

Building Stronger Relationships Through Restorative Practices



Lanark County Community Justice

Annual Report 2017-2018



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**BUILDING
STRONGER
RELATIONSHIPS
THROUGH
RESTORATIVE
PRACTICES**

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From Our Board Chair Murray Long

This fall marks the end of my tenure as Chair of the LCCJ Board, although not the end of my participation. I will now assume the role of Past Chair, who is an ex-officio and non-voting member of the Board, there to provide guidance and maintain some degree of "corporate memory."

While it is important to remember and celebrate our organization's roots, core purpose, and progress, we must also focus on the future. LCCJ has grown dramatically and rather incredibly in recent years, from its beginnings as a restorative court diversion program into a multi-faceted agency that continues to pursue a vision of restorative principles suffusing all areas of our community.

BE STRONG, Building Restorative Communities, VIVA Lanark County, and other LCCJ-managed or sponsored initiatives all speak to a greatly expanded and strengthened role throughout Lanark County. If you have had an opportunity to observe these programs in action, it is awesome to see what giant steps have been taken and what has been accomplished.

More than just enhanced and expanded programs, however, LCCJ is being increasingly recognized in Lanark County and other parts of Eastern Ontario as a "can do" agency that always brings great insights, energy, commitment, and strong capabilities to any task or issue where restorative thinking and practices can play a role.

From Our Executive Director Sarah Bingham

This past year at Lanark County Community Justice has been tremendously exciting as we continue to grow and deepen the Restorative roots of our community. Our three main programs; Community Justice Court Diversion, BE STRONG Child and Youth Program and Building Restorative Communities have all exceeded our expectations in terms of impact in the community. Our VIVA youth volunteering project is really serving our youth in the way they need us to support them.

Everyday we get to see firsthand the powerful ways relationships can be repaired, harm can be prevented and healthy, vibrant connections can be nurtured. It is truly inspirational to witness how lives are changed through the work we are doing.

I am extremely proud of our entire staff, volunteer and board team. It is a privilege to lead such a dedicated and skilled group of people. We all believe wholeheartedly that the best way to reduce trauma, reduce mental health struggles, reduce substance misuse and prevent a wide array of social challenges is through building our capacity to use Restorative Practices.

We strive to nurture resilience, connection, and a sense of safety for everyone. By using such Restorative tools as a sharing circle, affective statements, holding people accountable while maintaining their dignity and allowing them to make meaningful amends, we can change the world.

Recognizing our Partners

We would not be able to do as much amazing work as we do if it wasn't for the generous support of our funding partners. We are so grateful for the ongoing support of the following partners:

- Ontario Ministry of the Attorney General
- Ontario Trillium Foundation
- Ontario Ministry of Citizenship and Immigration
- Department of Justice Canada
- United Way Lanark County
- Perth and District Community Foundation
- The Commonwell Mutual Insurance Group

We would also like to show our sincere appreciation for the individual donors who support the change we are making within all of the communities across Lanark County and the Town of Smiths Falls.

Thank you all so much.





ABOUT US

We are proud to have been delivering Restorative Justice and Restorative Practices across Lanark County and the Town of Smiths Falls for more than 18 years now. Our deeply dedicated team of volunteers and staff strive to build a restorative community that is vibrant, healthy and connected.

In order to have the most impact, our work spans the full spectrum on the Restorative continuum from the more formal processes used in Restorative Justice, all the way through to the more daily skills used in Restorative Practices. Regardless if the situation is about a broken law, broken rule or broken communication, we see the solution requires us to focus on the people and their relationships.

We are a community-based non-profit that is governed by a Board of Directors and generously supported by donations from our community members, local service clubs and civic groups and grants from funding partners. We are constantly amazed by the impact your investment has on repairing harm, building our collective capacity to prevent harm and literally changing lives.



MISSION

To provide and promote the community use of Restorative Practices

VISION

Our community embraces Restorative Practices to repair harm, build community and strengthen relationships



VALUES

Inclusiveness
Responsibility
Trust



OUR TEAM

Our leadership team includes a tremendous group of deeply engaged, highly skilled Board members;

- Murray Long, Chair of the Board
- Scott Ferguson, Vice-Chair of the Board
- Jennifer Greaves, Treasurer
- Margo Bell, Secretary
- Brian Peters, Director
- Linda Rush, Director
- Shannon Forsyth, Director
- Christine Perringer, Past Chair

Our passionate Executive Director, Sarah Bingham, our phenomal placement student, Francis Wooby, and our gifted Finance Coordinator, Theresa Welch, all support the work of our entire team of staff and volunteers.

Our volunteer team is the heart of all the work we do. They invest a truly impressive amount of their time delivering our programs with an expertise and commitment we are very grateful for. They continue to upgrade their skills regularly to better serve the community.





SHERI HALLADAY

Community Justice Program Coordinator

Sheri has been with the agency since it's beginning over 18 years ago. Her dedication to Restorative Justice has been the foundation and strength of the program for decades.



ANDREW LYNCH

BE STRONG Program Coordinator

Andrew's commitment to Restorative Practices coupled with his years of experience as a teacher and principal have been the keys to success in our child and youth program.



ELLE HALLADAY

Community Development Coordinator

Elle's years as a facilitator in our Court Diversion program and her deep understanding of the impacts of trauma (including the epigenetics) are just some of the reasons the community loves her program.



TRACY KWISSA

VIVA Project Coordinator

Tracy's extensive knowledge of all the services and needs of the community, along with her years of working with kids in schools give her a unique ability to engage youth in meaningful volunteering.

COMMUNITY JUSTICE COURT DIVERSION PROGRAM

Our team of highly trained facilitators work with our Program Coordinator, Sheri Halladay, to bring offenders and victims, and all of the people in their lives and communities who have been impacted by the crime together in an effort to heal the harm. We conduct pre-circle interviews with everyone involved to ensure every voice is heard and we can host a safe and effective restorative circle. We focus on what happened, how it came to happen, how everyone was affected and what needs to happen to make it right for everyone involved. Less than 5% of offenders who participate in our program ever re-offend and we have a 100% successful completion rate for young offenders in our program. As the skills of our facilitators continue to be strengthened, we have seen a definitive trend in referrals to include more complex situations that include relationship dynamics, issues of consent and sexual assault.



Survey Says...

97% of offenders in our program feel the Restorative Justice process gave them a much better understanding of the impact their actions have had on others. 98% of victims in our program felt heard, safe and very satisfied with our process.



Participants

We have had more than 200 participants in the Court Diversion Program this year. This includes offenders and their support people, victims and their support people and community members who have been impacted by the crime.



Facilitators

The 20+ facilitators in this program are all very highly trained volunteers who are skilled in Trauma-Informed Care, group facilitation, impacts of victimization, restorative justice and more. Many have been with us for more than 10 years.



Justice Differences

In our Restorative Justice process, a file will be completed within 60-90 days as opposed the years it may take through criminal court. Our program also saves taxpayers tens of thousands of dollars versus the cost of a criminal trial.



Referrals

We accept referrals into our Court Diversion Program from Police Services and the Crown Attorney's office. This program does not accept referrals from sources outside of the Justice system as it is an alternative to criminal court.



Types of Offences

Some examples of the offences referred to us:

- assault, including sexual assault in some circumstances
- theft
- mischief
- breach of recognizance

RESTORATIVE PRACTICES 101

Some key features of Restorative Practices:

- A focus on the harm done not the rule broken
- Holding people accountable for their actions and the impact their actions have on others, in a way that maintains their dignity and allows them to make meaningful amends
- Asking 4 key questions:
 1. What happened? What were you thinking of at the time?
 2. What have you thought about since?
 3. Who has been affected?
 4. What do you think needs to happen to make it right?

Founding Beliefs of Restorative Practice

Mutual respect character development and acceptance of diversity

The belief that people have the capacity to change

The belief that, given time, support, and a chance to explain, problems can be resolved

Inclusive approach to problem solving where the needs and feelings of all involved matter

Building and maintaining respectful relationships

The creation of a safe, inclusive culture of caring

BE STRONG Program

Building Encouraging, Supportive, Trusting Relationships On Neutral

Be Strong's focus has always been direct work with children and youth, introducing restorative practices to them through circles and informal dialogue. To create sustainable practice in schools and youth centres, however, we must engage staff with opportunities for restorative communication with one another, children and youth, and their broader communities. To this end, we have conducted several sessions with staff, ranging from one-hour introductions to restorative principles to more comprehensive full-day sessions at the Upper Canada District School Board's Summer Institute. We will also be providing training for Smiths Falls We Are Kids (WAK) youth program staff on using restorative practices proactively to support youth in building healthy relationships, and responsibly in repairing harm following conflict.

As we explore the scope of restorative practices in school

communities, we are finding opportunities to integrate academic objectives into learning circles. In an Almonte District High School, for example, we introduced proactive sharing circles where students could safely speak and respectfully listen. The teacher then incorporated the circle process into her exploration of themes in literature. This process culminated with student-led circles delving into the connections between these themes, and their own perspectives rooted in their lived experiences. Laurie Clark, one of our Be Strong volunteers, and Nancy Keech, principal of Maple Grove Public School in Lanark, have obtained funding to create a peace garden, which has been designed through classroom circles involving all students. These examples underscore how restorative practices can effectively augment learning in ways which fully engage participants.

1 Restorative Circles

Restorative circles are used in a wide variety of ways with children and youth. We can use them as a response to an issue or problem but we also use them to nurture resiliency, respect and a sense of connection. All the kids who participate in our circles tell us how much they appreciate being heard and valued.

3 Communication

One of the most important and powerful tools we use in Restorative Practices is the deliberate way we speak and listen. We strive to always speak from the heart, in an honest and authentic way. More importantly, we focus on listening from the heart- with no judgements. We listen to understand, which is very different from listening to reply. The communication skills that kids practice in our BE STRONG Program is highly effective at both addressing a conflict and preventing conflicts in the first place.

2 Circle Guidelines

The kids work with our facilitators to come up with their own guidelines for how they will behave in the circle. The kids see the value of not interrupting, no insults, listening with respect, talking in turn and really listening to others, without replying. There is a sense of freedom and safety that encourages all kids to join.

4 Affective Statements

We teach kids how to respectfully communicate their feeling and needs in a way that doesn't blame others but still allows them to identify and voice their emotions and needs. For example, there is a big difference between saying "You are so rude, you never listen to me" and saying "I feel frustrated because I need to be heard. Can we take turns speaking?" kids learn emotional literacy, regulation and an ability to recognize what needs they have. Kids tell us this is incredibly helpful in their lives.

PROUDLY SUPPORTING **11,000 KIDS AND COUNTING**

Through our weekly classroom circles, youth centre drop in, assemblies, presentations and multiple full day youth conferences, we have worked with over 11,000 local children and youth. Our aim is to reach every single one of the more than 13,000 kids living across our region and we're well on track to meet that ambitious goal. It's been a LOT of hardwork from our whole team but every one of us knows our kids are worth every bit of effort we put in for them.



A photograph of three young adults (two men and one woman) smiling and talking in a bright, sunlit indoor setting. The woman in the center has long, curly brown hair and is wearing a red and black plaid shirt. The man on the left is wearing a striped shirt and a dark scarf. The man on the right is wearing a light-colored denim jacket over a grey shirt. A rainbow is visible in the background on the right side.

HEAR DIRECTLY FROM OF OUR PARTICIPANTS

"This workshop was amazing. Thank you so much. This information will help me within my own family as well as my work."

"I learned so much about how to help the people I care about. Restorative Practices are pretty easy to use once you learn how."

"Elle really knows her stuff and made the workshop a lot of fun while we learned really useful skills."

Building Restorative Communities Program

This year we set out with the intention to involve the whole community in creating healthy connections and developing relationships through skill-building workshops and engaging community conversation.

We had a busy year, working hard with our community to move beyond formal restorative justice to incorporate restorative practices into everyday life to create healthy communities. Off to a running start, we partnered with our neighbouring service providers, participating in events and trainings to discuss and support our community with Restorative Practices including; National Restorative Justice Symposium, Tungasuvingat Inuit "Context to Culture," Tamarack Community Engagement Training and LEADS by the Lanark County Mental Health and OPP and with the Youth Collective Impact. We hosted a series of Fall and Spring Webinars accessible to all community members to encourage restorative practices.

We were very excited to have developed and launched our Restorative Roots training workshop, building healthy connections and relationships. Addressing the gap between the supports offered by professional service providers and those who we actually turn too in time of needs, friends, family, co-workers. Restorative Roots brings trauma and emotional stress to context within Rural Lanark County. Developing community awareness and skills to support their neighbours, friends, family and co-workers through tough times. Through collaborative community workshops held throughout Lanark County, and specific organizational workshops held with our neighbouring service providers bringing restorative language and skills to our workplace culture and community culture. It is so heartwarming to be able to support our community to being better able to support themselves and seeing the positive impacts restorative practices have in a social context on community health and well being.

1 For Organizations

We offer specialized workshops to build the capacity of any organization to use Restorative Practices in their work, with their colleagues and throughout their organization, including how to create policy and procedures that align with Restorative values. We also offer Restorative Circles as a means of addressing strife within organizations/ groups.

3 For Service Providers

We customize our Restorative Roots Workshops for Service Providers to build their capacity to interact with clients in a restorative manner. We also work with them to modify any processes or client interactions to be more restorative so clients are better served by their agency.

2 For Families

Our Restorative Roots Workshops offer a lot of strategies and skills that really strengthen family connections and improve communication. We will be soon be offering a 12 week workshop specifically for Restorative Parenting as a result of increasing demand from the parents we work with in our other programs.

4 For Friends and Neighbours

The vast majority of people who experience a trauma, abuse or crime turn to someone they know for support rather than a formal support. Most of us want to be able to offer the best support we can but aren't fully confident in what to say or do. Participants in our workshops gain confidence and knowledge that is useful for supporting any of their friends, neighbours and relatives.



VIVA LANARK COUNTY

Volunteers Initiating Vitality Across Lanark County

We are keenly aware of the the incredible power a meaningful volunteer experience can have on a young person. All the research tells us this leads to life-long civic engagement and volunteering, better job success, a smoother transition into adulthood and a stronger sense of being valued by their community.

Our VIVA Project is run by Tracy Kwissa and is building the organizational capacity of 10 local non-profits to have meaningful youth volunteer engagement. We focus on 5 main pillars: shaping volunteer roles, recruitment, training, supervising/mentoring, and recognition/evaluation.

We are also training 500 local youth to be the cream of the crop in volunteering and using the Appreciative Inquiry Model to help them identify their dreams, talents and goals so we can be more effective at placing them in the volunteer roles they are most likely to succeed at.

This project helps kids connect (or reconnect if they have become disengaged) with their broader community and benefits everyone involved.



We are delivering training to 500 local youth 12-17 years old to be ideal volunteer and employment candidates

ORGANIZATIONS

We are supporting 10 Lanark County non-profit agencies to strengthen their ability to engage youth in meaningful volunteer experiences using best practice guidelines



MAKING THE MATCH

Using the Appreciative Inquiry method, we match youth to the most ideal volunteer opportunity



One of our Team Leads, Tracey Parker, working with high school students to build connection



We recognize the challenges families and parents face so we build restorative parenting skills



One of our Team Leads, Laurie Clark, had a lot of success using the restorative power of nature



Sarah working with some of the 250 kids we had participate in full day workshops



We see the huge impacts restorative justice circles have for victims, accused and their families



Christine Perringer is a long time volunteer with us and very experienced restorative practitioner

CIRCLE GUIDELINES

- Speak from the heart.
- Listen from the heart.
- Speak only with the talking piece.
- No putdowns or insults.
- Respect confidentiality.
- Pass is O.K.

Every circle we facilitate has set guidelines that teach participants how to communicate authentically, respectfully and in a way that nurtures a growing sense of inclusion and connection. Because the participants themselves help develop these, there is a collaborative sense ownership over the process that teaches kids responsibility and accountability.

Alfred Von Mirbach

Alfred grew up in Ottawa, lived in Saskatchewan for most of the 1980's, and then moved to Perth in 1989, making it his home. He has worked in both the private and public sector, most recently in land stewardship, waste diversion and climate change. He is a co-founder of ecoPerth, was on the board of YAK from 2013 to 2018, and is often working quietly behind the scenes with a wide range of other community groups. In semi-retirement now, he lives with his partner Barb on a hundred acres of wonderful wild land just west of Perth.

Francis Wooby

Francis has been in the region since 2008, making his home in Sharbot Lake, along with his wife and their three young children. Working as an independent public relations and administrative practitioner since 2005, he recently returned to school to earn his Bachelor of Social Work from Dalhousie University in Halifax, NS. In 2008, he became Coordinator for the Kingston Frontenac Anti-Violence Coordinating Committee. Francis has always been an avid volunteer, serving on various boards of directors, service clubs, parent councils, event committees, and project teams, as well as in his current role as a volunteer firefighter.

Aisha Toor

Aisha has been a Restorative Justice Facilitator with our organization for many years. She is a former business owner, Program Coordinator at The Table Community Food Centre and has her Masters in Peace Mediation. Aisha has been very active in the community as a volunteer and service provider in a multitude of capacities and her dedication to Restorative Practices is evident in everything she does.

Teresa Dubois

Teresa obtained her Bachelor of Arts (Honours in Psychology and Concentration in Political Science) Magna Cum Laude in 2005. From 2001 to 2007, she held several different positions with the House of Commons and the Library of Parliament. She graduated from the University of Ottawa Faculty of Law in 2009. She practices in the areas of family law, residential real estate, wills and estate planning, estate administration, municipal law, and civil litigation. She is a panel member of the Office of the Children's Lawyer and occasionally acts as a per diem Crown at the Provincial Offenses Court in Perth. She has served as secretary to the County of Lanark Law Association since 2010 and sits on various court-related committees. She is also a member of the Rotary Club of Carleton Place and Mississippi Mills.



Lanark County Community Justice

Building Stronger Relationships Through Restorative Practices

Nominations Report

LCCJ sent notices seeking candidates for board vacancies to all LCCJ members, 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 and all of its considerable connections, all town councils and other community partners. In addition we posted the notice on our website, Facebook, Twitter and advertised in the four local editions of the EMC.

As a result of our recruitment efforts, we have several strong candidates to put forth in consideration for directorship on our Board:

- Alfred Von Mirbach
- Francis Wooby
- Aisha Toor
- Teresa Dubois

We have 5 Board Members returning to the Board to complete their current terms; Scott Ferguson, Linda Rush, Jennifer Greaves, Margo Bell, and Brian Peters. Murray Long will be returning to the Board in an ex-officio capacity as Past Chair.

In accordance with our By-laws, we have completed application forms, conducted interviews, background checks and references for all 4 prospective candidates nominated. As per our By-laws, our Board shall be comprised of 7-9 directors, given we have 5 members in the middle of their term, and 4 new candidates, we have the ability to elect all 4 candidates if the membership so votes.

The Nominations Committee, Sarah Bingham and Murray Long, move to accept these four candidates; Teresa DuBois, Aisha Toor, Alfred Von Mirbach, and Francis Wooby as members of the Lanark County Community Justice Board of Directors.

Moved By: Sarah Bingham

on September 10, 2018

Seconded By: Murray Long

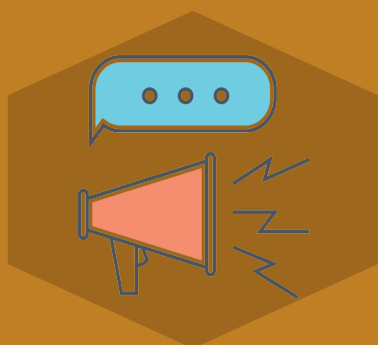
on September 10, 2018

What's Next

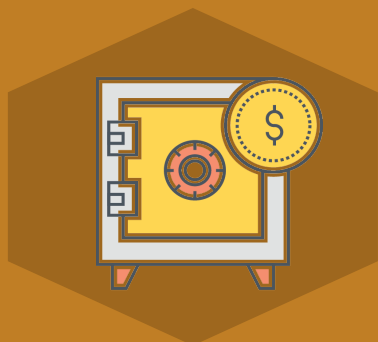
Our priorities for the coming year are very strategically focussed on creating sustainable growth of our whole community's capacity to use Restorative Practices.

We know the focus on justice, on children and youth, on families and organizations is what will ensure consistent strides move us closer to our vision and keep us firmly focussed on achieving our mission of providing and promoting the community use of Restorative Practices.

To ensure our continued success, we are prioritizing the following action items:



Engage our communications plan to increase community and stakeholder awareness of the impact of our work and Restorative Practices and grow our network of supporters



Secure sustainable funding for our 3 "core" programs

1. Community Justice Court Diversion
2. BE STRONG Child and Youth Program
3. Building Restorative Communities



Ongoing evaluation, data collection and analysis to ensure excellency in our service delivery

YOU'RE INVITED TO JOIN US IN BUILDING A RESTORATIVE COMMUNITY

Volunteer in one of our programs

Donate to our agency

Host a fundraiser

Take a free workshop

Learn more about Restorative Practices on our website

Take our "Pick 3 Challenge to Live Restoratively"

Let your friends, colleagues, neighbours and family know

about Restorative Practices and the work we do

Treasurer's Report

Jennifer Greaves

2017-2018 Audited Statements:

The audited statements can be found in your AGM package.

Highlights of Financial Results:

Financial Management

The statement of Financial Position presents a cautious position for the Agency, in that liabilities are slightly higher than assets. It is imperative in the 2018/19 fiscal year for Lanark County Community Justice to increase their revenue without significantly increasing their operating costs. An increase in deferred revenue is presented, with funding for specific projects, notably Ontario Trillium Foundation and Citizenship & Immigration Canada, being received and not yet spent.

Operating Results

2017/18 has been a year of substantial growth for Lanark County Community Justice, with additional or enhanced programming and staffing funded through the Department of Justice and Citizenship & Immigration Canada. Fundraising initiatives, grants and operational funding sources continue to be sought with overall revenues increasing by 7%. While core funding from the Attorney General remained stable this fiscal year, a small decrease took effect April 1, 2018.

A deficit of \$5,121 has been incurred for the 2017/18 year, with expenditures increasing by 16%. The most notable increase is presented in the Salaries & Wages line with a 23% increase, not surprising given that this is the Agency's most significant expenditure. Leadership and reporting measures to rectify and prevent a similar result have been identified and will be carried out in the 2018/19 year.

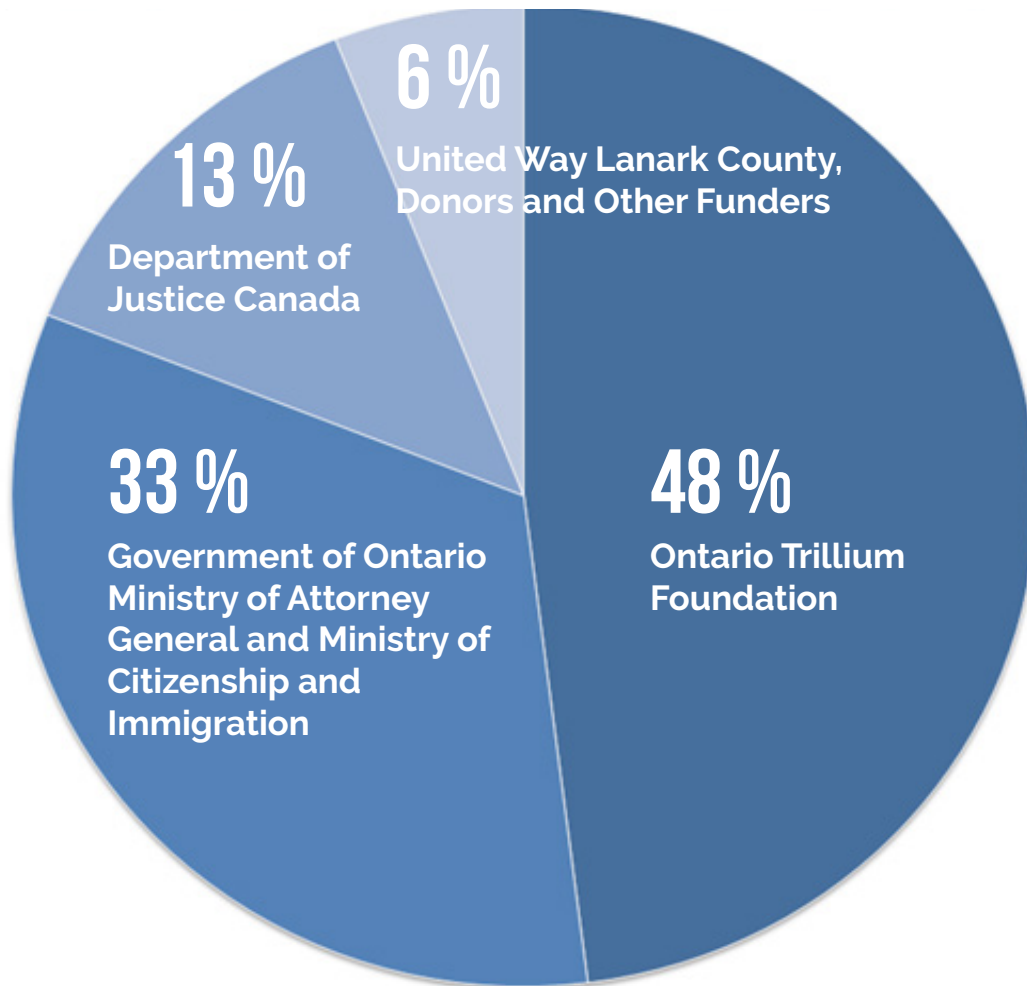
Motions:

Acceptance of the audited statements for 2017-2018 **Motion: I move that the membership accept the audited statements for 2017-2018.**

Appointment of the Auditors for 2017-2018 **Motion: I move that LCCJ appoint Allan and Partners LLP as the auditor for 2018-2019.**

**Respectfully submitted,
Jennifer Greaves**

Revenue Sources 2017-18 Fiscal Year



Please consider donating today to help us build stronger, healthier, more vibrant and connected communities. Invest in a better future.

AUDITED

Financial Statements

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.

Statement of Financial Position

March 31, 2018

	2018	2017
	\$	\$
Assets		
Current		
Cash	62,603	63,857
Accounts receivable	7,066	3,967
Prepaid expenses	-	792
	69,669	68,616
Liabilities		
Current		
Accounts payable	15,526	6,985
Deferred income (Note 4)	55,278	43,000
Due to Province of Ontario (Note 3)	3,986	3,986
Total liabilities	74,790	53,971
Fund balances	(5,121)	14,645
	69,669	68,616

On behalf of the Board

Director

Draft for discussion purposes only

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.
Statement of Revenues and Expenditures and Changes in Fund Balances
Year Ended March 31, 2018

	Budget \$	2018 \$	2017 \$
Revenues			
Ontario Trillium Foundation	111,300	101,554	115,234
Ministry of the Attorney General grant	53,695	53,595	53,595
Other government/foundation funding	28,000	25,130	12,500
Department of Justice Funding	15,000	22,256	-
United Way	6,000	8,000	13,000
Donations	3,500	1,785	2,434
Memberships and other income	700	590	617
	218,195	212,910	197,380
Expenditures			
Bank charges and interest	-	1,245	3
Forum expenses	3,000	2,934	3,192
Fundraising expense	250	-	14
Insurance	3,300	2,865	2,865
Office and computer supplies	8,000	13,482	8,372
Professional fees	3,000	4,035	3,277
Program costs	15,000	14,208	17,872
Rent	10,000	9,982	9,760
Salaries and wages	152,575	169,083	130,547
Telephone and website	3,600	1,969	1,327
Travel and staff expense	5,000	3,910	4,499
Volunteer expense	13,965	8,963	13,239
	217,690	232,676	194,967
Net (Expenditures) Revenues for the Year	505	(19,766)	2,413
Fund Balances, Beginning of Year	14,645	14,645	12,232
Fund Balances, End of Year	15,150	(5,121)	14,645

AUDITED

Financial Statements

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.

Statement of Cash Flows
Year Ended March 31, 2018

	2018	2017
	\$	\$
Operating activities		
Net (expenditures) revenues for the year	(19,766)	2,413
Changes in non-cash working capital:		
Accounts receivable	(3,099)	(491)
Accounts payable	8,541	(158)
Deferred income	12,278	4,561
Prepaid expenses	792	846
	18,512	4,758
Increase (decrease) in cash flow	(1,254)	7,171
Cash - beginning of year	63,857	56,686
Cash - end of year	62,603	63,857

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.

Notes to Financial Statements

Year Ended March 31, 2018

1. Nature of Corporation

The Lanark County Community Justice Program Inc., incorporated 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)

AUDITED

Financial Statements

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.

Notes to Financial Statements

Year Ended March 31, 2018

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, 2018, Ministry of the Attorney General \$Nil (2017 \$Nil). Any surplus amounts are reflected in Due to Province.

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.
Notes to Financial Statements
Year Ended March 31, 2018

4. Deferred Revenues

	2018 \$
Trillium Foundation	34,446
Volunteers Initiating Vitality Across Lanark County (VIVA)	20,832
	55,278

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, 2017.

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.

6. Comparative figures

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

AUDITED

Financial Statements

LANARK COUNTY COMMUNITY JUSTICE PROGRAM INC.
Statement of Operations for Ministry of the Attorney General Funding (Schedule 1)
Year Ended March 31, 2018

	2018	2017
	\$	\$
Revenues		
Provincial grant	53,595	53,595
Expenditures		
Forum expense	2,544	3,192
Insurance	2,300	2,300
Office supplies	4,925	4,189
Professional fees	1,500	1,500
Rent	6,000	6,000
Wages and benefits	34,770	34,770
Volunteer orientation and training sessions	1,600	1,918
	53,639	53,869
Net Program Expenditures for the Year	(44)	(274)

Draft for discussion purposes only

10 WAYS



Live Restoratively*



*Adapted from Appendix IV of Howard Zehr's *The Little Book of Restorative Justice*

#1 Take relationships seriously.

Envision yourself in an interconnected web of people, institutions, and the environment.



#2 Be aware.

Try to be aware of the impact of your actions on others and the environment.



When your actions negatively impact others, take responsibility by acknowledging and seeking to repair the harm--even when you could probably get away with avoiding or denying it.

#3 Take responsibility.

#4 Respect others.



Treat everyone respectfully, even those you don't expect to encounter again, even those you feel don't deserve it, even those who have harmed or offended you or others.

#5 Be inclusive.



Involve those affected by a decision as much as possible in the decision-making process.

#6 Look for opportunity.

View the conflicts and harms in your life as opportunities.



#7 Listen.

Listen, deeply and compassionately, to others, seeking to understand even if you don't agree with them.



#8 Dialogue.



Engage in dialogue with others, even when what is being said is difficult, remain open to learning from them and the encounter.

Be cautious about imposing your "truths" and views on other people and situations.

#9 Be cautious.

#10 Confront injustice.

Sensitively confront everyday injustices including sexism, racism, homophobia, and classism.

Lanark County Community Justice extends our sincerest

Thank You to Our Volunteers

For the past 18 years, we have been serving Lanark County and the Town of Smiths Falls in the practice and application of Restorative Justice and more recently, Restorative Practices.

We have been extremely fortunate over the past 2 decades to have the most phenomenal team of volunteers. It takes a very unique skill set to help people deal with conflict, BIG emotions and challenging dynamics but our volunteers make it look easy.

They are all so generous with their time, giving of their compassion and always wanting to do more training and keep expanding their skills to better serve the varried needs of our community. We simply could not achieve the wonderful success we have without the dedicated team LCCJ volunteers.

**Thank you all for being not only
the heart of our organization
but also the heart of our
Restorative Community.**

