

CANADIAN THERAPEUTIC RIDING ASSOCIATION

***L'ASSOCIATION CANADIENNE D'EQUITATION
THERAPEUTIQUE***



ANNUAL REPORT/RAPPORT ANNUEL

FOR THE PERIOD OF/POUR LA PÉRIODE DU

**FEBRUARY 1, 2009 – JANUARY 31, 2010/
1er FÉVRIER 1 2009 – 31 JANVIER 2010**



Report of the Board of Directors – Strategic Planning Review and Future Directions.

For the Period: February 1, 2009 – January 31, 2010

Many of you will remember that CanTRA completed a period of formal strategic planning in late 2006 that involved soliciting input from our members and other stakeholders. Our final strategic plan was finalized in early 2007. The beginning of this fiscal period marks two years since the adoption of CanTRA's strategic plan and as such, the Board of Directors has taken time over the past several months to not only review our progress and status, but to also evaluate CanTRA's current situation and needs, particularly with respect to the finances needed to ensure that we remain a strong and viable organization.

This report will summarize the various areas that we have focused on, decisions that we have made to ensure continued stabilization of the organization and the directions we have established to move us forward into the future.

One of the first tasks we set ourselves was a full cost analysis of our key areas of operation – certification, education, risk management and accreditation. This review made it apparent that our established fees were no longer covering expenses related to providing these services to our membership. Costs related to accommodation and travel for examiners and site visit personnel in particular had increased dramatically since original fee structures were put into place. The result is that, overall, CanTRA is losing ground financially in these endeavours.

To address this situation, the Board looked at different aspects of the various fee components to determine where changes needed to be made. While our overall goal is to keep fees as low as possible, we must also protect the quality and standards of the services we offer and ensure that CanTRA is financially viable.

After much consideration and discussion, the Board has made the following decisions:

Individual Membership Fees: Individual membership fees were increased by \$10.00/year for the 2010 renewal period. However, along with this increase, we also implemented a multi-year renewal option that would allow our members a savings on their membership fees for a second and third year if they wished to take advantage of this arrangement. Approximately 50% of our renewing members did take advantage of this savings option.

Centre Membership Fees: Centre membership is composed of two parts: a flat fee plus rider dues, which are set at \$5.00/rider. This calculation means that the amount collected varies from centre to centre, based on their size. Like our individual membership rates, centre membership fees have remained the same for many years. For the 2011 membership renewal year, the Board will be implementing an increase in only the flat fee portion of member centre rates, so that the annual flat fee charged to Provisional Member Centres will be \$100.00/year and \$200.00/year for full member centres. The rider dues portion of membership will not change.

Risk Management and Accreditation: When the Accreditation system was implemented in 2007, a sliding scale was developed for fees that would be charged to centres for risk management and accreditation visits. This sliding scale was based on the number of riders, so that smaller centres paid less than larger centres. It has become apparent, however that the same amount of time must be spent by the Site Visit Personnel and the same amount of work must be done, regardless of the size of the centre. In addition the costs related to making the site visit happen are the same for all types of site visits. Because of these factors, CanTRA is moving to a 'flat fee' system for Risk Management and Accreditation visits. This is being discussed further by the Board of Directors to decide an amortization rate that can be included in centre budgets and can span more than one fiscal year if necessary. Once our plans for implementation are finalized, we will be communicating this to our member centres so they can plan for these changes in their own budgets.

Host Centre Fees:

In 2005, CanTRA began to pay a 'host centre fee' to CanTRA centres hosting any certification or education event. Prior to this, centres did not receive any offsetting payment from CanTRA and costs incurred by centres were either absorbed or passed on to those participating in the event. Implementing the host centre fee showed recognition of the costs incurred by centres but also ensured equalization of fees to participants across the country.

Since that time we realize that under most circumstances, the costs incurred by the host centre for hosting CanTRA events are quite a bit below what they will receive from CanTRA and for the majority of events, the host centre has some of its own staff or volunteers registered and benefiting from the training or certification technical/exam. Because of this, CanTRA has lowered the host centre fee to a flat fee of \$100.00 for any workshop, clinic or certification event that occurs after May 1, 2010 regardless of the length of the event.

Equine Facilitated Wellness Certification:

CanTRA established Equine Facilitated Wellness – Canada in 2005. Since then, we have worked hard to develop standards that would be recognized in Canada and with this, the development of a certification system for both Equine Professionals and Mental Health/Education Professionals. Our certification system has been gradually developed and put into place with pilot initiatives over the past few years. As with the evolution of any new program, it is important for us to now step back and evaluate the components of our EFW certification system and ensure that it meets CanTRA's usual high standards while at the same time ensuring that it is attainable, both financially and educationally by our interested members.

After an initial review of the newly developed certification system, the Board clarified a number of requirements with respect to those professionals wishing to seek certification either as a mental health/education professional or as an equine professional. These are as follows:

1. The CanTRA Board requires that mental health professionals should be both credentialed and able to qualify for insurance in their respective fields. Ideally, they should be qualified at a Master's level.
2. Due to the fact that Equine Facilitated Wellness is under the umbrella of CanTRA, the CanTRA Board requires that the equestrian professionals hold CanTRA certification at the CTRII level or higher, and have experience with a wide range of clientele. Certification and experience in the field equips them to work with clients other than the able-bodied and ensures a high level of safety in the handling and management of horses.

3. Those who wish to be considered as mentors in both mental health and equestrian fields must also be certified CanTRA instructors at the CTRII level or higher.
4. The CanTRA Board also requires that all EFW-sanctioned workshops involving equestrian activity to be conducted in a CanTRA member centre.

As the next step in our evaluation process, the CanTRA Board struck a small task force to review CanTRA's overall certification plan for Equine Facilitated Wellness with a view to making the system more 'user-friendly' and streamlined. The work of this task force is almost complete and any recommended revisions to the EFW certification system will be carefully considered before implementation. Of course, any steps that registered EFW certification candidates have already taken toward their certification will be honoured.

Instructor Certification:

After much consideration, the Board has determined that there will be no increase in certification tuition fees. We recognize that many instructor candidates complete their training without the benefit of financial support from a member centre and that, due to the size of our country, there are additional costs incurred by candidates for travel, etc. in order to achieve their certification.

Human Resources:

CanTRA, like many charities in Canada, struggles to achieve the income needed to ensure the efficient implementation of its operations. CanTRA has operated its head office for many years with just two part-time staff, who are supported by a small number of very dedicated volunteers. Although we have long recognized that an increase in our human resources would mean an increased ability to accomplish more and develop additional projects, we also recognize that the income to do this would need to come primarily from our membership. We will continue to operate our head office with our part-time Executive Director, Donna Naylor and part-time Administrative Assistant, Louise Niven. In addition, we have committed to maintaining the consulting position of our Development Co-ordinator, Nanci Picken as we have found her role to be a tremendous resource to certification candidates, instructors and member centres. As we do not have the financial resources to increase the hours of work for any of these positions, we will instead look to recruit additional volunteers for short-term ad hoc committees and task forces, which will allow us to continue to move forward and develop without overburdening the staffing resources we have.

Future Directions:

Along with the decisions related to the above areas, the Board has also set priorities for new directions for the next 1-3 years and work is beginning on these projects. These include:

Event Planning:

As a matter of course, we have always tried to combine events such as certification examinations with other types of events or visits such as risk management evaluations, meaning that we realize a savings on costs such as travel and accommodation thus reducing our actual expenditures. We are now taking this planning approach one step further and intend to develop a 'rolling 2-3 year calendar' that will allow us to post upcoming certification and education events for our membership as far in advance as possible.

These events will be posted on CanTRA's website and promoted to the best of our ability and will allow our members and member centres to better budget and plan for these opportunities. The main calendar will be based on our certification registration information, since this database helps us predict when technical evaluations and examinations are likely to be needed in an area of the country. We will then 'layer in' workshops, conferences and other events to round out our planning. This calendar of events will be constantly reviewed and updated to reflect the latest needs of our membership but will also allow for planning opportunities. Minimum numbers of participants will be identified for each respective event and this information will be posted as well; events that do not have enough registrants to allow our costs to be covered adequately will be cancelled so our resources are protected.

We have recently surveyed CanTRA's Zone Chairs for information related to the needs of the members in their respective areas of the country and this information will be used as part of our planning process.

Certification/Education:

Building on the CTRAI rubrics implemented in 2008, our Certification/Education Committee has now completed and implemented a set of teaching rubrics for both the CTRII and CTRI levels. Our Board and committee will now be looking at ways to enhance the training and education already achieved by our instructor candidates by looking at opportunities for additional subject-specific certificates and an evaluation of our methods of testing certification candidates in an effort to streamline the process and make it more cost-effective and 'user-friendly'.

In addition, we will be looking at ways to improve supports to our instructor candidates by formally connecting them with their respective Zone Chairs, developing new resource materials and through providing additional tools to those who mentor new instructors.

Risk Management and Accreditation:

After the implementation of the Bronze Accreditation in 2007, CanTRA has successfully accredited a number of centres at this level. The Board has now established both Silver and Gold levels of accreditation, to be implemented in 2010.

Silver Accreditation will be awarded to centres that meet all of the requirements for holding a CanTRA technical evaluation or examination (i.e. indoor arena, enough horses and riders, etc.) These will become the CanTRA 'exam centres' and we will only hold certification events at these identified locations in each province. Training will be provided to CanTRA's exam centres as required to ensure consistency across the country.

Gold Accreditation will be awarded to centres that meet all of the requirements as a CanTRA training centre, similar to those approved in past years to hold training schools. These centres will be proficient in offering formal training to certification candidates and instructors seeking additional skills and may also be in a position to accept interns.

2011 Conference and Pre-Conference Workshop:

Building on the success of our 2009 national conference, “Liaison Cheval” held in Sorel Tracy, Quebec, our 2011 Conference Committee is developing our next conference, *Basics and Beyond*, to be held in Stanhope, Prince Edward Island from June 3-5, 2011. As an added component, we will also be presenting a pre-conference workshop on June 2, 2011, featuring Pippa Hodge. Details for these events are being finalized and conference registrations are already being accepted.

As in past years, CanTRA’s fee structure for the conference is set up so that members may take advantage of huge savings through early registration. We hope that these savings options assist many of our members who might not otherwise be able to travel to attend such an excellent event.

Board Commitment:

2010 marks CanTRA’s 30th anniversary as a national organization. Our Board believes that the steps we have taken to ensure our financial viability and the tasks we have set ourselves for the next few years will lead us into the next decade as a strong and viable organization that can continue to support its many dedicated members across the country. On behalf of the CanTRA Board of Directors, I would like to thank our members, member centres and our many volunteers for your ongoing dedication to therapeutic riding and to our organization. I look forward to working with you as we move forward in a positive and progressive way.

*Respectfully Submitted,
Eliane Trempe, CanTRA President
On Behalf of the CanTRA Board of Directors*

CanTRA ZONE REPORTS

For the Period: February 1, 2009 – January 31, 2010

With spring flowers blooming on the West Coast, a number of Exams and Technicals were held. At PRDA in Langley in April there were 7 candidates with 6 going forward to their exams and one successful CTRI. Also in April a workshop, facilitated by Nanci Picken was held at CHAAPS in Quesnel with 6 enthusiastic participants. CHAAPS moved from a Provisional centre to a Full centre after a successful RME visit.

Another successful Technical / Exam was held at PRDA in Langley on July 11-12. This time there was one new CTRI, 2 new CTRII's and 2 new CTRAI's.

In September 2009 another Instructor Preparation Workshop was held at one of BC's newest centres, having joined in August – Arion Therapeutic Farm in Kelowna. This workshop was well attended with 19 people taking part!

On September 12th 13th at NFTRA in Maple Ridge, a CTRI Exam and Technical Evaluations were held. Three candidates were recommended to go forward for their exams and one candidate successfully achieved their CTRI.

Alberta had many events in the past year relating to certification through CanTRA. On April 9/09 Peace Area Riding for the Disabled in Grande Prairie hosted an Instructor Preparation weekend with Nanci Picken.

Little Bits Therapeutic Riding Association in Edmonton held a Technical in Edmonton on September 5th and 6th with Sonia Koczekan and Linda Rault. All four Intermediate Instructor candidates and one Instructor candidate were recommended for their exam.

September 25th, 26th and 27th saw a Technical and Exam for three candidates in Grande Prairie. Nanci Picken and Linda Rault were the examiners for the event and all candidates were successful; we now have two more certified Intermediate Instructors and one Assistant Instructor.

Jane James and Margaret Rigby conducted another Instructor Preparation Workshop in Lethbridge on October 16 & 17/09.

An exam was held in Edmonton on November 28th and 29th with five successful candidates. Margaret Rigby and Linda Rault passed four Intermediate Instructor candidates and one Instructor candidate.

In Saskatchewan, therapeutic riding is continuing to progress. Last fall Equilibrium hosted another workshop and technical/exam with great results: 1 new CTRAI, 1 new CTRII and 2 candidates completing the technical for their CTRAI. There are three viable centres that are continuing to grow with interest in further education and certification opportunities.

We have had two workshops in Ontario so far this year – Fun and Games at Sunrise in Guelph in January and an Instructor Preparation at TEAD in Hamilton in March. Both had very successful comments!

We organized one Technical/Exam at TEAD in Hamilton in March which produced 2 new CTRAI's and one new CTRII. Others are scheduled for Sunrise, Guelph in June and SARI, London in July.

Half Pint Hooves in Sault St. Marie, Ontario is a unique Centre which uses miniature horses to pull carts, visit hospitals, seniors' homes, group homes, schools, etc. It is a very exciting and rewarding program which is growing fast!

On April 28th & 29th Sonia Koczykan and Jo-Anne Chevalier were the examiners at Projet Goldie in Mirabel, Quebec. All candidates were successful with one new CTRAI and three Technical Evaluation participants continuing on towards their exam.

The highlight of the year for Quebec was welcoming over 100 delegates to CanTRA's first fully bilingual conference. It was a great success. Delegates were given the opportunity to share experience and knowledge with each other and our guest speakers on a variety of topics. These included equine nutrition, Hippotherapy, Equine Facilitated Wellness, autism research and treatment, saddle fitting and specialized tack. This was capped by a wonderful awards dinner and silent auction held at the host hotel – The Auberge de la Rive. Our Guest Speaker to open the awards dinner was Dominique Chagnon, President of Fédération Équestre du Québec (FEQ).

During the dinner we also, with sad hearts, said goodbye to CanTRA President – Lisa Burd and it was with great pleasure that we announced CanTRA's new President as Eliane Trempe. Eliane is a certified CTRAI working towards her CTRI. She also runs her own Centre – Les Amis de Joey Program in Quebec.

After the successes of the Conference and a deep breath, Quebec returned to their respective therapeutic riding endeavours.

2009 was another successful year for H.A.L.T.R. the only CanTRA group in Nova Scotia. In order to accommodate four additional riders from their waitlist without using extra horse or arena time, they divided their two one-hour lessons on Sundays into three forty minute lessons which worked very well with four riders in each ride. On Fridays with their more advanced riders, they kept the two one-hour lessons with four riders in each ride. At present HALTR has twenty riders with the following disabilities: Cerebral Palsy, Down's Syndrome, Muscular Dystrophy, Autism, Complex Neurological Disorders, Attention Deficit Disorder, Blind, Mentally Challenged, Learning Disabilities. Many of riders have more than one disability.

H.A.L.T.R. met all their short term and long term goals for 2009. In the spring they were working towards preparing for their annual H.A.L.T.R. horse show held the last Sunday in June. The more experienced riders rode one of the dressage tests used in the Para-

Olympics. The other riders competed in a Trail Course. In the Fall all the riders were working towards their CanTRA Achievement Awards.

After twelve years of volunteering, H.A.L.T.R. said goodbye to Lisa Burd, who with her husband, horse, pony and cat immigrated to Adelaide, Australia. Lisa has given thousands of hours to H.A.L.T.R. and CanTRA in teaching, mentoring, and administration. For the past three years she has been CanTRA president. We will miss her so much.

Sallie Murphy, a certified CTRII instructor who has been with H.A.L.T.R. for twenty three years, will continue to teach and guide the H.A.L.T.R. Board as President. Sallie nominated Lisa for two awards in the fall - The Nova Scotia Equestrian Federation's Volunteer of the Year Award and the Sport Nova Scotia Service Award. We are pleased to tell you Lisa won both awards. Sallie and Helga Cunningham from H.A.L.T.R. received the awards on Lisa's behalf at the N.S.E.F. Horse Summit.

The year 2009 brought great joy to the Joyriders Therapeutic Riding Association of Prince Edward Island as they celebrated our thirtieth anniversary in fine style. Their regular and special programs continued to operate, with new riders, new volunteers, and a new CTRAI instructor (congratulations to Gilles Richard!).

Five instructors attended the CanTRA Conference in Sorel-Tracy, delighted on returning home to learn that their intrepid board of directors had unanimously and enthusiastically agreed to host the next conference in 2011. The conference will be located at two properties in Stanhope owned by Danny and Marty Murphy, who have become great benefactors of the Joyriders. With their third fund-raiser for the Joyriders in 2009, they raised over \$20,000 in one evening.

The Joyriders recognize the amazing dedication of their instructors, most of who have served as volunteers for at least ten years. Because it takes time to build up expertise and because life situations may change for anyone that might take people away from the program, the Joyriders seek out potentially suitable instructor trainees as an insurance against such losses and currently have two now starting their training.

In December, Daphne Davey published her book, "Free to Roam: The Story of the Joyriders 1979-2009," with a portion of the proceeds donated to the Joyriders. In addition to telling the Joyriders story, Daphne wanted to reach out to the general public to educate them about therapeutic riding, illustrating the text with many photographs. It is encouraging that copies of the book have been purchased by the Provincial Library, Robertson Library (UPEI), and Holland College (Human Services Department). This will make the information available not only to the public but also to students whose resulting new awareness of therapeutic riding may stimulate them to become involved in the movement either as volunteers or in some professional capacity.

Ongoing training for instructors and, through them, volunteers is crucial to the development and upgrading of all aspects of our riding programs, and the Joyriders are grateful to their board for their unequivocal support.

The St. John's Therapeutic Riding Association - "Rainbow Riders" Inc., operating out of The Andrea Gillies Memorial Equestrian Centre in St. John's, Newfoundland held a successful spring (09) program offering riding to approximately 16 riders. During the spring, their competitive riders, instructors and volunteers participated in a Mary Longden clinic. Mary is a renowned paralympic coach from Australia and shared great knowledge in her dressage instruction. This clinic was conducted at a great time, as the Rainbow Riders are working with two AI candidates who were able to benefit from Mary's expertise.

In April, Robyn Andrews, her horse, Fancy and coach, Jessica Rhinelanders travelled to Ontario to compete and train for the summer. Jessica has also worked with and given clinics to the competitive riders in St. John's, as both a coach and representative of Para-Equestrian Canada. In May, the Rainbow Riders held their annual Mane Event fundraiser that promotes the involvement of local riding stables in equestrian activities, trail rides and games.

The summer riding program and camps began in the last week of June and ran for an eight week session that saw the participation of more than fifty riders. On August 2nd, the Rainbow Riders partnered with Great West Life to host a Family Fun Day that was successful in raising over ten thousand dollars for their operations. At the conclusion of the summer program they held their annual horse show and awards banquet.

The fall program ran for eight weeks and offered riding to 16 participants. The Tim Hortons Smile Cookie Fundraiser held early in the fall proved to be quite successful in raising funds, over \$25, 000, and thanks go out to them for their continued generosity and support. On October 3rd, the Rainbow Riders attended the annual Blessing of the Pets service at the Anglican Cathedral with a very special pony and their two goats. Rainbow Riders hosted the "Christmas in Pippy Park" live nativity in December, 2009.

Thank you to all our Zone Chairs for their hard work over the past year:

Zone 1: British Columbia and Yukon Territory
Sandra Evans

Zone 2: Alberta and the Northwest Territories
Zone Chair: Linda Rault

Zone 3: Saskatchewan, Manitoba and Nunavut
Zone Chair: Catherine Sneath

Zone 4: Ontario
Zone Chairs : Nanci Picken and Jo-Anne Chevalier

Zone 5: Quebec
Chair: Eliane Trempe, CTRAI and CanTRA President

Zone 6: Atlantic Provinces
Zone Chairs: Sallie Murphy, Daphne Davey and Melanie Stone, Ruth Carter

CanTRA's Donors and Sponsors for 2009 – 2010
Les donateurs et commanditaires ACET pour 2009-2010

CanTRA gratefully acknowledges the contributions of the following individuals, foundations and businesses for the 2009– 2010 fiscal year.
L'ACET désire souligner la contribution des individus, fondations et entreprises suivantes pour l'année fiscale 2009-2010.

Robyn Andrews	JoyRiders
Krista Breen	Christiane Kenny
Lisa Burd	Kevin Cahill Financial Services
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Cowichan TRA	Amelie Mainville-Nadon
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Horse Community Journals	United Way
Horse World Emporium	Gay and Phil Wood
The John C. and Sally Horsfall Eaton Foundation	Robert Wright
Jane James	

We would also like to thank those individuals who have contributed to CanTRA through their United Way Payroll Deduction Program.

Nous désirons également remercier toutes les personnes qui ont contribué à l'ACET via le programme de déductions à la source de Centraide.

