



# Nova Scotia Association for Community Living

## Annual General Meeting

June 16, 2018

Creative Lab, Halifax Central Library



Inclusion Matters.

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## Agenda

Welcoming remarks- Carmel French

“My Journey with NSACL” Self-Advocate, Melissa & Ruth

Approval of agenda

Approval of minutes from 2017 Annual General Meeting

Business arising

Auditor’s Report- 2017 – Amy Houle

Financial statements

Appointment of auditors

President’s report- Carmel French

Treasurer’s report- Ermal Loshi

Executive Director’s report- Ruth Strubank

Staff reports

People First Report- Donna Muise

Local Association Reports

Explanation of election procedures- Carmel French

Voting Delegates

Nominations committee report- Lew Crews

Election of officers and directors

By-law amendments

Resolutions

Adjournment

**Refreshments!**



PATH (Planning Alternate Tomorrows with Hope) is a visual planning tool that helps people to set goals and make plans to meet those goals.

Minutes  
Annual General Meeting  
June 24, 2017  
Future Inn, Halifax, NS

**Present:** Ruth Strubank, Carmel French, Sharon Whiteway, Carol Woodworth, Nancy Park, Donna Muise, Terry Wilson, Calvin Wood, Roger Isnor, Charlie MacDonald, Jane Karrel, Sally McNearney, (G) Kim Robinson, (G) Amy Houle, (Auditor) Mary Ann O'Sullivan, Sandra Hirtle, \* Stephanie Carver, Barb Gillis,\* and Dorothy Edem. \*\*

**Regrets:** Helene Thibodeau, Lew Crews, Linda Swim, Antigonish Branch.

Carmel welcomed us and introduced our new executive director Ruth Strubank.

**Agenda:** Motion-It was moved by Terry Wilson and seconded by Charlie MacDonald that the agenda be approved as distributed. Carried.

**Minutes:** Motion-It was moved by Mary Ann O'Sullivan and seconded by Nancy Park that the minutes of the 2016 annual meeting be approved. Motion Carried.

**Business Arising:** None

**Auditor Report:** Amy went over the financial statements. We ended the year with a balance of \$26,156. Charlie MacDonald thanked Amy for her excellent presentation and easily understood explanations.

It was confirmed that all MERCS were paid throughout the year and that the auditing firm does check that they are done.

It was moved by Carol Woodworth and seconded by Donna Muise that the financial statements be approved. Motion carried.

It was moved by Charlie MacDonald and seconded by Terry Wilson that G &R CPA be asked to be our auditors for the coming fiscal year, 2017-2018. Motion carried.

**President's Report:** Carmel French spoke to her president's report that was previously distributed. She went over the retirement of Jean and Barry Coleman and the laying off of the Valley Family Support Facilitator.

NSACL will be reviewing and, where necessary, up-dating board policies and in some cases creating Board polices to ensure the smooth running of the organization.

We are also looking forward to changing our name to Inclusion Nova Scotia. This will involve rebranding at the provincial and local level.

At the national level, Carmel let us know that the new Executive Vice-President is Krista Carr from New Brunswick. CACL have been working on two main projects-Medically Assisted Dying and My Home My Community.

**Motion:** It was moved by Charlie MacDonald and seconded by Mary Ann O'Sullivan that the president's report be accepted. Motion carried.

**Executive Director's Report:** Ruth advised us that she has been out-and-about meeting people and attending the various groups which NSACL has a long-term commitment. Ruth summarized some of the highlights from the March 15, 2017 of the then Executive Director's report, Jean Coleman.

Charlie suggested that NSACL should lobby to be part of the Advisory Board committee that the government is organizing on education.

Stephanie Carver asked for a friendly amendment, page 8 under goal 3, noting that it should read that teachers were always at work, even during working-to-rule until a collective agreement was imposed.

It was moved by Terry Wilson and seconded by Nancy Park that the executive director's report be accepted. Motion carried.

**Voting:** Carmel explained the nominations procedure and how voting is to take place. Terry Wilson, as a member of the nominating committee, read the slate of officers for 2017-2018.

### **Nominations Report**

Chair: Carmel French

Past Chair: Lew Crews

Vice Chair: Charlie MacDonald

Secretary: Sharon Whiteway

Treasurer: Ermal Loshi

Director's at Large: Terry Wilson, Mary Ann O'Sullivan, Stephanie Carver, Jane Karrel, Calvin Wood, Mike Waugh, Patricia Neves (on leave from board). People First and the 6 ACL branches will also have their representatives on the board.

Nominations from the floor were called for three times. With no further candidates presented, nominations ceased.

It was moved by Terry Wilson and seconded by Donna Muise that the nominations report be approved. Motion carried.

### **By-Law/ Resolutions- - None**

Carmel made a presentation to CarolWoodworth as she is retiring from the board.

It was moved by Carol Woodworth and seconded by Calvin Wood that the meeting be adjourned.

- \* Members of "Out of the Box.
- \*\*Member of Health Authority



Celebrating old friends in St. Margaret's Bay

# Financial Statements

## Nova Scotia Association for Community Living

March 31, 2018

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# Nova Scotia Association for Community Living

## Balance Sheet

March 31, 2018

(unaudited)

	Note	2018 \$	2017 \$
<b>Assets</b>			
<b>Current Assets</b>			
Cash		34,498	159,032
Short term investments	4.	346,300	281,300
Grant receivable		-	12,350
Interest receivable		1,369	673
HST receivable		3,086	2,916
Prepaid		2,363	-
<b>Total Assets</b>		<b>387,616</b>	<b>456,271</b>
<b>Liabilities and Shareholders' Equity</b>			
<b>Current Liabilities</b>			
Accounts payable and accrued liabilities		40,744	7,032
Deferred revenue	2.	-	55,505
<b>Total Liabilities</b>		<b>40,744</b>	<b>62,537</b>
<b>Net Assets</b>			
Unrestricted net assets		346,872	393,734
<b>Total Liabilities and Net Assets</b>		<b>387,616</b>	<b>456,271</b>

\_\_\_\_\_, Director

\_\_\_\_\_, Director

# Nova Scotia Association for Community Living

## Statement of Operations

For the Year Ended March 31, 2018

(unaudited)

	Note	2018 \$	2017 \$
<b>Revenue</b>			
Connecting Community donations		15,497	26,766
Government of Canada - Connecting Community		77,250	77,250
Interest income		2,814	2,117
Membership and donations		2,618	2,020
Other grants		6,000	6,736
Province of Nova Scotia		79,000	79,000
RWA - Building Blocks		-	52,200
RWA - Disability related supports	2.	51,186	81,667
RWA - General		44,386	91,100
RWA - Pathway to Employment		30,505	46,515
RWA Bridge funding		13,442	-
<b>Total revenue</b>		<b>322,698</b>	<b>465,371</b>
<b>Operating expenses</b>			
Advertising and promotion		577	269
Community outreach		625	2,550
Computer IT expenses		635	236
Connecting Community		70,232	51,762
Dues, licenses and fees		9,331	6,282
Equipment rental		2,541	1,906
Insurance		3,609	3,615
Interest and bank charges		149	176
Office expenses		996	1,481
Professional fees		9,343	6,839
Ready Willing and Able projects		128,809	206,734
RWA - Pathway to Employment		34,756	38,113
Rent		11,101	11,327
Salaries and wages		85,302	115,103
Travel expenses		11,554	12,822
<b>Total operating expenses</b>		<b>369,560</b>	<b>459,215</b>
<b>Excess (Deficiency) of revenues over expenses</b>	2.	<b>(46,862)</b>	<b>6,156</b>

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# Nova Scotia Association for Community Living

## Statement of Net Assets

For the Year Ended March 31, 2018

(unaudited)

	Note	2018 \$	2017 \$
Balance - beginning of year			
As previously reported		433,734	407,578
Prior period adjustments	2.	(40,000)	(20,000)
<b>Balance - beginning of year as restated</b>		<b>393,734</b>	<b>387,578</b>
Excess (Deficiency) of revenue over expenditures		(46,862)	6,156
<b>Balance - end of year</b>		<b>346,872</b>	<b>393,734</b>

# Nova Scotia Association for Community Living

## Statement of Cash Flows

For the Year Ended March 31, 2018

(unaudited)

	2018	2017
	\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Net income (Loss) for the year	(46,862)	6,156
Decrease (Increase) in HST recoverable	(170)	2,224
Decrease (Increase) in interest receivable	(695)	1,069
Increase (Decrease) in grant receivable	12,350	(2,200)
Increase (Decrease) in prepaid expense and other assets	(2,363)	-
Increase (Decrease) in deferred revenue	(55,505)	55,505
Decrease (Increase) in short-term investments	(65,000)	98,700
Increase in accounts payable and accrued expenses	33,711	6,851
<b>TOTAL CASH FLOWS FROM OPERATING ACTIVITIES</b>	<b>(124,534)</b>	<b>168,305</b>
<b>CASH FLOWS FROM OTHER ACTIVITIES:</b>		
Prior period adjustments	-	(20,000)
<b>Net cash increase (decrease)</b>	<b>(124,534)</b>	<b>148,305</b>
Cash beginning of year	159,032	10,727
<b>Cash end of year</b>	<b>34,498</b>	<b>159,032</b>

# Nova Scotia Association for Community Living

## Notes to the Financial Statements

For the Year Ended March 31, 2018

(unaudited)

Nova Scotia Association for Community Living (the "Association") was incorporated under the Nova Scotia Society's Act on January 29, 1968 as a registered charitable organization. The Association is a not-for-profit organization and a registered charity as described in Section 149 (1)(l) of the Income Tax Act, and may issue receipts for charitable donations and as such income from operations is exempt from income taxes.

### 1. Significant Accounting Policies

#### Basis of Accounting

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations Canadian accounting standards for not-for-profit organizations and include the following policies:

#### Financial Instruments

The financial assets and liabilities are initially recorded at fair value. The Association subsequently measures all its financial assets and financial liabilities at cost or amortized costs. Changes in fair value are recognized in net earnings.

Financial assets measured at cost include cash, short-term investments and accounts receivable. Financial liabilities measured at cost include accounts payable and accrued liabilities.

#### Cash

The Association defines cash as the amount of cash on hand and cash on deposit net of cheques that are issued and outstanding at the end of the year.

#### Investments

The Association's investments, consisting entirely of Guaranteed Investment Certificates that are quoted in an active market are initially and subsequently measured and recorded at their fair value, determined on the basis of market value. Changes in fair value are recognized in income in the period incurred. Transaction costs that are directly attributable to the acquisition of these investments are recognized in net income in the period incurred.

#### Deferral Accounting

The Association follows the deferral method of accounting for contributions. Under the deferral method, revenue is recognized when expenses related to the revenue are incurred.

#### Revenue Recognition

The Association recognizes revenue as the terms terms of its grants, funding agreements and contracts are completed and the related expenses are incurred.

#### Contributed Services

The Association would not be able to carry out its activities without the services of the many volunteers who donate a considerable number of hours. Because of the difficulty of determining the fair value, contributed services are not recognized in the financial statements.

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# Nova Scotia Association for Community Living

## Notes to the Financial Statements

For the Year Ended March 31, 2018

(unaudited)

### 1. Significant Accounting Policies continued

#### Statement of Cash Flows

The Association follows the indirect method of presenting its cash flows on a net cash basis from operating and financing activities. The Association presents this information under the indirect method, where the net cash flows from operating activities is determined by adjusting the excess (deficiency) of revenue over expenditures for the effects on non-cash items and changes in non-cash working capital accounts.

#### Use of Estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at March 31, 2018, disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting periods. Actual results could differ from management's best estimates as additional information becomes available in the future. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they become known.

### 2. Prior Period Adjustments

The Association has restated the comparative 2017 financial statement balances to reflect the over payment of RWA disability supports payments by the Canadian Association for Community Living of \$20,000 in the 2014/2015 year, which was recognized as revenue in the 2016 year-end and \$20,000 in the 2016/2017 year, which was recognized as revenue in the 2017 year-end. RWA was a project which was operated over three years. The \$20,000 payments were advances on funds that were never used under the terms of the project.

The effects of the Association's restatement on previously reported financial statements for the periods ended March 31, 2017 and March 31, 2016 are summarized below:

	2017			2016		
	As Previously Reported	Adjustments	As Restated	As Previously Reported	Adjustments	As Restated
	\$	\$	\$	\$	\$	\$
<b>Statement of Operations</b>						
RWA - Disability related supports	101,667	(20,000)	81,667	69,367	(20,000)	49,367
Other revenue	383,704	-	383,704	360,316	-	360,316
<b>Total revenue</b>	<b>485,371</b>	<b>(20,000)</b>	<b>465,371</b>	<b>429,683</b>	<b>(20,000)</b>	<b>409,683</b>
<b>Total expenses</b>	<b>459,215</b>	<b>-</b>	<b>459,215</b>	<b>489,554</b>	<b>-</b>	<b>489,554</b>
<b>Excess (Deficiency) of revenues over expenses</b>	<b>26,156</b>	<b>(20,000)</b>	<b>6,156</b>	<b>(59,871)</b>	<b>(20,000)</b>	<b>(79,871)</b>

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# Nova Scotia Association for Community Living

## Notes to the Financial Statements

For the Year Ended March 31, 2018

(unaudited)

	2017			2016		
	As Previously Reported \$	Adjustments \$	As Restated \$	As Previously Reported \$	Adjustments \$	As Restated \$
<b>Balance Sheet</b>						
Current assets	456,271	-	456,271	407,760	-	407,760
<b>Total assets</b>	<b>456,271</b>	<b>-</b>	<b>456,271</b>	<b>407,760</b>	<b>-</b>	<b>407,760</b>
Deferred revenue	15,505	40,000	55,505	-	20,000	20,000
Other liabilities	7,032	-	7,032	182	-	182
<b>Total liabilities</b>	<b>22,537</b>	<b>40,000</b>	<b>62,537</b>	<b>182</b>	<b>20,000</b>	<b>20,182</b>
Unrestricted net assets	433,734	(40,000)	393,734	407,578	(20,000)	387,578
<b>Total equity</b>	<b>433,734</b>	<b>(40,000)</b>	<b>393,734</b>	<b>407,578</b>	<b>(20,000)</b>	<b>387,578</b>
<b>Total liabilities and equity</b>	<b>456,271</b>	<b>-</b>	<b>456,271</b>	<b>407,760</b>	<b>-</b>	<b>407,760</b>

### 3. Financial Instruments

The significant financial risks to which the Association is exposed are, interest rate risk, credit risk and liquidity risk.

Unless otherwise noted, it is management's opinion that the Association is not exposed to significant interest rate or liquidity risks arising from these financial instruments. The fair values of these financial instruments approximate their carrying values.

#### Interest Rate Risk - Investments

The Association is exposed to changes in interest rates related to its investments in marketable securities. The Association's primary objective is to ensure the security of principal amounts invested and provide for a high degree of liquidity, while achieving a satisfactory return. The Association does not use derivative financial instruments to alter the effects of this risk.

#### Liquidity Risk

Liquidity risk is the risk that the Association encounters difficulty in meeting its obligations associated with financial liabilities. Liquidity risk also includes the risk of not being able to liquidate assets in a timely manner at a reasonable price. The Association is exposed to liquidity risk arising primarily from accounts payable and accrued liabilities, amounts due to the government, and short-term commitments. The Association's approach to managing liquidity is to ensure, as far as possible, that it will always have sufficient cash flows to fund its operations and to meet its operating obligations.

# Nova Scotia Association for Community Living

## Notes to the Financial Statements

For the Year Ended March 31, 2018

(unaudited)

### 4. Short Term Investments

The Association's short term investments include \$346,300 (2017 - \$281,300) of one year cashable guaranteed investment certificates maturing between September 8, 2018 and January 16, 2019, yielding interest of 0.50% to 1.60% per annum. Interest receivable on these guaranteed investment certificates is presented on the balance sheet.

### 5. Commitments

The Association has entered into various lease agreements for premises and a photocopier. The minimum payments required over the next year for base rent, not including the common area and operating cost or applicable sales taxes and required over the next three years for the photocopier lease are as follows:

Year ending March 31	\$
2019	16,165
2020	2,540
2021	1,905

### 6. Comparative Figures

Certain of the 2017 comparative figures have been reclassified to conform to the 2018 financial statement presentation.

### 7. Economic Dependence

The Association's main sources of revenue are derived from contributions from government organizations and the Ready Willing and Able grant that is administered by the Canadian Association for Community Living (the "CACL"). The Association's ability to continue viable operations is dependent upon maintaining this funding. During the year, approximately 92% (2017 - 92%) of the Association's funding came from government organizations.



## Board Reports

### President's Report

#### **NSACL Personnel**

Ruth Strubank is finishing her first year as Executive Director (ED) of NSACL. This year Patricia Neves was hired, part-time, to provide family support and to manage the daily financial transactions of NSACL. The team of Jane Alt and Donna McCready from Useful Solutions Consulting were contracted to independently evaluate the status of NSACL. Their report, *Welcoming 2018: Finding Our Voice*, was presented to the Board for discussion in March, 2018 and served as a starting point for the NSACL Transition team. Finally, Wendy Fraser was contracted to prepare a fund development strategy which she presented to the executive and will present to the board following the NSACL Annual General Meeting (AGM).

#### **NSACL Governance**

Following discussion of the *Welcoming 2018: Finding Our Voices* report in March, a Transition Committee made up of Charlie McDonald (Chair), Stephanie Carver, Lew Crews, Ruth Strubank, and Carmel French began meeting on a regular basis. Committee members first reviewed the mission, roles, and principles of NSACL and developed an orientation package for new Board members. Since then the Committee has developed terms of reference for different committees (fund development, human resources, governance) and templates for meetings/reports. The finance committee had already developed their terms of reference earlier this year.

#### **Interactions with Government**

Ruth and I have attended several meetings with personnel from the Department of Community Services. These meetings have been positive and resulted in invitations to budget and policy meetings. While NSACL has not received any additional funding this year, we are working on a proposal for a family-mentoring project that has potential for government funding. NSACL has also been actively involved in issues concerning housing, inclusive education, and adult capacity legislation this year. For example, we took a

leadership role in trying to affect changes to the new Adult Capacity Act, organizing meetings with numerous groups and presenting our position to government.

## **CACL**

As Nova Scotia's representative on the Canadian Association for Community Living Board (CACL), I have participated in the monthly meetings via conference calls. I have also been an active participant on the CACL Board Governance Committee.

Like NSACL, CACL has undergone some changes. Krista Carr is finishing her first year as the new Executive Vice-President and Michael Bach is overseeing IRIS (Institute for Research and Development on Inclusion and Society).

CACL revised its By-Laws and they were presented and approved at their AGM in December. There was some controversy with the process to elect CACL Board members.

This year, the CACL Board focused its attention on four issues: 1) medically assisted dying; 2) developing the My Home My Community initiative and presenting it to government, 3) obtaining continued funding for the Ready, Willing and Able project, and 4) acquiring needed operational funding.

Recently, CACL disclosed that there will be additional funding cuts for the up-coming year.

## **Personal Note**

I would like to thank all the people who have been so supportive this year while I was ill.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Carmel French".

Carmel French

## Treasurer's Report

The past year has been a year of change for all of NSACL but especially on the finance side. Many of the changes that have been made this year will help NSACL limit risk and save time.

As this was my first year with NSACL and the organization has been without a treasurer for a period of time, I spent the first half of the year understanding the processes that we had in place. There were many changes that were made to protect the organization and its stakeholders while making it easier for employees to work for NSACL and for board members to have more time to concentrate on important matters.

Our previous bookkeeper of many years retired in December and we decided to bring the bookkeeping in house with Patricia Neves taking on the responsibility. Through this transition we were able to refine bookkeeping processes and make it easier to understand and control costs. I see this as a huge success and I believe we will all benefit from this in the years to come.

Our first Finance Committee in many years has been formed with the help of the board. We have worked diligently on the coming year's budget and have been able to identify some major issues that have risen from this; mainly from a fundraising perspective. These concerns have been brought to the attention of the board and we have made decisions as an organization to put in the investment now so that we can increase our fundraising capabilities in the future.

A detailed Financial Report will be presented at our Annual General Meeting with an opportunity to answer and discuss any questions our member may have.

Respectfully submitted,

Ermal Loshi



## Executive Director Report

The past year for NSACL has been productive and busy! I have completed my first year as Executive Director, and my head and heart have been filled by warm and generous welcome to the NSACL family. I am thrilled to be a part of a community and small but mighty team dedicated to inclusion, human rights, respect, and equality. I am grateful to have the opportunity to work with self-advocates, families and our allies to ensure Nova Scotians with intellectual disabilities and their families have the supports they deserve.

During the past year my work focused on human rights, relationship building, and participation on provincial, community, and government committees. I had meetings with the Department of Community Services, Disability Supports Program, Early Intervention, and the Early Years.

NSACL continues to provide family support with two part-time staff – Lesa McHugh and Patricia Neves. Combined they provided direct family support to 80 families in Cape Breton and on the mainland. They participated in community and provincial based committees and worked to help families navigate complex funding systems; to fight for inclusive education, employment, housing and child custody. They provided important social and emotional supports, person-centered planning, higher-education student placement, and delivered workshops and facilitated family support group sessions.

The second phase of Ready, Willing & Able (RWA), continued to increase the access to employer demand in Nova Scotia for people with intellectual disabilities. RWA provided supports to many job seekers who typically would not have been eligible for part-time supports. Through RWA funded pilot projects NSACL was able to engage with government to discuss policy, practices, and processes. Perhaps most importantly RWA has helped provincial employers view recruitment through an inclusive lens. Many thanks to the RWA National Team, Don Gallant and Frank Fagan for their support.

NSACL was engaged in the Adult Capacity and Decision Making bill in July 2017, and continued to fight for changes to the legislation through October. Appreciations to our Board President, Carmel French, and Vice President, Charlie Macdonald for their leadership and support to rally the voice of community. NSACL worked with the Canadian

Association for Community Living and the Institute for Research and Development on Inclusion and Society on this legislation.

There are many stories and much more work accomplishments to mention but I will end on a note of thanks. I wish to thank all the NSACL staff for their hard work and dedication. Thank you to the NSACL Board of Directors who worked tirelessly to support the ACL movement. Your work inspires and motivates us all!

Respectfully submitted,

Ruth Strubank



Working the fish pond. There are lots of fun ways to help your local ACL.

## Staff Reports

### Family Support Facilitator, Cape Breton

Over the past year, I have been supporting people and families through challenging times.

I have helped parents navigate school systems, advocating for increased supports for their child in classrooms and throughout the schools.

In the fall of 2017, I was fortunate to attend a “train the trainer” workshop, called “Doing It Better”. This workshop has given me tools to help start difficult conversations with parents and caregivers of people with Intellectual Disabilities. It also gave me hope to see such a variety of groups in attendance, all wanting to have the tools to help keep kids and adults learn the skills to make healthy and safe decisions about consent and intimacy. NSACL will be providing workshops to residential care providers over the next year.

Housing and transportation concerns continue to be a dominating issue for so many of the people I support. Finding safe and affordable housing is a struggle for many people. I have been actively supporting a Parent/Sibling Support Group in Antigonish. These families of adult children are wanting better for their loved ones. They are not satisfied to have they loved ones simply “placed” in an institution or facility, should the time come when they are no longer able to care for them at home.

One of the more positive initiatives I have been involved in this past year is a Food Security Coalition. Some of the main players are people I support, the Food Bank, Schools Plus, the Strait Area Women’s Place, Food 4 Children, and the Community Health Board. Fundraising had taken place through the Food 4 Children to purchase food including fresh fruit and vegetables. The schools that have Schools Plus receive the purchased food and fill backpacks for children that are discreetly sent home by bus to families in need. The Strait Area Women’s Place is centrally located in Port Hawkesbury and serve the surrounding areas. It was during a Community Health Board meeting where the backpack program was discussed that I suggested merging the two groups to house a Food Pantry for people that use the centre (of which three women I support attend). This idea blossomed and there is now a weekly drop off of fresh fruit, vegetables, milk, eggs, etc. The Community Garden will be planted in the coming weeks and there is a dietician

from Public Health who will be running weekly sessions about preparing fresh vegetables and canning them in the fall.

Respectfully submitted,

Lesa McHugh



Volunteering at the local food pantry.

## Family Support Facilitator and Operations Manager, Halifax

During the first half of this fiscal year, the Pathway to Employment (PTE) project, funded by Ready, Willing & Able, supported six people with barriers to employment to increase their employment skills and become more involved in their communities. Along with employability skills participants benefitted from tutoring and joining local learning networks, accessed technology, and enjoyed opportunities for social interaction. A final report on PTE is available for anyone who would like to learn more.

In November we once again have a family support facilitation position in our Halifax office, and I have been offering support to several people with a variety of concerns, including healthcare, child custody and housing. As a part of this role, I was trained in the “Doing it Better” curriculum, which focuses on relationships and sexual health for caregivers and service providers of people with intellectual disabilities. In May we received a grant from Sexual Health Nova Scotia, to create toolkits based on this curriculum, and offer training to residential service providers across the province. Lesa McHugh and I will be working on this initiative together.

We were extremely fortunate this year to have a practicum student from the Mount St. Vincent University Child and Youth program. Laura Allan, brought a great deal of enthusiasm and energy to her role with us. She assisted with both family support and administrative tasks, and I’m happy to say that the experience was mutually beneficial.

I enjoyed an opportunity to visit NBACL in Fredericton, for PATH training, which was wonderful training as well as a great opportunity to connect with others in the ACL movement.

On the operations side, we have brought bookkeeping in-house, moved to an electronic payroll system, and continue to work on streamlining processes to increase efficiency.

We registered for Labour Market Programs Support System (LaMPSS), which will allow us to access grants available through four different provincial government departments. We have also registered for Grants and Contributions Online Services (GCOS), which allows us to access federal grants. We have been approved for funding for 100% of the cost of a



summer student for 8 weeks this year and look forward to accessing additional grants in the future.

Overall, this has been an exciting year, with lots happening in both the family support and operations roles. I am looking forward to the growth and challenges for NSACL in this new year.

Respectfully submitted,

Patricia Neves



### Ready, Willing and Able

Nova Scotia exceeded all expectations and objectives again this past year. From January 2017-March 31<sup>st</sup> 2018, RWA has connected employers to the following number of individuals:

People working over 15 hours/week: <b>70</b>	People working under 15 hours/week: <b>9</b>
Hires: <b>54</b>	Employer Outreach: <b>185</b>
Post-Secondary: <b>13</b> Self-Employment: <b>3</b>	Employers Engaged: <b>82</b>

RWA presented to the Public Service Commission Diversity Council of Nova Scotia. We were invited to speak at their monthly meeting to discuss the benefits of inclusive hiring. This started the conversation with the Province on how to be a leader in hiring people with intellectual differences.

RWA was featured on CIOE 97.5 Community Radio. We spoke about the business case for inclusive hiring.

We were asked to present at the RWA National team meeting on sales and the benefits of repeat business. The presentation focused on customer service and building employer partnerships.

RWA was invited to be part of Building Futures professional development day. We gave a presentation on building partnerships through relationships. This was important because

our relationship has developed successfully to a point where they consider us a true community partner.

RWA presented to all of the hiring managers and CEO for Halifax Libraries. This has opened the conversation that will lead to more opportunities for people with differences. We are working with them on inclusive recruitment and retention practices. They are also considering adding RWA Works as part of their professional development program. The CEO has made a commitment to hire more people with intellectual disabilities over the next 12 months.

Respectfully submitted,

Lynn Bruyere



Advocating for supported housing

## Local Branches

### Halifax Association for Community Living (HACL)

This has been an exciting year for the Halifax Association for Community Living (HACL), as it has been a year of transition! HACL is now focusing on the gaps that our clients face within our community. We are providing a transition support program for the various life changes our clients experience in addition to a peer support program that allows our clients to connect and share their own life experiences. HACL has moved to a new location at Veith House and it has been perfect for the organization! HACL has hired a Director of Family Support, Phoebe Johnston and a Peer Support Coordinator. HACL is focusing on working with families, advocacy, promoting inclusive communities, organizational resilience and transparency. As of May 2018, there were 14 transition support program clients, 4 peer support program clients, 4 new intakes and 13 service navigation calls. Partnerships with other community organizations have been made, which will allow HACL to work collaboratively with these groups and better serve clients' needs. HACL is very interested in building partnerships and working together with others with similar goals and passions. A new website will be launched in June 2018; be sure to check it out!

The Halifax Developmental Centre for Early Learning (HDCEL) has also had an exciting year. They currently have 38 children enrolled (36% have special needs) and have high interest for the summer and new school year in September. HDCEL has had numerous grants this year including a Program Inclusion Enhancement grant provided by the Department of Education and a grant through RBC.

“The HACL Board of Directors would like to thank the hard work of our staff and community in 2017/2018. Positive momentum fueled by talented and dedicated board members and staff is moving our organization closer to fully implementing our community-centered mission. The Board is dedicated to transparency, accountability and professionalism. We are focused on understanding the needs of our community to provide much-needed programming to individuals and families and continue the work that HACL has been doing for over 40 years”.

Respectfully submitted,

Lauren Murphy

## Inclusion Amherst Society

- Assisted 10 individuals with Camp Tidnish fees.
- Provided food for the Y service club's Halloween and Valentine parties at the Bridge.
- Bowling program ran from Oct. 16, 2017 to April 30, 2018 with an average of 16 bowlers each week. The closing banquet was held at the Bridge with a delicious supper of chicken, potato wedges and ice cream treats.
- Assisted a mother looking for advice in navigating DCS and the school system.
- Officially changed our name to Inclusion Amherst Society in June 2017.
- Christmas dance was held at the Knights of Columbus Hall with Steve Butler providing entertainment on Dec. 6, 2017. A guest appearance of "Dolly Parton" was the highlight of the evening.
- Nancy Park and Evelyn Bradford attended a risk management session for volunteers on April 19, 2018.
- Nancy Park participated in NSACL meetings in June, and October 2017 and March 2018.
- Nancy Park organized socials at the Bridge on September 15, 2017 and April 6, 2018.
- Nancy Park is the branch representative of the NSACL for 2018 -2019.
- Susan Greene reviewed our books with Treasurer Nancy Park.

Respectfully Submitted,

Evelyn Bradford

## Enfield & District

The Enfield & District Branch is very small and not active. There is a decision to be made about our continuing as a branch as we have very few resources-people and money.

However, as we have a representative on the board of Corridor Community Options for Adults (CCOA), we are able to give some input into the running of the vocational centre. Several of our employees are out in the community working 2-3 days a week with real pay and that includes working in Rick's Riches on Saturdays. All departments are full to capacity as there are now approximately 40 full and part time employees. We have almost

enough money to get our new wheelchair accessible van which will enable us to start the second phase of our pre vocational plans.

There is going to be a tribute to the original group of people, and those who followed, who started the organization to look out for our people with places to live and "work". While there is still a "vocational centre" and "group homes" in our area, I feel that we are continuing to work toward an inclusive community. Our thrift store and cafe bring many people in to the shop. The many wood working projects that are being undertaken with various corporate sponsors have kept many people working hard and learning useful skills.

It is recognized by our board that there is still a need in our community for more places to work and live. We continue to express our concerns to the Department of Community Services and are working on new projects.

Respectfully submitted,  
Sharon Whiteway

#### [St. Margaret's Bay & Area ACL](#)

It has been an interesting and worthwhile experience to be a Branch Representative for our association. Our branch has had many changes with members moving away or taking up different living arrangements. However, we have continued with our programs on Tuesdays and Thursdays with 7 students coming from our local High School learning centre. Again this summer, we will run a Leisure Program for outings around St. Margaret's Bay. We hope to liaison with the Bay Rides for transportation for these outings. We received a grant of \$1,000.00 from the Chebucto Community Health Board Wellness Fund to help with our expenses.

We continue to be involved with the Bay Treasure Association receiving honorarium payments each time we participate in counting "the toonies" for their draw. Also, our past two General Meetings have been held at the new Senior's Enterprise Centre in Upper Tantallon. This location is more central for our members to congregate.

We endeavour to keep our membership aware of what NSACL is doing on behalf of people with an intellectual disability. We appreciate the many efforts that the provincial

association undertakes with Government and other agencies to ensure that policies and programs are implemented.

I leave my position in the capable hands of Dave Staples and thank NSACL for the opportunity to be a part of a great organization.

Respectfully Submitted,



Linda Swim

CACL-Clare

## HOUSING

- Small Options Home: We are in the design phase of developing a 4-bed small options home. We created a sub-committee to oversee the project and meet with the architect. 4 women from our region have been chosen as residents.

## COMMUNITY EMPLOYMENT

- At the end of last fiscal year, DCS began supporting our job coach as a permanent position. We now have 21 participants in the community employment program.
- Our entrepreneur, Nancy, has been growing her cleaning business, adding car cleaning to her list of services, which has been hugely popular this summer. She employs 6 people through her business. We are now looking at helping additional participants start an art card business with a small grant from Directions.

## CAPACITY BUILDING

- New extension: Our new extension is mostly complete – just waiting for flooring and furnishings. The extension includes a new private programming space and additional office.
- Additional bathroom: We are applying for funding to add another washroom to be able to increase our capacity.
- We are in the process of building a sensory / calm room.

## PROGRAMMING

- Computer course: We have been offering basic computer skills courses through the Workplace Education program. 12 people have already taken the course. The second round is going on now.
- We are offering a program to help people who want to get their GED. The course began with an assessment of where they are at now.
- We are now reworking our person-directed planning process.

Respectfully submitted,

Carolyn Sloan



Real jobs for real pay.

## Nominations Committee

The Nominations Committee has prepared a list of nominees for positions on the Board of Directors for the Nova Scotia Association for Community Living AGM to be held on June 16, 2018.

Lew Crews

Chair, Nominating Committee

### NSACL 2018-19 Board Nominations

President	Nominee - Carmel French
Vice-President	Nominee -Stephanie Carver
Treasurer	Ermal Loshi
Secretary	Nominee - Charlie Macdonald
Director-at-Large	Calvin Wood
Director-at-Large	Jane Karrel
Director-at-Large	Michael Waugh
Director-at-Large	Nominee - Terry Wilson
Director-at-Large	Nominee - Archie Kaiser
Director-at-Large	Nominee - Patti Conrad
People First Representative	Jeanne Whidden
St. Margaret's Bay	Dave Staples
Enfield	Sharon Whiteway
Halifax	Samantha Collier
Amherst	Nancy Park
Clare	Helene Thibodeau
Antigonish	vacant