

Annual Report | 2019–2020



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
- The Workplace Sexual Harassment Hotline
- 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 8,400 calls, we distributed over 3,900 publications, over 660 people attended our various law presentations.

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 67 speakers, primarily lawyers, who are prepared to deliver presentations. CLEA arranged 48 speaking events for the 2019–2020 fiscal year. This includes workshops, Community Legal Intermediary Training course presentations, Law Day, and school presentations. In total, 662 people attended these sessions. Speakers volunteered over 195 hours of their time, giving their legal knowledge and expertise. CLEA partnered with 9 various groups and agencies in delivering Speakers' Bureau presentations. Presentations were on 24 different topics.

48 speaking events attended by **662** people

Thank you to presenters: Robert Arthur, Rebecca Bae, Kara Bashutski, Chris Bowler, Karen Burwash, Mike Cook, David Davis, George Derwin, Jennifer Dunik, Catherine Dunn, Greg Hawrysh, Lesley Heinrichs, Kirk Kirby, Carli Owens, Nalini Reddy, Gerrit Theule, Charlene Thomas, John Thullner, Sarah Thurmeier, Tyler Warren, and Althea Wheeler.

“ A very good presentation, excellent presenter and I'm very glad to have participated. ”

Winnipeg Public Library

CLEA partnered with the Winnipeg Public Library for the Law in the Library series. A total of 18 workshops were delivered at various branches.

18 Library workshops in **13** libraries on **15** topics

Law Day

The annual Law Day Open House took place at the Court House at 408 York Avenue on April 14, 2019. 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 28, 2020. There were 27 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 *Criminal Law*. The day began with a Keynote Address – *Why You Must Know Your Rights*, delivered by Wendy Martin White of Wendy Martin White Law. That was followed by a presentation on *Search and Seizure* by Kathy Bueti of Bueti Wasyliw Wiebe. The conference ended with a presentation on *Drinking, Driving & Drugs* by Sarah Inness of Campbell Gunn Inness Seib. We would like to thank all the presenters, the Union Centre, our MC, Mary Troszko, and Jennifer Dunik, Charlene Thomas and Brendon Yarish for making sure the day ran smoothly.



Kathy Bueti

Wendy Martin White

Sarah Inness

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, session 42 was delivered in the fall of 2020. A total of fourteen participants completed the program.

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: *Consumer Law*, *Criminal Law*, *Employment Law*, *Family Law*, *Mediation Options*, *Small Claims Court*, *Welfare Law*, and *Youth Criminal Justice*.

Thank you to presenters: Silvana Buccini, Len Fishman, Michael Lazar, Peter Mueller, 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, the Library of Parliament and The Canadian Bar Association. We have an inventory of over 100 titles, including 90 CLEA titles, and 23 French or bilingual titles.

3,925 publications distributed

In 2019–2020, CLEA distributed 3,925 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.

Displays

Each year, CLEA organizes displays of materials at a variety of events. This year, CLEA hosted exhibits at the following events: 2019 Law Day Open House, CLEA's Annual General Meeting, Transcona Health Fair, Manitoba Social Sciences Teachers' Association Special Area Group Conference (SAGE), and the Social Justice Fair at the University of Winnipeg.

Publishing

The Manitoba Legal Services Directory

Work on the 2020 *Manitoba Legal Services Directory* began with 137 lawyers placing 428 ads in the directory. The directory will be published in 2020–2021 with sales of the directory continuing in 2020–2021. Aside from being an excellent resource, between the ad sales and directory sales, the directory continues to be a stable source of revenue.

CLEA's Annual Report

Copies of the 2018–2019 *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.

NEW WEBSITE LAUNCHED!



The update of the website is an ongoing project. We launched our new website on March 24, 2020. It has a new look and more functionality. Aside from our publications being available on-line, we also have 35 videos. 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. Six of the videos are in French.

35 videos on our website, **3,165** views

The French videos are thanks to the work of law student volunteers through the Pro Bono Students Program. We would like to thank this year's students: Rebecca Akong and Alexandra Brogga as well as Shasta Benaim, who reviewed their translations.

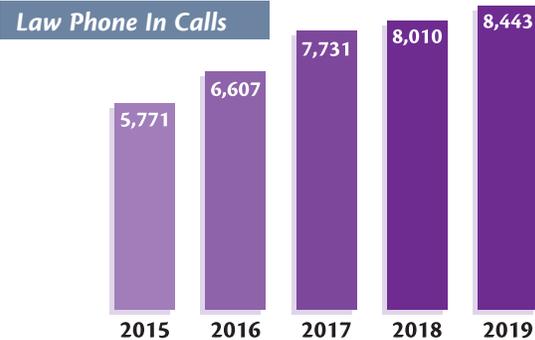
The top 5 videos viewed: *Effect of a Criminal Record and How Long a Criminal Record Lasts*, *Separation and Divorce*, *What Happens When I call the Police to Report Domestic Violence*, *How to Conduct Yourself in Court*, and *Overview of Civil Court Cases in Manitoba*.

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.



In 2019, the Program handled 8,443 calls, bringing the grand total to 396,973 since the service began in 1975. 75% of the calls originated from Winnipeg. Calls from outside Winnipeg came from 205 communities throughout Manitoba, primarily through our toll-free line. 316 came from other provinces and territories, 62 from 16 states in the United States and 27 came from around the world, many of them via e-mail: Africa, Bangladesh, Belize, Brazil, Egypt, England, Germany, Ghana, Grand Cayman, India, Indonesia, Israel, Mexico, Nigeria, Pakistan, Palestine, Poland, South Africa, and the United Kingdom. Most of these were calls about Immigration. Other legal issues in international calls included family law matters or court matters in Manitoba.

“The information you've provided has been most helpful. My thanks to your team and the work you do helping us navigate the legal process.”

396,973 total calls since 1975

In addition to telephone calls, the Program received 1,332 e-mails. Of completed calls, 30% of the calls were concerning Family Law; including divorce, separation, custody, access, grandparent access, adoption, guardianship, child support, spousal support, and various property issues. 11% 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 8% were about Employment Law.

Completed Program Calls by Topic:

Family	2,579	35%	Small Claims	157	2%
Other	835	11%	Landlord & Tenant	151	2%
Civil	785	11%	Debt	150	2%
Criminal	751	10%	Real Estate	149	2%
Wills & Estates	712	10%	Immigration	93	1%
Employment	594	8%	Welfare and EI	41	1%
Commercial	216	3%	Legal Aid	39	1%
Autopac	183	2%	Highway Traffic Act	14	.5%

In terms of trends, we're reporting them during COVID-19 and Pre COVID-19.

PRE COVID-19

In terms of trends, a number of family law calls in 2019–2020 continued to involve domestic violence and criminal charges. In addition to questions about family law matters such as custody, support, and property, the callers also had questions about bail conditions, protection orders, trials, sentences, and general criminal law procedure.

Inquiries in the area of elder law continued to remain high. Callers had questions about wills, estates, powers of attorney, and health care directives. They also called about disputes over powers of attorney and were seeking information on mediation or court options, committee applications, and involvement of the Public Guardian and Trustee.

COVID-19

The first cases of COVID-19 were announced in Manitoba on March 12, 2020. Non-essential travel was restricted between the Canada and US border on March 17. A State of Emergency for Manitoba was declared by the Premier on March 20. Closures of schools, care centres, businesses, and organizations followed. Government aid packages were announced and public health orders made. This resulted in calls and emails to the Law Phone-In Program about employment and labour law, government programs and aid, court closures, family law, custody and travel-related matters. Callers wanted to know about wills, health care directives, and options for powers of attorney.

In addition to fielding calls and e-mails about the rapidly changing legal and public health environment, we were also updating the community through our Twitter account and Facebook page. We provided updates as changes were announced, such as when the province of Manitoba added a temporary exception to the layoff rules under *The Employment Standards Code*, or when the province froze rent increases and suspended eviction hearings. Manitoba Courts restricted members of the public from court houses on

March 16, 2020, and adjournments, rescheduled hearings and trials, and alternative delivery models rapidly followed. The Law Phone-In Program answered inquiries on hearing dates, filing availability and deadlines, and qualifications for urgent hearings.

Self-represented litigants comprised 188 of the calls in 2019. 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.

897 calls resulted in referrals to one of the 147 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.

“ Thank you so much for your referrals over the years. They've led to relationships with some great clients and further referrals. I can't recommend your referral service enough. ” – a lawyer leaving the panel

In 2019, our records show that we received referrals from 144 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 referrals came from Legal Aid Manitoba – 923 (including The Public Interest Law Centre, the Brandon, The Pas and Dauphin offices), The Law Society of Manitoba – 227, Various lawyers and law firms – 153, Employment Standards – 138, Legal Help Centre – 120, Residential Tenancies Branch – 66, Various Court Offices, including judges – 63, Labour Board – 31, Manitoba Consumer Protection Office – 21, and various provincial government departments, particularly those under the umbrella of Manitoba Justice.

This information is based on callers self-identifying who referred them. 1,962 of the callers identified a referral source.

Two lawyers are on staff at Law Phone-In, Jennifer Dunik and Charlene Thomas. During the school year, we were assisted by law students through the Pro Bono Students Canada program: Adele Lee, (student lead), Taylor Antonchuk, Morgan Jackson and Andrew McDonald. We would also like to thank Elsa Kaka and Kathleen Hester, University of Manitoba Program Coordinators.

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, all of CLEA's lawyers on staff routinely attend Manitoba Bar Association and other continuing legal education seminars.

Executive Director, Mary Troszko, attended the annual Public Legal Education Association of Canada (PLEAC) conference in Toronto on November 1st and also attended the Widening the Circle Conference on October 31st. PLEAC is a national organization whose members provide public legal education and information programs. PLEAC's annual conference always provides an opportunity to share best practices in public legal education. The Widening the

Circle Conference included sessions on revisiting territorial acknowledgments, community justice help, chatbots, helplines and giving legal information in real time, and using design thinking for public legal education.

The Executive Director also attended PLEAC's Strategic Planning Session that took place on February 21st in Toronto.

Law Phone-In Lawyer, Jennifer Dunik, attended the American Bar Association's 2019 National Lawyer Referral Workshop that took place in Austin, Texas from October 23 to 26. This annual workshop provides insights into current trends and developments and practical applications for Lawyer Referral and Information Services (LRIS) across North America. There were presentations and discussions with other LRIS programs about Access to Justice, LRIS market updates, flat fees, unbundling, lawyer referral panel maintenance, automated referrals, intake staff and lawyer wellness.

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 2019–2020

Rural Manitoba Program Enhancement Project

We 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, Kathy Mallett, who canvassed the legal profession outside Winnipeg, to recruit volunteers for the Speakers Bureau and for the Lawyer Referral panel. Kathy also did some outreach with organizations outside Winnipeg to determine their legal information needs. The project began in fiscal year 2018/19 and was completed in fiscal year 2019/20.

There is certainly an interest in getting legal information through presentations and publications, and in some cases almost a desperate need. Going forward we would like to:

1. put interested organizations on our mailing list
2. send out publications in the areas of law indicated as useful by agencies
3. arrange presentations
4. as we get requests for presentations, follow up with lawyers in rural Manitoba about being on our Speakers Bureau
5. incorporate suggestions made by the survey participants.

The funding from the Manitoba Law Foundation helped CLEA better fulfil our mandate to provide public legal education and information services to all Manitobans. The challenge will be going forward in light of COVID-19.

“This is the first time I've heard of your organization. Awesome website. I will be referring clients to it.”

Workplace Sexual Harassment Project (WSH)

We received funding from Justice Canada for a 5-year project, starting September 2019 and ending March 31, 2024. The project involves several components: setting up a WSH hotline, creating a brochure and other materials, presenting a series of 25 workshops around the province, and creating a webinar.

We hired a lawyer, Brittney Fehr, to staff the WSH hotline and answer emails about workplace sexual harassment. All the staff took trauma-informed training. Brittney completed the more in-depth two-day course. Brendon Yarish, Legal Writer, completed the brochure which was printed in March 2020 and will be distributed along with our spring newsletter. We held a pilot presentation on February 24th at the Millennium Library. Kara Bashutski from Deeley Fabbri Sellen LLP delivered an excellent presentation.

The toll-free number for the Workplace Sexual Harassment Line is 1-877-226-4366.

The email address is: sexualharassmenthelp@communitylegal.mb.ca

We also created a web page: www.communitylegal.mb.ca/programs/workplace-sexual-harassment-project/

Family Law Materials Revision Project

We received funding from Justice Canada to review and in some cases, reprint our family law publications in light of the pending changes to the Divorce Act. Brendon Yarish, our Legal Writer, has completed drafts of our family law publications, including brochures, fact sheets, lesson plans and narrated power points. The publications will be reviewed for legal accuracy and plain language. The project was extended into 2020/21.

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 various ways to reach this objective:

1. Community and Other Outreach

Staff members attended the WISE Manitoba's Annual Persons Day Breakfast, and the Law Society of Manitoba's 50 Year Luncheon. We held our second open house on December 18th. The Law Phone-In Lawyers, Jennifer Dunik and Charlene Thomas spoke to CPLED students about the Lawyer Referral Program. We also provided Clinical placement for two students, Paul Reimer and Alysha Li, who were taking the Access to Justice Course.

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.

We also routinely meet with other organizations to explore how we can work together.

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

Community groups frequently approach CLEA for advice about public legal education issues.

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 important to CLEA. The Action Committee on Access to Justice in Civil and Family Matters in its Report – *Working Toward Accessible Justice* identified nine goals.

In the past, our programs have been recognized in the Action Committee’s Annual reports under 5 of the goals. **Goal 1:** Address Everyday Legal Problems – Our law conference, our Speakers Bureau and our Community Legal Intermediary Training course, our publication distribution and Law Phone-In address that goal. **Goal 2:** Meet Legal Needs – Our Law Phone-In and Lawyer Referral Program, as well as the work of the law students through Pro Bono Students Canada who helped make our legal information available in French addresses this goal. **Goal 4:** Improve Family Justice – Our Uncontested Divorce Guide and our family law presentations at the Winnipeg Public Library address this goal. **Goal 5:** Work Together – Community Legal Education Association strives to work with other organizations to improve access to justice. **Goal 6:** Build Capacity – Our Speakers in the Classroom program as well as our schools materials address this goal. This year, with our Rural Manitoba Program Enhancement Project, we can add **Goal 8:** Analyze and Learn.

PUBLIC LEGAL EDUCATION AWARDS



On Monday, December 9, 2019, the Honourable Cliff Cullen, Minister of Justice and Attorney General presented this year’s awards to lawyer Allan Fineblit, Q.C., at a reception at the Manitoba Legislature.

Allan practiced law with the firm of Thompson Dorfman Sweatman LLP in Winnipeg. His practice focused on professional regulation, governance, employment law, dispute resolution, legal ethics, strategic planning, and practice management. His clients include regulators, governments, lawyers and other professionals, and a wide variety of companies and organizations across Canada and internationally.

Allan was the Chief Executive Officer of the Law Society of Manitoba from 1998 to 2014, and prior to that was the Assistant Deputy Attorney General for Manitoba, the Executive Director of Legal Aid Manitoba, and in private practice.

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Allan serves on numerous Boards, both in the community and nationally.

Allan was appointed as a Queen’s Counsel in 1998 and in 2015 was awarded the Richard J. Scott Award for his commitment to access to Justice. In 2016, Allan received the President’s Award from the Canadian Bar Association, Manitoba Branch.



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., Sandi Wagner, Len Fishman, Michael Lazar and Wayne Rose.

We would like to thank Justice Minister Cullen, Sheila Michalski, Allan Fineblit Q.C., 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.

COVID-19

This report would not be complete without addressing COVID-19 and our response to it as well as its impact on our programs. As of March 19th, we began working remotely. Law Phone-In and the Sexual Harassment in the Workplace hotline handled inquiries by email only. We focused on our website. We added a COVID-19 FAQ section and added to the teacher resources. We also took the opportunity to review the content of the entire website, especially the Frequently Asked Questions.

We are back in the office on a part-time basis. Law Phone-In is handling both calls and emails, as is the Sexual Harassment Hotline. Thanks to a Pivot grant from the Manitoba Law Foundation, we will be able to work more effectively remotely.

The biggest impact of COVID-19 will be on our in-person programs – the Speakers Bureau, Speakers in the Classroom, Law in the Library, the Community Legal Intermediary Training courses and our annual law conference. The plan is to provide these programs using webinars instead of in-person presentations. We will have to do that with the 25 workplace sexual harassment workshops as well, at least for the time being. It will be a challenge for all of us.

“ I want to take the time to thank you and everyone at CLEA for what was truly a great experience and one that I am unbelievably grateful for.the opportunity to work with and learn from the crew you have at CLEA is more valuable to me (us) than our contribution to the workload could ever be.. ” – a Pro Bono Student

Financials

Community Legal Education Association (Manitoba) Inc.

STATEMENT OF REVENUES AND EXPENSES

Year ended March 31, 2020

REVENUES	2020 BUDGET	2020 ACTUAL	2019 ACTUAL
Justice Canada	\$163,300	\$163,300	\$70,000
The Manitoba Law Foundation	143,500	141,500	113,000
Workplace Sexual Harassment	153,100	65,347	–
The Law Society of Manitoba	67,000	67,000	67,000
Family Law Material	14,000	12,600	–
Directory advertising	11,000	6,660	11,075
Memberships & registrations	4,000	2,402	2,097
Sales	2,500	2,345	2,504
Donations	2,500	2,156	3,182
Interest earned	–	176	50
Fundraising	4,000	–	–
Summer student grant	–	–	2,676
	\$564,900	\$463,486	\$271,584

EXPENSES	2020 BUDGET	2020 ACTUAL	2019 ACTUAL
Accounting fees	\$5,000	\$3,481	\$3,263
Bank charges	200	184	172
Board and committees	1,500	2,175	1,357
Bookkeeping	5,000	1,941	2,773
Dues and memberships	550	574	320
Evaluations	8,600	–	–
Equipment purchase, repair & rental	9,200	3,460	8,037
Facilitators	–	–	31
Fundraising	1,500	–	4
Insurance	4,500	1,677	2,654
Occupancy	28,225	26,240	10,605
Postage and delivery	2,238	3,652	1,868
Professional fees	24,400	14,995	1,890
Programming (non-salary)	43,000	12,364	9,171
Project Expenses (Schedule 1)	182,600	94,305	143,866
Promotion	5,000	883	138
Salaries and wages	300,075	208,861	73,884
Staff training	10,250	6,551	1,920
Strategic planning	1,000	–	–
Sub-contracts	200	215	179
Supplies	16,000	10,957	6,091
Telephone	6,000	4,365	–
Travel	6,037	5,283	277
Website	6,000	3,118	564
	667,075	407,074	269,064
Excess of revenues over expenses	(102,175)	56,412	2,520

STATEMENT OF CHANGES IN NET ASSETS

Net assets (debt) – beginning of year	(1,074)	(3,594)
Excess (deficiency) of revenue over expenses	56,412	2,520
Net assets (debt) – end of year	\$55,338	\$(1,074)

Community Legal Education Association (Manitoba) Inc.

STATEMENT OF FINANCIAL POSITION | Year ended March 31, 2020

ASSETS	2020	2019
Cash	\$76,950	\$ –
Accounts receivable (note 5)	5,436	4,510
Prepaid expenses	4,679	9,015
	87,065	13,525
LIABILITIES		
Bank indebtedness (Notes 3, 4)	\$ –	4,931
Accounts payable (Note 6)	6,720	6,668
Deferred contributions (Note 7)	25,007	3,000
	31,727	14,599
NET ASSETS (DEBT)		
Unrestricted	55,338	(1,074)
	\$87,065	\$13,525

Community Legal Education Association (Manitoba) Inc.

STATEMENT OF CASH FLOWS | Year ended March 31, 2020

OPERATING ACTIVITIES	2020	2019
Excess of revenues over expenses	\$56,412	\$2,520
Changes in non-cash working capital:		
Accounts receivable	(926)	(789)
Prepaid expenses	4,337	(4,401)
Accounts payable	51	(11,149)
Deferred contributions	22,007	3,000
	25,469	(13,339)
Increase (decrease) in cash	81,881	(10,819)
Cash (deficiency) – beginning of year	(4,931)	5,888
Cash (deficiency) – end of year	\$76,950	\$(4,931)

Community Legal Education Association (Manitoba) Inc.

SCHEDULE 1 – PROJECT EXPENSES | Year ended March 31, 2020

LAW PHONE-IN	2020 BUDGET	2020 ACTUAL	2019 ACTUAL
PROJECT EXPENSES			
Family Change	14,000	12,600	–
Law Conference	500	337	421
Rural Manitoba Program	17,000	15,000	3,000
Workplace Sexual Harassment Hotline	151,100	65,347	–
PROJECT			
Memberships	–	–	\$ 280
Occupancy	–	–	6,043
Professional fees	–	–	12,031
Salary and benefits	–	1,000	116,731
Staff training	–	–	1,242
Supplies and furniture	–	21	–
Telephone	–	–	4,118
	–	1,021	140,445
	\$182,600	\$94,305	\$143,886

People

THANK YOU! Without the support of volunteers in the community, CLEA could not do its work. In the 2019–2020 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 2019–2020, the dollar value of the time spent by CLEA volunteers was over \$47,760. 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 \$1,876. 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.

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 2019–2020 were:



Mary Troszko, Executive Director

Jennifer Dunik, Law Phone-In Lawyer

Charlene Thomas, Law Phone-In Lawyer

Brittney Fehr, Sexual Harassment hotline Lawyer

Brendon Yarish, Legal Writer

We would also like to thank our bookkeeper, **Gloria Gordon**, clerical assistant, **Robin Martin**, administrative assistant, **Charlene Zagrodnik**, and project coordinator, **Kathy Mallett**.



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 2019–2020 were:

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

Stacey Soldier (Vice-President) – Lawyer, Cochrane Saxberg LLP

Brandin Stoesz (Treasurer) – Analyst with Manitoba Hydro

Sarah Thurmeier (Secretary) – Lawyer, Fillmore Riley LLP

Darren Grunau – Lawyer, Justice Canada

Mary-Ellen Wayne – Lawyer

Melanie Beaudry – Lawyer, Ferriss Burnside

Stacia Franz – Articling Student, Fast Trippier Law

Gabriel Chung – Training Standards Coordinator with Apprenticeship Manitoba

Eldene Spencer – Staff Officer, Manitoba Teachers' Society, retired

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NICE THINGS PEOPLE HAVE SAID ABOUT US

“ Very well presented and very practical examples provided. Very helpful to share with my high school students. ”
– Law Conference participant

“ I heard about the program at the Immigrant Centre. Very informative! Learned a lot. I'm definitely doing my will! ”
– Law in the Library attendee

“ All speakers are to be commended for the time & effort put into their presentations. They were well informed on their respective topics. ” – Law Conference participant

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