



A Report to the  
Métis Nation of Saskatchewan  
Legislative Assembly

Métis Employment & Training of Saskatchewan Inc.  
1999 - 2000



**METIS EMPLOYMENT AND TRAINING OF SASKATCHEWAN INC.**

June 12, 2000

To the Members of the Metis Nation Legislative Assembly

104-219 ROBIN CRES.  
SASKATOON, SK  
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Please accept this report as the official report of Metis Employment and Training of Saskatchewan, Inc. for the fiscal year 1999 – 2000. The information contained in this report gives a fair and accurate overview of the labour market related activities undertaken by the Local Metis Management Boards and regional urban councils throughout the province. Although other funding partners may have participated in the financing of these activities, the majority of the funding for these initiatives were undertaken as a result of the Contribution Agreement between the Metis Nation of Saskatchewan – Metis Employment & Training and the Government of Canada – Human Resource Development Canada.

The purpose of the Aboriginal Human Resource Development Strategy and the subsequent mandate of Metis Employment & Training has been to enhance the participation of Metis people in labour market activities. This has been achieved through the development and delivery of unique locally-developed programming and community-based economic development partnerships. The quality of service is a direct result of the many committed and dedicated boards and staff at the community level. As a result of these activities, thousands of Metis citizens of Saskatchewan will have found meaningful employment or have advanced their career goals in a significant way. The client contribution to the success of any training endeavor is the most significant. It is our belief that the impact on these individuals, their families, the communities and the Metis Nation as a whole can only have profound and long-term positive results. Although we have a long way to go and much work yet to be done, the Members of the June 2000 Legislative Assembly can feel confident that progress has been and will continue to be made on these important matters.

Metis Employment & Training of Saskatchewan, Inc. has changed dramatically in the last year as a result of organizational review and the need to flexibly meet the demands of new terms and conditions of funding and to undertake long-term partnerships with other agencies. The dynamics of the labour market are continually changing and the organization must face the challenge of keeping pace while maintaining accountability to the Metis people.

Sincerely,

  
Philip Chartier  
Minister

  
Al Rivard  
Associate Minister

  
Kathy Hodgson-Smith  
Interim Executive Director

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## MANDATE

The mandate of Metis Employment & Training of Saskatchewan, Inc as set out by the METSI Board of Governors is:

**“To provide employment and training programs and services which enhance the participation of Metis people in labour market activities.”**

To achieve this objective the Board of Governors will endeavor to

- ❖ Assist and support Metis peoples' transition into the workforce;
- ❖ Assist Metis people to advance in their present position, or to obtain quality employment in their chosen field;
- ❖ Promote business ownership by Metis people;
- ❖ Enhance the employability of Metis people thereby improving their chances of finding and maintaining long term employment;
- ❖ Address the unique employment and training challenges faced by Metis youth;
- ❖ Assist Metis people to overcome existing or anticipated labour market barriers; and
- ❖ Provide adaptive and assistive services to Metis people with disabilities.

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## MNS / HRDC / METSI CONTRIBUTION AGREEMENT

The Metis Nation of Saskatchewan has entered into a bilateral agreement with the Government of Canada to undertake the delivery of human resource development activities for Metis in Saskatchewan. This agreement is part of a national process for addressing the situation of Aboriginal peoples in the area of human resource development, a process that is solidified through

the signing of National Accords with each of the three Aboriginal peoples in Canada: Indian (Assembly of First Nations); Metis (Metis National Council) and Inuit (Inuit of Tapisat Council). The Metis Nation of Saskatchewan (MNS) devolves the program and services dollars through the MNS Affiliate, Metis Employment and Training of Saskatchewan. The Government of Canada devolves its funding through Human Resource Development Canada.

Metis Employment and Training is currently working under a five-year agreement with Human Resource Development Canada. Historically, the agreements were negotiated year to year. The *Aboriginal Human Resource Development Agreement* replaced the *Aboriginal Flexible Funding Arrangement* and will be in place for the term of 1999 – 2004. This long-term agreement lends itself to the establishment of long-term planning and partnership arrangements.

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## ORGANIZATIONAL STRUCTURE

### ***Metis Employment & Training Board of Governors***

Metis Employment & Training of Saskatchewan is governed by a fifteen member Board of Governors - One representative from each of the twelve Metis Nation of Saskatchewan Regions, one youth representative as selected by the provincial Metis Youth Council, as well as one seat each for the Minister (Chairperson) and Associate Minister. The METSI Board is a policy board that employs an Executive Director to oversee the management of the organization and carry out the mandate of the Board through the administration of provincial policy and procedures.

Metis Employment & Training has undertaken an organizational review in an effort to further enhance the existing program and

service structure and to best meet the needs of this decentralized organization. A transition to a more efficient and effective program and service delivery system is the focus of the review, with a renewed commitment to financial accountability and quality programming. As new partnerships and programming become available, METSI must always remain cognizant of the challenge to ensure that expansion does not result in weakened accountability and delivery mechanisms. The review has provided the organization with a clear set of deliverable outcomes targeted for the present and future fiscal years. A METSI 2000+ Work Plan has been drafted. It is in the process of review by the regional staff to ensure that the organization is functioning in a compatible and collaborative way, with a common vision by all.

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## **LOCAL METIS MANAGEMENT BOARDS – REGIONAL PROGRAMMING**

Metis Employment & Training of Saskatchewan has a head office in Saskatoon and, through service delivery agreements, devolves the majority of its annual budget to twelve regional Local Metis Management Boards situated with an office throughout the province. All programming funds are devolved to the regions and these funds are accessed by clients through either seat purchase requests to existing institutions or through the establishment of locally developed programming. The Local Metis Management Boards determine the allocation of all devolved funds, according to the policy and procedure determined by the METSI Board of Governors and as set out in the agreed upon terms and conditions of the Aboriginal Human Resource Development Contribution Agreement.

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**Metis Employment & Training of Saskatchewan, Inc.  
219 Robin Crescent, Saskatoon**

**Minister: Philip Chartier, Buffalo Narrows  
Associate Minister: Al Rivard, La Ronge**

I/Chief Executive Officer: Kathy Hodgson-Smith  
Director of Finance: Betty Fisher  
Director of Programs: Bonnie Start  
Resource Officer: Kelly Pruden  
Resource Officer: Martin Bembridge  
Finance Officer: Pamela Larson  
Finance Officer: Heather Dillon  
Executive Assistant: Trinia LaRose  
Receptionist: Charmaine Gardiner / Cheryl Hill  
Data Entry Clerk: Maureen Stavely  
Computer Analyst: Lori Nixon  
Risk Management Consultant: Perry Chaboyer

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**Missouri Coteau Development Corporation  
1852 Angus St, Regina**

METSI Board of Governor: Karen LaRocque  
Manager: Deborah McLaren  
Counselor: Fran Bercier  
Receptionist: Lisa Pelletier

Life Skills/ Grade Equivalency Diploma

Fifteen (15) students participated in the ABE/GED course offered in Regina from September 1999 to April 2000. This course was jointly funded with Dumont Technical Institute and Can-Sask Employment & Training. Fourteen students graduated with a grade twelve equivalency.

Metis Employment Links

There were twelve (12) students in the program which ran out of Moose Jaw, Sask. The program offered students a Life Skills program, Metis culture, Pre-employment skills, CPR, First Aid course and WHIMS. The work placement component of this program was 4 weeks. This program was very successful, as 10 students have completed the program. Two students did not complete the program.

### Individual seat purchases

In the past fiscal year, Regina LMMB has funded an additional eighty-two (82) students in seat purchase situations in various programs. Of the total number of funded clients, thirty-two (32) employment figures have been confirmed.

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### **Northcote Metis Development Corporation Box 88, Cumberland**

METSI Board of Governor: Harold Fosseneuve  
Manager: Bobby Cheechoo  
Administrator: Rhonda Desjarlais  
Counselor: Lisa Cook  
Outreach: Myrna Ewing

### Adult Basic Education Program

Beginning January 5<sup>th</sup> and ending June 30, 1999, Northcote offered an adult basic education diploma program for ten (10) students. A second program is still in place that began on September 1<sup>st</sup> and will finalize this June with twenty-four (24) clients attending.

### Heavy Equipment Operator

Eight (8) students were trained in Heavy Equipment Operations through a ten-week course on graders and backhoes. This course was partnered by SIAST Woodland Campus.

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### **Metis Employment & Training Centre 48-12<sup>th</sup> St. E, Prince Albert**

METSI Board of Governor: Pat Letendre  
Manager: Noreen McBride  
Counsellor: Tammy Mah  
Administrator: Jody Deguire  
Secretary: Georgia Lariviere

### Individual Seat Purchases

Prince Albert region focuses their funding on individual seat purchases and funded fifty-seven (57) clients to attend various post-secondary institutions.

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### **Battle River Metis Development Corporation 691-109<sup>th</sup> St, North Battleford**

METSI Board of Governor: Clarence St. Germaine  
Manager: Dwayne Docken  
Office Manager: Laura Ruby Stade  
Counsellor: Rosalie Ruda

### Social Work Program

In conjunction with the Saskatchewan Indian Federated College, Battle River Metis Development Corporation has offered a two-year social work diploma program. Sixteen (16) students are in the programming, with two moving to take courses at the University of Saskatchewan. This program began on November 1<sup>st</sup> of 1998 and will complete at the end of August 2000.

### Computer Enhanced Training Project

Twelve (12) students are enrolled in this certificate program. The course began on April 1<sup>st</sup> and ended on July 15<sup>th</sup>, 1999. All students were given a work practicum upon completion of the training. A full completion rate is noted on this program with all students receiving full certification.

### Individual Seat Purchases

In addition to the regional programming, thirty (30) students were funded to attend various post-secondary programs in Saskatchewan.

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**Northwestern Metis Training and Employment Inc.  
205C 3<sup>rd</sup> St. E, Meadow Lake**

METSI Board of Governor: Laura Pritchett  
Manager: Mavis Taylor  
Receptionist: Angela Poitras

Teacher Aid Program

Meadow Lake region ran a two-year diploma Teacher Aid program with an enrollment of fifteen (15) students. This program is delivered and certified by the Gabriel Dumont Institute. The course began in August of 1998 and will be completed in July of 2000.

Market Garden Program

Seven (7) students participated in a Targeted Wage Subsidy program from May 11<sup>th</sup> to October 15<sup>th</sup>, 1999. This program was a work experience program in the managing and production in the market garden industry. This program was done in partnership with Metis Local # 31.

Stay In School Program

A youth worker was employed to liaise with Metis students and community agencies within the Region. Various strategies were implemented to support at-risk students ie: drug and alcohol workshops, HIV information sessions, identifying barriers to employment and development of career plans. This is an ongoing initiative, which is being delivered in partnership with the Metis Multi-Purpose Youth Center.

Client Activity

An additional twenty six (26) students were sponsored in various training programs through the purchase of seats in existing institutions and programs. In addition to this, four (4) disabled students were provided employment and training support under the Disabilities programming available in the region.

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**Metis Employment & Training Institute of Saskatoon  
129-3rd Ave. N, Saskatoon**

METSI Board of Governor: Henry Cummings  
Manager: Don Parenteau  
Administrator: Lori Ross  
Counselor: Debbie Landry

Individual Seat Purchases

The Saskatoon region funded forty-eight (48) clients in individual seat purchases in various post-secondary training institutions in this fiscal year.

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**Eastern Assiniboine Training and Employment  
Box 158, Archerwill**

METSI Board of Governor: Viola Bell  
Manager: Ryan Calder  
Office Manager: Louise Kitzul  
Administrator: Frances Desrosiers  
Administrator: Charmaine Tremblay

Nipawin Life Skills Program

Fifteen (15) students attended this certificate program, jointly partnered with Saskatchewan Department of Social Services and Can-Sask Employment Services. The course ran from January 4<sup>th</sup> to May 30<sup>th</sup>, 1999. All students graduated.

Business Administration

Six (6) students participated in a seventeen-week business administration course. This course was offered jointly with SIAST. All students successfully completed the course.

Pathfinders

Ten (10) students participated in the Pathfinders Program offered by the region from April 1<sup>st</sup> to March 31<sup>st</sup>, 2000. This program is a competency-based program designed to

bring students to a Grade Twelve diploma. All students moved to a new grade level, with five obtaining a grade twelve certification. This system is also situated in the Hudson Bay and Nipawin high schools, where a minimum of one hundred clients can access this program at any given time.

#### Office Education

Eighteen (18) students were given an Office Education Diploma, training them for various employment opportunities in an office setting. The course began on October 15<sup>th</sup>, 2000. Ninety percent of the students have found a paid practicum situation.

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#### **Eastern Assiniboine Training and Employment, Inc. 212 Myrtle Ave, Yorkton**

METSI Board of Governor: Eugene Fleury  
Manager : Barry Pelletier  
Administrator: Judy De Vos  
Counselor: Judy Maas  
Administrator: Mardell Vitkauskas

#### Adult Secondary Education Programming

Yorkton region offers two Adult Secondary Education programs – one in Yorkton and the other in Esterhazy. Thirty (30) students are enrolled in these programs with an extensive waiting list for each. These courses are offered jointly with Dumont Technical Institute.

#### Stay in School Program

In partnership with local schools, the program is designed to assist Metis youth to obtain their grade twelve within the secondary education system. This project employs a youth worker to work directly with the youth and develop and implement "Stay In School" initiatives and activities.

#### Summer Career Placement

Seven (7) youth were engaged in employment on behalf of the Metis Nation of Saskatchewan Region and in

partnership with Metis Locals. The youth worked out of the Employment and Training centre in Yorkton.

#### Upholstery Program

This program was offered in Churchbridge, Saskatchewan and involved three (3) students. The students were instructed in upholstery of furniture, boat tarps and so on. This course provided an important bridge to a growing industry.

#### Facilities Maintenance

Five students were instructed in basic constructions skills, including carpentry, plumbing, electrical, roofing, drywalling and painting. The students participated in this regionally based, locally designed program that took place in Churchbridge, Esterhazy and Yorkton.

#### Individual Seat Purchases

In addition to the programs that were offered in the region, six (6) students received funding to attend post-secondary education in various institutions in Saskatchewan.

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#### **Methy Pathways Board, Inc. Box 370, Buffalo Narrows**

METSI Board of Governor: Dennis Shatilla / April  
McPherson  
Manager: Bev Laliberte  
Receptionist: Tina Pederson  
Coordinator for Literacy: Peggy Hanson  
Outreach: Doreen Morin

#### Adult Basic Education Program

Fifteen (15) students attended the Adult Basic Education program offered in conjunction with Dumont Technical Institute. This program was designed to move students toward their completion of a grade twelve diploma.

#### Portable Mill Project

This program was offered at Black Point, Saskatchewan, with four (4) clients being training in the operation of a

portable saw mill. This course was partnered with SIAST Woodland Campus in a Job Start Future Skills Program.

#### Fish Hatcheries Project

Three (3) students participated in a fish hatcheries work-experience program, where they were to learn most aspects of raising fish for integration into regional lakes. This course was jointly undertaken with the regional Fisheries Cooperative.

#### Youth Entrepreneurship Project

This project was designed to assist participants in starting their own business in the forestry industry. All participants are now self-employed. A number of the six (6) students received funding for scholarships and beginning business initiatives from economic development partners.

#### Individual Client Seat Purchases

Twenty-three (23) students were funded in various training courses at various post-secondary institutions.

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### **Jim Brady Employment & Training Centre Box 1470, La Ronge**

METSI Board of Governor: Doyle Vermette  
Manager: Michelle Fraser-Crowshoe  
Outreach: Linda McKay  
Counsellor: Vanessa Patterson  
Receptionist: Cheryl Jeffries

#### Developmental Studies / Grade Twelve Bridging Program

Eight (8) students participated in the Development studies (Phase 3), a program designed to assist students to complete grade ten and eleven. The Bridging component provides additional math and English instruction to students to prepare them for grade twelve completion.

#### Stay in School Program

In partnership with local schools, the program is designed to assist Metis youth to obtain their grade twelve within the secondary education system. This project employs a youth worker to work directly with the youth and develop and implement "Stay In School" initiatives and activities.

#### Employment Internship Project

This project was situated in Uranium City where one client was interned to become an Aboriginal Employment Development Worker for the Uranium City Region.

#### Fire Fighter Training Program

An accredited certification program for Fire Fighter training was offered in Timber Bay, Saskatchewan. This certification is required for individuals to gain employment in this regionally demanding field. Ten (10) students were training under this program.

#### Building an Effective Workforce Project

This training was offered to Metis individuals currently employed in the La Ronge area as a means of increasing their inter-personal skills and, as a result, to help them to maintain and advance employment. Fifteen (15) individuals participated.

#### Computer Training Program

This program was a basic computer skills training program, accredited through SIAST Woodland Campus. Eleven (11) students were trained in Weyakwin, Saskatchewan.

#### Summer Student Program

Seven (7) students gained summer employment and work experience through employment at the regional METSI offices.

#### Individual Client Seat Purchases

Forty-nine (49) students were funded in various training courses at various post-secondary institutions.

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**Southeastern Metis Development Corporation  
842 Broadway St. East,  
Fort Qu'Appelle**

METSI Board of Governor: Bev Worsley  
Manager: George Fayant  
Administrator: Barb Jackson  
Counselor: Mechtild Morin  
Receptionist: April Low

Museum Researcher Project

Two (2) students participated in a locally designed Museum Researcher Project. This was a youth project designed to provide work experience. The youth participated in researching for funding sources and drafting funding proposals for a local museum initiative.

Community Development Worker

This was another work experience project for one (1) youth, which resulted from the work of the researcher project.

Individual Seat Purchases

Fort Qu'Appelle Region funded forty-two (42) clients to attend various post-secondary institutions for various training courses.

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**Metis Employment & Training Board Inc.  
Box 89 Beauval, Sask.**

METSI Board of Governor: Gordie Morin  
Manager: Velma Bouvier  
Administrator: Valerie Durocher  
Outreach: Marina Morin  
Pinehouse Outreach: Cecile Caisse

Garment Factory Wage Subsidy Project

This work experience project provided five (5) participants with an employment opportunity in the textile industry. It was held in Ile A La Crosse, Sask.

### Individual Seat Purchases

Beauval region provided eighty-eight (88) clients with seat purchase funding in this fiscal year. These students are funded for training courses at various post-secondary institutions.

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## **METIS URBAN STEERING COMMITTEES: URBAN PROGRAMMING**

In order to facilitate the delivery of these Metis-specific additional employment and training funds, the Common Labour Market Planning Forum (CLMPF) committee identified a process to oversee this initiative. The CLMPF committee consisted of the Métis Nation of Saskatchewan (MNS), Government of Canada (Human Resource Development Canada -HRDC), and Government of Saskatchewan - Post Secondary Education and Skills Training - PSEST). Although the funds were specified as Métis specific and were federal funds, they were originally negotiated by the province, hence all three governments sat as partners. The CLMPF developed the Terms of Reference, which were to be the guiding principles for the delivery of these funds. To date the Terms of Reference has not been signed.

In the second year of urban programming, the Metis Urban Steering Committees have taken over the decision-making process for the urban program funds in each urban center. A committee of each of the three government representatives (Canada, Saskatchewan, Metis Nation of Saskatchewan) determines the employment and training priorities for their respective urban center, as well as

approves individual seat purchase funding, where it is prioritized to do so. All programs are authorized by the urban steering committees and joint funding is sought wherever possible.

There is considerable activity in the urban centres, with the main focus being on project based training. These initiatives build local capacity; the urban centres have also focused on local labour market needs in conjunction with community needs in their effort to deliver programs and services to urban Métis.

The current strength of all Urban Councils is the initiative to form partnerships. This evident through negotiations with Heritage Canada, Can-Sask. Centres, Saskatchewan Justice, HRDC, and local Health districts. Although the entire Urban Aboriginal process has been a learning process to date, the future appears very positive with the movement towards jointly funded projects.

The entire Urban Aboriginal and Urban Youth process was designated by HRDC as a three-year project. This is the last of the three years and negotiations have begun as to what the future holds for this initiative.

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**Prince Albert Urban Metis Steering Committee Reps  
48-12<sup>th</sup> Street West, Prince Albert**

Metis Local President: Lois Fiddler #109  
Metis Local President: Barry Robertson #269  
Metis Local President: Darlene McKay #7

Computer Support Training Program

The Prince Albert committee determined that the majority of the second year budget would be put toward a

Computer Support Training Program. Sixteen (16) students participated in the program, which wound up on March 31<sup>st</sup>, 2000. The program offered certification by the Dumont Technical Institute.

#### Corrections Worker Pre-Employment Program

This program was a joint undertaking between Corrections Canada and Metis Local #269. Six (6) youth were trained in Corrections under this work experience program. The program ran from April 26<sup>th</sup> to August 13, 1999 with remarkable success.

#### Police Services Pre-Employment Program

This program was a joint undertaking between the City of Prince Albert City Police and the Metis Local # 269. Six (6) youth were training under this initiative which ran from April 26<sup>th</sup> to August 13, 1999. This program was jointly funded with contributions from Prince Albert City Police.

#### Individual Seat Purchases

Eighteen (18) clients were provided funding to attend various training programs in post-secondary institutions.

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#### **Saskatoon Urban Metis Steering Committee Reps 3<sup>rd</sup> Avenue, Saskatoon**

Metis Local President: Henry Cummings #11  
Metis Local President: Bob McLeod #165  
Metis Local President: Paul Harper #126  
Urban Manager: Gabriel Lafond

#### Metis Urban Council Workshop

The Saskatoon Urban Metis Advisory Council held a two-day workshop to receive council training on collective decision-making and human resource development.

### Home Care Assistant Program

Seven (7) youth participated in this community development program where Metis youth were given pre-employment training and experience in the Home Care field. Metis youth worked with Elderly community members in this project and all youth participants went on to formal post-secondary training at the programs end. This was a six month program starting August 1, 1999 and ending April 30, 2000. All youth participants are all fully employed.

### Life Skills Program

In conjunction with the Saskatoon Local Metis Management Board, a Life Skills program was set up for sixteen (16) youth were brought in for life skill and pre-employment counseling.

### Individual Seat Purchases

Thirty-seven (37) clients were provided funding to attend various post-secondary institutions to obtain training in a variety of fields.

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### **Regina Urban Metis Steering Committee Reps 1342 Angus Street, Regina**

Metis Local President: Alex Hamilton #175  
Metis Local President: Cliff LaRocque #33  
Urban Manager: Gail Boucher

### Administrative Capacity

The Regina Urban Metis Presidents developed administrative capacity by accessing professional funds to develop proposals and systems for an urban process for Regina.

### Information Technology Program

Fifteen (15) students are provided with training in various information technologies, such as MicroSoft Office, Internet and web page development. This program is accredited by Crown Computers.

### Disability Project

Eight (8) clients participated in this Disability project which ran as a locally-based project.

### Individual Seat Purchase

Eighteen (18) clients received funding for individual seats in existing post-secondary programs in institutions across Saskatchewan.

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## **RESULTS AND OUTCOMES**

Metis Employment & Training generates regional and provincial client reports as generated by the Tracking Administration System. These reports provide statistical information on client and program activity. The system has been in place for about a year and a half, however, the 2000-2001 fiscal year results should reflect full usage of the system in tracking clients. Please note that the figures provided below are minimal results as not all regions had entered all of the activity of their region at the time of generating this report. The most important activity, in regards to tracking client outcomes is the follow up. This period of time is for three years and is often the task that there does not seem time to do. Serving immediate client needs always takes precedent. LMMBs recognize that the follow up date, however, identifies the true client outcome and is often more clearly analyzed in the long-term.

The TAS results for 1999-2000 identified that there were 3243 clients being served by the funds granted under the AHRDA. Provincially, 4903 clients received some form of employment and training related intervention, including those who received funding from the organization. Of these 1594 received funding in the 1999-2000 fiscal year. Of the total number of interventions, 1432

interventions resulted in employment. This figure indicates that it takes approximately four (4) interventions per client to result in employment. Further, 371 clients found employment as a result of the intervention by METSI and LMMBs. The final result is an Employment Insurance saving to Canada to the amount of \$379,000.00.

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## **MOVING INTO 2000-2001**

Metis Employment & Training of Saskatchewan, Inc. has undertaken an organizational review and is in the process of identifying the work plan for 2000-2001. The work plan is in the process of consultation with stakeholders at this time. The new year looks bright, with plans and energy and a renewed commitment to meet the challenges we face with efficiency and professionalism. It is with the utmost of respect that this report is submitted to the Metis Nation Legislative Assembly on behalf of the Board of Governors and staff of Metis Employment & Training.

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## FINANCIAL STATEMENTS

### METIS EMPLOYMENT & TRAINING OF SASKATCHEWAN, INC UNAUDITED STATEMENT OF OPERATION FOR THE PERIOD ENDING MARCH 31, 2000

#### Revenue

Opening Balance	\$ 558,241.01
Interest Income	\$ 40,751.30
Operations	\$ 8,377,666.00
Old Year Funds received in 1999-2000	\$ 1,115,638.00
Paid by HRDC on METSI's Behalf	\$ 72,578.00
<b>Total Revenue</b>	<b>\$ 10,164,874.31</b>

#### Expenses

Advertising	\$ 24,792.76
Bank Charges	\$ 6,597.06
Board Travel	\$ 56,087.54
Equipment	\$ 7,447.60
GST	\$ 19,197.52
Insurance	\$ 2,221.06
LMMB Operations	\$ 2,713,752.36
Urban Operations	\$ 59,373.07
Office Supplies	\$ 22,727.56
Professional Fees	\$ 19,051.39
Programs	\$ 6,314,164.77
Rent	\$ 28,779.84
Salaries and Benefits	\$ 570,383.39
Staff Training	\$ 3,085.32
Staff Travel	\$ 70,257.16
Telephone	\$ 41,718.14
<b>Total Expenses</b>	<b>\$ 9,959,636.54</b>
<b>Balance</b>	<b>\$ 205,237.77</b>

**METIS EMPLOYMENT AND TRAINING OF  
SASKATCHEWAN INC.**

**FINANCIAL STATEMENTS**

**March 31, 1999**

**METIS EMPLOYMENT AND TRAINING OF  
SASKATCHEWAN INC.**

**Balance Sheet**

March 31, 1999

	<u>1999</u>	1998 (Restated note 7)
<b>Assets</b>		
<i>Current</i>		
Cash		
Accounts receivable	\$ 95,121	156,361
GST receivable	377,898	231,998
Prepaid expenses	39,082	15,659
Due from regions in trusteeship (note 3)	2,500	-
	<u>9,726</u>	<u>-</u>
	524,327	404,018
Capital assets (note 4)	<u>114,880</u>	<u>70,023</u>
	<u>\$ 639,207</u>	<u>474,041</u>
<b>Liabilities</b>		
<i>Current</i>		
Bank indebtedness	\$ -	2,849
Accounts payable	63,194	34,333
Capital lease obligation	<u>-</u>	<u>14,141</u>
	63,194	51,323
Deferred contributions (note 5)	<u>141,577</u>	<u>48,750</u>
	<u>204,771</u>	<u>100,073</u>
<b>Net Assets</b>		
Invested in capital assets	114,880	70,023
Unrestricted	<u>319,556</u>	<u>303,945</u>
	<u>434,436</u>	<u>373,968</u>
	<u>\$ 639,207</u>	<u>474,041</u>

See accompanying notes.

J. Oat  
Howard

**METIS EMPLOYMENT AND TRAINING OF  
SASKATCHEWAN INC.**

**Statement of Operations**

Year ended March 31, 1999

	<u>1999</u>	<u>1998</u>
<i>Revenues</i>		
Capacity building (schedule 1)	\$ 419,680	-
Community promotion (schedule 2)	64,153	-
Disabilities (schedule 3)	27,000	-
Framework development	-	85,496
Other	21,155	7,188
Regional bilateral agreement developmental phase	-	91,834
Regional funding	3,214,953	3,072,050
Strategic initiatives (schedule 6)	19,295	45,578
Urban funding	<u>88,911</u>	<u>-</u>
	<b><u>3,855,147</u></b>	<b><u>3,302,146</u></b>
<i>Expenses</i>		
Capacity building (schedule 1)	411,406	-
Community promotion (schedule 2)	64,153	-
Disabilities (schedule 3)	32,221	-
Framework development	-	86,661
Operating (schedule 4)	649,087	407,640
Outreach (schedule 5)	2,601,490	2,421,289
Regional bilateral agreement	-	91,834
Strategic initiatives (schedule 6)	<u>19,295</u>	<u>45,578</u>
	<b><u>3,777,652</u></b>	<b><u>3,053,002</u></b>
Excess of revenues over expenses before loss on disposal	77,495	249,144
Loss on disposal of capital assets	<u>17,027</u>	<u>-</u>
Excess of revenues over expenses	<b><u>\$ 60,468</u></b>	<b><u>249,144</u></b>

See accompanying notes.

**METIS EMPLOYMENT AND TRAINING OF  
SASKATCHEWAN INC.**

**Statement of Changes in Net Assets**

Year ended March 31, 1999

	<u>1999</u>			<u>1998 Total</u>
	<u>Invested in Capital Assets</u>	<u>Unrestricted</u>	<u>Total</u>	
Balance, beginning of year: As previously reported	\$ -	54,491	54,491	58,204
Prior period adjustments	<u>70,023</u>	<u>249,454</u>	<u>319,477</u>	<u>66,620</u>
As restated	70,023	303,945	373,968	124,824
Excess of revenues over expenses	(38,496)	98,964	60,468	249,144
Investments in capital assets	<u>83,353</u>	<u>(83,353)</u>	-	-
Balance, end of year	<u>\$ 114,880</u>	<u>319,556</u>	<u>434,436</u>	<u>373,968</u>

See accompanying notes.

**METIS EMPLOYMENT AND TRAINING OF  
SASKATCHEWAN INC.**

**Statement of Cash Flows**

Year ended March 31, 1999

	<u>1999</u>	<u>1998</u> (Restated note 7)
<b>Cash provided by (used in) the following activities:</b>		
<i>Operating</i>		
Earnings for the year	\$ 60,468	249,144
Add items not affecting cash:		
Amortization	21,469	18,859
Loss on sale of capital assets	<u>17,027</u>	<u>-</u>
	98,964	268,003
 Changes in working capital balances:		
Accounts receivable	(145,900)	16,374
GST receivable	(23,423)	(8,257)
Prepaid expenses	(2,500)	-
Due from regions in trusteeship	(9,726)	2,706
Accounts payable	<u>28,861</u>	<u>(30,404)</u>
	<u>(53,724)</u>	<u>248,422</u>
 <i>Investing</i>		
Purchase of capital assets	<u>(83,353)</u>	<u>(21,277)</u>
 <i>Financing</i>		
Capital lease obligation	(14,141)	-
Deferred contributions	<u>92,827</u>	<u>(161,779)</u>
	<u>78,686</u>	<u>(161,779)</u>
 Net change in cash during year	(58,391)	65,366
 Cash, beginning of year	<u>153,512</u>	<u>88,146</u>
 Cash, end of year	\$ <u>95,121</u>	<u>153,512</u>

*See accompanying notes.*

**METIS EMPLOYMENT AND TRAINING OF  
SASKATCHEWAN INC.**

**Notes to the Financial Statements**

March 31, 1999

**1. Purpose of the Organization**

Metis Employment and Training of Saskatchewan Inc. (METS) in partnership with Human Resources Development Canada, provide administrative services for the training and employment programs for Metis people and communities across Saskatchewan.

**2. Significant Accounting Policies**

The financial statements have been prepared in accordance with generally accepted accounting principles and include the following significant accounting policies:

a) Capital Assets

Capital assets are recorded at cost. Amortization is provided using the following methods at rates intended to amortize the cost of the assets over their estimated useful lives. The annual rates are as follows:

Office furniture	20% - straight line
Computers	20% - straight line
Fax machine	20% - straight line
Photocopiers	20% - straight line
Software	100% - straight line

In the year of acquisition, amortization is taken at one-half of the above rates.

b) Revenue Recognition

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

**3. Due from Regions in Trusteeship**

There are two regional METS offices that are under the trusteeship of the organization. The organization provides all accounting services for the regional offices. All revenues and expenses are received and disbursed through the bank account of the organization. The receivable at the end of the year is the excess of expenses paid compared to the revenues received for the two regions.

**4. Capital Assets**

	<u>1999</u>			<u>1998</u>
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Office furniture	\$ 3,577	358	3,219	-
Computers	124,538	30,608	93,930	53,170
Fax machine	2,720	1,360	1,360	1,904
Photocopiers	18,189	1,818	16,371	14,949
Software	<u>6,213</u>	<u>6,213</u>	<u>-</u>	<u>-</u>
	<u>\$ 155,237</u>	<u>40,357</u>	<u>114,880</u>	<u>70,023</u>

**METIS EMPLOYMENT AND TRAINING OF  
SASKATCHEWAN INC.**

**Notes to the Financial Statements - Continued**

March 31, 1999

**5. Deferred Contributions**

Contributions are received from contributors who have restricted their use for financial development, strategic initiatives, capacity building, urban administration and community promotion. Recognition of these amounts as revenue is deferred to periods when the specified expenditures are made. Changes in the deferred contribution balance are as follows:

	1999					Total	1998 Total
	Financial Development	Strategic Initiatives	Capacity Building	Urban Administration	Community Promotion		
Balance, beginning of year	\$ 44,929	3,821	-	-	-	48,750	210,529
Received during the year	-	26,250	438,555	150,000	70,061	684,866	-
Recognized as revenue during the year	-	(19,295)	(419,680)	(88,911)	(64,153)	(592,039)	(161,779)
Balance, end of year	\$ 44,929	10,776	18,875	61,089	5,908	141,577	48,750

**6. Economic Dependence**

The organization receives all of its funding from a branch of the federal government - Human Resources Development Canada. The organization's ability to continue viable operations is dependent upon maintaining right to this funding.

**7. Prior Period Adjustments**

- a) In prior years, the organization recognized all of the revenue that was to be distributed to the regional METSI office. The excess funding received and not distributed was recognized as an accounts payable. This funding was not externally restricted, therefore, it could not be recognized as a liability. The excess should be recognized as revenue in the financial statements. In 1998, \$28,603 (1997 -\$68,944) was reported as a liability and should have been recognized as revenue. As a result of the restatement from liability to revenue for the prior years, 1998 opening net assets have increased by \$68,944 and 1998 excess of revenues over expenses increased by \$28,603.
- b) In 1997, the organization entered a capital lease contract. The only amount capitalized at that time was the first installment payment. The amount that should be capitalized is the total of all lease payments. The 1998 opening net assets have decreased by \$1,414, which is the 1997 amortization of the total lease payments. There is a decrease in the excess of revenues over expenses of \$2,828 for the 1998 amortization.
- c) The revenue from HRDC was not recorded in the proper year. There were revenue amounts granted to the organization that should be recognized as revenue for 1998 even though it was received after the 1998 year end. This change has been reflected in the 1998 comparative numbers. The excess of revenues over expenses increased by \$228,724.
- d) There are recent recommendations for accounting for Not-For-Profit organizations that requires the distinction on the balance sheet of the net assets restricted for capital assets. This is a reallocation and has no impact on the excess of revenues over expenses. The net assets invested in capital assets increased by \$70,023 and the unrestricted net assets decreased by \$70,023.

**METIS EMPLOYMENT AND TRAINING OF  
SASKATCHEWAN INC.**

**Notes to the Financial Statements - Continued**

March 31, 1999

**7. Prior Period Adjustments - Continued**

- e) In prior years, the capital asset additions were recognized by increasing the capital asset account on the balance sheet, increasing an expense account in the financial statements and decreasing the net assets. Capital asset additions should not be expensed. The changes result in an increase in the excess of revenues over expenses for 1998 by \$10,151.
- f) In 1998, capital assets were purchased and not reported in the 1998 financial statements. The resulting adjustment increased the capital assets by \$11,126 and decreased the excess of revenues over expenses for 1998 by \$1,113.
- g) There were 1998 office expenses that were recorded in the incorrect time period. This was corrected and resulted in a decrease in the excess of revenues over expense for 1998 of \$1,439.

The following is a summary of the 1998 adjustments:

Net assets	
Invested in capital assets – increased	\$ 70,023
Unrestricted – increased	249,454
Regional funding – increased	257,327
Equipment purchase expense – decreased	10,151
Amortization expense – increased	3,031
Office supplies – increased	1,439
Excess of revenues over expenses – increased	263,008

**8. Contingent Liabilities**

- a) Human Resources Development Canada

Human Resources Development Canada (HRDC) is currently monitoring the expenses of the organization with regards to different funding programs. There is a possibility that the organization may have a liability to HRDC on the expenses incurred by the organization which are not allowed per HRDC guidelines. The amount of contingent liability cannot be determined at this time.

- b) Litigation

The organization is involved in a statement of claim for unjust dismissal. The amount, if any, of the contingent liability cannot be determined at this time.

**9. Comparative Figures**

The prior year's comparative figures, which were audited by another firm, have been restated to conform to the current year's method of presentation. With the exception of the adjustments as described in note 7, the excess of revenues over expenses were not affected.

**METIS EMPLOYMENT AND TRAINING OF  
SASKATCHEWAN INC.**

**Notes to the Financial Statements - Continued**

March 31, 1999

**10. Uncertainty Due to the Year 2000 Issue**

The Year 2000 Issue arises because many computerized systems use two digits rather than four to identify a year. Date-sensitive systems may recognize the Year 2000 as 1900 or some other date, resulting in errors when information using Year 2000 date is processed. In addition, similar problems may arise in some systems that use certain dates in 1999 to represent something other than a date.

The effects of the Year 2000 Issue may be experienced before, on, or after January 1, 2000. If not addressed, the impact on operations and financial reporting may range from minor errors to significant systems failure that could affect an entity's ability to conduct normal business operations. It is not possible to be certain that all aspects of the Year 2000 Issue affecting the entity, including those related to the efforts of customers, suppliers, or other third parties, will be fully resolved.

**METIS EMPLOYMENT AND TRAINING OF  
SASKATCHEWAN INC.**

**Schedules**

Year ended March 31, 1999

**Schedule of Capacity Building Revenues and Expenses**

	<u>1999</u>	<u>1998</u>
<i>Revenue</i>		
Capacity Building	\$ 419,680	\$ -
<i>Expenses</i>		
Amortization	3,190	-
Office and telephone	23,569	-
Program consultant	21,652	-
Regional support	279,057	-
Repair and maintenance	13,072	-
Staff travel	13,405	-
Wages and benefits	<u>57,461</u>	<u>-</u>
	<u>411,406</u>	<u>-</u>
	<u>\$ 8,274</u>	<u>-</u>

**Schedule of Community Promotion Revenues and Expenses**

	<u>1999</u>	<u>1998</u>
<i>Revenue</i>		
Partnership project	\$ 64,153	\$ -
<i>Expenses</i>		
Wages and benefits	12,081	-
Travel	2,990	-
Regional support	<u>49,082</u>	<u>-</u>
	<u>64,153</u>	<u>-</u>
	<u>\$ -</u>	<u>-</u>

See accompanying notes.

**METIS EMPLOYMENT AND TRAINING OF  
SASKATCHEWAN INC.**

**Schedules - Continued**

Year ended March 31, 1999

**Schedule of Disability Revenues and Expenses**

**Schedule 3**

	<u>1999</u>	<u>1998</u>
<i>Revenue</i>		
Disabilities	\$ 27,000	-
 <i>Expenses</i>		
Wages and benefits	27,277	-
Travel	3,284	-
Office Supplies	1,031	-
Telephone	<u>629</u>	<u>-</u>
	<u>32,221</u>	<u>-</u>
	<u>\$ (5,221)</u>	<u>-</u>

**Schedule of Operating Expenses**

**Schedule 1**

	<u>1999</u>	<u>1998</u>
Professional fees	\$ 9,780	22,840
Advertising	5,302	8,644
Amortization	18,279	18,859
Bad debts	-	45,536
Bank charges	1,107	1,562
Board travel	38,219	25,547
Consulting fees	7,345	21,210
Insurance	548	-
Meetings	612	-
Miscellaneous	-	7,473
MNS Comanagement	130,000	-
Office supplies	58,430	9,325
Rent	22,542	23,280
Salaries and benefits	278,247	172,977
Staff development	4,694	725
Staff travel	45,695	30,551
Telephone	<u>28,287</u>	<u>19,111</u>
	<u>\$ 649,087</u>	<u>407,640</u>

See accompanying notes.

**METIS EMPLOYMENT AND TRAINING OF  
SASKATCHEWAN INC.**

**Schedules - Continued**

Year ended March 31, 1999

**Schedule of Outreach Expenses**

	<u>1999</u>	<u>1998</u>
ERII – Archerwill	\$ 164,574	162,989
ERIIA – Yorkton	214,902	166,925
Jim Brady Development Corporation	262,449	234,438
NR II – Buffalo Narrows	206,334	218,298
NR III – Beauval	220,014	217,448
Northcote – Cumberland House	221,509	214,918
NWMTE – Meadow Lake	218,138	221,710
SWHRC – Regina	220,000	219,652
SEMDC – Fort Qu'Appelle	216,005	190,445
METIS – Saskatoon	220,506	208,467
METCC – Prince Albert	220,114	193,319
Battle River – North Battleford	<u>216,945</u>	<u>172,680</u>
	<b>\$ <u>2,601,490</u></b>	<b><u>2,421,289</u></b>

**Schedule of Strategic Initiative Revenues and Expenses**

	<u>1999</u>	<u>1998</u>
<i>Revenue</i>		
Strategic initiatives	\$ 19,295	45,578
<i>Expenses</i>		
Bank charges	105	64
Community consultations	-	1,231
Miscellaneous	-	666
Office and telephone	2,550	644
Staff travel	297	7,933
Wages and benefits	<u>16,343</u>	<u>35,040</u>
	<u>19,295</u>	<u>45,578</u>
	<b>\$ <u>-</u></b>	<b><u>-</u></b>

See accompanying notes.



MEYERS NORRIS PENNY

## AUDITORS' REPORT

To the Board of Directors:

**Metis Employment and Training of Saskatchewan Inc.**

We have audited the balance sheet of **Metis Employment and Training of Saskatchewan Inc.** as at March 31, 1999 and the statements of operations, net assets and cash flows for the year then ended. These financial statements are the responsibility of the organization's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the organization as at March 31, 1999 and the results of its operations and the changes in its financial position for the year then ended in accordance with generally accepted accounting principles.

Saskatoon, Canada  
October 29, 1999

*Meyers Norris Penny*  
Chartered Accountants