


2022 – 2023

# ANNUAL REPORT



Office of the Commissioner of  
**INDIGENOUS  
LANGUAGES**



# TABLE OF CONTENTS

Message from the Commissioner	2
Basis of Annual Report	3
Mission, Vision and Mandate	4
Achievements this Year	6
Governance, Governing Board and Organizational Structure	20
Accountabilities	25
Audited Financial Statements	30



2022-2032 | INTERNATIONAL DECADE OF

**Indigenous Languages**





## A MESSAGE FROM THE COMMISSIONER

It is with great pleasure that I present the Annual Report of the Office of the Commissioner of Indigenous Languages (the Commission) for the year ending March 31<sup>st</sup>, 2023, marking the first full year of the Commission.

When the three Directors and I took office on July 12, 2021, we committed to focus the first two years on establishing a solid operational foundation from which to build the Commission and execute our mandate. The past year has been incredibly busy, and this report outlines the continuation of this work and accomplishments to date.

In 2022-2023, the Commission developed and put in place key operational policies, practices, and guidelines, as well as the infrastructure to support the organization and the implementation of its mandate. The Commission has also established research policies and protocols and has begun the important studies that will enable us to report on the health and vitality of Indigenous languages as well as the adequacy of funding provided for Indigenous language initiatives.

Although the pandemic continued to be a challenge for travel, the Commission has wherever possible met both in person and virtually those individuals, organizations, and communities seeking to understand the role of the Commission and how it may support their language revitalization efforts.

The Directors, the Commission staff, and I are looking forward to another productive year ahead; one in which we will open our head office and build on the work we have begun to fully implement our mandate.

**Dr. Ronald E. Ignace**

Commissioner and Chief Executive Officer



## **BASIS OF ANNUAL REPORT**

Pursuant to Section 43 of the *Indigenous Languages Act* (the Act), the Commission is obligated to provide an annual report with a prescribed form and substance.

Specifically, the Act requires that:

### *Contents*

- 43 (1) *The Office of the Commissioner of Indigenous Languages must, within four months after the end of each fiscal year, submit to the Minister an annual report on*
- (a) the use and vitality of Indigenous languages in Canada;*
  - (b) the needs of Indigenous groups, communities and peoples and entities that are specialized in Indigenous languages — and the progress made — in relation to the reclamation, revitalization, maintenance and strengthening of Indigenous languages;*
  - (c) the adequacy of funding provided by the Government of Canada for the purposes of initiatives related to Indigenous languages; and*
  - (d) the implementation of this Act.*
- (2) *The annual report must also set out information respecting the Office of the Commissioner of Indigenous Languages' principal activities for the fiscal year and must include*
- (a) a list of the research and studies undertaken under subsection 24(1);*
  - (a.1) the Office's financial statements;*
  - (b) the annual auditor's report;*
  - (c) a statement on the extent to which the Office has met its objectives for the fiscal year; and*
  - (d) any other information specified by the regulations.*

The Annual Report reviews the Commission's major activities of the past year and provides short summaries of the achievements and developments in 2022-2023.



## MISSION

*The Commission promotes and champions all Indigenous languages in Canada and supports Indigenous Peoples in the reclamation, revitalization, strengthening and maintenance of their languages so that no language is left behind.*

## VISION

*All Indigenous languages in Canada are safe, vibrant and thriving.*

## MANDATE

The Commission is an entity created through the *Indigenous Languages Act, 2019* (the Act) and is intended to support the efforts of Indigenous peoples to reclaim, revitalize, maintain, and strengthen Indigenous languages.

The Act states:

*12 (1) There is established an office, to be known as the Office of the Commissioner of Indigenous Languages, consisting of the Commissioner and up to three directors.*

The Commission is independent of government.

*12 (2) The Office is neither an agent of Her Majesty in right of Canada nor is it an entity governed by the Financial Administration Act and its Commissioner, directors and employees are not part of the federal public administration.*

The Commission's mandate, powers, duties, and functions that support the implementation are set out in the Act.

*23 (1) The mandate of the Office is to*

- (a) help promote Indigenous languages;*
- (b) support the efforts of Indigenous peoples to reclaim, revitalize, maintain and strengthen Indigenous languages;*



- (c) *facilitate the resolution of disputes and review complaints to the extent provided by this Act;*
- (d) *promote public awareness and understanding in respect of*
  - (i) *the diversity and richness of Indigenous languages,*
  - (ii) *the inseparable link between Indigenous languages and the cultures of Indigenous peoples,*
  - (iii) *the rights of Indigenous peoples related to Indigenous languages,*
  - (iv) *the significance of those rights for Indigenous peoples, as well as for the general public,*
  - (v) *the negative impact of colonization and discriminatory government policies on Indigenous languages and the exercise of those rights, and*
  - (vi) *the importance of working toward and contributing to reconciliation with Indigenous peoples; and*
  - (e) *support innovative projects and the use of new technologies in Indigenous language education and revitalization, in cooperation with Indigenous governments and other Indigenous governing bodies, Indigenous organizations, the Government of Canada and provincial and territorial governments.*
- (2) *In fulfilling its mandate, the Office must, where appropriate, consult and coordinate with any Indigenous, provincial or territorial entity that is responsible for the promotion, revitalization or protection of Indigenous languages.*



## **ACHIEVEMENTS THIS YEAR**

**(April 2022 to March 2023)**

### **Context**

On July 12, 2021, the Governor-in-Council-appointed Commissioner and three Directors took office and together form the Commission's Governing Board. The Commissioner is also the Chief Executive Officer.

The work in establishing the Commission, including the setting of initial objectives, began in earnest in late September 2021 – shortly after the appointments of the individuals comprising the Governing Board. With no existing entity or operating structure in place at that point, the Governing Board undertook to commit the next 18 months to two years (to end of summer 2023) to create a solid organizational foundation for the Indigenous Languages Commission. This phase included initiating research to establish a baseline on the health and vitality of Indigenous languages and funding for Indigenous languages to enable the Commission to report in future on year over year progress.

### **Progress Against 2022-2023 Business Plan Objectives**

Building on the objectives set in 2021-2022 and the work initiated in its inaugural year (which was a partial fiscal year of only six months from October 1<sup>st</sup>, 2021, to March 31<sup>st</sup>, 2022), the focus in 2022-2023 was related principally to standing up the Commission as an independent entity with all the necessary operational supports.

In addition to establishing its organizational foundation, during the past fiscal year the Commission began the important baseline research required to better understand the status of Indigenous languages in Canada and the funding in place to support language revitalization, strengthening, and maintenance.

The easing of some of the pandemic restrictions enabled the Board to meet for the first time in person in April 2022. This meeting was the first of several strategic and operational sessions to solidify priorities for the Commission and determine the path forward.

Although the pandemic remained a challenge to meeting and consulting in person with stakeholders, where requested and where possible, every effort was made to engage Indigenous organizations and communities virtually or in person to apprise stakeholders of the role of the Commission and provide information on its activities. Over the past year, the Commission has met with a number of First Nation, Inuit, and Métis organizations, Indigenous leaders,



Indigenous language practitioners and academics – from across the country. Additionally, the Commission has met with the language commissioners from the Northwest Territories and Quebec.

As well, the Commission met with federal Ministers, Members of Parliament, Her Excellency Governor General Mary Simon, and various Senators – to further promote the Commission and discuss mutual interests and priorities related to Indigenous languages.

Media interviews and responses to inquiries has allowed the Commission to bring additional awareness nationally and locally about the Commission and Indigenous languages.

The actions and accomplishments highlighted in this Annual Report reflect the priorities identified and set out in the Commission's Annual Business Plan for 2022-2023. Overall, significant progress at the end of the period (as of March 31<sup>st</sup>, 2023) has been achieved with all objectives or targets for the Commission met, exceeded, or well-advanced.

#### Establish Administrative Infrastructure

Over the past year, the Commission completed the development of, and began implementing, key policies, processes, directives, and practices to enable the efficient and effective governance and operations of the organization. The policies in place include the Governance Policy, Human Resource Policy, Finance Policy, Information Management Policy, Procurement and Contracting Policy/Procedures, and a Research Policy and associated procedures and directives.

#### Logo and Branding

Branding for the Commission including the development and deployment of the logo and website were completed this fiscal year and will facilitate broadened communications and outreach.

The Commission's brand celebrates Indigenous language diversity.





Interconnected and vibrant irregular hexagonal shapes brought together at the centre represent the three Indigenous groups: First Nations, Inuit, and Métis.

The colourful motifs around the edges are inspired by ribbons, woven strands, and stitched fabrics found in Indigenous crafts and clothing. The expanding, energetic lines create a sense of movement, showing how languages are a living gift shared and celebrated in every direction.

The 12 ribbon shapes around the logo symbolize the spoken language groups. Along with verbal and written Indigenous languages we also want to acknowledge other means of communication.

### Establishment of Dispute Resolution and Complaints Process and Procedures

The Commission is mandated to facilitate the resolution of disputes and review complaints. Sections 26 and 27 of the Act provides:

- 26 *At the request of an Indigenous community, an Indigenous government or other Indigenous governing body, an Indigenous organization or the Government of Canada, the Office may provide services, including mediation or other culturally appropriate services, to facilitate the resolution of a dispute related to*
- (a) the fulfilment by any party of an obligation related to Indigenous languages under an agreement entered into by the Government of Canada;*
  - (b) funding provided by the Government of Canada for the purposes of an initiative related to Indigenous languages;*
  - (c) the fulfilment of any of the Government of Canada's obligations under this Act; or*
  - (d) the implementation of any of the Government of Canada's policies and programs related to Indigenous languages.*
- 27(1) *The Commissioner may conduct a review of a complaint, filed by an Indigenous government or other Indigenous governing body, an Indigenous organization or an Indigenous person, respecting any matter referred to in any of paragraphs 26(a) to (d).*
- (2) *After conducting the review, the Commissioner must prepare a report containing any recommendations that the Commissioner considers to be appropriate.*

The Commission is designing a Dispute Resolution Process (Process) that will be operational in the next fiscal year. To date the Commission has established an



understanding of the needs and priorities with respect to its dispute resolution mandate and functions. The Process is being designed to ensure the optimal recognition, consideration, and integration of Indigenous culture, knowledge, and languages. The implementation of the Dispute Resolution Services will include a mediation system that specifically addresses the unique requirements of the Commission. The importance of Indigenous cultural traditions, languages and knowledge systems will both inform and guide the development of the Process, mechanisms and services.

### Establishment of the Physical Infrastructure

The Act requires that the Commission's head office be located in the National Capital Region or any other place in Canada that may be designated by order of the Governor in Council – no subsequent Order in Council has been executed and therefore, the head office location is the National Capital Region.

In 2022-2023, the Commission began the process of establishing its head office in Odawa (Ottawa, Ontario). The head office will comprise a “hybrid” layout with offices and meeting spaces that support both on-site (including “hoteling” approach) and virtual work.

The lease of office space in the downtown core has been secured and construction and refit of the space is underway. Where practicable, the Commission has engaged Indigenous suppliers. The office is expected to be open and occupied in summer 2023.

### Establish Human Resource Infrastructure

In addition to and as part of developing the Commission's Human Resources Policy, the Commission's organizational structure and job descriptions have been finalized.

Staffing actions for key permanent positions and contract-based positions have been completed and/or initiated. This includes the appointment of a new Chief Operating Office who took office on March 1, 2023.

Essential professional services, including legal and financial, continue to be critical to supporting the establishment and operations of the Commission.

The Commission is well positioned to grow a strong and vibrant organization with mechanisms and structures in place to effectively implement its important mandate.



## Governance Infrastructure

The Commission's Governance Policy guides the Governing Board and employees of the Commission in implementing processes and structures to inform, direct, manage and monitor the activities of the Commission toward the achievement of its objectives.

The Governance Policy applies as a minimum policy base to be implemented in combination with all other relevant policies internal and external to the Commission, including the Commission's Finance Policy, Human Resource Policy, Conflict of Interest Policy, and Code of Conduct.

## Research and Innovation

To support the Commission's mandate and strategic direction, a research policy framework and associated tools, a research plan and criteria for research contracts and research projects have been put in place that enable the Commission to prioritize and assess research needs and proposals.

To ensure that research conducted by or for the Commission is done so in an effective, robust, and ethical manner, the research policy framework is focussed on an ethical approach to research and includes the establishment of a Research Review Committee.

The Commission has also developed a framework that will assist in assessing and determining the support it provides for innovative Indigenous language projects, particularly those that may be transportable and applied to several or all languages.



## Engagement

The COVID pandemic, over the past year, continued to create challenges to undertaking discussions with communities and Indigenous language practitioners in person. However, the Commission took every opportunity whenever possible to engage virtually with stakeholders. In some circumstances, and where practicable, meetings were also attended in person.

Despite the pandemic, the year has been a busy one in the Commission's outreach, and we look forward to increasing engagement and outreach activities over the coming year.

## Procurement

The Commission has developed and implemented principle-based policies and guidelines for contracting and the procurement of goods and services. In an effort to support Indigenous firms and vendors, where possible and practicable, the Commission will select Indigenous suppliers.

## Planning

Integral to establishing a solid organizational foundation, the Commission has prioritized putting in place operational and strategic plans. Annually, the Commission develops and submits to the Minister of Canadian Heritage (the Minister) its Annual Report (for the previous year) and Business Plan (for the upcoming year). Additionally, the Commission has developed various tactical plans that support operations as well as a Strategic Plan that underpins the overall direction and objectives of the Commission.

Since late 2021, the Commission has been in discussions with the Department of Canadian Heritage regarding a multi-year funding mechanism that would provide the flexibility required by the Commission to effectively implement its mandate. The Commission continues to provide support, as needed, to the Department of Canadian Heritage in its efforts to secure the funding mechanism that appropriately reflects the independence of the Commission and the spirit and intent of the Act.

## **Research and Studies Undertaken and Currently Underway**

The Act states:

*24 (1) The Office may undertake research or studies, or cause research or studies to be undertaken, in respect of*



- (a) *the provision of funding for the purposes of supporting Indigenous languages; or*
- (b) *the use of Indigenous languages in Canada, including for the purposes of measuring the vitality of those languages or identifying measures to restore and maintain fluency in those languages.*

Essentially, research undertaken by the Commission is intended to support the organization's obligations in regard to annual reporting on Canada's commitment as noted in the Act "the Government of Canada is committed to providing adequate, sustainable and long-term funding for the reclamation, revitalization, maintenance and strengthening of Indigenous languages"; and annual reporting on the vitality of Indigenous languages in Canada.

### Use and Vitality of Indigenous Languages in Canada

The United Nations Educational, Scientific and Cultural Organization (UNESCO) has determined that no Indigenous language in Canada is safe and three of four Indigenous languages are in various states of endangerment.

An important element of the Commission's mandate is undertaking research or studies with respect to the use of Indigenous languages including to measure language vitality and identify measures to restore and maintain fluency.

Over several years, extensive research has been conducted regarding linguistic classification, and vitality and endangerment of Indigenous languages across Canada. To support its understanding of the current state of Indigenous languages across the country, the Commission contracted a synopsis by Norris Research Inc. (NRI) of various studies completed on the situation and trends in the health and vitality of Indigenous languages. The purpose of this synopsis was to also identify research gaps and needs.

This synopsis, which was completed in 2022-2023, is intended to be the first step in establishing a comprehensive baseline on the present state, use, and vitality of Indigenous languages. The research purpose was to assist in informing and supporting the Commission's understanding and reporting regarding the state and health of Indigenous languages across Canada.

The following is a summary of this research.

That there is no single standard language classification or consensus about the number of Indigenous languages in Canada, represents a major consideration



in the assessment of their vitality. Estimates range from 50 to 100 languages. The classification approach undertaken by NRI led to 107 language “categories”, 86 of which are “living languages” i.e., having at least one mother tongue/first language speaker.

NRI used the 2016 Census data and developed a modified version of the UNESCO levels of endangerment to estimate vitality and endangerment of the 86 living languages in Canada as follows:

- 22 **vulnerable/unsafe**: most children speak the parental language as a mother tongue.
- 6 **definitely endangered**: mother tongue of parents and up, no longer children's.
- 21 **severely endangered**: mother tongue of grandparent and older ages.
- 18 **critically endangered** (100 + speakers): mother tongue great-grandparental age.
- 19 **very critically endangered** (less than 100 mother tongue speakers).

The vitality of Indigenous languages and their communities ranges substantially. Even the largest and most viable language categories potentially ‘unsafe’ or vulnerable to declining use.

From a generational perspective, none of the Indigenous languages spoken in Canada today can be considered “safe”.

Additional key findings of NRI about the overall state and trends in language vitality include: declining growth and aging of Indigenous languages mother tongue populations, due to non-transmission of a mother tongue, reflect long-term decline in their main use at home; and, second-language acquisition among younger speakers has increasingly sustained the growth of the total population of Indigenous language speakers (1996 to 2016).

Gaps and/or issues in existing research data and potential additional research and/or studies have been identified to further inform the Commission’s understanding of the state and vitality of Indigenous languages. Additional research will include: undertaking analytical studies with 2021 Census data in order to assess the most recent patterns and trends in the state and vitality of Indigenous languages; and, accessing more focused information/data about Indigenous languages, through, for example, respondent “write-ins”.



## Adequacy of Funding Provided by the Government of Canada for the Purposes of Initiatives Related to Indigenous Languages

The Act embeds key principles including that Indigenous peoples are best placed to take the leading role in reclaiming, revitalizing, strengthening, and maintaining their languages, and that adequate, sustainable, and long-term funding is required for the reclamation, revitalization, maintenance, and strengthening of Indigenous languages.

In 2022-2023, foundational/baseline research and analysis was initiated to determine what work is currently being undertaken on language revitalization in Canada, the funding that has been allocated, and the measures contributing to the resources required for Indigenous language revitalization. This foundational work involves exploring:

- What Indigenous organizations, academic institutions, government departments/agencies, and other major political parties are undertaking and/or have committed to;
- What are some legal issues identified including language-related legislation in place; and
- What financial resources are being allocated and to whom.

Some of the key observations to date include:

- Almost all federally and provincially funded language programs are directed at “official” language compliance;
- Project based funding negatively affects the development of a comprehensive strategy for language retention, revitalization, and development;
- Language program administrators spend an excessive amount of time seeking appropriate and/or sustainable funding;
- The current system of financial support will not come close to supporting language revitalization – the project-based system serves only to maintain existing machinery and maintain inadequate budgets;
- The mandate of the Department of Canadian Heritage’s Indigenous Languages Component of the Indigenous Language and Cultures Program is not well known.

This research is continuing with further engagement with language experts and practitioners being conducted in all parts of the country.



## **Needs of Indigenous Groups, Communities and Peoples and Entities that are Specialized in Indigenous Languages and the Progress Made**

As noted in the Annual Report for 2021-2022, various needs assessments are required from different sources in relation to the reclamation, revitalization, strengthening, and maintenance of Indigenous languages.

The Commission expects to begin this work over the coming year when it becomes fully operationalized and staffed. As this work will require in-person interaction and engagement, the impacts of the ongoing pandemic will continue to be an important consideration in advancing this work.

### **Implementation of the *Indigenous Languages Act***

Section 43(1)(d) of the Act obligates the Commission to report annually on, *inter alia*, the implementation of the entire Act.

Responsibility for the implementation of the Act rests with the: Commission – for those provisions of the Act that are specific to the Commission’s role in the implementation; and Government of Canada for all other provisions of the Act. It should be noted that the Government of Canada includes all departments, agencies, and entities that make up the federal family and each of those entities may have direct and indirect implementation responsibilities.

With respect to the provisions for which the Commission is directly responsible or implicated, in its 2021-2022 Annual Report, the Commission noted two incongruencies that require addressing – both of which are administrative in nature and remain outstanding.

The first relates to sections 15 and 29 concerning absences and delegations. The second is the inconsistency between sections 33 and 44 regarding timing around the Annual Report.

The passing of Her Majesty Queen Elizabeth II last year has necessitated an additional administrative change from “Her Majesty in right of Canada” in section 12(2) to “His Majesty in right of Canada”.

Over the past year, the Commission has met with various Indigenous groups, organizations and individuals, as well as federal Ministers, Members of Parliament, Senators, and Deputy Ministers on the Act and the mandate and role of the Commission. In its meetings with federal Ministers and officials, the Commission raised the implications of the Act on the federal government and its departments, agencies, and entities and these meetings and discussions





confirmed the Government of Canada's commitment to Indigenous languages, to the Act and its implementation, and to the work of the Commission.

To understand how the Government of Canada (as noted earlier, federal departments, agencies, and entities) are implementing the obligations under the Act, the Commission wrote to 15 key federal departments, agencies and entities in February 2023 seeking information on their respective initiatives and/or activities intended to support and promote the use of Indigenous languages and the efforts of Indigenous peoples to reclaim, revitalize, strengthen, and maintain their languages.

The 15 key and initial federal departments, agencies, and entities solicited for input were: Department of Canadian Heritage, Indigenous Services Canada, Crown-Indigenous Relations and Northern Affairs Canada, Employment and Social Development Canada, Service Canada, Parks Canada, Fisheries and Oceans Canada, Canada Revenue Agency, Environment and Climate Change Canada, National Research Council, Natural Resources Canada, Department of Justice, Public Safety Canada, Public Services and Procurement Canada, and Treasury Board (Office of the Chief Human Resource Officer).

The Commission advised that the information received would firstly, be included to the extent appropriate in this annual report in terms of current status and, secondly, be used to establish a benchmark for future reports and for which progress would be assessed year over year. Ten responses were received and the Commission thanks those departments and agencies that responded.

The purpose of this first report is not to single out specific departments or agencies but rather to understand generally what is being undertaken by the federal government to implement the Act and to establish a baseline from which to gauge progress. The information received from each department and agency will enable the Commission to, among other things, follow up on specific activities and assess progress next year and the years ahead.

The responses received can be categorized into two themes: **external initiatives** geared toward supporting Indigenous communities and organizations in their language revitalization efforts and publicly supporting the use and promotion of Indigenous languages; and, **internal initiatives** where the department or agency is undertaking activities within its organization to support and promote Indigenous languages and Indigenous language speakers within the public service.



## External Initiatives

The responses received vary in focus and in terms of detail about the activities and/or initiatives identified.

A key achievement in the implementation of the Act was the establishment of the Commission and appointment of the Commissioner of Indigenous Languages and appointment of three Directors, following consultations with a variety of Indigenous governments and other Indigenous governing bodies and a variety of Indigenous organizations. As noted previously, the Commissioner and three Directors took office on July 12, 2021.

## *Programs and funding*

Recognizing education, language, and culture are inextricably linked, one department referenced its programs and funding to support education, culture, and/or heritage and the delivery of culturally appropriate programs and services.

The increase in funding allocated in Budgets 2019 and 2021 is a positive step in enabling Indigenous people to undertake the necessary language revitalization work. However, it is also noted that demand continues to outweigh the available funding. The Commission acknowledges the collaborative work being undertaken on the development of new funding models that will support sustainable and long-term funding and the work to support new funding agreements. The Commission looks forward to this work being completed to better support the reclamation, revitalization, strengthening, and maintenance of Indigenous languages.

For future reports, the Commission would like to better understand from departments, agencies, and entities how the funding and programs provided – whether for Indigenous languages specifically or for education and culture and heritage programs – is helping to improve Indigenous language outcomes. This information will be important to inform the assessment of the vitality of Indigenous languages and the adequacy of funding for Indigenous languages.

## *Access to services*

The Act supports federal institutions providing access to services in Indigenous languages and the Commission notes the work underway in this area and looks forward to hearing of specific and increasing progress on this work.

In the meantime, responses indicate some positive efforts and steps are being taken to increase access to services and to provide outreach in Indigenous



languages. One department noted, for example, its Telephone Interpretation Service which provides professional on-demand interpretation services which may be accessed to support its clients that do not speak English or French. The initiatives referenced are generally region-specific and, in some cases may be dependent on having Indigenous language speakers within a specific department or agency.

#### *Promotion, communications, and outreach*

Other notable activities which were identified by many respondents was the provision of and/or support for communications, promotions, outreach, including translating documents and materials in Indigenous languages. The Notice of Opportunity for the Commissioner and Director positions, for example, was translated into nine Indigenous languages (Inuktitut (North Baffin), Michif Cree, Michif French, Western Ojibway, Plains Cree, Oji-Cree, Dene, Innu, and Mi'kmaq).

Many respondents also spoke to providing translation and interpretation services during events, gatherings, public engagements, and meetings. While this serves as one aspect in supporting, promoting, and raising public awareness and understanding of Indigenous languages, other activities noted were the recognition and commemoration of special days (such as National Indigenous Languages Day) and renaming of and naming ceremonies for departmental spaces and offices.

One department highlighted amongst its initiatives a dataset of Indigenous geographical names and an interactive map that recognizes official place names in Canada with Indigenous origins. The dataset contains more than 20,000 official place names with origins in First Nations, Inuit, and Métis worldviews in over 60 Indigenous languages. The interactive map displays over 900 geographical places identified in 70 Indigenous languages or dialects. Initiatives such as these showcases the history and diversity of Indigenous cultures and languages.

#### *Changes to policies/procedures*

Changes to current policies and practices was identified by one department. For example, a change in policy to enable Inuk clients to amend the Social Insurance Registry by removing reference to the disc number on their record, if requested. A further example allows applicants to replace their valid passports with a new one that displays their Indigenous name. Another department advised of a directive which instructs legislative drafters to use the name of an Indigenous community in accordance with the wishes of that community,



including using characters and symbols. These are steps forward in the reclamation and revitalization of traditional names of individuals, communities and nations.

### *Collaboration*

Departments and agencies have highlighted work in building partnerships and working in collaboration with Indigenous governments and organizations, provincial and territorial governments, as well as working internationally to advance initiatives supporting Indigenous languages. Examples include partnerships between federal and Indigenous groups and governments, with provincial governments, and work on the International Decade of Indigenous Languages.

### Internal Initiatives

The Commission recognizes the value of Indigenous employees, including Indigenous language speakers, within the public service. It views recruitment and retention of Indigenous employees as important to advancing reconciliation.

Many respondents identified activities or policies aimed at advancing cultural competency within their respective organizations. These include mandatory cultural competency training, information sessions, and guides.

In addition to creating a representative public service, as noted earlier, access to services in one's Indigenous language relies on language speakers being in place to provide those services. While it is important that the federal government is not taking speakers away from communities desperately in need of revitalizing their languages, few organizations noted targeted recruitment of Indigenous language speakers. One department signalled its objective in increasing access to second official language training (i.e., English or French as a second language), including to Indigenous employees – which does not increase the use of Indigenous languages in that department, but may assist Indigenous individuals in advancing to management positions that require proficiency in both official languages.

In terms of opportunities for language learning and training offered to public servants, departments and agencies have approached this in various ways. For example, through Elder teachings, Indigenous language speakers sharing their language journeys and teaching key words and phrases, language workshops, commemoration and promotion activities, and formal language training. While there is general support for Indigenous language training and learning, it appears to be largely employee-driven, region-specific, and/or ad hoc.



## Conclusion

It is evident that there is a general and positive commitment and an appreciation for the need to support Indigenous language revitalization across each department and agency.

It is encouraging that the majority of departments that responded are actively involved in activities to support the reclamation, revitalization, strengthening, and maintenance of Indigenous languages. However, responses indicate that some departments or agencies may be grappling with understanding their respective obligations and the role their organization can play in the implementation of the Act. This struggle was emphasised by one department suggesting that the responsibility for implementing the Act rests solely with the Department of Canadian Heritage (and not with other departments).

The Commission appreciates the support received from departments and agencies in responding to this first request for information. The Act has been in force for almost three years and going forward, the Commission anticipates that these federal departments, agencies, and entities will continue to advance their Indigenous language objectives and be positioned to advise the Commission on progress for the next report. In addition, the Commission will canvas additional federal departments, agencies and entities to assist in establishing and reporting on the federal government's implementation of the Act.



## **GOVERNANCE, GOVERNING BOARD AND ORGANIZATIONAL PROFILE**

The Commission's Governing Board consists of the Commissioner and up to three Directors, each appointed by the Governor-in-Council on the recommendation of the Minister after the Minister has consulted with a variety of Indigenous governments and other Indigenous governing bodies and a variety of Indigenous organizations. With respect to the appointment of Directors, the Minister must also seek comments in order to ensure the persons appointed have the ability to represent the interests of First Nations, Inuit, and Métis.

Generally, the Commissioner is mandated to support the self-determined efforts of Indigenous peoples to reclaim, revitalize, maintain, and strengthen their languages. The Commissioner is the primary spokesperson for the Commission.

The Commissioner may delegate any of the Commissioner's powers, duties and functions provided for through the Act to any Director or employee of the Commission, subject to any conditions that the Commissioner may impose.

The Directors support the Commissioner and understand and speak to the unique circumstances of the Indigenous groups (First Nations, Inuit or Métis) and their associated languages – the interests of which they represent.

The Commissioner and Directors hold office on a full-time basis and are appointed for terms not exceeding five years with the possibility of being reappointed.

### **Governance**

Section 14 of the Act prescribes that the Commissioner is the Chief Executive Officer (CEO) of the Commission and has the control and management of the Commission and all matters connected with it. The Commissioner / CEO is responsible for setting policies and procedures in alignment with the Act and ensuring these policies and procedures are implemented.

Although the Act clearly defines that the Commissioner has a dual role, with one of those roles firmly established in the operations of the Commission (as the CEO), the Act is silent on the duality of the Directors. It is understood that the Directors also have a dual role – as Directors providing support to the Commissioner while part of the Governing Board and providing strategic direction to the Commission; and as holding portfolios as assigned by the Commissioner, supporting and contributing to the operations of the Commission.



In addition to the Governing Board, committees have been or will be constituted to support the Commission's work. These committees, including the Senior Leadership Team, Research Review Committee, and Finance and Audit Committee, may consist of one or more of the Governing Board members, Commission staff members, and/or external professionals and experts.

## The Commission's Governing Board



Ronald E. Ignace,  
Commissioner



Georgina Liberty,  
Director



Joan Greyeyes,  
Director



Robert Watt,  
Director

### Statement from the Governing Board

*Reflecting back on the first day we took office on July 12<sup>th</sup>, 2021, it has been quite the empowering and humbling journey and experience.*

*Establishing a solid foundation for the first Office of the Commissioner of Indigenous Languages in Canada has been our priority since we took office. The foundation that we set now will support both the short- and long-term growth of the organization.*

*The Commission now has the necessary governance and operational tools and mechanisms in place to enable us to put our full focus on implementing our ambitious mandate. We look forward to this work and to engaging with individuals, communities, and organizations to support them in their language goals and aspirations.*

*We are committed to making a positive difference on the reclamation, revitalization, strengthening, and maintenance of our Indigenous languages to that we will have a future in which Indigenous languages in Canada are safe, vibrant, and thriving.*



*Thank you to all those who have helped and supported us; we are excited about the year and the path ahead.*

## **Organizational Profile**

The Commission is expected to operate objectively and autonomously and be a credible voice in the area of the reclamation, revitalization, strengthening, and maintenance of Indigenous languages in Canada. Consequently, the independence of the Commission is paramount and includes independence from governments, political advocates, and others.

The Act sets this out clearly and establishes the Commission as neither an agent of Her Majesty in right of Canada nor an entity governed by the *Financial Administration Act*. Further, the Commissioner and Directors as well as any employees of the Commission are not part of the federal public administration.

The Commission has the capacity, rights, powers and privileges of a natural person, including the capacity to: enter into contracts; acquire, hold and dispose of property or an interest or right in property, or lease property; and sue and be sued.

The Commission's head office is located on the unceded territory of the Algonquin Anishinaabeg in "Odawa", the place where people come to trade (referred to as Ottawa, Ontario). The Commissioner and Directors work from offices in their normal place of residence.

The permanent office will be a "hybrid" layout – comprised of offices and meeting spaces that support both on-site work as well as virtual and a "hoteling" approach.

### Staff and Organizational Structure

At full capacity, the Commission will employ approximately 30 full-time persons plus the Commissioner and up to three Directors. In addition, the Commission will have contracts in place for specific services that support the organization's mandate and operations.

Under the general direction of, and reporting to, the CEO, the Chief Operating Officer is responsible for the overall management of the Commission's administrative and operation functions.





Employees will support, through an organizational structure, the business lines of the organization. The business lines support the legislated mandate and include core operations, research, and dispute resolution services and complaints.

The *Core Operations* business line includes general operations and administration, finance, human resources, contracting and procurement, communications and promotion, and policy.

*Research* includes activities and functions that support Indigenous peoples reclaiming, revitalizing, strengthening and maintaining their languages and includes innovative projects and the use of new technologies. It also includes the work required to report annually on the vitality of languages and adequacy of funding.

The *Dispute Resolution & Complaints* business line is intended to support requests from Indigenous communities, Indigenous governments or other Indigenous governing bodies, Indigenous organizations or the Government of Canada in the provision of services such as mediation or other culturally appropriate services, to facilitate the resolution of a dispute related to a number of subjects. These subjects include: the fulfilment by any party of an obligation related to Indigenous languages under an agreement entered into by the Government of Canada; funding provided by the Government of Canada for the purposes of an initiative related to Indigenous languages; the fulfilment of any of the Government of Canada's obligations under the *Indigenous Languages Act*; or the implementation of any of the Government of Canada's policies and programs related to Indigenous languages.

Additionally, this business line supports the Commissioner's ability to conduct a review of a complaint, filed by an Indigenous government or other Indigenous governing body, an Indigenous organization or an Indigenous person, respecting any of the subjects cited above in dispute resolution.



## ACCOUNTABILITIES

The Act includes accountability provisions specific to the Commission beyond those cited earlier in context to annual reporting.

### *Business plan and budget*

33 (1) *The Office must establish a business plan and budget for each fiscal year and submit them to the Minister.*

### *Scope and contents of business plan*

(2) *The Office's business plan must encompass all of the Office's activities and include a statement of*

*(a) the Office's mandate;*

*(b) the Office's objectives for the fiscal year and the measures it intends to employ to achieve those objectives; and*

*(c) the Office's expected performance for the fiscal year.*

(3) *The Office's budget must include a statement of the Office's projected revenues and expenses for the fiscal year.*

### *Activities consistent with business plan*

(4) *The Office must carry on its activities in a fiscal year in a manner that is consistent with its business plan for that year.*

### *Books and systems*

34 (1) *The Office must keep books of account and records in relation to them and must also maintain financial and management control and information systems.*

(2) *The books, records and systems referred to in subsection (1) must be kept and maintained in a manner that will provide reasonable assurance that*

*(a) the Office's assets are safeguarded and controlled;*

*(b) its transactions are carried out in accordance with this Act;*

*(c) its financial, human and physical resources are managed economically and efficiently; and*

*(d) its activities are carried out effectively.*



### *Internal audit*

*(3) The Office may cause internal audits to be conducted to assess the Office's transactions and activities for the purpose of verifying compliance with subsections (1) and (2).*

### *Financial statements*

*(4) The Office must prepare financial statements annually, in accordance with generally accepted accounting principles.*

### *Form of Financial statements*

*(5) The Office's financial statements must be prepared in a form that clearly sets out information according to its principal activities.*

### *Annual auditor's report*

*35 (1) The Office must cause an annual auditor's report to be prepared on its financial statements and any quantitative information required to be audited under subsection (3).*

### *Contents*

- (2) The report must, among other things,*
- (a) include separate statements as to whether in the opinion of the Office's auditor
    - (i) the financial statements are presented fairly, in accordance with generally accepted accounting principles, applied on a basis consistent with that of the preceding year,*
    - (ii) the quantitative information is accurate in all material respects and, if applicable, was prepared on a basis consistent with that of the preceding year, and*
    - (iii) the Office's transactions that have come to the auditor's notice in the course of the auditor's examination for the report were carried out in accordance with this Act; and**
  - (b) call attention to any other matter falling within the scope of the auditor's examination for the report that, in the auditor's opinion, should be brought to the attention of the Office or the Minister.*



### *Audit of quantitative information*

*(3) The Minister may require that any quantitative information required to be included in the report under paragraph (2)(a) be audited.*

### *Presentation to Minister*

*(4) The Office must submit to the Minister its audited financial statements with respect to the fiscal year within 90 days after the end of that fiscal year.*

### *Special examination*

*36 (1) At any time required by the Minister, the Office must cause a special examination to be carried out in respect of its transactions and activities to determine if the books, records, systems and practices referred to in section 34 were, in the period under examination, maintained in a manner that met the requirements of that section.*

### *Examiner*

*(2) The special examination is to be carried out by the Office's auditor. However, if, in the Minister's opinion, a person other than the Office's auditor should carry out the special examination, the Minister may, after consultation with the Commissioner, direct that the examination be carried out by another auditor who is qualified for the purpose.*

### *Plan*

*(3) Before commencing the special examination, an examiner must survey the Office's systems and practices to be examined and submit a plan for the examination, including a statement of the criteria to be applied in the examination, to the Commissioner.*

### *Reliance on internal audit*

*(4) The examiner must, to the extent feasible, rely on any internal audit conducted under subsection 34(3).*



## *Examiner's report*

*37 (1) The examiner must, on completion of the special examination, submit a report on the examiner's findings, and a summary of that report, to the Minister and the Commissioner.*

## *Contents*

*(2) The examiner's report is to include*

- (a) a statement as to whether, in the examiner's opinion, having regard to the criteria referred to in subsection 34(2), there is a reasonable assurance that there are no significant deficiencies in the systems and practices examined; and*
- (b) a statement on the extent to which the examiner relied on internal audits.*

## *Posting of summary*

*(3) The Office must, as soon as feasible after the Commissioner has received the report, post the summary of the report on its website.*

## *Consultation with Auditor General*

*38 The Office's auditor or the examiner may at any time consult the Auditor General of Canada on any matter relating to an audit or special examination.*

## *Right to information*

*39 (1) At the request of the Office's auditor or the examiner, the present or former Commissioner, directors or employees of the Office must provide any information and explanations, and give access to any of the Office's records, documents, books, accounts and vouchers that are under their control, that the auditor or examiner considers necessary to prepare a report required under this Act.*

## *Obligation to inform*

*(2) If the Office's present or former Commissioner, directors or employees do not have information or explanations requested by an auditor or examiner under subsection (1), the Office's current Commissioner or directors must obtain the information or explanation and provide it to the auditor or examiner.*



## *Restriction*

*40 Nothing in sections 34 to 39 is to be construed as authorizing the Office's auditor or the examiner to express any opinion on the merits of matters of policy, including the merits of the Office's mandate or any policy decision of the Office.*

## *Qualified privilege*

*41 An oral or written statement or a report made under this Act by the Office's auditor or an examiner has qualified privilege.*

## *Disclosure of material developments*

*42 The Commissioner must, as soon as feasible, notify the Minister of any financial or other developments that, in the Commissioner's opinion, are likely to have a material effect on the Office's ability to carry out its mandate or exercise its powers or perform its duties or functions, on its performance or on its requirements for funding.*

## *Rules — Office's meetings and activities*

*46 The Office may make rules with respect to*  
*(a) the calling of meetings of the Office, the number of persons that constitute a quorum at each meeting and the manner in which decisions are to be made; and*  
*(b) the conduct of the activities of the Office.*

## *Rules — dispute resolution and complaints*

*47 Subject to any regulations made under paragraph 45(a), the Office may make rules, including rules of procedure, that apply in respect of dispute resolution services or the review of complaints.*

## *Rules — confidentiality*

*48 The Office must make rules to ensure the confidentiality of the information the Office receives in confidence in the exercise of its powers and the performance of its duties and functions.*



# FINANCIAL STATEMENTS

## For the Year ended March 31, 2023

*PLACEHOLDER – financial statements to be added*



**FINANCIAL STATEMENTS**  
**For**  
**OFFICE OF THE COMMISSIONER OF INDIGENOUS LANGUAGES**  
**For the year ended**  
**MARCH 31, 2023**



**INDEPENDENT AUDITOR'S REPORT**

To the directors of

**OFFICE OF THE COMMISSIONER OF INDIGENOUS LANGUAGES**

*Opinion*

We have audited the financial statements of Office of the Commissioner of Indigenous Languages (the Office), which comprise the statement of financial position as at March 31, 2023, and the statements of operations and changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Office as at March 31, 2023 and the results of its operations and its cash flows for the period 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 Financial Statements* section of our report. We are independent of the Office in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our 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.

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Office'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 Office or to cease operations, or has no realistic alternative but to do so.

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

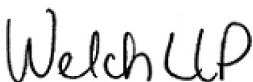
## *Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the 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 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 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 Office'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 Office'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 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 Office to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the 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.



Chartered Professional Accountants  
Licensed Public Accountants

Ottawa, Ontario  
June 13, 2023.

**OFFICE OF THE COMMISSIONER OF INDIGENOUS LANGUAGES**

**STATEMENT OF FINANCIAL POSITION**

**MARCH 31, 2023**

	<u>2023</u>	<u>2022</u>
<b><u>ASSETS</u></b>		
<b>CURRENT ASSETS</b>		
Cash	\$ 1,219,161	\$ 448,933
Marketable securities (note 4)	7,581,390	3,755,544
Accounts receivable	21,504	782
Government remittances receivable	112,805	5,218
Prepaid expenses	<u>136,693</u>	<u>124,425</u>
	9,071,553	4,334,902
<b>TANGIBLE CAPITAL ASSETS</b> (note 5)	<u>850,422</u>	<u>116,932</u>
	<u>\$ 9,921,975</u>	<u>\$ 4,451,834</u>
<b><u>LIABILITIES AND NET ASSETS</u></b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued liabilities	\$ 478,153	\$ 563,417
Deferred revenue (note 6)	7,776,211	3,765,941
Repayable to funder (note 6)	<u>811,645</u>	<u>-</u>
	9,066,009	4,329,358
<b>DEFERRED CAPITAL CONTRIBUTIONS</b> (note 7)	<u>850,422</u>	<u>116,932</u>
	<u>9,916,431</u>	<u>4,446,290</u>
<b>NET ASSETS</b>		
Unrestricted	<u>5,544</u>	<u>5,544</u>
	<u>\$ 9,921,975</u>	<u>\$ 4,451,834</u>

Approved by the Board:

..... Director

..... Director

(See accompanying notes)

**OFFICE OF THE COMMISSIONER OF INDIGENOUS LANGUAGES**  
**STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS**  
**YEAR ENDED MARCH 31, 2023**

*(With comparative figures for the period July 12, 2021 to March 31, 2022)*

	<u>2023</u>	<u>2022</u>
<b>Revenue</b>		
Contributions (note 8)	\$ 2,000,040	\$ 972,773
Amortization of deferred capital contributions	144,555	44,354
Investment income	74,791	5,544
Other revenue	<u>1,532</u>	<u>-</u>
	<u>2,220,918</u>	<u>1,022,671</u>
<b>Expenses</b>		
Salaries and benefits	1,175,960	589,601
Consultants	390,074	211,107
Professional fees	289,936	100,173
Amortization	144,555	44,354
Travel	110,588	-
Office expenses	81,083	69,765
Rent	16,798	-
Insurance	7,817	-
Interest and bank charges	3,226	2,127
Advertising	<u>881</u>	<u>-</u>
	<u>2,220,918</u>	<u>1,017,127</u>
<b>Excess of revenue over expenses</b>	-	5,544
<b>Net assets, beginning of period</b>	<u>5,544</u>	<u>-</u>
<b>Net assets, end of period</b>	<u>\$ 5,544</u>	<u>\$ 5,544</u>

(See accompanying notes)

OFFICE OF THE COMMISSIONER OF INDIGENOUS LANGUAGES

STATEMENT OF CASH FLOWS

YEAR ENDED MARCH 31, 2023

(With comparative figures for the period July 12, 2021 to March 31, 2022)

	<u>2023</u>	<u>2022</u>
<b>CASH PROVIDED BY (USED IN)</b>		
<b>OPERATING ACTIVITIES</b>		
Excess of revenue over expenses	\$ -	\$ 5,544
Items not affecting cash:		
Income reinvested	(53,112)	(5,544)
Amortization	<u>144,555</u>	<u>44,354</u>
	91,443	44,354
Changes in non-cash working capital components:		
Accounts receivable	(20,722)	(782)
Prepaid expenses	(12,268)	(124,425)
Accounts payable and accrued liabilities	(85,264)	563,417
Government remittances receivable	(107,587)	(5,218)
Deferred revenue	4,010,270	3,765,941
Repayable to funder	<u>811,645</u>	<u>-</u>
	<u>4,687,517</u>	<u>4,243,287</u>
<b>INVESTING ACTIVITIES</b>		
Purchase of investments	(4,972,734)	(4,050,000)
Purchase of tangible capital assets	(878,045)	(161,286)
Proceeds from sale of investments	<u>1,200,000</u>	<u>300,000</u>
	<u>(4,650,779)</u>	<u>(3,911,286)</u>
<b>FINANCING ACTIVITIES</b>		
Deferred capital contributions	<u>733,490</u>	<u>116,932</u>
<b>INCREASE IN CASH</b>	770,228	448,933
<b>CASH, BEGINNING OF PERIOD</b>	<u>448,933</u>	<u>-</u>
<b>CASH, END OF PERIOD</b>	<u>\$ 1,219,161</u>	<u>\$ 448,933</u>

(See accompanying notes)

# OFFICE OF THE COMMISSIONER OF INDIGENOUS LANGUAGES

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2023

### 1. NATURE OF OPERATIONS

The Indigenous Language Act ("the Act") established the Office of the Commissioner of Indigenous Languages (the Office) which received Royal Assent on June 21, 2019. The Office became operational upon the Office's appointment which occurred on July 12, 2021. The Office is composed of a full-time Commissioner and three full-time Directors who represent the interests of First Nation, Inuit and Métis. As a not-for-profit organization according to the Income Tax Act, the Organization is exempt from income tax.

Acknowledging that Indigenous peoples are best placed to take the leading role in reclaiming, revitalizing, maintaining and strengthening their languages, the Office plays a role in supporting self-determined language initiatives.

Under the Act, the Office will, among other things:

- help promote Indigenous languages;
- support the efforts of Indigenous peoples to reclaim, revitalize, maintain and strengthen their languages;
- facilitate the resolution of disputes and review complaints to the extent provided by this Act;
- promote public awareness of the richness and diversity of Indigenous languages; and
- support innovative projects and the use of new technologies in Indigenous language education and revitalization, in cooperation with Indigenous governments and other Indigenous governing bodies, Indigenous organizations, the Government of Canada and provincial and territorial governments.

The Office will report annually on the use and vitality of Indigenous languages in Canada, the adequacy of funding provided for Indigenous language initiatives and the needs (and progress made) of Indigenous groups, communities and peoples and entities that are specialized in Indigenous languages with regard to the revitalization of Indigenous languages.

### 2. SIGNIFICANT ACCOUNTING POLICIES

#### *Basis of accounting*

The accounting policies of the Office are in accordance with Canadian accounting standards for not-for-profit organizations.

#### *Revenue recognition*

The Office uses the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year the related expenses are incurred. Restricted contributions with respect to the acquisition of tangible capital assets that are amortized are deferred and amortized to revenue on the same basis as the related tangible capital asset that is amortized to expense. Unrestricted contributions are recognized when received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured.

Investment income is recognized as revenue when earned.

OFFICE OF THE COMMISSIONER OF INDIGENOUS LANGUAGES

NOTES TO THE FINANCIAL STATEMENTS - Cont'd.

YEAR ENDED MARCH 31, 2023

2. **SIGNIFICANT ACCOUNTING POLICIES** - Cont'd.

*Tangible capital assets*

Tangible capital assets are recorded at cost. Amortization is based on the estimated useful lives of the tangible capital assets under the following method and rate:

Computer and office equipment	- 55% declining balance
Furniture	- 20% straight line
Leasehold improvements	- 10% straight line

Amortization is recorded at one-half of the above rate in the year of acquisition.

*Use of estimates*

The preparation of financial statements in conformity 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 and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Areas of significant estimates include the collectible amount of accounts receivable, accounts payable and accrued liabilities, the useful lives of tangible capital assets and related deferred capital contributions.

*Financial instruments*

The Office initially measures its financial assets and liabilities at fair value. Cash and marketable securities are subsequently measured at fair value. All other financial instruments are measured at amortized cost at the year end date.

3. **FINANCIAL INSTRUMENTS**

The Office is exposed to and manages various risks through its financial instruments. The following analysis provides a measure of the Office's risk exposure and concentrations at March 31, 2023.

*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 Office's main credit risks relate to the sum of the carrying value of its cash, marketable securities and accounts receivable. The Office's cash consists of deposits with a Canadian chartered bank and marketable securities are held with a national investment brokerage and as a result, management believes the risk of loss of these items to be remote. The Office manages its credit risk by reviewing accounts receivable aging monthly and following up on outstanding amounts. Management believes that all accounts receivable, which are primarily from provincial government and other reputable funders, will be collected.

*Liquidity risk*

Liquidity risk is the risk that the Office cannot meet a demand for cash or fund its obligations as they become due. The Office meets its liquidity requirements by establishing budgets and cash estimates to ensure it has funds necessary to fulfill obligations.

OFFICE OF THE COMMISSIONER OF INDIGENOUS LANGUAGES

NOTES TO THE FINANCIAL STATEMENTS - Cont'd.

YEAR ENDED MARCH 31, 2023

3. **FINANCIAL INSTRUMENTS** - Cont'd.

*Market risk*

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk is comprised of interest rate risk, currency risk and other price risk.

i) *Interest rate risk*

Interest rate risk refers to the risk that the fair value of financial instruments or future cash flows associated with the financial instruments will fluctuate due to changes in market interest rates. The Office is not exposed to any interest rate risk.

ii) *Currency risk*

Currency risk refers to the risk that the fair value of instruments or future cash flows associated with the instruments will fluctuate relative to the Canadian dollar due to changes in foreign exchange rates.

The Office's financial instruments are all denominated in Canadian dollars and it transacts primarily in Canadian dollars. As a result, management does not believe it is exposed to significant currency risk.

iii) *Other price risk*

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. Since the Office does not have investments in publicly traded securities, it is not exposed to significant other price risk.

4. **MARKETABLE SECURITIES**

	<u>2023</u>	<u>2022</u>
<b>Royal Bank of Canada</b>		
Premium investment account bearing interest at rates varying from 0.41% to 2.88%	\$ 7,581,390	\$ 3,755,544

5. **TANGIBLE CAPITAL ASSETS**

	<u>2023</u>		<u>2022</u>	
	<u>Cost</u>	<u>Accumulated amortization</u>	<u>Cost</u>	<u>Accumulated amortization</u>
Leasehold improvements	\$ 492,039	\$ -	\$ -	\$ -
Computer equipment	258,620	158,944	161,286	44,354
Furniture and fixtures	<u>287,452</u>	<u>28,745</u>	-	-
	1,038,111	<u>\$ 187,689</u>	161,286	<u>\$ 44,354</u>
Accumulated amortization	<u>187,689</u>		<u>44,354</u>	
	<u>\$ 850,422</u>		<u>\$ 116,932</u>	



**OFFICE OF THE COMMISSIONER OF INDIGENOUS LANGUAGES**

**NOTES TO THE FINANCIAL STATEMENTS - Cont'd.**

**YEAR ENDED MARCH 31, 2023**

**6. DEFERRED CONTRIBUTIONS**

Deferred contribution activities consist of the following:

	<u>2023</u>	<u>2022</u>
Balance, beginning of year	\$ 3,765,941	\$ -
Add:		
Funds received - net	7,700,000	4,900,000
Less:		
Operating expenses (excluding amortization)	(2,000,040)	(972,773)
Repayable to funder	(811,645)	-
Tangible capital assets acquired (note 7)	<u>(878,045)</u>	<u>(161,286)</u>
Balance, end of period	<u>\$ 7,776,211</u>	<u>\$ 3,765,941</u>

**7. DEFERRED CAPITAL CONTRIBUTIONS**

Deferred capital contribution activities consist of the following:

	<u>2023</u>	<u>2022</u>
Balance, beginning of year	\$ 116,932	\$ -
Add:		
Capital asset additions (note 6)	878,045	161,286
Less:		
Amortization of deferred contributions related to capital assets	<u>(144,555)</u>	<u>(44,354)</u>
Balance, end of period	<u>\$ 850,422</u>	<u>\$ 116,932</u>

**8. ECONOMIC DEPENDENCE**

The Government of Canada funds the Office's activities. They represent approximately 100% of the Office's revenues.

**9. COMMITMENTS**

The Office has committed to a lease for its office premises at 400-350 Albert Street, which expires December 1, 2033, that requires gross lease payments as follows:

2024	\$ 39,818
2025	119,453
2026	121,222
2027	124,762
2028 onwards	<u>879,524</u>
	<u>\$ 1,284,779</u>