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Annuaire Report 1989 - 1990

Ordre
des comptables agréés
du Québec



ORDRE
DES
COMPTABLES
AGRÉÉS
DU
QUÉBEC

Annuaire Report 1989-1990



Monsieur Jean-Pierre Saintonge

Président
Assemblée nationale
Hôtel du gouvernement
Québec

Monsieur le président,

J'ai l'honneur de vous présenter le rapport annuel de l'Ordre des comptables agréés du Québec pour l'exercice clos le 31 mars 1990.

Veuillez agréer, Monsieur le président, l'expression de ma considération respectueuse.

Le Ministre responsable de
l'application des lois professionnelles

Raymond Savoie
Québec, juin 1990

**Monsieur Raymond Savoie**

Ministre responsable de l'application
des lois professionnelles
Hôtel du gouvernement
Québec

Monsieur le Ministre,

J'ai l'honneur de vous présenter deux exemplaires du rapport annuel de l'Ordre des comptables agréés du Québec pour l'exercice clos le 31 mars 1990.

Veuillez agréer, Monsieur le Ministre, l'expression de mes sentiments distingués.

Le Secrétaire général

Jacques Roy, F.C.A.
le 11 juin 1990

**Office des professions du Québec**

Complexe de la Place Jacques-Cartier
320, rue St-Joseph Est
1^{er} étage
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Messieurs,

J'ai l'honneur de vous présenter 80 exemplaires du rapport annuel de l'Ordre des comptables agréés du Québec pour l'exercice clos le 31 mars 1990.

Veuillez agréer, Messieurs, mes salutations distinguées.

Le Secrétaire général

Jacques Roy, F.C.A.
le 11 juin 1989

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Thanks to the major change in direction it took last year, the Ordre des comptables agréés was able this year to stay in tune with the changing environment in which it operates. Every day we face new challenges posed by the external pressures with which we live, and the changes in our profession create among our members a variety of expectations which we must meet.

Enriched by our new mission which is broader and better adapted to the changing needs of the public and of our members, and endowed with a more efficient structure, we have made progress on several issues that will have a considerable impact on the future of the profession.

We have reinforced our position in the public forum, where all parts of the community are now gaining a clearer understanding of the important role played by chartered accountants in our social and economic life. Furthermore, we have drawn closer to our members and have given each component of our membership the attention it deserves.

The turmoil surrounding the results of the Uniform Final Examination, which monopolized our attention in the final months of the year, gave us an opportunity to show that the Ordre can react adequately to such a situation and fully assume its mandate. This issue also strengthened our resolve to increase the francophone presence within the Canadian Institute of Chartered Accountants.

Present in the Public Forum

For many years now, our fellow citizens have been confused about public accounting; this is why we have continued our efforts to dispel this confusion. Only our members are legally qualified to practise public accounting and we believe that the protection of the public demands that this fact be widely known and clearly understood.

In pursuit of this goal, I went with members of the Administrative Committee and senior staff of the Ordre on a tour which took us into eight regions of Québec. The tour provided an opportunity for highly fruitful dialogue with members and profitable meetings with representatives of financial institutions and the business community.

As guest speaker, on many occasions I was able to send a clear message as to the role that chartered accountants intend to play in Québec society today and tomorrow, and to emphasize our vital role as advisors to decision-makers. The media gave these messages wide coverage: their coverage and the number of interviews they requested confirm that we are in tune with the interests of many groups within the community.



Clear Messages

One of the key topics in our encounters with the media and our meetings with various groups was the internationalization of markets. More specifically, we concentrated on the strategic opportunities for Québec businesses to adapt to the new rules of the game and benefit from them. Everyone showed interest in our approach, and we were able to emphasize the CAs' role as advisors to business people.

According to a Sorecom poll, our advertising campaign "Bringing Order to Business" was a great success, so we decided to prolong it. Thus, between early October and mid-December, the advertisements created last year to give the title of chartered accountant the prestige it deserves and to enhance the profession in the eyes of the public reappeared on television and in magazines. Our Annual Conference, held in June 1989 under the theme "Action - Our key to success in business" with more than 700 participants and many prestigious guests, also had a definite impact and helped us to reach our goals.

Throughout the year, the Ordre took part in several public debates, specifically when the federal and provincial budgets were tabled. We also supported important socio-economic agents in their efforts. Our participation in the Forum on Employment and my commitment as President of the Ordre to the Metropolitan Montréal Chamber of Commerce campaign "Montréal oblige" are part of this thrust.

A Stronger Position within the CICA

In an effort to strengthen Québec's position within the Canadian Institute of Chartered Accountants, we put more pressure on the CICA to ensure that the progress made in the previous year led to concrete developments and achievements. The CICA had then made several important advances in agreeing to accentuate the French fact and approving the creation of a task force on bilingualism and the establishment of a francophone research module in Montréal. It was important to follow up on these issues.

After a slow start, the CICA Francophone Research Studies Advisory Committee had its mandate approved last fall, and the Ordre officially requested the Institute that the Committee be assigned one of the upcoming research topics and thereafter be ensured of its fair share of these projects. As for the Task Force on Bilingualism, it began work as soon as it was created by the Board of Governors. This Committee is intended to provide more services to French-language members and to allow these members to play a more active role in CICA committees. The CICA having agreed to allot funds for the revision of the *Dictionnaire de la comptabilité et des disciplines connexes*, a project is already underway, directed by the Ordre's Director of Translation and Terminology.

At the same time, we relentlessly made our presence felt on every strategic level of the Institute, promoting the Ordre's positions. Québec is represented in the CICA's decision-making structures, especially on the Board of Governors, the Executive Committee and the Finance Committee.

Last year, I attended as the Institute's delegate the European conference in Brussels on uniform accounting standards throughout Europe by 1992, the Congrès de l'Ordre des experts-comptables et comptables agréés de France, and the annual meeting of the Fédération internationale des experts-comptables francophones (FIDEF) in Paris. This allowed us to strengthen our links with our European colleagues and consolidate our image on the international scene.

Training the Next Generation

The student community continued to attract special attention this year. Indeed, the future of our profession depends to a large extent on recruiting highly qualified, motivated candidates who understand the various facets of chartered accountants' role in society.

In order to raise the Ordre's profile in the university community and to encourage the best candidates to choose the CA profession, the Ordre decided to grant scholarships amounting to \$25,000 to students enrolled in accounting in all 12 Québec universities offering such a program. We also continued our grants to university libraries.

As well, the Ordre emphasized its presence on campuses, in colleges and in high schools by taking part in many meetings and distributing promotional material produced especially for this purpose.

The Uniform Final Examination Issue

The 1989 Uniform Final Examination results proved a complex issue with far-reaching consequences which monopolized our resources during the last months of the year.

The drop in the pass rate of Québec UFE candidates, particularly of French students, raised many questions and the Ordre had to take prompt action. As we were unable to explain this decline, we first decided to postpone the release of results until we had studied the issue in greater depth. No other course was possible: however, our action did raise a storm of protest and questions in all sectors of the community.

Last January 19, after a task force concluded that all candidates had been treated equally, the Ordre released the results, unamended. At that time, we decided to carry on the work with a view to understanding these results and, if necessary, to set up corrective mechanisms. This work is carried out under an agreement with the Interprovincial Education Committee (IPEC), which coordinates the Examination at the national level. A Québec Task Force was also set up, in cooperation with representatives of Québec universities.

Last April 5, basing its decision on the work of this task force, the Ordre approved its recommendation not to remark the papers of the 1989 UFE Québec candidates and, consequently, to accept in full the results of the 1989 UFE, as released on January 19, 1990.

This work was still in progress at year end. We have already decided to intervene in this issue by being more present at the decision-making level and by increasing coordination. We will forward recommendations on improving the system as early as 1990. The Ordre has also established a plan of action to review all the requirements for obtaining the CA designation.

We had to make some difficult decisions, and we acknowledge that our position is uncomfortable and demanding. However, we are convinced that all the steps we took were necessary.

Facing the Future

This year the Ordre met many challenges and managed a major crisis. To a great extent, we were able to do so thanks to the great deal of thought spent on our mission in recent years, and thanks to the new tools and structure that resulted, and to the change of mindset that accompanied this reflection.

Because the Ordre has opened up to its environment, developed a vision of the future, sustained its affirmation of the profession and drawn closer to its members, it is able to react quickly and adequately to external and internal pressures, and deal proactively with the major issues whose outcome will determine our future.

These accomplishments are the result of constant teamwork by members of the Bureau and the Administrative Committee, volunteers and the staff of the Ordre. I want to take this opportunity to offer my thanks to each and every one of them for their cooperation during my term of office.



Marc Paradis, FCA
President

Again this year, the Ordre fulfilled the various aspects of its mandate in a difficult legislative context, the weaknesses of which make it increasingly difficult to defend the exclusive right to perform audits. Our representations for draft legislation that would define public accounting more precisely did not give the expected results, and negative jurisprudence on illegal practice continues to accumulate. Nevertheless, our attorneys are pursuing their efforts to better document the cases that we take before the courts, and we regularly reevaluate the elements of our strategy in this regard.

The President and Secretary General of the Ordre met last December with Raymond Savoie, the Minister responsible for the application of legislation governing professionals, to discuss this matter. Previously we had had a meeting with the chairman of the Office des Professions, on the same subject. However there has been no progress on this issue and seemingly we cannot expect in the near future a legislative solution to the problems we are experiencing.

The *Chartered Accountants Act* has been amended, however, to raise the number of elected directors on the Bureau of the Ordre from 20 to 24. This amendment, which fulfils a request submitted in 1982, makes the Bureau more representative. Until the required regulation came into force, two seats were filled by permanent non-voting observers. In the days following the close of the year, the government approved by order-in-council a regulation giving effect to the legislative amendments. As a result, the Bureau now has representatives from all regions.

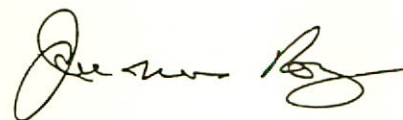
The *Act respecting Market Intermediaries* has been adopted without giving effect to the recommendations made by the Québec Interprofessional Council with whom we were associated. We are closely monitoring the future adoption of the regulations that will govern the application of this Act, and we continue to exert pressures to the effect that representatives of professional corporations be allowed to sit for this purpose on the board of directors of the new Institut québécois de planification financière (the Québec Institute for financial planning).

The dialogue begun last year with the Barreau concerning the question of professional overlapping continued, and a liaison committee was formed to settle this problem. At the end of the year, this committee was analyzing the question by studying activities common or related to the two professions, from the standpoint of eventual multidisciplinary. The President of the Ordre and the Bâtonnier held a meeting on this topic. Furthermore, the Ordre is watching with interest the efforts of the Barreau and the Interprofessional Council towards amending the legislation which prohibits professionals from practising their profession through a corporation.

Like a growing number of businesses and organizations, the Ordre adopted a policy on conflicts of interest this year. This policy, which was adopted by the Bureau to guide its members and committees, is based on the policy in force for the Council and Committees of the Institute of Chartered Accountants of Ontario. It includes a guideline respecting conflicts of interest of a financial nature and a policy on confidentiality.

After the *Professional Code* was amended, the Ordre undertook to review all the regulations under the Code and the *Chartered Accountants Act*. This important task should occupy a large part of the Bureau's deliberations during the coming year. Among the regulations that necessitate considerable amendment are the regulation respecting the degree giving access to the permit to practise and the one respecting additional conditions (coaching courses, practical training, examination). The current regulations on these matters were adopted before the *Professional Code* came into force in 1973.

In 1989-90, the Bureau of the Ordre held 12 meetings, including three special meetings; the Administrative Committee met 25 times, including six special meetings. This represents 23 session-days. Among the Bureau's most important decisions this year were those respecting the Uniform Final Examination issue, the hiring of a General Manager as part of the reorganization, the establishment of a strategic planning process, and the Ordre's support of the proposal put forth by the Ontario Institute to resolve the issue of public accounting practice in that province.



Jacques Roy, FCA
Secretary General

By broadening its mission to embrace services to members as well as the protection of the public, the Ordre committed itself to much more than a mere reorganization of functions. This decision required a sweeping overhaul of office management methods and of the relations between staff and the committees, so that the Ordre could better monitor developments in the profession and draw closer to its members. To achieve all the desired effects, moreover, this reorientation will have to be integrated into a well-designed strategic plan. These are the challenges we took up during the past year.

The strategic planning process was started in the weeks after I took up my duties as General Manager. The Ordre had made this mandate a priority. It is in furtherance of the reform undertaken last year and it is necessary for making it meaningful.

The objective in view was to integrate all the Ordre's activities into an overall plan to ensure that priorities are respected and funds allocated wisely. It was, obviously, a large-scale operation that required a great deal of data. Members of the profession within the Ordre and on its committees, and managers on the permanent staff gave us valuable cooperation on this level.

In March, I submitted a preliminary strategic planning report for 1990-92 to the Bureau. It comprises two main sections. The first analyzes the environment, touching specifically on the legislative framework, competition, the composition of the Ordre's membership and the comparative evolution of membership fees. The second outlines broad issues at stake and sets objectives for the Ordre as a whole and for each sector of activity.

Along similar lines, I submitted a summary business plan for 1990-91 to the Administrative Committee. The basic goal of this plan is to consolidate the organization by giving the Ordre efficient and evolutionary management tools, drawing on the wealth of our human resources and improving relations with all parties concerned. This business plan is accompanied by a plan of staff resources and a summary of additional resources.

This desire to prepare well for the future did not stop us from taking important steps over the past year to encourage the establishment of a new management style centered on better and more efficient services to members.

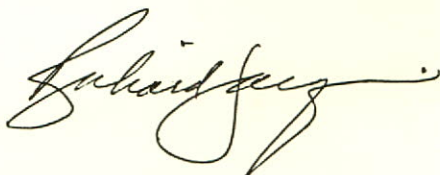
To meet the growing needs of the Ordre's committees and staff, we began implementing our new system according to our computer master plan. This plan is aimed, first, at producing a system better adapted to our needs, that will give us all relevant information about our members and, secondly, at protecting our investment in computer technology, by using one of the most flexible systems. The first stage of implementation of the new system allowed us to review existing systems and link the hardware into a network.

As well, the Administrative Committee adopted early in 1990 a human resource policy submitted by the executive team. This policy, which focuses on participation, is based on decentralization of responsibilities among the staff, who will gradually apply management by objectives. In this way, the Ordre recognizes the important role that its staff has to play.

As well, over the past year, we have improved communication with our members. The format of *Bilans*, our newsletter, was revised to better respond to the concerns and interests of its readers, and information flyers were made available to members.

We know that the composition of the membership in the profession is changing; this why we have adopted a client approach in our relations with members. This approach takes into account the concerns of each group: members in business, government services and industry, young CAs, women CAs, local committees, and so on. Thus, as a sign of the times, the Administrative Committee adopted a recommendation from the ad hoc committee on parental leave, which provides for a reduction in membership fees for members who meet certain conditions. This recommendation will be submitted at the General Meeting.

The coming year bids fair to be a busy one for the permanent staff. The staff of the Ordre has been exceptionally cooperative in working towards our objectives, and their cooperation enables us to face the coming year with confidence.



Richard Jacques, CA
General Manager



Committee Members

(1989-1990)



Marc Paradis, FCA
Jacques Levesque, FCA
Jean Beaudry, FCA
Guy Breton, FCA
Luc Perron

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*Appointed by the Office
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Department of Municipal
Affairs:
Lise Caron, CA

COMMITTEE OF LOCAL CHAIRMAN

Guy Fauteux, CA
Chairman
Camille Leblanc, CA
Sylvain Bouchard, CA
Denise Tremblay, CA
Jacques Morin, CA
André Bourgeois, CA
Laurent Després, CA

SPECIAL COMMITTEE 1990 CONFERENCE

Jacques Valotaire, CA
Chairman
L.G. Serge Gadbois, CA
Norman Jaskolka, CA
Pierre G. Trudeau, CA
Nicole Beaudoin-Sauvé, FCA
Francine Bouchard

ASSOCIATION DES STAGIAIRES COMPTABLES AGRÉÉS DU QUÉBEC

Pierre-Yves Desbiens, CA
Chairman



1



2

GENERAL MANAGEMENT
Assistant to the President:
Louis G. Branchaud, FCA

General Manager:
Richard Jacques, CA

Secretary General:
Jacques Roy, FCA

Executive Secretary
Ginette Champagne

Director of Communications:
Francine Bouchard
Information Officer -
Public Affairs:
Perry Niro
Coordinator -
Special Events:
Lucie Poulin
Editor of *Bilans*:
Odile Civitello
Administrative Assistant:
Louise Castonguay
Secretaries:
Nathalie Bonneau
Manon Péloquin



3

Director of Financial and Administrative Services:

Vacancy
Controller:
William E. Flannery, CA
Senior Clerk-Accounting:
Madeleine Allard
Clerk-Computer System:
Patricia Annesley
Receptionist:
Rolande Montpetit
Junior Clerk-Reception:
Isabelle Neveu
Junior Clerk-Shipping:
André Ranger
Secretary:
Renée Richard

Director of Education:
Vacancy
Coordinator-Continuing
Education:
Jean-Claude Gladu
Administrative Assistant:
Rozane Gratton

Director of Technical Services:
Christine Montamat, CA
Coordinators:
Denise Gagnon, CA
Paule Normandin, CA
Secretaries:
Sylvie Gagnon
Pierrette Savard

Director of Translation and Terminology:

Jean-François Joly
Assistant-Director:
Suzanne Mondoux-de-Guise
Senior Translators:
Annie Barnoti
Jean-Jacques Lavoie
Danièle Veillette
Translators:
Jane Finlayson
Zélie Guével
Pierre Lafrenière
Pierre Marchildon
Administrative Assistants:
Marjolaine Boutin
Manon Richard
Secretaries:
Sylvie Godec
Ginette Tremblay

Director of Inspection:
Ginette Lussier-Price, FCA
Professional Inspector:
Michèle Gagné, CA
Administrative Assistant:
Danielle Arcudi
Secretary:
Rina Coulombe

Registrar:
Nicole Sénéchal, CA
Administrative Assistant:
Marie-Josée Hamel
Clerks, Members and
Students Records:
Réna Fournier
Christiane Côté
Georgette Brinberg
Dominique Landry

Syndic:
Raymond Morcel, FCA
Assistant-Syndic:
Vacancy
Administrative Assistant:
Andrée Lavoie

Secretary to the Committee on Discipline and the Committee on Arbitration of Accounts:
M^{re} Lise Martel
Secretary:
Marianne Bourbeau

Association des stagiaires:
Resource-Person:
Hélène Croteau



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1. Louis G. Branchaud, FCA
2. Richard Jacques, CA
3. Jacques Roy, FCA
4. Francine Bouchard
5. Christine Montamat, CA
6. Jean-François Joly
7. Ginette Lussier-Price, FCA
8. Nicole Sénéchal, CA
9. Raymond Morcel, FCA

To the Members of the
Ordre des comptables agréés du Québec

We have examined the balance sheet of the General Fund of the Ordre des comptables agréés du Québec as at March 31, 1990 and the statements of operations and changes in cash position for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion, these financial statements present fairly the financial position of the Ordre des comptables agréés du Québec as at March 31, 1990 and the results of its operations and changes in its cash position for the year then ended, in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

Lancôt, Montpetit
Chartered Accountants
Montréal, Québec
April 20, 1990

GENERAL FUND

Assets

	1990	1989 (restated)
Current		
Cash	\$304,939	\$117,787
Temporary investments – at cost	619,942	817,794
Accrued interest	29,070	26,569
Accounts receivable	271,438	189,511
Prepaid expenses	82,692	415,834
	1,308,081	1,567,495
Long-term investments – at cost		
Bonds (Quoted value: 1990: \$773,435 1989: \$772,732)	815,783	790,530
Fixed assets (note 3)	406,544	48,075
	\$2,530,408	\$2,406,100

Liabilities and Equity

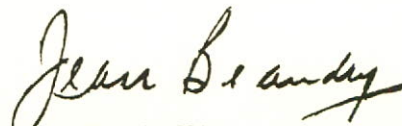
Current		
Accounts payable and accrued liabilities	\$696,065	\$534,465
Deferred revenue	79,940	245,757
Due to Group Insurance Fund	—	5,977
Capital lease obligations due within one year	—	2,124
	776,005	788,323
Equity		
Balance – beginning of year	1,721,066	1,663,807
Adjustment (note 4)	103,289	98,524
Restated balance	1,617,777	1,565,283
Excess of revenue	136,626	52,494
Balance – end of year	1,754,403	1,617,777
	\$2,530,408	\$2,406,100

The notes are an integral part of the financial statements.

On behalf of the Bureau:



Marc Paradis, FCA
President



Jean Beaudry, FCA
Treasurer

GENERAL FUND

Revenue	1990	1989 (restated)
Membership fees	\$6,282,255	\$5,320,300
Less: CICA share	(3,098,850)	(2,678,000)
	3,183,405	2,642,300
Students' fees	445,500	388,847
Less: CICA share	(113,664)	(101,055)
	331,836	287,792
Net annual fees	3,515,241	2,930,092
Admission fees	217,950	185,900
Registration fees	129,615	111,100
Examination fees	1,237,535	992,190
Inspection fees	585,882	454,137
Continuing education – registration fees	741,976	754,980
Fines	19,411	9,120
Investment income	365,235	284,904
Other	16,285	25,275
	6,829,130	5,747,698

Expenses

Examination	1,199,080	976,070
Education	161,195	189,065
Inspection	439,202	408,277
Continuing education	629,635	694,793
Translation and terminology	252,795	239,855
Technical services	256,406	165,137
Discipline	335,364	257,428
Conciliation and arbitration of accounts	74,412	91,235
Illegal practice	63,062	47,682
Administration and office operation expenses	1,129,676	1,051,663
Communications	1,702,280	1,254,069
Registrariat	309,906	209,148
Members' Handbook	41,340	42,686
Contributions and grants	98,151	68,096
	6,692,504	5,695,204

Excess of revenue	\$136,626	\$52,494
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The notes are an integral part of the financial statements.

GENERAL FUND

Operating activities

	1990	1989 (restated)
Excess of revenue	\$136,626	\$52,494
Add item not requiring a cash outlay:		
Depreciation of fixed assets	8,267	—
Net change in current assets and liabilities other than cash and temporary investments	236,396	(20,366)
Cash generated from operations	381,289	32,128

Investing activities

Reduction (increase) in long term investments	(25,253)	203,125
Purchase of fixed assets	(366,736)	(48,075)
Cash used in investing activities	(391,989)	155,050

Financing activities

Reduction in long term debt	—	(2,124)
Cash used in financing activities	—	(2,124)

Net increase (decrease) in cash	(10,700)	185,054
Cash and temporary investments – beginning of year	935,581	750,527
Cash and temporary investments – end of year	\$924,881	\$935,581

The notes are an integral part of the financial statements.

1. Charter and nature of activities

The Ordre des comptables agréés du Québec is constituted under the *Chartered Accountants Act of Québec*.

The Ordre administers the following funds:
the General Fund,
the Group Insurance Fund,
the Reserve Fund for the retirement of employees,
the Indemnity Fund.

The General Fund includes all ordinary and regular operations of the Ordre.

2. Accounting policies

Revenue recognition:
Admission and registration fees are recognized as revenue when the related applications have been accepted by the Bureau.

Cost allocation:
All costs related directly to functions are charged to the appropriate function. General expenses are allocated to functions in proportion to salaries.

Donated services:
The work of the Ordre is dependent on the voluntary services of many members. Since these services are not normally purchased by the Ordre and because of the difficulty of determining their fair value, donated services are not recognized in these statements.

Fixed assets:
Fixed assets purchased after April 1, 1988 are capitalized at cost and amortized on a straight-line basis over the following periods:
Furniture and equipment – five years
Computer equipment – five years
Leasehold improvements – the remaining term of the lease

3. Fixed assets

	1990	1989
Furniture and equipment	\$42,566	\$ –
Computer equipment	354,175	48,075
Leasehold improvements	18,070	–
	414,811	48,075
Less: accumulated depreciation	(8,267)	–
	\$406,544	\$48,075

Computer equipment valued at \$295,768 has not yet been put into service and is not amortized.

4. Adjustment

During 1990, the Ordre decided to recognize accrued vacation expenses using the accrual method of accounting.

The effect of this adjustment on equity at the beginning of fiscal 1989 represents \$98,524. The figures for fiscal 1989 were restated and the net income for the period was reduced by \$4,765. In 1990, net income was reduced by \$10,218 as a result of this adjustment.

5. Commitments

The Ordre has a commitment under a lease for its administrative offices totalling \$1,877,955, consisting of \$308,705 per year until 1996.

In addition, under its capital expenditure program the Ordre has further commitments of approximately \$430,000.

6. Subsequent event

Subsequent to the end of the period, the Ordre decided to amend its employees pension plan in order to conform with new provincial regulation.

Following the amendment of the plan, actuarial liabilities were estimated to be \$539,600. They will be financed through sums available from the Reserve Fund for the retirement of employees, and the balance will be amortized over 15 years.

7. Prior period financial information

A number of items in the 1989 financial statements have been reclassified for consistency with the presentation adopted in 1990. Furthermore, the comparative data originates from financial statements audited by another public accounting firm.

GENERAL FUND

		1990	1989 (restated)
EXAMINATION	Interprovincial Board of Examiners	\$1,087,123	\$871,366
	Local examination costs	71,100	64,297
	Salaries	24,148	23,700
	Share of general expenses and other expenses	16,709	16,707
		1,199,080	976,070
	Examination fees	1,237,535	992,190
	Excess of revenue	\$38,455	\$16,120
EDUCATION	Interprovincial Education Committee	\$95,222	\$99,960
	Salaries	36,626	48,326
	Share of general expenses and other expenses	25,861	32,458
	Committee expenses	3,486	8,321
		\$161,195	\$189,065
INSPECTION	Professional fees and travel expenses	\$192,138	\$146,432
	Salaries	147,938	146,676
	Share of general expenses and other expenses	92,272	108,346
	Committee expenses	6,854	6,823
		439,202	408,277
	Inspection fees	585,882	454,137
	Excess of revenue	\$146,680	\$45,860
CONTINUING EDUCATION	Course material and instructors' fees	\$306,144	\$379,050
	Room rental, board and meals	59,200	59,561
	Program co-ordination	—	6,053
	Publicity, postage and data processing	95,884	62,506
	Entertainment and travel expenses	8,576	15,051
	Salaries	97,907	100,679
	Share of general expenses and other expenses	58,676	65,104
	Committee expenses	3,248	6,789
		629,635	694,793
	Registration fees	741,976	754,980
	Excess of revenue	\$112,341	\$60,187
TRANSLATION AND TERMINOLOGY	Salaries	\$472,227	\$426,893
	Share of general expenses and other expenses	301,236	291,052
	Terminology bulletins	19,928	7,379
		793,391	725,324
	Less: CICA share	540,596	485,469
		\$252,795	\$239,855

	Technical services	Discipline	Conciliation and arbitration of accounts	Illegal practice
Professional fees and travel expenses	\$ -	\$160,779	\$17,934	\$52,098
Salaries	121,891	101,597	33,161	6,536
Share of general expenses and other expenses	79,711	66,182	20,108	4,428
Committee expenses	54,804	6,806	3,209	-
1990	\$256,406	\$335,364	\$74,412	\$63,062
(restated) 1989	\$165,137	\$257,428	\$91,235	\$47,682
			1990	1989 (restated)
ADMINISTRATIVE AND OFFICE OPERATION EXPENSES	Salaries		\$441,900	\$375,554
	Compensatory allowance to president		59,250	12,000
	Share of general expenses and other expenses		265,705	242,626
	Bureau and committee expenses		294,898	238,087
	Library		4,412	7,341
	Audit fees		13,900	10,800
	Other professional fees		38,935	65,435
	Legal expenses		10,676	99,820
			\$1,129,676	\$1,051,663
COMMUNICATIONS	Television advertising		\$619,363	\$143,470
	Advertising - written media		211,103	246,441
	Public relations		72,424	51,803
	Bilans		173,565	180,684
	Savings and investment marketplace and other		17,284	51,634
	Salaries		214,100	168,007
	Share of general expenses and other expenses		149,500	124,097
	Brochures and folders		72,392	66,120
	Lapel pins		-	3,590
	Committee expenses		3,387	3,468
	Recruitment		102,770	55,227
	Provincial conference		(6,670)	102,996
	Convocation of new graduates and remittance of diplomas		57,170	38,667
	Convocation of FCAs		16,680	19,696
	Golf day		(788)	(1,831)
			\$1,702,280	\$1,254,069

		1990	1989 (restated)
REGISTRARIAT	Salaries	\$130,912	\$88,257
	Share of general expenses and other expenses	79,001	59,021
	PAECO	10,923	4,000
	CICA material	89,070	57,870
		\$309,906	\$209,148
CONTRIBUTIONS AND GRANTS	University libraries	\$16,000	\$16,000
	Conseil interprofessionnel du Québec	14,464	14,180
	Local committees	39,787	33,830
	Grants to university students	20,000	—
	Other	7,900	4,086
		\$98,151	\$68,096

Supplementary schedule

GENERAL EXPENSES ALLOCATED	Data processing	\$37,103	\$32,507
	Depreciation	8,267	—
	Employee benefits	260,407	226,965
	Occupancy expenses	377,703	361,385
	Municipal taxes	72,409	70,158
	Telephone	51,732	41,509
	Postage	86,358	78,831
	Printing and stationery	98,258	108,863
	Office supplies and equipment	62,687	59,203
	Other office expenses	52,174	37,823
		\$1,107,098	\$1,017,244

To the Members of the
Ordre des comptables agréés du Québec

We have examined the balance sheet of the Group Insurance Fund, Reserve Fund for the retirement of employees, and Indemnity Fund of the Ordre des comptables agréés du Québec as at March 31, 1990. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion, these financial statements present fairly the financial position of the Funds as at March 31, 1990 in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

Lancôt, Montpetit
Chartered Accountants
Montréal, Québec
April 20, 1990

GROUP INSURANCE FUND

Assets

Current

	1990	1989 (restated)
Cash	\$17,496	\$52,912
Temporary investments – at cost	134,736	108,684
Accrued interest	30,152	40,443
Receivable from General Fund	—	5,977
	182,384	208,016

Long Term Investments – at cost

Bonds (Quoted value: 1990: \$1,772,325 1989: \$2,002,354)	1,917,198	2,115,948
Guarantee Deposits	533,725	461,387
	\$2,633,307	\$2,785,351

Liabilities and Equity

Current

Due to an insurance company	\$309,697	\$ —
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Equity

Balance – beginning of year	2,323,964	2,125,352
Adjustment (note 3)	461,387	444,302
Restated balance	2,785,351	2,569,654
Interest	205,540	183,552
Gain (loss) on sale of bonds	(15,560)	1,007
	2,975,331	2,754,213
Net payments (note 4)	(651,721)	31,138
	2,323,610	2,785,351
	\$2,633,307	\$2,785,351

RESERVE FUND FOR THE
RETIREMENT OF EMPLOYEES

Assets

Cash	\$7,104	\$11,761
Temporary investments – at cost	266,518	185,671
Accrued interest	4,140	2,494
	\$277,762	\$199,926

Equity

Balance – beginning of year	\$199,926	\$297,660
Interest	23,834	23,124
	223,760	320,784
Contributions from General Fund	86,256	77,741
Less: Net payments	(32,254)	(198,599)
	54,002	(120,858)
Balance – end of year	\$277,762	\$199,926

INDEMNITY FUND

Assets

Temporary investments – at cost	\$50,000	\$50,000
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Equity

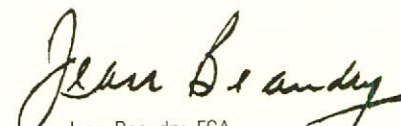
Balance – end of year	\$50,000	\$50,000
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The notes are an integral part of the financial statements.

On behalf of the Bureau:



Marc Paradis, FCA
President



Jean Beaudry, FCA
Treasurer

1. NATURE OF ACTIVITIES**The Group Insurance Fund:**

This fund serves to administer the surplus funds refunded to the Ordre by the insurers of the group insurance plans set up for members.

The Reserve Fund for the retirement of employees:

This fund serves to provide the Ordre's share of the cost of the trustee's Employees' Pension Plan and other supplementary benefits.

The Indemnity Fund:

This fund is intended to repay the amounts of money or other securities used by a member for purposes other than those for which they had been delivered to him in the practice of the profession, in accordance with Section 89 of the *Professional Code*.

2. GROUP INSURANCE FUND

Over the years, surplus funds relating to experience-rated insurance plans have been refunded to the Ordre. These funds are reserved for the benefit of members participating in the plans. In the event that the life insurance plan incurs a deficit, the maximum estimated claim which could be made against the Group Insurance Fund amounts to \$654,236. This claim, if it occurs, would be charged to the equity of the fund.

3. ADJUSTMENT (GROUP INSURANCE FUND)

The Group Insurance equity was adjusted by \$461,387 to reflect accumulated amounts credited to the Ordre with respect to the income protection plan.

The effects of this adjustment on the financial statements are as follows:

• Increase in Fund balance as at April 1, 1988:	\$444,302
• Effect on net payments for fiscal 1989:	\$17,085
• Effect on net payments for fiscal 1990:	\$72,338

4. NET PAYMENTS (GROUP INSURANCE FUND)

	Life Insurance	1990 Income Protection	Total	1989 (restated) Total
Premiums	\$782,241	\$726,597	\$1,508,838	\$1,462,893
Claims	729,750	343,964	1,073,714	478,355
Administrative expenses	223,612	141,182	364,794	325,054
Credited to participants	421,154	259,193	680,347	594,179
Stop loss charges	23,859	—	23,859	22,988
Changes to reserves	48,902	(52,258)	(3,356)	336
Interest	22,451	(37,822)	(15,371)	(33,387)
Other	36,572	—	36,572	44,230
	1,506,300	654,259	2,160,559	1,431,755
Net	(\$724,059)	\$72,338	(\$651,721)	\$31,138

During the year, 737 new members were admitted to the profession after passing the Uniform Final Examination and completing their practical training.

Since March 31, 1989, there has been a net increase of 629 members, bringing the numbers on the membership roll to 13,223 at the close of the year.

Total membership as of March 31, 1989

12,594

ADDITIONS TO THE ROLL

778

By examination under section 20 of the *Chartered Accountants Act*

737

By affiliation, from another province, under section 21 of the *Chartered Accountants Act*

14

By reinstatement

27

DELETIONS FROM THE ROLL

149

Deceased

47

Resigned

50

Non-payment of annual fees

49

Violation of the *Regulation respecting professional liability insurance*

1

Décision of the Committee on Discipline

2

*TOTAL MEMBERSHIP AS OF MARCH 31, 1990

13,223

* Membership includes two temporary permits and one restrictive permit issued under section 37 and 40 of the *Charter of the French Language*

MEMBERSHIP DISTRIBUTION BY ELECTORAL REGION

Montréal	8,365	
Québec	1,679	
Trois-Rivières	358	
Eastern Townships	282	
Outaouais — North Western	333	
North Eastern	418	11,435
Canada, outside Québec	1,423	
Outside Canada	365	1,788
		13,223

Deaths

We were saddened by the deaths of the following members during the year:

Donald S. Allan, CA
 John William Beech, CA
 Alphonse Bégin, CA
 Ronald Bélisle, CA
 Joseph Ervin Briggs, CA
 Louis-Philippe Chamberland, CA
 Lloyd Harris Chant, CA
 André Charpentier, CA
 Marc Courtemanche, CA
 Alexander Duncan Crerar, CA
 John Valentine Criddle, CA
 Jacques De L'Étoile, CA
 Michel Demers, CA
 John De Rosa, CA
 Roger Deslauriers, CA
 Adrien Dionne, CA
 William R. Drysdale, CA
 Earle Alfred Farquhar, CA
 Robert Fraser, CA
 Florian Fredette, CA
 Roger Gauvin, CA
 Joseph Gerchicoff, CA
 Ivan Gnaedinger, CA
 Ernest Jonathan Guignard, CA
 Marcel Hamel, CA
 Robert James Kane, CA
 Bing Sun Kwan, CA
 Gilles Lambert, CA
 Jean Machabée, CA
 Rodolphe Maheu, CA
 Donat Louis Marchand, CA
 Jacques Massé, CA
 Peter Michael McEntyre, CA
 Robert Edward Membre, CA
 Wesley Morrison, CA
 Bernadette Ouellet, CA
 Alex E. Pierce, CA
 Omer Pouliot, CA
 Clément Primeau, CA
 Thaddeus Pylko, CA
 William McIntosh Reay, CA
 Richard Saint-Laurent, CA
 Frank Victor Schapira, CA
 Alex Laidlaw Smith, CA
 Clifford Ernest Swift, CA
 Benoît Sylvain, FCA
 Charles Robert Horat Younger, CA

Student roll

As of March 31, 1990, 2,969 students were registered with the Ordre, an increase of 144 compared with the same date last year. Changes to the student roll are as follows:

STUDENT ROLL

Students registered as of March 31, 1989

			2,825
Additions			
By registration	1,140		
By reinstatement	15		1,155
Deletions			
Admitted to the Ordre	737		
Crossed off, resigned or deceased	274		1,011
Students registered as of March 31, 1990			
			2,969



Nicole Sénéchal, CA
 Registrar

COMPLAINTS AGAINST MEMBERS

Brought forward from last year	23	
New cases	138	161
Complaints laid before the Committee on Discipline	10	
Cases settled	128	
Cases carried over to next year	23	161

COMPLAINTS LAID BEFORE THE COMMITTEE ON DISCIPLINE

Brought forward from last year	18	
New cases	10	28
Cases heard	20	
Complaint withdrawn	1	
Cases carried over to next year	7	28

CONCILIATION OF FEE ACCOUNTS

Brought forward from last year	5	
New cases	101	106
Cases settled	94	
Cases carried over to next year	12	106

CHARGES OF ILLEGAL PRACTICE

Brought forward from last year	7	
New cases	12	19
Convictions	11	
Cases carried over to next year	8	19

In addition to the cases listed in the table opposite, the Syndic held several interviews with members and plaintiffs. He also received a large number of telephone calls and items of correspondence requesting information concerning ethics, advertising, conciliation, arbitration of fees and illegal practice.

The report of the Syndic does not take into account private complaints, as provided for in section 128 of the *Professional Code*, nor cases of illegal practice which, by reason of prescription or for any other reason, did not give rise to an action before the courts.

Raymond J. Morcel, FCA
Syndic



Arbitration of accounts

In accordance with the *Regulation respecting the Procedure for Conciliation and Arbitration of Accounts*, the Committee on Arbitration of Accounts reports that, during the year ended on March 31, 1990, it heard 22 applications for arbitration and processed in 1989-90 a total of 38 cases.

Nine cases brought forward from 1988-89 were settled and all cases for that year are now closed; the proceedings were abandoned in three cases and, in six cases, hearings were held and decisions rendered.

With regard to the cases brought forward from 1988-89 and those of this year, the Committee ratified the Syndic's recommendations in three cases, reduced the fees charged in 17 other cases and allowed one case to be postponed. Proceedings were abandoned in nine cases.

As of April 1, 1990, one case is under advisement and awaiting a decision. The Committee will begin hearings shortly into seven applications lodged at the end of 1989-90. The secretary to the Committee was served with a case at the end of the year and will see that it is put on the roll as soon as possible.

The *Regulation respecting the Procedure for Conciliation and Arbitration of Accounts* will undergo substantial legislative amendments in the near future.

Pierre Dessureault, FCA
Chairman

Discipline

During the year ended on March 31, 1990, the Committee on Discipline sat in three sections: the first chaired by M^e Guy Marcotte, current chairman; the second by M^e Jacques Lamontagne, former chairman; and the third by M^e Neuville Lacroix, ad hoc chairman.

During the year, 12 new complaints were lodged, ten of them by the Syndic and two by members of the public.

The Committee held 27 hearings. It imposed the following penalties:

- one member was severely reprimanded and required to pay two fines of \$500 each and the costs of the case for using the designation "and company" while he was practising alone, and for refusing to answer questions from the Syndic;
- one member had his permit revoked and was required to pay the costs of the case for failing to answer questions from the Syndic and for refusing to comply with repeated requests from two clients for the return of documents belonging to them;
- one member was reprimanded and required to pay a fine of \$500 and the costs of the case for refusing to answer questions from the Professional Inspection Committee and from the Syndic;
- one member was provisionally struck from the roll and required to pay the costs of the case because the actions alleged are such that, if repeated, they would constitute a threat to the protection of the public. The respondent did not keep records to account for his management of moneys entrusted to him by a religious order and is alleged to have lent these sums of money to himself, to friends or to clients with whom he did business. He also is alleged to have lent them to clients on condition that they appoint him as auditor;

- one member was struck from the roll for five years and required to pay the costs of the case for failing to adhere to professional standards when auditing a notary's trust fund accounts. The respondent also claimed to have examined his client's accounting when he had not done so. Furthermore, he had engaged in public accounting activities, although he had told the Syndic that he no longer did this type of work;

- one member was required to pay only the costs of the complaint lodged before the Committee following his penal conviction;

- one member was severely reprimanded and required to pay two fines of \$1,000 each and the costs of the case for having taken part in altering a corporation's financial statements as issued by an accounting firm. The respondent knew these alterations were wrong, and showed a lack of integrity towards his colleagues by being a party to them. He also contravened several provisions of the *Code of Ethics*.

- the Committee allowed a private plaintiff to withdraw his complaint but required him to pay the costs of the case;

- the Committee dismissed a private complaint for lack of evidence and required the plaintiff to pay the costs of the case;

- one member was struck permanently from the roll and required to pay the costs of the case in a complaint lodged following his penal conviction for having defrauded Revenue Canada and bribed a civil servant;

- one member was required to pay a fine of \$2,000 and the costs of the case for failing to adhere to professional standards in the preparation, presentation and audit of interim financial statements;

- one member was required to pay a fine of \$1,500 and the costs of the case for failing to adhere to the terms and conditions of a refresher training course and for refusing to provide information required by the Professional Inspection Committee;

- one member was required to pay a fine of \$1,000 and the costs of the case for refusing to answer questions from the Professional Inspection Committee;
- the Committee allowed one complaint to be withdrawn because the respondent had had no known address for the last five years;
- only one request for reinstatement was submitted and granted.

As of March 31, 1990, the section chaired by M^e Guy Marcotte still had 11 pending cases brought forward from previous years; appeals were lodged in six cases and four cases are under advisement with the decisions to be rendered shortly. Finally, a complaint lodged on February 1 will be heard on May 14, 1990.

The section chaired by M^e Jacques Lamontagne still has before it one case in which a member has been provisionally struck from the roll; the hearing into the facts of the case will resume shortly. In the section chaired by M^e Neuville Lacroix, the Committee has rendered its decisions as to the complaints and penalties, but appeals have been lodged in all three cases.

The members of the Committee on Discipline held a plenary meeting to discuss various topics of common interest affecting the Committee's efficient operation.

This year saw the passing of Benoît Sylvain, FCA. A colleague esteemed by all, Mr. Sylvain served for many years on the Committee on Discipline, where he always distinguished himself by the exceptional quality of his work. We will greatly miss his high concept of ethics and his exceptional competence.

M^e Guy Marcotte,
Chairman



Advisory committee

to the syndic

In last year's annual report, we mentioned that amendments to the Ordre's *Code of Ethics* had been published in the *Gazette officielle du Québec* on March 22, 1989. These amendments have now been in force since last September 7.

The Interprovincial Committee to Harmonize Rules of Professional Conduct, created following the recommendations of the Macdonald Commission, sent us other recommendations during the year, and the members of our Committee are now examining them. Our Committee also unanimously adopted a foreword to the *Code of Ethics* for publication in the *Members' Handbook*. Since rules cannot be made to cover all situations, this foreword will provide general guidance to members as to the best professional conduct to adopt.

The many amendments made to the *Professional Code* in 1988 will lead to several changes in various regulations which appear in the *Members' Handbook*, including the one respecting advertising, under "related functions". According to the Office des Professions, the list of these functions should be replaced by a more general section, as is the case in the other provincial institutes.

During the year, Committee members were privileged to meet Roland Côté, FCA, a member of the Commission des valeurs mobilières du Québec. His address to the Committee dealt with the regulation of financial institutions and the Commission's requirements, which are sometimes more stringent than those of professional corporations. Specifically, he mentioned certain deficiencies in the quality of financial reports received by the Commission, particularly with regard to certain QSSPs, whose actual results proved much below initial forecasts.

The Committee was also made aware of the many questions put to the Syndics and of their interpretation of matters relating to the *Code of Ethics*, the *Regulation respecting advertising* or the *Regulation respecting the procedure for conciliation and arbitration of accounts*. Unlike the other provincial institutes, the Ordre does not provide council interpretations of its rules of professional conduct. In this respect, the Interprovincial Committee to Harmonize Rules of Professional Conduct has under consideration at the national level a project to the effect of standardizing the rules of interpretation in the other provinces. Calls received by the Syndics of the Ordre are giving them more and more opportunities to practise "preventive medicine" before taking any action whatever. The Committee supports and encourages this type of intervention which allows the Ordre to serve its members, while at the same time respecting our ultimate objective to protect the public.

Finally, the Committee adopted a draft of its terms of reference, which was submitted to the Ordre's authorities for forthcoming publication in the *Members' Handbook*.

Daniel Filion, CA
Chairman



Professional practice

This year saw the successful completion of several projects begun by the Professional Practice Committee in previous years.

The brochure on partnership agreements was published in May 1989. This booklet, which anyone may obtain free of charge, includes a list of the items that must be taken into account when drawing up a partnership agreement. It is particularly useful for small and medium-sized firms and several hundred copies have already been distributed.

In September, the Committee offered a new service for sole practitioners compelled to interrupt their activities temporarily, because of illness for example. Aware of the disastrous effect these situations can have on a CA's professional activities, the Committee collected the names of retired practitioners willing to replace a colleague on a temporary basis. This data bank is now in place.

The ambitious project to produce a practice management handbook, now called *The Practitioner and his Practice: Management Guide*, is nearing completion. The ten sections dealing with the various practical aspects of organizing and managing a firm have been written, and the content of the appendices has been defined. The guide will be some 150 pages long and will be released shortly in the form of a loose-leaf ring binder, to make updating easier.

Revision of the audit engagement program published by Guérin continues. This program, which has not been updated since 1982, is very popular in small or medium-sized firms; its revision is therefore particularly important.

The project to establish a "purchase and sale of businesses" data bank (for CAs only) got off to a fresh start this year. The legal implications have been identified and the results of a survey of 500 small and medium-sized firms clearly show that this data bank will be relevant and useful. The Committee intends to pursue its development in coming months.

The subcommittee on practitioners' expectations continues its efforts to identify and assess practitioners' needs and recommend courses of action. The Committee has undertaken several projects suggested by the subcommittee.

Two new subcommittees were formed this year. One is to study the question of practitioners' quality of life; the other is to devise ways to assist the estates of deceased sole practitioners. The Committee considers that the latter project is particularly important.

Finally, the Committee examined the wording of the various types of engagement letters with particular reference to section 3.04.04 of the *Code of Ethics*, under which CAs have an obligation to ensure that their clients are informed of the estimated amount of their fees. This requirement is often little known.

Gilles Moreau, CA
Chairman



Professional inspection

Under section 2.07 of the *Regulation respecting the refresher training period and the limitation of the right to practise*, the Committee recommended that the Administrative Committee impose a new refresher training period to, and limit the right to practise of, two practitioners who failed to correct their weaknesses during their first training period and limitation.

Approximately 476 person-days were required to inspect 332 units. The work was carried out by the Inspection Department, made up of Ginette Lussier-Price, Director of Inspection, Michèle Gagné, staff inspector, and contractual inspectors Suzanne Major-Leblanc, Clément Beaupré, Patrick Bossé, John Grant, Robert Leclerc, Pierre O. Oligny and Serge Ricard.

Within the framework of a five-year cycle for inspecting all offices, the Committee is still on its third round of inspections. It is expected that in the coming year 485 person-days will be spent inspecting 172 offices for the third time, re-inspecting approximately 78 offices which have not yet met the standards, and inspecting 68 new offices for the first time.

Furthermore, the Committee offers a self-evaluation program to practitioners about to be inspected for the first time. In a bid to increase communications with practitioners, the Committee continues to offer members just starting out in the profession the opportunity to receive the visit of a professional practice consultant who will guide them in the performance of their work. Three members availed themselves of this service this year.

	1990	1989
Practising units inspected during the year	333	294
Carried over from last year	5	—
Pending at the end of the year	338	294
Practising units about which the Bureau has received recommendations	11	5
Recommendations ratified by the Bureau of the Ordre:		
Practising units which met the standards	327	289
Practising units which did not meet the standards	298	264
	29	25
	327	289
Number of members required to take a period of compulsory refresher training without limitation of their right to practise	30	29
Number of members required to take a period of compulsory refresher training with limitation of their right to practise	4	5
Number of member files forwarded to the Syndic	3	2
Number of members inspected	1,484	1,118
Number of meetings of the Committee	7	6

The members of the Professional Inspection Committee are proud to see that more than 97.5 % of members inspected this year met the inspection standards.

The table above presents a summary of the Professional Inspection Committee's main activities.

The Committee has published a brochure entitled *Professional Inspection: A Matter of Trust*, which is given to all members undergoing inspection to help them better understand the objectives of professional inspection.

During the year, the Committee formed two subcommittees:

- inspection fees: responsible for reviewing inspection fees and reporting on their recommendations to the Administrative Committee;
- questionnaires: responsible for updating all forms and questionnaires used in the inspection process. This subcommittee's work is well under way and several documents have already been revised.

Revision of the questionnaire used for inspection is also in full swing and will take into account the specific characteristics of engagements with institutions of the health and social services network.

Starting in May of 1990, the files of institutions in the health and social services network selected for review will be inspected by inspectors with experience in this field.

The 14 members of the Committee spent more than 124 person-days carrying out their duties. This year, the Committee was made up of members from the Montréal, Québec, Ottawa and Bas St-Laurent regions.

Jean Beaudry, FCA
Chairman



Exposure drafts

The Exposure Draft Review Committee is made up of six members representing all regions of Québec. All members work in cooperation with several associates in small and medium-sized firms in their respective regions. When an exposure draft is published, the regional associates offer comments at local meetings or conferences and then Committee members discuss these comments and decide which ones are to be forwarded to the CICA.

The comments forwarded by the Committee to the CICA are strongly representative of the opinions of members in small and medium-sized firms about proposed new standards.

During the year, the Committee studied and commented on the following exposure drafts:

Accounting

- *Property, Plant and Equipment* (May 1989)
- *Financial Statement Concepts* (October 1989)
- *Capital Assets* (January 1990)

Auditing

- *The Auditor's Standard Report* (September 1989)
- *Communications with Actuaries* (January 1990)

In 1989-90, this consultation effort required the expertise of at least 72 chartered accountants who contributed the equivalent of 166 person-days of work.

Normand Leclerc, CA
Chairman



Comprehensive auditing

This year, the Comprehensive Auditing Committee continued the process of demystifying comprehensive auditing for members of the Ordre, which it had set in motion in previous years. A third forum, along lines similar to the previous ones, was held in June 1989; its objective was to give academics in education and research an opportunity to exchange ideas with value-for-money auditors. Guests at the forum, falling into four different categories – external auditors, internal auditors, legislative auditors and users – were given an opportunity to expose their points of view and share their ideas. The Committee also continued to meet with other committees of the Ordre, specifically the Committee on Municipality and Municipal Organization Audits and the Committee on Educational Institution Audits.

After reviewing its accomplishments over the past two years, the Committee went to work to find a new orientation in order to better meet current needs in the field of communicating information about effectiveness and value-for-money audits. This change of direction parallels recent developments in the Canadian Comprehensive Auditing Foundation, whose message centres on effectiveness and its implications in the context of management accountability. The Committee proposes to issue a message to business executives, financial and otherwise, members of audit committees and boards of directors on the one hand, and auditors (internal or external) on the other hand, in order to interest them in the needs identified by their clients. The message will be in two parts: the first will deal with the concepts of accountability and the means available to executives for accounting for and reporting on value-for-money; the second will deal with attesting to this accountability process, which can be done by value-for-money auditing.

As a result of this analysis, the Committee now wants to articulate a plan of action that will reflect this orientation and be of interest to managers in different areas of business and to members of the Ordre.

Jean S. Picard, CA
Chairman



MBGIE

During the year ended on March 31, 1990, the Committee met more than five times and its chairman attended more than ten meetings held to organize the Ordre's 1989 Conference.

This year, members of the MBGIE Committee were actively involved in organizing the Conference, assuming responsibilities for communications, participation and sponsorship. Our efforts are directly responsible for the high rate of participation of MBGIE members in the Conference.

In another area, Committee members used the first meetings in 1989 to put the finishing touch to the strategic planning paper for 1989-91. Furthermore, fulfilling the commitment we made in last year's report, the Committee published the results of this important analytical process in the June 1989 issue of *Bilans*.

The problem we are attempting to tackle is how to bring MBGIE members closer to their professional corporation. In our opinion, this problem suffices to explain why our report elicited so few comments from MBGIE members. It attempted to provide the embryo of a solution, but in fact, our first finding was that our members have no strong feelings of belonging to the Ordre.

From a preliminary consultation with our members, we learned that few of them read *Bilans*, despite the magazine's high quality. Realizing that our consultation strategy had not been productive, we decided to contact directly more than 100 members across Québec. At least ten people in each region were contacted, based on a sample by age group, sex, responsibilities, and so on.

From this consultation, we can conclude that as a whole MBGIE members approve the strategic approach selected, given the solutions, priorities and time required for completion.

Encouraged by this support, the Committee intends to submit its strategic planning report to the Ordre's Bureau in coming weeks. Our goals are to have the three-year plan approved and to ensure that our recommendations are integrated into the Ordre's master plan.

Committee members are optimistic about this plan since the Ordre has already revealed its position to a certain extent by appointing MBGIE member Richard Jacques, CA, General Manager.

To foster closer contact with MBGIEs in the regions, the Committee intends to hold its committee meetings in major cities in Québec in 1990-91. Members will be given advance notice.

It is with regret that Committee members accepted the resignations of Brian Aitken, CA, Julien Gagnon, CA, Roger Galipeau, CA, and Claude Laroche, CA, who had to withdraw from the Committee for professional reasons. The task of replacing them has fallen to Lise Pistono, CA, Michel Bélanger, CA, and Régis Harvey, CA. To these colleagues, and to the other members of the MBGIE Committee, my thanks for their wise advice and their great availability.

Richard Halley, CA
Chairman



Continuing education

The Continuing Education Committee continued the work begun in previous years. This year, the continuing education program included 24 courses, seven conferences and three seminars in French, and 13 courses and seven conferences in English. This program was offered in various cities across the province, specifically Rimouski, Jonquière, Hull, Québec and Montréal. Thirteen courses, six conferences and one seminar were particularly designed for members in business, government services, industry and education. Close to 85 presentations were made, and our members attended more than 2,300 course/days.

Among the most popular were the tax update course, the GST conference, the conference on real estate promotion taxation, the course on personal planning for owner-operators and tax planning for businesses, the course on municipal audits and the accounting and auditing update course. Taxation courses thus remain very popular, since expertise in taxation is one of the main services offered by chartered accountants. This is also why the Committee continues to provide firms with federal and provincial budget commentaries for their clients. More than 181 firms requested the provincial budget letter and 210 firms requested the federal budget letter; 235 firms also asked for the *Tax Wise* newsletter and 111 others requested the release on the GST. These papers are a great help in educating members, who in turn can give their clients better advice. The releases may be modified and adapted by firms to meet clients' needs.

The continuing education program is prepared in cooperation with the provincial institutes and the Canadian Institute of Chartered Accountants. However, a large number of courses in the program were conceived and developed in Québec to meet the needs of Québec CAs. Last fall, almost half of the program was developed and implemented by the Ordre, in cooperation with bodies other than the CICA.

The Continuing Education Committee met last November. The subcommittees on courses and on strategic planning each held two meetings, while the budget subcommittee met only once. At these meetings, committee members analyze new products put forward by the CICA, subcommittees, members and other bodies. This analysis forms the basis on which the program offered to members is built. Consequently, we urge all members to send us their ideas so that we may improve the program.

We are at present discussing, among others, the following projects: advertising our courses in newspapers, establishing a different fee structure for non-CA participants, cooperating with other professional corporations with a view to exchanging professional development products, and publishing commentaries similar to *Tax Wise* in other fields such as finance, law, insolvency, accounting and EDP.

During the year, the Committee analyzed the course price structure. Compared with those charged by other professional organizations, registration fees charged by the Ordre are average and often below average. In fact, as years go by, these organizations are offering more and more courses to our members; this is a natural phenomenon, since continuing education is not the Ordre's exclusive province.

Again this year, the education program was so popular that it made a sizeable, completely unexpected financial surplus. Indeed, we had expected the number of participants to drop substantially, given that 1989 was relatively uneventful compared with 1987 and 1988, when the tax reform was implemented.

Raymond Fortier, CA
Chairman

Education

The Education Committee met four times during the year and its various subcommittees held several meetings.

The subcommittee on practical training was very active and recommended solutions to all the individual cases studied during the year.

The subcommittee to revise the agreement with the universities devised procedures that will enable each university to sign the agreement.

Finally, the Committee closely monitored the Uniform Final Examination issue. This problem halted progress in other on-going issues and delayed developments in the field of education, to wit the review and approval of university documents.

Martine Laberge, CA
Chairman



Role of women CAs

in the economic community

The Committee on the Role of Women CAs in the Economic Community was very active during the year 1989-90. The Committee completed and reported on its strategic planning to the Administrative Committee of the Ordre des comptables agréés du Québec in February, 1990. In light of this work, we revised our structural planning and recruited new members to enrich our working force and to ensure that women chartered accountants from all backgrounds and all sectors of our profession are well represented.

In light of our strategic planning, we charged five subcommittees with the responsibility for implementing the plans of action in time to meet the Committee's set calendar. Each of these task forces will pay particular attention to the following questions: university education, contacts with other organizations, network, conferences and family policies.

During the year, the subcommittee on university education established contacts and began working on a project to produce a study on women CAs at the university level.

The network subcommittee, whose purpose is to channel the profession's inner resources, compiled a file of women CAs to be nominated for the title of FCA.

Last fall, the Committee's chairman took part in the Forum on Employment as a resource-person in the workshop on "How to Reconcile Career and Family Life". Some 1,600 people attended this Forum, and its conclusions were published in an article in the February 1990 issue of *Bilans*.

Last June, the Committee undertook a study of women's pensions, which are calculated on the basis of mortality tables some 20 years old which may have been changed by the massive influx of women into the labour force.

When the Council on the Status of Women held consultations on its draft opinion *Pour une politique québécoise de congés parentaux* (for a Québec policy on parental leave), the Committee was delighted to have an opportunity to express its views.

Last March 14, our Forum "Succeeding with Time", prepared by the conferences subcommittee, was a great success, as more than 200 people came to hear what our speakers, three women and one man, had to say about their personal development. This was a first for our profession. It is well-known that the massive influx of women into the profession poses a new challenge to public accounting firms and employers in general. The discussions and ideas exchanged during this forum will help our Committee orient our actions in the future. As well, a report on the main conclusions of this Forum will appear soon in *Bilans*.

Suzanne Morin, CA
Chairman

Young CAs

The Committee for Young CAs is intended for chartered accountants who qualified less than 10 years ago or are under the age of 35, and includes approximately 7,000 members.

During its third year of existence, the Committee concentrated its efforts on organizing three seminars and publishing the results of the survey of its members conducted early in 1989.

Taking full advantage of its regional representation, the Committee held seminars in Rimouski and Sherbrooke in November 1989 and in Québec in January 1990. The theme was one of major concern to young CAs: the orientation of a chartered accountant's career. Attendance at each of these seminars ranged between 45 and 80 young people, and the diversity of topics addressed by speakers in public accounting, private enterprise, education and government services made the conferences a great success.

The Committee also analyzed the results of the survey carried out in the winter of 1989, to which 2,000 young CAs responded, and wrote a report on these results. Some of the information so obtained has proved useful to various committees of the Ordre. An article on the results of the survey was published in the February 1990 issue of *Bilans*.

This survey allowed us to take the pulse of our members and to identify their major concerns, and allowed the Committee to start planning its future activities. Then the Committee developed a strategic plan centered on two main themes: orienting a chartered accountant's career and reconciling career, family and leisure time. In coming months, the Committee will implement its strategy in order to attain its chief goal: to help young CAs achieve fulfillment in their thrilling career as chartered accountants.

André Garneau, CA
Chairman



Insurance and

pension committee

During the year under review the Committee's main focus was to continue to monitor and improve the existing insurance plans, in its ongoing efforts to provide a first-class service to our members.

Diverse items of correspondence were dealt with, including notifying the spouse of a deceased member of the existence of a life insurance policy of which she had not been aware. The Committee also dealt with problems concerning insurance coverage to country homes, water damage claims, automobile insurance coverage for a retired member, and a long-term disability claim.

The new residential and automobile insurance programs underwritten by Canada Life Casualty Insurance Company has been well accepted by our members. Certain improvements have been made in coverage, including increasing coverage up to \$1,000,000 for building and contents, \$5,000,000 for civil liability, \$50,000 for outbuildings, \$50,000 for property temporarily removed from premises, \$5,000 for property of students temporarily residing elsewhere, and \$30,000 legal liability for non-owned automobiles.

The income disability plan with the Mutual of Omaha ended the year with a small surplus of \$72,338. The Committee intends to continue to reduce the premiums for the second and subsequent years by 25%.

Unfortunately, the life insurance plan with Canada Life Insurance Company suffered from a high claims experience. Death claims of \$729,750 resulted in a deficit for the year of \$724,059, which will reduce the Group Insurance Fund for the first time in several years. However the Committee decided to continue the 25% reduction of premiums at the second and subsequent renewals, and the payment of the 9% Québec sales tax on behalf of participants in the past year. The higher claims experience may necessitate the suspension of the 25% reduction until the reserves are reestablished. The Committee also intends to continue to issue a free \$30,000 term life insurance certificate effective for one year from April 1, 1990 to March 31, 1991 to all members who received their CA designation and were admitted to the Ordre during the last 12 months.

The registered retirement savings plan continues its steady growth. An important feature of this plan continues to be its creditor-proof status. Certain improvements were made in the setting of rates, to enable the plan to compete effectively against the aggressively promoted funds managed by banks and trust companies.

Following a request from the Administrative Committee, the Insurance Committee obtained a legal opinion concerning the ownership of the Group Insurance Fund held by the Ordre. It is the opinion of counsel that a precedent has been set insofar as the funds have been utilised since inception exclusively for the benefit of members of the Ordre who participate in the two experience rated plans, and that the funds should not be used for any other purpose.

Michael J. Hayes, CA
Chairman

1989 Conference

The 1989 Conference was an important event for the Ordre des comptables agréés du Québec. It was intended above all to provide an opportunity to rally our forces and take action. It was attended by more than 750 people, who joined with the guest speakers, a selection of important personalities from the international and Québec business communities, in taking action to meet the great challenges of the hour.

The theme of the 1989 Conference was "Action — Our key to success in business", and it examined what we as chartered accountants must do to meet the great challenges of the hour.

The challenges of international exchanges, growth and acquisitions, financial markets and human resources gave rise to very fruitful discussions and led us to recognize the importance of learning more about the major issues and acquiring a broader point of view.

The 1989 Conference organizing committee set, and achieved, ambitious goals. For this, we warmly thank our speakers. Their presence and the quality of their contributions made this conference a privileged forum for dialogue with the business community. We are also greatly indebted to our sponsors who provided considerable financial support.

Finally, more than 100 people worked to bring about the 1989 Conference. Without their enthusiasm and dedication, it could not have been held.

Monique F. Leroux, CA
Chairman

Legislation

Again this year, the Committee concentrated most of its energy on the issue of the application of section 295 of the *Act Respecting Trust Companies and Savings Companies* and of section 47 of the *Deposit Insurance Act Regulation*. After consulting various parties involved, including representatives of trust companies and of the Inspector General of Financial Institutions of Québec, the subcommittee formed in the fall of 1988 suggested that the content of the auditors' report should adhere to professional standards and be accepted by the Inspector General of Financial Institutions during the transitional period. The Inspector General, acting on a recommendation from the subcommittee, recently set up an advisory committee made up of auditors to pursue this matter.

Early in 1989, the Commission de la santé et de la sécurité du travail consulted several bodies, including the Legislation Committee, about its proposal to change its assessment rate system. The Committee examined the proposal and forwarded its comments early in May 1989. The CSST's new assessment rate system is now in force.

Finally, throughout the year, members of the Committee paid special attention to amendments to legislation and regulations. However, unlike previous years, last year was characterized on the whole by a lack of new developments in this field.

Pierre Poisson, CA
Chairman



Examination

The Examination Committee met three times during the past year. Two meetings were devoted to reviewing the draft examination submitted by the Interprovincial Board of Examiners, and the third was spent analyzing the results of the Uniform Final Examination. Subsequently to this third meeting, the Ordre established several special committees to analyze in greater depth the disappointing results obtained by Québec candidates.

The statistics for Québec candidates over the past five years are as follows:

	1985	1986	1987	1988	1989
Candidates writing	1,307	1,355	1,614	1,694	1,932
Candidates passed	678	667	782	714	642
Overall pass rate	51.9%	49.2%	48.5%	42.1%	33.2%
Writing/First attempt	867	879	1,029	1,029	1,129
Passed/First attempt	502	492	556	502	462
Pass rate/First attempt	57.9%	55.9%	54%	48.7%	40.9%

Of the twenty places on the National Honours List, six went to Québec students. These are:

Nathalie Doire

second in Canada
first in Québec

Murray Robertson

ninth in Canada
second in Québec

Claire Anne Stevens

tenth in Canada
third in Québec

Yves Venditti

twelfth in Canada
fourth in Québec

Joyce Hoeven

tied for fifteenth in Canada
tied for fifth in Québec

Howard Edward Johnson

tied for fifteenth in Canada
tied for fifth in Québec

In closing, we would like to thank Réal Brunet, CA, our outgoing chairman, for his excellent work.

Jean-Pierre Desrosiers, CA
Chairman



Small Business

The Committee on Small Business was revived in December 1989. It is essentially made up of members holding decision-making positions in most sectors of economic activity geared towards small business (manufacturing, financial institutions, consulting services, retail trade, firms).

In view of the terms of reference established for it by the Administrative Committee in July 1987, the Committee set itself the following goals: to help members of the profession play a proactive role in relation to small business and legislators concerned with small business, and to inform and educate chartered accountants so they can better play their role as advisors to small business. Any of the Committee's activities must aim at helping small business to appreciate CAs and recognize them as privileged advisors. To date, the Committee has set up two subcommittees for this purpose.

The GST subcommittee developed a plan of action to emphasize the leadership of chartered accountants. To do so, the subcommittee wrote an article for *Bilans*, alerting CAs to the importance of mastering the rules of the GST so that they can help small business adopt whatever transitional and permanent steps may be necessary. It also urged the Ordre's Communications Department to adopt a communications plan to increase public awareness that CAs are the people best qualified to advise small business about the GST. Further, the subcommittee recommended that the Ordre put more emphasis on educating CAs in order to give credibility to the advertising campaign. The Committee intends to pursue its GST education and information efforts geared towards CAs and small business during the coming year.

Furthermore, the small business subcommittee developed a plan of action to bring the chartered accountant's role as top advisor to small business back to its rightful place. The aim is to convince members in public practice that they must play their part as advisors to small business in order to keep their clients, and to offer practitioners and MBGIEs the tools they need to improve the financial health of small businesses. Therefore, the Committee accepted the subcommittee's recommendation to urge the Ordre's Administrative Committee to publish a quarterly newsletter about small business (similar to the Ordre's newsletter on taxation). The small business newsletter would give members in public practice and CAs in business food for thought about matters concerning small business. During the coming year, the Committee will pursue its education and information efforts aimed at CAs and small business.

Jean Legault, CA
Chairman



Cooperatives

In recent years, the Committee on Cooperatives has been attentive to the needs of members who provide services to cooperatives and to those who work in the cooperative field.

After releasing a first publication dealing mainly with housing cooperatives, the Committee concentrated most of its efforts on preparing a paper on cooperatives to be published shortly. Among other elements, this paper includes:

- (a) the main provisions of the *Cooperatives Act* and regulations respecting cooperatives;
- (b) a general section dealing with the annual report;
- (c) a section on the accounting aspect of several points specific to cooperatives;
- (d) model financial statements that will mainly reflect the specific characteristics of cooperatives;
- (e) an audit program directed solely at the specific characteristics of cooperatives.

Therefore the Committee worked throughout the year on the various components of the paper which is intended to be a reference document for auditors and managers of cooperatives.

Gervais Grenier, CA
Chairman

Taxation

A topic in the news, the goods and services tax, commanded the Committee's attention throughout a good part of the year. A subcommittee was formed to study the implications of this tax on the Ordre and its members. A report was forwarded to the President of the Ordre in December 1989. Since that time, the Committee has followed developments in this issue and monitored the work being done by a CICA committee in this respect.

Committee members also studied the implications of the *Federal Lobbyists Registration Act* on members of the Ordre who work in taxation. They also agreed to examine the role and participation of members in the regions within the Committee.

After having agreed in principle to meet in the fall of 1989 with the Bilingual Services Division of Revenue Canada, Taxation, Committee members began preparing questions at the start of the year, most of which dealt with the interpretation of certain sections of the *Income Tax Act*, and forwarded them to the Bilingual Services Division. Three representatives of the Division, including its director, met with the Committee on October 18, 1989. After introducing their services, they answered the questions the Committee had sent. A report on this meeting, including the questions and answers, appeared in the February 1990 issue of *Bilans*.

On request from the Program Assessment Division of Revenue Canada, Taxation, several members of the Committee met two representatives of this Division on October 17, 1989, to discuss why the number of appeals has risen in recent years.

As well, on February 6, 1990, the Committee met with representatives of the Shawinigan and Jonquière taxation centres, including both directors. The representatives answered questions which Committee members had forwarded to them previously. The discussion centered on administrative difficulties and communication problems with the taxation centres. A report on this meeting will appear shortly in *Bilans*.

When the federal and provincial budgets were tabled, a subcommittee was formed to analyze and comment on the different aspects of these budgets with the President of the Ordre.

The Committee also met a representative of the Fonds de développement technologique du Québec, who explained the organization's objectives and the way in which its role supports existing tax incentives with regard to dynamic research and development projects.

During the year, the Committee has kept in contact with Revenu Québec with a view to having the Uniform Final Examination registration fees recognized as deductible. The issue is now in the hands of the Québec Department of Finance.

The Committee's chairman went to Toronto to attend a meeting of the chairmen of provincial institute taxation committees. This meeting was organized by the CICA to enable chairmen to find out about work done in other provinces and taxation matters under study at the CICA.

Finally, the Committee has tried throughout the year to keep members of the Ordre informed of its activities by publishing articles in *Bilans*.

Pierre Brunet, CA
Chairman

Municipality

and municipal

organization audits

The Committee's first meeting in 1989 was devoted to a get-together, now an annual event, with the Department of Municipal Affairs. These provide an opportunity to exchange ideas on subjects of common interest and to keep abreast of developments in the major issues.

Members of our Committee continued to represent the Ordre on the Comité consultatif sur l'administration financière des municipalités (advisory committee on municipal financial management). This multipartite committee headed by the Department devoted most of its efforts this year to an in-depth revision of the annual report form for municipalities and a review of legislation on municipal finances and taxation.

The subcommittee on controlling and accounting for fixed assets in the public sector did an exhaustive analysis of the comments forwarded by an impressive number of bodies, who gave broad support to the position stated in the brief prepared last year. We therefore decided to ask the departments concerned to take a position on the subject. In conjunction with the Committees on the Audit of Institutions of the Health and Social Services Network and on Educational Institution Audits, our Committee organized two meetings with the respective departments during which all parties were brought up to date with respect to these sectors. A similar meeting should be held shortly in the municipal sector. Once the subcommittee has furthered the awareness of the parties involved, it will begin efforts to have its recommendations implemented.



The task force on municipal housing boards continued to examine the boards' accounting practices and financial statement presentation. It also began an examination of the audit mandate and of the questionnaire that external auditors must fill out for the Société d'habitation du Québec.

Again this year, the Committee closely monitored the CICA's work on public sector accounting and auditing. On several occasions, the Committee commented on drafts it received. It invited to a meeting members and associates of the Eastern Section of the Public Sector Accounting and Auditing Committee. This meeting marked the beginning of a new era of communication since, a few weeks later, PSAAC in turn invited our Committee to take part in a meeting to define the local government reporting entity.

The Committee spent many hours studying various accounting issues, specifically the definition of the municipal reporting entity, of accounting for self-insurance provisions, sick leave, accumable holidays, and tax credits. Our research into these subjects is nearly completed and we will be in a position to make suggestions shortly.

As well, a subcommittee prepared a course which was given as part of the Ordre's continuing education program in the fall of 1989 in Québec City and Montréal. More than 120 people attended this course, which will be updated and offered again in the fall of 1990.

In May 1989, the Committee took part in the first Salon des Municipalités held as part of the conference of the Union des municipalités du Québec. For three days, members of the Committee staffed the Ordre's booth under the theme "Bringing Order to Municipal Business". The Salon was a resounding success and we are preparing for the next one in May 1990, when we will give elected officials who visit our booth a financial analysis of their municipality.

The in-depth revision of the annual report form for municipalities led us to review our reference book. The Committee is studying the most recent changes and hopes to have the reference book update ready for the fall of 1990.

Finally, the Committee decided to give priority in 1990-91 to updating the audit guide, which has not been revised since 1982.

Claude Gauvin, CA
Chairman



Educational institution

audits

At the start and the close of the year, the Committee met with representatives of the Department of Higher Education and Science. These meetings provided an opportunity to examine the Committee's assessment of the performance of cegep audit engagements for 1987-88 and 1988-89. The questionnaire for the external auditor, the wording of the auditor's report and the annual report form for cegeps were also discussed at these meetings. Furthermore, the Committee prepared a questionnaire on the audit of cegep clientele. This questionnaire will be available in coming weeks.

Two other meetings, with the Québec Department of Education, the Fédération des commissions scolaires catholiques, the Association of Protestant School Boards, the Association des cadres scolaires and the Association des directeurs généraux des commissions scolaires, provided members of the Committee and representatives of the Department and the school board network with an opportunity to exchange ideas. Among other topics, these discussions concerned the external auditor's mandate, the assessment of the performance of audit engagements in school boards, accounting practices in use in the network, and various implications of the *Education Act* on the external auditor's mandate and the letter of representation issued by school boards. As well, the Committee took part in consultations held by Québec's Department of Education concerning the proposed *Manuel de normalisation de la comptabilité scolaire* (handbook for standardizing school accounting), the proposed revision of the school boards' financial system and the revision of the wording of the auditor's report. Finally, the Committee finished a reference book of sample accounting policies which will be used by the school boards whose financial year ends on June 30, 1990.

In pursuance of the efforts undertaken jointly with the Committee on Municipality and Municipal Organization Audits and the Committee on Audit of Institutions of the Health and Social Services Network to enhance awareness and concertation, our Committee met in the fall of 1989 with the Québec Department of Education and the Department of Higher Education and Science to discuss the brief on controlling and accounting for fixed assets in the public sector, which had been forwarded to the various parties concerned during the previous year.

The subcommittee on university audits met to examine the external audit mandate in Québec universities and the questionnaire for the external auditor, and to discuss various problems raised by the performance of the audit mandate. The subcommittee will be meeting soon with the Department of Higher Education and Science to express its point of view on these various subjects.

Representatives of Québec's Department of Education and chief financial officers of educational institutions sit on the Committee, and their presence contributes to an exchange of ideas and cooperation that are extremely useful to members of the profession.

Luc Manseau, CA
Chairman



**Audit of institutions of
the health and social
services network**

After forwarding the report of its subcommittee on accounting practices used by institutions in the network to the Department of Health and Social Services, the Committee reached an agreement with the Department in the fall of 1989 regarding a comprehensive statement of the accounting policies, to be inserted in the *Manuel de gestion financière* (financial management handbook), and in the annual report form for institutions in the network. This statement is available to members of the Ordre on request.

At the end of November 1989, the Committee, in company with the Committee on Educational Institution Audits and the Committee on Municipality and Municipal Organization Audits, met with representatives of the Department of Health and Social Services. The meeting was held to discuss the brief on controlling and accounting for fixed assets in the public sector, which had been forwarded to them last year.

In an effort to improve audit quality and facilitate the performance of audit engagements, the Committee made an assessment of the performance of engagements and listed the main problems encountered by auditors in 1988-89. Committee members also examined and commented on the proposed amendments to the questionnaire for the auditor and the institutions' annual report form for 1989-90.

As part of the Ordre's continuing education program, the Committee offered in cooperation with the Department of Health and Social Services an update session on the audit of institutions in the network. The course was given in March 1990 in Montréal and Québec City, and 160 people attended.

The Committee examined the orientation paper *Pour améliorer la Santé et le Bien-être au Québec* (Towards better health and welfare in Québec) to assess its repercussions on the auditor's mandate. It also monitored developments in the draft regulation respecting financial management.

Exchanges also continued between the Committee and the Professional Inspection Committee concerning the use of audit tools adapted to the particular characteristics of the audit of institutions in the health and social services network.

Contacts between the Committee and representatives of the Department of Health and Social Services are characterized by a fine spirit of cooperation, and contribute greatly to the effectiveness of the Committee's work.

Robert Bélisle, FCA
Chairman

French terminology

During the year, the Committee held nine meetings, and one meeting with its correspondents. At the Committee's request, several correspondents had prepared short speeches for that meeting, expressing their views about the Committee's work in the recent past and its future orientations; their cooperation remains immensely valuable.

The Committee has established direct relations with the Commission de terminologie économique et financière of the French ministère de l'Économie, des Finances et de la Privatisation, by which it was invited to take part in a terminological file. As well, the Committee made contacts with members of the Canadian Institute of Business Valuators concerning a contemplated special research project dealing with the vocabulary of business valuation.

The three bulletins of *Terminologie comptable* published this year dealt with the following subjects: "Quelques appellations d'emplois en publicité", "Le dossier Sponsor", "Pas toujours plus long" (concerning the word liquidités) and "Le funding des régimes de retraite". Consultations with correspondents continued about a draft text examining the various concepts of risk in auditing. The Committee has one more text in reserve: "User-friendly, User friendliness", and several others are now being prepared.

It is worth noting that the Committee maintains close relations with the team responsible for producing a new edition of the CICA's *Dictionnaire de la comptabilité et des disciplines connexes*. The main author and his two close collaborators serve or have served on the Committee. As was said in an article in the October 1989 issue of *Bilans*, the team is all set. It will approach its task with the same objectives as the previous teams. Representatives of the French and Belgian institutes of public accountants, who are also among the Committee's correspondents, have undertaken to cooperate. The new edition of the *Dictionnaire de la comptabilité* is scheduled for publication in 1992, and will take into account the bulletins issued by the Committee since the previous edition appeared.

André Hurtubise, CA
Chairman

Association des stagiaires

comptables agréés

du Québec

The Association's council held ten meetings during the year. These meetings allowed members to exchange ideas and organize activities in several regions.

During the year, we consolidated our professional, educational and social activities and, as a result, levels of participation reached record highs.

The Association has representatives on various Ordre committees such as the Education Committee and the Committee for Young CAs.

Following the events of last December with regard to the UFE, the Association invested a great deal of energy in representing its members as well as possible and working with the Ordre to organize information sessions and prepare bulletins to keep them informed.

The local sections were very dynamic, while emphasizing activities of a professional and educational nature. Once again, this has helped enhance the Association's image and increase member satisfaction.

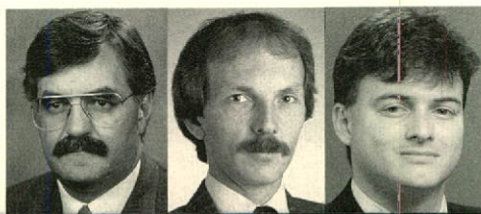
The Association is represented by the following local sections: Estrie, Montréal, Outaouais, Québec and Saguenay/Lac St-Jean. New sections will be created in the Bas du Fleuve (Lower St. Lawrence), Côte-Nord and Trois-Rivières.

The growing popularity of the coaching courses in preparation for the UFE shows that our members consider these courses necessary and important. Also, the "motivation" evenings complete the preparation offered by the coaching courses.

The CA Students' Ball, which has been postponed until May, will attract a thousand people who will celebrate in style our members' success in the UFE.

All in all, it was a year of the unexpected, of upheavals and of information, but also a year of representativity throughout the province.

Pierre-Yves Desbiens, CA
Chairman



The main purpose of the Committee of Local Chairmen is to promote dialogue and concerted action among local committee chairmen, to offer suggestions to the Administrative Committee, where necessary, about subjects of common interest to members in the regions, and to promote increased interaction between local committees and other entities in the Ordre. In other words, this Committee is above all a forum. In no way does it infringe on the freedom of action of the local committees.

The Committee held three meetings during 1989-90, including one with the vice-chairmen of the local committees at the Ordre's Conference. Each of these meetings was marked by a rewarding exchange of information among the local committees, elected officials and staff members of the Ordre.

As well, the Committee forwarded some suggestions to the Administrative Committee concerning the financing of local committees, and the inclusion of education content at conferences prepared by the Ordre. The Administrative Committee should be receiving recommendations in coming months.

As well, we are now in the process of defining the place that the local committees should occupy within the Ordre's activities, and here again we should be forwarding recommendations to the Administrative Committee in coming months.

Guy Fauteux, CA
Chairman



Québec City

The Comité des comptables agréés de Québec had a very active year. Under the theme "Une présence dans le milieu", it played an active part in Université Laval's Carrefour de l'Emploi and awarded two scholarships of \$1,000 each to two students at that university. On that occasion, four young local CAs working in industry, government services, education and the practice of accounting and auditing addressed students about the professional opportunities offered by a career in chartered accountancy. Also in cooperation with the Ordre's Committee for Young CAs, the Committee organized a seminar for young CAs in our region under the theme "Subir ou choisir sa carrière".

For the fourth consecutive year, the Committee awarded the VISION trophy to two local businesses which influenced the economic development of the Québec region through recent achievements in the development of new products or technologies, job creation, or growth. These trophies were presented during the Prestige Luncheon, which was attended by more than 300 CAs and business people of the region. The guest speaker was Jean Campeau, chairman of the board and chief executive officer of the Caisse de dépôt et placement du Québec.

The Committee also cooperated actively with the Ordre to raise its profile with its members and other groups in the Québec region. Among other activities, we took part with Ordre officials in a breakfast for managing partners in major training firms, a luncheon with senior Québec civil servants, and a meeting with our members in the Beauce region.

The Committee's program of activities also included the annual golf tournament, a seminar on the goods and services tax as part of Small Business Week, training courses on reconciling family life and a career, time management and administrative writing, a tennis tournament, a cocktail party to celebrate successful Uniform Final Examination candidates, two breakfast meetings on the federal and provincial budgets, preparation of income tax returns for the visually handicapped in cooperation with the CNIB, and the annual meeting. On this last occasion, three eminent CAs were honoured: Jean-Guy Jacques, FCA, Jacques Levesque, FCA, and Pierre Mathieu, CA.

Laurent Després, CA
Chairman



Eastern Townships

The Comité des comptables agréés des Cantons de l'Est has over 450 members who make a point of taking an active part in our activities. The fourteen-member administrative council met ten times during the year, in addition to the meetings of its various subcommittees.

At the beginning of the 1989-90 fiscal year, two observer members joined the ranks of the Committee's council: the local representative on the Bureau of the Ordre, and a representative of the Association des stagiaires des comptables agréés de l'Estrie. These additions to our ranks are in line with one of the Committee's new goals: to improve communications between members, the local committee and the Ordre.

In pursuit of this goal, we have launched a new quarterly newsletter, *Bilans-ESTRIE*, which provides news about the profession and the Ordre, presents the activities organized by the Committee and discusses current topics submitted by various players in the financial sector.

As far as activities are concerned, 1989-90 was a year of continuity for the Committee: we organized dinners with guest speakers in the region, took part in the 1989 Conference and held an annual golf tournament with the cooperation of several financial institutions in August. The annual meeting took place in September and we hosted a cocktail party for CA students who passed the Uniform Final Examination. To this panoply of events must also be added the reception to present new members with their certificates. This was the first time we held an event of this type in the Eastern Townships region.

The Committee also concentrated on raising the profession's profile by taking an active part in the various activities organized by the cegep, university and business communities: the career-days of AIESEC (an international association of students in economics) at Bishop University and the Université de Sherbrooke, an introduction session to the various accounting professions for students at the Université de Sherbrooke, an information day for students at the Collège de Sherbrooke, and an investment forum. As well, in cooperation with the Ordre, we awarded six scholarships of \$500 to students at Bishop University and the Université de Sherbrooke. In June, we will contribute to the presentation of two prizes for excellence to students graduating from the Université de Sherbrooke BAA program.

Like the Ordre, the Eastern Townships Committee firmly believes in promoting the CA profession, and in our view the dynamism and commitment of its members are major assets for the profession.

Guy Fauteux, CA
Chairman



Mauricie

The Comité des comptables agréés de la Mauricie has more than 300 members. During the year, the Committee held five meetings and made every effort to raise the profession's profile in the local business and university communities. Here are some of the activities we undertook to attain the Committee's goals:

- we participated in career-days and presented seminars about the profession for students in the accounting program of the Université du Québec à Trois-Rivières;
- we established a university scholarship program in two parts, intended to pay tribute to excellence and encourage students whose academic performance shows continual improvement;
- we presented a grant to the university library to buy current books and materials in the accounting sector, for use by students, educators, and local professionals who work in the field;
- we held a luncheon with a guest speaker for business people, and a meeting with the media;
- we published articles on public auditing, taxation and financial planning in the region's main weekly papers;
- we held a golf tournament and dinner dance, during which two of our members, Pierre Leblanc and André Young, who were awarded the title of FCA, were recognized.

All these activities have allowed the Committee to lay the foundations for a higher profile and stimulate greater member participation.

In short, it was an interesting year, and this new year seems to be starting every bit as actively.

André Bourgeois, CA
Chairman

Saguenay/Lac St-Jean

The year 1989-90 consolidated the process begun by the previous executive committee, that is to give our profession a higher profile.

In order to attain this goal, we created the position of communications officer, whose principal responsibilities were to encourage members to take part in the various local activities and to raise the public's awareness of our profession. To this end, members received either a letter or a telephone call to inform them of each important event. With regard to getting information to the general public, we established liaison with the media and contacted them whenever necessary. Needless to say, the incumbent found his workload considerably increased because of the imbroglio that surrounded the release of the Uniform Final Examination results.

As for current activities, the golf tournament was a great success by any standard: many people participated and their comments were very favourable. The idea of partnering chartered accountants with executives of financial institutions is a winner. In order to perfect it, we will innovate by including local lawyers and notaries in the 1990 tournament. As a result, participation should more than double, given the business relations that exist among all these professionals.

We had a grand premiere in our region on March 10, 1990. The local Committee organized a reception to present membership certificates to the young CAs who completed their practical training period during the past year. Distance making it difficult for members in the region to attend the annual ceremony formerly held in Montréal or Québec City, this prestigious reception, with Marc Paradis, FCA, as honorary chairman, was held in its place.

Rector Hubert Laforge of the Université du Québec à Chicoutimi was also invited to the reception. It was a great success. More than 200 people attended, and each new CA was presented with a souvenir album as well.

Finally, on April 12, 1990, we and the Chicoutimi Chamber of Commerce hosted a luncheon meeting with Marc Paradis as the guest speaker.

Parallel to these activities, the Committee awarded a total of \$2,700 in scholarships to encourage students of high calibre to opt for the CA profession, thereby maintaining its excellence.

Denise Tremblay, CA
Chairman

Bas St-Laurent,

Gaspésie and

Côte-Nord

The Comité des comptables agréés du Bas St-Laurent, de la Gaspésie et de la Côte-Nord includes some 225 members scattered over a very vast territory.

In the fall of 1989, we set ourselves certain goals which we pursued throughout the year: to promote the profession among students, to develop closer ties among our local members and to raise our profile in the eyes of the public. To achieve these goals, we carried out several activities.

In early October, we took part in the career-day at the Université du Québec à Rimouski. We also organized visits to the region's high schools and cegeps to promote the profession among students.

In November, in cooperation with the Committee for Young CAs, we held a dinner with guest speaker under the theme "Subir ou choisir sa carrière". This was a success, attracting more than 80 people.

In February, dinner meetings held across the region, at Sept-Îles, Chandler and Rimouski, gave members and others in the business community an opportunity to meet and exchange ideas. One subject was common to all three meetings: the pension reform.

As well, a subcommittee was responsible for awarding three scholarships to students at the UQAR. They were presented in the presence of the Ordre's President, Marc Paradis, FCA, when in Rimouski on his promotion and information tour.

We also created a MBGIE subcommittee to strengthen the links among our members in business.

All through the year, we also saw to it that our Committee's activities received adequate coverage in the regional press. This is an easy and efficient way to promote our profession.

We will continue our activities, with our golf tournament scheduled for August and our local conference in Baie-Comeau in September.

Camille LeBlanc, CA
Chairman



The Comité des comptables agréés de l'Abitibi-Témiscamingue has some 170 members. Last March, it held for the first time a banquet at which Marc Paradis, FCA, President of the Ordre, presented new members with their permits. On that occasion, the Committee offered its congratulations to the students who passed the 1989 UFE. Again this year, scholarships were awarded to students in accounting at the Université du Québec en Abitibi-Témiscamingue. As well, Mr. Paradis took advantage of his visit to the region to meet with students in accounting and explain to them the work and analyses that had to be done as a result of the disappointing results obtained by Québec students in the 1989 UFE.

During a day-long open house held simultaneously in six local cities, members prepared income tax returns free of charge for the elderly and those with low incomes. Needless to say, this was much appreciated by those who came, and it gave our members an opportunity to contribute a little of their time to the well-being of our society.

A golf tournament was organized as is done each summer, and members and their spouses thoroughly enjoyed it. This annual tournament is held in a different city each year so that as many members as possible can take part.

The Committee's program of activities will end with the annual meeting, to be held next fall.

The Committee intends to continue to encourage increased member participation in its various activities and also to represent the profession well.

Sylvain Bouchard, CA
Chairman

Outaouais

The Comité des comptables agréés de l'Outaouais, created in 1979, includes some 503 members of the Ordre des comptables agréés in the Outaouais region of Québec and in Eastern Ontario.

The council met ten times during the past year. Its priority was to promote the chartered accountant's role among business people. Thus, the Committee held numerous activities such as luncheons, breakfast meetings with guest speakers and information sessions with people from the major business and financial institutions organizations in the region. The Committee is particularly proud of the links established during the year with the Outaouais network of business and professional women.

The council devoted a great deal of energy to another concern: promoting the profession in the student community. The Committee continued its scholarship program financed jointly by the Ordre and several local firms. Two scholarships of \$1,000 each were awarded to Stéphane Vézina and Julie Charron, students at the Université du Québec à Hull. The Committee also increased its visibility in the student community by offering conferences in schools, taking part in various career-days and cooperating in various student events.

Member participation in the local Committee's various activities was very encouraging again this year, as the following statistics show:

- on September 15, 1989, approximately 100 people attended our traditional golf tournament in a highly relaxed atmosphere;
- as well, some 50 people attended our annual meeting on September 21, 1989;
- last February, more than 120 people paid special tribute to students who passed the 1989 Uniform Final Examination at a cocktail party organized jointly with the Université du Québec à Hull;
- more recently, on March 17, 1990, close to 200 people attended our annual party to celebrate the entrance of new members into the profession.

In closing, I would be remiss in failing to acknowledge the exceptional cooperation we received during the year from the Ordre des comptables agréés du Québec, and more particularly from its president, Marc Paradis, FCA. Nor could I omit to recognize the excellent work done by our council in meeting the dynamic challenge issued by our past chairman, Michel Garneau, CA.

Jacques Morin, CA
Chairman



Graphic Design:
Langevin Turcotte
Typography:
Compo Em Inc.
Printing:
Richard Veilleux
imprimeur, lithographe Inc.
Cover Photography:
La Fabrique d'images
Photography pp. 4 and 7:
Pierre Charbonneau

Published by the Communications Department
Ordre des comptables agréés du Québec
680, rue Sherbrooke Ouest
7^e étage
Montréal (Québec)
H3A 2S3
(514) 288-3256

