



# Ottawa Independent Living Resource Centre

**ANNUAL MEETING  
2020/2021**

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# A NOTE FROM THE BOARD

And just like that, it's that time again. We're looking back on another eventful year at the Ottawa Independent Living Resource Centre (OILRC), during which everyone pulled together to make sure the Centre and its members moved forward safely through the COVID-19 pandemic.

As your Board members, we'd like to take this opportunity to highlight a number of achievements that the OILRC staff and members can be so proud of this year. Together you:

- **Adjusted and got creative.**

Suddenly, to adhere to health and safety protocols, the Centre's in-person programming had to go virtual. Amy Bradley, Peer Support Programming Coordinator, met the challenge, spearheading initiatives such as an online Trivia Bonanza and a virtual museum tour.

The Creative Expression program also went virtual, but participants stayed positive about the experience. In fact, two of our members, Carol Gregory and Fern Kwantes, spoke about connecting virtually through the program. The women were featured on an AMI documentary entitled "Staying Home and Staying Connected".

- **Successfully navigated change.**

The Ottawa self-manager community, that is, persons with disabilities who are on Ontario's Direct Funding Program for attendant care, faced new and continuing challenges as they tried to find new or keep existing employees in the face of a pandemic. Lisanne Comeau, who joined the OILRC team in October 2020 as Direct Funding Coordinator, tirelessly supported self-managers and new applicants to the program through the many added barriers that Covid presented. She and Jessica Ayoub, Executive Director extraordinaire, kept self-managers informed about things like new safety measures as well as COVID-19 vaccinations and temporary pay top-ups for attendants. The OILRC team also worked hard to have emergency Personal Protective Equipment on hand to deliver to self-manager who needed it.

The OILRC team has had many comings and goings, including Alexis Jacklin, who joined the Centre for the summer of 2020, thanks to funding from the Canada Summer Jobs program. She supported member engagement and fundraising.

The other personnel changes fall in the 2021-22 reporting period, but in the meantime, we'd like to thank those who left for their immeasurable contributions and extend a warm welcome and thank you to all the team's new faces. We appreciate your tireless work on behalf of OILRC's members.

One staff change must be mentioned, however. Jessica started maternity leave in June and is now the proud mother of Baby Roland! Congratulations Jessica, to you and your family. We'd like to thank Robin Green, the OILRC's acting executive director, who is working hard to support the Centre in your absence and has succeeded in making the transition a smooth one. Welcome aboard, Robin!

As always, when it comes to thank yous, we cannot forget the OILRC's vital, behind-the-scenes support group, made up of volunteers, community partners, and funders. We are so grateful to Cistel Technology, Service Coordination, Lola Charitable Gaming Association, and the Canadian Career Development Foundation. Big thanks goes to the Centre's individual donors as well. Know that you make a positive difference in the lives of many, every day.

The last and biggest shout out goes to the OILRC members. Without you, the OILRC simply wouldn't exist. We thank you for your support.



# Thank you

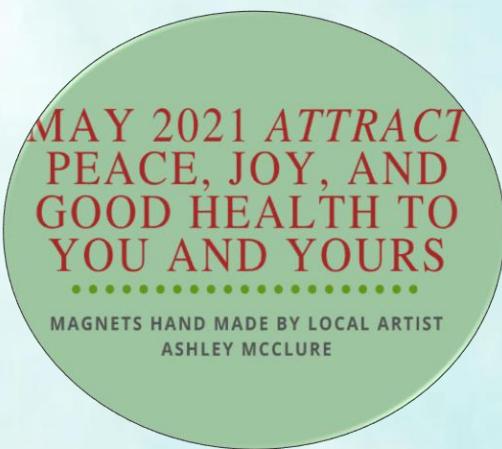
# PROGRAMS

## A YEAR IN REVIEW

### PEER SUPPORT

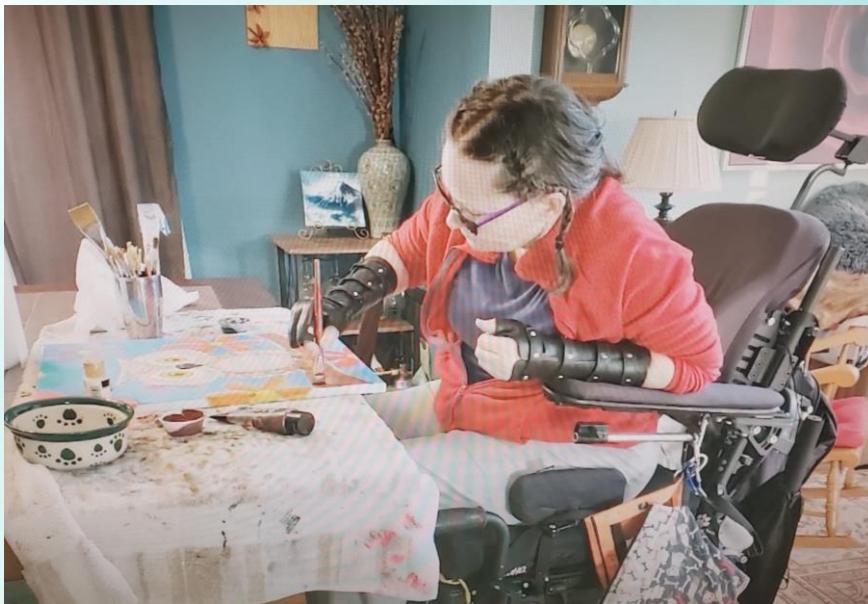
The Peer Support Program continues to empower members and provide space for expression, relationship building and recreation. OILRC has transitioned many programs to a virtual environment to protect everyone's health and safety over the 2020/2021 year.



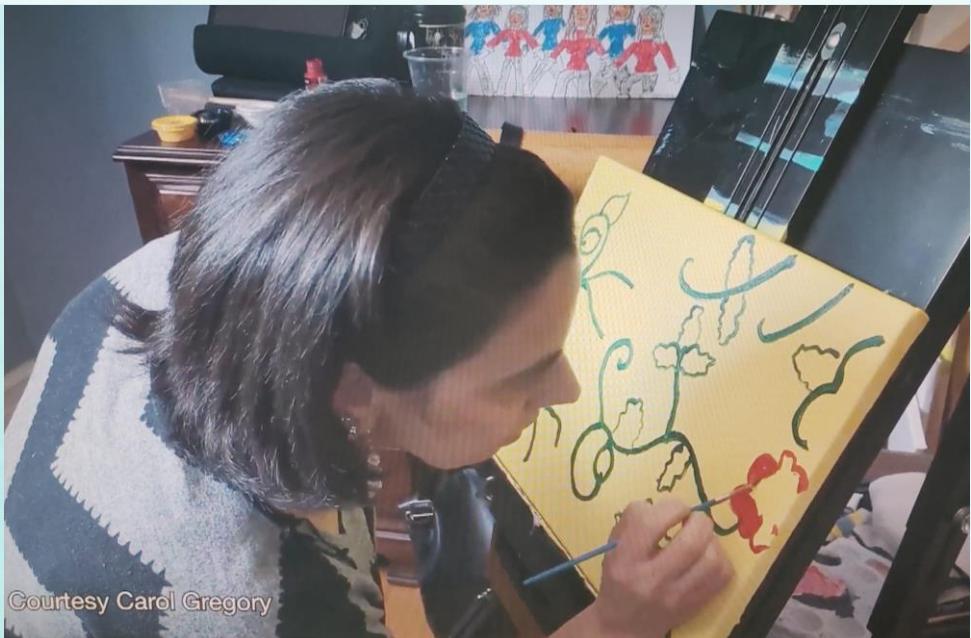


We were fortunate to be able to meet virtually at Weekly Round Table Discussions, Creative Expression with Art Haven and events like our Virtual Museum visit and Trivia Bonanza. We even sent out Christmas packages to celebrate with our consumers at a distance!

We are so thankful to our partnership with Service Coordination for their continued support in providing program to fit the needs of our consumers.



Two of OILRC's artists were showcased on Accessibility Media Inc.'s documentary *Staying Home and Staying Connected*. They shared their experiences of connecting through the Peer Support program's Creative Expression. Consumers meet monthly via zoom with an instructor from Art Haven to create canvas paintings together.



# CONSUMER SPOTLIGHT

## Kim McKee

Kim has been a member of OILRC for close to 7 years now. Kim is an active member of our Peer Support Program and attends activities regularly. Over the pandemic, Kim has been keeping in contact with friends at weekly Round Table discussions and participates in the monthly Creative Expression art activities.

Some of Kim's favourite memories at the centre are the summer trips. Wonderland, Quebec City, Kingston and Niagara to name a few.



# DIRECT FUNDING

The COVID-19 Pandemic produced some added challenges for implementation of the Direct Funding program. Interviews transitioned to virtual, many Self-Managers experienced staffing challenges and PPE became essential. The government of Ontario implemented a Temporary Wage Increase to help incentivize health care workers. Self-managers still have access to this benefit.

The pandemic saw a reduction in Self Managers and we have been working hard to bring on new participants to the Program, while continuing to support Self-Managers as needed.

The Ottawa region was able to take on 3 new Direct Funding Participants in 2020/2021, and saw 14 new applications submitted.

# IN MOTION AND MOMENTUM+

Through a new partnership with the Canadian Career Development Foundation, OILRC has been given the opportunity to run the In Motion and Momentum+ Program. This innovative 13 week program focuses on setting participants up for employment success through building confidence, skills and motivation.

Our first round of participants graduated the program in May of 2021. Lisanne Comeau and Amy Bradley facilitated the program.



# Treasurer's Report

OILRC - AGM

2020-21

## Content

- Summary of Financial Statements 2020-21 (audited)
- Overview- Financial Management
- Financial Audit 2020-21

## Summary – Statement of Operations

	2020-21	2019-20
Total Revenue	178,315	172,323
Total Expenses	168,631	166,908
Net Revenue	9,684	5,415

- Ended the year 2020-21 with Net Revenue of \$9,684.
- Compared with 2020-21, expenses increased slightly by \$1,724.
- Revenues increased by \$5,992.

## Sources of Revenue

	2020-21	2019-20
Direct Funding	84,017	79,404
ESDC	38,513	38,513
Bingo and SCS	17,829	38,487
Other (CEWS, OCF, Summer students)	22,094	9,576
Motion and Momentum	13,449	0
Fundraising and donations	2,413	6,343
<b>Total Revenue</b>	<b>178,315</b>	<b>172,323</b>

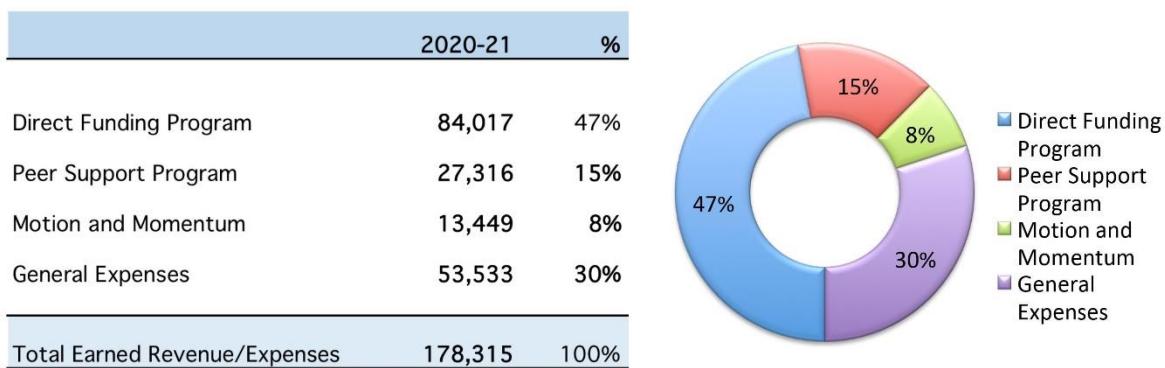
- Sources of revenue:
  - Direct Funding (The Centre for Independent Living Toronto) : \$84,017 (\$79,404 in 2019-20)
  - ESDC: \$38,513 (\$38,513 in 2019-20)
  - Bingo: \$8,106 (\$26,984 in 2019-20) and SCS \$9,723 (\$11,503 in 2019-20)
  - Other to supplement missing Bingo revenue: \$22,094
  - New program and revenue: Motion and Momentum

## Main Types of Expenses

	2020-21	2019-20
Salaries and Benefits	115,328	106,442
Rent	28,063	28,063
Supplies, services, insurance and others	25,240	32,401
<b>Total Expenses</b>	<b>168,631</b>	<b>166,906</b>

- Most important types of expenses:
  - Salaries and benefits: \$115,328 (\$106,442 in 2019-20)
  - Rent: \$28,063 (\$28,063 in 2019-20)
  - Supplies, services, insurance and others: \$25,240 (\$32,401 in 2019-20)

## Revenues and Expenses by Program



- Direct Funding Program:
  - Funding from: Centre for Independent Living Toronto
  - Expenses include salaries, and portion of administrative costs such as rent, supplies, insurance.
- Peer Support program:
  - Funding from: Bingo, SCS, Ottawa Community Foundation, fundraising and donations. Decrease compared to 2019-20 (was 26% of total costs in 2019-20).
  - Expenses include: salaries, supplies for peer support activities, professional services and portion of administrative costs such as rent, supplies, insurance.
- General expenses/revenue:
  - Funding from: ESDC, CEWS, summer student
  - Expenses include: salary, and portion of administrative costs such as rent, supplies, insurance.

## Summary – Financial Position

	2020-21	2019-20
Total Assets - Current Assets	46,628	29,736
Current Liabilities	3,075	8,071
Deferred Revenue	25,289	13,087
Total Liabilities	28,364	21,158
Net assets	18,264	8,578
Total Liabilities plus Net Assets	46,628	29,736

- Total Assets include:
  - Cash (\$38,068)
  - Accounts receivable (HST receivable, and SCS revenue receivable) (\$5,329)
  - Prepaid expenses, consisting mostly of the prepaid last month's rent (\$3,231)
- Total Liabilities includes:
  - Accrued audit fees (\$3,000)
  - Deferred revenues consist of revenues collected but not yet spent (Direct Funding and In Motion and Momentum).

## Overview – Financial Management

- Suspension of in-person activities and of Bingo operations in March 2020 resulted in a decrease in Peer Support revenues and expenses.
- Alternative sources of revenues such as CEWS, and Ottawa Community Foundation supplemented general funding.
- New program revenue and expenses for In Motion and Momentum.
- The Centre continues to manage its finances and cash flow closely through monthly reports to the board.

## Financial Audit

- Frouin Group conducted the audit of the Centre's 2020-21 Financial Statements.
- The financial information in this report is a summary of the audited financial statements.
- **Report from Auditors:**
  - Opinion: the financial statements present fairly the financial position as at March 31, 2021 and statement of operations for the year ending March 31, 2021.
  - Opinion is qualified: cannot verify the completeness of revenues earned through fundraising activities, which is common for many not for profit organizations.
  - Despite this, sufficient evidence to provide a qualified audit opinion.
  - Outlines responsibilities of Management and responsibilities of the Auditors.

**O I L R C A G M M i n u t e s**  
**S e p t e m b e r 2 4 <sup>t h</sup> 2 0 2 0**

*Meeting Held Via Zoom*

**Attendees:**

Board: Erin Naef, Emily Rahn Anne-Marie Joanisse- Treasurer, Daphne Picklyk, Jacques Quesnel

Members: Anastasia Bendus, Madhu Kalyanasundaram, Melanie Coughlin, Sherry Brachfeld, Ashley Larochele, Brenda Desjardin (sp?)

Staff: Amy Bradley, Jess Ayoub

**Welcoming Remarks**

Erin Naef welcomed everyone to the meeting

Amy provided an overview of what a motion is, and how to vote.

**1. AGM Call to Order**

Erin Naef called the meeting to order at 6:41pm.

**2. Approval of Agenda**

All voted in approval of the AGM agenda.

**3. Approval of 2019 AGM minutes**

All voted in approval of 2019 AGM minutes.

**4. Annual Report – Review and Discussion**

i) Message from the Board – Erin Naef

Motion to approve the message from the board by Erin, seconded by Emily Rahn, carried.

ii) Program Updates- Amy Bradley

Motion to approve program updates by Erin, seconded by Ana, carried.

iii) Treasurer's report- Anne-Marie Joanisse

(1) Treasurer's report 2019-20 –

Motion to approve treasurers report by Erin, seconded by Jacques, carried.

(2) Auditors Report – For information

(3) Appointment of Auditors

Motion to re-appoint Frouin Group as the auditors for 2020-2021 by Daphne, seconded by Jacques, Carried.

**5. Approval of Nominations & Board of Directors Elections**

All 5 board members are up for re-election. All unanimously voted yes.

**6. Other Business**

No other business was declared.

**7. Adjournment**

Erin Naef called the meeting adjourned at 7:16.