

**DEAF  
CENTRE  
MANTIOBA  
INC.**



**Support  
our Deaf  
Community**

**Service of  
Communication  
and Information**

**Resource for  
Culture,  
Education,  
Health,  
and Family**

**ANNUAL GENERAL MEETING  
ANNUAL REPORT  
2020-2021**

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## Deaf Centre Manitoba, Inc. Annual General Meeting Annual Report 2020-2021

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# **Annual General Meeting (AGM) Agenda**

**Deaf Centre Manitoba, Inc.  
Annual General Meeting (AGM)  
Thursday, October 21, 2021,  
at 7:00pm, at Zoom Meeting**

## **A G E N D A**

- 1. Call to Order & Welcome & Regrets**
- 2. Moment of Silence**
- 3. Special Presentation**
- 4. AGM Minutes of September 5, 2019**
- 5. Chairperson's Report**
- 6. Review Financial information**
- 7. Nomination Committee Report**
- 8. Omnibus Resolution**
- 9. Deaf Centre Manitoba, Inc. Report**
- 10. New Business & Questions**
- 11. Certifications**
- 12. Adjournment & Refreshments**
- 13. AGM Announcement**

# INTRODUCTION

## **PURPOSE**

DCM Inc is a non-profit charitable organization which recognizes the value of Deaf Culture and American Sign Language (ASL). The purpose of DCM Inc is set out to the following statement as adopted by the Board of Directors on April 10th, 2006:

The purpose of the organization is to coordinate and/or provide resources and programs that enhance the development of the Deaf Community.

## **PHILOSOPHY**

As an organization, we recognize that members of the Deaf Community share a common culture based on American Sign Language, values, and understandings based upon shared experience as a minority group. Acceptance of Deaf Culture provides a positive, valuable foundation for self-esteem and identity of Deaf, Deaf Blind and Hard of hearing people. We believe that Deaf, Deaf-Blind and Hard of hearing people can determine their own needs and their future paths.

We believe that the community and individual well-being is fostered by participation in decision-making in own day to day activities and being independent and valued.

We believe that ASL is a language to be encouraged, respected, and valued and that the organization is committed to operating bilingual (ASL/English) and bicultural programs and services.

We believe that people of all ages, Deaf, Deaf-Blind, Hard of hearing and hearing, can live and work together in harmony and benefit from each other's interests, perspectives, and experiences.

We believe that Deaf, Deaf-Blind and Hard of hearing voluntary organizations are extremely valuable for the fulfillment of individuals, for the development of community and for the opportunity for self-determination, role models; therefore, the organization is committed to supporting and encouraging these organizations.

### **DEFINITION OF DEAF COMMUNITY**

The Deaf Community consists of people who are culturally Deaf; people who are Hard of hearing, deafened or Deaf-Blind; individuals who share a common language, common experiences and values, and a common way of interacting with each other, and with hearing people. Hearing people through family, personal relationships or work are active in the Deaf Community. ASL is the principal language used by members of the Deaf Community. Membership in the Deaf Community is not an individual decision but rather is acknowledged by the Deaf Community at large or major segments therein.

### **OBJECTIVES**

1. To provide liaison to DCM building management.
2. To manage Deaf-related offices, meetings, resources, and cultural.
3. To promote knowledge and understanding of Deaf Culture, Deaf experience, and ASL in both the Deaf, Hard of hearing, Deaf -Blind communities.
4. To encourage cooperation and communication amongst various Deaf, Deaf-Blind, Hard of hearing and Deaf-related organizations.
5. To initiate or encourage actions which promote leadership, pride and independence in the Deaf Community.

6. To develop and provide information, workshops and other resources that respond to the needs of the Deaf Community and to the need for Deaf, Deaf-Blind and Hard of hearing person.

### **GENERAL OPERATION**

Preferences will be given to qualifying internal candidates before opening to qualified Deaf, Deaf-Blind, and Hard of hearing. Hearing who has experiences in Deaf Culture may also be considered.

# DEAF CENTRE MANITOBA, INC. BOARD OF DIRECTORS 2020-2021

## **Board**

Chairperson	.....	Doug Momotiuk
Vice Chairperson	.....	Doug McKechnie
Secretary	.....	Sarah Halek
Treasurer	.....	Sheila Montney
Director	.....	Sam Lantz
Director	.....	Rita Bomak

## **DCM Operations and Finance Committee**

Sheila Montney, Chair  
Sam Lantz  
Doug Momotiuk (ex-officio)  
Alexandra Calbay-Martin (Staff)

## **DCM Human Resource Committee**

Doug McKechnie, Chair  
Sheila Montney  
Rita Bomak  
Doug Momotiuk (ex-officio)  
Alexandra Calbay-Martin (Staff)

## **Staff**

Alexandra Calbay-Martin, Service Coordinator (September 2020 – present)

## NOMINATING COMMITTEE

The 2020-21 term Board members are as follow as:

Deaf

Doug Momotiuk – 2<sup>nd</sup> elected 2016

Sheila Montney – 1<sup>st</sup> elected 2018

Sarah Halek – 1<sup>st</sup> elected 2019

Sam Lantz – 1<sup>st</sup> elected 2018

Rita Bomak – 1<sup>st</sup> elected 2020

Hearing

Doug McKechnie – 1<sup>st</sup> elected 2002

The Constitution and By-Laws allows be a maximum of 10 and no less than 5 Directors of whom 50% + 1 must be Deaf.



## CHAIRPERSON'S REPORT

Due to Covid-19 pandemic and Government of Manitoba's health guideline rules, we had to close Deaf Resource Centre's office at that time. I thanked to Sheila Montney who volunteered doing her duty on DRC social media from April to August 2020. We kept informed to the public on social media for Deaf issues' information and notices.

We hired Alexandra Calbay-Martin as Service Coordinator since September 2020. Alexandra has had her quality of wonderful and impressed duties at her general office as she has worked as only one staff due to pandemic situation; provided proposals for office administration; and prepared on general numerous issues at Deaf Resource Centre. She has been energized and motivated staff for the Board, public and contacted professionals among the Deaf issues.



We reported the documents to the Agency Accountability and Support Unit (AASU) under the Government of Manitoba department, Families. These documents were 2020-2021 Financial Report and 2021-22 Budget Report, and corporation document. We thanked to DCM Financial Committee for their participation in virtual meetings and advises.

We revised the Human Resource Policy Manual effectively March 2021 for the general duties of staff at DCM, Inc office and programs. We thanked to DCM Human Resource Committee for their participation of email group discussions, virtual meetings and advises on the general human resource issues.

During the Covid-19 pandemic times, Alexandra Calbay-Martin's efforts to have her office duties to keep up distributing the important postings of Government of Manitoba, City of Winnipeg and other authorities' emergency notices and health guideline rules including the provisions of Sign language interpreters at social media on daily basis to the public especially Deaf persons.

I had weekly brief meetings by face-to-face or videos with DCM Service Coordinator, Board members for the updates and feedback/advises.

Our goal is to have full time capacity of services at Deaf Resource Centre's office and programs that would be opened in soon future for the Deaf and Deaf Blind persons and visitors.

I also thanked to the Board members: Doug McKechnie, Vice-Chairperson; Sarah Halek, Secretary; Sheila Montney, Treasurer; Rita Bomak, Director Sam Lantz, Director and staff, Alexandra Calbay-Martin, Service Coordinator for their efforts and advises and discussions on the emails, proposals, and challenges during the year of 2020-21.

Submitted by  
Doug Momotiuk,  
DCM, Inc Chairperson

# INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT



**Ryan Merner**  
Chartered Professional  
Accountant Ltd.

238 St. Mary's Road  
Winnipeg, MB R2H 1J3  
T: 204-414-9163  
F: 1-855-787-3007 (toll-free)  
E: ryan@rmcpa.ca

## INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of Deaf Centre Manitoba Inc.:

I have reviewed the accompanying financial statements of Deaf Centre Manitoba Inc. that comprise the statement of financial position as at March 31, 2021, and the statements of operations, changes in net assets, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

### Practitioner's Responsibility

My responsibility is to express a conclusion on the accompanying financial statements based on my review. I conducted my review in accordance with Canadian generally accepted standards for review engagements, which require me to comply with relevant ethical requirements. A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained. The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, I do not express an audit opinion on these financial statements.

### Conclusion

Based on my review, nothing has come to my attention that causes me to believe that the financial statements do not present fairly, in all material respects, the financial position of Deaf Centre Manitoba Inc. as at March 31, 2021, 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.

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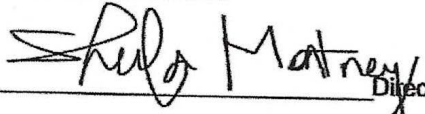
Ryan Merner Chartered Professional Accountant Ltd.  
238 St. Mary's Road, Winnipeg, Manitoba, Canada R2H 1J3

September 13, 2021

**Deaf Centre Manitoba Inc.  
Statement of Financial Position  
March 31, 2021**

	General Fund	Friends of DCM Fund	2021	2020
<b>ASSETS</b>				
<b>Current assets</b>				
Cash	\$ 57,966	\$ -	\$ 57,966	\$ 49,757
Short term investments (Note 4)	30,437	-	30,437	-
Accounts receivable	806	-	806	394
Prepaid expenses	1,749	-	1,749	1,716
	90,958	-	90,958	51,867
<b>Long-term investments (Note 4)</b>	20,933	37,990	58,923	74,863
	\$ 111,891	\$ 37,990	\$ 149,881	\$ 126,730
<b>LIABILITIES &amp; NET ASSETS</b>				
<b>Current liabilities</b>				
Accounts payable	\$ 8,163	\$ -	\$ 8,163	\$ 1,400
Deferred revenue (Note 5)	13,452	-	13,452	13,452
	21,615	-	21,615	14,852
<b>Net assets</b>	90,276	37,990	128,266	111,878
	\$ 111,891	\$ 37,990	\$ 149,881	\$ 126,730

On behalf of the board

  
Director

On behalf of the board

  
Director

The accompanying notes form an integral part of these financial statements.

**Deaf Centre Manitoba Inc.  
Statement of Operations  
Year Ended March 31, 2021**

	General Fund	Friends of DCM Fund	2021	2020
<b>Revenue</b>				
Grant - Family services	\$ 68,600	\$ -	\$ 68,600	\$ 68,600
Grant - Winnipeg Foundation	5,872	-	5,872	5,622
Charitable donations	101	-	101	592
Other income	15,777	-	15,777	708
CHS product sales	484	-	484	1,762
Interest	1,279	-	1,279	1,065
Repayment of Surplus to Department of Families	(17,671)	-	(17,671)	-
	74,442	-	74,442	78,349
<b>Expenditures</b>				
Accounting fees	1,498	-	1,498	1,400
Books and video tapes	-	-	-	30
CHS product purchases	2,189	-	2,189	1,483
Computer expenditures	5,535	-	5,535	903
Consulting	1,790	-	1,790	-
COVID-19 Expenses	744	-	744	-
Dues, fees, and memberships	550	-	550	1,050
GST expense	306	-	306	232
Insurance	1,947	-	1,947	1,991
Meetings and conferences	144	-	144	-
Office	8,476	-	8,476	2,629
Professional development	-	-	-	21
Rent	6,581	-	6,581	6,452
Salaries and wages	25,288	-	25,288	22,494
Telephone and internet	2,279	-	2,279	3,003
Travel	727	-	727	724
	58,054	-	58,054	42,412
<b>Excess of revenue over expenditures</b>	<b>\$ 16,388</b>	<b>\$ -</b>	<b>\$ 16,388</b>	<b>\$ 35,937</b>

The accompanying notes form an integral part of these financial statements.

## SERVICE COORDINATOR'S REPORT

First and foremost, I would like to begin by thanking Deaf Centre Manitoba, (DCM) Inc. for the opportunity to serve as the Service Coordinator for the DCM Inc. My role is to work in an overall and management office in the DRC and to facilitate, meetings, trainings, and liaison with the DCM Inc. Boards. I also sincerely thank Douglas Momotiuk, DCM, Inc Chairperson and Sheila Montney, DCM, Inc Treasurer for their support and guidance throughout the year.



There are many things to change and faces challenges due to COVID-19 pandemics and restrictions especially deaf tenants in the DCM building and the community. We followed orders in accordance with Manitoba Public Health guidelines that ensure the safety and health of deaf customers. We did our best and continue to support the centre's vision of serving Deaf, DeafBlind and Hard of Hearing communities across Manitoba.

The DRC has updated the software in all public computers, programs in office and developed the library and VRS area. The DRC has revised, and created guidelines on services, and resources, as well as policies and guidance on COVID-19.

The DCM, Inc. has three projects this year: Website, American Sign Language (ASL) V-News, and DCM Inc. Sale and donation will proceed to ASL V-News project. We have developed a current and new website, social media, and kits, and created a new email account. The DRC has provided an ASL Signers and progressive teamwork. We extend our heartfelt thanks to Deaf ASL Translators; Jordan Sangalang and Joanna Hawkins for their support of ASL V-News. Also, DCM Inc. Sale and fundraising and donation will be granted to ASL V-News project.

I attended virtual webinars as part of Manitoba Access Awareness Week 2021, entitled Customer Services & Accessibility from Manitoba Accessibility Office and participated in an essential online workshop organized by the Canadian Association of the Deaf (CAD) and Silent Voice Canada.

The DCM Inc. truly thanks to Manitoba Bridge for their wonderful grant of \$20,000, that amount will proceed for DCM Inc. Goods and Services. Also, we also expressed appreciation and gratitude to the Winnipeg Foundation, Canada Helps Organization, donors, and friends of DCM. for the donation, the sponsors.

## **Working partnership and collaboration with:**

### **Canadian Hearing Society (CHS)**

The CHS and DCM, Inc. have updated the equipment, and devices. The Customers has ordered the communication devices and fire alarms.

### **E-quality Communication Centre of Excellence (ECCOE)**

It is ongoing provided booking interpreters for the Deaf community in Manitoba.

### **FamiliesForward**

DCM, Inc. representative attended the Coalition Meetings and consent agendas with their projects, programs, and activities.

### **211 Manitoba**

is a one-stop searchable listing of non-profit, social, community, and government services for people in Manitoba. It now also supports a call centre that is staffed 24/7 by knowledgeable information and referral specialists. The contact information for DCM Inc. was updated on 211, Manitoba. The website [www.mb.211.ca](http://www.mb.211.ca) may be outdated and the phone line, 211 and the TTY number 1-855-405-7446. It helps people can find us through 211 Manitoba website and contact information, as well.

### **Disabilities Organizations**

Referring Mental Health and COVID-19 research & response, referral made & virtual webinars, survey and invitations with Deaf organizations via emails and social media posts from DCM Inc.

### **Ongoing Tasks**

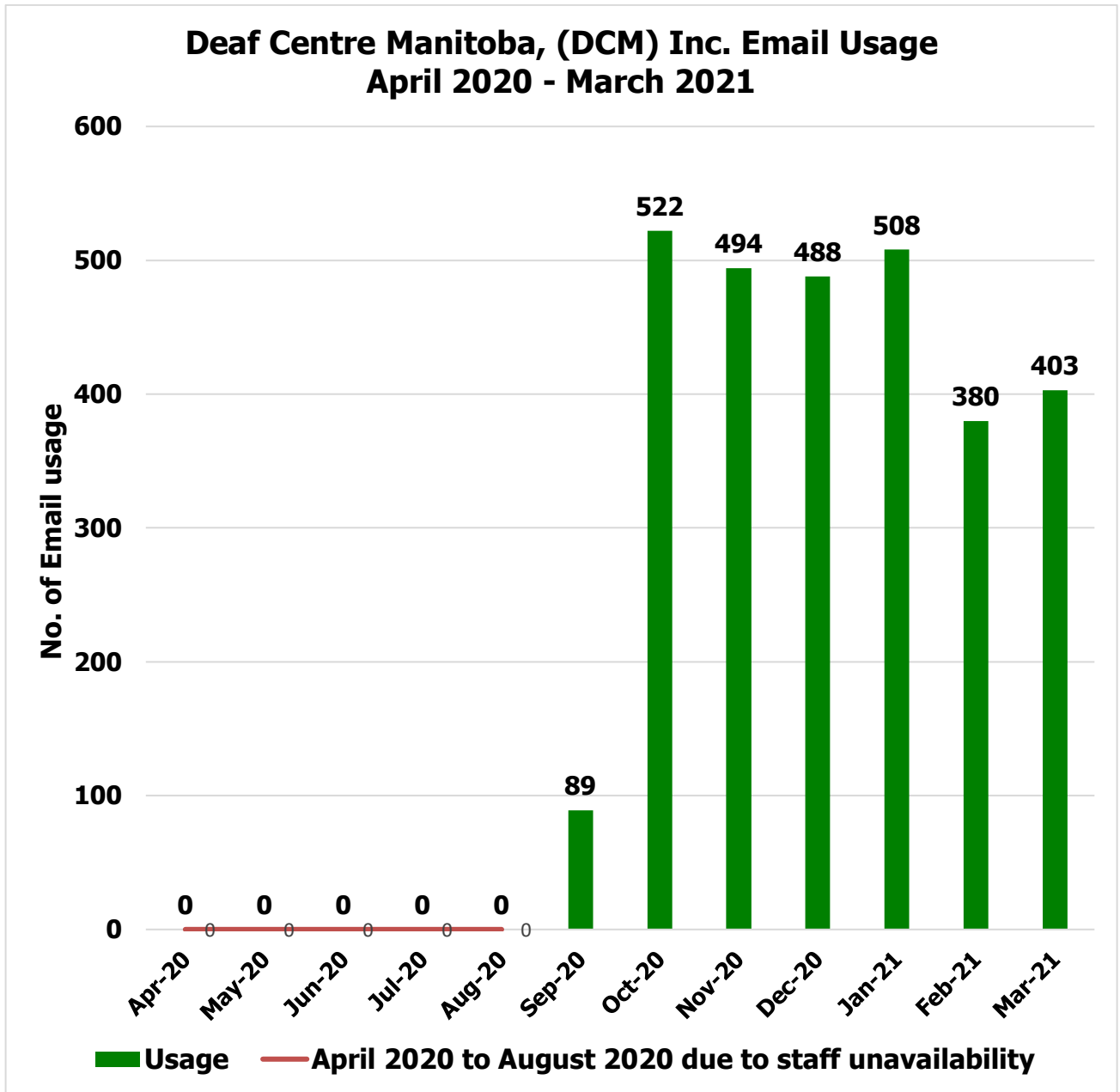
Due to COVID-19 restrictions, I continue to work from home– development and progressive in the DRC office and projects. The DRC is constantly information center operated on social media and post at DRC bulletin. The DCM, Inc continues to provide the fundraising development. The DRC envisions a network, and partnership with different regions, resources, services all over Manitoba and more activities and planning for future projects.

With closing, I would like to take the opportunity to thank you to the Deaf community for your ongoing understanding and patience in these difficult times during to COVID- 19 pandemic. I hope that DCM Inc services and resource will continue to provide a kind of support to the Deaf, DeafBlind and Hard of Hearing community. I also warmly thank to the DCM Executive Boards and Board of Directors for their support and advice. I can't stand to work alone without all of you and the DCM, Inc. Thank you!

Respectfully Submitted,

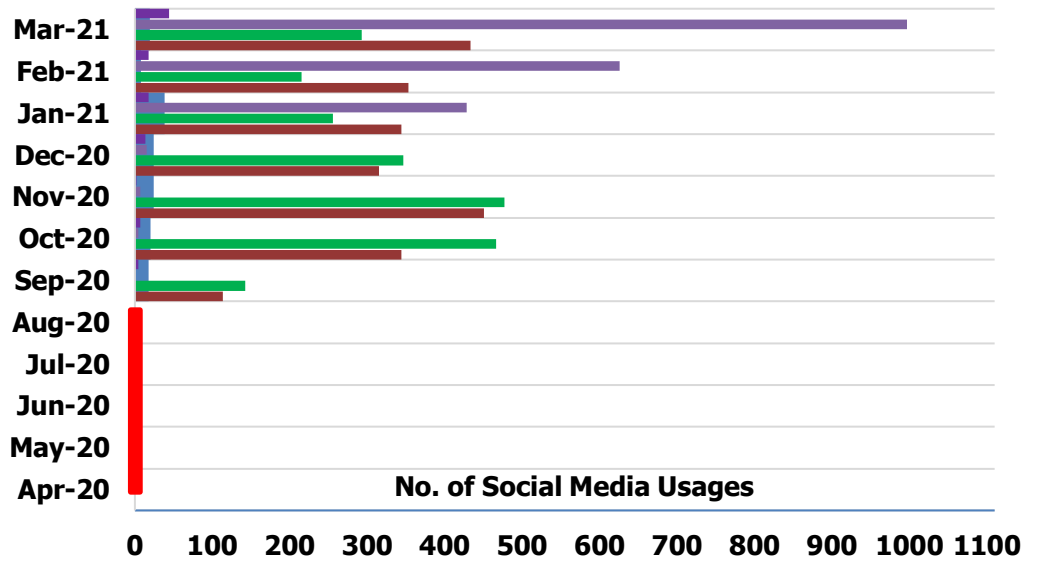
Alexandra Calbay-Martin,  
DCM, Inc. Service Coordinator

# DCM INC. AND DRC STATISTICS REPORT 2020-2021



The DCM Inc. Service Coordinator used a former email address: [deafmb@shawbiz.ca](mailto:deafmb@shawbiz.ca) and Deaf Resource Centre (DRC) used a former email address: [crc@shawbiz.ca](mailto:crc@shawbiz.ca) from September 2020 to March 2021. All the information was transferred to a new email address at [dcminc.info@shaw.ca](mailto:dcminc.info@shaw.ca) and [servicecoordinator@deafcentremanitobainc.ca](mailto:servicecoordinator@deafcentremanitobainc.ca) starting March 2021.

## Deaf Centre Manitoba, (DCM) Inc. Social Media April 2020 - March 2021



	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21
■ 151 - DCM Inc Website	0	0	0	0	0	18	20	24	24	38	8	19
■ 38 - YouTube - ASL V-News	0	0	0	0	0	2	3	1	6	8	8	20
■ 936 - Instagram	0	0	0	0	0	0	2	3	7	193	282	449
■ 989 - Twitter	0	0	0	0	0	64	210	215	156	115	97	132
■ 1,060 - Facebook	0	0	0	0	0	51	155	203	142	155	159	195

■ April 2020 to August 2020 due to staff unavailability

### Youtube – ASL V-News

DCM Inc. joined in October 2013. Uploaded 11 videos, 1,320 views, 0 comments, 10 likes, 0 dislikes from October 2013 to August 2020.

DRC joined in September 2020. Uploaded 3 videos, 97 views, 0 comments, 0 likes and 0 dislikes from September 2020 to March 2021. DRC ASL V-News joined September 2020 and uploaded 38 videos, 754 views, 0 comments, 0 likes and 0 dislikes from September 2020 to March 2021.

### Twitter

DCM Inc. joined in March 2011. 17,100 Tweets, 335 Following 577 Followers. Reposted and posts 989, 0 messages, 0 comments, and 0 loves from September 2020 to March 2021.



## Instagram

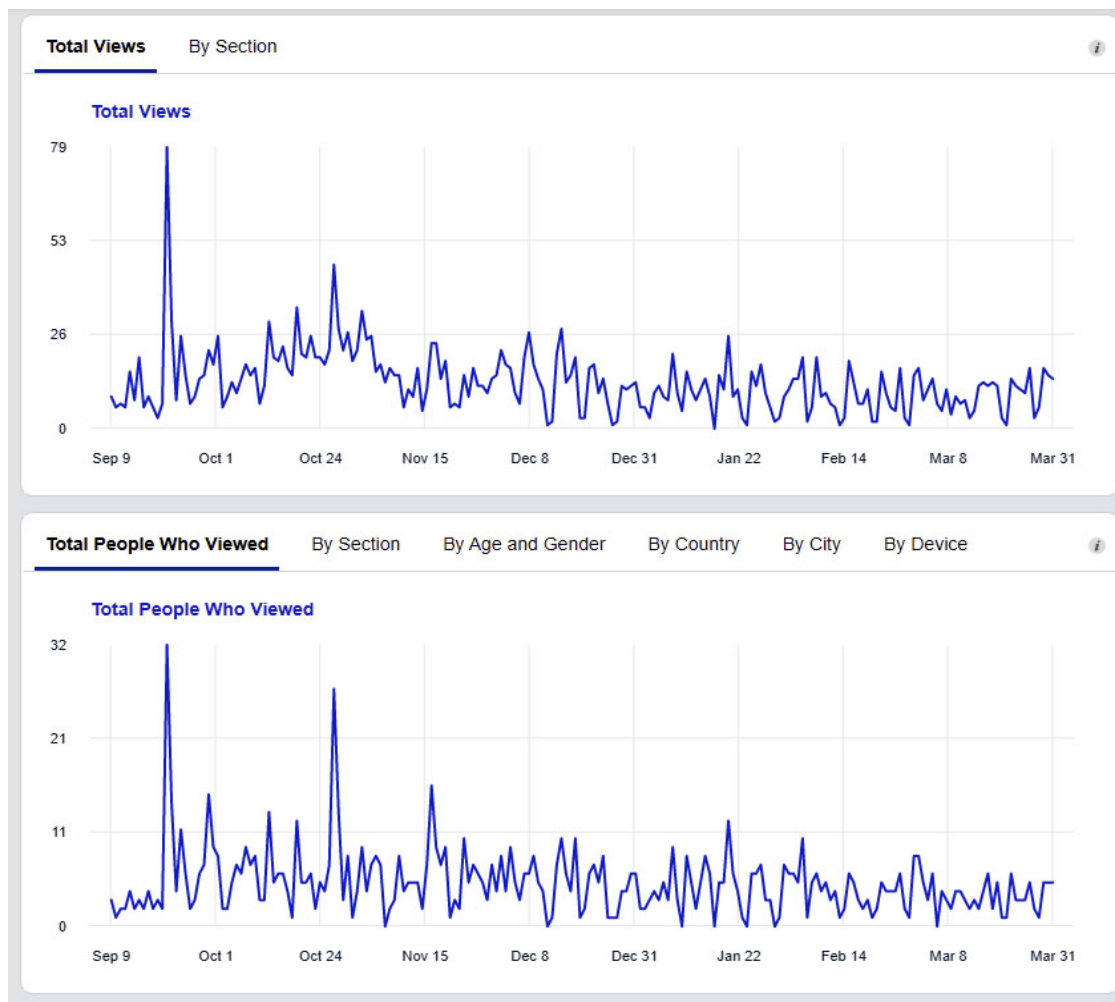
DCM Inc. joined in September 2020. 26 posts, 125 Following, 245 Followers, 83 loves, 39 views, 1 comment, and 936 live stories.

## Facebook

DRC joined Facebook account in March 2011. 273 Friends, 27 posts from September 2020 to March 2021

DCM Inc. created the Facebook Page in March 2011. 1,018 people likes, 1,101 people follows, 838 people checked in, 9 comments, 24 likes from September 2020 to March 2021. See the Figure 1. Total Views with number of total views and total people who viewed.

**Figure 1. Total Views**



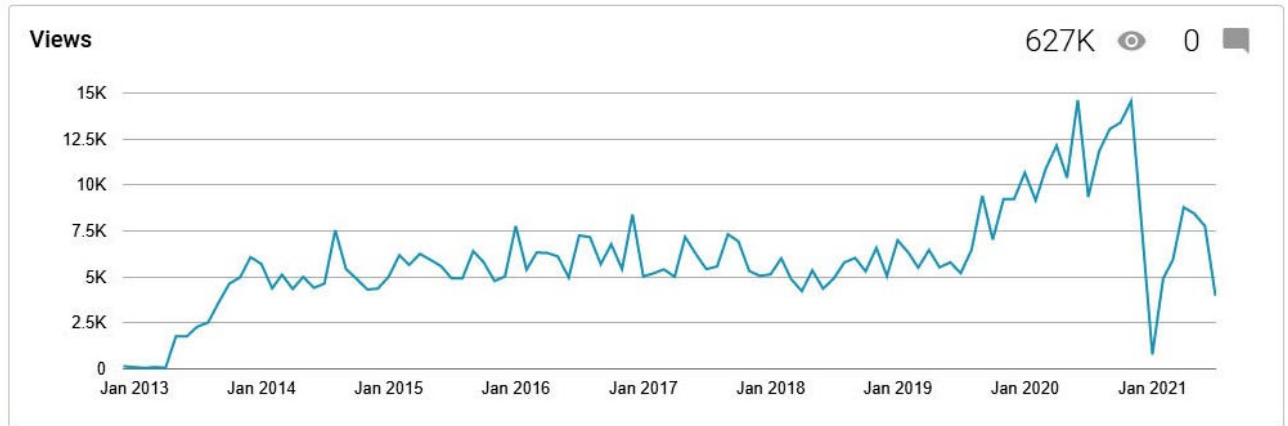
Visit the source <https://www.facebook.com/DeafCentreManitobaInc/insights/?section=navPageViews> for more information.

## DCM Inc. Website usages and updates

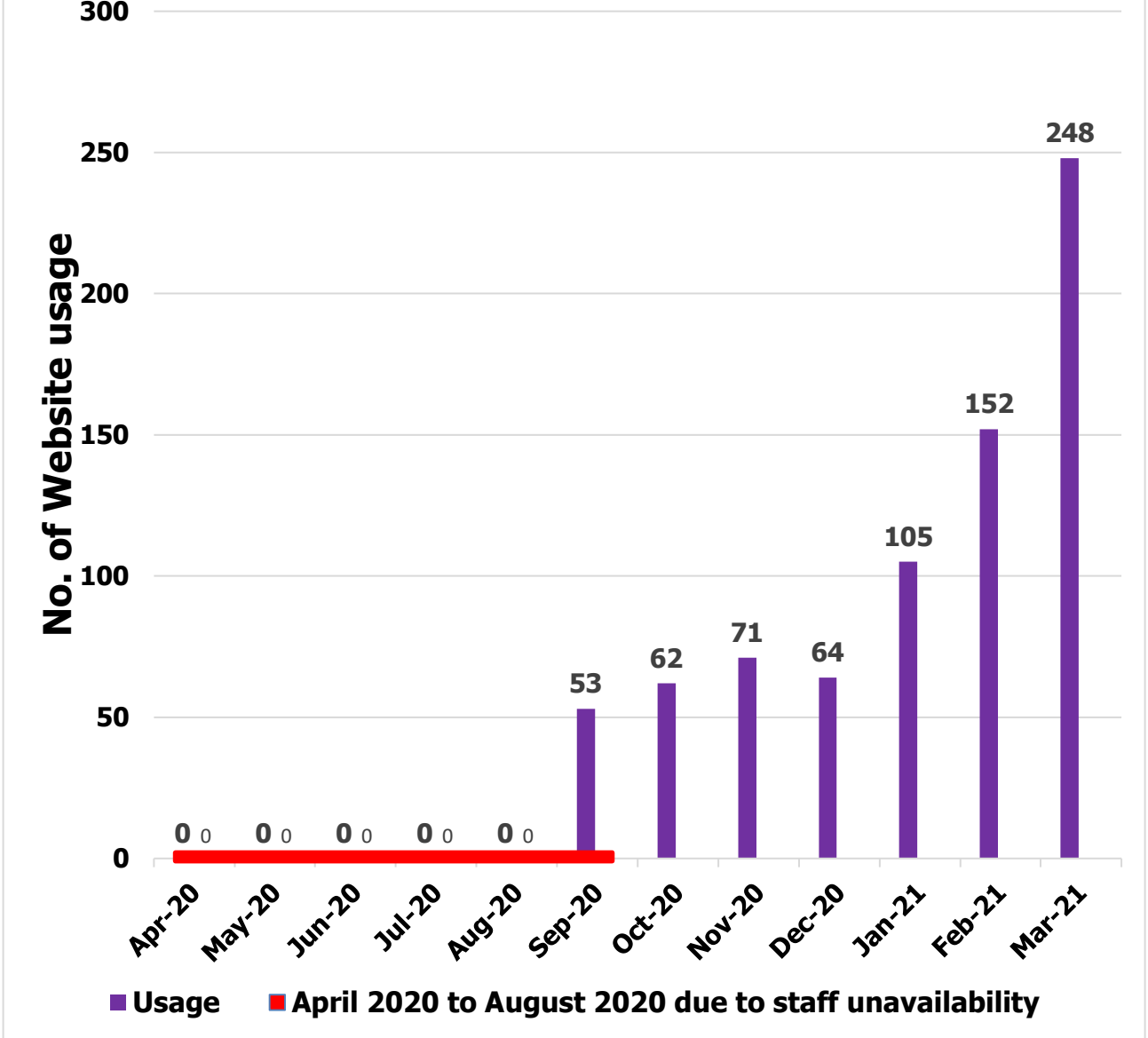
DCM Inc. joined in January 2013 and visit the website at [www.deafcentremanitoba.org](http://www.deafcentremanitoba.org).

See the DCM Inc. Figure 2.

**Figure 2. Views**

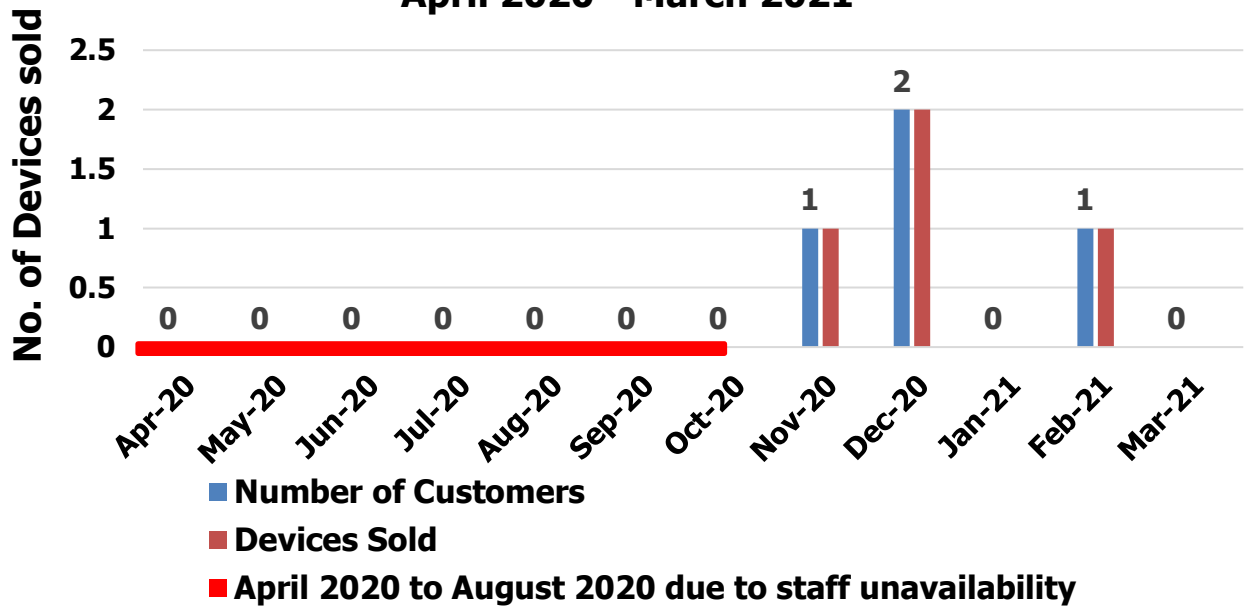


### Website Usage April 2020 - March 2021

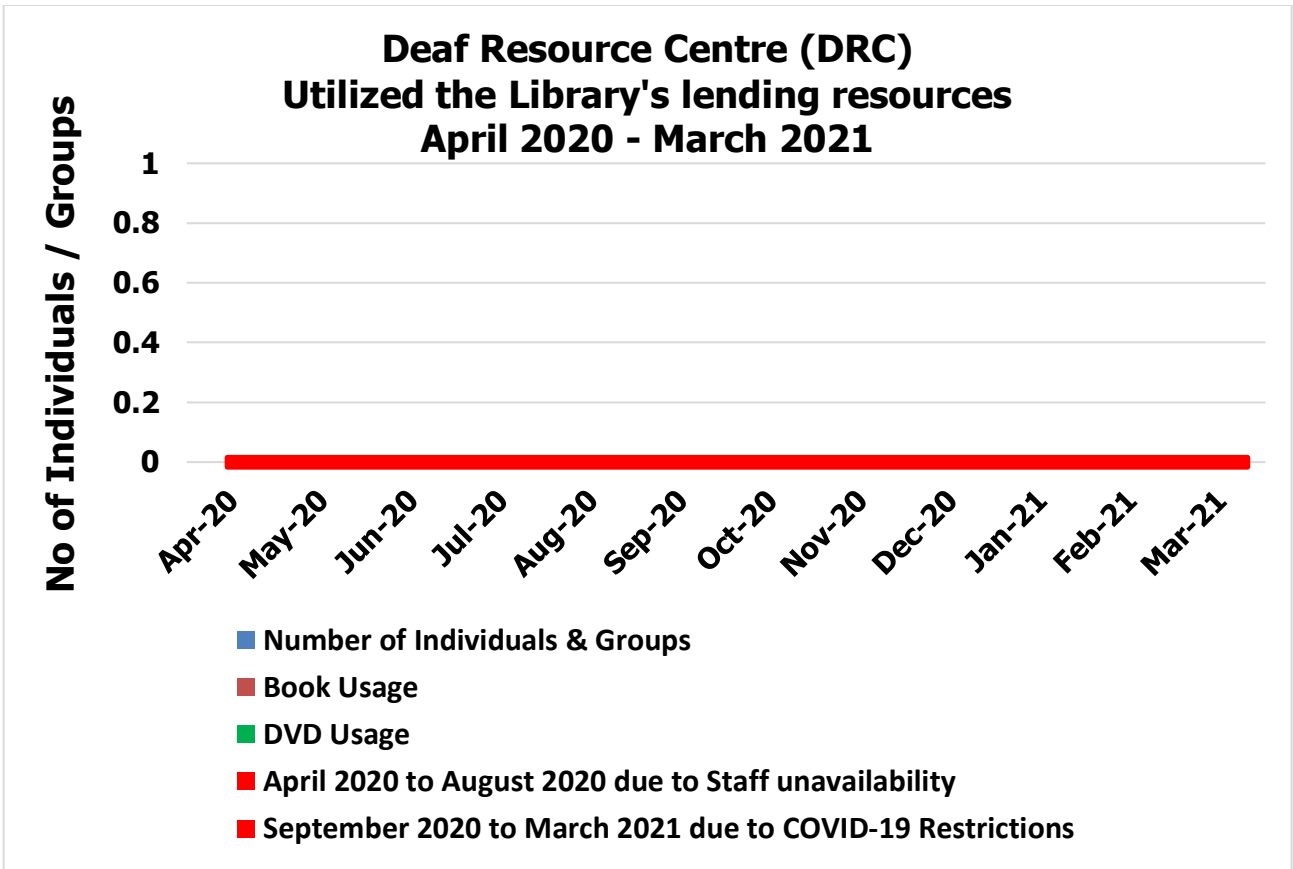


DCM Inc. uses its website from September 2020 to March 2021. In addition, the DCM Inc. Website contains the main references with the number of uses.

### Canadian Hearing Services (CHS) & Deaf Centre Manitoba, (DCM) Inc. Communication Devices April 2020 - March 2021

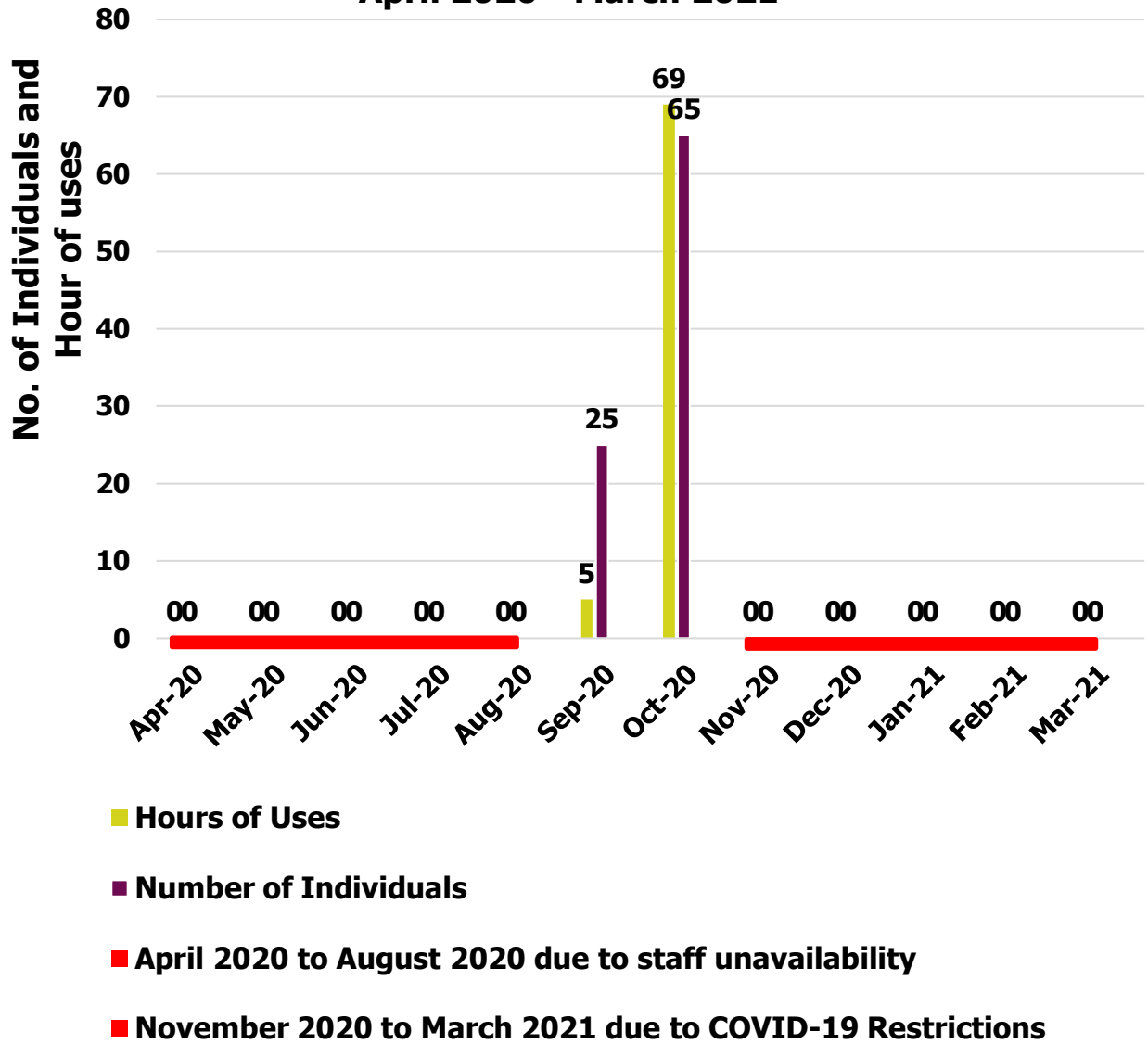


The DCM Inc. is in partnership with the Canadian Hearing Services (CHS). The Communications and emergency devices continue to be marketed according to Manitoba Public Health orders.



The DRC library closed from April 2020 to August 2020 due to staff unavailability and from September 2020 to March 2021 due to COVID-19 restrictions.

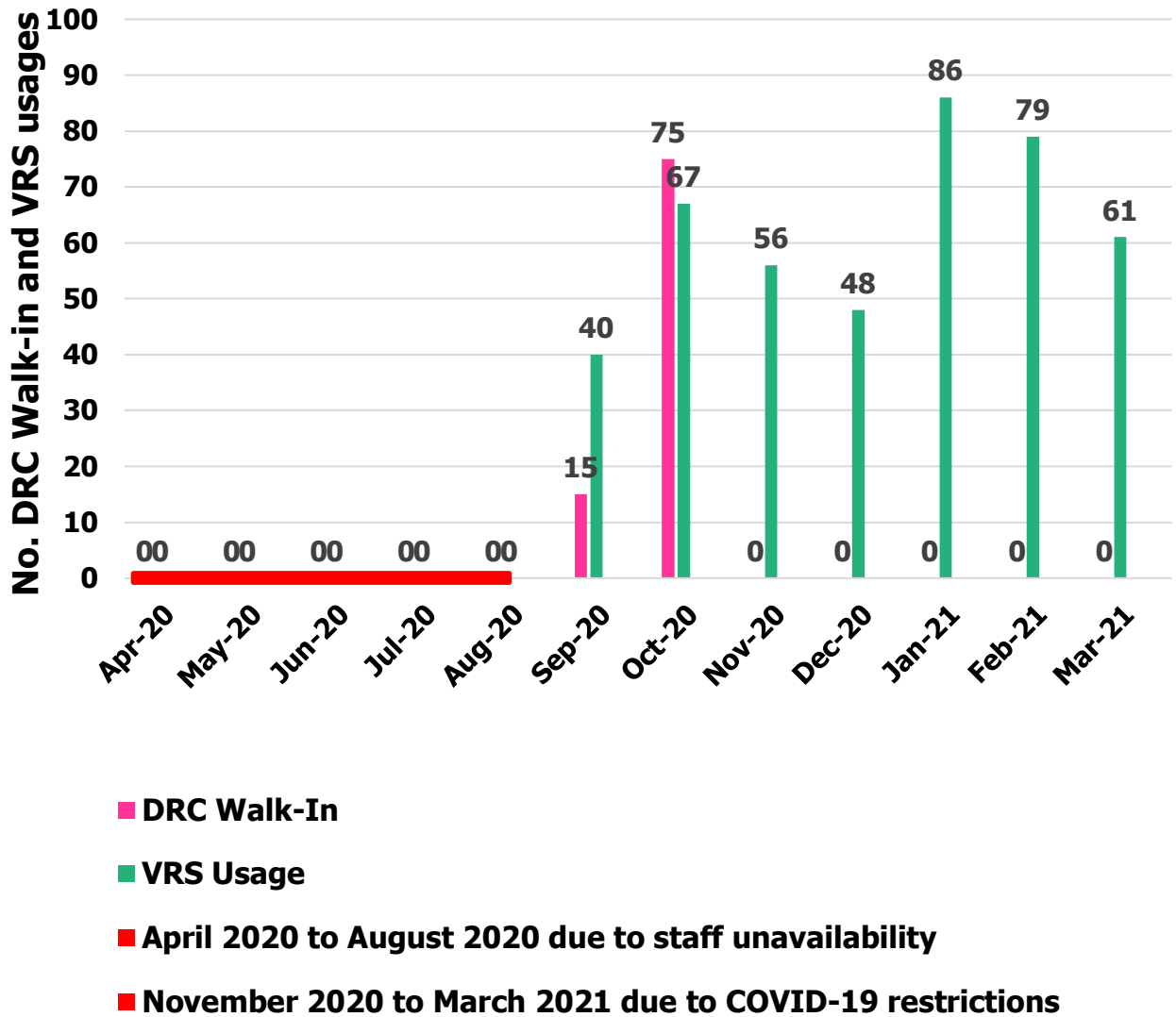
**Deaf Resource Centre (DRC)  
Utilized the Public Access Computers and Hours of  
uses  
April 2020 - March 2021**



The DRC Public Computer closed from April 2020 to August 2020 due to Staff unavailability, reopen the office and see the number of customers from September 2020 to October 2020 afterwards the office closed again from November 2020 to March 2021 due to COVID-19 restrictions.

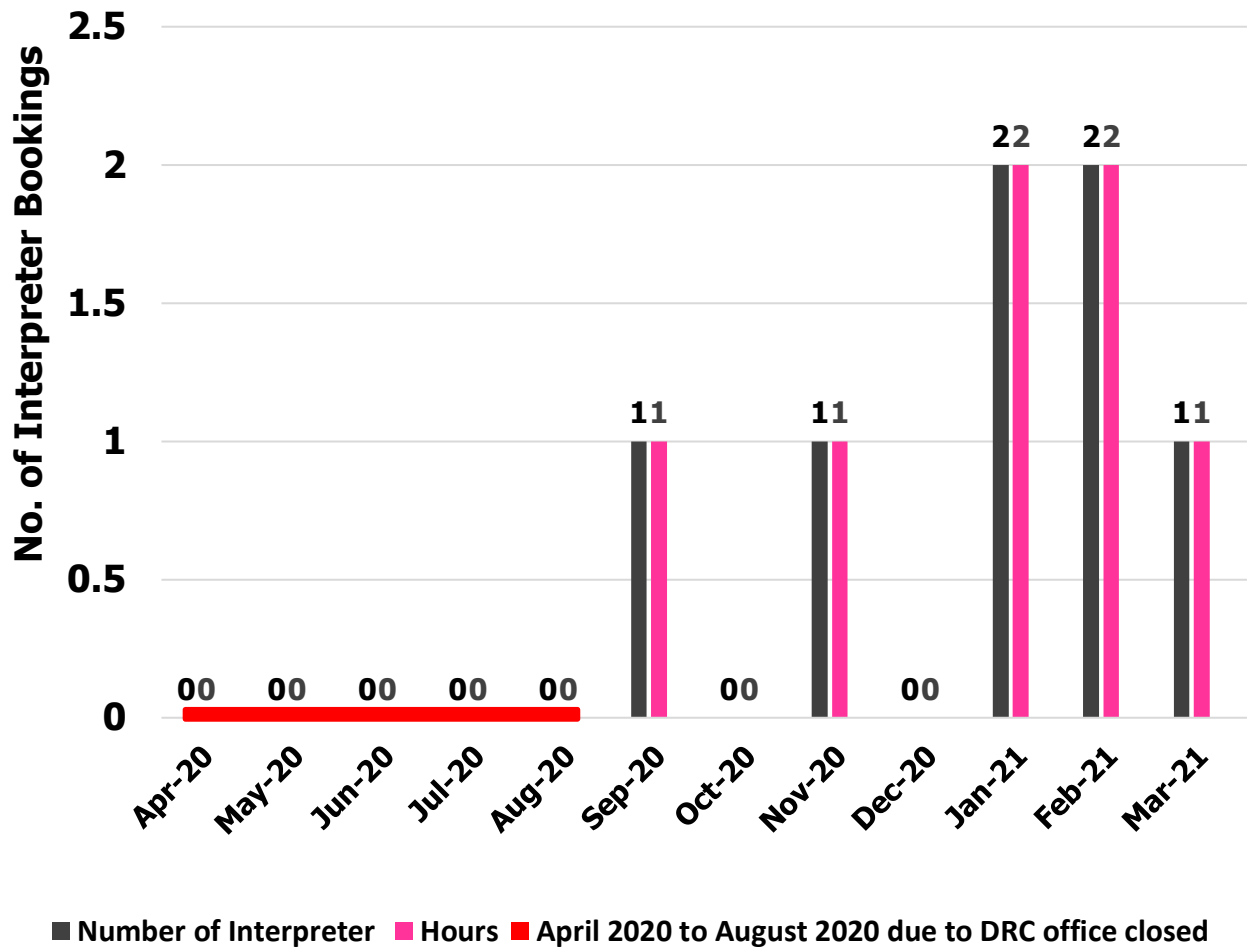
The Community Connections counts 366 members as of October 2020. They spent 69 hours running our two public computers. Two other public computers were on hold due to guidelines from Manitoba Public Health.

## Deaf Resource Centre (DRC) Walk-In & Video Relay Service (VRS) usage April 2020 to March 2021



The DRC Walk-in and VRS area were closed from April 2020 to August 2020 due to staff unavailability, reopened the office and saw the numbers of DRC walk-in and VRS uses from September 2020 to October 2020 afterwards office closure due to COVID-19 restrictions. A Staff continues to work from home in October 2020 to March 2021 and continues to use the Canada VRS for general resource, and service and communication purposes.

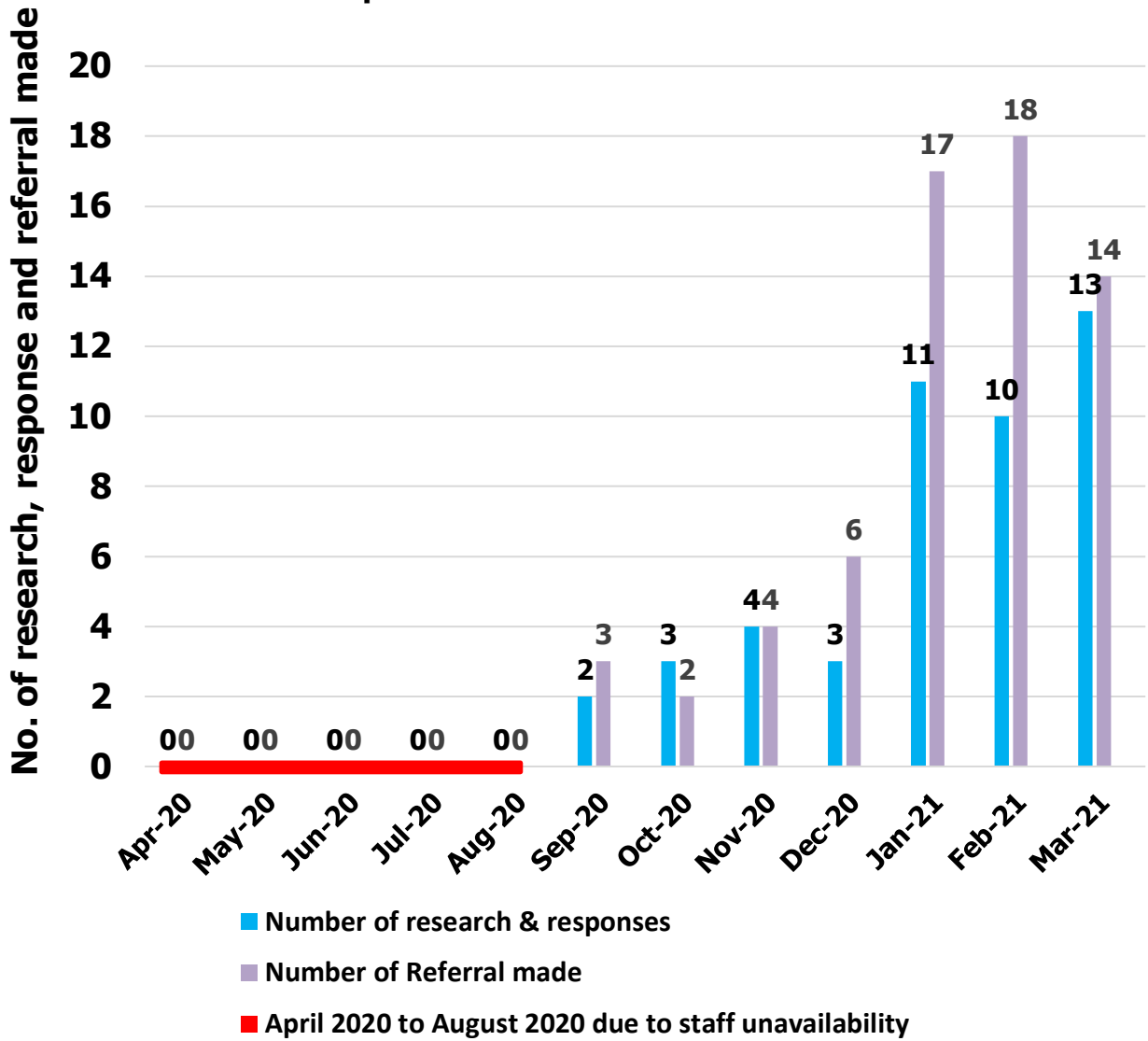
### E-quality Communication Centre Of Excellence (ECCOE) Interpreter Bookings



The DCM Inc. closed its office from April 2020 to August 2020 due to staff unavailability and reopened between September and March 2021 with the number of interpreter bookings for the virtual and in-person meeting.



**Requiring research, response and referral made from the  
Speaker's Bureau  
September 2020 to March 2021**



The number of inquiries requiring research & response and number of referrals made from the Speaker's Bureau; Government Manitoba and Canada, Institutions, Organizations and Project teams.

Data reported by:

Alexandra Calbay-Martin  
DCM Inc. Service Coordinator

# WINNIPEG FOUNDATION FRIENDS OF DEAF CENTRE MANITOBA



## Winnipeg Foundation Friends of Deaf Centre Manitoba

**YES!** I am pleased to make a commitment to the Winnipeg Foundation.  
Friends of Deaf Centre Manitoba Inc.

Name: \_\_\_\_\_ Residence Ph. #: \_\_\_\_\_  
Address: \_\_\_\_\_ Business Ph. #: \_\_\_\_\_  
City: \_\_\_\_\_ Provinces: \_\_\_\_\_  
Postal Code: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

I/We make this pledge: in my/our name as follows: \_\_\_\_\_  
In memory of: \_\_\_\_\_  
In honour of: \_\_\_\_\_

I/we pledge  \$500.00  \$250.00  \$100.00  \_\_\_\_\_ other

Pledge Payment options:

Option 1

Enclosed is a cheque for \$\_\_\_\_\_ for payment in full, made payable to:

Winnipeg Foundation- Friends of D.C.M. Inc.  
285 Pembina Highway  
Winnipeg, MB R3L 2E1

Option 2

Please charge my:  Visa  Mastercard

Card Number: \_\_\_\_\_ Expiry: \_\_\_\_\_  
Cardholder Name: \_\_\_\_\_  
Cardholder's signature: \_\_\_\_\_

All donations are tax deductible

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# FRIENDS & SUPPORTERS OF DCM INC.

## IN PARTNERSHIP AND COLLABORATIVE WITH:



## DONATIONS & GRANTS:



**Your attendance at DCM Inc's  
Annual General Meeting is greatly appreciated!**



## **DEAF CENTRE MANITOBA, INC.**

### **CONTACT US:**

 [dcminc.info@shaw.ca](mailto:dcminc.info@shaw.ca)

 [deafmb](https://www.skype.com/people/deafmb)

 **431.478.0582**

 [www.deafcentremanitobainc.ca](http://www.deafcentremanitobainc.ca)

 [@DeafCentreManitobaInc](https://www.facebook.com/DeafCentreManitobaInc)

 [@DCManitobaInc](https://twitter.com/DCManitobaInc)

 [deaf.centre.manitoba.inc](https://www.instagram.com/deaf.centre.manitoba.inc)

 [Deaf Centre Manitoba, Inc.](https://www.youtube.com/DeafCentreManitobaInc)