



REGISTERED NURSES ASSOCIATION
OF THE NORTHWEST TERRITORIES AND NUNAVUT

Annual Report



2023

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PRESIDENT'S REPORT

Dear members,

Sending my warmest greetings to all. I am grateful to everyone for joining our annual general meeting; I thank you all for your commitment to our Association.

It has been a busy year and also a difficult time to some especially during the evacuation in the NWT, despite of all the ongoing challenges in the north like burnt out and compassion fatigue, I am grateful to our nurses' dedication and service in supporting in today's complex health care system.

2023 might be a challenging year but also exciting for the North, the new nursing act will come into force soon and this will be the last year we will be called RNANT/NU.

Allow me to echo what Rommel Silverio have said during his presidency 4 years ago

“Together we can strengthen the nursing voice across the Territories and make a positive impact on public safety and healthcare” Yes we CANNN!

The College and Association of Nurses of the NWT and Nunavut (CANNN) is looking forward to working with licensed practical nurses and registered psychiatric nurses, registered nurses and nurse practitioners.

On behalf of the Board of Directors and staff of RNANT/NU, we would like to thank our members and our committee volunteers for your support and dedication.

Sincerely,

Vivian-Lei Silverio-Chua



“Together we can strengthen the nursing voice across the Territories and make a positive impact on public safety and healthcare” Yes we CANNN!

EXECUTIVE DIRECTOR

The Registered Nurses Association of the Northwest Territories and Nunavut has long been served by some outstanding leaders. Denise Bowen's shoes, (although likely not much bigger than mine), are not easy to fill. I would like to take the opportunity to thank Denise, for her strong advocacy for northern nurses, for exceptionally high-quality health care education, and healthy workplace environments. The relationships she built with our organizational partners, educational institutions, regulatory bodies, and nursing associations across Canada, as well as with members and the board, have established a strong foundation that serves us all well, as the landscape rapidly changes for nurses across Canada.

Our dual mandate is to protect the public and promote a sustainable future for nurses in the North. To support this goal, the board has formally endorsed the International Council for Nurses' Charter for Change: https://www.icn.ch/sites/default/files/2023-07/ICN_IND_2023_Report_EN.pdf

The key points in the Charter, provide valuable guidance and hope for the future of nursing in the Territories, and for all northerners who deserve safe, high quality health care, wherever they access care. The Charter calls on us all to:

- 1) Protect and invest in the nursing profession;
- 2) Urgently address and improve support for nurses' health and well-being by ensuring safe and healthy working conditions and respecting their rights;
- 3) Advance strategies to recruit and retain nurses to address workforce shortages. Improve compensation for nurses to ensure fair and decent pay and benefits, and uphold positive practice environments;
- 4) Develop, implement, and finance national nursing workforce plans
- 5) Invest in high-quality, accredited nursing education programmes;
- 6) Enable nurses to work to their full scope of nursing practice;
- 7) Recognize and value nurses' skills, knowledge, attributes and expertise;
- 8) Actively and meaningfully engage national nursing associations as critical professional partners;
- 9) Protect vulnerable populations, uphold and respect human rights, gender equity and social justice;
- 10) Appoint nurse leaders to executive positions of all health care organization and government policy making.

The appointment of a Chief Nursing Officer for Canada, Dr. Leigh Chapman, bodes well for the future of nursing in Canada! We look forward to working collaboratively, with the Northwest Territory's and Nunavut's Chief Nursing Officers in the future.

The two new pieces of nursing legislation, soon to be introduced in the Northwest Territories and Nunavut, add licensed practical nurses and registered psychiatric nurses to our organization. We are thrilled to welcome all nursing professionals to the College and Association of Nurses of the NT and NU. We believe having all nursing professions under one organization, builds strength and solidarity for all nurses, and facilitates the development of many new partnerships. We encourage all members, past and present to consider getting involved with their nursing association! We have implemented a new social media strategy: Please follow us on LinkedIn, Facebook, Instagram and X.

EXECUTIVE DIRECTOR

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We are also looking to increase the opportunities to engage in a variety of activities with the Association soon! Please consider joining a nursing council group, a professional community of practice, or a nursing specialty group, as we encourage nurses to take their careers up a notch, by taking their Canadian Nurses Association Certification in their field of expertise. We also plan to begin hosting monthly webinars, featuring a variety of topics of interest in 2024. Stay tuned for more exciting ways to meet new members and build interprofessional relationships!

Since the last AGM, Mother Nature has dealt us some real challenges! The climate emergency will continue to challenge us with weather events, pandemics, stress on food, water systems and more, as the Arctic warms nearly four times as fast as other global regions. Nurses are a large group and a strong voice of the future. Never doubt your strength as a leader; no matter where you work as a nurse, you improve the human condition, and make the world a better place. There is no better profession. Thank you for all you do!

Colleen Bytheway RN, BN, MPA, PhD(c)



“Never doubt your strength as a leader; no matter where you work as a nurse, you improve the human condition, and make the world a better place.”



On behalf of the Government of the Northwest Territories and the Department of Health and Social Services, I am pleased to bring greetings for the Registered Nurses Association for the Northwest Territories and Nunavut's Annual General Meeting.

The NWT health care system is strong because of the hard-working, dedicated staff who put so much of themselves into their work everyday. Nurses play a vital role in the health care system from providing frontline care to administration of healthcare services. Nurses are often the face of our system because you are the person that residents see. You are who they will connect with when they need help.

I want to express my sincere gratitude to all of nurses who worked tirelessly over the summer through multiple evacuations due to wildfires and flooding. Your dedication and quick action supported the care and evacuation of residents, and the continued delivery of health care services both in evacuated and non evacuated communities.

Your ability to pivot and adapt to an ever-evolving situation did not go unnoticed. Neither did your dedication to your patients when, in many cases, you too were personally impacted by the emergency.

Your dedication and devotion to the nursing profession and to the NWT residents you serve has been an honour and an inspiration to witness during my time as Minister of Health and Social Services.

I also want to acknowledge all of the hard work that has gone into the development of the new Nursing Profession Act that passed earlier this month in the Legislative Assembly and which will come into force on November 1st.

This new Act will create a single regulatory framework for all nurses in the NWT which will include Licensed Practical Nurses, Registered Psychiatric Nurses, Registered Nurses, and Nurse Practitioners, and will establish new nursing designations, scopes of practice, registers, and associated requirements for nurses in the NWT.

The development of this Act is an important accomplishment, and I am confident it will lay the foundation for growth and development in the nursing profession over the years to come.

Sincerely,

Julie Green
Minister of Health and Social Services
Government of the Northwest Territories





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 Building *Nunavut* Together
 Nunavut iuqatigiingniq
 Bâtir le *Nunavut* ensemble

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 Minister of Health
 Ministaat Aanniaqtailinirmut
 Ministre de la Santé

Greetings on behalf of the Nunavut Department of Health to members of the Registered Nurses Association of the Northwest Territories and Nunavut (RNANTNU) on your Annual General Meeting.

Firstly, I'd like to share my sincere gratitude and admiration for all your members. As Minister, I've had the privilege to meet many Nunavut nurses who embody dedication, commitment, and compassion. I know that RNANTNU members are there for everyone: for parents expecting their first child, for Elders in long-term care facilities, and for every individual in between, providing essential care throughout their healthcare journey. I know your members work incredibly hard, sometimes well beyond normal working hours, and can often face high-stress situations while providing care.

In times of crisis like the COVID-19 pandemic, patients turn to nurses with their fears, and seek their expertise to guide them through times of uncertainty. I understand that dedication to the nursing profession and Nunavut communities can sometimes impact to your members' own well-being. The Government of Nunavut is fully committed to supporting nurses' needs around workplace wellness, employee retention, and improving the workplace environment.



Recognizing your continued dedication, the Government of Nunavut is pushing hard to develop staffing solutions, to ensure consistent and reliable healthcare access for Nunavummiut. Our commitment involves robust support for our registered nurses. Focused on strategic approaches outlined in our five-year Roadmap to Strengthen the Nunavut Nursing Workforce, we are supporting innovation, collaboration, quality, and accountability. We know that building a sustainable and highly skilled healthcare workforce is critical to achieving better health outcomes. The Department of Health actively maintains Nunavut's competitiveness in the labour market by implementing comprehensive critical staffing measures. These initiatives focus on enhancing compensation, benefits, and employment flexibility, aiming to attract and retain nurses and healthcare professionals. By implementing both the Roadmap and our new staffing measures, we are actively cultivating the resilient and dependable nursing workforce Nunavummiut deserve.

It's likely that some significant challenges are still ahead due to the global shortage of registered nurses and healthcare professionals. But with the support of RNANTNU and our other Health partners, I am confident we will see the Northern nursing workforce stabilize and gain strength in the years ahead. Our collective improvements will be driven by both attracting professionals into the territory, as well as guiding young Nunavummiut into the nursing profession. Again, I'd like to share my sincere gratitude to all RNANTNU members. I'm open and willing to hear your concerns, suggestions, and ideas. I look forward to working with all of you and hope you have a productive and inspiring Annual General Meeting.

Matna,

Honourable John Main
 Minister of Health Government of Nunavut
 Minister responsible for Suicide Prevention

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 Iqaluit, Nunavut X0A 0H0

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 3867-975-5051

THE REGISTERED NURSES ASSOCIATION OF THE NORTHWEST TERRITORIES AND NUNAVUT WAS CREATED BY AND OPERATES IN ACCORDANCE WITH PROVISIONS OF THE NURSING PROFESSION ACT OF THE NWT AND THE NURSING PROFESSION ACT OF NUNAVUT.

01

Mandate

RNANTNU has a dual mandate.

We regulate nursing in the Northwest Territories and Nunavut. Through licensing, policies and standards we promote excellence in nursing and ensure public safety. In all our activities, public safety is paramount.

As an association, we provide nurses with a professional community and advocate for nursing in the public interest

02

Mission

Nurses in the Northwest Territories and Nunavut provide professional, client-centered care, and drive positive change within the health-care system. This improves the safety, health and wellness of the population.

03

Principles

We believe we have a responsibility to act in the public interest

Therefore, we hold nurses accountable for their practice and take appropriate actions to protect the public. We develop policies, procedures and standards that protect the public. When mistakes are made, we look for opportunities to educate and share lessons learned.

We believe nursing is a proud and valued profession.

Therefore, we treat our members with respect and offer them quality professional services.

We believe that keeping the public safe is a shared responsibility.

Therefore, we ensure the public, our members, employers and others within the health-care system know when and how to report concerns related to the conduct or practice of a Registered Nurse or Nurse Practitioner.

We believe continuing competence is a fundamental requirement of our profession.

Therefore, we expect and require nurses to remain up-to-date on best practices and to continue their professional development, and provide them with information, resources and opportunities to do so.

We believe nurses play a pivotal role in the health-care system.

Therefore, we take a team approach and build relationships that allow us to share our unique perspective, knowledge and experience with governments and other partners.

We believe that cultural safety is essential in nursing practice.

Therefore, we promote and support the development of cultural awareness, sensitivity, humility, trauma-informed care and competence among our members and advocate for cultural safety in the health care system.

RNANT/NU OFFICE STAFF



Colleen Bytheway RN, BN, MPA, PhD(c)

Executive Director

All matters related to RNANT/NU.

Amelia Manuel BScN

Director of Professional Conduct Review

Matters related to professional conduct, complaints, settlement agreements and nursing practice issues.



Jan Inman BScN, RN

Director of Professional Conduct Review

Matters related to professional conduct, complaints, settlement agreements and nursing practice issues.

Janet Busse

Director of Regulatory Services and Policy

Matters related to Policy Development, Licensure, entry-to-practice exams and nursing practice issues.





Amelie Duval
Registration Coordinator

Supports Director of Regulatory Services and Policy, assists applicants and members on Registration, CCP, and general office enquiries.

Athena Rafanan
Executive Assistant

Supports Board of Directors, Executive Director and Director of Professional Conduct Review.



EDUCATION ADVISORY COMMITTEE REPORT

EDUCATION ADVISORY COMMITTEE ANNUAL REPORT 2022-2023

Committee Purpose/Mandate

The Education Advisory Committee (EAC) is established in accordance with the Northwest Territories (2003) and Nunavut (1998) Nursing Professions Act to promote the standards of nursing practice and education. The committee is responsible for approval of the nursing programs and to make recommendations to the RNANT/NU Board of Directors.

This includes:

Nursing education programs in NT and NU

Process for approval of nursing education programs at least once every 5 years.

Other nursing education tasks as directed by the RNANT/NU Board of Directors.

Meetings

The Committee meets monthly and when special meetings are needed, for example during approval years.

Activities/Projects

In 2022, the Committee and Board approved a new Pan-Canadian program approval process developed by the College of Nurses of Ontario. This program incorporates Anti-Racism and the Truth and Reconciliation Calls to Action lenses. Both Aurora College and Arctic College programs will be completing the approval process for nursing education programs leading to registration as a registered nurse. We have agreed this project. The exact date is to be announced.

Challenges/Accomplishments

Challenges: Committee position vacancies and recruiting to specifically identified positions

Accomplishments: Establishing an up-to-date approval process that will decrease repetitive tasks for the schools of nursing. The committee would like to thank Ms. Bowen for her ongoing support and help during this process.

Recommendations

The EAC Committee recommends the following:

- monitor statistics regarding number of writes for northern graduates as well as pass/fail rates and follow up with the appropriate educational institution.

Respectfully submitted by,

Tony Florio, Chair

EDUCATION ADVISORY COMMITTEE REPORT

NCLEX



COLLÈGE
AURORA
COLLEGE

Aurora College - Yellowknife

Year	1st Attempt	2nd Attempt	3rd Attempt	4th Attempt	5th Attempt
2019	13 Writes 8 passed and 5 failed.	5 Writes 5 passed.			
2020	22 Writes 19 passed and 3 failed.	2 Writes 2 passed.			
2021	21 Writes 17 passed and 4 failed.	5 Writes 0 passed and 5 failed. (1 Candidate from 2020)	2 Writes 1 passed and 1 failed.		
2022	18 Writes 13 passed and 5 failed.	4 Writes 4 passed.			
2023		1 Writes 1 passed. (Candidate from 2022)			

April 2023

EDUCATION ADVISORY COMMITTEE REPORT

NCLEX

NUNAVUNMI
INIRNIRIT
ILIHARVIAT
COLLÈGE
DE L'ARCTIQUE
DU NUNAVUT



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NUNAVUT
ARCTIC
COLLEGE

Nunavut Arctic College

Year	1st Attempt	2nd Attempt	3rd Attempt	4th Attempt	5th Attempt
2019	2 Writes 1 passed and 1 failed.	1 Writes 1 passed.	3 Writes 0 passed and 3 failed (1 Candidate from 2016 and other 2 from 2018).	2 Writes 1 passed and 1 failed. (2 Candidates from 2018)	1 Writes 0 passed and 1 failed. (Candidate from 2018)
2020	5 Writes 1 passed and 4 failed.				
2021	5 Writes 1 passed and 4 failed.	8 Writes 4 passed and 4 failed. (4 Candidates from 2020)	1 Writes 1 failed.		
2022	3 Writes 2 passed and 1 failed.		2 Writes 0 passed and 2 failed. (2 Candidates from 2021)		
2023		1 Writes 1 passed. (Candidate from 2022)		2 Writes 0 passed and 2 failed. (2 Candidates from 2021)	

April 2023

PROFESSIONAL CONDUCT REPORT

Professional Conduct Overview 2023

The mandate of the College and Association as a regulatory body is protection of the public while simultaneously advocating for the interests of nurses through strategic member engagement, effective leadership, and pertinence to the prevailing industry trends. Regulation and registration processes are followed to ensure nurses are educated to accepted standards, meet the requirements for registration and practice within the Code of Ethics, Standards of Practice, and respective Scopes of Practice.

Self-regulation of nursing by the profession of nursing is a privilege granted by the government, being the public, to nursing as a respected profession. This proves that the profession has the best understanding of good practice within the profession and upholds the values and expectations for the practice of members of the nursing profession. The College and Association respects the trust placed in the nursing profession by the public. The College and Association expects to keep a reputation of good standing with the public and with the membership.

Regulation protects the public so the care or service the public receives from nurses is competent, ethical and meets the standards that society views as acceptable. The Professional Conduct Review (PCR) process is not intended to be punitive, and remediation is the goal whenever possible so the nurse can supply competent nursing care which meets the standards of care. Principles of “right touch regulation” are applied to the PCR process to ensure accountability and constructive consequences to address the concern fairly and honestly.

Professional Conduct Committee

The Professional Conduct Committee is made up of at least five registered nurses or nurse practitioners who are members of RNANT/NU. Members of the public also sit on the committee. The Board of Directors of RNANT/NU designate one member of the committee to act as Chairperson and one member to act as Deputy Chairperson. This designation is for a three-year period. The Professional Conduct Committee determines whether the allegations against a nurse are proven true and if so, whether the proof amounts to a finding of misconduct, incompetence, incapacity and/or conduct unbecoming the profession. Complaints where the allegations are proven true may be resolved through alternate dispute resolution or before a board of inquiry.

PROFESSIONAL CONDUCT REPORT

The Chairpersons meet monthly with the Director of Professional Conduct (Complaints Officer). The purpose of these meetings is to decide new and subsequent decisions about complaints received and accepted. The Chairpersons check the progress of investigations. Also, the Chairpersons are provided with information about the progress of other complaints that are to be resolved either through the Alternate Dispute Resolution process and a Settlement Agreement or a Board of Inquiry. The Chairpersons give direction about the undertakings in a settlement agreement and the need for an Interim Panel Review. The professional conduct process is highly confidential. The Complaints Officer, the members of the Professional Conduct Committee, and any staff of the College and Association must not mention professional conduct cases outside the office of the College and Association except for specific circumstances. The PCR process respects inclusion, cultural safety, and reconciliation.

Activities and Projects

The Professional Conduct Committee is actively seeking added membership and engagement.

Challenges and Accomplishments

The PCR position is now a full-time position. However, the volume and extensiveness of the investigative work needed is increasing the workload of the Director of Professional Conduct and subsequently the Professional Conduct Committee Members. Investigations are often long and detailed. The gathering of evidence is conducted within a milieu of processes that at times delay and prolong the investigation. Also because of the size of our jurisdiction there is limited face to face contact with both the subject of the complaint as well as the complainant. One of the avenues for members facing a complaint through PCR is to seek the advice of the Canadian Nurses Protective Society (CNPS). Members may be doing this; however, over the past few years, there is an increase in the number of nurses seeking legal counsel outside of CNPS. When this action is taken the process through PCR is delayed and the cost to RNANTNU increases.

Recommendations

RNANT/NU will continue to educate both its members as well as the public about what unprofessional conduct is and how it is resolved. RNANT/NU will continue to educate the public about the complaint process and how to lodge a formal complaint. Over the past year, we have been working hard to supply more transparency in this regard. You can now find more information online about the PCR process and will continue to develop this in a more transparent manner.

Because of the volume of complaints and the extensiveness of the investigative work there needs to be a full-time assistant in place to process and resolve complaints on time.

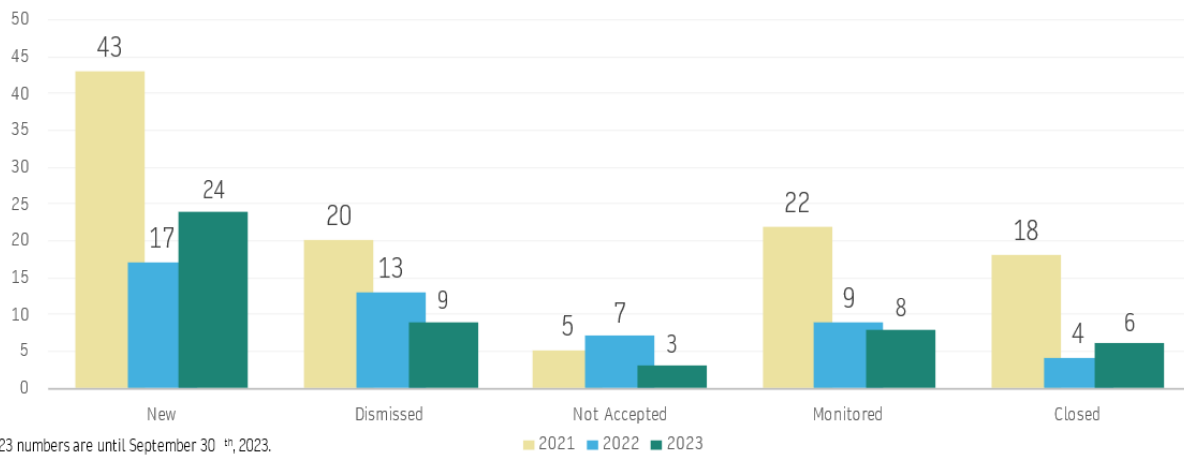
PROFESSIONAL CONDUCT REPORT

By the Numbers

PROFESSIONAL CONDUCT CASES

ACM 2023

Professional Conduct Cases



*2023 numbers are until September 30th, 2023.

■ 2021 ■ 2022 ■ 2023

24

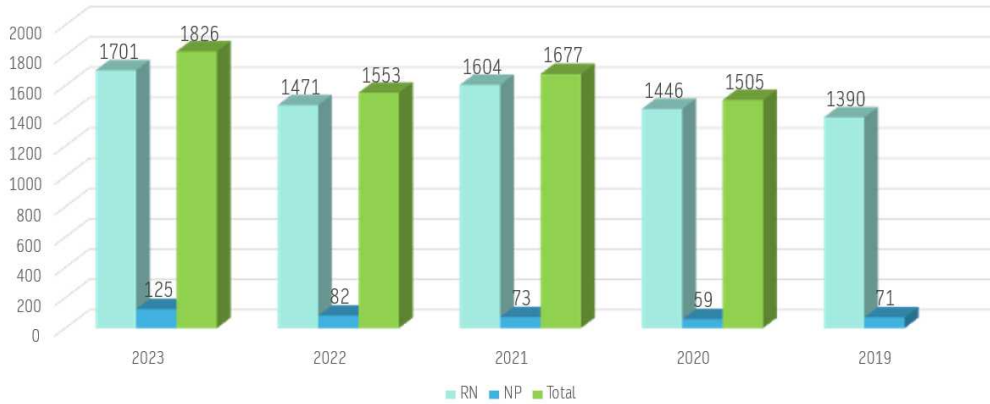
REGISTRATION

By the Numbers

REGISTRATION BY THE NUMBERS

AGM 2023

Membership

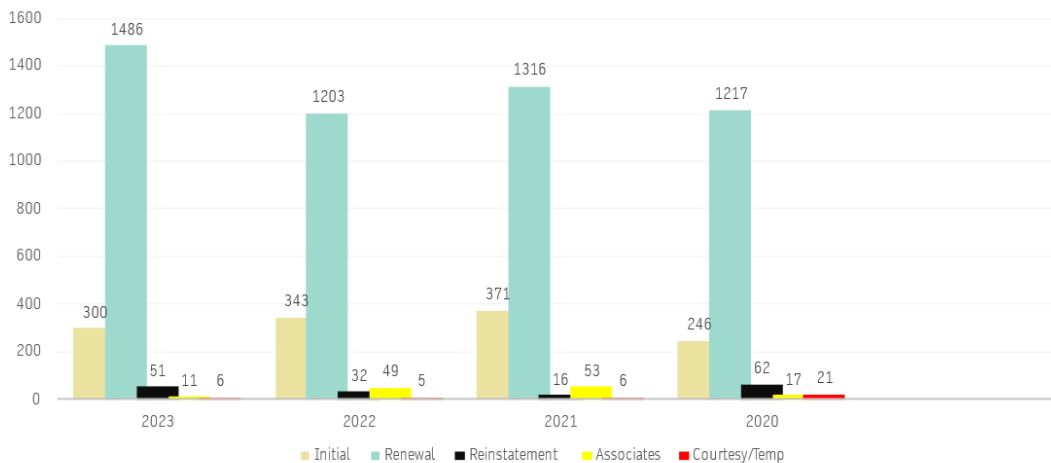


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REGISTRATION BY THE NUMBERS

Membership Categories

AGM 2023



*2023 numbers are until September 30th, 2023.

23

ANNUAL FINANCIAL REPORT



REGISTERED NURSES ASSOCIATION OF THE NORTHWEST TERRITORIES AND NUNAVUT

2022

ANNUAL FINANCIAL REPORT

The Annual Financial Report for the year ended December 31, 2022 is based on the Registered Nurses Association of the Northwest Territories and Nunavut's audited annual financial statements for the year then ended. Responsibility for preparing this Annual Financial Report rests with the Association.

Highlights

- Clean Audit Opinion issued by the public accountants
- Unrestricted Accumulated Surplus is \$2,616,000 for 2022, up 25% from \$2,099,000 for 2021
- Excess of Revenues Over Expenses is \$453,000 compared to \$569,000 in 2021
- Revenues is up by 2% - meeting 125% of budget
- Expenses increased by 16% from prior year - meeting 87% of budget

Analysis

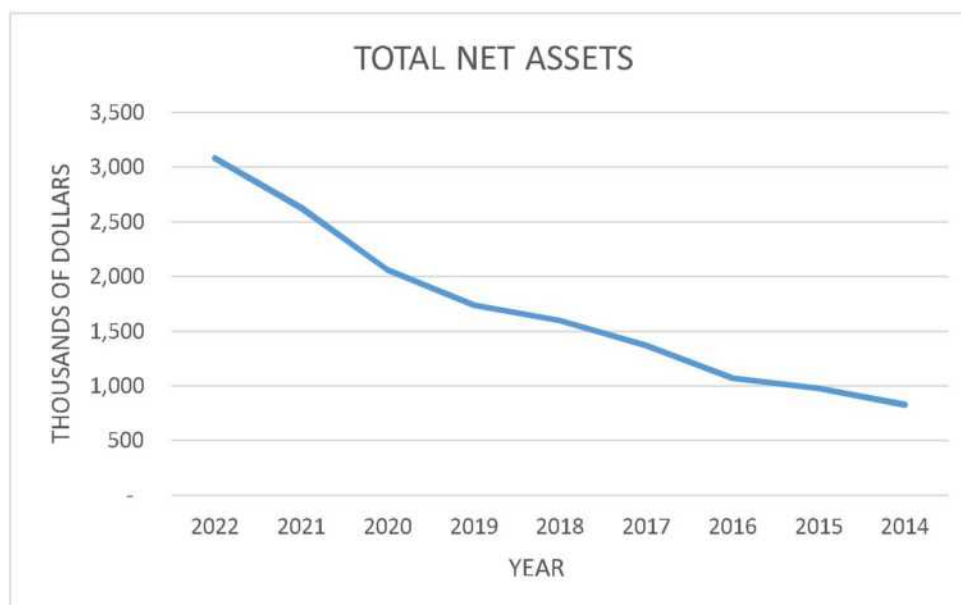
There were no significant changes to the format or presentation of the annual financial statements during 2022.

Total net assets (i.e., assets minus liabilities) at December 31, 2022 is \$3,082,000 (2021 - \$2,628,000), up 17% from the prior year, driven by the current year's annual surplus. Included in net assets is the unrestricted accumulated surplus of \$2,616,000 (2021 - \$2,099,000), an increase of 25%, representing approximately 85% (2021 - 80%) of total net assets.

Also included in net assets is the Association's internally restricted reserves totalling \$464,000 (2021 - \$527,000), representing about 15% (2021 - 20%) of total net assets. Reserves are set aside to fund the Operating Surplus Reserve of \$264,000 (2021 - \$327,000) to maintain three months of budgeted operating expenses, and the Professional Conduct Reserve of \$200,000 (2021 - \$200,000). The Association has adequate funds to cover these reserves.

The balance of net assets consists of the Association's investment in capital assets such as computer and office equipment.

ANNUAL FINANCIAL REPORT



The Association invested excess cash totalling \$289,000 (2021 - \$1,829,000) with an investment mix consisting of 0% (2021 – 82%) in low-risk GICs, and 100% (2021 – 18%) in stocks and bonds.

For stocks and bonds, about 70% (2021 – 70%) is in bonds, 12% (2021 – 12%) is in Canadian stocks, and 18% (2021 – 18%) is in global stocks. During 2022, the Association had investment losses of \$22,000 (2021 - \$18,000 income earned).

Total revenues for the year is \$1,596,000 (2021 - \$1,557,000), up 3% from 2021, meeting 125% of budget. Revenue from active and temporary membership fees of \$1,465,000 (2021 - \$1,431,000) continues to be the main source of revenue, up 2% from 2021, representing approximately 92% (2021 – 92%) of total revenues – meeting 115% of budget. The remaining revenue sources of \$131,000 (2021 - \$126,000) increased 4% during 2022, representing about 8% (2021 – 8%) of total revenue, meeting 82% of budget.

Total expenses for the year is \$1,142,000 (2021 - \$988,000), up 16% from 2021, meeting 87% of budget, and represents about 72% (2021 – 63%) of total revenues. The increase in expenses is primarily due to increased Salary Expenses.

Consulting expense is \$182,000 (2021 - \$151,000), an increase of 21% from 2021, representing about 11% (2021 – 10%) of total revenues, meeting 67% of budget.

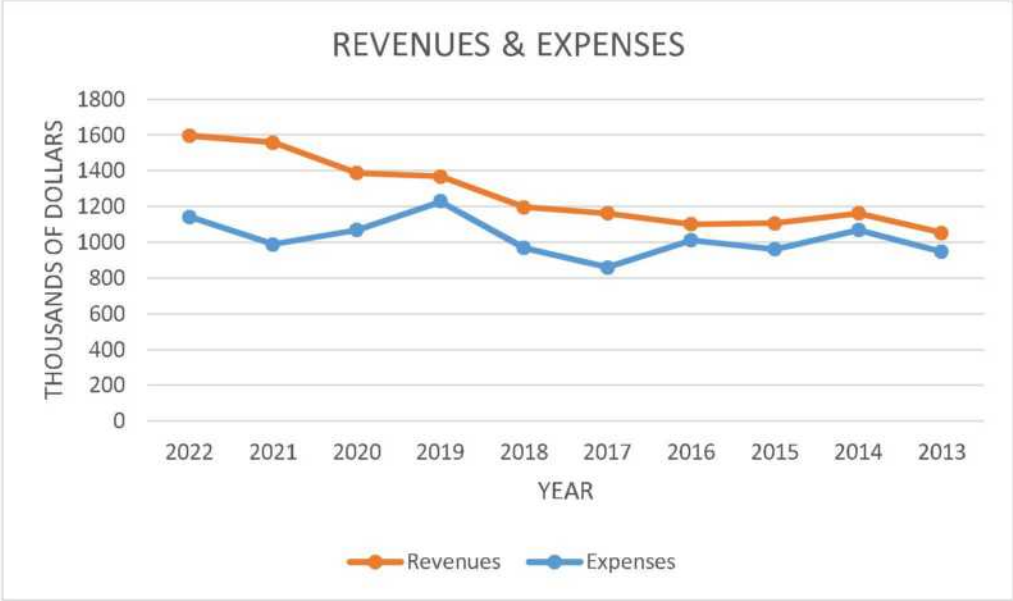
Board expenses is \$2,000 (2021 - \$668), representing 0.13% (2021 – 0.04%) of total revenues, meeting 20% of budget. Interest and bank charge expenses is \$36,000 (2021 - \$37,000), down by 3% from 2021, representing 2% (2021 – 2%) of total revenues.

Salaries and related benefits is \$617,000 (2021 - \$572,000), up 8% from 2021, representing 39% (2021 – 37%) of total revenues, meeting 89% of budget.

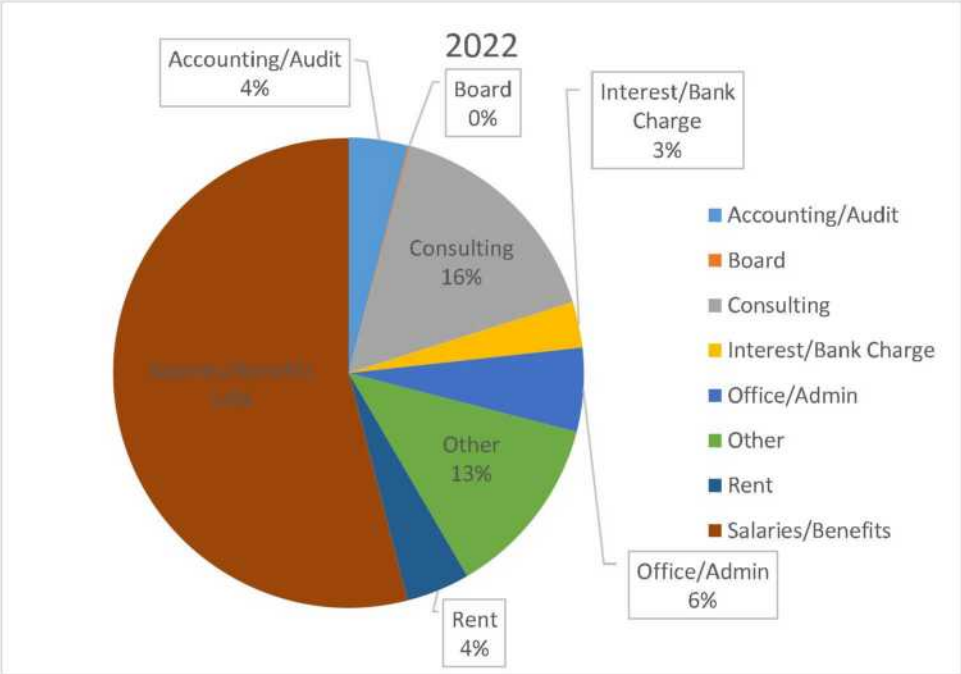
ANNUAL FINANCIAL REPORT

Consulting fees expense for the year pertaining to professional conduct includes \$13,000 (2021 - \$27,000) and is funded by the Professional Conduct Reserve. The Association replenishes the reserve at year-end to the minimum \$200,000 level.

A graph of revenues and expenses is shown below:

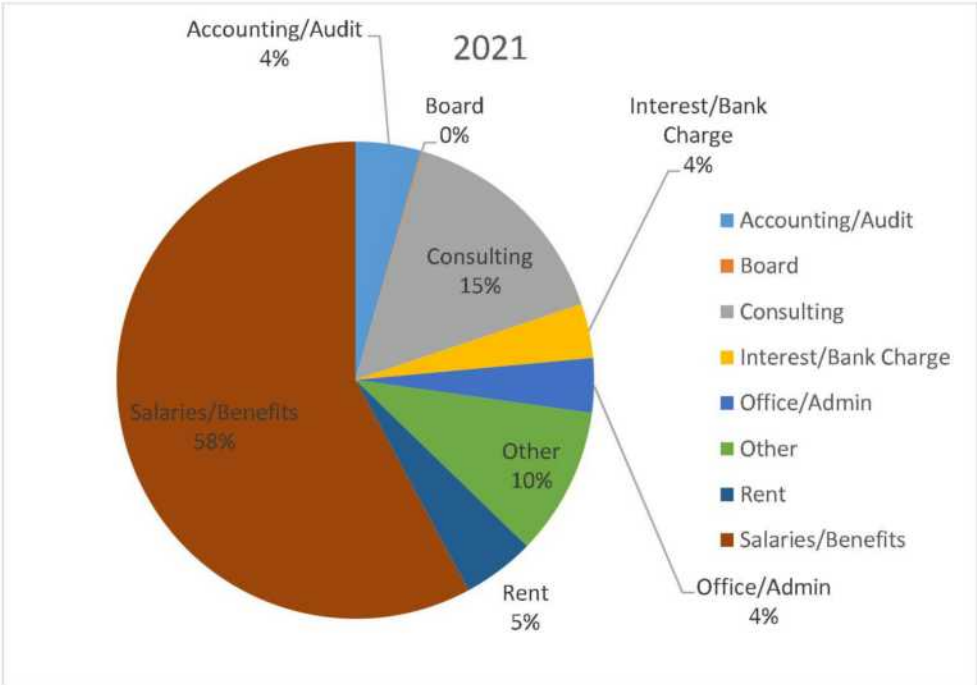


Operating expenses for 2022 is shown in the graph below:



ANNUAL FINANCIAL REPORT

Operating expenses for 2021 is shown in the graph below:



Risks & Outlook

At December 31, 2022, the Association is exposed to a number of risks such as changes in the bond and stock markets, and professional conduct matters from time to time. Overall, the Association manages these risks by using a prudent investment mix and maintaining healthy reserves with adequate funding to fund these reserves.

The Association maintains its not-for-profit status by ensuring that any excess funds are used exclusively for not-for-profit purposes.

Looking forward, the Association will continue to regulate the nursing profession in the North in an efficient and effective manner.

Respectfully submitted,

INDEPENDENT AUDITOR'S REPORT

REGISTERED NURSES ASSOCIATION OF NWT AND NUNAVUT
Yellowknife, NT

FINAL FINANCIAL STATEMENTS
For the year ended December 31, 2022

INDEPENDENT AUDITOR'S REPORT

MANAGEMENT'S RESPONSIBILITY FOR REPORTING

The accompanying Final financial statements have been prepared by management, which is responsible for the reliability, integrity and objectivity of the information provided. They have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. Where necessary the statements include amounts that are based on informed judgements and estimates by management, giving appropriate consideration to reasonable limits of materiality.

In discharging its responsibility for the integrity and fairness of the Final financial statements and for the accounting systems from which they are derived, management maintains the necessary system of internal controls designed to provide assurance that transactions are authorized, assets are safeguarded and proper records are maintained. These controls include quality standards in hiring and training employees, written policies and procedures manuals, and accountability for performance within appropriate and well-defined areas of responsibility. The Board's management recognizes its responsibility for conducting the Board's affairs in accordance with the requirements of applicable laws and sound business principles, and for maintaining standards of conduct that are appropriate.

The Avery Cooper & Co. Ltd., Chartered Professional Accountants annually provides an independent, objective audit for the purpose of expressing an opinion on the Final financial statements in accordance with Canadian generally accepted auditing standards.



Colleen Bytheway, RN, BN, MPA, PhD(c)
Executive Director

September 27, 2023

INDEPENDENT AUDITOR'S REPORT



AVERY COOPER & CO. LTD.
Chartered Professional Accountants

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INDEPENDENT AUDITOR'S REPORT

To the Members of
Registered Nurses Association of NWT and Nunavut

Opinion

We have audited the Final financial statements of Registered Nurses Association of NWT and Nunavut (the "Association"), which comprise the Final Statement of Financial Position as at December 31, 2022, and the Final Statements of Operations, Changes in Net Assets, and Cash Flows for the year then ended, and notes to the Final financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying Final financial statements present fairly, in all material respects, the Final financial position of the Association as at December 31, 2022, and the Final results of its operations and its Final cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

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

Information other than the Final Financial Statements and Auditor's Report thereon

Management is responsible for the other information. The other information comprises:

- The information, other than the Final financial statements and our auditor's report thereon, in the Annual Report.

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

In connection with our audit of the Final financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Final financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

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

Management is responsible for the preparation and fair presentation of the Final 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 Final financial statements that are free from material misstatement, whether due to fraud or error.

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

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

INDEPENDENT AUDITOR'S REPORT

INDEPENDENT AUDITOR'S REPORT, continued

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

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

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

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

Avery Cooper & Co. Ltd.

Avery Cooper & Co. Ltd.
Chartered Professional Accountants
Yellowknife, NT

September 27, 2023

INDEPENDENT AUDITOR'S REPORT

REGISTERED NURSES ASSOCIATION OF NWT AND NUNAVUT

FINAL STATEMENT OF FINANCIAL POSITION

December 31, 2022

ASSETS

	<u>2022</u>	<u>2021</u>
CURRENT		
Cash	\$ 3,620,075	\$ 1,528,297
Short term investment (note 3)	-	1,500,000
Accounts receivable (note 4)	21,895	5,213
Prepaid expenses	<u>22,134</u>	<u>118,775</u>
	3,664,104	3,152,285
INVESTMENTS (note 5)	289,031	329,156
TANGIBLE CAPITAL ASSETS (note 6)	<u>1,640</u>	<u>2,525</u>
	<u>\$ 3,954,775</u>	<u>\$ 3,483,966</u>

LIABILITIES

CURRENT		
Trade payables and accruals (note 7)	\$ 121,824	\$ 132,144
Wages and benefits payable	58,148	41,547
Deferred revenue (note 9)	643,961	638,900
Government remittances payable (note 8)	<u>48,932</u>	<u>42,919</u>
	<u>872,865</u>	<u>855,510</u>

NET ASSETS

RESERVES per page 3	464,000	527,000
UNRESTRICTED ACCUMULATED SURPLUS per page 3	2,616,271	2,098,932
INVESTED IN TANGIBLE CAPITAL ASSETS per page 3	<u>1,639</u>	<u>2,524</u>
	<u>3,081,910</u>	<u>2,628,456</u>
	<u>\$ 3,954,775</u>	<u>\$ 3,483,966</u>

Approved:


President


President Elect

INDEPENDENT AUDITOR'S REPORT

REGISTERED NURSES ASSOCIATION OF NWT AND NUNAVUT

FINAL STATEMENT OF OPERATIONS

For the year ended December 31, 2022

	(note 14) 2022 Budget	2022 Actual	2021 Actual
REVENUES			
Active/Temporary membership fees	\$ 1,185,490	\$ 1,465,036	\$ 1,431,140
Other fees	18,394	76,150	50,353
Processing fees	19,562	46,333	33,728
Verification fees	10,600	18,442	13,565
Nurse practitioner fees	4,400	7,390	5,555
Associate membership fees	2,062	2,565	3,250
CRNE administration fees	1,400	1,600	2,080
CNPS membership fees	-	-	48
Investment income	30,000	(21,562)	17,720
	<u>1,271,908</u>	<u>1,595,954</u>	<u>1,557,439</u>
EXPENSES			
Advertising and promotion	5,000	1,814	-
Amortization	138	885	885
Bad debts	-	25,558	-
Board	10,000	1,775	668
Bookkeeping and audit fees	45,000	46,575	43,953
Communications	12,000	7,673	8,871
Computer	100,000	88,720	71,374
Consulting fees	270,000	181,636	151,117
Insurance	11,000	9,476	9,121
Interest and bank charges	21,000	35,620	36,696
Memberships	-	1,686	8,330
Office and administration	68,900	46,448	36,361
Professional dues	1,000	2,844	735
Rent	51,132	49,701	48,382
Salaries and related benefits	697,000	617,315	571,897
Travel	15,000	24,774	-
	<u>1,307,170</u>	<u>1,142,500</u>	<u>988,390</u>
(DEFICIENCY) EXCESS OF REVENUES OVER EXPENSES	<u>\$ (35,262)</u>	<u>\$ 453,454</u>	<u>\$ 569,049</u>

INDEPENDENT AUDITOR'S REPORT

REGISTERED NURSES ASSOCIATION OF NWT AND NUNAVUT

FINAL STATEMENT OF CHANGES IN NET ASSETS

For the year ended December 31, 2022

	<u>2022</u>			
	<u>Reserves</u>	<u>Unrestricted accumulated surplus</u>	<u>Invested in tangible capital assets</u>	<u>Total</u>
BALANCE, opening	\$ 527,000	\$ 2,098,932	\$ 2,524	\$ 2,628,456
Excess (deficiency) of revenues over expenses	(63,000)	516,454	-	453,454
Amortization of tangible capital assets	-	885	(885)	-
BALANCE, closing	<u>\$ 464,000</u>	<u>\$ 2,616,271</u>	<u>\$ 1,639</u>	<u>\$ 3,081,910</u>
	<u>2021</u>			
	<u>Reserves</u>	<u>Unrestricted accumulated surplus</u>	<u>Invested in tangible capital assets</u>	<u>Total</u>
BALANCE, opening	\$ 490,000	\$ 1,565,998	\$ 3,409	\$ 2,059,407
Excess of revenues over expenses	-	569,049	-	569,049
Transfers	37,000	(37,000)	-	-
Amortization of tangible capital assets	-	885	(885)	-
BALANCE, closing	<u>\$ 527,000</u>	<u>\$ 2,098,932</u>	<u>\$ 2,524</u>	<u>\$ 2,628,456</u>

See accompanying notes.

INDEPENDENT AUDITOR'S REPORT

REGISTERED NURSES ASSOCIATION OF NWT AND NUNAVUT

FINAL STATEMENT OF CASH FLOWS

For the year ended December 31, 2022

	<u>2022</u>	<u>2021</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from		
Members and students	\$ 1,580,337	\$ 1,620,723
Investment income	<u>18,564</u>	<u>8,176</u>
	<u>1,598,901</u>	<u>1,628,899</u>
Cash paid to		
Materials and supplies	409,122	514,694
Salaries and related benefits	<u>598,001</u>	<u>585,977</u>
	<u>1,007,123</u>	<u>1,100,671</u>
	<u>591,778</u>	<u>528,228</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of investments	-	(1,500,000)
Decrease in investments	<u>1,500,000</u>	<u>1,000,000</u>
	<u>1,500,000</u>	<u>(500,000)</u>
INCREASE IN CASH	2,091,778	28,228
CASH, opening	<u>1,528,297</u>	<u>1,500,069</u>
CASH, closing	<u>\$ 3,620,075</u>	<u>\$ 1,528,297</u>

See accompanying notes.

INDEPENDENT AUDITOR'S REPORT

REGISTERED NURSES ASSOCIATION OF NWT AND NUNAVUT

NOTES TO THE FINAL FINANCIAL STATEMENTS

December 31, 2022

1. NATURE OF OPERATIONS

Registered Nurses Association of NWT and Nunavut (the "Association") is incorporated under the *Nursing Profession Act* (NWT).

The Association is a not-for-profit organization to regulate the profession of nursing by setting its own standards of practice, education, investigating and disciplining its members. Its purpose is to promote and ensure competent nursing for the people of the Northwest Territories and Nunavut.

The Association is exempt from income tax under paragraph 149(1)(l) of the *Income Tax Act* (Canada).

2. SIGNIFICANT ACCOUNTING POLICIES

These Final financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant accounting policies are detailed as follows:

(a) Cash

Cash includes cash on hand and funds held in banks that the association can access anytime.

(b) Financial instruments

The Association initially measures its financial assets and liabilities at fair value.

The Association subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in surplus.

(c) Tangible capital assets

Tangible capital assets are recorded at cost. The Association provides for amortization using the straight-line method at rates designed to amortize the cost of the tangible capital assets over their estimated useful lives. One half of the year's amortization is recorded in the year of acquisition. No amortization is recorded in the year of disposal. The annual amortization rates are as follows:

Office equipment	5 years
Computer equipment	3 years

INDEPENDENT AUDITOR'S REPORT

REGISTERED NURSES ASSOCIATION OF NWT AND NUNAVUT

NOTES TO THE FINAL FINANCIAL STATEMENTS

December 31, 2022

2. SIGNIFICANT ACCOUNTING POLICIES, continued

(d) Website development costs

The Association expenses website development costs when incurred.

(e) Revenue recognition

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

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Externally restricted contributions for the purchase of tangible capital assets that will be amortized are recorded as deferred capital contributions and recognized as revenue on the same basis as the amortization expense related to the acquired tangible capital assets. Externally restricted contributions for the purchase of tangible capital assets that will not be amortized are recognized as direct increases to the net assets invested in tangible capital assets balance.

Revenue from fees are recognized when earned.

(f) Contributed materials and services

Contributions of materials and services are recognized in the financial statements at fair value at the date of contribution, but only when a fair value can be reasonably estimated and when the materials and services are used in the normal course of operations, and would otherwise have been purchased.

(g) Measurement uncertainty

The preparation of Final financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Significant areas requiring the use of estimates include: allowances for doubtful accounts, and the useful lives of tangible capital assets. Actual results may differ from management's best estimates as additional information becomes available in the future.

INDEPENDENT AUDITOR'S REPORT

REGISTERED NURSES ASSOCIATION OF NWT AND NUNAVUT

NOTES TO THE FINAL FINANCIAL STATEMENTS

December 31, 2022

3. SHORT TERM INVESTMENT

	<u>2022</u>	<u>2021</u>
Royal Bank of Canada Non redeemable GIC, 0.40% interest per annum, matured July 07, 2022	\$ -	\$ 1,500,000

4. ACCOUNTS RECEIVABLE

	<u>2022</u>	<u>2021</u>
Trade	\$ 47,131	\$ 5,213
Less: Allowance for doubtful accounts	<u>25,236</u>	<u>-</u>
	<u>\$ 21,895</u>	<u>\$ 5,213</u>

5. INVESTMENTS

Investments as at December 31, 2022 consist of the following:

	<u>2022</u>	<u>2021</u>
Royal Bank of Canada Non redeemable GIC, 0.40% interest per annum, matured July 7, 2022	\$ -	\$ 1,500,000
National Bank Investments Inc. Marketable securities - see below	289,031	329,156
Less: Investments due within one year	<u>-</u>	<u>(1,500,000)</u>
	<u>\$ 289,031</u>	<u>\$ 329,156</u>

Marketable securities as at December 31, 2022 held with National Bank Investments Inc. are as follows:

	<u>2022</u>	<u>2021</u>
Investment portfolio at cost	\$ 275,461	\$ 269,278
Valuation allowance to adjust cost to market value	<u>13,570</u>	<u>59,878</u>
	<u>\$ 289,031</u>	<u>\$ 329,156</u>

Investment loss during the year of \$21,562 (2021 - \$17,720) includes interest income for \$18,564 (2021 - \$8,176), and an unrealized gain (loss) arising from the change in the market value of investments for (\$40,126) loss (2020 - \$9,544 gain).

INDEPENDENT AUDITOR'S REPORT

REGISTERED NURSES ASSOCIATION OF NWT AND NUNAVUT

NOTES TO THE FINAL FINANCIAL STATEMENTS

December 31, 2022

5. INVESTMENTS, continued

The marketable securities consists of the following investment mix:

	<u>2022</u>	<u>2021</u>
Cash and short-term	\$ 2	\$ 2
Fixed income (cost of \$207,103)	201,539	230,564
Canadian equities (cost of \$28,000)	35,598	39,451
Global equities (cost of \$40,345)	<u>51,892</u>	<u>59,139</u>
	<u>\$ 289,031</u>	<u>\$ 329,156</u>

6. TANGIBLE CAPITAL ASSETS

	<u>2022</u>		<u>2021</u>	
	<u>Cost</u>	<u>Accumulated amortization</u>	<u>Net</u>	<u>Net</u>
Office equipment	\$ 45,886	\$ 45,886	\$ -	\$ -
Computer equipment	<u>12,287</u>	<u>10,647</u>	<u>1,640</u>	<u>2,525</u>
	<u>\$ 58,173</u>	<u>\$ 56,533</u>	<u>\$ 1,640</u>	<u>\$ 2,525</u>

Included in computer expense during the year are website hosting costs incurred for \$53,940 (2021 - \$53,940).

7. TRADE PAYABLES AND ACCRUALS

	<u>2022</u>	<u>2021</u>
Trade payables	\$ 4,559	\$ 30,205
Accrued liabilities	13,750	13,750
CNA and CNPS fees payable	99,979	88,589
Credit cards payable	<u>3,536</u>	<u>(400)</u>
	<u>\$ 121,824</u>	<u>\$ 132,144</u>

The Association collects membership fees from members on behalf of, and remits to, the Canadian Nursing Association (CNA), and the Canadian Nurses Protective Society (CNPS).

INDEPENDENT AUDITOR'S REPORT

REGISTERED NURSES ASSOCIATION OF NWT AND NUNAVUT

NOTES TO THE FINAL FINANCIAL STATEMENTS

December 31, 2022

8. GOVERNMENT REMITTANCES PAYABLE

	<u>2022</u>	<u>2021</u>
GST payable	\$ 34,560	\$ 31,262
Payroll remittances payable	<u>14,372</u>	<u>11,657</u>
	<u>\$ 48,932</u>	<u>\$ 42,919</u>

9. DEFERRED REVENUE

	<u>Opening balance</u>	<u>Deposits</u>	<u>Revenue recognized</u>	<u>Closing balance</u>
Practitioner fees	\$ 4,290	\$ 4,510	\$ (4,290)	\$ 4,510
Active membership fees	612,375	629,470	614,744	627,101
Associate membership fees	2,385	2,250	(2,385)	2,250
Renewal late fees	11,600	10,100	(11,600)	10,100
Processing fees	<u>8,250</u>	<u>-</u>	<u>(8,250)</u>	<u>-</u>
	<u>\$ 638,900</u>	<u>\$ 646,330</u>	<u>\$ 588,219</u>	<u>\$ 643,961</u>

10. CREDIT FACILITIES

The Association holds credit cards with the Royal Bank of Canada for a combined credit limit as at December 31, 2022, of \$45,000 (2021 - \$25,000).

11. RESERVES

The Association maintains the following internally restricted reserves:

	<u>Opening balance</u>	<u>Transfers</u>	<u>Closing balance</u>
Operating Surplus Reserve	\$ 327,000	\$ (63,000)	\$ 264,000
Professional Conduct Reserve	<u>200,000</u>	<u>-</u>	<u>200,000</u>
	<u>\$ 527,000</u>	<u>\$ (63,000)</u>	<u>\$ 464,000</u>

The Association may not use any internally restricted amounts for any other purpose without the approval of the Board of Directors.

Operating Surplus Reserve

Under the Administration Finance Policy, the Association is required to maintain the operating reserve at three months of budgeted operating expenses.

INDEPENDENT AUDITOR'S REPORT

REGISTERED NURSES ASSOCIATION OF NWT AND NUNAVUT

NOTES TO THE FINAL FINANCIAL STATEMENTS

December 31, 2022

11. RESERVES, continued

Professional Conduct Reserve

Under the Professional Conduct Policy, the Association is required to maintain a minimum of \$200,000 (2021 - \$200,000) for future costs relating to professional conduct. Included in consulting fees expense during the year is \$12,654 (2021 - \$27,071) relating to professional conduct.

12. COMMITMENTS

As at December 31, 2022, the Association is committed to a lease for premises expiring May 31, 2024 and a three-year website hosting and support services subscription agreement expiring August 11, 2025. Future minimum payments on these agreements are as follows:

2023	\$ 78,192
2024	41,006
2025	<u>16,425</u>
	<u>\$ 135,623</u>

13. BUDGET AMOUNTS

The 2022 budget amounts on the Statement of Operations to the financial statements, are presented for information purposes only and are unaudited.

14. FINANCIAL INSTRUMENTS

Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below. The required disclosures provide information that assists users of final financial statements in assessing the extent of risk related to financial instruments.

(a) Fair value

The fair value of current financial assets and current financial liabilities approximates their carrying value due to their short-term maturity dates. The fair value of long-term financial liabilities approximates their carrying value based on the presumption that the Association is a going concern and thus expects to fully repay the outstanding amounts.

(b) Market risk

Market risk is the risk that the value of a financial instrument will fluctuate as a result of changes in market prices, whether the factors are specific to the instrument or all instruments traded in the market. The Association is exposed to market risk in the investments with National Bank as detailed in Note 5.

INDEPENDENT AUDITOR'S REPORT

REGISTERED NURSES ASSOCIATION OF NWT AND NUNAVUT

NOTES TO THE FINAL FINANCIAL STATEMENTS

December 31, 2022

14. FINANCIAL INSTRUMENTS, continued

(c) Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Association's main credit risk relates to its accounts receivable. The Association reduces this risk by performing credit evaluations on its customers on a continuous basis.

(d) Liquidity risk

Liquidity risk is the risk that the Association will encounter difficulty in meeting obligations associated with financial liabilities. The Association is exposed to this risk mainly in respect of its accounts payable and accrued liabilities, various long-term debt agreements, obligations under capital leases and operating lease commitments.