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Our Mission, Vision, and Values

Our Mission

Bruce Peninsula Association for Community Living promotes people participating and contributing fully in their community and becoming all they can be.

Our Vision

All people have equal opportunity to participate in community life.

Our Values

- I want to be treated well and I will be kind to others. We play together, we work hard together and we help each other.
- Support me in making choices about my life.
- My needs may change at different times in my life.
- I can count on my worker.
- I want to be treated fairly and I will advocate to be sure that even those who do not have a voice will be treated fairly also.
- I want to do my best.
- I am responsible for my own decisions.
- Taking part in things I enjoy is important to me, I will work to help the community look at making facilities accessible and be aware of the contributions I can make.
- I want to learn and try new things.

Message from the **President**

We have completed another challenging year.

I wish I could say that it has been enriching and eventful for the people we serve but I must report that it has been a tough and seemingly endless year for most in the BPACL family.

Community participation has been limited, mostly virtually due to the rules imposed on us by both the Ministry and Grey Bruce Public Health. The creativity of staff in finding ways to have people connect has been remarkable and deserves thanks. The fact that one of our managers is the Infection Control Champion for the Region has meant that we have been at the head of the Covid safety curve and that we have had only one hospitalization.

The Board of BPACL has continued to work to ensure a better future for the people we serve. One of the ways that this is imagined is to bring to tender the new building that we have worked on for the past few years.

The pandemic has interrupted some of the component parts, but we are confident that we will be moving to the construction of our combined Community Animation Space, Offices, and individual Apartments this calendar year. Stay tuned.

The second major change is a response to budgeting and efficiency challenges. These are now being met through a new 'virtual agency'.

The Tri Board Shared Services Organization (TASSO) has taken all management and administrative staff from Owen Sound Community Living, Walkerton Community Living and Bruce Peninsula Association for Community Living under its' umbrella.

The idea is to offer a 'back office' to the three agencies which improve efficiency and effectiveness by providing expertise in administration and management services.

- All three agencies have signed on for a three-year term that launched in January, 2022.
- All three Boards remain in place and each will pursue its own strategic planning.
- Michele Bell, our Executive Director, is now the CEO of TASSO.

Thirdly, we have partnered with the Rotary Club of Warton in a 'Wine Survivor' fundraiser. This is to develop a pool of dollars to help Supported Independent Living people with the challenges they face in having enough dollars to be assured of food in the fridge.

The ODSP allowance has not substantially risen in two decades while the cost of living and the cost of food in particular has. BPACL joined regional Community Living Agencies in an attempt to put this issue on the political agenda.

Finally, the Board of BPACL would like to extend our heartfelt thanks for the extraordinary dedication of all our staff through these challenging two-plus years. Carrying on with verve when really tired is a tough thing to maintain.

BPACL staff have maintained that 'full steam' attitude even though possibilities have been limited, some things have had to be 'put on hold' and they feel personally 'worn out'. Hats off!

Here is hoping that we will have the opportunity to lighten our step and revive the opportunity to infuse extra enthusiasm and meaning into the lives of the people we serve!

Ross Davidson
Co-President



Message from the CEO

Our second full year of the pandemic. What a challenging few years it has been for sure.

Year two of the pandemic had some of us feeling like we were in a bit of a holding pattern, a state or period of no progress or change. Others were feeling like they were characters in the movie “Groundhog Day.” Despite this feeling of suspended animation, holding pattern, or Groundhog Day, people did in fact march on and forward. And it was no different for us here at BPAACL.

We continued to carry on, under the ever-changing conditions and mandates. We got boosted, continued to mask, (and then some) we sanitized, and much of our supports were augmented in some way. We experienced a few more waves, and in fact, our communities experienced the most challenging times in Dec, Jan, Feb and March.

It has been a very long and challenging two-plus years, and hopefully, we have come to the end of the more challenging times.

We could not have done any of this without the amazing staff teams who have stepped up in a significant way to ensure that people were supported, despite all the changes in pandemic protocols and despite staffing challenges caused by all the requirements for isolation as well as an overall staffing crisis that is happening in all sectors.

Each and every day, our front-line staff and supervisors worked with people in their homes, wearing uncomfortable PPEs that were hot, and sweaty, and made it uncomfortable to breathe through the masks, supporting them in their daily lives. And our staff did this with enthusiasm and with the professionalism that was required.

Our front-line staff and supervisors have been the heroes of this past year. Never wavering in their support to ensure that people supported were living their best lives in a pandemic.

To them, we are so very grateful and appreciate the work they do each and every day.

The people we support have also settled into the ever-changing protocols and limitations placed on their lives. They have become accustomed to wearing masks, having staff in their homes with full PPEs, with limits placed on their comings and the cohort requirements.

Despite all of the limitations this past year, people supported continued to celebrate successes. They celebrated birthdays, regularly attended virtual events hosted by our community participation team, visited with family, both virtually and in person (when permitted), and they supported each other. We should be immensely proud of the demonstration of such resiliency of people supported these past two years.

We are in the midst of making plans to return to a more familiar way of life. A return to a full calendar of events at our community participation program, no masking requirements in our administration offices, and hopefully no seventh wave in the fall.

Again, thank you to our amazing staff and to our people supported for their amazing demonstration of resiliency in year two of the pandemic.

We are all excited about what the future has in store for us.

Michele Bell
CEO



Board of Directors

Ross Davidson, CO-PRESIDENT

Judy Larkin, CO-PRESIDENT

Dave Waddington, VICE PRESIDENT

Pat Lenson, TREASURER

Diane Chavarie

Kelly Day

David Diebel

Ed Laksmanis

Paul Sutter

Jean Kirby



Building Committee

David Diebel, ARCHITECT

Ross Davidson, CO-PRESIDENT

Pat Lenson, TREASURER

Paul Sutter, BOARD MEMBER

Finance & Audit Committee

Dave Waddington,
BOARD MEMBER

Ross Davidson,
CO-PRESIDENT

Pat Lenson,
TREASURER

Management Team

2021/2022



Michele Bell
CEO



Joanne Young
DIRECTOR OF
SUPPORT SERVICES



Laura Balint
MANAGER



Jeanie Chavarie
MANAGER



Stephanie Alberts
HUMAN RESOURCES
MANAGER



Adriana Londono
FINANCE MANAGER



Deb Smith
QUALITY ASSURANCE
AND SPECIAL PROJECTS
SUPERVISOR



Cara Scheuerman
SUPERVISOR



Tiffany Forbes
SUPERVISOR



Carol McCauley
PAYROLL ADMINISTRATOR



Cathy Irving
FAMILY SUPPORT
COORDINATOR

Staff Milestones

A special thank you to those celebrating a milestone anniversary this year for your hard work and commitment to the people and families that we support.

30 Years

Nancy Robinson

10 Years

Helga Rankin

5 Years

Meagan Gibson

Nicole Gill

Arlene Klaassens

Sue Ann Latimer

Wade Rathwell

Cara Scheuerman

Service at a Glance

Number of
Internal Staff
63



Family Support
87



Community
Participation
26

Employment
Services
38

Supported Independent
Living (SIL)
20

Number of Residential Homes
(4 Houses, 1 Apartment
Building, 1 Condominium)
10

Individual Support
Residence (ISR)
1



Passport Supports

48

Residential Support

19

Tri-Alliance Shared Services Update



On January 1st, 2022, Tri-Alliance Shared Services (TASSO) began operations.

What is Tri-Alliance Shared Services?

Tri-Alliance Shared Services is the innovative and deepening work of the three Boards of Directors of Community Living Owen Sound and District (CLOSD), Community Living Walkerton and District (CLWD), and Bruce Peninsula Association for Community Living (BPACL).

Why Was Tri-Alliance Shared Services Formed?

Working collaboratively in a Shared Leadership model for the last 8 years led the boards to explore the benefits of expanding the collaborative working relationship resulting in a decision to improve the efficiency and effectiveness of our management and administrative functions by bringing them together into one agency.

What Has The Tri-Alliance Shared Services Accomplished Thus Far?

With the changing landscape ahead, even pre-pandemic, the three boards have taken this decision to strengthen the working relationship to better prepare all three agencies for the future.

In the first three months of operation, in the midst of a pandemic, the management and administrative teams of three agencies have begun to work together. Aligning systems and our work to create greater efficiencies on the back end with the intention of strengthening the support provided to the people supported in our community. Being more efficient in the back office will provide greater opportunities for the people supported by all three agencies.

How Does The Tri-Alliance Shared Services Function?

Each of the agencies continues to be a separate legal entity that now contracts the management and administrative services from the Tri-Alliance Shared Services.

TASSO is a not-for-profit agency, supported by a Board of Directors comprised of two Board members from each of the three founding members.

What's Next For Tri-Alliance Shared Services?

The management and administrative teams have begun to work collaboratively together to ensure efficiencies in the following areas:

- Accounts Payable: One position to support two agencies
- Leadership: One CEO instead of 2 EDs
- Housing & Maintenance: Creation of a manager role to support all three agencies' housing stock and plan for the future

We are also in the process of applying for charitable status and hope we receive approval for this within the year.

Infection Prevention and Control (IPAC)

It has been a challenging year for all of us, looking back at the work that had to be done to protect the people we support, ourselves, and family members from COVID-19 is not something that brings a smile to anyone's face, yet we find solace in knowing how much worse it could have been.

Every effort we made helped a bit more in protecting people that had a high risk of infection and their support staff. In total, we created 7 educational videos and wrote more than 10 IPAC guides for employees, people we support, and their families. Organized weekly rapid antigen testing clinics and then transitioned to self-testing.

We actively participated in the Provincial Network Vaccine Advocacy group to make the vaccine distribution prioritized to people who live with a disability regardless if they live in congregate care homes, independently, or with family. During our 3 vaccine clinics, 340 doses of vaccines were administered.

We learned from the South West IPAC hub partners, a multi ministerial IPAC initiative, about personal protective equipment, ventilation, and air quality, and we taught our health partners about the different needs of people who live with an intellectual disability to accept and follow prevention strategies.

As we understood better the importance of fitting an N95 mask, our health partners also considered implementing guides that considered the mental health effects of isolation in congregate care.

We participated and presented 2 case studies in ECHO (Ontario Adult Intellectual & Developmental Disabilities group) a collaboration between the Canadian Mental Health Association and the University of Toronto. This Group addresses the intersection of intellectual and/or developmental disabilities in adults and mental health concerns that this population faced during the COVID-19 pandemic.

We also participated in a research study led by McMaster University: Examining the development and utilization of infection control policies to safely support adults with neurodevelopmental disabilities in congregate living settings during COVID-19 to learn more about the complexities of what people we support face when implementing guides and directives.

All of our homes have experienced outbreaks and we have worked closely with the Health Unit, to monitor the outbreaks, and with medical professionals to ensure the safety of the people who needed medical care or hospitalization, by monitoring basic health indicators.

It has been a difficult year, and in our organization, we concentrated our efforts to prevent the spread of a virus and spread care, compassion, and goodwill.



Compliance Review

Compliance Inspection Date: Feb 23, 2022



Generally, **279 indicators** are used to assess compliance.

This year the ministry adjusted the number to **86** and assessed the agency's COVID-19 Preparedness and Prevention as per the Ministry of Health's checklist.

100%

All areas of Compliance were met at the time of the inspection

BPACL was given **24 hours notice** of the inspection.

BPACL received a **letter of full compliance** from MCCSS on Feb 23, 2022

100% All areas of Ministry of Health COVID-19 Preparedness and Prevention Checklist met at the time of the inspection

The Compliance Advisor provided additional **complimentary feedback** on:



Changed the environment to meet people's individual needs.



Steps taken to keep people supported and staff safe during the pandemic

Community Gardening Program

It's no secret that food security in our sector is becoming more and more challenging. To be fair, it's happening everywhere, not just for the people we support, but across communities, counties and countries worldwide.

Recognizing this emerging need, our agency created a Food Access Coordinator position which we were able to extend into 2021-2022. The focus wasn't just on growing food, but also on how to best harvest, store and prepare the food that was cultivated.

Garden beds were built and distributed amongst our residential locations and people really enjoyed being a part of the experience.

Based on a request for garden-based programs for families supported by BPAFL, the Family Gardening Pilot Program was established. The hope is that through a gardening program we could address; the need to improve the food security of supported families, the need to diversify supports that provide access to food, and the need to make education and engagement key components in improving household food security.

We applied, and were successful in receiving a \$40,000 Second Harvest Emergency Food Security Fund. This fund was to be used towards food-related expenses, which allowed us to offer the people in our services better access to growing food. We were also able to offer our Food Adventures and Nature fun programs to help people connect through food as well as connect to food.

O'Share also sent us 40 Good Food Box tokens, which we were able to facilitate to our low-income families and SIL participants in receiving these boxes of produce which are typically \$20.00 each.



Lynette's Transition to Residential

Lynette Weber is a middle-aged woman with a great sense of humour, and kindness, who is interested in the people with whom she lives. She builds connections anywhere she goes. She lived with her family up until last year, but it came time to move out and build a new life and different supports around her.

She came into our residential support program at a very difficult time. She moved to a supported group living home during COVID-19 and she was not able to see the faces of her new support staff due to masking; her family was not able to visit her in her new home and there were so many new rules and limitations to adapt to.

Yet, thanks to her great nature she adjusted so well, and she became friends with her new roommates, especially with Carolyn who made Lynette laugh and provided her with the companionship she needed at the time.

During the last year, we loved watching their relationship grow and witness her settling into her new home. Lynette genuinely seems content, secure, and happy living in her new home.

The work Lynette's support team has done to aid in the transition is amazing and they feel really good about what they do each day knowing that they made a difference when needed, regardless of the never before experienced roadblocks.

Everyone at Lynette's home appreciates her sense of humour and she creates so much joy. We know she feels at home by the way she picks up the phone every time it rings and answers: "Hello, Weber's..." and then passes it to the person to whom the call is directed.

Lynette has a new home now but her family is as close as ever. They call each other every day, and they stay connected as much as possible with the pandemic limitations. They also help her keep her traditions by teaching her staff how to put her hair in a hair bun and use Lynette's favourite hair covering and make her the beautiful dresses she always wears.



In Lynette's Family's Words

The transition wasn't without its adjustments; all in all, it went well. For parents and family learning to trust someone else with her care is probably the hardest part. The care and compassion we saw as the weeks and months went by was amazing and has made the transition so much easier. The most important change we have seen in Lynette was seeing her have a little bit of independence, and also learn to trust someone else and follow instructions from someone other than her parents and family. Seeing her experience and fall into a new routine... allowing more people into her world.

If anyone asks us what we would share about someone choosing to live supported by BPACL we would definitely recommend it. We feel blessed to have her at a place where she's truly loved and cared for, and the staff is very transparent and easy to work with and they make things as easy as possible both for the family and Lynette.

Cody's Goal of Driving Achieved

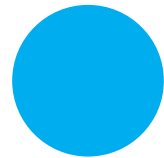
For Cody, his first step was reaching out to his support workers to share his goal to obtain a driver's license.


To achieve this goal took some time and determination as he worked through the Driver's Handbook section by section.

His journey went from meeting with his support staff in person to having to meet over Zoom as COVID-19 protocols changed.

Cody persevered through the handbook, took many online simulation tests, asked many questions, battled nerves, and in the end was successful in obtaining his G1 drivers license.

This was a proud moment for Cody and he looks forward with the same determination to completing the course for his G2 license.





Year End Report for Bruce Peninsula Association for Community Living March 31, 2022

Presented by

Greg Blokland, CPA, CA



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WHAT WE HAVE TODAY

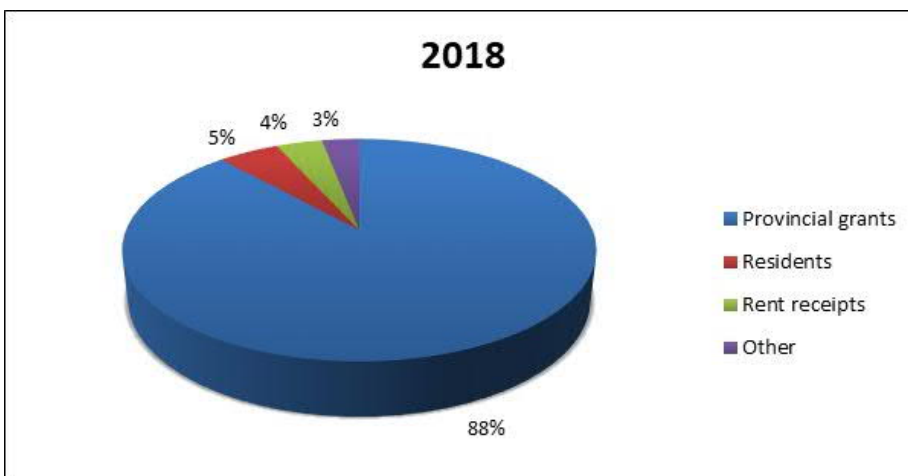
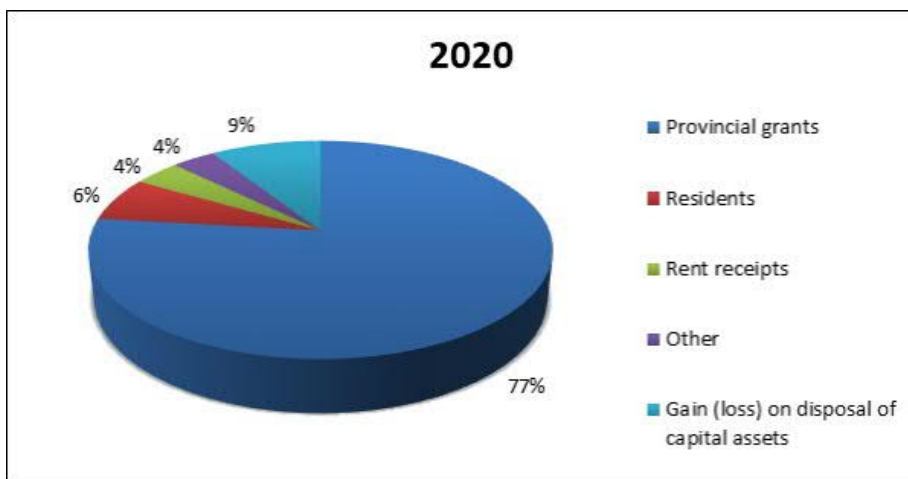
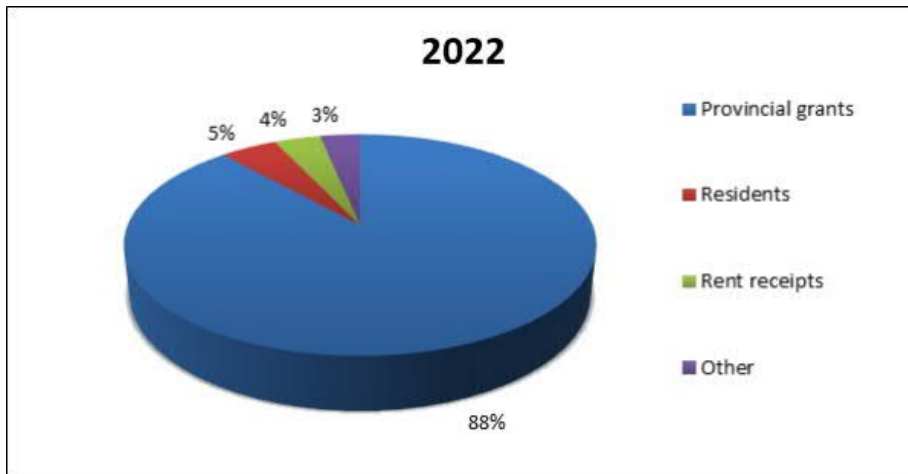
Bruce Peninsula Association for Community Living
March 31, 2022

<u>What we own</u>		<u>What we owe to others</u>	
Cash	\$ 1,092,958	Amounts owed to suppliers	\$ 248,486
Money market funds and GIC	24,956	Deferred revenue	331,320
Accounts receivable	144,127	Contributions related to capital assets	816,223
Prepaid expenses	20,841	Debt related to capital assets	229,414
Capital Assets - Land and Building (net)	2,314,724		<hr/>
Historical cost - \$3,848,270			1,625,443
Capital Assets - Automotive equipment (net)	59,536		<hr/>
Historical cost - \$362,150			
		<u>What we have for our future</u>	
		Unrestricted funds for programs	116,897
		Unrestricted funds for charitable	1,914,802
			<hr/>
			2,031,699
	<hr/>		<hr/>
	\$ 3,657,142		\$3,657,142

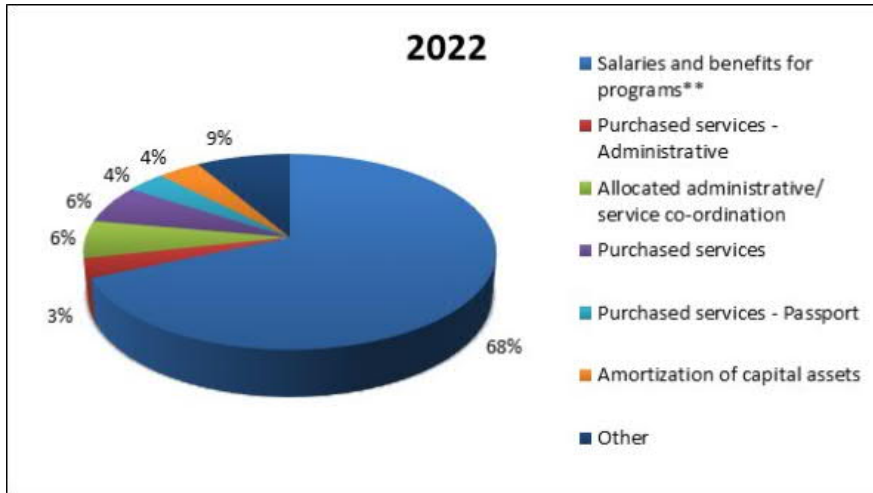
HOW DID WE DO THIS YEAR

	<u>2022</u>	<u>2021</u>	<u>2020</u>
<u>Revenue</u>			
Provincial grants	\$ 3,692,451	\$ 3,277,681	\$ 2,922,300
Residents	193,273	211,078	250,203
Amortization of deferred contributions	91,834	82,058	75,248
Rent receipts	157,504	151,184	146,549
Fundraising	4,922	19,439	16,009
Other	39,781	44,762	46,248
	<u>4,179,765</u>	<u>3,786,202</u>	<u>3,456,557</u>
<u>Expenditures</u>			
Salaries and benefits	2,873,127	2,927,437	2,604,029
Allocated administrative/ service co-ordination	259,853	241,919	245,989
Purchased services	266,324	164,227	178,467
Purchased services - Passport	147,847	48,609	38,107
Purchased services - administrative	133,455	-	-
Respite	-	22,746	4,530
Amortization of capital assets	161,420	151,646	148,991
Other	357,028	201,661	266,892
	<u>4,199,054</u>	<u>3,758,245</u>	<u>3,487,005</u>
Revenue over expenditures (expenditures over revenue) before other items	(19,289)	27,957	(30,448)
<u>Other Items</u>			
Gain on disposal of capital assets	-	-	347,463
Net revenue over expenditures (expenditures over revenue)*	<u>(\$19,289)</u>	<u>\$27,957</u>	<u>\$317,015</u>
* Consists of:			
Program Surplus		-	-
Charitable Surplus (deficit)	(\$19,289)	\$27,957	\$317,015

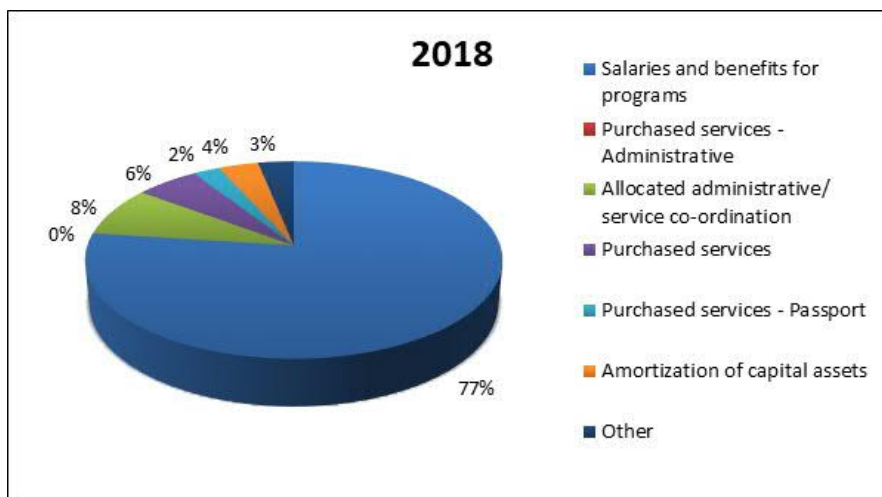
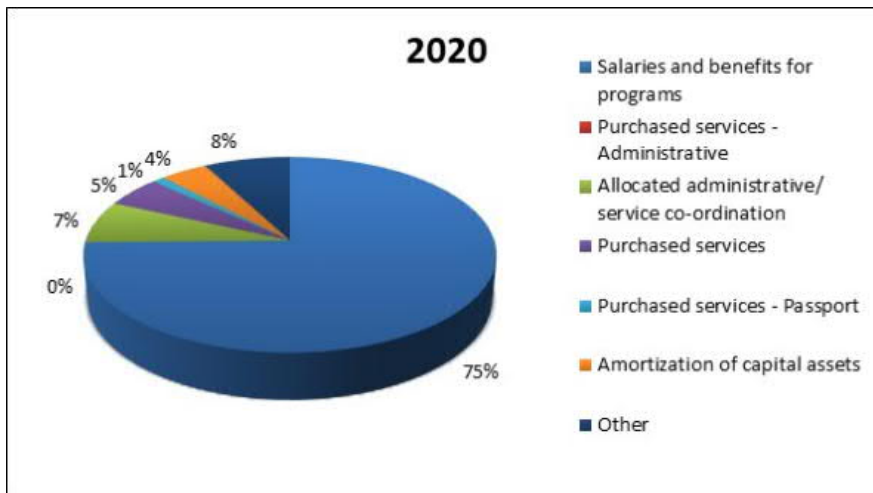
OPERATING REVENUE



OPERATING EXPENSES



** The combination of Salaries and benefits for programs plus Purchased services - Administrative equals 71%. The impact of COVID-19 decreased the staffing line.





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