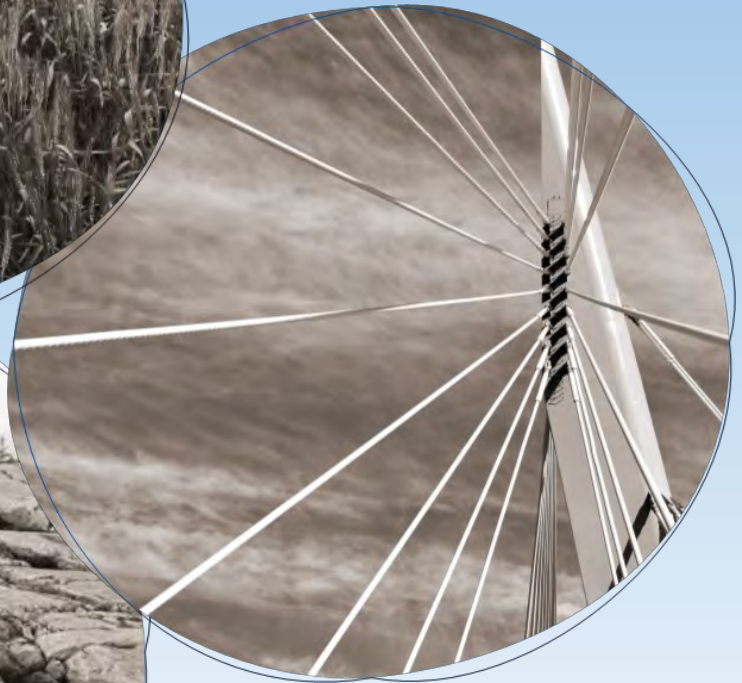


Manitoba  
College of  
Social  
Workers



**Annual Report**

**2019-2020**

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**MANITOBA COLLEGE OF SOCIAL WORKERS**

**ANNUAL GENERAL MEETING**

**OCTOBER 21, 2020 12:00 PM**

**Online**

**AGENDA**

1. Welcome and Opening Remarks
2. Call to Order
3. Verification of Quorum
4. Notice of Meeting
5. Approval of the Agenda
6. President's Report
7. Minutes of the 2019 Annual General Meeting
8. Business Arising from the Minutes
9. Committee Reports
10. Presentation of Financial Statements
11. Appointment of Auditor
12. Amendments to By-Law
13. Announcement of Board of Directors
14. Thank you to 2019/2020 Board and Committee Members
15. New Business

Adjournment

# Minutes of the Annual General Meeting of the Manitoba College of Social Workers

Thursday, October 10, 2019

Victoria Inn & Conference Centre, 1808 Wellington Avenue, Winnipeg

## 1. WELCOME & OPENING REMARKS:

Vicki Verge Burgess, President, welcomed those present to the 4<sup>th</sup> Annual General Meeting of the Manitoba College of Social Workers and acknowledged that the meeting was taking place on Treaty 1 territory and the traditional territory of Anishinaabeg, Cree, Oji-Cree, Dakota, and Dene peoples, and the homeland of the Métis nation.

## 2. CALL TO ORDER: 12:13 PM

Vicki Verge Burgess stated:

*"The meeting will come to order. The Secretary of the College, Tanis Newsham, will act as Secretary of the meeting."*

*"In accordance with the By-Laws of the College, all votes will be conducted by the practicing and non-practicing Members and Students in good standing present at the meeting, except the President, showing their registration cards, unless a roll call or secret ballot is demanded by any Member and supported by a Resolution passed by two-thirds of those who are present and eligible to vote at this meeting. If a roll call or secret ballot is not demanded, the President shall declare whether a Resolution has been carried or not carried. If and when a roll call or secret ballot is demanded and supported by a Resolution, it will be taken in such manner as the President may direct at that time. In the case of a tie the President shall cast a deciding vote to decide the matter in question."*

*"Please note that members must have registered at the registration desk today in order to receive their voting cards."*

## 3. QUORUM

*"The College's Secretary has provided me with a report on members present at this meeting and I direct that such report be annexed to the minutes of this meeting as a schedule."*

*"In accordance with the Bylaws of the College, the number of members, social work students and public representatives in attendance shall comprise a quorum for the transaction of business at a special or annual general meeting of the College, provided that at least two (2) officers of the College are present at such a meeting."*

*"The Secretary's report shows a quorum to be present and I therefore declare the meeting to be regularly constituted"*

## 4. NOTICE OF MEETING:

The President stated that *"notice calling this meeting was delivered to all of the Members in good standing, Students and Public Representatives of the College on August 26, 2019. I direct that a copy of such Notice with proof of service be filed with the minutes of this meeting."*

**BE IT RESOLVED THAT: The reading of the notice of this meeting be dispensed with.**

**Moved by Joshua Van Mulligen and seconded by Mary Heard. CARRIED**

## 5. APPROVAL OF AGENDA:

The agenda is available in the Annual Report, which was delivered to all members electronically on October 1, 2019.

**BE IT RESOLVED THAT: The Agenda is approved as presented.**

**Moved by Florette Giasson and seconded by Kaitlyn Keyser. CARRIED**

## 6. PRESIDENT'S REPORT:

In the spirit of collaboration, the President and Executive Director delivered a joint message. Key points in the report

included: public protection; regulatory database launched in Feb 2019; the CASW Distinguished Service Award; the proclamation of Social Work Week; Winnipeg indigenous Accord signing at City Hall. The report highlighted that the College is active with CASW, CCSWR, ASWB and IFSW. The President thanked members for their collaboration.

No questions were asked about the President's Report.

**BE IT RESOLVED THAT: The President's Report is accepted as presented.**

**Moved by Jill Hannah-Kayes and seconded by Denise Poirier. CARRIED**

**7. MINUTES OF October 17, 2018 ANNUAL GENERAL MEETING:**

Copies of the Minutes of the 2018 Annual General Meeting of Members were delivered to all of the Members of MCSW in the Annual Report. No questions were asked about the 2018 minutes.

**BE IT RESOLVED THAT: The reading of the Minutes of the Annual General Meeting of Members held October 17, 2018 be dispensed with; and the said Minutes be approved as presented.**

**Moved by Suzanne Rutledge and seconded by Tanis Newsham. CARRIED**

**8. BUSINESS ARISING FROM THE MINUTES:**

No business arising from the Minutes.

**9. COMMITTEE REPORTS:**

Copies of the Committee Reports were distributed to each Member, Student and Public Representative in the Annual Report.

No questions were asked about the committee reports.

**BE IT RESOLVED THAT: The Committee Reports be approved as presented.**

**Moved by Kristie Peters and seconded by Karen Kyliuk. CARRIED**

**10. PRESENTATION OF FINANCIAL STATEMENTS:**

Copies of the audit report were distributed to each member as part of the Annual Report.

Jeff Eckstein of MNP, Chartered Professional Accountants, expressed the audit opinion on the financial statements for the year ended March 31<sup>st</sup>, 2019. MNP conducts the audit in accordance with Canadian generally accepted auditing standards.

As part of the audit of the March 31, 2019 financial statements, MNP audited the adjustments described in Note 9 that were applied to restate the March 31, 2018 financial statements. In the opinion of MNP, such adjustments are appropriate and have been properly applied.

As described in the report labelled "Independent Auditor's Report", it is MNP's opinion that the financial statements presented by the management of Manitoba College of Social Workers has presented fairly, in all material respects, the

financial position, the results of operations and its cash flow for the year ended March 31<sup>st</sup>, 2019 in accordance with Canadian accounting standards for not-for-profit organizations.

No questions were asked about the financial statements.

**11. APPOINTMENT OF AUDITOR FOR 2019-20:**

At the September Board meeting, the Board accepted the recommendation of the Finance Committee to appoint MNP as the auditor for the College for the current fiscal year.

No questions were asked.

**BE IT RESOLVED THAT: MNP is appointed auditor of the College to hold office until the next annual meeting of the Members at a date to be fixed by the Board.**

**Moved by Gayle Hrysko and seconded by Darlene MacDonald. 1 abstention. CARRIED**

**12. AMENDMENTS TO BY-LAW:**

Notice of the provisional amendment to the By-Law was provided to the Members on November 28, 2018 and was included in the meeting notice sent to members on August 26, 2019.

**The SWPA 61(1)(a) provides that the Board of the College can pass By-laws related to the governance of the college and the management and conduct of its affairs.**

**By-Laws are amended by the Board and then brought to the members for approval. Approval of changes requires a majority vote of the members entitled to vote.**

**Provisional changes to the By-Law included an amendment to section 3-1.6 to extend committee member terms from two years to three years, which is in keeping with Board member terms outlined in legislation.**

**It is therefore proposed that the following amendment to the By-Law be considered:**

By-Law 3-1.6 Persons on the committees shall serve for a period of three (3) years and may be renewed for a successive term of three (3) years.

**BE IT RESOLVED that: the Amended and Re-stated By-laws of the College, in substantially the form presented to the Members, is hereby authorized and approved by this Resolution passed by an affirmative majority of the Members of the College who voted on the question; and any Director or Officer of the College is authorized to take whatever further action is necessary to give effect to this Resolution.**

**Moved by Regan Spencer and seconded by Shannon Maclaren. 2 abstentions. CARRIED**

**13. ANNOUNCEMENT OF BOARD OF DIRECTORS OF THE COLLEGE:**

A call for nominations for election of Members, Students and Public Representatives for vacancies on the College's Board of Directors was sent to members on July 12, 2019. Nominations closed on August 12, 2019.

On behalf of the Nominating Committee, the following new and renewing members of the Board of Directors were announced:

**BEATRICE CAMPBELL, Member Representative, Capital Region**  
**First 3-year term**

**TARA-LEE PROCTOR MACIUSZONEK, Member Representative, Interlake/Eastern Region**  
**First 3-year term**

**MICHELLE BERARD, Student Representative**  
**First 1-year term**

**VOULA KARLAFTIS, Public Representative, Capital Region**  
**First 3-year term**

**14. THANK YOU TO THE CONTINUING AND OUTGOING BOARD OF DIRECTORS:**

In addition to those elected or acclaimed at this AGM, the following members of the Board of Directors will continue ongoing terms for the 2019-2020 year:

**MARLYN BENNETT**  
**ADAM CHROBAK**  
**JANICE CHRISTIANSON-WOOD**  
**FLORETTE GIASSON**  
**MARY HEARD**  
**WIL HEDGES**  
**TANIS NEWSHAM**  
**DARLENE MACDONALD**  
**ALEXANDER SAWATSKY**  
**GWENDOLYNN KYDD**  
**VICKI VERGE BURGESS**

The President acknowledged the contributions of outgoing Board members:

**KAYLEN LAMB**  
**JOSHUA VAN MULLIGAN**  
**RAYMOND HILDEBRAND**  
**VIRGINIA HNYTKA**

Thank you to the 2018-2019 members of the Board of MCSW. The Board dedicates hours of volunteer time each year to the ongoing development and governance of the College. Their time, talent and expertise are sincerely appreciated and we thank you for your dedication and support to the profession of social work.

**15. THANK YOU TO COMMITTEE MEMBERS:**

The President acknowledged the volunteer committee members who dedicated their time and expertise to the work of the College.

**BYLAW COMMITTEE**  
**CONTINUING COMPETENCE COMMITTEE**  
**COMPLAINTS COMMITTEE**  
**INQUIRY COMMITTEE**  
**REGISTRATION COMMITTEE**  
**FINANCE COMMITTEE**  
**NOMINATING COMMITTEE**

## **THANK YOU TO CONTRACTED STAFF AND ORGANIZATIONS**

The President acknowledged individuals and organizations present who have provided contracted services to the College over the past year including:

**Miriam Browne**, Social Work Consultant & Former Executive Director of the College

**Neta Friesen**, Complaints Investigator

**David Delay**, Education Content Specialist

**Andrew Buck**, Pitblado Law – MCSW legal counsel

**Jeff Eckstein**, MNP - auditor

### **17. THANK YOU TO STAFF:**

The President expressed appreciation to the following MCSW staff for their hard work and dedication over the past year:

**Liisa Cheshire**, Manager of Regulatory Practice

**Amelie Findlay**, Administrative Coordinator

**Susan Jurkowski**, Member Services Coordinator

**Richard Lavoie**, Manager of Registration and Professional Practice

**Barb Temmerman**, Executive Director/Registrar

### **18. NEW BUSINESS:**

No submissions received to add new business to the agenda.

### **19. ADJOURNMENT:**

The AGM was declared adjourned at 12:51 PM.



## 2019-20 Manitoba College of Social Workers Board of Directors:

### Executive Committee

**President:** Vicki Verge Burgess (Capital Region)

**Vice President:** Mary Heard (Southern Region)

**Secretary:** Gwendolyn Kydd (Northern Region)

**Treasurer:** Florette Giasson (Capital Region)

**Member at Large:** Tara-Lee Procter (Maciuszonek) (Interlake Region)

**CASW Representative:** Darlene MacDonald (Southern Region)

### Member Representatives

Beatrice Campbell (Capital Region)

Janice Christianson-Wood (Capital Region)

Tanis Newsham (Capital Region)

Alexander Sawatsky (Capital Region)

### Public Representatives

Marlyn Bennett (Capital Region)

Adam Chrobak (Capital Region)

Wil Hedges (Capital Region)

Voula Karlaftis (Capital Region)

### Student Representative

Michelle Berard (University of Manitoba)

## JOINT MESSAGE FROM THE PRESIDENT & EXECUTIVE DIRECTOR/REGISTRAR

2020 marks the 5<sup>th</sup> year since the introduction of *The Social Work Profession Act* and the transition to the Manitoba College of Social Workers. We are incredibly proud of the progress our profession has made since 1966 when the MIRS<sup>W</sup> Act came into effect. From a small, grassroots organization to over 2400 members strong, our profession continues to advance due to the knowledge, expertise and meaningful contributions of social workers across the province.

The strength and resilience of our profession has been highlighted this year as social workers continue to stand strong, providing critical services, support and leadership through this global pandemic. In response to [COVID-19](#), the College maintained full operations and worked to provide support and guidance to members regarding remote/electronic practice, redeployment/scope of practice considerations and self-care, to name a few. Throughout this time, social workers have demonstrated steady professionalism and commitment in providing responsive and flexible services in the best interests of individuals, families and communities. The College commends each and every social worker for the services they have provided during this historic time.

Social workers have also taken a lead role in responding to issues related to racism and systemic discrimination with increased public awareness relating to these long-standing issues. Social workers have embraced their professional role in promoting social justice, opposing prejudice and discrimination, and challenging oppressive and disempowering policies and practices. In considering our own role as a College, the Board of Directors has engaged in focused discussions with a commitment to reflect on meaningful ways in which the College can promote anti-racist practice, diversity, equity and inclusion. As we continue on our humble learning path, the College commits to critically examining how our own professional practice standards and organizational practices may serve to sustain systemic oppression. This important exploratory phase will inform discussions and decisions as the College prepares to establish its next Strategic Plan in 2021.

The College's current Strategic Plan focuses on continuing to fulfill the core regulatory mandate of the College, advancing reconciliation, raising public awareness of the importance of social work and supporting the professional interests of members. We are pleased to present the College's progress related to the Strategic Plan in our 2019-2020 Highlights feature.

Thank you to the Board of Directors, committee members, volunteers, College staff and "over 2400 members strong" for your dedication to the profession of social work.

Respectfully,



*Vicki Verge Burgess, MSW, RSW*  
*President*



*Barbara (Barb) Temmerman, MSW, RSW*  
*Executive Director/Registrar*

### Regulation of the Profession

The College continues to advocate for the Department of Families, as an employer, to require registration of eligible provincial employees with social work degrees who are engaged in the practice of social work. There have been ongoing concerns over the past year regarding unauthorized use of the title and representation of “social worker” among unregistered practitioners and/or their employers, resulting in over 60 caution letters being issued since March 2019. The College has continued meetings with representatives of the Department of Families to address concerns related to registration and use of title.

- August 2019 – College issued an open letter to Leader of Manitoba Political Parties calling for mandatory registration of all those eligible to be regulated under the Social Work Profession Act <https://mcsw.ca/wp-content/uploads/2019/08/Open-Letter-to-Leaders-of-Political-Parties-Election-2019.pdf>
- November 2019 – College issued Important Information for Members and their Employers - Use of Title and Designation <https://mcsw.ca/wp-content/uploads/2020/03/Use-of-Title-and-Designation-Important-Information.pdf>

The College completed a number of audits in 2019 -2020 for the following purposes:

- reviewed compliance and supported member resolution plans related to Continuing Competence Program hours and activities
- reviewed member compliance with practice limitations
- reviewed practice of members in consideration of Standard 2.1 in response to increased concerns related to the qualifications, experience and professional competence of new private practitioners

In support of the review and revision of the national Code of Ethics (2005) and Scope of Practice, Executive Director/Registrar, Barbara (Barb) Temmerman, has been participating on the Canadian Association of Social Workers (CASW) Code of Ethics, Guidelines for Ethical Practice and Scope of Practice Federation Committee. Social workers across Canada were surveyed for feedback on the updated [CASW Scope of Practice](#), which was released in August 2020. The Code of Ethics revision project is ongoing.

In 2020, the MCSW Board of Directors established the Standards and Ethics Committee for the purpose of completing a comprehensive review of the Code of Ethics in preparation for feedback on the national revisions. This committee will also review and make recommendations for future revisions to the College’s Standards of Practice and the development of new practice standards/directives.

The College issued the following Scope of Practice statements in 2020:

- In January 2020, MCSW issued a Scope of Practice statement related to cuddle therapy, highlighting that this practice does not fall within the scope of social work practice. <https://mcsw.ca/wp-content/uploads/2020/01/Scope-of-Practice-Statement-Cuddle-Therapy.pdf>
- In May 2020, MCSW issued a position statement related to conversion therapy, prohibiting social workers from engaging in any form of this type of service. <https://mcsw.ca/wp-content/uploads/2020/05/MCSW-Position-Statement-Conversion-Therapy-FINAL.pdf>

The College continues its active involvement with the Canadian Council of Social Work Regulators (CCSWR). CCSWR is a national organization comprised of all provincial and territorial social work regulators who act as the voice for social work regulatory matters in Canada. Executive Director/Registrar, Barbara (Barb) Temmerman, has been on the Executive Committee of CCSWR since 2016 and was recently elected Vice-President. As a member of CCSWR, Ms. Temmerman recently joined the CCSWR Anti-Racism Working Group to examine the role of professional regulators in promoting anti-racist social work practice.

## Reconciliation

The College, and the social work profession as a whole, recognizes its responsibility to advance and support reconciliation as part of its commitment to social justice. The College continues in its own learning, understanding and efforts to build relationships, promote knowledge within the social work profession related to reconciliation and increase the voices of Indigenous People within the profession of social work and in the work of the College. <https://mcsw.ca/wp-content/uploads/2020/09/Reconciliation-Review-June-2020.pdf>

- Over the course of 2019-2020, the College maintained its ongoing participation with Winnipeg Indigenous Accord and commitment to priorities identified to implement the Calls to Action outlined by the Truth and Reconciliation Commission of Canada specific to social workers <https://winnipeg.ca/indigenous/WIA/PartnerGoalsandProgressReport-August2020.pdf>
- In May 2019, the College announced its partnership with Circles for Reconciliation, inviting members to participate in facilitated reconciliation discussion groups throughout Manitoba [https://gallery.mailchimp.com/6fbc25e7ab7e514fc18a5fc99/files/76ba7513-d33a-43a6-aa14-c53bec605bad/Circles\\_For\\_Reconciliation\\_MCSW\\_POSTER\\_MAY\\_16\\_2019.01.pdf](https://gallery.mailchimp.com/6fbc25e7ab7e514fc18a5fc99/files/76ba7513-d33a-43a6-aa14-c53bec605bad/Circles_For_Reconciliation_MCSW_POSTER_MAY_16_2019.01.pdf)
- In September 2019, MCSW hosted a webinar with Circles for Reconciliation, promoting this program to social workers across Canada <https://www.casw-acts.ca/en/webinar/circles-reconciliation>
- In October 2019, the College hosted its annual AGM and Education Event, which included a keynote presentation by Dr. Karine Duhamel: Reclaiming Power and Place: Inside the Final Report of the National Inquiry into Missing and Murdered Indigenous Women and Girls, traditional culture through dance; and the Kairos Blanket Exercise
- In November 2019, the Board of Directors held their Board meeting at the Manitoba Indigenous Cultural Education Centre, which included an interactive presentation by Dawnis Kennedy – “Seven Generations: Indigenous Cultural Revitalization and Intergenerational Change”
- In May 2020, MCSW issued a joint response to Bill 34 with CASW, calling on government to terminate the practice of clawing back Children’s Special Allowance from children in care. <https://mcsw.ca/wp-content/uploads/2020/04/Bill-34-Manitoba.pdf>

## **Public Awareness of the Importance of Social Work**

The College strives to achieve strong professional identity for the social work profession. The College is directly involved in the advocacy and development of the profession at the national level through its federation partnership with the Canadian Association of Social Workers and close involvement with the CCSWR. In her role with CCSWR, the MCSW Executive Director/Registrar also participates as a member of the national Intersectoral Committee, which is a committee of the 3 pillars of social work including representatives from CASW, CCSWR and the Canadian Association of Social Work Educators (CASWE), who work collaboratively to address issues of shared concern and promote a strong social work profession.

MCSW represents and advocates for the profession on an ongoing basis through its regular involvement and communication with accredited/approved social work programs, provincial regulatory bodies, mental health/addiction networks, community advisory committees and government departments.

Key advocacy/social justice responses in 2019-2020 included:

- May 2020 – MCSW Response to MB Vital Statistics Change in Gender Identification - <https://mcsw.ca/wp-content/uploads/2020/05/MCSW-Response-to-Change-in-Gender-Identification-Options.pdf>
- June 2020 – Statement Related to Systemic Racism – MCSW highlighted role of social workers in combatting racism <https://mcsw.ca/wp-content/uploads/2020/06/Statement-Related-to-Systemic-Racism-June-2020.pdf>
- June 2020 – Open Letter to Police Services and Municipalities – MCSW has invited police services and funding municipalities across MB to collaborate with the College to establish a shared model of services to include social workers on teams within police departments <https://mcsw.ca/wp-content/uploads/2020/06/Open-Letter-to-Police-Services-Municipalities.pdf>

## **Support and Advance Professional Interests**

The College has focused on the promotion of education/professional development as one of the key professional interests of members. In 2019, the College held its largest Education Event with 355 members in attendance. Throughout 2019-2020, the College continued to provide members with information regarding professional development opportunities. In 2020, the College was pleased to launch the French version of the Ethics e-Learning online workshop. The College also partnered with CASW to assist in funding/delivering hundreds of hours of free webinars to social workers across Canada. In addition to the Circles for Reconciliation webinar, the College partnered with MCSW members to deliver the following:

- Newcomers and the Family Tree of Well-being <https://www.casw-acts.ca/en/webinar/newcomers-and-family-tree-well-being>
- Staying Resilient in Turbulent Times <https://www.casw-acts.ca/en/webinar/staying-resilient-turbulent-times>
- Mindfulness and Compassion Practice <https://www.casw-acts.ca/en/webinar/mindfulness-and-compassion-practice-turbulent-times-april-28th>
- Self-Awareness: The First Step to Anti-Racism <https://www.casw-acts.ca/en/webinar/self-awareness-first-step-anti-racism-part-1>

- On the Road to Universal Basic Income: The Crucial Role of Social Workers <https://www.casw-acts.ca/en/webinar/road-universal-basic-income-crucial-role-social-workers>

Thank you to members, Karen Kyliuk, Dawn MacDonald, Dr. Jim Mulvale and Heather O’Neale and community members, Raymond Currie and Elder Clayton Sandy for their knowledge and support! The College intends to continue to focus on providing online learning opportunities in an effort to be accessible to members across the province.

The College is currently reviewing previously established MIRSWS scholarship funds available to social work students to update and revise criteria.

### Additional Highlights

In addition to the Strategic Priorities above, the Board has dedicated its time to further establishing and reviewing the Governance aspects of the organization including:

- developed Board/Governance Orientation
- developed Executive Director/Registrar evaluation model
- developed Executive Director/Registrar Contingency and Succession Plan Policies to ensure leadership stability of organization
- completed full By-Law review, resulting in a number of changes to be considered by the membership in 2020
- established Investment and Reserve Fund policies to ensure fiscal stability of organization

*“In achieving its vision and mission, the work of the College is based on values of respect for the equality, worth and dignity of all people, social inclusion and social justice. The College shall strive to foster practices that reflect diversity in enhancing and improving the social work profession.”*

## CASW REPRESENTATIVE'S REPORT

The Canadian Association of Social Workers (CASW) is a national voice for social workers and has evolved over the years as a federation currently comprised of nine provincial and territorial partner organizations. Each provincial and territorial partner appoints one member to the CASW Board. The Board of Directors determines and oversees general and financial policies working from a national and international perspective.

I was appointed as the Manitoba Director for CASW in October 2019. Having had a previous opportunity to be part of the CASW Board of Directors as Past President, it is rewarding to be back at the table witnessing CASW's growth and development under the leadership of Fred Phelps, Executive Director. The connection to Presidents and Executive Directors of our partner organizations has strengthened CASW.

There are many benefits of membership with CASW including your automatic affiliation to the International Federation of Social Workers (IFSW), along with access to national group insurance and the private practice portal. There is also the option to receive CASW Media Monitoring services, a daily email service of national news relative to the social work profession.

CASW's current Strategic Plan is comprised of 4 pillars which guide CASW activities:

- Promote the Profession
- Pursuit of Social Justice
- Strengthen the Profession
- Strengthen the Association

Some of the major projects underway are the review process for the Code of Ethics and Guidelines for Ethical Practice, as well as the review of the scope of practice. The Code Survey went out to the full CASW membership and received just under 1000 responses. We anticipate we will have the results by November. The next phase of the project will be consultation with Indigenous Social Workers and Practitioners (preferably in person).

CASW continues its involvement with Social Work on the Hill, co-hosting with Senators Bernard, Harling, and Seidmon. Social Work on the Hill serves to promote the profession with MP's and Senators attending, resulting in CASW Executive having key meetings with parliamentarians.

CASW remains active with numerous coalitions including the Canadian Alliance on Mental Illness and Mental Health (CAMIMH), as well as developing stronger partnership with Child Welfare League of Canada (CWLC).

CASW, along with partner organizations, continues to deliver webinars including Family Violence, Social Work and the Environment, and other current issues. It is also prioritizing servicing more French language webinars. As well, CASW published many papers including the December 9, 2019 Statement of Apology and Commitment to Reconciliation and a recent release on Climate Change and Social Work.

CASW offers scholarships and awards including Manitoba's Jennifer Douglas BSW, RSW as the 2020 CASW Distinguished Service Award winner. Ellen Oliver, a seasoned practitioner from Newfoundland Labrador was awarded the 2020 Glenn Drover Award for Outstanding Service.

It has been an interesting and different world for all of us as we navigate through the impact of COVID 19 which has led to our Board meetings and June 26, 2020 AGM to be virtual and which is a historic, first time event. The Annual Report 2019-2020 is located at <https://www.CASW-ACTS.ca>.

This is an exciting time to represent MCSW as the CASW Director, sharing Manitoba's perspective and challenges at the national table.

Respectfully, *Darlene MacDonald MSW, Non Practicing MCSW Member*



Manitoba College  
of Social Workers

**Manitoba Recipient of the 2020  
CASW Distinguished Service Award**

**Jennifer Douglas, BSW, RSW**



The Manitoba College of Social Workers proudly announces **Jennifer Douglas**, Social Worker with the Winnipeg School Division Adult English as an Additional Language (EAL) Program, as the Manitoba recipient of the 2020 Canadian Association of Social Workers (CASW) Distinguished Service Award.

Jennifer is highly respected for her collaborative and innovative leadership approach that has fostered community building and positive partnerships. Her commitment to intensive teamwork, her exceptional social work skills and her compassionate understanding of diverse cultural values, norms and experiences have enhanced the confidence, academic success and overall well-being of students and their families.

The College is pleased to congratulate Jennifer Douglas, an exceptional and valued member of the social work community in Manitoba, for her outstanding service.

Jennifer will be honoured at a future Member Appreciation Event.

***United by Diversity. Strengthened by Inclusion.***



## REGISTRATION COMMITTEE REPORT

The 2019 - 2020 members of the Registration Committee include: Joshua Van Mulligen (Chair), Lee Anne Deegan, Clare McArton, Shannon Maclaren, Edith Kovacs, Jacqueline Shortridge, Calistus Ekenna, Jennifer Hedges and Paula Ediger. Many thanks to MCSW Manager of Registration and Professional Practice, Richard Lavoie, who does a wonderful job of helping this Committee run smoothly. I wish to take a moment to thank Shannon Maclaren who recently stepped down from the Committee after serving since 2015 and has been instrumental in supporting the work of the Committee throughout this time.

The role of the Registration Committee is to provide advice or recommendations to the Registrar regarding applications for membership with the College by applicants. The Committee may be called upon to review an application to consider recommendations of approval, denial or approval with conditions/limitations on the applicant's Certificate of Practice. The Committee may also provide advice or recommendations to the Registrar relating to concerns regarding past or present conduct that may impact the applicant's ability to practice safely, competently and ethically. When an applicant has had previous disciplinary action or breaches of standards of social work practice, the Committee may offer recommendations of conditions, limitations, further learning opportunities or recommend that the application not be approved based on the presenting concerns. The core function of these actions are designed to protect the public. The Registration Committee has spent time this year advising the Registrar regarding several Substantial Equivalency applications for membership with the College. The Committee remains committed to up-holding high standards regarding membership with the College, and remains dedicated to promoting membership of potential social workers with the MCSW.

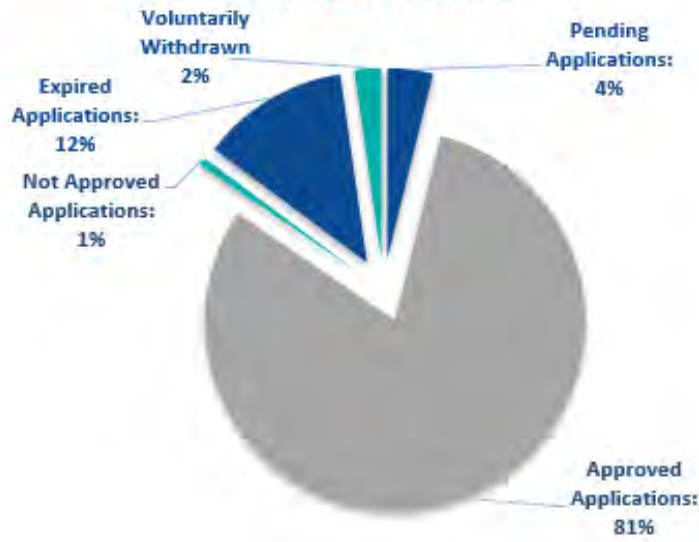
MCSW membership as of March 31, 2020 (with comparison data from 2019):

March 31, 2019	March 31, 2020
Practicing: 2143	Practicing: 2075
Non-Practicing: 189	Non-Practicing: 195
Students: 158	Students: 182
Corporation: 0	Corporation: 1
Total Members: 2490	Total Members: 2453

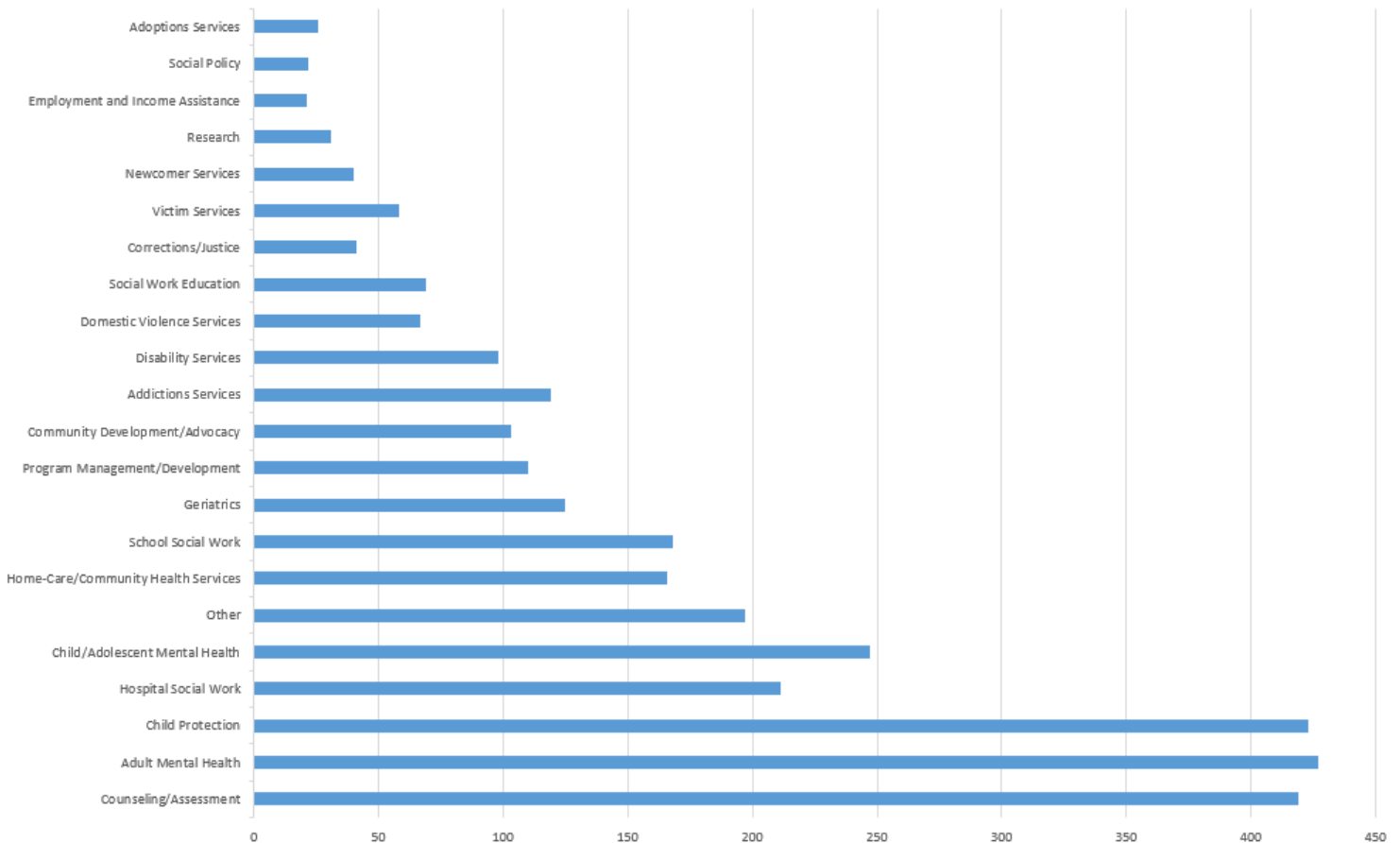
My sincere thanks to the Registration Committee members for making time to serve our profession by taking part in this Committee. I look forward to another year of learning, valuable dialogue, and promoting the social work profession.

*Joshua Van Mulligen, MSW, RSW*  
*Registration Committee Chair*

## 2019-2020 APPLICATIONS FOR REGISTRATION



Members Primary Practice Areas



*Note: Some members submit more than one practice area*

## CONTINUING COMPETENCE PROGRAM COMMITTEE REPORT

The purpose of the Continuing Competence Program (CCP) is to promote excellence in social work practice and support the continual development of professional competence throughout Social Workers' careers. The CCP Committee has been working hard in carrying out its role since it was established by the Board in August 2015. We would like to thank the 2019-2020 members of the Committee: Vicki Verge Burgess (Co-Chair), Stacie Karlowsky (Co-Chair), Karole Ducharme, Christine Richardson, Kara Moss, Gloria Dixon, Jodi Phipps and Nathan Gerbrandt with support from MCSW Manager of Registration and Professional Practice, Richard Lavoie.

Over the last year the CCP Committee continued work on Phase 3 of the Continuing Competency Program included gathering educational material and workshop contacts to made available on the MCSW website. The Committee also reviewed Part 3 of the Social Work Regulations and made recommendations for revisions/improvements. Future endeavors include the enhancement of the MCSW Education Event and the development of a multi-year education and training plan (Phase 4) to support the College's commitment to Winnipeg's Indigenous Accord Partnership Plan.

We look forward to continue the important work of the CCP Committee.

Respectfully,

*Vicki Verge Burgess, MSW, RSW & Stacie Karlowsky, BSW, RSW  
Continuing Competence Program Committee Co-Chairs*

## COMPLAINTS COMMITTEE REPORT

The Complaints Committee would like to acknowledge the hard work and dedication of its members: Co-Chairs Tanis Newsham and Karen Kyliuk and members Beatrice Campbell, Jennifer Dunsford (public representative), Wil Hedges (public representative), Gayle Hryshko, Bonnie Kocsis, Nicole Scott and Corey Wilson (public representative). A very special thank you to Tanis Newsham who has finished her term with us. Her leadership and expertise has made a significant difference at the College!

*The Social Work Profession Act (SWPA)* allows any person to submit a complaint about a regulated member. When a complaint is received and jurisdiction is confirmed, it is referred to the Complaints Committee (Committee). The Committee carefully evaluates the member's professional conduct against the SWPA and Regulation including the requirement to adhere to the MCSW Code of Ethics, the MCSW Standards of Practice and the Standards for Technology in Social Work Practice.

Below is a breakdown of the Complaints received this year:

<b>Complaints: April 1, 2019 to March 31, 2020</b>	
<b>Total Complaints Received</b>	<b>32</b>
<b>No Jurisdiction (not a regulated member)</b> Child & Family Services (9) Mental Health Services (1) Private Practice (1)	11
<b>Complaint left Incomplete by Complainant</b>	5
<b>New Complaints</b>	16
<b>Dismissed s.31(1)(b)</b>	4
<b>Agreement s.31(1)(f)</b>	1
<b>Censure s.31(1)(d)</b>	0
<b>Referred to Inquiry Committee s.31(1)(a)</b>	0
<b>Investigation in progress as of March 31</b>	11
<b>Complaint Committee Decision Appealed</b> Appeal Panel Upheld Decision (1) Appeal Panel Directed Different Decision (1) Appeal Not Yet Completed (1)	3

} 34% No Jurisdiction  
16% Incomplete  
50% Complaints Investigated

The Committee is responsible for deciding which complaints may be resolved via informal resolution or will be investigated. Based upon the investigation findings the Committee decides on the following actions: to dismiss the complaint, to mediate the matter, to enter into an agreement with the member (i.e. may involve additional training, supervision or other practice remediation), to censure the member, to accept the member's voluntary surrender of registration or to refer the complaint to the Inquiry Committee for an Inquiry Hearing and a binding decision.

The Committee is pleased that the College has been able to contract with additional complaints investigators resulting in a more timely response and resolution to complaints.

The Committee will continue to meet regularly to support the profession's integrity and advancement.

Respectfully,

*Karen Kyliuk, BSW, RSW, Co-Chair of the Complaints Committee*

## INQUIRY COMMITTEE REPORT

The Inquiry Committee is established by the Board to fulfill the College's legislated responsibility to hold disciplinary hearings. The Complaints Committee may refer allegations of professional misconduct against members or former members to the Inquiry Committee for a formal hearing and a binding decision.

Members of the Committee for the April 1, 2019 to March 31, 2020 registration year included Arliss Kurtz (Chair), Adam Chrobak (public representative), Meeka Kiersgaard, Regan Spencer, Kara Moss, Misty Bousquet, Meredith Mitchell (public representative) and Mary Heard. I would like to thank outgoing committee member, Mary Heard, for her time and commitment to the Inquiry Committee.

Over the past registration year, the Inquiry Committee has continued to consider two matters referred by the Complaints Committee in 2019. Three more complaints were referred to the Inquiry Committee this registration year and are under consideration.

I would like to thank my colleagues on the Committee for their continued commitments and to the College staff and legal counsel for their ongoing support.

*Arliss Kurtz, MSW, RSW  
Inquiry Committee Chair*

## BY-LAW COMMITTEE REPORT

The By-Law Committee was established by the Board of Directors in February 2017. Current members of the Committee include: Sabine Bures (Chair), Janice Christianson-Wood, Wil Hedges, and Barbara Temmerman (Executive Director/Registrar).

Over the past three years, the Committee has focused on undertaking a full review of the MCSW By-Law including the drafting of amendments to ensure the By-Law reflects the College's policies, procedures and operations and align with *The Social Work Profession Act* and Regulation.

Section 61(1) of *The Social Work Profession Act* provides that the Board may make by-laws respecting the governance and management of the College.

In November 2019, March 2020 and June 2020, the Board of Directors provisionally approved amendments to By-Law No.1 to clarify the rights and responsibilities of the directors, officers and members of the College to:

Allow for electronic and advance voting; and,

To otherwise incorporate principles of good governance.

Members were given the opportunity to vote on the proposed amendments to the By-Law by means of advance online voting from September 8 – October 8, 2020, and results of the vote will be announced at Annual General meeting of the College. Results will also be communicated to members via E-Bulletin shortly thereafter.

I'd like to take this opportunity to thank my Committee partners for all the time, effort and commitment that went into completing such a fulsome review of the By-Law. Thank you!

*Sabine Bures, MSW, RSW  
By-Law Committee Chair*

## NOMINATING COMMITTEE REPORT

The Nominating Committee of the Manitoba College of Social Workers is pleased to announce the following acclaimed/appointed members of the 2020-2021 Board of Directors:

### MEMBER REPRESENTATIVES NOMINEES (3-year term):

Darlene MacDonald  
Mary Heard

### STUDENT REPRESENTATIVE NOMINEES (1-year term):

Kevin (Leo) Jacinto Flores (Capital Region)  
Darin Hovius (Capital Region)

### PUBLIC REPRESENTATIVE NOMINEES (3-year term):

Isaac Ansah (Capital Region)

### CONTINUING MEMBERS OF THE 2020-2021 BOARD OF DIRECTORS INCLUDE:

Beatrice Campbell, Member Representative  
Janice (Jan) Christianson-Wood, Member Representative  
Adam Chrobak, Public Representative  
Florette Giasson, Member Representative  
Wil Hedges, Public Representative  
Voula Karlaftis, Public Representative  
Gwendolyn Kydd, Member Representative  
Tara-Lee Procter (Masciuszonek), Member Representative  
Alexander Sawatsky, Member Representative  
Vicki Verge Burgess, Member Representative

Respectfully submitted on behalf of the Nominating Committee:

*Janice Christianson-Wood, BSW, MSW, RSW*  
*Voula Karlaftis, BA(HONS), LLB and*  
*Tara-Lee Procter (Masciuszonek), BSW, RSW*

# 2019-2020 Manitoba College of Social Workers Committee Members:

## **By-Law Committee**

Sabine Bures (Chair)  
Jan Christianson-Wood  
Wil Hedges  
Barbara (Barb) Temmerman

## **Complaints Committee**

Karen Kyliuk (Co-Chair)  
Tanis Newsham (Co-Chair)  
Beatrice Campbell  
Jennifer Dunsford  
Wil Hedges  
Gayle Hryshko  
Bonnie Kocsis  
Nicole Scott  
Corey Wilson

## **Continuing Competency Committee**

Vicki Verge Burgess (Co-Chair)  
Stacie Karlowsky (Co-Chair)  
Gloria Dixon  
Karole Ducharme  
Nathan Gerbrandt  
Kara Moss  
Jodi Phipps  
Christine Richardson

## **Finance Committee**

Florette Giasson (Treasurer)  
Adam Chrobak  
Mary Heard  
Barbara (Barb) Temmerman

## **Inquiry Committee**

Arliss Kurtz (Chair)  
Misty Bousquet  
Adam Chrobak  
Mary Heard  
Meeka Kiersgaard  
Meredith Mitchell  
Kara Moss  
Regan Spencer

## **Nominating Committee**

Janice Christianson-Wood  
Voula Karlaftis  
Tara-Lee Procter (Masciuszonek)

## **Registration Committee**

Joshua Van Mulligen (Chair)  
Lee Anne Deegan  
Paula Ediger  
Calistus Ekenna  
Jennifer Hedges  
Edith Kovacs  
Shannon Maclaren  
Clare McArton  
Jacqueline Shortridge

**Manitoba College of Social Workers**  
**Financial Statements**  
*March 31, 2020*



## Independent Auditor's Report

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To the Board of Manitoba College of Social Workers:

### Opinion

We have audited the financial statements of Manitoba College of Social Workers (the "College"), which comprise the statement of financial position as at March 31, 2020, and the statements of revenues and expenses, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the College as at March 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the College in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Other Information

Management is responsible for the other information. The other information comprises the information included in the annual report, but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. The annual report is expected to be made available to us after the date of the auditor's report. If, based on the work we will perform on this other information, we conclude that there is a material misstatement therein, we are required to communicate the matter to those charged with governance.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the College's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the College or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the College's financial reporting process.

## Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the College's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the College to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Winnipeg, Manitoba

September 17, 2020

The logo for MNP LLP, featuring the letters 'MNP' in a large, bold, sans-serif font, followed by 'LLP' in a smaller, similar font.

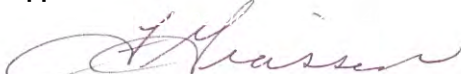
Chartered Professional Accountants

**Manitoba College of Social Workers**  
**Statement of Financial Position**

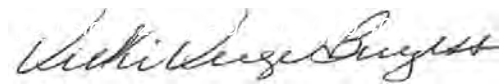
*As at March 31, 2020*

	<b>2020</b>	<b>2019</b>
<hr/>		
<b>Assets</b>		
<b>Current</b>		
Cash	819,715	701,459
Internally restricted cash	-	200,000
Accounts receivable	150	600
Internally restricted investments	702,978	536,653
Prepaid expenses and deposits	3,631	2,754
	<hr/>	<hr/>
	1,526,474	1,441,466
<b>Capital and intangible assets (Note 5)</b>	<b>70,909</b>	<b>82,480</b>
	<hr/>	<hr/>
	1,597,383	1,523,946
<hr/>		
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accruals (Note 6)	21,049	25,686
Deferred contributions (Note 7)	790,905	737,600
	<hr/>	<hr/>
	811,954	763,286
<hr/>		
<b>Net Assets</b>		
Unrestricted	82,451	24,007
Internally restricted (Note 8)	702,978	736,653
	<hr/>	<hr/>
	785,429	760,660
	<hr/>	<hr/>
	1,597,383	1,523,946
<hr/>		

Approved on behalf of the Board



Director



Director

*The accompanying notes are an integral part of these financial statements*

# Manitoba College of Social Workers

## Statement of Revenue and Expenses

*For the year ended March 31, 2020*

	2020	2019
<hr/>		
<b>Revenue</b>		
Memberships	835,980	839,283
Education	37,775	28,813
Advertising income	7,765	9,050
Interest income	9,285	18,737
Miscellaneous income	4,495	-
	<hr/>	<hr/>
	<b>895,300</b>	<b>895,883</b>
<hr/>		
<b>Expenses</b>		
Administrative	2,735	2,455
Advertising	7,552	12,647
Amortization	16,628	10,530
Bank charges and interest	23,044	21,735
Computer	260	-
Furniture and equipment	5,436	4,426
Insurance	4,698	4,072
Legal fees	71,614	66,405
Meetings	40,986	24,325
Membership fees	79,187	78,742
Miscellaneous	173	20
Office expense	34,426	36,317
Professional development	3,388	605
Professional fees	22,680	19,552
Rent	31,178	30,745
Salaries and benefits	447,847	395,219
Social work week	273	5,188
Telephone	5,030	4,642
Training and education	1,663	100
Travel	13,058	13,498
	<hr/>	<hr/>
	<b>811,856</b>	<b>731,223</b>
<hr/>		
<b>Excess of revenue over expenses before other items</b>	<b>83,444</b>	<b>164,660</b>
<hr/>		
<b>Other items</b>		
Interest and dividend income	23,602	127
Foreign exchange loss	-	(888)
Loss on disposal of marketable securities	(7,214)	-
Investment management fees	(8,576)	-
Unrealized gain/(loss) on investments	(66,487)	5,414
	<hr/>	<hr/>
	<b>(58,675)</b>	<b>4,653</b>
<hr/>		
<b>Excess of revenue over expenses</b>	<b>24,769</b>	<b>169,313</b>
<hr/>		

*The accompanying notes are an integral part of these financial statements*

**Manitoba College of Social Workers**  
**Statement of Changes in Net Assets**

*For the year ended March 31, 2020*

	<i>Unrestricted</i>	<i>Internally restricted</i>	<b>2020</b>	<b>2019</b>
<b>Net assets, beginning of year</b>	<b>24,007</b>	<b>736,653</b>	<b>760,660</b>	591,347
<b>Excess of revenue over expenses</b>	<b>83,444</b>	<b>(58,675)</b>	<b>24,769</b>	169,313
<b>Transfer between funds</b>	<b>(25,000)</b>	<b>25,000</b>	-	-
<b>Net assets, end of year</b>	<b>82,451</b>	<b>702,978</b>	<b>785,429</b>	760,660

*The accompanying notes are an integral part of these financial statements*

**Manitoba College of Social Workers**  
**Statement of Cash Flows**  
*For the year ended March 31, 2020*

	<b>2020</b>	<b>2019</b>
<hr/>		
<b>Cash provided by (used for) the following activities</b>		
<b>Operating</b>		
Excess of revenue over expenses	24,769	169,313
Amortization	16,628	10,530
Loss on disposal of marketable securities	7,214	-
Unrealized loss (gain) on investments	66,487	(5,414)
Foreign exchange loss	-	888
	<b>115,098</b>	<b>175,317</b>
Changes in working capital accounts		
Accounts receivable	450	-
Prepaid expenses and deposits	(877)	3,061
Accounts payable and accruals	(4,638)	8,668
Deferred contributions	53,305	15,410
	<b>163,338</b>	<b>202,456</b>
<hr/>		
<b>Financing</b>		
Transfer to restricted cash	-	(200,000)
<hr/>		
<b>Investing</b>		
Purchase of capital and intangible assets	(5,057)	(10,544)
Purchase of marketable securities investments	(40,025)	(532,127)
	<b>(45,082)</b>	<b>(542,671)</b>
<hr/>		
<b>Increase (decrease) in cash resources</b>	<b>118,256</b>	<b>(540,215)</b>
<b>Cash resources, beginning of year</b>	<b>701,459</b>	<b>1,241,674</b>
<hr/>		
<b>Cash resources, end of year</b>	<b>819,715</b>	<b>701,459</b>
<hr/>		

*The accompanying notes are an integral part of these financial statements*

# Manitoba College of Social Workers

## Notes to the Financial Statements

For the year ended March 31, 2020

### 1. Incorporation and nature of the organization

Manitoba College of Social Workers (the "College") was incorporated by The Social Work Professional Act, a private Act of the Manitoba Legislature.

The College is a regulatory body of the social work profession in Manitoba, responsible for regulating its members and protecting the public through recognized ethical standards and practice. It requires registrants to maintain current knowledge through education and includes a disciplinary body to investigate public companies.

The College is exempt from income tax under Section 149(1)(l) of the *Income Tax Act*.

### 2. Adoption of new accounting policies

#### **Capital Assets Held by Not-for-Profit Organizations**

Effective April 1, 2019, the College adopted the Accounting Standard Board's (AcSB) new accounting standards improvements for not-for-profit organizations related to capital assets under Section 4433 *Capital Assets Held by Not-for-Profit Organizations*. Applying this new Section results in changes to the determination of impairment and write-downs of capital assets and allows for the recognition of partial impairments of these assets.

There was no material impact on the financial statements from the adoption of the new accounting policy.

### 3. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations set out in Part III of the CPA Canada Handbook - Accounting, as issued by the Accounting Standards Board in Canada and include the following significant accounting policies:

#### **Internally restricted reserves**

Internally restricted funds are not available for use in normal operations without the approval of the Board of Directors.

#### **Cash**

Cash and cash equivalents include balances with banks and short-term investments with maturities of three months or less. Cash subject to restrictions that prevent its use for current purposes is included in restricted cash.

#### **Investments**

Investments with prices quoted in an active market are measured at fair value.

#### **Capital and intangible assets**

Purchased capital and intangible assets are recorded at cost. Contributed capital and intangible assets are recorded at fair value at the date of contribution if fair value can be reasonably determined.

Amortization is provided using the declining balance and straight-line method at rates intended to amortize the cost of assets over their estimated useful lives.

	<b>Method</b>	<b>Rate</b>
Computer equipment	declining balance	30 %
Office equipment	declining balance	20 %
Leasehold improvements	straight-line	10 years
Member database	declining balance	20 %

**3. Significant accounting policies** *(Continued from previous page)*

***Long-lived assets***

Long-lived assets consists of capital and intangible assets. Long-lived assets held for use are measured and amortized as described in the applicable accounting policies.

The College performs impairment testing on long lived assets held for use whenever events or changes in circumstances indicate that the carrying value of an asset, or group of assets, may not be recoverable. Impairment losses are recognized when undiscounted future cash flows from its use and disposal are less than the asset's carrying amount. Impairment is measured as the amount by which the asset's carrying value exceeds its fair value. Any impairment is included in operations for the year.

***Leases***

A lease that transfers substantially all of the benefits and risks of ownership is classified as a capital lease. At the inception of a capital lease, an asset and a payment obligation are recorded at an amount equal to the lesser of the present value of the minimum lease payments and the property's fair market value. Assets under capital leases are amortized on a declining balance basis, over their estimated useful lives. All other leases are accounted for as operating leases and rental payments are expensed as incurred.

An arrangement contains a lease where the arrangement conveys a right to use the underlying tangible asset, and whereby its fulfillment is dependent on the use of the specific tangible asset. After the inception of the arrangement, a reassessment of whether the arrangement contains a lease is made only in the event that:

- there is a change in contractual terms;
- a renewal option is exercised or an extension is agreed upon by the parties to the arrangement;
- there is a change in the determination of whether the fulfillment of the arrangement is dependent on the use of the specific tangible asset; or
- there is a substantial physical change to the specified tangible asset.

***Revenue recognition***

The College follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Membership, education, advertising revenues are recognized in the fiscal year it relates and when collection is reasonably assured. Interest and other income is recognized as revenue when earned.

investment income is recognized as revenue when earned.

***Measurement uncertainty (use of estimates)***

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives of capital and intangible assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues and expenses in the periods in which they become known.



# Manitoba College of Social Workers

## Notes to the Financial Statements

*For the year ended March 31, 2020*

### 3. Significant accounting policies *(Continued from previous page)*

#### **Financial instruments**

The College recognizes its financial instruments when the College becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management.

At initial recognition, the College may irrevocably elect to subsequently measure any financial instrument at fair value. The College has not made such an election during the year.

The College subsequently measures investments in equity instruments quoted in an active market at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market are subsequently measured at cost less impairment. All other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in the excess of revenues over expenses for the current period. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

#### **Financial asset impairment**

The College assesses impairment of all of its financial assets measured at cost or amortized cost. The College groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group; there are numerous assets affected by the same factors; no asset is individually significant, etc. Management considers whether the issuer is having significant financial difficulty; whether there has been a breach in contract, such as a default or delinquency in interest or principal payments; etc. in determining whether objective evidence of impairment exists. When there is an indication of impairment, the College determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year. If so, the College reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current year excess of revenues over expenses.

The College reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in the excess of revenues over expenses in the year the reversal occurs.

### 4. Internally restricted investments

	<i>Fair value</i> <i>2020</i>	<i>Cost</i> <i>2020</i>	<i>Fair value</i> <i>2019</i>	<i>Cost</i> <i>2019</i>
Marketable securities	689,942	779,153	531,765	528,638
Cash held in investment portfolios	9,009	9,009	2,287	2,287
Accrued interest	4,026	4,026	2,601	2,601
	<b>702,977</b>	<b>792,188</b>	<b>536,653</b>	<b>533,526</b>

# Manitoba College of Social Workers

## Notes to the Financial Statements

*For the year ended March 31, 2020*

### 5. Capital and intangible assets

	<b>Cost</b>	<b>Accumulated amortization</b>	<b>2020 Net book value</b>
Computer equipment	18,112	10,307	7,805
Office equipment	10,423	4,140	6,283
Leasehold improvements	21,632	7,336	14,296
Member database	59,063	16,538	42,525
	<b>109,230</b>	<b>38,321</b>	<b>70,909</b>
<hr/>			
	<b>Cost</b>	<b>Accumulated amortization</b>	<b>2019 Net book value</b>
Computer equipment	13,055	8,045	5,010
Office equipment	10,423	2,569	7,854
Leasehold improvements	21,632	5,173	16,459
Member database	59,063	5,906	53,157
	<b>104,173</b>	<b>21,693</b>	<b>82,480</b>

### 6. Accounts payable and accruals

	<b>2020</b>	2019
Accounts payables and accruals	<b>11,614</b>	13,569
Accrued wages payable	<b>9,434</b>	12,117
	<b>21,048</b>	25,686

### 7. Deferred contributions

Deferred contributions consists of membership fees received in advance of the year for which they relate.

	<b>2020</b>	2019
Balance, beginning of year	<b>737,600</b>	722,190
Amount received during the year	<b>790,905</b>	737,600
Less: Amounts recognized as revenue during the year	<b>(737,600)</b>	(722,190)
Balance, end of year	<b>790,905</b>	737,600

### 8. Internally restricted net assets

The Board of Directors internally restricted \$702,977 to be held for a reserve fund. These internally restricted amounts are not available for other purposes without approval of the Board of Directors.

# Manitoba College of Social Workers

## Notes to the Financial Statements

For the year ended March 31, 2020

### 9. Commitments

The College has entered into various lease agreements with estimated minimum annual payments as follows:

2021	31,608
2022	26,643
2023	26,413
2024	26,413
2025	25,875
	<hr/>
	136,952

### 10. Financial instruments

The College, as part of its operations, carries a number of financial instruments. It is management's opinion that the College is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

#### **Interest rate risk**

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market conditions and interest rates. A portion of the College's investments are held in fixed-income securities and accordingly the value of those securities will be impacted by changes in interest rates.

#### **Foreign exchange risk**

Foreign exchange risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The College is exposed to foreign exchange risk since it holds a portion of its investments in U.S. and global securities.

#### **Other price risk**

Other price risk is the potential for price changes resulting from volatility in equity markets. The College's investments in equity securities and corporate bonds exposes the College to other price risk as these investments are subject to price changes in an open market due to a variety of reasons including changes in market rates of interest, general economic indicators and restrictions on credit markets.

### 11. Significant event

In March 2020, there was a global outbreak of COVID-19 (coronavirus), which has had a significant impact on businesses and not-for-profit organizations through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations, isolation/quarantine orders and on the College's ability to hold fundraising events.

At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the College as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus. While the extent of the impact is unknown, we anticipate this outbreak may cause reduced levels of memberships to the College over an undetermined period of time and may have a significant impact on the College's ability to hold education events for the foreseeable future.

# Manitoba College of Social Workers



## 2019-2020 MCSW Board of Directors

Right to left: Darlene MacDonald (CASW Rep), Mary Heard (Vice-President), Tanis Newsham, Florette Giasson (Treasurer), Jan Christian-son-Wood, Adam Chrobak, Marlyn Bennett, Beatrice Campbell, Michelle Berard, Tara-Lee Procter (Maciuszonek), Vicki Verge Burgess (President)

Missing from Photo: Gwendolyn Kydd, Alexander Sawatsky, Wil Hedges and Voula Karlaftis