upon issue of less than 90 days.

Investments

Investments are recorded at the lower of cost and market value.

Deferred Revenues

The Corporation receives certain amounts for which the related services have yet to be performed. These amounts are recognized as revenues in the fiscal year the related expenditures are incurred or services performed.

Lanark County Community Justice Program Inc. Notes to the Financial Statements

March 31, 2015

1. Significant Accounting Policies / continued

Capital Assets

The historical cost and accumulated depreciation for fixed assets are not recorded; fixed assets are reported as an expenditure on the Statement of Operations and Fund Balances in the year of acquisition.

Financial Instruments

All financial instruments are initially recognized at fair value on the balance sheet. The Corporation has classified each financial instrument into one of the following categories: held-for-trading financial assets and liabilities, loans and receivables, held-to-maturity financial assets and other financial liabilities. Subsequent measurement of financial instruments is based on their classification.

Held-for-trading financial assets and liabilities are subsequently measured at fair value with changes in those fair values recognized in net earnings.

Loans and receivables, held-to-maturity financial assets and other financial liabilities are subsequently measured at amortized cost using the effective interest method.

The Corporation classifies cash and cash equivalents as held-for-trading financial assets, accounts receivable as loans and receivables, and accounts payable as other financial liabilities.

Measurement Uncertainty

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the period. These estimates are reviewed periodically and as adjustments become necessary they are reported in earnings in the period in which they become due.

2. Net Revenues (Expenditures)

The disposition of any net revenues (expenditures) is at the discretion of the government agency funding the program.

The Corporation has service contracts with the Ministry of the Attorney General. A reconciliation report summarizes by service all revenues and expenditures and identifies any resulting surplus or deficit that relates to the Service Contract approval.

A review of these reports shows the following services to be in a surplus position as at March 31, 2015, Ministry of the Attorney General \$Nil (2014 \$Nil). Any surplus amounts are reflected in Due to Province.

Lanark County Community Justice Program Inc. Notes to the Financial Statements

March 31, 2015

3. Risk Management

In the normal course of operations, the Corporation is exposed to a variety of financial risks which are actively managed by the Corporation.

The Corporation's financial instruments consist of cash, accounts receivable, accounts payable and due to Province of Ontario. The fair values of cash, investments, accounts payable and accrued liabilities approximate their carrying values because of their expected short term maturity and treatment on normal trade terms.

The Corporation's exposure to and management of risk has not changed materially from March 31, 2014.

Credit Risk

Credit risk arises from the possibility that the entities to which the Corporation provides services to may experience difficulty and be unable to fulfill their obligations. The Corporation is exposed to financial risk that arises from the credit quality of the entities to which it provides services. The Corporation does not have a significant exposure to any individual customer or counter party. As a result, the requirement for credit risk related reserves for accounts receivable is minimal.

Interest Rate Risk

Interest rate risk arises from the possibility that the value of, or cash flows related to, a financial instrument will fluctuate as a result of changes in market interest rates. The Corporation is exposed to financial risk that arises from the interest rate differentials between the market interest rate and the rates on its cash and cash equivalents and operating loan. Changes in variable interest rates could cause unanticipated fluctuations in the Corporation's operating results.

Liquidity Risk

Liquidity risk is the risk that the Corporation will not be able to meet its obligations as they fall due. The Corporation requires working capital to meet day-to-day operating activities. Management expects that the Corporation's cash flows from operating activities will be sufficient to meet these requirements.

4. Capital Disclosures

The Corporation has adopted CICA Handbook Section 1535, Capital Disclosures, which establishes standards for the disclosure of information about the Corporation's capital and how it is managed.

The Corporation defines capital as its net assets and the Corporation's objectives when managing capital are to maintain flexibility between:

- (a) enabling it to operate efficiently;
- (b) providing liquidity and access to net assets for growth opportunities; and
- (c) generating predictable cash flows for the continuing operations of the Corporation.

The Corporation manages the capital structure and makes adjustments to it in light of changes in the economic conditions and the risk characteristics of the underlying assets. The Board of Directors does not establish quantitative return on capital criteria, but rather promotes year over year sustainable surpluses in order to maintain operations. The Corporation is not subject to any externally imposed capital requirements.

Lanark County Community Justice Program Inc.
Statement of Operations for Ministry of the Attorney General Funding

| For the year ended March 31 | 2015 | 2014 |
|--|---------------|---------------|
| | \$ | \$ |
| Revenues | | |
| Provincial grant | 53,595 | 53,595 |
| Expenditures | | |
| Forum expense | 1,976 | 2,304 |
| Insurance | 2,297 | 2,270 |
| Office supplies | 5,763 | 2,001 |
| Professional fees | 1,563 | 2,270 |
| Rent | 7,071 | 9,869 |
| Telephone | --- | 1,700 |
| Wages and benefits | 33,833 | 32,711 |
| Volunteer orientation and training sessions | 1,454 | 900 |
| | 53,957 | 54,025 |
| Net Program Expenditures for the Year | (362) | (430) |



Nominating Committee Report

November 19, 2015

The Nominating Committee for the Lanark County Community Justice Program was composed of Christine Peringer, Brian Peters and Beth Peterkin. As the Nomination Committee of the Lanark County Community Justice Program, we hereby present the following slate for the Board of Directors.

Directors who are in the middle of their Term of Office (in alphabetical order) and will continue to serve:

- Betty Jo Dean
- Brian Peters

Note that Christine Peringer will remain on the Board as Past Chair in an ex-officio capacity with no voting privileges.

As of tonight we have five vacancies to fill on the Board of Directors. LCCJP conducted a nomination process beginning in September 2015 that included advertising in the local media and on our website as well as making directed contacts to attract candidates with the desired skill sets.

All candidates that applied were interviewed and reference checks were conducted as outlined in our policies. Five candidates have been accepted to fill the existing vacancies on the Board of Directors. The names of the five candidates (in alphabetical order) are:

- Margo Bell
- Robert Chaplin
- Scott Ferguson
- Murray Long
- Brenda Reinkeluers

Moved by myself, Brian Peters, and seconded by Christine Peringer to accept these seven people as the Board of Directors of the Lanark County Community Justice Program.

Signed _____
Brian Peters

Date November 19, 2015

Signed _____
Christine Peringer

Date November 19, 2015

A Testimonial about Lanark County Community Justice Program

“Mike’s Story”

I am going to take this opportunity to share with you a little about a young man who came to us to complete his community hours, via the Lanark County Community Justice Program. We can call him Mike. Mike is a young man who wandered off the straight and narrow path, with the help of a friend. Like many young people Mike lacked confidence, struggled in school and wanted to be liked and popular. This made him vulnerable to be talked into making some bad choices, which lead to a potential charge of theft. Mike's luck changed when someone in the legal system nominated him as a candidate for Lanark County Community Justice Program.

Mike has shared his experience of the program with me, how powerful it was for him to participate in it. Powerful may seem like a strange word to use but Mike feels he has grown leaps and bounds from the experience. He knows regardless of what mistakes he may make in the future, he now has the skills to try and fix it: to be honest, to own it, to listen and hear how your bad choice affected another and to try and make amends. He feels he is much more aware of consequences his actions might have on himself and others.

Mike has long ago finished his volunteer hours, yet twice a week he shows up here to volunteer. What seemed at one time a form of punishment is now a source of enjoyment and pride. Mike's self-confidence has grown, he has found a network of fellow volunteers who like him just the way he is, he beams with pride when his hard work and efforts are rewarded with a "Good Job bud".

I try not to reflect on how things might have gone if he had not entered the program.

A Program Supervisor



Lanark County
Community Justice Program

DINNER and GUEST SPEAKER



Guest Speaker – Jake MacIsaac, one of the restorative facilitators from the recent issue at the Dalhousie University Faculty of Dentistry and a Lead Caseworker at Nova Scotia's largest Restorative Justice agency.

Buffet Dinner (including Vivian's award-winning apple pie!)
Followed by our Annual General Meeting

Thursday November 19 at 6:00 p.m.

Location is Perth Lions Hall

(Halton Street at the Fairgrounds)

**Cost is \$20.00 or pay what you can
LCCJP memberships available for \$5.00**

Tickets must be reserved in advance.

Contact Beth Peterkin, Executive Director by phone 613-264-1558, toll free at 1-888-264-1558 or email at beth@commjustice.org.



**United Way
Lanark County
Partner**

***This event is open to the public.
Everyone welcome!***

**Restorative
Justice
Week 2015**
November 15-22

Inspiring innovation