



# 2012 ANNUAL REPORT

*Presented to the 36th Annual General Meeting*

June 13, 2012





# PRESIDENT'S MESSAGE

*Don Sweet, President*

2011-2012 has been a challenging and rewarding year for me and the entire Board of Directors of Rideauwood. We have seen the Board grow in the past 18 months by several new members with the additions of Brenda Buchanan, Lynn Davies, Jennifer Cowan, Janice Miller and Kevin Farrell. All of them bring different and valuable skills to the Board of Directors and each has already had significant impact on the strategic decisions that the Board makes.

Regrettably, we also will be losing a very valued member of the Board with the departure of the Past President, Kevin O'Grady. The Board and Rideauwood will miss Kevin's dedication and thoughtful leadership as we move forward. He served selflessly for over 7 years, allowing Rideauwood to grow and succeed to where we are today. I hope to see Kevin at our annual AGM in the years to come!

I do feel we have a very solid Board of Directors as we move into Fiscal Year 2012-13 with a great mix of experience, skills and dedication. This will undoubtedly allow the excellent work being done by Rideauwood within our community to continue.

This past year, I am particularly proud of the Board and Staff participation in the 2012 Footsteps to Recovery Walkathon. It was certainly reflected in the amount we raised, almost doubling our efforts from the previous year! Great thanks and acknowledgement goes out to everyone from Rideauwood who played key roles in the success of our fundraising event. I look forward to having an even more successful event next year!

I am also very excited to see the results of our recent survey that was conducted. It allowed for a very productive strategy session that occurred in April with a great mix of Board Members, Senior Rideauwood Management and a mix of Rideauwood Staff. The Board looks forward to working with Senior Management on the plan that comes from this strategy session.

On behalf of the members of the Board of Directors, I want to thank all of the dedicated Staff and the Management Team at Rideauwood for their continued dedication and fantastic work they perform in the various programs offered by Rideauwood. I look forward to continued success as we move ahead and hope to have a positive influence as I continue into my second year as President of the Board of Directors.

Respectfully,

*Don Sweet*

Don Sweet

## 2011-2012 BOARD OF DIRECTORS

| PRESIDENT  | VICE PRESIDENT                                   |
|--|--|
| Don Sweet  | Glen Drodge                                      |
| MEMBERS  |  |
| Brenda Buchanan  | Christine Charbonneau – <i>Finance Chair</i>     |
| Jennifer Cowan   | Lynn Davies                                      |
| Kevin Farrell  | Julian Hanlon                                    |
| Janice Miller  | Suzanne Ryan – <i>Governance Committee Chair</i> |
| Kevin O’Grady – <i>Past President</i>                      | Martin Thompson                                  |
| <b>EX-OFFICIO MEMBER</b><br>Paul Welsh, Executive Director |  |

## 2012-2013 BOARD OF DIRECTORS

*Presented for approval by the membership:*

| PRESIDENT  | VICE PRESIDENT                                   |
|--|--|
| Don Sweet  | Glen Drodge                                      |
| MEMBERS  |  |
| Brenda Buchanan  | Christine Charbonneau – <i>Finance Chair</i>     |
| Jennifer Cowan   | Lynn Davies                                      |
| Kevin Farrell  | Julian Hanlon                                    |
| Janice Miller  | Suzanne Ryan – <i>Governance Committee Chair</i> |
| Martin Thompson  |  |
| <b>EX-OFFICIO MEMBER</b><br>Paul Welsh, Executive Director |  |

# PROGRAM INFORMATION

## ADULT TREATMENT AND FAMILY MEMBER SERVICES

- 🚦 Ottawa Drug Treatment Court
- 🚦 Adult Addiction Treatment Programs
- 🚦 Family Member Programs
- 🚦 Problem Gambling Treatment and Family Programs
- 🚦 Ontario Works Addiction Services Program
- 🚦 Family of Origin Program
- 🚦 Family Spiral
- 🚦 Children's Aid Society Training and Consultation
- 🚦 Options Bytown Training and Clinical Supervision

## YOUTH ADDICTION TREATMENT AND PARENT SERVICES

- 🚦 School- Based Program (42 area schools)
- 🚦 Parent Program
- 🚦 Youth Mental Health Court Addiction Treatment
- 🚦 Justice Engagement Services for Somali Youth
- 🚦 Youth and Young Adult Substance Abuse Program
- 🚦 Youth Continuing Care Program
- 🚦 Pregnant and Parenting Young Women partnered at St. Mary's Outreach Home

## ADDICTION PREVENTION AND AWARENESS

- 🚦 Provide teachers with prevention and early intervention education and training.
- 🚦 Provide students with addiction awareness prevention education.
- 🚦 Provide parents with addiction prevention education as well as community presentations.
- 🚦 School Council members provided with addiction prevention training.

## TESTIMONIAL:

*"Rideauwood has been a beacon of light for my wife and I during a very difficult time. It is very reassuring to have people supporting us during a time when our values and convictions are being tried and tested from all quarters. We have grown from our experience at Rideauwood and will be forever grateful for the caring, experienced staff and counsellors who were always available to talk and listen by phone or in person"*

*Founded in 1976, Rideauwood Addiction and Family Services is a registered charity serving adults, youth, parents and family members who are, or have been, affected by addictions and related mental health issues. We provide non-residential, group and individual treatment, public education, training and consultation.*

### **FACT:**

*Substance abuse costs Ontarions \$14 billion a year in health care, criminal justice costs and through drain on worker productivity. That is \$1200 per capita in Ontario alone!*

***MISSION: "Rideauwood is a community partner dedicated to transforming the lives of those affected by addictions and to easing the burden and cost on families and our community."***

***VISION: Rideauwood's Vision reflects our hopes for the future: "Our Goal is to inspire and facilitate an addiction-free community."***

**Rideauwood's Values reflect our  
36 Year History:**

**Commitment  
Courage  
Compassion  
Accountability  
Respect  
Excellence**

# GOVERNANCE COMMITTEE REPORT

## *Suzanne Ryan, Committee Chair*

The Governance Committee consists of the following members:

| <b>COMMITTEE CHAIR</b> | <b>PRESIDENT</b>               |
|------------------------|--------------------------------|
| Suzanne Ryan           | Don Sweet                      |
| <b>MEMBERS</b>         |                                |
| Lynn Davies            | Kevin Farrell                  |
| Julian Hanlon          | Martin Thompson                |
| Kevin O'Grady          | Paul Welsh, Executive Director |

The Governance Committee is responsible for the following areas:

- 🚧 Rideauwood's By-Laws;
- 🚧 Mandate of all Board Committees;
- 🚧 HR Policies for Rideauwood;
- 🚧 Executive Director's Performance Evaluation, Remuneration, Succession Planning
- 🚧 Organization and Planning of the Annual Strategic Planning Session

As part of the ongoing process to strengthen Rideauwood's Governance and to fully engage all Board Members as much as possible, a number of Ad Hoc Committees were established to work on specific issues:

- 🚧 Establishment of a Succession Plan for Senior Management;
- 🚧 Establishment of the performance expectations and annual review process for the Executive Director;
- 🚧 Establishing the Board Composition and Recruitment Process, including the update of the Board Matrix;
- 🚧 Updating the Board Orientation Manual.

All Ad Hoc Committee work is underway and will be presented to the Board of Directors when we reconvene in the Fall of 2012.

Kim Bulger Consultants was hired to work with Senior Management and the Board of Directors in developing and undertaking a survey with Partner Agencies, Management and the Board of Directors. Upon the request of the Executive Director, there was also a component added to the survey for staff, as a follow-up to the staff survey undertaken a few years ago.

The outcome of this survey was to feed into the Annual Strategic Planning Session. The Strategic Planning Session was held on April 21, 2012 with 23 people consisting of the Board of Directors, Senior Management and Staff Members representing all program areas. The purpose was to address the question: "What does Rideauwood need to do to sustain itself in the future in an environment where addictions and mental health area increasingly viewed as concurrent disorders?"

# GOVERNANCE COMMITTEE REPORT CONT'D

Prior to the Strategic Planning Session, Consultant, Kim Bulger, had completed an extensive study of the current reality and trends facing Rideauwood. Prior to Kim's presentation on the findings of the survey results and the current reality, the Executive Director gave a presentation on the reality of Rideauwood's Past.

After the presentations were complete, facilitator, Lynn Davies, had the group work through a series of questions and voting opportunities to come up with an end result of some top priorities.

The top priorities were identified as follows:

1. Internal Stability
2. New Breakthrough Concurrent Disorder Program
3. Partnerships (New and Old)
4. Branding (become a household name)

The Executive Director will be presenting a detailed action plan in response to the priority items identified.

Respectfully submitted,

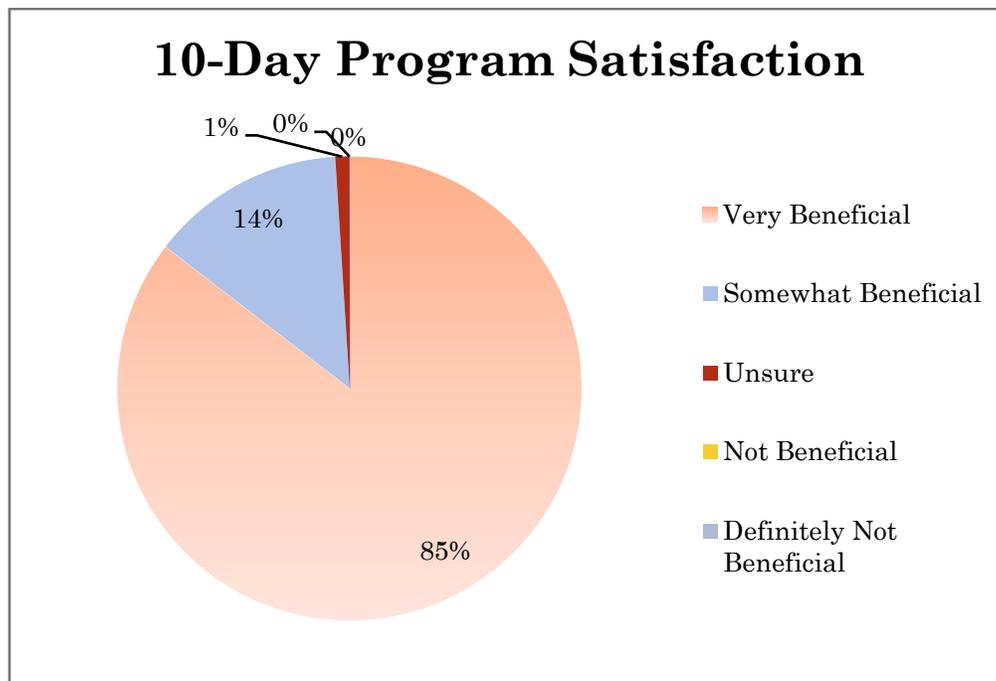
*Suzanne Ryan*

Suzanne Ryan  
Governance Committee Chair

# STATISTICS

## 10-DAY ADULT PROGRAM EVALUATION

For the past several years the Adult team has provided clients in their intensive 10-Day program an anonymous opportunity to give feedback on the program. Clients, through a self-administered survey are asked how beneficial the program has personally been for them, how well it provides them the tools to resist chemical use, and also encourages clients to provide criticism on what areas they found least beneficial and why. Over the past two and a half years ~100 clients have provided feed-back in this way, and the overwhelming message has been one of appreciation for the supportive service the adult counselors have been providing. Of the 99 people who responded to the question “How beneficial do you believe this course has been in helping you remain free of chemicals?”, 84 ranked the course as “Very Beneficial” (5), 14 ranked the experience as “Somewhat Beneficial” (4), 1 was unsure (3), and not a single responder felt that the experience did not benefit them (1 or 2).

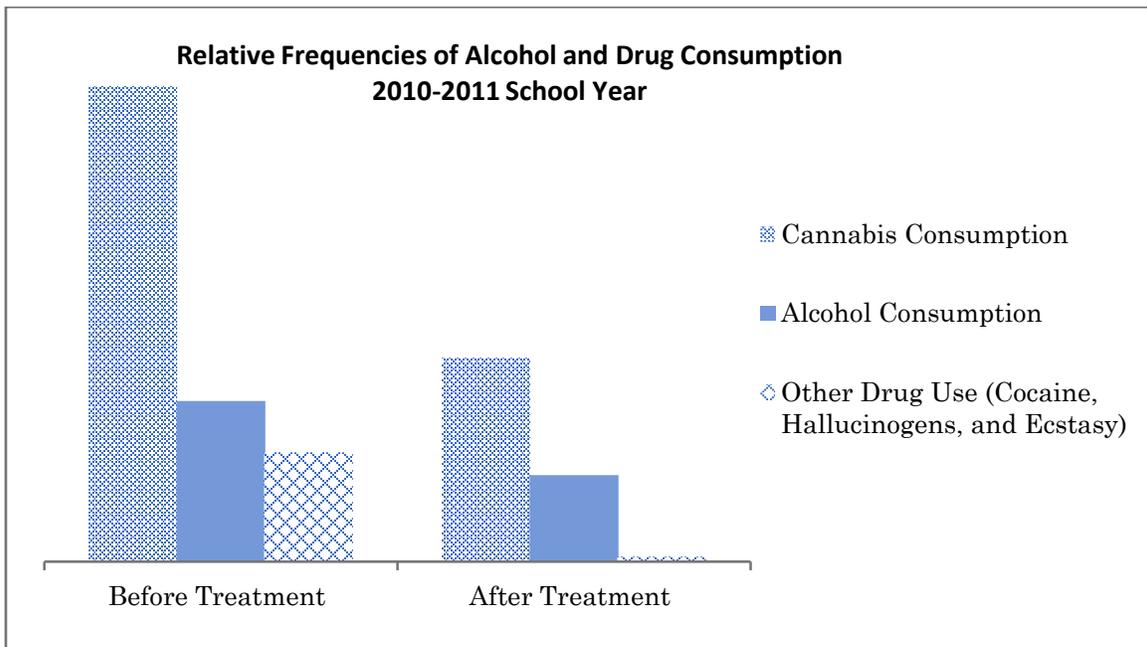


*Self reports of drinking and driving among Ontario high school students is as high as 20% and as many as 25% have admitted to using cannabis and driving.*

# STATISTICS

## SCHOOL-BASED OUTCOME EVALUATION

In 2009, along with our partners – the Ottawa Public and Catholic School Boards, Maison Fraternité, United Way together with the assistant of the Ontario Network for Education – we began an integrated evaluation of our school-based counselling services. This publicly available evaluation looks into a student’s academic performance, personal well being, and self reported drug and alcohol consumption over the course of an academic year. As shown in the graph a robust reduction in substance use consumption over the course of the 2010/2011 academic school year is seen. Students reported less drug and alcohol use overall.



Indicates overall reduction in each drug across all schools, also illustrates which substances are most prevalently used at the beginning of the year.

*Rideauwood assisted over 500 parents of youth in our school-based program last year.*

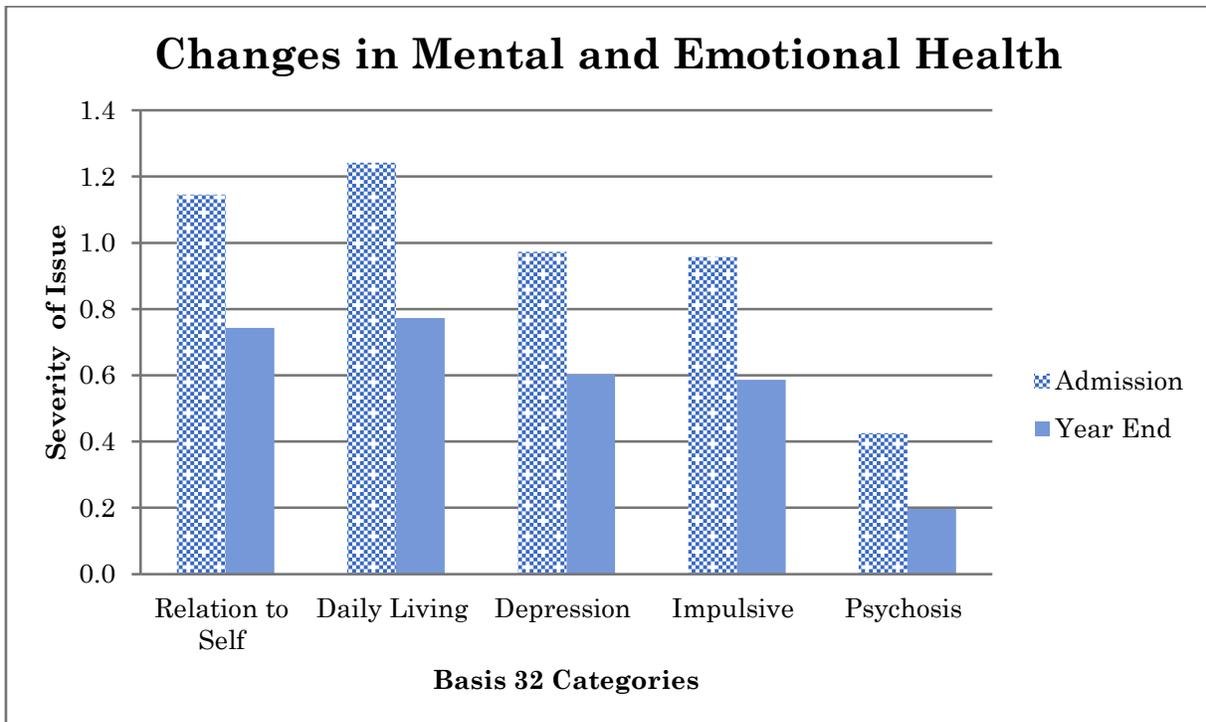
*Last year Rideauwood counsellors conducted over 30,000 counselling sessions.*

*“The program serves such a great need for our students. It helps keep so many kids from dropping out and gives them a base to build a healthier lifestyle.”*  
*High School Teacher*

# STATISTICS

## CHANGES IN MENTAL AND EMOTIONAL HEALTH

Along with alterations in drug use, the school based team also assesses changes in the emotional and mental health of the students they counsel. Areas assessing quality of family relationships, daily task management activities, and mental and emotional well-being (i.e. depression, hopelessness, fear, anxiety-like symptoms) are assessed using the BASIS-32 self-report survey. In general, throughout the course of the school year, students reported an overall reduction of ~40% in the difficulty they feel when dealing with various issues in their lives.



### Before Treatment

- The average student used drugs or alcohol nearly every day of the month; smoking marijuana 22 days and binge drinking for 8 days.
- These youth were struggling academically and more than 80% of them had been identified by school staff as at high risk of dropping out.
- 25% were assess as experiencing significant programs interacting with their family.

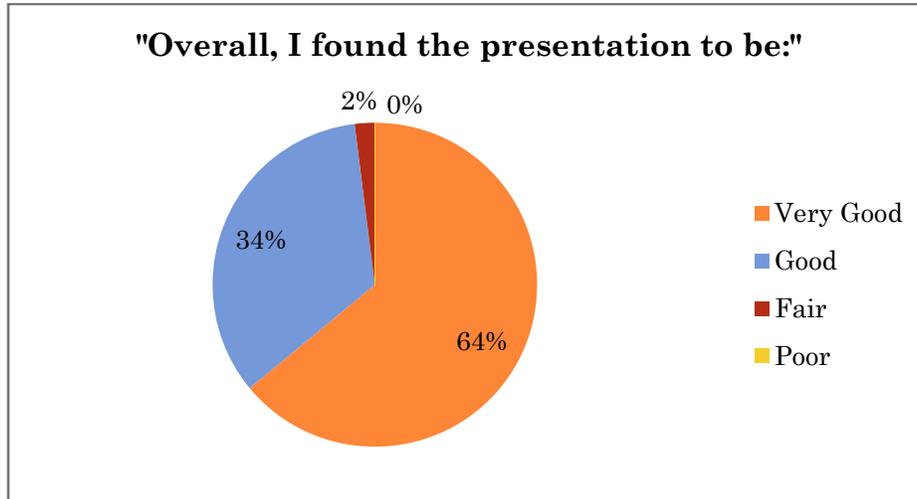
### At the End of the School Year:

- More than 75% of the students stopped or reduced their drug and alcohol use.
- More than 90% of those using cocaine or hallucinogens stopped.
- 80% of students improved academically after treatment.
- 90% of the youth who had been struggling at home reported they were getting along better with their family.

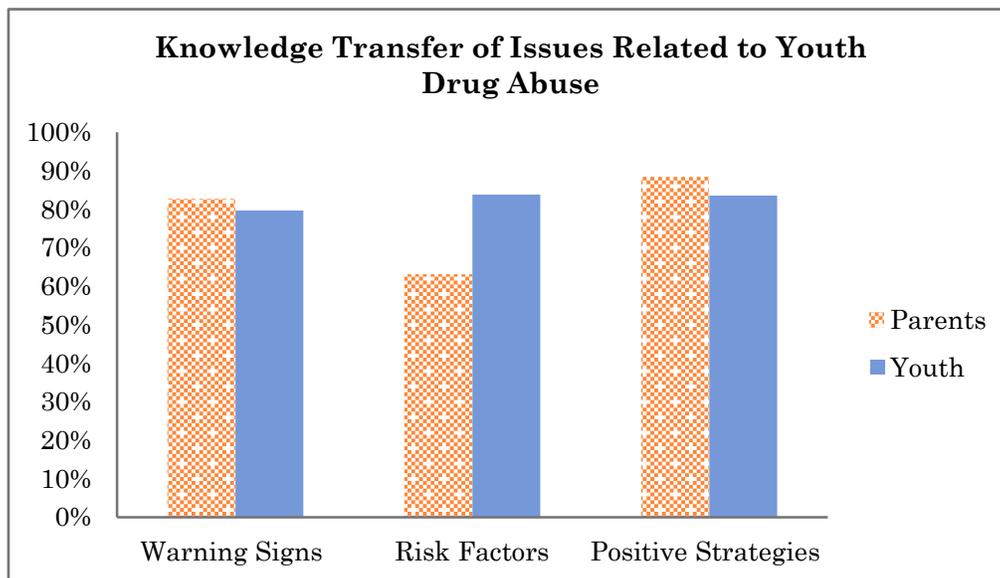
# STATISTICS

## SUBSTANCE ABUSE PREVENTION - SOMALI YOUTH

This year the Substance Abuse Prevention for Somali Youth (SAPSY) project finished its third and final year. Every target established for this program was exceeded; the SAPSY team provided information sessions for more than twice as many people as was originally intended, and information sessions were positively received. When asked how participants found the presentation, both parents and youth overwhelming responded with “very good”.



Not only did participants enjoy the information sessions but they were also able to demonstrate their knowledge of the concepts taught. When asked to pick the warning signs, risk factors, and positive strategies to prevent youth drug abuse approximately 80% of participants were able to correctly identify several examples.



# EXECUTIVE DIRECTOR'S REPORT

*Paul Welsh, Executive Director*

This year we met nearly every challenge with success and we have a few more waiting for completion.

Despite tough economic times, Rideauwood has maintained its services in all of its programs thanks to careful financial management and planning. We have even been able to put aside some modest resources for important projects, of which there are many. We have improved and refined our evaluation capacity to the extent that we are being asked by other agencies for assistance in developing outcome evaluations. We have trimmed costs. We have surveyed the opinions of other agencies in the community, as well as our own staff, and the results have been encouraging. Management and the Board now have some specific targets to give us direction for continued strengthening and improving of the agency.

A March survey of external stakeholder agencies had 26 respondents. The feedback was by and large excellent. The community has asked for more of the services we deliver, expressing confidence in our wide range of programs. They have asked us to do more for concurrent mental health problems, have offered partnership, collaboration and consultation. Two organizations had expressed some need for improvements in serving some of their clients with more serious mental health challenges. We have followed up on their invitations and are discussing how to better address their clients' needs.

Feedback from staff showed the strain of being down one management position. This position has been temporarily filled by a few staff stepping up to take on additional responsibilities but the need to fill this position is clear. We had challenges in replacing our Financial Manager, recognized the need to change strategy, and we have done so with success in hiring Len Leeks. The dedication and flexibility of Fred Smith, our outgoing Financial Manager, was greatly appreciated and we thank him for his outstanding assistance.

Plans to address some of the findings in our survey include increasing clinical supervision for our counsellors. The management team has clear directions with respect to enhancing staff training and development, communication internally and externally, up-stepped capacity in addressing complex multi-problem mental health and psychosocial issues in clients. Many external stakeholders encouraged us to seek a higher profile in the community. Management will produce a Strategic Plan to stretch our scope within our existing mandate of addiction and related mental health and family problems to provide a more robust capacity for concurrent disorders, which will be recognizable in the community.

Our structure of staff meetings and internal communication will be strengthened and advanced in the near future. While these are perennial issues in nearly every organization, we see this as an important focus to facilitate the advancements we have in mind. We have been an agency with a 'trauma informed practice' we plan to implement advanced trauma and mental health skills training in recognized, if not standardized, training in this area. There will be nuanced training requirements between the Adult Addiction and Family Member Programs and our Youth Addiction and Parent Programs. Core Competencies in addictions work will become standardized within the agency. Closer relationships with psychiatrists will respond to their requests for more specialized service for clients.

Rideauwood was informed today (June 13<sup>th</sup>) by the Ottawa Carleton District School Board that we will be receiving funding to go into the last 7 schools within their school board. This will mean that Rideauwood Counsellors will be in every High School in Ottawa, within both school boards and additionally in 4 intermediate schools for a total of 49 Schools.

Last year Rideauwood received approximately 1,500 Telephone Intake referral calls. A total of approximately 2,500 clients were served in full counselling programs. This number is substantially lower than the actual number of clients served since Counsellors are constantly aware of the clients waiting for service. There are invariably a few hundred clients who are seen but do not engage in counselling. Some clients are occasionally seen but not recorded in order to save time and serve other clients. A Catch-22 for all counsellors.

Our three-year project on Substance Abuse Prevention for Somali Youth was concluded after great success. Using Somali staff guided by a Somali Community Advisory Committee to ensure cultural appropriateness, we delivered targeted substance abuse prevention services tailored for Somali youth and also for Somali parents. We doubled the targets agreed to with Health Canada for numbers served. The knowledge retention was far better than those targets identified in our Health Canada agreement. We served 425 parents (target was 225) and we served 400 youth (target was 200). Thanks to Canadian Friends of Somalia and CAMH for a wonderful partnership with a common cause.

Justice Canada started a three-year Somali Youth Justice program to serve Somali youth in court. The purpose was to provide a substance abuse and mental health counsellor for youth who have serious substance abuse and related mental health and family/parental problems. This program is now serving nearly 50% more clients than targeted in our Justice Canada agreement and the results also exceed the desired outcomes.

The Problem Gambling Program has not had a cost-of-living adjustment to its budget in more than a decade. It was unfortunately necessary to reduce hours in this service, something we could no longer avoid. We are now tallying up our Problem Gambling Outcome Evaluation data from the last 10 years in hopes of securing additional funding, especially as Ottawa considers a casino within the city.

Rideauwood is in a pilot study for the Center for Addiction and Mental Health to test new Assessment Tools and new Client Satisfaction Tools for adoption provincially. We are participating in a nationwide CAMH study of the GAIN SS and are also participating in two province wide initiatives in Outcome Evaluation.

Recently the Boards of Addictions Ontario and the Ontario Federation of Community Mental Health and Addiction voted unanimously to create a new joint organization. I have been on the Board of Addictions Ontario for several years with 'a strong voice for Addiction' in mind and have now been elected to the Transitional Board to see these two organizations create one organization. The *NEW Addiction and Mental Health Association of Ontario* should have some new clout at Queens Park in setting funding and priorities.

Rideauwood has membership on more than 10 system planning committees locally and across Ontario. The list of programs and services delivered by Rideauwood, and included in this Annual Report, will help to explain why. We are a diverse and integrated family service agency for any individual, family, community or population which suffers from addiction and concurrent mental health and family problems. We will have 60 service partnerships this year, 2 federal funders, 3 provincial funders, 2 municipal funders, 2 school board funders, United Way, fundraising and donations.

Each of our dozen programs provides a specialized service tailored to a specific population ranging from 12 years of age to seniors. We will deliver these services with about 60 staff.

Funding for referrals from Youth Probation has doubled with thanks to a generous donation of \$10,000 from Clean Water Work, who are now named as our Community Partner in this venture, and fundraising from our Walkathon. The Walkathon, held on May 12<sup>th</sup>, raised over \$47,500. This doubles the revenue of our best year ever. In great measure, this is due to Ottawa Police Service participation, supported by Chief Charles Bordeleau with considerable background work from Rideauwood's President and Police Inspector Don Sweet; online donation tools implemented by Rideauwood's James Budd; internal planning, organizing and coordination by Kerry Moloney; by Chantal Miller, who dedicated her time to soliciting donations for our very successful silent auction. And last, but not least, Rideauwood staff raised \$16,526 and the Board of Directors raised \$8,075.

In conclusion, I feel very lucky to be the Executive Director at Rideauwood. This is an exceptional agency with unusually dedicated staff, who stretch to respond to new and growing needs without hesitation and with the same goals in mind.

Respectfully submitted,



Paul Welsh, MSW RSW  
Executive Director

• • •  
The 2012 Footsteps  
to Recovery  
Walkathon raised  
over \$47,500  
• • •



**RIDEAUWOOD ADDICTION AND FAMILY SERVICES**

FINANCIAL STATEMENTS  
MARCH 31, 2012

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## INDEPENDENT AUDITORS' REPORT

To the Members,  
Rideauwood Addiction and Family Services:

We have audited the accompanying financial statements of Rideauwood Addiction and Family Services, which comprise the statement of financial position as at March 31, 2012, and the statements of changes in net assets, operations and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

### Basis for Qualified Opinion

In common with similar organizations, Rideauwood Addiction and Family Services derives revenue from donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of this revenue was limited to the amounts recorded in the records of the organization and we were not able to determine whether any adjustments might be necessary to revenue, excess of revenue over expense for the year, assets and net assets.

### Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of Rideauwood Addiction and Family Services as at March 31, 2012, and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

OHCID LLP

OUSELEY HANVEY CLIPSHAM DEEP LLP  
Licensed Public Accountants

Ottawa, Ontario  
June 6, 2012

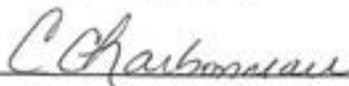
# RIDEAUWOOD ADDICTION AND FAMILY SERVICES

## STATEMENT OF FINANCIAL POSITION AS AT MARCH 31, 2012

|   | 2012                | 2011                |
|---|---------------------|---------------------|
| <b>CURRENT ASSETS</b>                                 |                     |                     |
| Cash  | \$ 893,910          | \$ 718,544          |
| Accounts receivable                                   | 246,780             | 146,274             |
| Prepaid expenses                                      | 2,617               | 5,579               |
|   | <u>1,143,307</u>    | <u>870,397</u>      |
| INVESTMENT IN 1 COMMUNITY PLACE (note 5)              | 388,411             | 383,742             |
| PROPERTY AND EQUIPMENT (note 6)                       | 72,101              | 82,501              |
|   | <u>460,512</u>      | <u>466,243</u>      |
|   | <u>\$ 1,603,819</u> | <u>\$ 1,336,640</u> |
| <b>CURRENT LIABILITIES</b>                            |                     |                     |
| Accounts payable                                      | \$ 462,647          | \$ 416,454          |
| Deferred revenue (note 7)                             | 388,440             | 445,279             |
|   | <u>851,087</u>      | <u>861,733</u>      |
| DEFERRED FUNDING OF PROPERTY AND EQUIPMENT (note 8)   | 1,218               | 5,619               |
| <b>NET ASSETS (DEFICIT)</b>                           |                     |                     |
| Invested in property, equipment and 1 Community Place | 459,296             | 460,625             |
| Unrestricted  | 292,218             | 8,663               |
|   | <u>751,514</u>      | <u>469,288</u>      |
|   | <u>\$ 1,603,819</u> | <u>\$ 1,336,640</u> |

Approved on behalf of the Board :

  
 \_\_\_\_\_ Director

  
 \_\_\_\_\_ Director

## RIDEAUWOOD ADDICTION AND FAMILY SERVICES

### STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED MARCH 31, 2012

|   | 2012       | 2011       |
|---|------------|------------|
| <b>NET ASSETS INVESTED IN PROPERTY, EQUIPMENT AND 1 COMMUNITY PLACE</b> |            |            |
| Balance beginning of year   | \$ 460,625 | \$ 512,059 |
| Property and equipment acquired   | 11,278     | 2,139      |
| Investment in 1 Community Place   | 4,669      | 21,887     |
| Amortization of deferred funding of property and equipment              | 4,401      | 34,401     |
| Amortization  | (21,677)   | (109,861)  |
| Balance end of year   | \$ 459,296 | \$ 460,625 |

### UNRESTRICTED NET ASSETS (DEFICIT)

|   |            |              |
|---|------------|--------------|
| Balance beginning of year                                   | \$ 8,663   | \$ (223,920) |
| Net revenue for the year                                    | 282,226    | 181,149      |
| Change related to property, equipment and 1 Community Place | 1,329      | 51,434       |
| Balance end of year   | \$ 292,218 | \$ 8,663     |

## RIDEAUWOOD ADDICTION AND FAMILY SERVICES

STATEMENT OF OPERATIONS  
FOR THE YEAR ENDED MARCH 31, 2012

|  | 2012              | 2011              |
|--|-------------------|-------------------|
| <b>REVENUE</b>   |                   |                   |
| Government grants  | \$ 2,366,858      | \$ 2,308,146      |
| Program - School based                                     | 1,085,512         | 982,300           |
| Program - Fee for service                                  | 174,126           | 171,159           |
| Donations  | 68,460            | 94,308            |
| Fundraising  | 23,568            | 22,675            |
| Interest and other   | 13,740            | 6,515             |
| Amortization of deferred funding of property and equipment | 4,401             | 34,401            |
|  | <b>3,736,665</b>  | <b>3,619,504</b>  |
| <b>EXPENDITURE</b>   |                   |                   |
| Salaries and benefits                                      | 2,805,215         | 2,736,113         |
| Occupancy  | 199,024           | 197,457           |
| Office   | 105,776           | 109,038           |
| Professional fees  | 44,418            | 35,247            |
| Partner agencies   | 164,487           | 156,794           |
| Telephone  | 25,249            | 26,428            |
| Amortization   | 21,677            | 109,861           |
| Equipment  | 9,067             | 19,899            |
| Insurance  | 9,687             | 9,650             |
| Travel   | 68,981            | 51,238            |
| Bad debts  | -                 | 2,835             |
| Advertising  | 5,527             | 3,682             |
|  | <b>3,459,108</b>  | <b>3,460,242</b>  |
| <b>OPERATING REVENUE FOR THE YEAR</b>                      | <b>277,557</b>    | <b>159,262</b>    |
| Share of net revenue - 1 Community Place                   | 4,669             | 21,887            |
| <b>NET REVENUE FOR THE YEAR</b>                            | <b>\$ 282,226</b> | <b>\$ 181,149</b> |

## RIDEAUWOOD ADDICTION AND FAMILY SERVICES

### STATEMENT OF CASH FLOWS FOR THE YEAR ENDED MARCH 31, 2012

|   | 2012              | 2011              |
|---|-------------------|-------------------|
| <b>CASH PROVIDED BY (USED FOR)</b>                      |                   |                   |
| <b>OPERATING ACTIVITIES</b>                             |                   |                   |
| Net revenue for the year                                | \$ 282,226        | \$ 181,149        |
| Non cash items:   |                   |                   |
| Amortization  | 21,677            | 109,861           |
| Amortization of deferred funding                        | (4,401)           | (34,401)          |
| Changes in non cash working capital items:              |                   |                   |
| Accounts receivable                                     | (100,505)         | 64,452            |
| Due to / from 1 Community Place                         | -                 | 5,253             |
| Prepaid expenses  | 2,962             | (223)             |
| Accounts payable  | 46,193            | 165,290           |
| Deferred revenue  | (56,839)          | 24,767            |
| <b>CASH PROVIDED BY OPERATIONS</b>                      | <b>191,313</b>    | <b>516,148</b>    |
| <b>INVESTING ACTIVITIES</b>                             |                   |                   |
| Investment in 1 Community Place                         | (4,669)           | (21,887)          |
| Acquisition of property and equipment                   | (11,278)          | (2,139)           |
| <b>CASH PROVIDED BY (USED FOR) INVESTING ACTIVITIES</b> | <b>(15,947)</b>   | <b>(24,026)</b>   |
| Net change in cash                                      | 175,366           | 492,122           |
| <b>CASH BEGINNING OF YEAR</b>                           | <b>718,544</b>    | <b>226,422</b>    |
| <b>CASH END OF YEAR</b>                                 | <b>\$ 893,910</b> | <b>\$ 718,544</b> |

# RIDEAUWOOD ADDICTION AND FAMILY SERVICES

## NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2012

### 1. NATURE OF OPERATIONS

Rideauwood Addiction and Family Services is incorporated under the laws of Ontario. The Organization was established in 1976 in order to provide treatment services for alcohol and drug dependency, and education and counselling for families, adults and youth.

The organization is a registered charitable organization and as such, is not subject to income tax.

### 2. SIGNIFICANT ACCOUNTING POLICIES

#### Property and equipment

Property and equipment is recorded at cost. Amortization is provided at the following rates:

|                         |                        |
|-------------------------|------------------------|
| Furniture and equipment | 20% declining balance  |
| Computer hardware       | 30% declining balance  |
| Computer software       | 100% declining balance |

In the year of acquisition, amortization is pro-rated for the number of months that the asset is available.

#### Revenue recognition

The organization follows the deferral method of accounting for revenue. Revenues related to general operations are recognized in the year in which they are received or receivable once the related services have been provided. Grant revenues not fully spent by year end are deferred to match expenses of the subsequent year, or are considered to be refundable to the supporting organization.

#### Use of estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles 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 expenses during the period. Actual results could differ from these estimates. These estimates are reviewed annually and as adjustments become necessary, they are recorded in the financial statements in the period in which they become known.

### 3. FINANCIAL INSTRUMENTS

The Organization's financial instruments consist of cash, accounts receivable, amounts due from 1 Community Place, and accounts payable. Financial instruments are measured at the initially recognized amount less appropriate allowances. Unless otherwise noted, it is management's opinion that the Organization is not exposed to significant interest, currency, or credit risks arising from these financial instruments and that carrying amounts approximate their fair value.

# RIDEAUWOOD ADDICTION AND FAMILY SERVICES

## NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2012

### 4. RELATED PARTY TRANSACTIONS

Occupancy and debt servicing costs of \$183,781 (2011 - \$183,267) have been paid to 1 Community Place for Rideauwood's pro-rata share of these costs.

### 5. INVESTMENT IN 1 COMMUNITY PLACE

In 2000 the organization entered into a co-tenancy agreement with two other social service agencies and acquired a property known as 1 Community Place. Rideauwood has a 41.32% equity interest in the property and is liable for the 42.26% of the debt financing.

The organization follows the equity method of accounting for its interest in 1 Community Place so that the proportionate share of operating profits or losses is reflected. The 1 Community Place co-tenancy also has a year end at March 31. Its financial position and results of operations to March 31, 2012 and Rideauwood's proportionate share are summarized as follows:

|  | 1 Community<br>Place | Rideauwood<br>%   |
|--|----------------------|-------------------|
| <b>ASSETS</b>                              |                      |                   |
| Cash                                       | \$ 34,570            | \$ 14,284         |
| Investments                                | 160,669              | 66,388            |
| Accounts receivable                        | 8,178                | 3,379             |
| Prepaid expenses                           | 8,238                | 3,404             |
| Property and equipment                     | 2,262,887            | 865,261           |
|  | <u>2,474,542</u>     | <u>952,717</u>    |
| <b>LIABILITIES</b>                         |                      |                   |
| Accounts payable                           | 23,954               | 9,898             |
| Mortgage payable                           | 1,001,608            | 464,034           |
| Deferred funding of property and equipment | 218,717              | 90,374            |
|  | <u>1,244,279</u>     | <u>564,306</u>    |
| <b>NET ASSETS</b>                          | <b>\$ 1,230,263</b>  | <b>\$ 388,411</b> |
| <b>REVENUE AND EXPENDITURE</b>             |                      |                   |
| Revenue                                    | \$ 419,913           | \$ 173,508        |
| Expenditure                                | 357,189              | 147,591           |
| Income before interest                     | 62,724               | 25,917            |
| Interest                                   | 44,313               | 21,248            |
| <b>NET REVENUE FOR THE YEAR</b>            | <b>\$ 18,411</b>     | <b>\$ 4,669</b>   |

## RIDEAUWOOD ADDICTION AND FAMILY SERVICES

NOTES TO FINANCIAL STATEMENTS  
MARCH 31, 2012

### 6. PROPERTY AND EQUIPMENT

|                         | Cost              | Accumulated<br>Amortization | Net Book<br>Value<br>2012 | Net Book<br>Value<br>2011 |
|-------------------------|-------------------|-----------------------------|---------------------------|---------------------------|
| Furniture and equipment | \$ 169,084        | \$ 132,511                  | \$ 36,572                 | \$ 41,503                 |
| Computers               | 189,721           | 154,192                     | 35,529                    | 40,998                    |
| Software                | 28,485            | 28,485                      | -                         | -                         |
| Art collection          | 92,750            | 92,750                      | -                         | -                         |
| <b>Totals</b>           | <b>\$ 480,040</b> | <b>\$ 407,938</b>           | <b>\$ 72,101</b>          | <b>\$ 82,501</b>          |

### 7. DEFERRED REVENUE

Deferred revenue consists of \$388,440 (2011 - \$445,279) of advance payments for program service fees.

### 8. DEFERRED FUNDING OF PROPERTY AND EQUIPMENT

During fiscal year 2006 the organization received funding from the Ministry of Health for the development and furnishing of space for the Drug Treatment Court program. The funds used to acquire these assets have been deferred and will be amortized to revenue at the same rate as the assets are depreciated, but on a straight line basis.

|  | 2012            | 2011            |
|--|-----------------|-----------------|
| Balance of funding beginning of year           | \$ 5,619        | \$ 40,020       |
| Funds amortized during the year                | (4,401)         | (34,401)        |
| <b>Balance of deferred funding end of year</b> | <b>\$ 1,218</b> | <b>\$ 5,619</b> |

### 9. COMMITMENTS

The organization provides pension benefits for its staff through Manulife Financial. Its share of the annual contribution to the plan is charged to operations in the year in which the contribution is made. Defined contribution pension plan expenses for the year were \$52,372 (2011 - \$49,558).

The organization has a line of credit facility of \$120,000 with its bank. This is secured by a general security agreement over all assets of the organization. No amount is in use as at the year end.

The organization has lease commitments of approximately \$11,000 per year for office equipment for the fiscal years 2013, 2014, 2015.

## RIDEAUWOOD ADDICTION AND FAMILY SERVICES

NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2012

### 10. FUNDING PROVIDED BY ONTARIO MINISTRIES

The organization has service contracts with the Ontario Ministry of Health and Long Term Care (MOH), the Ontario Ministry of Correctional Services and Community Safety (MCSCS) and the Ontario Ministry of Children and Youth Services (MCYS). Reconciliation reports, prepared by management, summarize, by service, all revenues and expenditures and identify any resulting surplus or deficit that relates to the service contracts. A review of these reports shows that there is no surplus or deficit position for any of the programs.

# CLEAN WATER WORKS INC.

## BECOMES A CORPORATE FUNDING PARTNER

*Contributed by CWW President, John Brule*

Clean Water Works is proud to be a corporate sponsor for Rideauwood Addiction and Family Services. We believe many people are not aware just how serious drug and alcohol abuse has become in our community. It could be a loved one, a friend or a co-worker who needs the treatment and support that Rideauwood provides. As Ottawa continues to expand, Rideauwood must continue to develop resources and infrastructure to keep pace with our city's growth and can only do so with generous contributions from individuals, foundations and corporations.



CWW chose to support Rideauwood because of their leadership in addiction services for over 30 years. We understand that the demand for their services far outweighs what they are financially capable of delivering.

Rideauwood provides a quality treatment program that treats all residents with dignity, respect and kindness. This is evident from the very first contact with a facility member.

In a lifetime, it is likely that someone we know, or even ourselves will develop some sort of substance abuse issue. Through donations and fundraising events, Rideauwood is able to provide the education services and accessibility to cost-effective and compassionate treatment.

## THANK YOU TO CLEAN WATER WORKS INC.!

Rideauwood is blessed to have a donor such as John Brule and Clean Water Works Inc. Last year, the CWW donated \$5,000 and this year, I was pleasantly surprised when John Brule called to set up a meeting at my office and then handed me a \$10,000 donation. Since our fundraising focus this year was on Youth Justice, we asked if they would be interested in having their donation invested towards Youth Justice and if they would like to partner with Rideauwood. John Brule and Clean Water Works Inc. agreed with the idea and a partnership was born. The donation that we received from CWW will go towards funding increased counsellor hours in the Youth Mental Health Court.

Once again, thank you to Clean Water Works Inc. and John Brule for their support.

Sincerely,

A handwritten signature in black ink, appearing to read 'Paul Welsh', is written over a light blue circular stamp.

Paul Welsh  
Executive Director

# RIDEAUWOOD THANKS THE FOLLOWING FUNDERS AND DONORS FOR THEIR SUPPORT



Ottawa Catholic School Board

MAKE CHANGE HAPPEN  
**BE UNITED**



OTTAWA-CARLETON DISTRICT SCHOOL BOARD



CLEAN WATER WORKS INC.



OTTAWA NETWORK FOR EDUCATION

Bank of America

Emond Harnden INC.

**interfax**



OTTAWA POLICE SERVICE  
SERVICE DE POLICE D'OTTAWA

*Working together for a safer community  
La sécurité de notre communauté, un travail d'équipe*



The Children's Aid Society of Ottawa | La Société de l'aide à l'enfance d'Ottawa



Community Foundation of Ottawa | Fondation communautaire d'Ottawa  
*For good...forever | Le bien...toujours*

## GOVERNMENT OF CANADA



Department of Justice  
Canada

Ministère de la Justice  
Canada



Health Canada | Santé Canada

## GOVERNMENT OF ONTARIO



Ontario



Ontario

Champlain Local Health Integration Network

MINISTRY OF COMMUNITY SAFETY & CORRECTIONAL SERVICES

MINISTRY OF HEALTH AND LONG-TERM CARE

MINISTRY OF CHILDREN AND YOUTH SERVICES

The views expressed in this publication are the views of Rideauwood and do not necessarily reflect those of our funders