

# Citizens' Advisory Committees

to the Correctional Service of Canada



Correctional Service  
Canada

Service correctionnel  
Canada

Canada



# Citizens' Advisory Committees' Annual Report

April 1, 2005–March 31, 2006

## National Executive Committee (NEC) of Citizens' Advisory Committees (CAC)

Sean Taylor, National Chairperson, CAC  
Theresa Halfkenny, Chairperson, Atlantic, CAC  
Maurice Lavallée, Chairperson, Quebec, CAC  
Jim Bradfield, Vice-Chairperson and Chairperson, Ontario, CAC  
Dorthe Flauer, Chairperson, Prairies, CAC  
Ursula Morris, Chairperson, Pacific, CAC  
Deborah Schlichter, Chairperson, Federally Sentenced  
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# Mission

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## Mission of the Citizens' Advisory Committees

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Citizens' Advisory Committees, through voluntary participation in the Canadian federal correctional process, contributes to public safety by actively interacting with staff of the Correctional Service of Canada, the public and offenders, providing impartial advice and recommendations, thereby contributing to the quality of the correctional process.

## Mission of the Correctional Service of Canada

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The Correctional Service of Canada, as part of the criminal justice system and respecting the rule of law, contributes to public safety by actively encouraging and assisting offenders to become law-abiding citizens, while exercising reasonable, safe, secure, and humane control.



# Role of the Citizens' Advisory Committees

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*Much of the fear in the minds of the public comes from not knowing what is going on behind the high wall. That wall keeps offenders confined, but it also discourages citizen participation in the institution and inmate involvement in outside community activities.*

*MacGuigan Report, 1977, p. 124.*

With a keen interest in contributing positively to the correctional process, Citizens' Advisory Committees (CACs) provide a vehicle for the community to represent and express itself in the core work of the Correctional Service of Canada (CSC).

The Correctional Service of Canada deems the role played by local community-based advisory committees critical in managing itself with openness and integrity. Correctional facilities and programs are part of the community and cannot exist in a vacuum.

Within the context of their Mission, and as volunteers representing a cross-section of the community, Citizens' Advisory Committees have three main roles:

## **Advisors**

CACs provide impartial advice to CSC managers on the operation of correctional facilities and their impact on surrounding communities. CAC members fulfil this role by regularly visiting correctional facilities, and meeting regularly with offenders, local union representatives, and with local CSC management and employees. CACs also advise and assist local, regional, and national CSC managers to help with the overall development of correctional facilities and programs, and of the impact of this development on the community.

## **Impartial Observers**

CAC members act as impartial observers of the day-to-day operations of CSC. They help CSC evaluate and monitor the provision of adequate care, supervision, and programs for offenders, in accordance with stated values, legislation, and approved regulations and procedures such as CSC's Mission and the *Corrections and Conditional Release Act (CCRA)*. CACs also act as impartial observers during institutional crises. This helps demonstrate CSC's commitment to openness, integrity, and accountability.

## **Liaisons**

As a link between communities and CSC, CACs educate the public about CSC, address public concerns, and build support for the correctional process. They also give CSC management, both parole and institutional, a community perspective on institutional, operational, and policy decisions. CACs educate the local community on correctional objectives and programs, develop and implement means to enhance communication with the local community, and generally contribute and encourage public participation in the correctional process.



# Chairperson's Remarks

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In the great world of “they sayers,” they say that change is the one thing that is constant in life. This past fiscal year has been one of change – from the appointment of Keith Coulter, Commissioner of the Correctional Service of Canada, to a change in government. It is through these changes that as an organization we have been challenged to revisit the priorities as outlined by CSC, and how Citizens’ Advisory Committees, as a distinct organization, can best respond.

The priorities outlined by CSC represent the primary concerns of Canadians and CSC staff alike, and it is our responsibility as an organization to observe and provide input into CSC’s priorities, especially in the areas of public safety and the reduction of institutional violence, and through our capacity to assist in the improvement of mental health service delivery, by identifying gaps in service and potential solutions. We also have a responsibility to clarify our roles, enhance the values and ethics within the organization, and most importantly, improve internal communications both within CACs and with CSC. Commissioner’s Directive 023 clearly outlines the roles and responsibilities of CAC members; I encourage each and every individual committee at the local, regional, and national levels to regularly review this document to ensure that all CAC activities and plans fall within the mandate of the organization.

On a personal level, I continue to encourage dialogue between sites and between all levels of the organization in order to develop consistency in the way that we do business. I feel that in order to sustain growth and enhance the organization, there must be an open sharing of both the experienced successes and limitations. Without this open dialogue, activities can become stagnant and participation withdrawn. I also want to inform the membership that the National Executive Committee (NEC) is committed to supporting all levels of the CAC in the enhancement of the correctional process. As a national committee, we remain dedicated to the support of regional and local initiatives that enhance the CAC mandate, and we continue to pursue resources that will assist in sustaining these activities.

A major portion of our time and energy over this past year has been devoted to revising the National Constitution. During our regularly scheduled meetings, we have worked overtime, with the assistance of a facilitator and legal counsel, to revise the Constitution, and it is our expectation, that this revised document will augment the development of the CAC as an organization. It is my hope that the new National Constitution will be in place by 2007.

Communication is the key to enhancing the awareness of this organization and it is my belief that if we use tools developed

through the efforts of the NEC, CACs will attain a greater level of visibility and credibility. The development of the CAC Portal, the establishment of an Annual National Conference, National CAC Awareness Week activities, revisions to the National Objectives and the National Orientation Manual, and the expansion of the membership across the country, will create opportunities to further enhance CAC activity and visibility at the national level. My challenge to all members is to use the tools that are available to create a greater awareness of CACs, and to share your experiences with other members to foster growth and development within this organization.

Finally, I would like to thank the members of the NEC for their commitment to the organization, and a special thank you to their families who support their participation in this national forum. The tireless dedication of CAC members at all levels of the organization is evident in our accomplishments over the past year. It has been an honour and a privilege to represent the organization as the National Chairperson.

Respectfully submitted,

**Sean Taylor**  
*National CAC Chairperson*



# A Word from the Director General

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Citizen involvement in the Correctional Service of Canada's operations is the cornerstone of Citizens' Advisory Committees. Once again this year, hundreds of Canadians showed remarkable energy in their roles as members of these committees. In the past year, CSC has benefited from, and been encouraged by, the commitment and determination of more than 600 citizens, who have become involved in their communities through CACs and who are serving on 106 committees across the country. I thank them, the National Executive Committee, and CSC representatives for their perseverance and enthusiasm. This report provides CACs with the opportunity to share their points of view and recommendations at a broader level and to present their initiatives, achievements, and best practices. It is my pleasure to contribute to this report in order to acknowledge the initiatives and achievements of CACs during 2005–2006.

Looking back at the year's achievements, I am delighted about the importance given to building relationships with communities, strengthening communication between CACs and CSC staff, and the support given by CSC's management team. Clearly, partnerships are a key factor in the safe reintegration of offenders. Citizen involvement in the correctional process is essential to the vitality and quality of correctional services in Canada in order to enhance public safety and the well-being of Canadian communities.

As well, the development of the CAC Portal, the revision of the National Objectives and the national orientation

program, the Annual CAC Conference, the creation and revitalization of several Citizens' Advisory Committees across the country, and numerous CAC Awareness Week activities, were among the achievements of CACs in 2005–2006.

These achievements not only support the development and maintenance of an environment in which CAC members can exercise their roles, as defined in the *Corrections and Conditional Release Regulations (CCRR)*, but also lead to an increased commitment from their fellow citizens and contribute to public safety. The work of CACs has reinforced their foundation and the results of their recommendations to the Service will help both CAC members and CSC representatives to move forward together and establish a framework for future work.

In conclusion, I would like to take this opportunity to thank all committee members and the NEC members for the time, dedication, and energy they provide to move the CAC vision forward. I would also like to acknowledge the work and professionalism of CSC staff working at national and regional headquarters. I thank the Citizen Engagement team at National Headquarters and their regional counterparts. Your support is the cornerstone of the achievements of CACs.

**Joanne John**  
*Director General*  
*Citizen Engagement, Community*  
*Initiatives and Outreach and*  
*Consultations Branch*



# History

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Since their inception in 1965, Citizens' Advisory Committees have reflected the interest of citizens in contributing to the quality of federal correctional services and programs.

Citizens started to be involved in the correctional process in the early 1960s, when some federal institutions established citizen committees to deal with specific problems. At the same time, under Commissioner Allan McLeod (1960-1970), a Commissioner's Directive (CD) called for more citizen involvement in the form of CACs. The first institutions to establish committees were Beaver Creek Correctional Camp in Ontario, Saskatchewan Penitentiary, and Matsqui Institution in British Columbia.

CACs began to function as a national organization with the release of the *Report to Parliament by the Sub-Committee on the Penitentiary System in Canada (the MacGuigan Report)* in 1977. The report, which was released following several serious prison disturbances, indicated the need for community representatives who could monitor and evaluate correctional policies and procedures.

Recommendation #49 sought the establishment of CACs in all penal institutions, noting that correctional agencies traditionally operated in isolation and that the public had never been well informed about corrections or the criminal justice system. The report outlined ways in which CACs could be of value to the correctional system:

*Citizens' Advisory Committees, if properly structured, can provide a real service to the Canadian Penitentiary Service [now the Correctional Service of Canada] in terms of informing the public about the realities of prison life and informing the Service itself as to its shortcomings. [...] Briefly, the Citizens' Advisory Committee is to assist the Director of each institution in planning programs inside and outside the penitentiary. The Committee is to consult with senior staff and inmate committees to help the Director with respect to the extent and the nature of the activities needed.*

*MacGuigan Report, 1977, p. 124, 126*

The first National CAC Conference was held in Ottawa in 1978. The first National Executive was formed in 1979 in response to the need for a national plan that would have a strong impact at all levels of the Correctional Service of Canada. At the third national conference in 1980, representatives from the five CSC regions set up a national organization and constitution containing the first statement of principles and clear objectives for CACs. Since the introduction of the Mission of the Correctional Service of Canada in 1989, CACs and CSC have been strengthening their partnership. This affiliation was further enhanced through the *Corrections and Conditional Release Act* (1992), which refers to the "...involvement of members of the public in matters relating to the operation of the Correctional Service." In October 2000, the Government accepted the recommendation of the Sub-Committee on the Corrections and Conditional

Release Act that each institution and parole office will be supported by a Citizens' Advisory Committee from the local community.

CACs have been identified as an international best practice when the program was honoured with the American Correctional Association's (ACA) Chapter Award in the Public Information Category for Best Practices and Excellence in Corrections. The Chapter Award is the highest level of the ACA awards categories. In addition, the International Association for Public Participation awarded the Correctional Service of Canada the Organization of the Year Award in the area of public participation due, in large measure, to its Citizens' Advisory Committees program. On a national level, the Privy Council Office recognized Citizens' Advisory Committees as a Canadian Public Service Best Practice.

Over the years, Citizens' Advisory Committees have contributed significantly to the quality of the correctional system as well as enabling the Correctional Service of Canada to operate in an open and effective manner. Currently, there are more than 600 citizens who are active in its ranks, with 106 CACs across Canada. The role and importance of CACs in the Canadian correctional system continues to grow and expand. With the support of citizens and the Service, CACs will continue to make a valuable contribution to the safety of Canadians.





# CAC Organizational Structure

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## Local Committees

Local committees and their contribution to the facilities they serve, remain a fundamental element of an effective, voluntary network of citizens. The local committees are typically composed of no fewer than five (5) members appointed by the region's Deputy Commissioner. Wardens and District Directors are responsible for the existence and effectiveness of CACs. Local committees meet approximately once a month. Committees are strongly urged to hold these meetings in the facility that they represent to help members become familiar with the institution or parole office and to raise their visibility among staff and offenders.

## Regional Committees

The local CACs are represented regionally by Regional Executive Committees. These committees are comprised of either CAC members elected from amongst the local CACs (Quebec, Ontario, and Pacific) or of all elected local CAC Chairpersons (Atlantic and Prairies). Each Regional Executive Committee elects a Regional Chairperson, who is automatically a member of the National Executive Committee.

Regional Deputy Commissioners (RDCs) are responsible for ensuring that CACs in their regions are active and well-supported with the assistance of their CAC Regional Executive Committees and Regional Coordinators. The Regional Executive Committees advise CSC RDCs and their staff concerning the development and implementation of CSC policies and programs at the regional level.

## The National Executive Committee

The National Executive Committee serves as a coordinating body for regional and local committees across the country, with a particular emphasis on ensuring that CACs fulfil their roles and responsibilities. The NEC, in concert with the Citizen Engagement Division at CSC National Headquarters, is responsible for the national coordination of all CACs across Canada.

The National Executive Committee elects a Chairperson every two years and meets four to five times per year. The NEC, through an annual report and ongoing contact, presents recommendations to the Commissioner of CSC on CSC policies and programs that have been made by local and regional CACs.



# Report from the National Executive Committee

The primary responsibility of the National Executive Committee of the Citizens' Advisory Committee is the ongoing development and implementation of the CAC's National Objectives. Developed in consultation with the local and regional levels of the CAC, it is our responsibility to communicate progress regarding the implementation of these objectives within all levels of the CAC as an organization, the Correctional Service of Canada, and the Canadian public.

## National Executive Committee

<b>Sean Taylor</b>	National Chair
<b>Theresa Halfkenny</b>	Atlantic Regional Chair
<b>Maurice Lavallée</b>	Quebec Regional Chair
<b>Jim Bradfield</b>	National Vice-Chair and Ontario Regional Chair
<b>Dorthe Flauer</b>	Prairie Regional Chair
<b>Ursula Morris</b>	Pacific Regional Chair

The NEC is committed to assisting regional and local committees in pursuing initiatives that reflect the CAC's current mandate and objectives. The National Executive Committee is also tasked with ensuring that resource materials are made available to all members. Our main objective is to ensure that a strong communication link is established and maintained at all levels of the organization (i.e., locally, regionally, and nationally). Highlights of our activities over the past year are summarized below.

## Presentations

As a prelude to upcoming structural changes within the Correctional Service of Canada, including policy and procedural changes, the NEC had the opportunity to attend several presentations given by CSC staff. This information was ultimately disseminated across the country through regional and local committees.

<b>Laval Marchand</b>	National Capital Accommodation and Operational Plan Review, CSC
<b>Michel Gilbert</b>	Institution Structural Review, CSC
<b>Lisa Hardey</b>	Assistant Commissioner, Communications and Citizen Engagement Sector, CSC
<b>Simon Coakeley</b>	Assistant Commissioner, Human Resource Management Sector, CSC
<b>Irene Klassen</b>	Employment and Employability, CORCAN
<b>Ginette Collin</b>	Legal Services, CSC
<b>Charles Lemieux</b>	Departmental Security Division, CSC
<b>Debra Gaskell</b>	Pandemic Influenza Planning Presentation, CSC

## Resolutions

The NEC received responses from the Office of the Commissioner on two resolutions put forth from CAC members during the 2005 fiscal year:

The first was in regard to inmate/parolee health, as submitted by the Manitoba/North West Ontario District Parole CAC, based in Winnipeg.

This CAC believes that the recommendations of the *Report of CSC's Task Force on Health Services* (November 2000) are not being followed by CSC. We resolve that CSC make inmate/parolee health a priority in future planning. It was suggested that the NEC ask CSC for an immediate response.

A response, inviting a direct a communication link with the Director General, Health Services, NHQ, CSC was received by the NEC and forwarded to the author, the Co-Chair, Manitoba/North West Ontario District Parole CAC.

The second resolution, summarized in the 2005 annual report, focused on inmate pay, as submitted by the Quebec Regional Council. The NEC received a response from the Commissioner's Office, indicating that as an organization, CSC is currently reviewing this issue, and will keep the NEC informed of any changes to the Commissioner's Directive regarding inmate pay.



# Report from the National Executive Committee

## Constitution

Drafting the CAC Constitution has been an ongoing project of the NEC. A draft of the proposed National Constitution will be presented to the membership prior to the 2006 Annual Conference and the Constitution is expected to be formally approved by 2007.

## Business Items

A number of business items were reviewed over the past year, and are highlighted for the information of the membership:

- A request was sent to CSC's Values and Ethics Branch and Legal Services for clarification on potential conflict of interest issues that were brought forth to the NEC from the regions for response;
- The NEC continues to monitor the development of the CAC website, which has been established on the Internet. Regional Chairs and Coordinators have been asked to continue to seek information and newsworthy items from the regions and local CACs for posting on the website;
- A motion was put forward by the NEC to have a media kit distributed to all CAC members, and the NEC requested that CSC provide CAC members with the opportunity to receive media training, in addition to the distribution of a media kit to all CAC members. An ongoing effort is being made to accommodate CAC members regarding media training, when space is available;

- An issue with respect to who represents palliative care patients, when they are no longer able to represent themselves, was presented to Mr. McIsaac from the Office of the Correctional Investigator;
- The NEC continues to monitor the progress and effectiveness of the CAC consultation groups addressing restorative justice, maximum security institutions, and community reintegration;
- The NEC continues to lobby for consistency in the distribution and use of identification cards for CAC members across the country;
- The NEC planned and successfully completed the 2005 Annual Conference in Hull, Quebec;
- The issue of insurance for volunteers is being examined by J. Murphy, Director, Community Initiatives Division, and member of an interdepartmental committee examining the volunteer insurance coverage within the federal government; and
- CSC's Performance Assurance Sector is expecting a progress report from Citizen Engagement by June 2006, regarding the implementation of the CAC evaluation, which was conducted in 2004. This report will be made available to members in the fall of 2006.

## Closing Remarks

In conclusion, the NEC will continue its efforts to identify issues and explore avenues that will facilitate local and regional

committees in their realization of the CAC mandate. I would like to take this opportunity to formally acknowledge and thank the members of the NEC for their contributions over this past year: Theresa Halfkenny, Maurice Lavallée, Jim Bradfield, Dorthe Flauer, and Ursula Morris. Their tireless dedication to the advancement of the CAC is illustrated through their commitment to bringing issues forward, and resolving them in a timely matter. This year has been additionally taxing on both members and their families, given the additional time away from home that was required to work on the Constitution. I wish to thank the members' and their families for enduring this additional sacrifice.

I look forward with anticipation to the fall conference and working together with the NEC on emerging issues throughout the coming year.

Respectfully submitted,

**Sean Taylor**  
*National CAC Chairperson*



# Citizens' Advisory Committees' National Objectives

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## OBSERVATION IMPARTIALITY COMMUNICATION

*Adopted on November 24, 2005, the National Executive Committee believes that the chosen objectives should be given priority and direct the choice of the regional and local objectives of Citizens' Advisory Committees. These objectives will be met, we hope, in cooperation with the regional and operational units of the Citizens' Advisory Committees.*

*In reviewing these objectives, you will note that the National Executive Committee does not recommend means by which to achieve them – that is because we trust in the creativity and resourcefulness of CAC members, as evidenced in the numerous achievements and activities organized in the regions and operational units.*

## OBJECTIVES

- 1 – Act as an independent, impartial, and autonomous observer;
- 2 – Fulfill an advisory role by expressing opinions on CSC policies and programs and how they are implemented;
- 3 – Ensure communication between CSC, offenders, and the public; and
- 4 – Liaise with community partners.

## STRATEGIC OBJECTIVES

### SO-A – Mission and Role

- SOA-1 Specify CAC mandates and responsibilities; and
- SOA-2 Evaluate use and relevance of the *CAC Resource Manual*.

### SO-B – Consultation

- SOB-1 Be involved in national, regional, and local consultation;
- SOB-2 Control the quality of the consultation; and
- SOB-3 Evaluate the principles and methods for consultation.

### SO-C – Training of Members

- SOC-1 Implement an orientation and training plan focusing on the role, legislation and policies, and human rights; and
- SOC-2 Evaluate training organization and orientation plan.

### SO-D – CAC Commitment and Visibility

- SOD-1 Implement a communications/engagement plan; and
- SOD-2 Evaluate achievements and their impact.

## OPERATIONAL OBJECTIVES

- OO-1 Regularly review the CAC guides;
- 2 Regularly distribute relevant documentation;
- 3 Take part in developing consultation procedures;
- 4 Periodically review consultation procedures;
- 5 Regularly organize training sessions;
- 6 Ensure effective recruitment that is representative of the community;
- 7 Inform and educate local communities;
- 8 Achieve and publicize CAC actions; and
- 9 Participate and collaborate on the employability program.



# Atlantic Regional Report

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*This past year has been one filled with unforeseen changes, which presented some challenges, within the Atlantic Region. CAC members continued to excel at an exceptional level, giving of their time, energy and commitment, in achieving the fulfillment of the CAC mandate once again. In some cases, expectations have been surpassed. CAC members have a passion and vision for their roles as advisors, liaisons, and independent observers and continue to share their knowledge and expertise, demonstrating at an extremely high level the true spirit of volunteerism. It is with pride and respect, that recognition and heartfelt thanks is expressed to all members of the CAC in the Atlantic Region.*

**Theresa Halfkenny**  
CAC Regional Chair, Atlantic

## Regional Executive Committee

<b>Theresa Halfkenny</b>	Regional Chair
<b>James Morris</b>	Regional Vice-Chair
<b>Louise Leonardi</b>	Chair, Westmorland Institution
<b>Bob Hallihan</b>	Chair, Atlantic Institution
<b>Marilyn Lerch</b>	Chair, Dorchester Institution
<b>James Morris</b>	Chair, Springhill Institution
<b>John Buchanan</b>	Past Chair, Springhill Institution
<b>Anne Malick</b>	Chair, Nova Institution
<b>Cynthia Black</b>	Chair, New Brunswick East and Prince Edward Island District Parole Office
<b>Bob Bentley</b>	Chair, Prince Edward Island District Parole Office
<b>James Gallagher</b>	Chair, Fredericton Area Parole District
<b>Victor Fitzgerald</b>	Chair, St. John Area Parole District/Parrrtown CCC
<b>Bob MacDonald</b>	Chair, Halifax/Dartmouth Parole Office and Carleton CCC
<b>Cal Bungay</b>	Past Chair, Halifax/Dartmouth Parole Office and Carleton CCC
<b>Ronald Joiner</b>	Chair, Truro Area Parole Office
<b>Sheila MacCrimmon</b>	Chair, Kentville Parole Office
<b>Brenda Robertson</b>	Past Chair, Kentville Parole Office
<b>Mike MacMullin</b>	Chair, Sydney Parole Office
<b>Donna Gardiner</b>	Chair, St. Johns Area Parole Office and Community Correctional Centre
<b>Rolland Comeau</b>	Chair, Bathurst/Grand-Sault Area Office

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## CAC Mandate – Effectiveness

CACs continue to meet on a regular basis, thus fulfilling their role as stated in CD 023 and the *CAC Resource Manual*. The CACs continue to meet on a monthly basis, sometimes more, and activity is a bit limited during the months of July and August. This is to allow the members a small break from the dedication and work that CACs continue to do while being the voice of the community and striving for safer communities and playing a role with CSC in the reintegration of the offender.

Each CAC has its own autonomy and develops their activity plans for the year. This is done in consultation with Wardens/District Directors. A CAC attached to an institution will have a plan of action; however, the activities will vary from a CAC that is attached to a parole office (community) as each carry out their mandated role.

A few examples would be ongoing meetings with CSC administration, staff, inmates and inmate groups, unions, programs, health care, community organizations directly involved in correctional process, parolees, municipal leaders, MPs, local organization, crime prevention, and restorative justice initiatives. As well, members have the opportunity to provide feedback on issues, concerns, policies, and procedures by being included in the consultation process. An area of discussion at our Annual General Meeting was defining “consultation” as it relates to the clause in the CD 023.

CACs are encouraged to forward the monthly minutes of meetings to the Regional Office for the purpose of having them housed in one location allowing for easy access, if required.





# Atlantic Regional Report

Members have the dedication and the willingness to continue to move forward and share best practices on what is not working and what is working well in fulfilling the CAC mandate. The role of the Regional CAC Chair is instrumental, with the support of CSC, in making CACs more consistent and with that comes true effectiveness.

## Recruitment and Orientation

Recruitment efforts are crucial to the CACs and this process is ongoing. Tremendous success has been made in this past year at recruiting members from universities, law enforcement, municipal leaders, and the community at large. There was a great deal of thought in the recruitment process to ensure that there is diversity and inclusiveness within our committees. The CACs have made tremendous strides in the area of recruitment in the Atlantic Region. The process for recruitment and processing is clear, straight forward, and consistent across Canada.

The area where more work needs to be done is retention of CAC members and providing a good orientation that would lay a foundation on which the region could build. Each CAC, once the initial orientation is provided, is encouraged to incorporate an educational section on their agendas so that the learning and understanding is ongoing. The orientation in the Atlantic Region, at present, is delivered by the Regional CAC Chair and a CSC employee and this is working well. An area of concern, due to the geography of the region, is budgetary, and we continue to look for ways to ensure the orientation for new members meets their immediate needs.

Two Parole Office CACs, covering a large area, received training this year and members participated in a Media Relations Course (two days) in March sponsored by CSC. Participants found this media training to be very beneficial.

## Highlights

It is important to recognize and support the efforts that each CAC have accomplished, as no function is too small nor should CACs be compared to each other in terms of the work they do. Each CAC needs to be congratulated on their efforts and accomplishments throughout the year. CAC Awareness Week is in November each year and many CACs have had articles appear in local newspapers, while others have met with municipal leaders and groups, and have participated in institutional visits, forums, and other activities. All of these efforts raise the visibility of CACs and their continuous work to assist and support CSC in the successful reintegration of the offender back into society. In addition, members participate as regional representatives on the following National Committees:

- National Federally Sentenced Women's Committee
- National Advisory Committee on Community Reintegration

- National Advisory Committee on Maximum Security Institutions
- National Advisory Committee on Restorative Justice

## Best Practices

- Planned and hosted visits to federal institutions for judges, crown attorneys, Legal Aid lawyers, and defence lawyers.
- Held open house tours of facilities during CAC Awareness Week. Question and answer periods were held after tours with Wardens or District Directors.
- Participated in functions at federal institutions such as Wellness Day, Field Day, the Christmas Party, African Heritage Month activities, and Aboriginal Day activities. Secure venues such as Christmas bazaars, craft shows to display inmates' crafts/woodwork. This also provides opportunities for citizens to become more knowledgeable about the work done by CACs.



# Atlantic Regional Report

- Presentations to Municipal Councils and articles in newspapers on mandate, roles, and purpose of CACs.
- Seminar to be held in September 2006, the focus of which will be on the use of Crystal Methamphetamine in our communities.
- Joint initiative – a CAC with a St. Leonard’s Society halfway house to explore ideas for projects such as selling items made by the residents. Discussions are ongoing.
- A CAC partnered with the Salvation Army, Correctional and Justice Services for a three-day Restorative Justice Conference and Workshop entitled “Working through Experience and Moving Forward with Restorative Justice.”
- Advertisements placed in local newspapers to recruit new members. This was done by a CAC and they received 12 responses.
- Purchased a display board that can be taken to various sites with information on CACs. A binder is also being prepared with information that will be shared at various speaking engagements.
- Each CAC creates a pamphlet that is reflective of the work done for that particular site.
- Framed photos of each CAC member at the entrance of institutional/parole sites. This provides more visibility to CACs, and the work that is being done.
- CAC members were trained by Elections Canada officials and were on site to fill the roles of Polling Agents and Deputy Returning Officers during the Federal Election Day for Incarcerated Electors.
- The “Spend a Day with a Parole Officer” Program, which was put in place in 2003, is ongoing. This program gives CAC members the opportunity to go out with a Parole Officer to observe how s/he interacts with clientele, and community visits, which provides them with a feel for the job.
- Brochures were developed that outlined community partnerships through community service projects, work releases, and direct contributions to the community. These were sent to potential work release employers, municipal leaders and used at CAC events as a publicity tool.

## Conclusion

As Regional CAC Chair, this year has been filled with numerous challenges. I personally feel that CACs have a valuable role to play in fulfilling our roles and responsibilities as defined in CD 023 and *CAC Resource Manual*. There is no checklist that tells us step-by-step how to carry out our roles; we develop through communication, sharing information, best practices, doing our research on issues, and respecting the processes.

I want to take this opportunity to thank CAC members for their hard work, time, and dedication in working toward the reintegration of offenders into our communities, and assisting CSC in making safer communities.

At the Regional Headquarters, there are thanks that need to go out to several individuals who held various positions for periods of time and with whom I had several discussions.

<b>Marena McLaughlin</b>	Deputy Commissioner
<b>Terry Hatcher</b>	Acting Deputy Commissioner
<b>Paulette Arsenault</b>	Assistant Deputy Commissioner, Corporate Services
<b>Lyne Caissie</b>	CAC Regional Coordinator
<b>Charles LeBlanc</b>	Acting CAC Regional Coordinator

**Theresa Halfkenny**  
*CAC Regional Chair, Atlantic*

*“Be the change you want to see in the world.”*

– Ghandi



# Quebec Regional Report

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## Acknowledgements

*First, I would like to thank my colleagues on the Regional Council, who offered their cooperation and understanding on the various issues considered throughout this period. Thanks to France Pellerin, Liette Picard, Roger Dessureault, Jocelyn Painchaud, Claude Lessard, and Farrol Durosel. Thanks also to Alain Richer, who left us in September 2005.*

*All of the Citizens' Advisory Committees Chairs deserve our thanks for their time, commitment, and their presence at various local, regional, and national activities.*

*It was an honour and a privilege to serve as their representative by sitting on the National Executive Committee and by submitting the Quebec Region's policies and recommendations to the NEC.*

*Thanks to the Correctional Service and Deputy Commissioner Denis Méthé's regional team. I would also like to thank Sylvie Brunet-Lusignan and Sophie Lemire for the time, support, and understanding they offered the Regional Council.*

*And what would we do without the tireless contribution of our affable and dedicated administrative assistant who is always available? Thanks to Louise Jacques, our permanent ongoing administrative support person.*

*I would finally like to thank the Wardens, the Coordinators, and all staff members for having facilitated administrative services, their counsel with respect to Correctional Service of Canada policies, and for carrying out activities within the community.*

**Maurice Lavallée**  
CAC Regional Chair, Quebec

## Introduction by CSC – Quebec Region

*CSC is proud to be able to count on the contributions of more than 125 members from the Citizens' Advisory Committees in the region. These people function as liaisons and bring about change in the federal correctional system, which is often misunderstood by, or unknown to, the general public.*

*These dedicated members contribute to public safety by developing ties with networks able to aid in safely reintegrating offenders into the community. Contacts are made by approaching elected officials, business people, community resources, and ethnic groups. Committee members also provide CSC with sound advice aimed at improving its practices and programs, which the women offender file is an example.*

*These people make the welfare of the community their concern and we cannot thank them enough. Acknowledgements go out to all, but in particular to Maurice Lavallée, Regional President, and Linda Goulet of CSC for giving the initial training to new members in our region.*

**Sophie Lemire**  
Coordinator, Community Outreach

## Quebec Regional Council

<b>Maurice Lavallée</b>	Regional Chair Chair, Joliette Institution
<b>Roger Dessureault</b>	Regional Vice-Chair Vice-Chair, Donnacona Institution
<b>France Pellerin</b>	Member Chair, East–West District, Lanaudière Area
<b>Liette Picard</b>	Member Chair, Cowansville Institution
<b>Claude Lessard</b>	Member Chair, East–West District, Quebec City Area
<b>Jocelyn Painchaud</b>	Member Chair, La Macaza Institution
<b>Farrol Durosel</b>	Member Chair, Ste-Anne-des-Plaines Institution (since September 2005)
<b>Alain Richer</b>	Member Chair, Montréal Metropolitan District, Maison-neuve Area (until September 2005)





# Quebec Regional Report

## 2005-08 Regional Objectives

### 1 – Increase recognition for CACs

- 1.1 Establish greater compliance with and closer monitoring of CD 023 (Commissioner's Directive 023);
- 1.2 Augment administrative support to help CACs fulfill their role;
- 1.3 Create a list of tools and resources for Regional Headquarters and the Regional Council to use in order to achieve 1.2;
- 1.4 Increase CAC member participation in the various local, regional, and national consultative committees; and
- 1.5 Innovate and give annual recognition to the work of CAC members; establish regional and national procedures with CSC.

### 2 – Review and enhance public awareness efforts

- 2.1 Establish partnerships with community agencies;

- 2.2 Maintain and further develop partnerships with associations and CSC partners;
- 2.3 Forge links with service clubs, charities, etc.;
- 2.4 Establish ties with federal, provincial and municipal elected representatives; and
- 2.5 Encourage citizens to communicate with CACs and CSC staff members.

### 3 – Hold awareness activities in Quebec

- 3.1 Organize forums, symposia, meetings with specialists, etc.

### 4 – Provide training sessions for CAC members

- 4.1 Organize one or more regional training sessions for members (introductory and advanced sessions); and
- 4.2 Ensure that training is provided in the Quebec Region's operational units.

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## Preamble

*"To love knowledge is human... to know how to love is divine."*

– Joseph Roux

Citizens' Advisory Committees, which were introduced in 1977, are still in operation and stronger than ever. How can the local and regional CACs help, cooperate fully, and intervene concretely in CSC activities while fulfilling their roles and remaining impartial in CSC activities?

Carrying out our mandate and acting as "impartial observers and liaisons" between communities and CSC's operational units – these tasks are complex and demanding. Each year, CACs throughout the country add on to these functions with new initiatives and special interventions. Their efforts have yielded tangible results in the community.

Are we talking about isolated interventions or do we work towards concerted action by the various stakeholders within the Citizens' Advisory Committees' network? The Quebec Region has established realistic objectives and a number of strategies and ways to achieve these. Our meetings of the Chairs and the annual meetings enable us to discuss our objectives and strategies and to address suggestions made by CAC members. The strength of the region is an essential link in achieving our objectives and meeting our responsibilities.

We have common problems but, given the difference amongst our clients (in terms of security level) and our often inadequate resources, should we encourage a search for intervention approaches that are more customized and realistic? Do we need to increase and diversify the forms of action we take, and to what extent will resources be available? How is it possible to create and maintain a global environment that encourages citizen awareness and outreach with respect to reintegration without jeopardizing the security of the community, which, after all, is the ultimate objective?



# Quebec Regional Report

We all need to share our approaches and come up with strategies to encourage “sustainable development” in the re-education and reintegration of offenders in the care of the Correctional Service of Canada.

## 1 – Quebec Regional Council

As my year as Regional Chair draws to a close, on behalf of the Regional Council, I submit this report on the activities of the Quebec Regional Council and all of its Citizens’ Advisory Committees.

The Regional Council met on six occasions over the course of this period. Telephone calls, e-mails, meetings of Chairs, and the annual meeting enabled us to stay in touch and to validate and properly pursue the work on our common files. The meeting of Chairs in June 2005 and the annual meeting in September 2005 encouraged discussion between the Regional Deputy Commissioner and CSC stakeholders as well as network partners.

At the September 2005 annual meeting, the “employability” theme was addressed by a number of very interesting speakers. The CSC regional community resources advisor, a representative of VIA TRAVAIL, Inc., OPEX 82, the CORCAN’s Physical Resources Director, and a LifeLine representative explained the inherent concerns with reintegrating offenders into the labour market. The LifeLine representative described the concerns of and problems experienced by inmates after being released, a topic that elicited many questions from the participants. All participants appreciated this highly successful annual meeting.

The Regional Council also travelled to St-Alphonse de Rodriguez in Lanaudière to visit and learn more about the Waseskun Healing Centre, the only one of its kind in Quebec. The word *waseskun* means “that time at the end of a storm when the dark clouds break, blue sky appears, and the sun starts to seep through.” It was a memorable afternoon: the spiritual chief – carrying on traditions, in the circle, dressed in the traditional custom with his head-dress adorned with three eagle feathers – enabled us to discover all his power and to

find it in another person amongst us. What lesson can we learn, except perhaps that we know nothing about the culture of First Nations elders!

The Regional Council had to change its schedule of activities following the national meeting in November 2005. At that meeting, some serious questions were raised about the Constitution and elections, particularly about the procedures and compliance with alternating the official languages in the positions of National Chair and Vice-Chair.

A special meeting was convened in Quebec for the Regional Council; several delegates who had attended the national conference were invited. Working as a team, members established an intervention strategy, based on the frequency of meetings, to promote the emergence of a solution that would develop the potential of all regions while respecting our cultures and the official languages of Canada.

A wise man once said, “*No matter what the language, there will be words that you look for all your life.*”

## Volunteer Work and Citizens’ Advisory Committees

Members of Quebec’s 26 Citizens’ Advisory Committees gave of their time to attend monthly meetings. An average of 125 members participated in operational unit meetings and committees in 2005–06.

According to the minutes received over the course of this period, 135 monthly meetings were held (30% more than in 2004–05). In addition to these monthly CAC meetings, there were occasional meetings of committees and visits by CAC members to discuss matters with inmates and staff, CORCAN workshops, etc. These meetings in the institutions were devoted to get-togethers with management staff, program officers, inmate committees, and occasionally, with the Correctional Investigator. In addition to these meetings, many CAC members served on national or local boards of investigation as members of a fact-finding body to address one or more incidents within their institutions.



# Quebec Regional Report

Our objectives included bringing together a CAC from one institution with a member from another CAC to learn about how each of them operates and to share ideas. The guest CAC often took the opportunity to visit the institution, which helped members to familiarize themselves with the issues and the programs available for inmates. Committee members seemed to enjoy this means of communication between the CACs, which clearly made it easier to meet shared objectives. The CACs of the Regional Reception Centre, Leclerc, La Macaza, Joliette, and Cowansville institutions, along with the Lanaudière, Hochelaga, Langelier, Longueuil/Maisonneuve, and Quebec City parole offices, participated.

Some of our members get involved in the regional or local ethno-cultural committees. A representative from our Regional Council, Monique Pagonas, La Macaza CAC, attended the regional committee meetings regularly. The Chair of the Leclerc CAC, Vicky Nikolakakos, also attended these meetings as the representative of the National Voluntary Association (NVA) to CSC. These women are doing excellent work in this cultural environment, and their reports help us to understand the objectives of this regional committee within the prison environment. This availability and the time spent listening to others and making objective and impartial observations remain necessary and useful to the Correctional Service of Canada.

## 2 – Objectives and Activities

We believe that we have fulfilled a very large share of our regional and local objectives. Our completion of a wide variety of activities in Quebec's operational units attests to this fact.

### Overview of Activities

#### 2.1 Proficiency Training and Recruitment

Once again, 2005–06 was marked by a search for new CAC members.

##### 2.1.1 Recruitment

Recruitment, although difficult, enabled us to achieve the desired objectives in several communities. Members are also examining the difficulty of retaining CAC members. However, the annual meeting seemed promising and positive suggestions were made.

On the one hand, several Chairs left us for health reasons or because of a lack of availability, and others for personal reasons.

Transfers of management staff in the operational units certainly did nothing to make it easier to retain and recruit CAC members. It must not be forgotten that CD 023 states that responsibilities are to be shared between the Chair and the Operational Unit Head when recruiting CAC members.

I wish to thank the outgoing Chairs Pierre Lemoine, Jean-Pierre Chalifoux, Lucien Cimon, and Pierre Dagenais for their work and their contribution of their time. We welcome all those who took over from them, or who will be doing so during the current year.

This recruitment goal has once again been included in our concerns for the 2005–08 period.

##### 2.1.2 Basic training is essential for our members and remains a priority

We were able to hold only one training session in 2005–06, at the Laval Staff College.

A very useful suggestion was made last year about organizing an “advanced” session for members with a few years of experience. This session is being planned to coincide with the availability of the new documentation in the fall of 2006.

This year again, training was dispensed in partnership involving Alain Richer, CAC member, and Linda Goulet, a trainer, CSC Staff College. Thanks to both Alain and Linda for making themselves available and for their high level of professionalism.

Continuous training for CAC members is becoming more common in the operational units. We thank CSC staff for their involvement. Improved knowledge of CSC directions and program application enables CAC members to provide better advice and recommendations during any consultations on CSC directives and policies.



## 2.2 Consultation

### 2.2.1 National advisory committees

The national advisory committees, established in November 2003, have made little progress except for the national maximum-security institutions committee. The following members represent the Quebec Region on the various national advisory committees: Kathy Van Bronswyk for the maximum-security institutions committee, Gérald Durochers and Maurice Lavallée for the restorative justice committee, and Farrol Durosel for the community reintegration committee. Thanks to these members for their contribution.

### 2.2.2 Consultation sessions in the operational units

The Correctional Service of Canada has regularly, often on short notice, consulted Citizens' Advisory Committees on projects and Commissioner's Directives. Consultation did not appear to be as factual as it should have been in the operational units, but there was a great deal of information on the different files. For example, the following-up on the second-hand smoke policy was shared with CACs.

The file on the safer tattooing pilot project was the subject of ongoing consultations and discussions by the Cowansville Institution Citizens' Advisory Committee. The CAC was able to make recommendations about the action taken to promote the pilot project in order to counter negative media coverage. The project has been underway since August 2005, and it quickly became very popular with the inmates.

### 2.2.3 Committees in the operational units

Based on reports from the CACs, it would appear that many members regularly participate in work groups at their operational unit.

Committees and working groups made it possible for CAC members to be consulted and work with CSC staff to achieve the objectives of their operational units. These included institution management and health care coordination committees as well as working groups on training programs, reviews of incident facts, activity planning, pilot project implementation, etc.

## 2.3. The Many Different Activities of CAC Members

### 2.3.1 Meetings with staff and inmates

Citizens' Advisory Committees make a point of meeting with inmates and inmate committees from their respective institutions on a regular basis. All of the CACs meet with inmate committees several times a year. The CACs of Leclerc, La Macaza and Donnacona met with them regularly. These meetings definitely contribute to a greater familiarity with the prison environment and the programs available to inmates, and facilitate the presence of CAC members when activities are held in the institutions.

Parole Office CACs (in particular those of Quebec City, Sherbrooke, Langelier-Maisonneuve, Lanaudière, Laurentides, and Trois-Rivières) also met with offenders on parole at CCCs (Community Correctional Centres), CRFs (Community Residential Facilities), and halfway houses.

As well, many CACs met with the union executives of their operational units as well as with staff during their numerous meetings within the units. Again this year, ongoing staff negotiations became an additional motive for CAC members to learn more about staff claims and the status of national negotiations.

### 2.3.2 Outreach and reintegration activities

The year 2005–06 stands out from the past in terms of the many participants involved throughout Quebec's different communities in outreach activities. The initiatives of each institution appear below:

#### *Institutions:*

##### **Regional Reception Centre**

- A special day was held for municipal elected representatives, federal and provincial members of Parliament and the police departments in the region.
- Inmates participated in sports events, such as softball and hockey.

##### **Cowansville Institution**

- An open house and Outreach Day, which included discussions and visits, were held in November 2005.



# Quebec Regional Report

- A community forum with business people, organized jointly with the Association des services de réhabilitation sociale du Québec (ASRSQ), was held in March. Activities such as meetings at the courthouse and a visit to the institution were planned in hopes of demystifying responsibilities shared between criminal justice system and CSC's sentence management.
- Media coverage included an interview on Radio Canada-Estrie and an article was published in a local weekly newspaper.

## Donnacona Institution

- Participation with staff in a country dinner.
- Participation of CO-VIE group at Administrative Council (AC) meetings.

## Joliette Institution for Women

- Meetings were held with families at the institution as part of the Canine Program and the "Canine Good Neighbour" activity.
- Families also participated in meetings of the St-Félix de Valois Knights of Columbus.
- Elected representatives of the Joliette CAC presented the annual report at a Regional Management Committee (RMC) meeting.
- A local radio interview aired as part of CAC Awareness Week.

## La Macaza Institution

- Participation in ethnic and cultural activities with the Native Brotherhood.

## Leclerc Institution

- CAC members participated in the volunteer recognition celebrations and a country dinner with staff.
- As part of Employee Assistance Program (EAP), performed a play about harassment at work.
- Attended the Street Gangs Conference with Leclerc staff.
- Participated in the inception of the multi-cultural/ethno-cultural meeting rooms, with themes such as "Fighting Back Against Racism."
- Initiated participation of Leclerc Institution at the Learning Disabilities Association of Quebec (LDAQ) Annual Conference.

## Montée-St-François Institution

- Members met with employers at the industrial park with the goal of introducing themselves, describing the role of a CAC, and providing information about parole and the LifeLine Program.

## Montréal-Metro District

### Ville-Marie CAC

- Members met with staff at each CAC meeting.

### Estrie CAC

- Participated in an interview on Radio Canada-Estrie during CAC Awareness Week.
- Press releases were published in regional weekly newspapers.
- Members also met with a crown attorney to discuss sentencing and the *Canadian Charter of Rights and Freedoms*.
- Participated on a legal-correctional committee for the Estrie Region. To our knowledge, this is the only committee of its kind in Quebec.
- Meeting with the two Community Residential Centres in the Sherbrooke Region to discuss issues with residents and staff at these facilities.

## East-West District

*Note: This part of the report is based on reports of East-West District CACs, in addition to a report prepared by the Director of the East-West Quebec District Office.*

### Lanaudière CAC

- Once again, the Lanaudière CAC felt that the most effective approach to citizen outreach was to reach people where they lived. Religious ceremonies on Saturday and Sunday thus provided a special, indeed outstanding, opportunity during Lent, in the churches of the Diocese of Joliette and a number of churches in the Archdiocese of Montréal.
- Lanaudière CAC planned and orchestrated a presentation by a LifeLine representative at eight different churches, thus reaching more than 2,000 people.
- A testimonial by a LifeLine representative at a youth centre in Joliette (a maximum-security unit) surprised the young people there. At the beginning of his testimonial, these mistrustful adolescents suddenly became





# Quebec Regional Report

attentive and were inspired to try more positive soul-searching. According to the comments received from both the young people and centre staff, they understood that adults could help them. Lanaudière CAC met its outreach and prevention objectives.

- Information messages about CSC were published in the newspaper *L'Expression* during the summer of 2005. The objective remains to provide information to citizens about a number of CSC practices.

## Laurentides Area CAC

- A meeting was held at the St-Jérôme CEGEP to address an important target group and to inform students about CSC, the CAC, their respective mandates, and their activities. The factual presentation and figures about CSC, the process followed by an offender, and the work of parole officers made it easier for the public to understand CSC activities. A testimonial by a LifeLine representative about his life in prison and in the community also had a positive impact on the student audience.
- Parts of CSC's publication *Myths and Realities* were sent regularly to weekly newspapers in the Laurentides for publication. The objectives being pursued remain the following: to make citizens aware of the reality of reintegration and to inform them about Correctional Service of Canada's activities, in cooperation with CSC staff, the community, and offenders.
- CAC members presented their objectives, their role, and their accomplishments at a meeting of federal/provincial MPs of the Laurentides area, which was held at a halfway house.

## Trois-Rivières CAC

- The start of the school year is a good time for the Trois-Rivières Area Parole Office CAC to conduct a different kind of outreach activity. Working together, the Rotary Club of Cap-de-la-Madeleine and the Trois-Rivières CAC facilitated the return to school for six children of parolees. These children were provided with school supplies and some of the clothing they needed to go to school. The CAC's objectives were met.

## Chicoutimi CAC

- The primary objective of the CAC was to recruit new members, and as a result of the success of their advertising in the local newspaper, this objective was met: five new members were accepted, and they will work in the region.
- There was a visit to the region's halfway house and to a food-processing organization that employs clients of CSC.

### 2.3.2.1 Forums

The Quebec Region, in partnership with ASRSQ, hosted one forum this year.

#### *1 – Community forum of business people*

A forum seeking to demystify the mandates of the criminal justice system and that of CSC management was held at the Cowansville courthouse and Cowansville Institution. This forum brought together approximately 30 people from community groups and business people from the Cowansville, Granby, and Sherbrooke areas. Participant feedback revealed a very high level of satisfaction with this activity; for many, it represented a first visit to a courthouse in the presence of a judge. The description of the programs and the visit to Cowansville Institution and CORCAN generated many questions that were of interest to participants.

## 3 – Successes and Best Practices

- 3.1 Outreach activities in churches by the Lanaudière Parole Office CAC.
- 3.2 A successful return to school for six children of parolees as a result of the Trois-Rivières CAC initiative.
- 3.3 Forum in conjunction with ASRSQ.



# Quebec Regional Report

## 4 – Issues and Projects to Pursue in 2006–07

- 4.1 Continued training of CAC members.
- 4.2 Responses to numerous CSC consultations.
- 4.3 Enhancing awareness among the community by:
  - Conducting forums in partnership with ASRSQ/CSC; and
  - Cooperation between and interaction among community groups.
- 4.4 Information about insurance for inmates and their families.

### Conclusion

As Chair of the Quebec Regional Council, I have tried to improve communications by sending out the Council's minutes and following-up on all e-mails received, all within a reasonable time period. Our meetings with the Deputy Commissioner, Denis Méthé, particularly with respect to CSC priorities and the CAC National Constitution, made it possible to share our regional and national approaches and to exchange information about our methods.

I would like to thank all associates and Chairs for the production of their annual reports, which enabled me to formulate this report for the Quebec Region.

Original signed by:

**Maurice Lavallée**  
*CAC Regional Chair, Quebec*  
*Joliette, May 12, 2006*

*Approved at the meeting of Chairs that was held on*  
*May 27, 2006.*



# Ontario Regional Report

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*It has been a year of growth and challenges. We are excited to have the Sudbury Parole Office CAC on board and have been working towards building a new CAC in the Windsor Parole area. Due to family, work, and health reasons, we have had a number of members resign. Over the next year, we will be looking at rebuilding those areas. I would like to thank our exceptional Regional Executive team for your continued enthusiasm and commitment. A team is only as good as its members and without you, we would not have been able to accomplish what we have.*

**Jim Bradfield**  
CAC Regional Chair, Ontario

## Regional Executive

<b>Jim Bradfield</b>	Regional Chair, Member – Warkworth Institution
<b>Sharon Mitchell</b>	Regional Vice-Chair, Maximum Institutional Rep, Chair – Kingston Penitentiary
<b>Stan Grizzle</b>	Medium Institutional Rep, Chair – Warkworth Institution
<b>Lyle Cathcart</b>	Minimum Institutional Rep, Member – Fenbrook/Beaver Creek Institution/ Muskoka Parole
<b>George King</b>	Federally Sentence Women (FSW) Rep., Co-Chair – Grand Valley Institution
<b>Florence Davies</b>	Regional Treatment Centre Rep, Chair – Regional Treatment Centre
<b>Josephine Cassie</b>	Parole Representative, Chair – Ottawa District Parole Office
<b>Arie Hoogerbrugge</b>	Parole Representative, Co-Chair – Hamilton District Parole Office

CSC CAC Regional Liaison: **Julie Doering**

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## National Objective 1

### Effectively Carrying out CACs' Mandate

Most of the CACs have monthly meetings where they meet with management and offenders and share observations and information in general. Members also attend a number of other meetings such as unit boards, inmate committees, and management committees. Others have attended segregation reviews, internal courts, visitor review boards, program boards, groups, and socials.

A number of CAC members have maintained a connection with various parole officers and parolees in the community on a fairly regular basis. Many attend outside events, speak at schools and service clubs, etc.

CACs feel that they are fulfilling their roles of advisors, observers, and liaisons to their respective communities. They also feel that they are being kept well informed in most cases.

## National Objective 2

### Recruitment

The local CAC members are the main means of recruiting, while in a few areas, CSC staff members assist. A number of the sites have sufficient members while others continue to struggle to replace those who have had to resign due to any number of reasons. In some areas, the local CAC has had excellent response to seeking new members by continuing to make presentations to different organizations. There is a feeling that there is a "thirst" within many communities on what is happening in federal corrections and a desire to get involved. We just need to attract them to our committees.

Many local sites have a very diverse membership on their committees including business owners, university and college professors, members of the judicial system (police, lawyers, etc.), and retirees. There continues to be a concern over the lack of visible minorities in some areas and how we tackle this issue.





# Ontario Regional Report

We were very successful in setting up a new CAC in the Sudbury area this past year. They have some very enthusiastic members. We hope to have one operating within the coming year in Windsor.

## National Objective 3

### Orientation and Training

The region was able to do a couple of training and orientation sessions this year including having a number of members attend a CSC Media Training over two days at Regional Headquarters in Kingston. Many of the sites have conducted their own in a number of areas. At Millhaven Institution, for example, two members took part (as observers) in a contingency exercise (hostage-taking), taking notes and reporting to the Crisis Manager. They were also involved in the debriefing exercise.

A number of sites have ongoing training within their monthly meetings as well as personal contact with active members sharing accounts and the vision of the CAC.

With the arrival in the near future of the new Orientation Package from National Headquarters, we hope to have a full training schedule in place for the coming year.

## National Objective 4

### Community Outreach and Increased Visibility

During the past year, a number of special events have taken place within the institutions and parole offices. Many local CAC members have spoken at schools, service club meetings, and church meetings. Many of these functions were done jointly with Wardens or

a member of the staff. There have been a lot of tours given at the different institutions. There continues to be Community Outreach Programs including: Mayors Day, Police Service Board Members Day, and Community Policing along with Media Days.

There have been a number of local brochures produced to increase the visibility of the CACs within their communities. The brochures are frequently handed out to the public, potential members, staff, and inmates. The Peterborough Parole CAC produced a calendar and address book, which provides a yearly calendar and list of addresses and telephone numbers for the parolees who are coming back to the community.

## National Objective 5

### Establishing Yearly Objectives

A number of objectives were set by each of the sites at the beginning of the year, some were completed and others are works in progress. They included work on education and programming issues, the computer issue, mental health issues, and participation at a job fair. Local CACs will continue to request that staff seek out joint speaking engagements within the organizations of which staff are members and any other groups willing to hear the message. There will also be a greater emphasis on building and developing a more solid working relationship with the various groups within the institutions.

CACs will continue to establish goals and objectives at their Annual General Meetings. These are regularly revisited from time to time during the year and are shared with the Deputy Commissioner, Wardens, and District Directors.

## Highlights and Best Practices

### Beaver Creek Institution/Fenbrook Institution/Muskoka Parole

A community forum was held in November 2005. It was co-sponsored by the CAC, CSC, and the Muskoka Healthy Communities Coalition. There have been three follow-up meetings with various community groups since then. In total, approximately 60-75 non-staff and non-CAC members attended.

### Guelph/Brantford Parole

They continue to have CAC members attend joint training meetings with CSC staff.

They attended a recent presentation by a University of Guelph psychology professor to CSC parole officers on the use of methadone as a treatment for several types of addictions.



## Kingston Penitentiary

Funding was obtained to hold a pre-release luncheon at Kingston Penitentiary (KP). This was a first for the institution and was a great success. Guests included a Member of Parliament, City Hall and Council, Government and volunteer agencies, CORCAN, employers and business owners, along with CSC employees from NHQ and the institution. This was held within the prison and it was catered by the offenders in the culinary course at Pittsburgh Institution. Presentations were given on the process of incarceration, entry, parole officers, education, employment, programming, and preparation for re-entry back to the community. Information was shared on how the community and CSC could better partner with each other and demystify the process.

## Millhaven Institution

The Chair produced an excellent PowerPoint presentation about the CAC activities within the institution. It was shown 24 hours a day throughout CAC Awareness Week. Every shift had the opportunity to see and learn what the CAC does. There were many positive comments received from staff and it raised the awareness level immensely.

## Pittsburgh Institution

The Social Development Officer and the CAC are working together to try to increase the volunteer opportunities in the community for inmates who are approved for Escorted Temporary Absences (ETAs). They have a successful program already in operation, but the CAC feels that it can be even more successful with the CAC members making initial contacts in the community.

## Regional Treatment Centre

The Regional Treatment Centre (RTC) and the CAC arranged for a presentation to the Kingston/Napanee Chapter of the Schizophrenic Society of Ontario. The program was called "Mental Health in the Federal System" and was lead by Dr. Folsom and a team of five staff members. After the presentation, the CAC made an appeal to those attending to either come forward as potential members or volunteers in the system. It was a very successful event regarding patient entry to the system, treatment, programs, and preparation for patients to leave RTC to either the community or to a CCC.

## Conclusion

During the 2005/2006 year, we had 26 institutions/parole offices/CCCs represented by CACs, either individually or shared, which includes the new CAC in the Sudbury area.

It was a challenging year once again in the area of communication within all levels of the CAC and CSC. This will be a high priority area during the coming year to ensure that there is effective communication amongst everyone involved.

The region will be concentrating on three major areas during the 2006/2007 year: Visibility, Recruitment/Retention, and Training/Orientation. We will also continue to build new CACs in the areas that are not active at this time.

On behalf of all the members in Ontario Region, I need to say a special thanks to our Staff Liaison, Julie Doering, at Regional Headquarters in Kingston. She has been a very integral part of our team and we couldn't have done it without her assistance and her incredible patience.

I have been very honoured once again to have the opportunity to serve as the Regional Chair. It has been a great year and I thank the members for your generosity of time, unselfish dedication, and continued vision for a better tomorrow.

**Jim Bradfield**

*Regional CAC Chair, Ontario*



# Prairie Regional Report

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*It is with great pleasure again that I am preparing this annual report for the Prairie Regional CAC. Our outstanding members have made this another successful year, working to fulfil the essential roles of the Citizens' Advisory Committees in our region. There are many reasons that the Prairies stand out every year and none more important than how dedicated and committed our members are to the CAC Mission. This dedication assists CSC to provide the services needed to prepare offenders as they move towards successful reintegration back to their communities. I would like to personally thank all of our members in the Prairie Region for their hard work and support throughout the past year.*

**Dorthe Flauer**  
CAC Regional Chair, Prairies

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## Prairies Regional Committee

<b>Dorthe Flauer</b>	Regional Chairperson
<b>Marge Nainaar</b>	Regional Vice-Chair and CAC Chair, Riverbend Institution/Saskatchewan Penitentiary/Prince Albert Parole Office
<b>Eleanor Frovich</b>	CAC Co-Chair, Manitoba/NW Ontario District Parole/Winnipeg Parole Office/Osborne Centre
<b>Patricia Holbrow</b>	CAC Co-Chair, Manitoba/NW Ontario District Parole/Winnipeg Parole Office/Osborne Centre

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Throughout the past year, the CACs in the Prairie Region have been busy and productive working towards the objectives of recruiting new members to assist carrying out the CAC mandate. To date, we number 24 active CACs with 175 appointed members. This number continues to increase as both new and more established CACs become more involved and known in their communities. Some sites have struggled in their locality, but continue to pursue the challenge, taking every opportunity to network and liaise in the community and spark interest in CAC membership.

Listening impartially to the concerns of staff, the administration, and offenders helps to ensure that community safety is a priority while providing a safe

<b>Mary Stephenson</b>	CAC Chair, Grande Cache Institution
<b>Suzanne Anselmo</b>	CAC Chair, Edmonton Institution For Women
<b>Dorothy Bergos</b>	CAC Chair, Drumheller Institution
<b>Averil Bass</b>	CAC Chair, South Alberta District Parole
<b>Gawny Hinkley</b>	CAC Chair, Pê Sâkâstêw Centre
<b>Tom Huffman</b>	CAC Chair, Stony Mountain Institution
<b>Ron Pennycuik</b>	CAC Chair, Rockwood Institution
<b>Dawn Maalerud</b>	CAC Chair, Okimaw Ohci Healing Lodge
<b>Jim Warner</b>	CAC Chair, Regina Parole Office and Oskana Centre
<b>Lenard Desjarlais</b>	CAC Chair, Edmonton Institution
<b>Karen Wright</b>	CAC Chair, Regional Psychiatric Centre and Saskatoon Area Parole
<b>Gary MacDonald</b>	CAC Chair, Bowden Institution
<b>Raymond Blanchard</b>	CAC Chair, Willow Cree Healing Lodge
<b>Amy Tuckwood</b>	CAC Chair, N. Alta/NWT District Parole/Edmonton Parole/Grierson Centre
<b>Lewis Friesen</b>	CAC Chair, Lethbridge Parole Sub-Office
<b>Gilbert Boileau</b>	CAC Chair, Brandon Area Parole Office
<b>Ronald Ratte</b>	CAC Chair, LaRonge Parole Sub-Office
<b>Wayne Moss</b>	CAC Chair, North Battleford Parole Sub-Office
<b>Irene Young</b>	CAC Chair, The Pas Parole Office
<b>Moffat Makuto</b>	Acting CAC Chair, Thunder Bay Area Parole Office
<b>Gail Gerwing</b>	CAC Co-Chair, Yellowknife Area Parole Office
<b>Therese Stevens</b>	CAC Co-Chair, Yellowknife Area Parole Office

and humane environment for offenders as they work towards rehabilitation and eventually, participating as positive contributing citizens of their community.

## Regional Activities 2005–2006

- All of the local CAC Chairs (or representatives) in the region attended two regional meetings during the past year, one in Winnipeg in June 2005 and the second in Ottawa in November 2005 after the National Conference.
- The Regional CAC worked on a Regional Strategic Plan for the committee to work together towards common goals in the upcoming two years. The process began at the regional meeting in Ottawa



# Prairie Regional Report

with a brainstorming session that was very creative and provided input for a formal plan that will be finalized in May 2006 at the next regional CAC meeting.

- The Prairie Regional Chair was a member of the Plenary Planning Committee (from January, 2004–October, 2005) for the Criminal Justice Congress, which was held in Calgary in October 2005. The Regional Chair prepared and provided a presentation entitled: “Watchful Eyes: Demystifying Citizen Involvement in the Correctional Process.”
- An orientation session was held in Calgary in February 2006 to provide orientation and training to new CAC members from the region. It was well attended with new members represented from most sites in the region.
- The Regional Communications and Community Engagement Workshop was held in Saskatoon in March 2006. This workshop brought together Chaplains, CSC/CAC Coordinators, and several regional representatives from the National Volunteer Association from the region as well as Sean Taylor, National CAC Chair, Karen Wright, CAC Chair, and Dorthe Flauer, Prairie Regional Chair.

Following the Commissioner’s Directive CD 023, all CACs are autonomous and work in very diverse communities, allowing each CAC to fulfil their roles in various different ways appropriate to their locality. There are many successes in the Prairie Region that highlight the unique events that help to create an ongoing awareness of CACs.

CACs in the Prairie Region continue to work towards achieving the goals and objectives of the CAC by assisting members to become more knowledgeable and trained to work to fulfil their roles.

## Local Initiatives:

1. **Recruitment** – remains a priority for all sites and CACs continue to work to create awareness and interest for new potential members.
2. **Orientation** – continues on a yearly basis and provides training for new members. With the implementation of the new Orientation Manual within the next year, it is anticipated that members will be even more informed and oriented to their roles as CAC members.
3. **Training** – many sites offered the Media Training and Internal Investigation Training to their members. Also, there is an interest to have Observer Training for volunteers, who are needed to observe at their respective sites.
4. **Public Education to Communities** – many sites have provided public education and awareness presentations to schools, colleges, universities, service clubs, community agencies, and elected officials. Many CACs also presented community forums, tours, and workshops for community members to attend.
5. **Internal Education – CAC to CSC** – members are involved in organized activities that include:
  - Attending National Parole Board hearings as observers.
  - Meeting with Inmate Wellness Committees.
  - Participating in staff meetings, trainings, and wellness events.
  - Participating in internal investigations.
  - Participating on Outside Review Boards.
  - Shadowing Wardens, Directors, Staff, and Parole Officers.
  - Including an educational component in monthly meetings.
  - Participating in joint meetings with other CACs.



# Prairie Regional Report

## Highlights of Various Regional Successes and Challenges:

### Regina Area Parole/Oskana Centre

- Participated on National Joint Council of Senior Criminal Justice Officials.
- Actively involved with opening of the new Oskana Correctional Centre.
- Made several CAC presentations to Campbell Collegiate, Sheldon Williams Collegiate, University of Regina, and Saskatchewan Council of Social Sciences.
- Managed the 'Art Park,' a local neighbourhood green space, and received a certificate of appreciation from the Core Community Group.

### Manitoba/North West Ontario Parole

- Provided a "Health Needs of Offenders" forum and are planning to host a follow-up workshop in the fall of 2006.
- Developed a membership sub-committee and a recruitment process that ensures interested new members gain the best orientation and training and through this process, six highly qualified and motivated new members were successfully appointed.
- Members attended parole office ride- and fly-alongs to remote areas.

### Southern Alberta District Parole

- Held a 'Media Day,' which was attended by community partners including: the Community Residential Facility staff, Bridge Ministries, Prairie Region Halfway House Association and CAC members to exchange and share information.
- CAC members volunteered for and attended the Canadian Criminal Justice Congress in Calgary October, 2005.

### Willow Cree Healing Lodge

- Present CAC membership of four members; recruitment remains a challenge.

- Held a forum on Crystal Methamphetamine in Duck Lake.
- Attended anniversary celebration at Maple Creek Healing Lodge.
- CAC members visited halfway houses in Prince Albert and Saskatoon.

### La Ronge Parole

- Present membership of three members, with two new members being processed.
- CAC Chair travels regularly to northern communities to assist to develop sentencing circles.
- Set up CAC booth at the La Ronge Indian Band (comprising of eight communities with over 8000 members) to create awareness of, and interest in, the work CACs do with CSC.
- Extensive networking with community leaders, Elders, justice workers, school teachers, social-health workers, business entrepreneurs, and local media.

### Lethbridge Parole

- Although the CAC only has one member at present, the Chair has been busy networking in the community and two new potential members have been recruited.
- The CAC Chair attended forum on Criminal Justice at Lethbridge Provincial Court.
- The CAC Chair makes regular visits to Community Residential Facility and other community and government agencies.

### Thunder Bay Parole

- The CAC has been active since 2003 and currently has three members all working within the criminal justice system, and recruitment remains a priority.
- To date, members have not been able to participate in CAC orientation training, but will continue to pursue this as the training sessions become available.
- The CAC Chair provided a CAC presentation to a local high school.



# Prairie Regional Report

## Goals and Challenges for the Prairie Regional Chair 2005–2006:

- The CAC continues to have a presence at Regional Management Committee (RMC) meetings. If Prairie Regional Chair is unavailable, the Vice-Chair or other designated CAC member will attend whenever possible.
- Although our region is geographically very large, contact is maintained amongst the Prairie Regional Chair and Chairs primarily by email and telephone and, when available, the Prairie Regional Chair will visit sites to promote awareness of CACs or deal with any issues that need to be addressed at the regional level.
- Create awareness of CACs and our Mission by providing presentations to university and college students, service clubs, public officials, and community agencies and organizations.

- Work together with the local CAC Chairs to implement the Regional Strategic Plan when finalized at the next regional meeting.

This past year, our region has said farewell to our Regional CAC Coordinator, Lyn McGinnis. We thank her for all of her hard work and dedication and wish her all the best in the future. The Prairie Region is in the process of change and we welcome Margie Brown as our new Regional CAC Coordinator and with the new changes within CSC, I anticipate an exciting year ahead and I would like to thank everyone who has assisted me during the past year in my work as Regional Chair.

Respectfully Submitted,

**Dorthe Flauer**  
*Regional CAC Chair, Prairies*





# Pacific Regional Report

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The year 2005/2006 was a year of transition for this region. Numerous changes in both CAC representation and CSC staff in the previous year meant that we had to re-establish direction and procedures. This year, we were able to develop some stability, set goals, and see the beginning of growth in the region. Communication between CACs continues to be a focus and I believe that we have made great strides in that area.

Three regional meetings were held in addition to the AGM and a regional training event. These opportunities are invaluable in providing a forum for Chairs to interact, compare activities, and gain insight into solutions to challenges that they face.

Presently, there are 15 active Citizens' Advisory Committees and there are plans to establish two more Parole Office Committees in the near future. Individual committees are active in fulfilling their mandated roles of acting as observers, advisors, and liaisons.

In the institutions, CAC members frequently act as observers to searches and afterward are able to give feedback to CSC staff. Both in parole offices and institutions, members are regularly able to shadow staff as they perform their duties. Strong and valuable committees are developed where CSC management regularly involves committee members in day-to-day activities.

Community liaison occurs on a frequent basis in most communities. CAC members accompanied by CSC staff participated in speaking engagements with service clubs, church groups, and college and university students. This not only plays a fundamental role in providing education to the community, it also provides an excellent opportunity to recruit new members.

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## Regional Activities

The Annual General Meeting was held at Ferndale Institution in September 2005. The Regional Deputy Commissioner, Don Demers, spoke of the value of CACs to the institutions and parole offices in the region. He outlined the challenges that this region faces and spoke of the plans to meet these challenges. The region was honoured to have National CAC Chairperson Sean Taylor attend the meeting. Mr. Taylor

CACs fulfill their role as advisors by responding to requests for comment regarding the development of new or changing policy. On a local basis, they are able to comment on, and discuss, the activities they observe on their sites. Managers comment that CAC members initiate some of the good ideas that are raised.

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## Pacific Region Advisory Committee

<b>Boyd Peters</b>	Kwikwexwelhp Healing Village
<b>Glen Kask</b>	Mission Institution
<b>George Robertson</b>	Mountain Institution
<b>Leroy Burden</b>	Kent Institution
<b>Jo Russell</b>	Matsqui Institution
<b>Robert Mitchell</b>	William Head Institution
<b>Sylvia Parusel</b>	Fraser Valley Institution for Women
<b>Curtis Magnuson</b>	Pacific Institution and Regional Treatment Center
<b>Iris Todd-Lewis</b>	Ferndale Institution
<b>Colleen Johnston</b>	Nanaimo Parole
<b>Donna Yates</b>	Fraser Valley Parole
<b>Fred Mills</b>	Victoria Parole
<b>Laura Glover</b>	Vancouver Parole
<b>John Belfie</b>	Interior Parole
<b>Karl Eberle</b>	Prince George Parole

## Pacific Region Executive Committee

<b>Ursula Morris</b>	Chair
<b>Colleen Johnston</b>	Vice Chair, Parole
<b>Carol Johnson</b>	Vice Chair, Institutions
<b>Donna Yates and Laura Glover</b>	Directors

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was able to describe the relationship between local CACs, regional CACs, and the National Executive Committee.

During the past year, each CAC was provided with a banner, which they can use when setting up displays in their community. Each member was also provided with a nameplate, which will identify him or her as a CAC member.



# Pacific Regional Report

## Training

Individual CACs have provided Orientation Training to new members and our CSC counterparts have contributed to this by providing opportunities to observe activities at individual sites. Many committees set aside a portion of their monthly meeting to provide some type of training. This may involve a review of sections from the *CAC Resource Manual* or it may involve a presentation by CSC staff, which provides information about the functioning of the institution or parole office.

In March 2005, a Regional Training Day was held in Abbotsford. Most committees sent members to this event and 28 members participated. Sandra Thiessen, Regional Director of CORCAN, provided members with a presentation.

Kwikwexwelhp Warden, Patricia Lockhart, CAC Chairperson, Boyd Peters, and a resident at the Kwikwexwelhp Healing Village spoke about the challenges that First Nations offenders face in preparing for reintegration. They described the programs provided at the Healing Village and spoke about the supports that are needed in the community if there is to be any possibility of successful reintegration.

A third presentation was given by Fraser Valley Parole Office CAC Chairperson, Donna Yates. Donna described the strategies that her CAC uses to recruit

new members. In addition to her presentation, she provided each attendee with an invaluable handout covering recruitment and screening of new CAC members.

One of the gaps identified in the training of members is the need for a uniform training tool, which all committees can access. Although individual committees provide Orientation Training, it seemed that there is a need for all members to have the same training. In response to this need, we have identified one member to be a Regional Trainer. This person will travel to each CAC and provide both the orientation and advanced training.

## CAC Awareness

Committees acknowledged CAC Awareness Week in a variety of creative ways. These varied from holding open houses, having the mayor of their community declare a CAC Awareness Week, giving presentations to varied community groups, and setting up booths at local venues. Several members were interviewed by local media and used the opportunity to increase visibility and awareness among community members. Overall, the Pacific Region made CAC Awareness Week a time to gain recognition and to provide an educational experience to members of their communities.

## Highlights

- A Re-entry Conference, hosted by CSC and William Head, Victoria, and Nanaimo CACs, was held in Victoria. Numerous agencies were represented at both the opening at William Head Institution and the following day in Victoria. One of the most outstanding outcomes of the conference was the enthusiasm of all attendees in their commitment to support offenders' reintegration into the community and their strong commitment to maintaining the relationships that were developed in that conference. These three committees have demonstrated the value of combining resources and also the role that CACs

can play in facilitating opportunities for community agencies to come together to strengthen their commitment to support offenders when they are ready to leave the institution.

- The Fifth Annual Art Trono Creative Writing Award has once again been very successful. Submissions were received from almost every institution in the region. This year's judges were Ann-Marie MacDonald, author, playwright and CBC journalist, Bruce MacKenzie, News Editor, Victoria Times Colonist, and Judy Byron, Program Officer, Victoria Parole. All three awards were given to residents of an institution.





# Pacific Regional Report

- Members of the Nanaimo Parole CAC place informative displays in libraries throughout the area during CAC Awareness Week and have set a goal of having a display in every public library on Vancouver Island.
- Matsqui Institution hosted a public forum. It was well attended by the community and played an important role in improving the community's understanding of corrections, as well as providing the path for future dialogue between the community and the institution.
- A yearly activity at the Kwixwelhp Healing Village that leaves a lasting impact upon those who attend is a three-day Cultural Immersion Workshop. This is done in partnership with Kwixwelhp and the Chehalis Band. The workshop is designed for CSC staff to gain a deeper understanding of the First Nations culture, the effects of residential schools, and colonization.
- Kent Institution CAC has developed a system whereby each member takes responsibility for one department in the institution. This member becomes familiar with all activities in that department and then assists other members in gaining an understanding of the operation of their institution.
- In partnership with CSC staff, Fraser Valley Institution CAC staffed a booth at the West Coast Women's Show. The public was provided with information about the institution and about CACs. Information was also provided regarding opportunities for employment with CSC.
- Prince George Parole Office CAC held a second Annual Forum, which was attended by 75 community members. This year the keynote speakers were Patricia Lockhart, Warden at the Kwixwelhp Healing Village, Mike Csoka, Director, Fraser Valley Parole Office and Donna Yates, Chairperson of the Fraser Valley Parole Office CAC.
- Members of the Mission Institution CAC attended a community forum sponsored by the local Member of Parliament on justice issues. At the end of the forum, the Chair from Mission Institution was given an opportunity to suggest that the community needed to become part of the solution rather than just complaining about the system. Two people expressed an interest in becoming CAC members.
- The Interior Parole CAC has focused their energy on working with CSC to promote a new halfway house in Vernon. Providing accurate information to the community continues to be a work in progress.
- Plans are well on the way to have a new CAC in Kamloops. This will ease the pressure of travel for Interior members.

Citizens' Advisory Committees in the Pacific Region have participated in many events over the past year. It is encouraging to hear that so many are partnering with other community groups for these events. Opportunities are created for the positive exchange of information and for respectful dialogue between stakeholders. The "Three R's of Re-entry" forum sponsored by Vancouver Island's CACs was an excellent example of these accomplishments.

Both institutional and parole office CACs are very cognizant of the need for support and the very large gaps in providing the type of support required for offenders returning to the community. Much of the work being accomplished by local committees has been toward convincing individuals in the community that there is a responsibility and a role for them to play in assisting with reintegration.

I congratulate all CAC members in the Pacific Region on the difference they bring about in their communities and I challenge them to venture further toward providing knowledge and awareness of CSC.

**Ursula Morris**  
*Regional CAC Chairperson, Pacific*



# Report from Citizens' Advisory Committees' Chairpersons Attached to Women's Institutions

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## Current members:

<b>Carol Johnson</b>	CAC Liaison, Fraser Valley Institution for Women, Pacific
<b>Suzanne Anselmo</b>	CAC Chair, Edmonton Institution for Women, Prairies
<b>Dawn Maalerud</b>	CAC Chair, Okimaw Ohci Healing Lodge, Prairies
<b>Deborah Schlichter</b>	CAC Chair, Grand Valley Institution for Women (GVI), Ontario
<b>David Holden</b>	CAC Liaison between GVI and Isabel McNeil House, Ontario
<b>Maurice Lavallee</b>	CAC Chair, Joliette Institution for Women, Quebec
<b>Anne Malick</b>	CAC Chair, Nova Institution for Women, Atlantic

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The Federally Sentenced Women's (FSW) Committee represents not only CSC regional facilities for federally sentenced women, but also all institutions where federally sentenced women are incarcerated. In addition to participating in their own institutional CACs and regional CACs, Committee Chairs and member representatives connect through teleconference about four times a year and through the National CAC Conference. Over the past year, the Committee had four conference calls (June 6, 2005, September 19, 2005, January 16, 2006, and March 20, 2006). There was also a face-to-face meeting on November 25, 2005 prior to the 2005 National CAC Conference. We are thankful to the Citizen Engagement Division and the Women Offender Sector staff of CSC for their support in assisting this communication process.

Deborah Schlichter is the Chair of the FSW Committee and Maurice Lavallée, Chair of the Regional CAC Chair, Quebec and Chair of the Joliette Institution for Women CAC, is the FSW Committee's Liaison on the National Executive Committee.

Meetings consist of reports from members of the Women Offender Sector of CSC on specific topics, new issues arising, and provide an opportunity for sharing recent happenings across institutions.

Over the past year, we had some members of this Committee leave. Larry Kelly, the long-time representative from the Edmonton Institution for Women CAC, has been replaced with Suzanne Anselmo, who joined in January, 2006. Carol Johnson replaced Leeanne Howard, as the Liaison for the Fraser Valley Institution for Women CAC. The new representative from the Okimaw Ohci Healing Lodge CAC, Dawn Maalerud, joined in January, 2006 filling a vacancy left by Carrie Stonechild.



# Report from Citizens' Advisory Committees' Chairpersons Attached to Women's Institutions

## Highlights

Over the past year, the Committee dealt with many issues, as follows:

1. To monitor CSC's action plans to respond to the recommendations from the Canadian Human Rights Commission (CHRC) Report on Women's Corrections.
2. To monitor CSC's national, regional, and local action plans to address concerns as identified by the Auditor General's Report on the Reintegration of Women Offenders and CSC's response.
3. To monitor CSC's Third and Final Report of the Cross-Gender Monitor and to review the Commissioner's Directive (CD) 577 Operational Requirements for Cross-Gender Staffing in Women Offender Institutions.
4. To monitor the Independent Redress Body's process (i.e., UK inspections of federal women's facilities in September, 2005) and their final report.
5. Women Offender CAC representatives have agreed to take on additional responsibilities to be the lead of the specific issues outlined in #1 through to #4.
6. Three Women Offender CAC representatives sit on two of the three National Advisory Committees: Restorative Justice and Community Reintegration. At this time, our Committee does not have a representative on the National Advisory Committee on Maximum Security Institutions.
7. To monitor the status of Isabel McNeil House, the only minimum security facility for federally sentenced women, which is under review.
8. To monitor the issue of staff uniforms implemented in June, 2005 and to ensure CAC input into the evaluation process.
9. To monitor new tools created for women offenders such as the initial security classification instrument and security reclassification scale.
10. To monitor new programs such as the Survivors of Abuse and Trauma Program and the National Employment Strategy for Women Offenders.
11. To monitor new policies such as the smoking ban, effective in January, 2006.

Maurice Lavallée represented our Committee at the national stakeholder's consultation meeting in Ottawa on September 21, 2005. This was a gathering of all stakeholders who work with federally sentenced women to discuss issues related to the visit by the UK inspectors.

This year marked the 10<sup>th</sup> year anniversary for several women offender institutions: Nova, Edmonton, and the Okimaw Ochi Healing Lodge. Other facilities, Grand Valley and Joliette, will be celebrating their 10<sup>th</sup> year anniversaries next year. A special 10-year report on Women's Corrections will be completed in 2006 to provide a summary of what has occurred since the *Arbour Report*, as requested by the Office of the Correctional Investigator.

This Committee also continues to finalize our Terms of Reference.



# Report from Citizens' Advisory Committees' Chairpersons Attached to Women's Institutions

## 2005–2006 Objectives

For the past year, the Committee had set six objectives:

1. To support the Community Strategy for Women Offenders (reintegration) and advocate for the resources necessary to ensure the strategy is successful.
2. To continue to become informed and share information about issues and concerns that affect women offenders, and to address these as a group when they occur across institutions that hold federally sentenced women offenders.
3. To continue to develop and share best practices relating to women offenders.
4. To encourage ongoing consultation and to respond in a timely manner to CSC policies being developed with regards to women offenders.
5. To have a minimum of four conference calls and one face-to-face meeting annually.
6. To complete the Terms of Reference for this Committee.

We were successful this year in reviewing and responding in a timely manner to current issues affecting women offenders, through our regular conference calls or through e-mail. We have not yet completed our Terms of Reference. Again, we had excellent support from CSC staff to ensure we had access to key reports and materials, and regular information updates.

## 2006–2007 Objectives

The objectives for the next year are the same as the previous year.

Respectfully submitted,

**Deborah Schlichter**

*Chair, CAC Chairpersons Attached to Women's Institutions Committee  
CAC Chair, Grand Valley Institution for Women, Ontario*



# Citizens' Advisory Committees' National Resolutions

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**A. WHEREAS** inmate/parolee health issues are public health issues, and

**WHEREAS** the *Report of CSC's Task Force on Health Services* (November 2000) made specific recommendations relating to inmate/parolee health, and four years later, the Canadian Public Health Association's (CPHA) *Health Care Needs Assessment of Federal Inmates in Canada* (March/April 2004) reported much the same findings and made similar recommendations.

**THEREFORE BE IT RESOLVED THAT** CSC comply with its own policy and legal responsibilities to inmates, parolees, staff, and the general public, by fully implementing all of the inmate/parolee mental health recommendations presented and approved at EXCOM in July 2004.

**BE IT FURTHER RESOLVED THAT** CSC make inmate/parolee health, as reflected in the recommendations of the Health Services Task Force in November 2000, particularly related to infectious diseases and public health, a priority in future planning.

## **CSC's Response to the CAC Resolution on Inmate/Parolee Health:**

The Correctional Service of Canada has a robust health policy framework, and we continuously strive to ensure that all operational sites are in compliance at all times. The Service also recognizes the importance of addressing the health needs of offenders for the safety of both our institutions and Canadian communities. Therefore, CSC's strategic priorities include the need to enhance the general safety and security of staff and offenders in our institutions and, in particular for the coming year, to enhance the Service's capacity to address the mental health needs of offenders.

In the area of public health, CSC has been, since 1992, a partner in the Federal Initiative to Address HIV/AIDS in Canada and, over the years, the Service has developed and implemented a comprehensive response to infectious diseases in the areas of surveillance, treatment, disease prevention, health promotion, education, and harm reduction. CSC has also adopted policies on the management of infectious diseases and has established

a partnership with the Public Health Agency of Canada, which provides the expertise required to develop effective strategies to address infectious diseases.

The recommendations presented and approved at CSC's Executive Committee, in July 2004, were designed to address the spectrum of mental health needs found in the offender population. By enhancing mental health services for federal offenders, CSC will be improving its mental health delivery system for all offenders, including those in the community. This continuum of mental health care for offenders will help to relieve the burden of care that is added to the provincial health systems when mentally disordered offenders are on supervision in the community. Since 2004, CSC has been working to secure funding for these recommendations in support of what has become known as CSC's Mental Health Strategy.

To date, CSC has secured funding for one component of the Mental Health Strategy. The Community Mental Health Strategy, which aims to better prepare offenders with serious mental disorders for release into the community, has received almost 30 million dollars in funding over five years to strengthen the continuum of specialized mental health support and provide continuity of support from institutions to the community. Key elements of this Strategy include enhanced discharge planning, transitional mental health services and support to targeted offenders, mental health specialists to support offenders residing in the community, training in mental health issues for community staff, and specialized services.

CSC is currently working toward securing funding for the other components of the Mental Health Strategy. For instance, CSC is a member of an interdepartmental task force on mental health that was established to respond to Senator Michael Kirby's anticipated report, expected to be tabled in 2006.

Health is an ongoing and overriding concern of Canadians, and the CACs' proposal is further evidence of this concern. Such support for improved health services means that CSC can move ahead decisively to implement its' important health initiatives.

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# Citizens' Advisory Committees' National Resolutions

**B. WHEREAS** at the annual meeting held on January 24, 2004, CAC representatives from the Quebec Region gave the Leclerc Institution CAC the mandate to review its inmate pay files;

**WHEREAS** according to the mandate received at the annual meeting in January 2004, the Regional Council of Quebec recommended approving the resolution prepared by the Leclerc Institution CAC;

**WHEREAS** inmate pay has not been reviewed since 1985;

**WHEREAS** a fair review of this pay policy, taking into account the consumer price index, would be justified; and

**WHEREAS** in its 2002-2003 Annual Report, the Correctional Investigator (CI) expressed concern over the pay issue.

**THEREFORE BE IT RESOLVED THAT** the Regional Council of Quebec strongly recommends that the Correctional Service of Canada review the inmate pay policy, taking into account the consumer price index, as quickly as possible.

## **CSC's Response to the CAC Resolution on Inmate Pay:**

Thank you for your comments and proposal on this important issue. Your proposal was previously received by Reintegration Programs in February 2005 as part of the consultation phase of our current review of the policies governing inmate finances (Commissioner's Directives 730 Inmate Program Assignments and Payments and 860 Inmates' Money). The comments within your proposal were given careful consideration.

Our broadly based consultation on proposed CDs 730 and 860, which included the Office of the Correctional Investigator, community advocacy organizations, and unions yielded numerous points of view on several key issues. For that reason, we have decided to organize our review in a two-phased approach. The first phase, which has now been completed, focused on removing any procedural and technical problems in order to facilitate and clarify the application of inmate pay and inmate money.

A second phase, which will commence in the next few months, will focus on a broader examination of the inmate pay to determine whether there is a need to make any more significant changes to the structure or application of inmate pay. This will include the review of pay levels (amount and structure), the schedule for reviewing pay levels, CORCAN incentive pay, and the adequacy of inmate finances, while incarcerated and on release. Your proposal will be considered again during this comprehensive review in which your organization will be involved.

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