

# EDC: Milestones for Victory

## September 2024 - December 2025

Annual Report

Registered Charity Number: 746614825 RP0001

[www.edcmv.ca](http://www.edcmv.ca) | [info@edcmv.ca](mailto:info@edcmv.ca) | [executivedirector@edcmv.ca](mailto:executivedirector@edcmv.ca)



# AGM Agenda

21 Dec 2025 - AGM Agenda

# Our Own Names & Locations

## Land Acknowledgement

EDC: MV acknowledges that our work is carried out on the unceded, ancestral, and traditional territories of Indigenous peoples across Canada.

We recognize the Beothuk, Mi'kmaq, and other Indigenous peoples of Newfoundland and Labrador, as well as the Wolastoqiyik, Mi'kmaq, and Passamaquoddy peoples of New Brunswick, where our federal operations and outreach are based.

This map is the most comprehensive ever created of the First Nations of Canada. It utilizes the original and true tribal names for each Nation, and shows where each Nation was originally, before contact with Europeans. It includes the names of the Nations who survived this incursion, as well as those that did not, honoring the memory of those who have fought tenaciously to hold on to their homelands. It's a visual reminder of those who have called this land home since time immemorial, creating a sense of pride for First Nations people, and a better understanding for the non-Native public. To Aboriginal First Nations peoples, this land will always be our ancestral homelands.

# What We Do

## Incorporated

2024

## Headquarters

St. John's, Newfoundland & Labrador

## Part of

The Canadian network of registered charitable organizations under the Canada Not-for-Profit Corporations Act.

## We provide



**Virtual workshops in job readiness, budgeting, and personal development.**



**Personalized support through mentorship and milestones roadmaps.**



**Community engagement that builds inclusivity, volunteerism, and social awareness.**

## Where we are going

By 2030 our goal is to serve five Stars (spousees) at a time through our Sponsor a Star program, supported by corporate and community partnerships. Our five year vision is to create lasting change by helping participants rise above poverty and inspire others to do the same.

# Letters from Leadership

## Message from the Board Chair

The 2024-2025 fiscal year marked our first full operational cycle since incorporation, and it was one of both perseverance and promise. Together, our team worked tirelessly to build the foundations of a compliant, transparent, and values-driven organization.

We launched our first job-readiness workshop in New Brunswick, supported new partnerships across the Atlantic Region, and completed our first internal audit and compliance binder to prepare for CRA review.

While we faced the same growing pains many new charities do - balancing compliance, engagement, and funding - the dedication of our volunteers and directors ensured we remained on mission.

This year affirmed that meaningful change takes time, consistency, and heart. EDC: MV is ready for the next chapter: one of expanded programming, measured impact, and deepened community trust.

**Victoria Melanson**

President



## Message from the Executive Director

This year, our theme was "Milestones in Motion". We set the foundation for a long-lasting organization: completing our by-laws, aligning our internal governance, launching our website, and beginning our first program delivery.

Our workshops helped participants learn resume writing, job-search strategies, and interview techniques - small steps that lead to large victories. We also introduced our Sponsor a Star model, where each participant (or "Star") works through ten personalized milestones designed to move them from instability to independence.

The most rewarding part of this journey has been watching our team of volunteers, employee, and board members find purpose through this service. Together, we've proven that compassion and structure can coexist and that both are necessary to create lasting change.

**Rebecca Comeau**

Executive Director



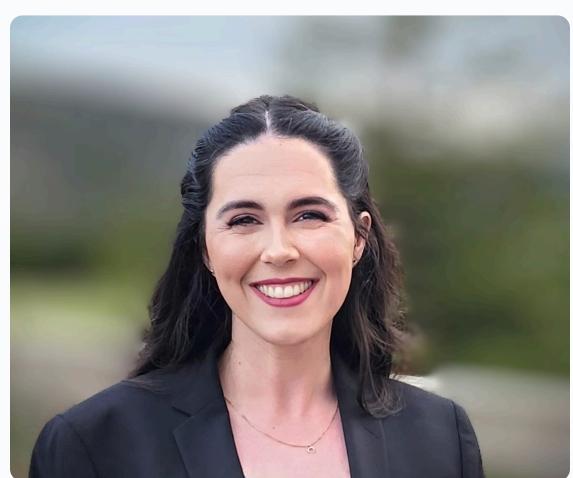
## Message from the Director at Large

Watching this organization take its first steps has been an inspiration. The team at EDC: Milestones for Victory is living proof that through hard work, collaboration, and time, all dreams can be achieved. The people of EDC: MV have begun the huge undertaking of building a reputable charity. We did this by breaking each goal, program, and law into a series of actionable items. This detailed planning and foresight is what EDC: MV brings to its workshops, Star program, and community.

We look forward to building new connections in the coming years but we want to take the time to give an extra thank you to those who have already joined us. From employees and workshop participants to donors and friends, EDC: MV would not be what it is without you and your support.

**Cynthia O'Hearn**

Board Member at Large



# Highlights & Impact

## What we have achieved over the year

1

### Program Launch: "Job Readiness Workshop"

(First Steps, Saint John, NB)

Delivered resume, cover letter, and interview training to single mothers and young adults entering or re-entering the workforce.

2

### Website & Digital Infrastructure

- Official site launched: [www.edcmv.ca](http://www.edcmv.ca)
- Added booking portal for workshops and a transparency section for compliance updates.
- Established Newsletter and successfully published in Q3 and Q4.

3

### Internal Audit Preparation & Governance Strengthening

- Initiated compliance binder with 14 sections (bylaws, financial records, insurance, AGM minutes, etc.).
- Filed federal charity registration and annual returns (BN: 746614825 RP0001).

4

### Sponsor a Star Program Development

- Framework finalized with 10 milestones covering financial literacy, savings, and long-term goals.
- Created personal, employment, and integrated roadmaps for the first sponsee.

5

### Partnerships & Community Growth

- Established collaborations with First Steps NB and ERA Recycles.
- Engaged 20+ volunteers and contributors through outreach and workshops.

# Workshop Spotlight

## "First Steps NB"

### Date

May 26, 2025

### Facilitators

Cynthia O'Hearn, Elizabeth Donovan, Rebecca Comeau, and Victoria Melanson

The "Job Search and Interview Strategies" workshop helped young mothers and youth identify transferable skills, craft strong resumes, and practise interview skills using the STAR method. Participants left with ideas for tailored resumes and follow-up opportunities through EDC's mentorship stream.

"It has been a minute since I have been in the workplace, so I am grateful we're doing this."

— Workshop Participant



# Looking Ahead

## 2026 and Beyond

01

### Launch three additional Virtual Workshop Series

Focused on financial literacy, budgeting, and credit education.

02

### Pilot the Sponsor a Star program

With one sponsee.

03

### Strengthen fundraising capacity

Through membership models inspired by SPCA St. John's.

04

### Seek accreditation

For CRA Community Volunteer Income Tax Clinics.

05

### Pursue partnerships

With environmental nonprofits to expand into eco-financial literacy programming.

# Giving Guide

## What Your Contribution Supports

Donation Amount	Impact
\$25	One participant receives a resume and cover letter review.
\$50	Covers one virtual workshop attendance for a participant.
\$100	Provides a Star with a milestone toolkit (budget sheets, binders, access to mentor support).
\$250	Sponsors a full financial literacy course for one star.
\$500+	Supports one milestone achievement (such as savings goal or employment certification).

### How to Give

#### Donate online

[PayPal - EDC: MV](#)

#### E-transfer

[donations@edcmv.ca](mailto:donations@edcmv.ca)

#### Mail cheques

Payable to EDC: Milestones for Victory

#### In-kind donations

Laptops, professional services, software are also welcome.

# Financial Summary

## Internal Audit

EDC: MV completes internal self-audits annually as per our bylaws (Clause 51.1). All financial records are reviewed and stored in compliance with CRA standards.

### Statement of Operations (FY 2024–2025)

[21 Dec 2025 - EDC: MV Audited Financial Report](#)

#### Revenue

Grants & Donations	\$7,962.46
Memberships & Workshops	\$0
Other Income	\$0.35
<b>Total Revenue</b>	<b>\$7962.81</b>

#### Expenses

Advertising	\$300
Legal & Professional	\$6039.85
Payroll	\$825.06
Miscellaneous	\$194
<b>Total Expenses</b>	<b>\$7358.91</b>

**\$603.90**

**Net Revenue**

Surplus carried forward to FY 2025–2026

**\$656.05**

**Assets**

Cash and prepaid expenses

**\$52.15**

**Liabilities**

**Fiscal Year End:** June 30, 2025.

# Our Operating Budget 2024/2025-2026

[Operating\\_Budget\\_2024/2025-2026](#)

# Back to AGM Agenda

[Review of Grant Summary, Elections, & Special Resolutions](#)

# Our Strategic & Operational Plan 2026-2030

 EDC: MV Strategic Plan

Operational Plan link

# Meet the Team

## Our dedicated team members



**Hello! I'M VICKE**

**ABOUT ME**

I am the founder and president of EDC: Milestones for Victory. I created this charity with the intention of helping others out of the situation I found myself in as a child.

I am obsessed with learning about animals. I have a flair for business and I enjoy operational management. I make sourdough, wine, and world famous crepes. My favourite time of day is "couch" with my dog and husband.

**I WAS BORN IN 1995**

**MY PETS**

**I LOVE THIS PLACE**



**Hello! I'm Xan Melanson**

17/08/1996, Age: 29  
Height: 180 cm

**About Me**

Growing up on stories where heroes made things better shaped how I see my role in the world. Today I carry that purpose into my work. My cape is a bi stretch suit, and my superpower is using administration to create real impact.

**Experience**

1. Design logos and brand identities for local companies.
2. Maintain professional correspondence with 1000+ clients.



**Hello, my name is Elizabeth Donovan**

**About Me**

Hi there! I'm Elizabeth and as a person with disabilities and as a mom to two amazing children who also have disabilities, I am proud to be a volunteer with EDC. My main responsibility for our charity is the continuing commitment that EDC has for insuring that the charity is accessible to everyone from every walk of life no matter what disabilities they may be struggling with.

**My expertise includes:**

- Navigating bureaucracy to help people get the support they need
- Finding solutions to barriers our clients might face
- Fun fact: my favourite hobby is canning everything from jams to pickles!



**About me**

I like to consider myself one of those Jacks of all trades but master of none. I love darkwave music, learning languages, playing guitar, dark and wet foggy weather, every single plant and insect and last but not least kiwis with the skin on. I don't really hate many things necessarily, except the wandering trader in Minecraft.

**Becca**  
21/10/1997  
Age: 28  
Sign: Taurus/Gemini  
Height: 183 cm

**Indigo**  
**Greenery**

**TOP SECRET**

I have experience managing a dynamic team in a fast paced environment at sea as a bridge watch keeper and in operational planning and managements, touch of finance and contracting for the RCN.

# Thank You & Our People

## Thank You to the Community

Our deepest gratitude goes to everyone who believed in us this first year:

First Steps, ERA Recycles, United Way, Barbara King, Chantelle Haigh, Hannah Rockburn, everyone who wrote their very personal blog post, our staff and our dedicated volunteers who embody our motto, "Desire to Inspire."

Another special thank you to the organizations that have helped us grow:

[\*\*Amna Malik\*\*](#) & Wordpress, Diana Corcodel at RBC for helping set up our nonprofit account, QuickBooks, Citation Canada, Zensurance, Charity Village, Canva, Google Suite, Slack, Sustainable Capacity Solutions and Capacity Building Institute - Capacity Building Program Certificate, and Strayer University - MBA program. Additionally we have taken a lot of lessons learned from the Community Sector Council NL and the Social Justice Co-operative NL. We cannot endorse these organizations strongly enough. If you haven't already, please go and check them out.

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## Our People

### Staff

- Xan Melanson, Head Designer
- Elizabeth Donovan, Volunteer Accessibility Ambassador
- Larissa Melanson, Volunteer HR Coordinator

### Board Members

- Rebecca Comeau (Executive Director)
- Cynthia O'Hearn (Board Member-at-Large)
- Victoria Melanson (President)

## Contact Information

### EDC: Milestones for Victory

St. John's, Newfoundland & Labrador

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# Back to AGM Agenda

[Open discourse & Closing](#)