



Lanark County
Community Justice Program



ANNUAL REPORT

2015-2016

8 Herriott Street, Suite 10-E
Perth, ON, K7H 1S9
www.commjustice.org



Lanark County Community Justice Program

CORE PROGRAM:

Our core services involve a court diversion program on referrals from the OPP, the Town of Smiths Falls police and from the Crown Attorney's office for both youth and adult offenders. The Ministry of the Attorney General assists with some funding for offenders aged 12 to 17 years of age. We are also pleased to be a United Way Lanark County partner and are grateful for their ongoing support. The balance of our costs is covered by fundraising, donations, grants and sponsorships each year.

LCCJP has been providing court diversion services for 15 years in Lanark County and the Town of Smiths Falls. Our office is located in Perth, ON. We have 40 fully-trained volunteers who conduct the community justice forum process for youth and adults. Our recidivism rate is less than 5% compared to the recidivism rate for similar cases through the criminal system of about 30%.

TRAINING SERVICES:

LCCJP is now able to share our expertise by training other community groups in the use of restorative approaches to resolve issues. For example, we have provided training to the peer advocates at The Table Community Food Centre in the use of restorative approaches when they are working with clients with landlord and tenant issues. Other community groups and agencies have expressed an interest in pursuing this path as well.



SCHOOL AND YOUTH CENTRE INITIATIVE:

In 2016, LCCJP embarked on a School and Youth Centre Outreach Program to be carried out over the next three years. Contributions toward this initiative have been received from the Ontario Trillium Foundation, the Law Foundation of Ontario and United Way Lanark County. In addition, there are a



number of smaller contributions that have been received from community groups, service clubs and local agencies. The goal of the initiative is to send trained volunteers into each school and youth centre throughout Lanark County and the Town of Smiths Falls on a regular basis and to work with school administrators, teachers, youth, parents and youth workers to promote the use of restorative approaches. We can provide mentoring to those who are already using a restorative approach and introduce the restorative concept to those who are not already involved. LCCJP anticipates reaching or having an impact on all 13,120 youth in our service area over the next 3 years – a lofty target!

SPEAKING PRESENTATIONS:

LCCJP has a corps of volunteers ready to attend your meeting or event with a speaking engagement about our work and the use of restorative approaches in the community. We have been hosted by service clubs, community groups, church groups, other agencies and schools and welcome your invitation. We can bring a PowerPoint presentation or handouts for your attendees and can tailor the presentation to your needs. Presentations can range from 10 minutes to half an hour and we will discuss your expectations with you in advance. There is no cost for these presentations; however donations are always welcome.



PARTNERING WITH OTHER RESTORATIVE SITES:

We are pleased to partner with other agencies that are working in the area of restorative practices and conducting community justice forums. The Ministry of the Attorney General has a network of Youth Justice Committee (YJC) sites across Ontario. There are many other collaborative justice, justice circle and similar organizations working towards many of the same goals as LCCJP. In particular we have connected with the Justice Circles program at the First Nations Technical Institute in Tyendinaga as well as with the Ottawa Restorative Justice Network. We are always looking for “best practices” from other organizations as well as sharing learnings from our work. As we build our initiative aimed at our schools and youth centres, we are finding many more restorative partners with whom we can connect.

KEYNOTE SPEAKERS:

Our Vision and Mission statements speak to embracing and promoting the use of restorative practices throughout the community and as such, we make a special effort each year to engage keynote speakers



at one or more of our events. In 2015 we welcomed Jake MacIsaac from Dalhousie University to speak about the work he has done at the university, and specifically about the issue involving students at the School of Dentistry. The previous year, it was our honor to have Kimberly Moore, Crown Attorney, speak at our Annual General Meeting. Another prominent speaker we have engaged in the past is Katy Hutchison who brought the story of her own grass-roots quest for restorative justice. These events are always open to everyone and we encourage members of the public to attend.

TESTIMONIAL

“Thank you for the opportunity to help these students understand the impact of their actions and for continuing to support the school community in the way that you have”from a school representative who participated in a community justice forum.



Lanark County Community Justice Program is pleased to recognize our major funders and community partners.

MINISTRY OF THE ATTORNEY GENERAL

The Ministry of the Attorney General (MAG) recognizes the Youth Justice Committee Program as an appropriate alternative to formal court proceedings for some youth criminal cases. A youth and their parent(s) or guardian will meet with a committee of community volunteers and the victim. Together they negotiate meaningful ways or “sanctions” for the youth to repair the harm caused. The program is aimed at youth aged 12 to 17-years-old who qualify if the offence is minor and the police or the Crown decide they are eligible for the program. There are 40 Youth Justice Committee sites across Ontario. LCCJP has been a Youth Justice Committee site since 2006 and is pleased to work with MAG on this important initiative.



UNITED WAY LANARK COUNTY

LCCJP has been a member agency (now a member partner) of the United Way Lanark County (UWLC) since 2007. UWLC has supported many of our programs over the years and LCCJP considers them an important partner. We also appreciate the many networking and learning opportunities that UWLC provides. The United Way slogan “Change Starts Here” describes their important work in our community.



ONTARIO TRILLIUM FOUNDATION

Ontario Trillium Foundation is the lead funding partner in our school and youth centre initiative that was launched in 2016. Thanks to OTF’s support, LCCJP will be building our capacity to



provide services to the community we serve. The leading grantmaking foundation in Canada, the Ontario Trillium Foundation strengthens the capacity of the voluntary sector through investments in community-based initiatives. An agency of the Government of Ontario, OTF builds healthy and vibrant communities: www.otf.ca.

LAW FOUNDATION OF ONTARIO



The Responsive Grants Program enables The Law Foundation of Ontario (LFO) to fund ideas generated by non-profit community groups to improve access to justice. These grants have provided seed funding for hundreds of innovative projects across Ontario.

LCCJP appreciates the support of LFO in our school and youth centres initiative.

Other Funders and Partners



AGENDA

5:30 p.m. Social Networking, Display Tables, Membership Registration, Drumming Workshop

6:00 p.m. Welcome, *Beth Peterkin, Executive Director*

Grace, Brian Peters, Vice-Chair

6:05 p.m. Buffet Dinner

7:00 p.m. Call to Order and Introductions, *Murray Long, Chair*
Greetings from Mayor Louis Antonakos

7:05 p.m. Drumming Circle, *Kathy Armstrong and Youth*

7:30 p.m. Thanks to the Drummers, *Andrew Lynch, Community Animator*

Introduction of Guest Speaker, Sheri Halladay, Program Coordinator

7:35 p.m. Guest Speaker, *Tom Scholberg, Ottawa Boys and Girls Club*

8:00 p.m. Thanking the Guest Speaker, *Rina Poulos, SSW Graduate, Algonquin College*

8:05 p.m. Recognition of Departing Board Members, *Scott Ferguson, Director*

8:20 p.m. Annual General Meeting Call to Order, *Murray Long, Chair*

- a. Adoption of the Agenda
- b. Approval of the Minutes from the AGM November 19, 2015
- c. Board Chair Report (*Murray Long*)
- d. Executive Director Report (*Beth Peterkin*)
- e. Treasurer Report (*Betty Jo Dean, Treasurer*)
 - Financial Report 2015-2016
 - Acceptance of audited financial statements for 2015-2016
 - Appointment of Auditors for 2016-2017
- f. By-Law Amendment (*Murray Long*)
- g. Nominating Committee Report (*Christine Peringer, Past Chair*)
- h. Other Business
- i. Adjournment

9:00 p.m. Safe Home

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

Annual General Meeting for 2014-2015

November 19, 2015, 7:15 p.m.

Lions Club Hall, Arthur Street, Perth

Guest Speaker (prior to the AGM)

Attendance: Ninety people attended the guest speaker's presentation including members of Lanark County Community Justice, partners, funders, representatives from other Restorative Justice organizations and community members.

Mr. Jake MacIsaac was one of the key restorative justice facilitators and one of the three co-authors of the May 2015 Restorative Justice report concerning the Dalhousie School of Dentistry class of 2015, and the well-known issue of the 13 male dentistry students who were outed concerning a private Facebook "gentlemen's group" that contained postings derogatory to and extremely upsetting to female members of that graduating class cohort.

His presentation covered many aspects of the challenging process of getting to the heart of the concerns raised by female students, why the male students had created this private Facebook page in the first place, the behaviour of some faculty members that had exacerbated tensions between male and female students, the unique problem of conducting a restorative justice process in a media fishbowl, and the highly positive outcomes that resulted. As Mr. MacIsaac stated, the process "created a safe space where they could all speak their truth."

Mr. MacIsaac was introduced by LCCJP facilitator Paul Holmes and later thanked by facilitator Shelly Graham.

MINUTES OF BUSINESS MEETING FOR 2014-2015 YEAR END

Members Present: Margo Bell, Tim Campbell, Linda Camponi, Bob Chaplin, Art Conn, Betty Jo Dean, Scott Ferguson, Jim Higginson, Peggy Land, Murray Long, Andrew Lynch, Christine Peringer, , Brian Peters, Brenda Reinkeluers, Mary Rothfels, Mary Rozenberg, Robb Schoular, Randy Weekes, Tracey Wyeth.

Guests: Jen Gordon, Chris Hahn, Mary Haley, Chris Reinkeluers, Lynn Schoular, Sheri Halladay (staff), Rina Poulos (SSW student), Beth Peterkin (staff), Desmond Devoy (media)

Call to Order and Introductions: Board Chair Christine Peringer called the meeting to order at 8:25.

a. **Adoption of the Agenda**

M/S/C Scott Ferguson/Tracey Wyeth

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

M/S/C Betty Jo Dean /Tim Campbell

c. **Board Chair Report (Chair Christine Peringer)**

Christine reviewed highlights of her report (included in the Annual Report – pages 6/7)

Motion to accept the Chair's Report for 2014-2015. M/S/C Christine Peringer/Mary Rozenberg

d. **Executive Director Report (Beth Peterkin)**

Beth reviewed highlights from her Executive Director's Report for 2014-2015 (see pages 8/9 of Annual Report), highlighting in particular the significant upward growth in restorative justice forums – from 40 to 60 cases over the last three reporting years). She added that more than 300

people participated directly in forums in 2014-2015.

Motion to accept the Executive Director's Report for 2014-2015. M/S/C Linda Camponi/Mary Rozenberg

e. **Launch of the 2016-2019 Strategic Plan**

Beth Peterkin briefly reviewed the process of revising the Strategic Plan over the course of 2015, including the refocusing of the Vision Statement beyond Restorative Justice to Restorative practices, the slight updating of the Values Statement and the enhancements to the Goals and Objectives (see pages 10 to 13 of the Annual Report).

Beth responded to a question by Jim Higginson on how success in improving community understanding of restorative approaches would be measured by stating that the organization will begin by measuring media intensity and intensity of new actions undertaken to expand awareness such as meetings with stakeholders, municipal bodies, more news articles and an improved website.

Motion to accept the 2016-2019 Strategic Plan. M/S/C Tracey Wyeth /Mary Rozenberg

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

Betty Jo Dean presented the Treasurer's Report for 2014-2015 (page 14 of Annual Report) and reviewed highlights of the audited Financial Statements (pages 15-24 of the Annual Report).

Motion that the membership accepts the audited statements for 2014-2015. M/S/C Betty Jo Dean/Tim Campbell.

Motion that LCCJP appoint Allan Chartered Accountant Professional Corporation as the auditor for 2015-2016. M/S/C Betty Jo Dean/Mary Rozenberg.

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

Brian presented four new nominations for Board membership and one current Director who will return for a second term. Brian stated that all new nominees had been interviewed and background checks completed on them. They are:

- Margo Bell
- Bob Chaplin
- Scott Ferguson
- Murray Long (returning)
- Brenda Reinkeluers

Motion to elect these new members to the Board of Directors. M/S/C Brian Peters/Christine Peringer

h. Other Business - None

i. Adjournment - Motion to adjourn by Jim Higginson

These minutes are declared to be a true and accurate record of the Lanark County Community Justice Program Annual General Meeting of November 19, 2015.

Signature

Title

Signature

Title

Chair's Message for 2015-2016 Annual Report

The word this year is metamorphosis! Not that LCCJP was ever just a caterpillar crawling along a branch. However, we were focussed primarily on the narrower track of running restorative justice forums, diligently determined to offer the most professionally-run and effective community-based justice program possible, promoting our role in the justice system and doing some public awareness and fund-raising.



And then wow! Beth informed the Board last December that a major funding proposal to the Ontario Trillium Foundation had been accepted. In tandem with other substantive funding from the United Way Lanark County and the Law Foundation of Ontario, this was going to allow us to undertake a dream program – to systematically work within all primary, secondary and post-secondary schools and youth centres in our county to develop and deliver restorative practices that reach more than 13,000 young people in ways that could be transformative.

Research shows that the development of relational skills (and this applies to both teachers and students) can be a key pathway to better overall learning outcomes. As stated by American educator Chuck Saufier, "students are happier, more cooperative, achieve more academically, and are more likely to make positive changes in their behavior when those in positions of authority do things *with* them, rather than do things *to* them or *for* them."

I will leave it to Andrew Lynch, our new community animator for the schools initiatives and the members of his team of enthusiastic volunteers, to expand on the value of this program and how it unfolds in the months ahead.

There are other aspects of our metamorphosis that need equal comment. Our Executive Director, Beth Peterkin, has done an outstanding job in fund-raising, raising community awareness, building partnerships with other agencies and funders, strengthening relations with the OPP, the Smiths Falls Police Service and the Crown's office in Lanark County, getting us a great new website and a presence on Facebook, and even much needed improvements in our office space.

As Board Chair, I also appreciate Beth's great leadership in helping the Board move forward with more professionalism in all matters of Board governance from budget management to policy development, to ensuring our meetings stay on track. It has been a pleasure to work with Beth.

I also want to thank the other members of the Board who have worked with me since last November – Betty Jo Dean, our highly committed and extremely competent treasurer, Brian Peters – our vice chair and wise elder in all things pertaining to restorative thinking, Bob Chaplin, Board Secretary, Margo Bell, Scott Ferguson, Brenda Reinkeluers, and Christine Peringer, our past Chair who continues to provide so much insight and vision into how a restorative-based organization should really operate.

I also want to thank Sheri Halladay, our dedicated and long-serving Program Coordinator(15 years!), and Rina Poulos, our Algonquin placement student who will be soon be entering a program in criminology.

As we move forward, with stronger funding, a renewed strategic plan, motivated, dedicated and capable staff and volunteers, our next year and the years to come will be truly inspiring ones, as retroactive thinking and restorative practices spread more broadly into our community.

Murray Long
Chair

Strategic Plan 2016-2019

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.

Board of Directors 2015-2016

Murray Long, Board Chair
Brian Peters, Vice-Chair
Betty Jo Dean, Treasurer
Bob Chaplin, Secretary
Margo Bell, Director
Scott Ferguson, Director
Brenda Reinkeluers, Director
Christine Peringer, Past Chair

Executive Director Report 2015-2016



Busy, exciting, tumultuous, exhilarating, changing, reflecting, growing – all these words and more describe the past year at LCCJP. It was time of tremendous growth in capacity within our agency, an increased level of community awareness about our work and numerous learning opportunities presented for volunteers, Board members and staff. Much of this was made possible by the tremendous financial support, sponsorships and donations that we received from numerous sources. Please see the Report on Funders and Partners in this document for details.

Over the past year we have made a concentrated effort to speak to as many people as possible about the work of LCCJP and the benefits of incorporating restorative practices into everyday life. Thanks to the work of the Community Outreach team, we have presented our message to 9 municipalities, members of 25 community agencies, 2 service clubs and several schools. In addition we have conducted 2 hands-on workshops for a community group.

In the summer of 2015, we welcomed the volunteer services of Bonnie King as the bookkeeper for LCCJP. Bonnie brings many years of accounting experience from Brown Shoe and her work has been invaluable to us in freeing up staff time at the office for a myriad of other duties. Thanks Bonnie!

September 2015 saw Rina Poulos join our staff team three days a week in a placement position for her 2nd year SSW program at Algonquin College. Rina was a pleasure to work with and I think we learned as much from her as she did from us...especially about Greek food! You can find Rina's summary of her work later in this Annual Report.

Early in 2016 we launched our newly re-designed website with a more up-to-date look and included much needed resources for facilitators, Board members and the general public. Thanks to Sebastien Bacharach for all his work in helping us to get the look we wanted. Concurrently, we started our first ever Facebook page for LCCJP and have been working hard to be "liked". These two ventures have been of great assistance in reaching out to the larger community.

March 2016 tested our resilience as we faced many new opportunities during that month. After reviewing over 70 applications for our new Community Animator position for the school/youth centre initiative and undergoing a thorough and rigorous interview process, we were pleased to hire Andrew Lynch in this role. We also negotiated with our landlord to take over the use of the fourth office space within our premises to allow us room for confidential interviews as well as a small workspace if needed by our volunteers. All these changes and preparing for year-end at the same time...kept us busy indeed!

There were many learning opportunities made available to our staff and volunteers over the past year, some of which were in-house and some in partnership with other agencies. Topics included the Concept of Self-Care, Signs and Symptoms of Drug Abuse, the Dangers of Fentanyl, Healing after Trauma, Building Collaborative Organizations and ASIST training to name just a few. It is extremely important to LCCJP to

continue to promote a variety of training opportunities to meet the needs of all the people who work or volunteer so diligently to contribute to our success.

Speaking of which, our volunteer facilitators continue to be the backbone of this tremendous organization. Without the dedication and compassion of these hard-working community members, LCCJP would be simply a great idea but certainly not able to provide the services that we do. We ask a lot of our facilitators and they deliver! This enables us to maintain our credibility in the communities we serve and to be successful in rebuilding relationships and repairing harm. A huge vote of thanks to our facilitators – you make it all look easy!

The Directors of LCCJP are all heroes in their own right. They come from all four corners of our service area and give freely of their time to make the tough decisions that keep the organization operating under all of our fiscal and charitable responsibilities. In this past year, the Board has reviewed and approved new and revised policies, accepted Terms of Reference for a number of committees, has had the vision to manage the growth in our capacity as an organization and shared a few laughs along the way. Brenda Reinkeluers and Bob Chaplin are leaving our Board at this time, and they will both be sorely missed. Thanks for all your contributions.

The best-known face of LCCJP is Sheri Halladay who has been with the organization since almost the beginning. She has served many roles over the years including working as a facilitator and volunteering, and has occupied the role of Program Coordinator for as long as most of us can remember. Sheri is the “mother hen” to all of our facilitators as well as building the trust and developing the initial relationship with our referred clients. Every successful agency needs a Sheri. Thanks for being there when we need you.

The year ahead will bring new challenges and opportunities and LCCJP is well-positioned to face what comes our way and succeed. I am proud to work with such a fabulous team!

Beth Peterkin
Executive Director



Program Coordinator's Report 2015-2016



In January of this year we re-vamped the script for community justice forums, worked on our new website and met the new Crown, Julie Scot. I now have pre-court meetings with the youth crown, Patricia Bowes which is working very well.

February brought the COYO conference. (Committee of Youth Officers Ontario) held in Niagara Falls where I was able to do a tremendous amount of networking. I met police officers from Cornwall, child and family service workers from Akwesasne, a lady who does similar work to mine in Pembroke, 2 youth workers from Sudbury, some folks from Lanark County and a bountiful array of speakers. The highlight, in my opinion, was Rahtaeh Parsons' mother who talked at great length about social media and the scars that can be left... a very heart wrenching but powerful message.

March, we had a number of challenging files/cases that I was monitoring and it seemed that I was kept busy on a small number of files. Towards the end of March and beginning of April, we had an influx of referrals from the Crown's office.

End of April finds me working on a large referral from the crown, in which there are 3 accused and 2 complainants involving charges surrounding social media issues. We are getting ready for the AGM, Andrew is bustling around the office like Darth Vader, Beth continues to sail the ship, and I monitor the ebb and flow... all in all, it's a sound vessel!

Sheri Halladay
Program Coordinator

Student Annual Report Summary 2015-2016

My name is Rina Poulos and I was welcomed to the LCCJP office beginning in September 2015, finishing April of 2016 for three days a week as a 2nd year placement student from the Algonquin College Social Service Worker program. My experience at LCCJP has given me lots of opportunity to expand on my learning as well as advancing my skillset. I have been able to do a great deal of networking by attending Youth Court as well as a variety of meetings and workshops, expand on my health and safety knowledge by researching and completing appropriate safety audit assessments and learn how to navigate the e-mail marketing service that LCCJP uses to promote exciting information regarding agency involvement which has been essential to the development of my future endeavours. I have also taken on the role of participating in another diversion program to further my client interactions experience. In conclusion to my valuable experience with LCCJP, I am pleased to say that I will be attending Carleton University to further my education among the Criminology and Criminal Justice stream.



Rina Poulos
Social Service Worker Placement Student, Algonquin College

Community Animator's Report 2016
Restorative Action for Youth



In the spring of 2015, a committee was struck to consider ways in which the use of restorative practices could be promoted in Lanark County schools and youth organizations. Since then, with support by grants from the Ontario Trillium Foundation, United Way Lanark County and the Law Foundation of Ontario, we have been able to begin implementing an extension of our services to support the use of restorative practices in schools and youth service organizations throughout Lanark County and the Town of Smiths Falls.

Shortly after being hired in March of 2016, I made a priority of mapping out program timelines for the next three years that align with the terms established with the various funding organizations. The next step was to begin fleshing out the details of our initiative – a process which will take time and extensive consultation with school and youth organization staff. From my conversations with executive directors of restorative justice organizations in other jurisdictions that have a history of involvement with schools, it is clear that though there are ideas to share and lessons to learn from them, we will have to develop a model that reflects the capacity of our organization, and the profiles and needs of the schools and youth organizations in Lanark County and Smiths Falls.

A critical part of my learning over the first two months has happened through my participation in workshops and training sessions related to restorative practices with a particular focus on the use of restorative circles in schools. My discussions with principals have underscored the importance of providing school staff with an overview of restorative practices and exploring how their use can nurture a positive school climate and student learning. A critical overarching goal of our program has to be the creation of a fully inclusive community of learners that begins in the classroom and percolates through the school community.

As we are on the cusp of beginning our work with school staff, we are in the process of hiring Team Leaders who will serve as critical links with schools. We expect to have them in place by mid-May. As volunteers come on board at the beginning of the 2016-17 school year, we will continue to meet with school staff and develop details for the implementation of restorative practices in schools during 2017 and 2018. You can expect to see updates on Facebook and on our website by June.

On a personal note, I want to add what an exceptional opportunity this is for me to combine my passion for education with the power of restorative practices to build inclusive communities.

Andrew Lynch
Community Animator





Lanark County
Community Justice Program

ANNUAL GENERAL MEETING
June 6, 2016

TREASURER'S REPORT
2015-2016

Dear Members of the Lanark County Community Justice Program,

It is a pleasure to present the Treasurer's report for the 2015-2016 Fiscal year.

2015-2016 Audited Statements:

The full audited statements along with our auditor's 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. You will note an increase in cash and corresponding deferred revenue for this fiscal year. This represents funds not yet spent but provided through our successful Ontario Trillium Foundation grant as well as two other smaller grants.

Operating Results

Although we incurred a small loss of \$1,464, 2015-2016 was a year of growth for LCCJP. Overall revenue increased by over 44% over last year. This increase in financial capacity is mainly the result of the continuous generous support of our community through increased grants from the United Way Lanark County and new grant funding from the Ontario Trillium Foundation and the Law Foundation of Ontario. This funding is and will substantially enhance our program in Lanark County and the Town of Smiths Falls and we are appreciative for that as well as the donations and support we receive from so many community partners.

Funding from the Ministry of the Attorney General remained stable this year and provides for continued core services.

Thank you

I would like to express a sincere thank you to the other members of the finance committee, our chairperson, Murray Long, our dedicated Board of Directors and especially our Executive Director Beth Peterkin. I also would like to thank Allan and Partners LLP, particularly Tricia Mierau and Carole Fuller for their service and guidance this past year.

Motions:

Acceptance of the audited statements for 2015-2016

Motion: I move that the membership accept the audited statements for 2015-2016.

Appointment of the Auditors for 2016-2017

Motion: I move that LCCJP appoint Allan and Partners LLP as the auditor for 2016-2017.

Respectfully submitted, Betty Jo Dean, CPA CGA

**LANARK COUNTY COMMUNITY
JUSTICE PROGRAM INC.**

Financial Statements

Year Ended March 31, 2016

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.
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Year Ended March 31, 2016

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Lanark County Community Justice Program Inc.

A Restorative Justice Initiative

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Web site: www.commjustice.org

Management's Responsibility for Financial Reporting

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 and 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



INDEPENDENT AUDITOR'S REPORT

To the Management 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, 2016 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, 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 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 the audit to obtain reasonable assurance about whether the financial statements are free from 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 the 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.

(continues)18



Independent Auditor's Report to the Management of Lanark County Community Justice Program Inc.
(continued)

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Lanark County Community Justice Program Inc. as at March 31, 2016 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.



Perth, Ontario
May 12, 2016

Allan and Partners LLP
Chartered Professional Accountants
Licensed Public Accountants

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.
Statement of Financial Position
March 31, 2016

	2016	2015
	\$	\$
Assets		
Current		
Cash	56,686	18,271
Accounts receivable	3,476	2,410
Prepaid expenses	1,638	-
	61,800	20,681
Liabilities		
Current		
Accounts payable	7,143	3,000
Deferred revenue (Note 4)	38,439	-
Due to Province of Ontario	3,986	3,986
	49,568	6,986
Fund Balances	12,232	13,695
	61,800	20,681

On behalf of the Board

_____ Director

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.
Statement of Operations and Fund Balances
For the Year Ended March 31, 2016

	Budget \$	2016 \$	2015 \$
Revenues			
Ministry of the Attorney General grant	53,595	53,595	53,595
Municipal Grants	6,000	3,000	500
United Way	15,000	15,000	12,000
Fundraising revenue	7,000	5,123	7,222
Donations	2,000	4,293	7,831
Memberships and other income	9,600	9,025	3,605
Other grants	-	10,000	-
Ontario Trillium Foundation	-	19,561	-
	93,195	119,597	84,753
Expenditures			
Forum expenses	-	2,486	1,457
Fundraising expense	-	2,417	-
Insurance	3,239	3,239	3,239
Office and computer supplies	8,626	12,567	7,477
Professional fees	2,200	2,319	1,819
Program costs	-	5,177	-
Rent	11,150	7,196	7,688
Salaries and wages	56,180	68,681	51,653
Telephone and website	-	3,589	2,917
Travel and staff expense	2,500	3,491	1,931
Volunteer expense	9,300	9,899	6,003
	93,195	121,061	84,184
Net Revenues (Expenditures) for the Year	-	(1,464)	569
Fund Balances, Beginning of Year	-	13,696	13,126
Fund Balances, End of Year	-	12,232	13,695

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.
Statement of Cash Flows
Year Ended March 31, 2016

	2016	2015
	\$	\$
Operating activities		
Excess (deficiency) of revenues over statement of operations for ministry of the attorney general funding	(1,464)	569
Changes in non-cash working capital:		
Accounts receivable	(1,066)	772
Prepaid expenses	(1,638)	-
Accounts payable	4,144	-
Deferred revenue	38,439	-
	39,879	772
Increase in cash flow	38,415	1,341
Cash - beginning of year	18,271	16,930
Cash - end of year	56,686	18,271

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.

Notes to Financial Statements

Year Ended March 31, 2016

1. 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.

2. 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.

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.

(continues)

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.

Notes to Financial Statements

Year Ended March 31, 2016

2. Significant Accounting Policies (continued)

Capital Assets

The historical cost and accumulated depreciation for capital assets are not recorded; capital 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.

3. 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, 2016, Ministry of the Attorney General \$Nil (2015 \$Nil). Any surplus amounts are reflected in Due to Province.

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.

Notes to Financial Statements

Year Ended March 31, 2016

4. Deferred Revenues

	2016 \$
Trillium Foundation	33,439
Community Homelessness Prevention Initiative	4,000
Perth and District Community Foundation	1,000
	38,439

5. 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, 2015.

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.

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.

Notes to Financial Statements

Year Ended March 31, 2016

6. 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.

7. Comparative figures

Some of the comparative figures have been reclassified to conform to the current year's presentation.

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.
Statement of Operations for Ministry of the Attorney General Funding
Year Ended March 31, 2016

	2016	2015
	\$	\$
Revenues		
Provincial grant	53,595	53,595
Expenditures		
Forum expense	2,506	1,976
Insurance	2,297	2,297
Office supplies	5,980	5,763
Professional fees	1,563	1,563
Rent	7,000	7,071
Wages and benefits	33,563	33,833
Volunteer orientation and training sessions	1,531	1,454
	54,440	53,957
Net Program Expenditures for the Year	(845)	(362)

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.

BYLAW NUMBER ONE

Adopted December 6th, 2012
Amended November 26, 2014
Amended June 6, 2016

DEFINITIONS

The **Program** will mean Lanark County Community Justice Program Inc.

OBJECTS

1. The objects of the Lanark County Community Justice Program Inc. are the establishment and operation of a community justice program for the purposes of:
 - (a) developing and fostering a community justice program in Lanark County and the Town of Smiths Falls;
 - (b) assisting communities within the County of Lanark and the Town of Smiths Falls in the implementation of a community justice program;
 - (c) maintaining the integrity of the community justice program;
 - (d) providing program planning and development services;
 - (e) gathering, evaluating and exchanging data and statistical information relevant to the program; and
 - (f) participating in the exchange of results, data and ideas with other community programs locally, provincially, nationally and internationally.
2. The Program shall be carried on without purpose of gain for its members, and any profits or other accretions to the organization shall be used solely to further its objects.
3. The Program shall have no religious affiliations.

OFFICES

4. The head office of the Program shall be in the County of Lanark or the Town of Smiths Falls, Ontario.
5. The Program may establish such other offices and agencies elsewhere in Canada as the Board may deem expedient by resolution.

CORPORATE SEAL

6. The seal, an impression of which is stamped in the margin of this Bylaw, shall be the seal of the corporation, which shall be kept under lock at the registered office of the Corporation.

MEMBERSHIP

7. Any individual who is eighteen years of age or older, who supports the objects of the Program may, upon application and upon approval of that application by the Board of Directors, be granted membership. The Board may set policies which require the payment of an annual membership fee before approval of a membership application. Membership shall entitle the holder to vote at all members' meetings including the Annual General Meeting and to receive financial and other reports for the Program.
8. A member will cease to be a member of the Program upon:
 - (a) delivering his or her written resignation to the Board of the Program; or
 - (b) upon a resolution that the member be removed being approved by two-thirds of the members present at a general or special meeting of the members.
9. The term of membership shall be for one year and the Board may set a deadline for renewal prior to the Annual General Meeting and shall notify members of the same.

MEETINGS OF THE MEMBERS

10. An Annual General Meeting of the members shall be held at least once each year at the head office of the Program or elsewhere in Ontario at a place and time designated by the Board. Other meetings of members may be held as required.
11. Each Annual General Meeting shall include:
 - (a) the annual report of the Board and the Executive Director;

- (b) the audited financial statement for the preceding year;
 - (c) consideration of the Bylaws or amendments thereto, if required;
 - (d) consideration of any general or special business of the Program;
 - (e) election of Directors to the Board.
12. Members shall be given at least thirty days written notice in advance of an Annual General Meeting. The Directors may set procedures for the giving of notice and email notification to the last known email address shall be considered as written notice.
13. At all meetings of the members:
- (a) the quorum shall be ten members;
 - (b) every question shall be determined by a majority of votes of those members in attendance unless specifically otherwise provided in this Bylaw;
 - (c) each member in attendance shall be entitled to exercise one vote on each question;
 - d) there shall be no attendance by teleconference and/or voting by proxy, unless the Board of Directors has set a policy permitting this form of participation.
14. A meeting of the members may be called at any time by the Board Chair or upon the written request to the Chair by one third of the members. A minimum of fourteen days written notice will be given to hold any meeting of the members, with the exception of the Annual General Meeting.

BOARD OF DIRECTORS

15. The property and business of the Program shall be managed by a Board of seven Directors of whom four shall constitute a quorum.
16. The applicants for incorporation are the first Directors of the Program and shall serve until the first general meeting at which time their successors shall be selected.
17. The members, by majority vote, shall elect seven persons to the Board of Directors at the first general meeting. The Board may determine procedures for the nomination,

election and removal of Directors to be confirmed by the members at the next Annual General Meeting.

18. The members shall elect Board members to fill Board member vacancies at each subsequent Annual General Meeting. To be considered eligible for election, persons seeking election will be a member in good standing and will submit their written application to the Nominating Committee on the prescribed form a minimum of 4 weeks before the date of the annual meeting where the election will be held (or within a different timeline as prescribed by the Board of Directors). Once the Nominating Committee has vetted the application and checked references, they will prepare and sign a nomination form for the candidate seven days before the Annual General Meeting.
19. Anyone who has been an employee with the Program is ineligible to become a Director until two years have passed since the last remuneration was paid. Anyone volunteering with the Program will relinquish their volunteer position (facilitator or other) in order to be eligible to serve as a Director.
20. To allow for staggered retirement from the Board, each Director shall serve for a term of three years, except when a partial term needs to be filled.
- 20.1 Retiring directors having completed one term of office shall be eligible for re-election to the Board of Directors for a second term if qualified. No Director may serve for more than two consecutive terms of three years. Note that the intent of this clause is to allow for a Director to serve a full six years in multiple terms. It is recognized that there may be occasions when one of the terms may be less than three years if the Director is elected or appointed mid-way through a term to fill a Board vacancy. Directors who have served for two complete three-year terms shall not be eligible to stand for election or to be appointed to the Board for a period of one year after their terms of office have expired.
- 20.2. A retiring Director shall remain in office until the dissolution or adjournment of the meeting at which the Director's successor is elected, unless that Director resigns, is removed in accordance with procedures, or dies.
21. The office of a Director shall be automatically vacated by a person:
 - (a) if that Director has resigned from office by delivering a written resignation to the Secretary of the Board;
 - (b) if s/he is found by a court to be of unsound mind;

- (c) if s/he becomes bankrupt;
 - (d) on death;
 - (e) if a resolution removing him/her from office is passed by two thirds of the members present at a membership meeting; or
 - (f) if removed by the Board of Directors in accordance with Section 22.
22. A Director may be removed by a resolution passed by two thirds of the Board of Directors:
- (a) if s/he is absent from two or more consecutive meetings of the Board without just cause; or
 - (b) if the Director's behaviour is seen by the Board as damaging the reputation of the Lanark County Community Justice Program.
23. If any vacancy shall occur, the Board may appoint any member to fill that vacancy and s/he will serve until the next Annual General Meeting, at which meeting the members present shall elect a person to replace the Director and to serve for the remainder of the vacating Director's term.
24. Meetings of the Board may be held at any time and place to be determined by the Board. Meetings may be held by teleconference or other electronic means. The Board may determine procedures for the calling of meetings and the giving of notice.
25. There shall be at least one meeting of the Board per year.
26. Each Director shall be entitled to exercise one vote on each motion at any meeting of the Board.
27. A resolution by email, endorsed by a majority of the Directors entitled to vote on that resolution, is as valid as if it had been passed at a meeting of Directors.
28. The minutes of meetings of the Board shall be available to the Directors, each of whom shall receive a copy of such minutes. Upon request, a copy of the minutes of any Board meeting, except an in-camera meeting, shall be provided to any member of the community.

29. The Directors shall serve as such without remuneration and no Director shall directly or indirectly receive any profit from so serving, provided that a Director may be paid reasonable expenses incurred in the performance of the duties of that Director.

INTERESTED DIRECTOR CONTRACTS

30. A Director who is in any way, directly or indirectly, interested in a contract or a proposed contract with the Program shall make full disclosure to the Board of the nature of his or her interest, shall not take part in any discussion about the contract, and no such Director or officer shall vote on any resolution to approve any such contract. In order for a former Director to enter into contract with the Program a minimum of two years must have passed since they were a Director.

POWERS OF DIRECTORS

31. The Board of Directors shall have the right to exercise all powers necessary for the running of the Program.
32. The Board may appoint such agents and engage such employees as it shall deem necessary from time to time and such persons shall have such authority and shall perform such duties as shall be prescribed by the Board.
33. The remuneration of all agents and employees shall be fixed by the Board by resolution.
34. The Board shall have the power to authorize expenditures on behalf of the Program and may delegate by resolution to any of the individual Directors of the Program the right to authorize specific expenditures or classes of expenditures, and to employ and pay salaries to employees.
35. The Board shall take such steps as it may deem requisite to enable the Program to receive donations and benefits for the purpose of furthering the objects of the Program.
36. The Board may delegate specific tasks and duties to an individual Director or group of Directors.

OFFICERS

37. The Officers of the Program shall be the Chair, Vice-Chair, Secretary and Treasurer. The Chair, Vice-Chair, Secretary and Treasurer shall be appointed by resolution of the Directors from amongst their numbers at the first meeting of the Board following each Annual General Meeting but may be removed from such office at any time upon the resolution of the Board.

38. Each Officer shall serve without remuneration but may be reimbursed for reasonable expenses incurred in the performance of the duties of such Officer's position.
39. The Chair shall:
 - (a) preside at all meetings of the members and of the Board;
 - (b) oversee the general affairs of the Program;
 - (c) ensure that all orders and resolutions of the Board are carried into effect;
 - (d) be, ex officio, a member of all committees of the Board; and
 - (e) perform such other duties as shall from time to time be imposed on the Chair by the Board.
40. The Vice-Chair shall:
 - (a) in the absence or disability of the Chair, perform the duties and exercise the powers of the Chair; and
 - (b) perform such other duties as shall from time to time be imposed on the Vice-Chair by the Board.
41. The Treasurer shall:
 - (a) have the custody of the funds and property of the Program and ensure that full and accurate accounts of all assets, liabilities, receipts and disbursements of the Program are kept in the books belonging to the Program and shall deposit or cause to deposit all monies, securities and other valuable effects in the name and to the credit of the Program in such depositories as may be designated by the Board;
 - (b) disburse or cause to be disbursed the funds of the Program as may be ordered by the Board in accordance with this Bylaw taking proper vouchers for such disbursements and shall render to the Board at each regular meeting of the Board or whenever they may require it, an accounting of all the transactions and a statement of the financial position of the Program;
 - (c) if directed by the Board, give the Program such security as may be required for the faithful performance of the duties of the office of Treasurer and for the

restoration, upon the cessation for any reason of the Treasurer's term of office, to the Program of all books, papers, vouchers, money or other property of the Program then under the control or in the possession of the Treasurer; and

- (d) perform such other duties as may be prescribed by the Board or Chair under whose supervision the Treasurer shall act.

42. The Secretary shall:

- (a) attend all meetings of the Board and Members and act as clerk thereof and ensure that all votes and minutes of such proceedings are recorded in the books to be kept for this purpose, unless otherwise directed by the Board;
- (b) give or cause to be given notice of all meetings of the Board and Members;
- (c) be custodian of the seal of the Program, which shall only be delivered upon a resolution of the Board and then only to such person or persons as may be named therein; and
- (d) perform such other duties as may be prescribed by the Board or Chair under whose supervision the Secretary shall act.

PAST CHAIR

42.1. The Past Chair position is a member of the Board and Executive who provides corporate memory and guidance to the organization. If the Past Chair is still within his/her elected term as a board member s/he will maintain the rights and responsibilities of a board member. Once that Board term ends, the Past Chair will be an ex officio member with the same rights as the other members but is not counted for quorum and cannot vote. The position is filled and vacated using the following process:

- (a) When a Board Chair finishes his/her term, the position of Past Chair shall be offered to this person. If s/he is unable to serve, the position shall be offered in inverse order of having been Chair to other past Chairs until a person is identified to assume the position of Past Chair.
- (b) The Past Chair will serve until the current Chair is no longer in office or for two years after leaving the Board Chair position (whichever comes first).

EXECUTIVE DIRECTOR

43. The Board may appoint an Executive Director. The Executive Director may be remunerated for his or her duties in addition to being entitled to reimbursement for

reasonable expenses incurred in the performance of such duties. The Executive Director shall:

- (a) participate in the meetings of the Board and its committees in an ex-officio capacity and shall be entitled to notice of all such meetings;
- (b) have responsibility for the general active management of the business of the Program;
- (c) ensure that all orders and resolutions of the Board are carried into effect; and
- (d) perform such other duties as shall from time to time be imposed on the Executive Director by the Board.

44. The Board may delegate to the Executive Director the power to hire, supervise and fire employees, the power to enter into specific contracts or classes of contracts on behalf of the Program, the power to authorize classes of expenditures on behalf of the Program and such other tasks or duties as it sees fit. At no time shall the Executive Director borrow funds without a resolution of the Board.

FISCAL YEAR

45. The fiscal year end of the Program shall be the thirty-first day of March of each year.

AUDITORS

46. The members shall at each Annual General Meeting appoint an auditor and shall direct the auditor to perform an audit of the accounts of the Program for report to the members at the next Annual General Meeting. The auditor shall not be a Director, Officer, member or employee of the Program. The auditor shall hold office until the next Annual General Meeting provided that the Board may fill any casual vacancy in the office of auditor. The remuneration of the auditor shall be approved by the Board.

INDEMNITIES TO DIRECTORS AND OTHERS

47. Every person, including any Director of the Program, who has undertaken or is about to undertake any liability on behalf of the Program, and such person's heirs, executors and administrators, and estate and effects, respectively, shall at all times, be indemnified and saved harmless out of the funds of the Program, from and against:

- (a) all costs, charges and expenses which such person sustains or incurs in or about any action, suit or proceedings which is brought, commenced or prosecuted

against such person, or in respect of any, deed, matter or thing whatsoever, made, done or permitted by such person, in or about the execution of the duties of such person's duties or in respect of any such liability; and

- (b) all other costs, charges and expenses which such person sustains or incurs in or about in relation to the affairs thereof, except such costs, charges or expenses as are occasioned by such person's own willful neglect or default.

SIGNATURES AND CERTIFICATION OF DOCUMENTS

- 48. Unless otherwise provided by resolution of the Board, all contracts, documents or other instruments requiring the signature of the Program shall be signed by at least two of the Directors or Officers and all contracts, documents and other instruments so signed shall be binding upon the Program without further authorization or formality. The Board may appoint one or more Directors, Officers or the Executive Director to sign specific contracts, documents, classes of documents, and other instruments on behalf of the Program.

AMENDMENT OF THIS BYLAW

- 49. This Bylaw may be amended by an affirmative vote by at least two-thirds of the members present at an Annual General Meeting or another meeting of the members. Any proposed Amendments to this Bylaw will be distributed to current members at their last known address (email or mail) a minimum of 30 days prior to the meeting at which the changes will be considered.

DISSOLUTION

- 50. In the event of dissolution or winding up, all its remaining assets after payment of its liabilities shall be distributed to an organization with similar objects carrying on its work in Canada.

VERIFICATION OF PASSING BY SPECIAL RESOLUTION OF THE MEMBERS

We certify that the attached bylaw as revised was passed by special resolution of the members (2/3 majority) at the Annual General Meeting of members held on June 6, 2016.

Chair:

Secretary:



Lanark County
Community Justice Program

Nominating Committee Report

June 6, 2016

Nominating Committee: Christine Peringer (Past Chair), Brian Peters (Vice-Chair), Beth Peterkin.

There are seven members on the LCCJP Board of Directors. Four of these members are in the midst of their term as a board member:

- Murray Long (Chair)
- Brian Peters (Vice-chair)
- Betty Jo Dean (Treasurer)
- Scott Ferguson

This means we have three vacancies to fill. LCCJP has sent notices seeking candidates for these board vacancies to all LCCJP members and volunteers and others on our mailing list, the Lanark County Planning Council for Children Youth and Families and all its member agencies, the United Way Lanark County and its member agencies, all town councils and other community partners. In addition we posted the notice on our newly remodeled website, on our Facebook page and advertised in the four local editions of the EMC.

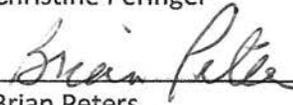
We were happy to receive four strong applications. When we spoke to the candidates, one said that if we had an adequate number of candidates, she would prefer to withdraw her candidacy and serve instead on a committee. The remaining three candidates were interviewed and reference checks were conducted as outlined in our policies. The following three candidates (in alphabetical order) are nominated to fill the vacancies on the Board of Directors:

- Margo Bell (Note: Margo was first elected in November 2015, and volunteered at that time to accept a 1-year term to assist in keeping the board terms staggered)
- Taylor McKenna
- Linda Rush

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

Signed 
Christine Peringer

Date June 6, 2016

Signed 
Brian Peters

Date June 6, 2016

Restorative Action for Youth and Annual General Meeting

Monday June 6, 2016 Carleton Place Canoe Club
(179 John St., Carleton Place)
Doors Open at 5:30 p.m.

Networking

**Displays and Presentations
by our Youth**

Dinner

Speaker :

Tom Scholberg

Manager, Ottawa Community
Youth Diversion Program
and Youth Outreach Worker

Business Meeting



Free Admission and All Welcome.

Please RSVP by May 30.

Lanark County Community Justice Program memberships are available for
\$5.00 at the door to participate in the Business Meeting.