

Annual Report | 2018–2019



ACCESS TO JUSTICE



Community Legal Education Association

Community Legal Education Association (CLEA) is a registered charity that helps Manitobans learn about the law and our legal system. We have been providing our many services and programs, most of them free of charge, since 1984. Our programs help promote access to justice by fostering an understanding of our justice system. Some of our specific programs include:

- The Law Phone-In & Lawyer Referral Program: a free telephone legal information and lawyer referral service
- Publications written in plain language on a variety of legal topics (available online and in print)
- Free presentations about the law for community groups and schools
- Training courses about the law for community service providers
- An annual law conference

Last year, Law Phone-In fielded over 8,000 calls, we distributed over 5,600 publications, over 800 people attended our law presentations, Community Legal Intermediary courses, and law conference.

Services

WORKSHOPS and PUBLIC LAW CLASSES

Speakers' Bureau

CLEA operates a Speakers' Bureau of volunteers who donate their time each year to provide legal information sessions to the community on request. We have a panel of 84 speakers, primarily lawyers, who are prepared to deliver presentations. CLEA arranged 41 speaking events for the 2018–2019 fiscal year. This includes workshops, Community Legal Intermediary Training course presentations, Law Day, and school presentations. In total, over 800 people attended these sessions. Speakers volunteered over 160 hours, giving their legal knowledge and expertise. CLEA partnered with 11 various groups and agencies in delivering Speakers' Bureau presentations, including the Winnipeg Public Library, Winnipeg Regional Health Authority, Enhanced English Skills for Employment, Appleton Apartments, St. James Assiniboia 55+ Centre, Manitoba Agriculture, Manitoba Beef Producers, Indigenous Family Centre, Elmwood Resource Centre, Canadian Mental Health Association, Daniel MacIntyre Collegiate Institute, and a parent committee at Lavalee School. Presentations were on 15 different topics: *Law as a Career*, *Family Law*, *Immigration Law*, *Small Business & the Law*, *Wills*, *Estates*, *ABCs of First Time Home Buying*, *Powers of Attorney & Healthcare Directives*, *Elder Abuse*, *Not-for-Profit Law*, *Copyright Law*, *Labour Law*, and *Employment Law*.

41 speaking events attended by over **800** people

Thank you to presenters: Robert Arthur, Tim Brown, Kathy Bueti, Karen Burwash, Alastair Clarke, David Davis, George Derwin, Jennifer Dunik, Marvin Giesbrecht, Jeff Gindin, Q.C., Sam Goszer, Les Heinrichs, Lesley Heinrichs, Robert Johnston, Q.C., David King, Sam Malamud, Odaro Omonuwa, Nalini Reddy, Wayne Rose, Charlene Thomas, John Thullner, Sarah Thurmeier, Tyler Warren, and Althea Wheeler.

Winnipeg Public Library

CLEA partnered with the Winnipeg Public Library for the Law in the Library series. A total of 21 workshops were delivered at various branches:

Fort Garry Library – *Wills*

Henderson Library – *Small Business and the Law, ABCs of First Time Home Buying*

21 Law in the Library workshops on **9** topics

Louis Riel Library – *Estates*

Millennium Library – *Immigration, Criminal Law, Healthcare Directives & Powers of Attorney, Copyright Law, Family Law*

Munroe Library – *Wills*

Osborne Library – *Small Business and the Law*

River Heights Library – *Estates, ABCs of First Time Home Buying*

St. Vital Library – *Wills*

Transcona Library – *Wills, Immigration Law*

Westwood Library – *Estates, Wills*

Windsor Park Library – *Wills, Healthcare Directives & Powers of Attorney*



Law Day

The annual Law Day Open House took place at the Court House at 408 York Avenue on April 15, 2018. CLEA arranged speakers for Question & Answer sessions on *Law as a Career*. We would like to thank our presenters Caroline Pellerin and Inderjit Singh.

LAW CONFERENCE

Community Legal Education Association's Annual Law Conference took place on the morning of Friday, February 22, 2019. There were 23 people in attendance; including teachers, students, lawyers, and service providers. The conference was held at The Union Centre, 206–275 Broadway, in Winnipeg.

The theme of this year's conference was *Labour and Employment Law*. The day began with a presentation on *Human Rights Issues in the Workplace* by Karen Sharma, of the Manitoba Human Rights



Commission. That was followed by a presentation on *Wrongful Dismissal* by Ryan Savage, of Taylor McCaffrey LLP. The conference ended with a presentation on *Labour Law* by Cynthia Lazar of Taylor McCaffrey LLP.

The venue, food and handout materials were well received. We would like to thank all the presenters, our MC, Mary Troszko, and Jennifer Dunik and Charlene Thomas for making sure the day ran smoothly.

INTERMEDIARY PROGRAMS and TRAINING

Community Legal Intermediary (CLI) Training Program

The CLI is a series of eight weekly, one and one-half hour workshops that train service providers about legal issues and resources in the community. Session 41 was completed in the spring of 2019 with a total of seven participants completing the program. The number of participants and number of sessions is dictated by the size of our space and other commitments.

With the volunteer help of lawyers and presenters from Small Claims Court, the Consumer Protection Office, and Mediation Services, each week involved learning about different areas of the law. Sessions included: *Small Claims Court*, *Welfare Law*, *Consumer Law*, *Family Law*, *Employment Law*, *Criminal Law*, *Youth Criminal Justice*, and *Mediation Options*. Thank you to presenters: Silvana Buccini, Len Fishman, Roman Kravets, Michael Lazar, Candace Olson, Victor Olson, Lynn Ranville, Jasmine Schulz, and Jennifer Unger. Thank you as well to Charlene Thomas who introduced the speakers and made sure everything ran seamlessly.

PUBLICATIONS

Publications Distribution

CLEA distributes many pamphlets, booklets and other plain language materials about the law. We distribute our own publications and also materials produced by other agencies and government departments such as Justice Canada, Manitoba Justice, Families and Labour, the Library of Parliament and Canadian Bar Association. We have an inventory of over 90 titles, including 82 CLEA titles, and 22 French or bilingual titles. In 2018–2019, CLEA distributed 5,617 items to hundreds of individuals and agencies across Manitoba. Distributions also occurred through conferences, exhibits, and member mailings. We are also distributing more publications electronically. For example, we supplied the libraries with electronic copies of *Wills*, *Estates*, *Healthcare Directives*, and *Powers of Attorney* for the Law in the Library presentations dealing with those topics. They in turn made copies for the participants.

5,617 publications distributed

We would like to thank Rebecca Heller, of Thompson Dorfman Sweatman LLP for reviewing our *Beginning and Incorporating* booklet. We would like to thank Gary Robinson of Legal Aid Manitoba for reviewing the criminal law scripts for our *Everyday Law Videos*. We would also like to thank Tanya Keller, of Sternat Menaigre Law Corporation, who is in the process of reviewing our *Uncontested Divorce Guide*.

Displays

Each year, CLEA organizes displays of materials at a variety of events. This year, CLEA hosted exhibits at the following events: 2018 Law

Day Open House, CLEA's Annual General Meeting, Manitoba Social Sciences Teachers' Association Special Area Group Conference (SAGE), and Transcona Council for Seniors Annual Health Fair.

Publishing

The Manitoba Legal Services Directory

Work on the 2019 *Manitoba Legal Services Directory* began with 146 lawyers placing 448 ads in the directory. The directory will be published in 2019–2020 with sales of the directory continuing in 2019–2020. Aside from being an excellent resource, between the ad sales and directory sales, the directory continues to be an excellent source of revenue.



CLEA's Annual Report

Copies of the 2017–2018 *Annual Report* were distributed to members, volunteers, Justices and Judges of the Court of Appeal, Queen's Bench and Provincial Courts, Members of Parliament, funders, Manitoba Bar Association Council members, various community and law-related agencies and throughout the community on an as-requested basis. The report continues to be a useful outreach and fundraising tool, as it presents CLEA's work in a readable format with a professional image.

WEBSITE



The update of the website is an on-going endeavour. Aside from our publications being available on-line, we also have 35 videos under the Resources tab. This includes the 20 everyday law videos (dealing with criminal law, wills and estates and consumer law), as well as the family law narrated power points, an overview of civil court matters, how to conduct yourself in court and first appearance in court in a criminal matter. Two of the videos are in French: *La separation et le divorce* and *Comment se comporter en face d'un tribunal*. Thanks to the work of Simone Marcoux and Rebecca Akong, two law students through the Pro Bono Students Program, we were able to add an additional two French videos: *Votre première apparance au tribunal pénal ou a la cour pénale* and *Vue d'ensemble des causes civiles*.

35 videos on our website

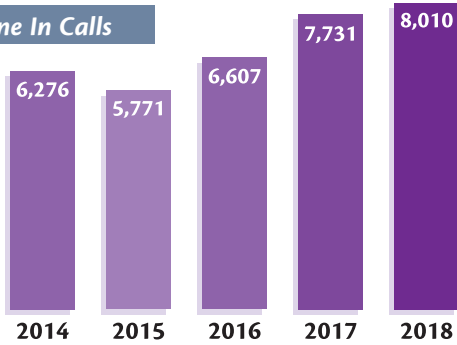
Our website address is: <https://www.communitylegal.mb.ca>

We are also on Facebook and Twitter where we post information about our up-coming presentations, events, new publications and videos. We've found that since we've joined Twitter, our Law in the Library presentations have been even better attended than before. Thank you to everyone who has shared and retweeted our tweets.

LAW PHONE-IN & LAWYER REFERRAL PROGRAM

Serving Manitobans as well as callers from around the world since 1975, CLEA's Law Phone-In & Lawyer Referral Program is an essential service, providing free legal information over the telephone to anyone who needs help. Many clients rely on the service as their emergency first-response team during a legal crisis. As a unified information and referral service, our program staff assesses callers' needs, provides information and summary advice and makes referrals to lawyers and law-related agencies where appropriate.

Law Phone In Calls



388,530 total calls since 1975

In 2018, the Program handled **8,010** calls, bringing the grand total to 388,530 since the service began in 1975. **55%** of the callers were female, **76%** originated from Winnipeg. Calls from outside Winnipeg came from **215** communities throughout Manitoba, primarily through our toll-free line. **301** came from other provinces and territories, **51** from 19 states in the United States and **31** came from around the world, many of them via e-mail: Africa, Colombia, Germany, Honduras, India, Ireland, Japan, Lebanon, Mexico, New Zealand, Nepal, Nigeria, Pakistan, Poland, Russia, Thailand, and the United Kingdom. Most of these were calls about Immigration. Other legal issues in international calls included MPI, child support issues in Manitoba, Estate matters in Manitoba and Divorce where the other spouse was living in Manitoba.

Calls from:

215 communities throughout Manitoba

301 calls from across Canada

51 from the U.S. and **31** from around the world

In addition to telephone calls, the Program received **1,163** e-mails. Of completed calls, **36%** of the calls were concerning Family Law; including divorce, separation, custody, access, grandparent access, adoption, guardianship, child support, spousal support, and various property issues. **13%** of the calls were regarding Civil Law issues (including Small Claims Court). **10%** of the calls dealt with Criminal Law (including Youth Law and Highway Traffic), **10%** dealt with Wills and Estates, and **6%** were about Employment Law.

In terms of trends, there continued to be a noticeable increase in the number of family law calls that involved a criminal element (domestic abuse, breach of a court order, protection orders). There was an increase in Small Claims Court calls and Consumer Protection calls. The number of Employment Law calls continues to be fairly high. Calls in the area of elder law continue to rise every

Completed Program Calls by Topic:

| | | | | | |
|----------------------|-------|-----|------------------------|-----|----|
| Family | 2,538 | 36% | Autopac | 135 | 2% |
| Civil & Small Claims | 912 | 13% | Landlord & Tenant | 132 | 2% |
| Other | 865 | 12% | Debt | 115 | 2% |
| Wills & Estates | 732 | 10% | Real Estate | 106 | 2% |
| Criminal & HTA | 717 | 10% | Immigration | 101 | 1% |
| Employment | 436 | 6% | Legal Aid, Welfare, EI | 90 | 1% |
| Commercial | 164 | 2% | | | |

year. Elder law includes wills and estate planning, powers of attorney and committees.

Self-represented litigants comprised 269 of the calls in 2018. Three quarters of these calls dealt with a family law issue. Additional areas of law included wills, civil litigation, criminal law and small claims matters. Often, these were repeat callers, calling numerous times for help with their matters.

962 calls resulted in referrals to one of the **157** lawyers listed with the Lawyer Referral Service. Lawyers listed on the lawyer referral panel have agreed to provide a free initial consultation of up to half-an-hour to clients referred to them.

In 2018, our records show that we received referrals from **113** different sources: various individuals, lawyers and law firms, MLAs, community agencies, government departments, organizations, businesses, and as a result of being listed in various publications. The majority of the calls came from Legal Aid Manitoba-670 (including The Public Interest Law Centre, the Brandon, Thompson and Dauphin offices), Legal Help Centre-119, The Law Society of Manitoba-103, Various lawyers and law firms-95, Employment Standards-71, Residential Tenancies Branch-53, Manitoba Consumer Protection Office-32, Labour Board-24, Various Court Offices, including Judges and Justices-20, and various provincial government departments, particularly those under the umbrella of Manitoba Justice.

Top 5 Identified Referral Sources:



This information is based on callers self-identifying who referred them. 2199 of the callers identified a referral source.

Two lawyers are on staff at Law Phone-In, Jennifer Dunik and Charlene Thomas. Office hours are Monday to Friday, 9 am to 4 pm. During the school year, we were assisted by law students through the Pro Bono Students Canada program: Jessica Pushka (student lead), Danielle Fulford, Dinoo Gamage, Sara Reznik, and Chimwemwe Undi. We would also like to thank Erin Wolfe and Elsa Kaka, University of Manitoba Program Coordinators.

We are not alone. Aside from the Lawyer Referral Service in Manitoba, there are lawyer referral services in British Columbia,

Alberta, the Yukon, North West Territories, Ontario, Quebec, Nova Scotia, Prince Edward Island and Newfoundland and Labrador. There are law phone-in services in Prince Edward Island, Nova Scotia, and Newfoundland and Labrador.

The Law Phone-In & Lawyer Referral Program can be reached at (204) 943-2305 or toll-free in Manitoba, outside of Winnipeg, at 1-800-262-8800. We also have a separate number for callers who just want a referral to a lawyer: (204) 943-3602. The email address is info@communitylegal.mb.ca.

EDUCATION AND TRAINING

To keep abreast of changes in the law, the Law Phone-In Lawyers and the Executive Director routinely attend Law Society and other continuing legal education seminars. Staff members also attended various net-working events – WISE Breakfast, Community Unemployed Help Centre’s AGM, and the Law Society of Manitoba President’s Reception.

Executive Director, Mary Troszko, attended the annual Public Legal Education Association of Canada (PLEAC) conference in Montreal on October 24th and then attended the Clarity Conference on October 25th and 26th. PLEAC is a national organization whose members provide public legal education or information programs. PLEAC’s annual conference always provides an opportunity to share best practices in public legal education. The Clarity Conference focused on plain language writing. There were 550 representatives from 20 countries at the conference.

SCHOOLS PROGRAMS

We believe that public legal education in the schools is very important. Therefore, we attend the SAGE conference every year. It’s a great venue to distribute our publications and find out from teachers what kind of resources they need. We continue to offer Speakers in the Classroom (a Speakers Bureau for school presentations) and we have developed materials specifically for teachers: *Jack and the Beanstalk* (mock trial for grade 5), *Young v. Elder* (mock trial for grade 11 and 12), YCJA Teaching kit, a series of criminal law case summaries (8 to date), and 6 Family Law Lesson plans. We also have a section of our website dedicated to Schools and Youth.

PROJECTS IN 2018–2019

We hired a Communications & Marketing Consultant under the Summer Jobs Program. The student, Karlee Benediktson, analyzed our communications and marketing needs, developed promotional materials, created client stories, and developed communication resources.

We also received funding from the Manitoba Law Foundation’s Small Grants program for our Rural Manitoba Program Enhancement project. This grant enabled us to hire a project coordinator who will canvass the legal profession outside Winnipeg, to recruit volunteers for the Speakers Bureau and for the Lawyer Referral panel, as well as to do some outreach with organizations outside Winnipeg. The funding will help CLEA better fulfil our mandate to provide public legal education and information services to all Manitobans. The project began in fiscal year 2018/19 and will be completed in fiscal year 2019/20.

We would like to thank the Summer Jobs Program and the Manitoba Law Foundation for this very much needed funding.

ACCESS TO JUSTICE ACTIVITIES

CLEA is committed to promoting and supporting an equitable and accessible justice system that is responsive to the needs of Manitobans. We use a variety of ways to reach this objective:

1. Community and Other Outreach

Staff members attended the Community Unemployed Help Centre’s Annual General Meeting, International Women’s Day celebrations at the Legislature and WISE Manitoba’s Annual Persons Day Breakfast.

The Law Phone-In Lawyers, Jennifer Dunik and Charlene Thomas spoke to CPLED students about the Lawyer Referral Program and to Legal Help Centre’s summer students about various resources available to their clients. We also provided Clinical placement for two students taking the Access to Justice Course, Nina Holotova and Ingrid Ruiz.

2. Co-ordination

Co-ordination activities with other organizations are essential for planning efficient and effective programs. Each year, CLEA is asked to provide representatives to many community committees. This year, staff members participated on the following committees:

- Manitoba Bar Association Law Day Organizing Committee
- Law Society of Manitoba Stakeholders Committee
- Joint Committee
- Family Law Modernization Collaboration Table
- Public Legal Education Association of Canada (PLEAC) – Board of Directors.

3. Advice and Consultation on Public Legal Education and Information Issues

Community groups frequently approach CLEA for advice about public legal education issues. We also provide information and presentations (on request) about legal issues for volunteers and boards of directors of not-for-profit organizations as well as information on law as a career for high school students. This past year we met with a researcher completing a paper on access to justice in Manitoba and the potential for plain language legislation to make the law more accessible.

We continue to participate on the Law Society’s Access Stakeholders Committee. The mandate of this committee is to: share ideas, information and best practices on access; learn what is already being done and identify gaps; coordinate efforts to avoid duplication and explore opportunities for partnerships.

Access to Justice continues to be an important theme. This year our work was highlighted in the Action Committee on Access to Justice in Civil and Family Matters Report – *Working Toward Accessible Justice*. The Action Committee has identified nine goals: Address Everyday Legal Problem, Meet Legal Needs, Make Courts Work Better, Improve Family Justice, Work Together, Build Capability, Innovate, Analyze and Learn, and Improve Funding Strategies. Our programs were highlighted in the report under 5 of the goals.

Goal 1 – Address Everyday Legal Problems

Our law conference, our Speakers Bureau and our Community Legal Intermediary Training course were recognized, as was the fact that we distributed over 5,800 plain language publications.

Goal 2 – Meet Legal Needs

Our Law Phone-In and Lawyer Referral Program were recognized, as was the work of the law students through Pro Bono Students Canada who helped make our legal information available in French.

Goal 4 – Improve Family Justice

Our Uncontested Divorce Guide and our family law presentations at the Winnipeg Public Library were recognized.

Goal 5 – Work Together

Community Legal Education Association was mentioned as one of the stakeholders brought together by the Law Society of Manitoba to develop a model for a Library Hub at the courthouse.

Goal 6 – Build Capacity

Our Speakers in the Classroom program was noted.

PUBLIC LEGAL EDUCATION AWARDS

On Tuesday, October 16, 2018, the Honourable Cliff Cullen, Minister of Justice and Attorney General presented this year's awards to lawyers Len Fishman, Michal Lazar and Wayne Rose, at a reception at the Manitoba Legislature.



Award winners Len Fishman, Michael Lazar and Wayne Rose with Minister of Justice and Attorney General Cliff Cullen.

Len Fishman, lawyer and CLEA Speakers Bureau presenter, was honoured for his commitment to public legal education. Mr. Fishman has argued cases in the courts of Manitoba and has taken two important cases to the Supreme Court of Canada. Len has also lectured and mentored law students in the Clinical Family Law course for over ten years and was co-course head of the Family Law section of the Law Society's Bar Association Program for over ten years.

Michael Lazar, lawyer and CLEA Speakers Bureau presenter, was honoured for his commitment to public legal education. Mr. Lazar has served on many committees including Chair of the League for Human Rights, President of Community Relations of Winnipeg Jewish Community Council, Vice President of the Rady Jewish Community Centre, and as a founding board member of the Manitoba Ethnocultural Advocacy and Advisory Council.

Wayne Rose, lawyer and on-going contributor to CLEA's Community Legal Intermediary Training Course, was honoured for his commitment to public legal education. Throughout Mr. Rose's career he has primarily practiced Family Law, including matters assisted by Legal Aid. He is also a past chair of the Family Section of the Manitoba Bar Association and has contributed to the Family portion of the Bar Admissions course.

Former Public Legal Education award recipients: Roland Penner, C.M., O.M., Q.C., Darren Klapak, Reeh Taylor, Q.C., Gerald McDowell, Debbie Wake, David Matas, Diane Dwarka, Betty Hopkins, O.M., and Sandi Wagner.

We would like to thank Justice Minister Cullen, Sheila Michalski, Len Fishman, Michael Lazar, Wayne Rose, and everyone who attended.



FUNDRAISING

Fundraising activities included sales and advertising of the *Manitoba Legal Services Directory* and the sales of publications produced in-house: *Directors' Liabilities, Beginning and Incorporating, the Small Claims Guide, Uncontested Divorce Guide, My Funeral Plan, Probate Guide* and sales of the *Youth Criminal Justice Act Teaching Kit* as well as our two mock trials: *Jack and the Beanstalk* and *Young v. Elder*.

CLEA is a registered charity as well as being registered with the All Charities Campaign. All donations are very much appreciated.

NICE THINGS PEOPLE HAVE SAID ABOUT US

Website:

"I would have had no idea where to start if it was not for all the useful information on CLEA's website."

Law Phone-In:

"Thank you so much for giving me some ideas on where to go for help. I appreciate it very much."

"Thank you for your quick response. The lawyer referred has reached out to me and I plan to contact the police as well. I appreciate the helpful information."

"It's people like you who are going to get me through this nightmare."

Law in the Library:

Wills – Transcona, April 19, 2018 – "Very nice informative gentleman. Answered lots of questions and made the seminar easy to understand."

"Made you clearly think about a serious subject."

Excellent and informative session - would attend other such sessions on other subjects.

Family Law – Divorce & Separation, St. James, April 24, 2018 – "Wonderful speaker!"

"Great information, it would be great to have a few more sessions on this topic."

Estates – Westwood, April 9, 2018 – "Excellent, clear, articulate speakers. Pacing of the program was perfect."

"Lots of good information - lots of things were new to me."

Financials

Community Legal Education Association (Manitoba) Inc.

STATEMENT OF REVENUES AND EXPENSES

Year ended March 31, 2019

| REVENUE | 2019 BUDGET | 2019 ACTUAL | 2018 ACTUAL |
|-----------------------------------------|------------------|------------------|------------------|
| The Manitoba Law Foundation | \$ 110,000 | \$ 113,000 | \$ 113,000 |
| Justice Canada | 70,000 | 70,000 | 70,000 |
| The Law Society of Manitoba | 67,000 | 67,000 | 67,000 |
| Directory advertising | 10,500 | 11,075 | 10,925 |
| Donations | 2,000 | 3,182 | 2,160 |
| Summer student grant | 2,676 | 2,676 | – |
| Sales | 2,000 | 2,504 | 1,626 |
| Memberships & registrations | 6,100 | 2,097 | 5,832 |
| Interest earned | – | 50 | 70 |
| Fundraising | 4,000 | – | – |
| The Winnipeg Foundation | – | – | 13,000 |
| Lease termination buyout | – | – | 19,656 |
| | \$274,276 | \$271,584 | \$303,269 |
| EXPENSES | | | |
| Accounting fees | \$ 3,000 | \$ 3,263 | \$ 2,752 |
| Bank charges | 100 | 172 | 85 |
| Board and committees | 750 | 1,357 | 1,088 |
| Bookkeeping | 3,000 | 2,773 | 2,867 |
| Dues and memberships | 550 | 320 | 275 |
| Equipment purchase, repair & rental | 3,000 | 8,037 | 2,501 |
| Facilitators | – | 31 | 13 |
| Fundraising | 1,500 | 4 | – |
| Insurance | 3,000 | 2,654 | 3,066 |
| Occupancy | 15,600 | 10,605 | 14,287 |
| Postage and delivery | 3,000 | 1,868 | 2,755 |
| Professional fees | 15,000 | 1,890 | 2,638 |
| Programming (non-salary) | 11,900 | 9,171 | 9,854 |
| Project Expenses (Schedule 1) | 1,500 | 143,866 | 171,972 |
| Promotion | 1,500 | 138 | 1,308 |
| Salaries and wages | 195,976 | 73,884 | 79,348 |
| Staff training | 3,000 | 1,920 | 1,419 |
| Strategic planning | – | – | 101 |
| Sub-contracts | 200 | 179 | 121 |
| Supplies | 4,200 | 6,091 | 3,354 |
| Telephone | 5,000 | – | – |
| Travel | 2,000 | 277 | 1,537 |
| Website | 500 | 564 | – |
| | 274,276 | 269,064 | 301,341 |
| Excess of revenues over expenses | – | 2,520 | 1,928 |

STATEMENT OF CHANGES IN NET ASSETS

| | | |
|----------------------------------------------|------------------|------------------|
| Net assets (debt) – beginning of year | (3,594) | (5,522) |
| Excess (deficiency) of revenue over expenses | 2,520 | 1,928 |
| Net assets (debt) – end of year | \$(1,074) | \$(3,594) |

Community Legal Education Association (Manitoba) Inc.

STATEMENT OF FINANCIAL POSITION | Year ended March 31, 2019

| ASSETS | 2019 | 2018 |
|---------------------------------|------------------|------------------|
| Cash | \$ – | \$ 5,888 |
| Accounts receivable (note 5) | 4,510 | 3,719 |
| Prepaid expenses | 9,015 | 4,614 |
| | 13,525 | 14,221 |
| LIABILITIES | | |
| Bank indebtedness (Notes 3, 4) | 4,931 | – |
| Accounts payable (Note 6) | 6,668 | 17,815 |
| Deferred contributions (Note 7) | 3,000 | – |
| | 14,599 | 17,815 |
| NET ASSETS (DEBT) | | |
| Unrestricted | (1,074) | 3,594 |
| | \$ 13,525 | \$ 14,221 |

Community Legal Education Association (Manitoba) Inc.

STATEMENT OF CASH FLOWS | Year ended March 31, 2019

| OPERATING ACTIVITIES | 2019 | 2018 |
|----------------------------------------|-------------------|-----------------|
| Excess of revenues over expenses | \$ 2,520 | \$ 1,928 |
| Changes in non-cash working capital: | | |
| Accounts receivable | (789) | 5,011 |
| Prepaid expenses | (4,401) | 6,218 |
| Accounts payable | (11,149) | 2,439 |
| Deferred contributions | 3,000 | (13,000) |
| | (13,339) | 668 |
| Increase (decrease) in cash | (10,819) | 2,596 |
| Cash – beginning of year | 5,888 | 3,292 |
| Cash (deficiency) – end of year | \$ (4,931) | \$ 5,888 |

Community Legal Education Association (Manitoba) Inc.

SCHEDULE 1 – PROJECT EXPENSES | Year ended March 31, 2019

| LAW PHONE-IN | 2019 BUDGET | 2019 ACTUAL | 2018 ACTUAL |
|-------------------------|-------------------|-------------------|-------------------|
| Memberships | – | \$ 280 | \$ 275 |
| Occupancy | – | 6,043 | 5,307 |
| Professional fees | – | 12,031 | 10,545 |
| Salary and benefits | – | 116,731 | 114,540 |
| Staff training | – | 1,242 | 1,051 |
| Telephone | – | 4,118 | 4,966 |
| Travel | – | – | 18 |
| | – | 140,445 | 136,702 |
| PROJECT EXPENSES | | | |
| Bad Debts | – | – | \$ 150 |
| Contract Writers | – | 3,000 | 11,500 |
| Law Conference expenses | 1,500 | 363 | 1,246 |
| Office Move | – | – | 19,421 |
| Salaries | – | – | 1,000 |
| Supplies | – | 43 | 891 |
| Travel | – | 15 | – |
| Website | – | – | 1,062 |
| | 1,500 | 3,421 | 35,270 |
| | \$ (1,500) | \$ 143,866 | \$ 171,972 |

People

THANK YOU

Without the support of volunteers in the community, CLEA could not do its work. In the 2018–2019 fiscal year, our Board, staff, partners and volunteers have shown how they value public legal education and the work that CLEA does. We thank all of our volunteers, partners and supporters. You are the heart of our programs and success.

VOLUNTEERS

The volunteer and in-kind support provided to CLEA each year has significant program and financial value. Each year, volunteers spend hundreds of hours organizing and taking part in events or programs. In 2018 - 2019, the dollar value of the time spent by CLEA volunteers was over \$44,100. This figure does not include the time spent by volunteers of CLEA's Board of Directors and the lawyer panel of our Lawyer Referral Service. The value of in-kind support was \$700. This figure does not include discounts we receive by getting special rates through various suppliers to keep our costs low.

CLEA volunteers include lawyers and non-lawyers. They give us their help through presentations, serving on our Board of Directors or committees, office/clerical assistance, event planning and support, writing, editorial review, fundraising and volunteering at Law Phone-In. We would like to thank Sarah Janzen who provided volunteer clerical help.

STAFF

CLEA is fortunate to have a committed and hard-working staff with over 50 years of collective experience in public legal education and information. Our staff members in 2018–2019 were:



Mary Troszko, Executive Director

Jennifer Dunik, Law Phone-In Lawyer

Charlene Thomas, Law Phone-In Lawyer

We would also like to thank our bookkeeper, Gloria Gordon, clerical assistant, Robin Martin, legal writer Helen Cholakis, administrative assistant, Charlene Zagrodnik, summer student, Karlee Benediktson and project coordinator, Kathy Mallett.



Lia Gervino, CLEA President
and Jodi Ryzowski, CLEA Past-Treasurer

BOARD OF DIRECTORS

A community-based Board of Directors elected by our general membership governs CLEA. Directors are elected at the Annual General Meeting and hold office for a term of two years. The board is responsible for establishing appropriate policies for the overall management of CLEA.

The board members in 2018–2019 were:

Lia Gervino (President) – Staff Officer, Manitoba Teachers' Society

Stacey Soldier (Vice-President) – Lawyer, Stacey Soldier Law Corporation

Brandin Stoesz (Treasurer) – Analyst with Manitoba Hydro

Megan Bowman (Secretary) – Restorative Action Centre
Co-ordinator, Mediation Services

Darren Grunau – Articling Student, Justice Canada

Mary-Ellen Wayne – Lawyer

Justin Douglas CPA, CA – Finance Manager at SkipTheDishes

Melanie Beaudry – Lawyer, Ferriss Burnside

Stacia Franz – Articling Student, Fast Trippier Law

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