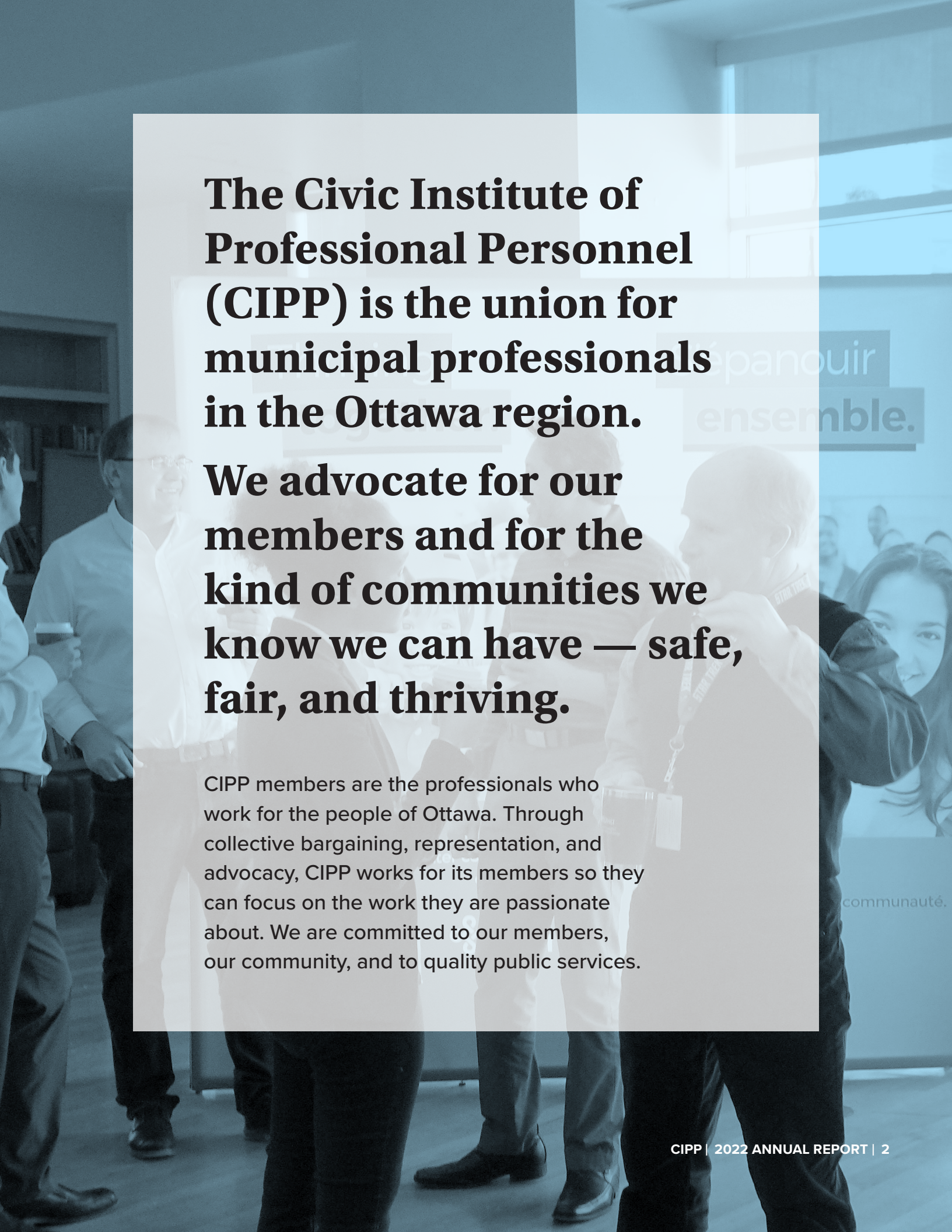


# **ANNUAL REPORT** **2022**





**The Civic Institute of Professional Personnel (CIPP) is the union for municipal professionals in the Ottawa region.**

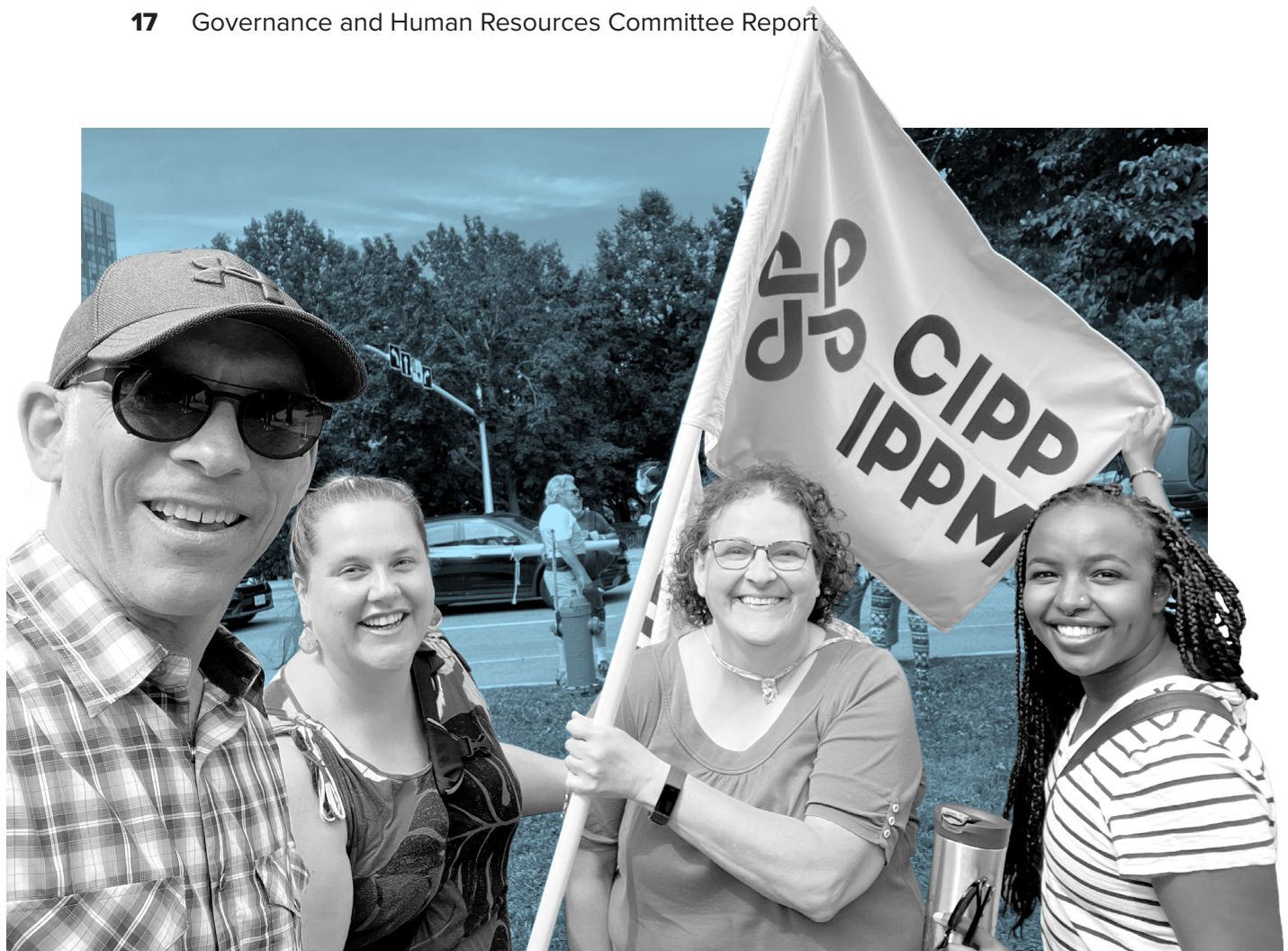
**We advocate for our members and for the kind of communities we know we can have — safe, fair, and thriving.**

CIPP members are the professionals who work for the people of Ottawa. Through collective bargaining, representation, and advocacy, CIPP works for its members so they can focus on the work they are passionate about. We are committed to our members, our community, and to quality public services.



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**CIPP is growing  
stronger, more  
engaged, and  
more vibrant  
with each step  
forward.**

**DARRYL WILTON**  
PRESIDENT





# PRESIDENT'S REPORT

CIPP is growing stronger, more engaged and more vibrant with each step forward.

When I look at the contributions our members make throughout our community, I admire each and every one of you. We are the municipal professionals who plan the city, provide immunizations, respond to emergencies, maintain infrastructure, take care of our elderly loved ones and so much more.

I am very proud to see such an engaged membership who show up at events, work on our committees, contribute to our surveys and attend our Annual General Meeting. An engaged membership is essential to providing CIPP with a clear direction and up-to-date information on your work needs and challenges. I want to be clear that our union needs to be your first point of contact if you are having issues in the workplace. You are here for CIPP and thus our staff need to be here for you.

This is what makes CIPP strong – over two thousand members, all pulling in the same direction.

I want to thank our members, committees and Board of Directors for their important roles representing our membership. Your engagement is essential to our union. Last, I also want to thank our Executive Director and staff at CIPP, who work with such commitment and passion to represent each and every one of you.

With respect,

**DARRYL WILTON**

*President*



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**I'm proud of  
how far we've  
come and I'm  
looking ahead  
to the work  
we've set in  
motion for the  
year ahead.**

**PETER BLEYER**  
EXECUTIVE DIRECTOR



# EXECUTIVE DIRECTOR'S REPORT

It has been a big year for CIPP.

We finalized collective agreements for all members, took on return to the workplace safety, increased communication with members, made digital infrastructure improvements and reevaluated our approach to bargaining.

We are moving forward as a union.

Our members at the City of Ottawa are preparing for another round of bargaining that will begin in 2023. Working with our in-house team and external experts we've evaluated our approach to bargaining. We've developed tactics that will build on public support for your work, bring new proposals to the negotiating table and offer members opportunities to make your support visible. We've kicked off with a bargaining launch event, the bargaining survey and a series of bargaining consultation meetings.

We brought forward a policy grievance to ensure the City provides the safest workplaces possible as many members return. We consulted with you through surveys and the website to maintain a strong understanding of your needs and concerns as the situation evolved. We've also been in ongoing discussions with your employers about Hybrid Work Arrangements.

Our Labour Relations team continues to address your individual challenges as municipal professionals. You reach out to us about concerns with hiring, workplace safety, leaves, compensation and a wide range of other issues. Julie, James and Rukiya, our Labour Relations experts, walk members through their concerns, laying out your entitlements in the collective agreement and taking you through your options. For another year our volume of COVID-19 related concerns from members was high and our team continued to work hard to support each individual case.

We've improved our digital infrastructure with a new database and new digital outreach tools. This allows us to engage in conversation with groups of members in a department, workplace or profession with a common concern. We're building tools that allow union leadership to engage in ongoing dialogue with all members.

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**We’re  
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gets results.**

We continued our quarterly newsletters and digital Coffee Breaks to provide updates on the work of the union, gather feedback and provide opportunities for members to connect. And for the first time we provided analysis on provincial election issues that impact members the most. We will continue to build on this outreach to members over the next year and specifically through the bargaining process.

We launched a new Advisory Committee with Ottawa Community Housing that meets quarterly ensuring that we are in ongoing dialogue with this employer. We advocated for members at Ottawa Public Health as their workplace moved through a lot of change and confusion. We continued to push for more accountability and transparency and to represent you in conversations with the OMERS plan management to fight for improved results. And we’ve developed a plan to address inclusion and equity within the union that will begin with in-depth training for union leadership.

It’s been a year that allowed us to integrate the labour relations and communications functions across the organization. We’re responding to your needs and concerns with an efficient and effective approach that gets results.

Our union is well established with a long track record of success. This year, we built on that tradition to refine and update our work. I’m proud of how far we’ve come and I’m looking ahead to the work we’ve set in motion for the year ahead.

Take good care,

**PETER BLEYER**

*Executive Director*



# TREASURER'S REPORT

CIPP remains in a very strong financial position. Throughout 2022 we were once again well served by our financial advisors. Thanks to their recommendations our reserves were secured through another difficult year for the financial markets, and the world. I want to thank the members of the Finance Committee for their contribution to our positive results.

## Q3 REPORT

The third quarter report for 2022 shows total revenue of \$1,439,419.68 and expenses of \$998,026.43. These numbers are a result of continuing higher than anticipated CIPP membership as part of the pandemic response and the fact that some significant expenses are expected in Q4 of 2022. These expenses include improved digital infrastructure that is essential to CIPP's ongoing effectiveness in engaging and serving our membership.

Over the course of the year, CIPP's Strategic Activities Reserve increased from \$2,192,562.81 (at the end of January) to \$2,350,000 (at the end of September). This reserve allows CIPP to meet important priorities, challenges and opportunities as they are identified, and expenditures are approved by the Board of Directors. The Restricted Operating Reserve to guarantee operations in the case of an organizational emergency remains at \$375,000.

## 2023 BUDGET

The CIPP budget for 2023 reflects continuing gradual winding down of pandemic response and its impact on staffing at Ottawa Public Health. It also accounts for expenses associated with a full new round of collective bargaining with the City of Ottawa and continuing high demand for labour relations support. This budget also includes investment in new tools to ensure that CIPP is an effective advocate for its members for many years to come. All of this will be achieved within a budget that maintains a dual commitment to financial sustainability and high-quality service to our members.

## FINANCE COMMITTEE MEMBERS

*Léo Cardinal, Treasurer*

*Ryan Baker*

*Mike Bureau*

*Beverley Croft*

*Lola Dubé-Quibell*

*Darryl Wilton*



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**Our team  
works hard  
to evaluate  
your options,  
make sure you  
understand  
your rights and  
to advocate for  
you directly to  
your employer.**

**JULIE LALLIER-MICHAUD**  
LABOUR RELATIONS TEAM LEAD



# LABOUR RELATIONS REPORT

Your CIPP Labour Relation team works hard for you on many fronts.

We respond to your individual concerns. Members reached out to us this year with questions about their collective agreement, concerns about their working conditions or to ask for support with a specific issue. Just as last year, many of you got in touch, especially for issues related to COVID-19 and the many different ways the pandemic has impacted your work. Our team works hard to evaluate your options, make sure you understand your rights and to advocate for you directly to your employer.

We look at trends in your workplaces and across the labour market more generally. In that regard, we launched the Safe Workplace campaign and as a part of that filed a policy grievance to ensure that as many of you are returning to your workplaces, your employer ensures you are as safe as possible. We also filed a policy grievance to push the City of Ottawa to improve health benefits for our members over 65 years old. These grievances will continue into 2023 and we will have more information to share.

We provide the support necessary to negotiate your collective agreements with your employers. This year, CIPP finalized collective agreements for all of our members. And for members

employed by the City of Ottawa preparations to return to the table are already well underway. Your Negotiating Committee has been selected by the Board of Directors. And the bargaining surveys and consultations that shape the development of our bargaining proposals are complete.

We ensure ongoing advocacy and communication with your employers. 2022 saw the kickoff of a new Advisory Committee with Ottawa Community Housing, more frequent ongoing consultation with Ottawa Public Health and regular meetings with management at Long-Term Care and the Ottawa Paramedic Service. These ongoing dialogues between the union and management are important opportunities for us to advocate for you and to work toward solutions with the employer. We have been advocating for our members at Ottawa Public Health who have faced a changing and confusing working reality. We have pushed the employer for transparency and fairness for our members. Beyond that, we are in ongoing discussions with your employers advocating for your access and entitlements when it comes to hybrid work. The majority of our members have some type of hybrid work arrangement and this will continue to be a priority issue into 2023.

I often say, “we are a small but mighty team” and I assure you that we take on each of these roles with a deep commitment to getting the best possible outcome for CIPP members.

**JULIE LALLIER-MICHAUD**

*Labour Relations Team Lead*

# HEALTH AND SAFETY REPORT

Health and safety was a top priority for CIPP in 2022.

We launched our Safe Workplace campaign. Through this campaign, we gathered detailed information from members on their experiences, questions and concerns about returning to the workplace in the context of COVID-19 through our Safe Workplace Survey. Over 800 members replied to this survey and gave us a strong understanding of their concerns at that time. We filed a policy grievance to push the City of Ottawa to ensure their workplaces are as safe as possible. And we engaged in discussions with Ottawa Community Housing on a safe return for our members to their workplace.

The CIPP team provided individual support to members with health concerns that prevented them from returning to the workplace. As well as assisting those for whom COVID-19 immunization presented health concerns. We also continued to advocate for the work-from-home accommodation required by some members.

Our quarterly newsletter provided regular health and safety information including all the mental health resources that are available to our members through the EFAP

programs, collective agreement benefits and community resources. It is important that members are informed of all the supports that are available.

Support to the 28 Joint Health and Safety Committees associated with your workplaces is a key role for our union. This year we helped with the recruitment for new members to represent CIPP members on these committees that work to improve the health and safety of the workplace.

**JULIE LALLIER-MICHAUD**

*Labour Relations Team Lead*



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**A union, after all,  
is the members  
coming together.**

MEMBER ENGAGEMENT AND  
DIVERSITY COMMITTEE





# MEMBER ENGAGEMENT AND DIVERSITY COMMITTEE REPORT

Members are more engaged than ever in CIPP activities.

We're proud to have continued CIPP Coffee Breaks throughout the course of the year. We hosted events in February, May and November. Each Coffee Break provided an update on union activities, opportunities for members to share and connect along with a little entertainment. Moving our Coffee Breaks online was a necessary response to COVID-19. As the health and safety reality evolves in our community, we will continue to adapt these events. We'll continue to respond to the needs of members and these events will continue to evolve over time. CIPP Coffee Breaks have become an important touchpoint where our members can easily connect with the union.

A union, after all, is the members coming together.

This year our committee also provided leadership to CIPP. We moved forward on a plan to address diversity and inclusion within our union. The first step was to secure training for our Board of Directors and Committee members in early 2023. This training will ensure that the leadership of our union has a strong capacity to lead work to increase representation.

To mark National Nurses Week this year, we offered members the

opportunity to show solidarity with nurses across the province. We provided a tool to email the Premier and all political party leaders in Ontario. We joined with nurses and nurses' unions across Ontario to call for Bill 124 to be repealed. This was an important moment for CIPP members to express their concerns with wage suppression, recruitment, retention and respect for all nurses. Our members are not directly impacted by Bill 124, so it was a powerful show of support.

We also continue our work to highlight and celebrate the contributions CIPP members make to our community. You may have heard our ads on the radio or your favourite podcast. We're so proud of all that you do and we want to everyone to know it!

## MEMBER ENGAGEMENT AND DIVERSITY COMMITTEE MEMBERS

*Chanel Brown, Chair*

*Bev Croft*

*Lola Dubé-Quibell*

*Victoria Cowell*

*Kendra Hobbs*

*Brad Bellows*

*Wendy Schurman*

*Nathan Hauch*

*Ouleiyah Lababneh*

*Louay Alnaddaf*

*Rath Chhoeung*

*Mubeen Khan*

*Marie-Josée Forgues*

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**We have been  
providing the  
children of our  
members with  
scholarships for  
over 10 years.**

SCHOLARSHIP COMMITTEE



# SCHOLARSHIP COMMITTEE REPORT

Our union gives back in many ways. We have been providing the children of our members with scholarships for over 10 years.

We introduced a new scholarship this year so that 3 scholarships of \$2000 are now available. The three scholarship recipients were provided financial assistance to attend any full-time degree or diploma program at a Canadian post-secondary educational institution.

We asked applicants to the scholarship program this year to answer the question: With possible budget cuts following government spending on COVID-19, why should provincial and federal governments invest in municipal services?

As always, we enjoyed their responses! We received excellent submissions. The committee was happy to review each applicant's essay, transcript and references. Three recipients were selected and approved by the Board of Directors.

Applications are open to all children, stepchildren and wards of CIPP members who are enrolled in a full-time degree or diploma program at a Canadian post-secondary institution and we encourage all members to have their family members apply.

## **SCHOLARSHIP COMMITTEE MEMBERS**

*Lola Dubé-Quibell, Chair*

*Nathan Hauch*

*Beverley Croft*

*Jeff de Laat*

*Kirsten Churchill*

*Catrina Mavrigianakis*

*Babak Rostami*



# CIPP is proud to congratulate the recipients of our 2022 Scholarships.

Emma Rychliwsky

Olivia Chan

Nadia Zhou



# GOVERNANCE AND HUMAN RESOURCES COMMITTEE REPORT

The Governance and Human Resources Committee has an important administrative role in our union. It was created in 2019.

This year the committee's work included reviewing and, where required, recommending revisions to CIPP Board policies on Health and Safety, Investment and Leave for Union Business. The committee also took on important discussions about board member honoraria and potential barriers to member participation in union activities and leadership. The committee recommended to the board that barriers to participation be explored more deeply in the 2023 CIPP member survey. This new data will allow the committee to understand to what extent patterns of exclusion found throughout society are replicated within our union. Next steps to address barriers to participation will be informed by this research.

## **GOVERNANCE AND HUMAN RESOURCES COMMITTEE MEMBERS**

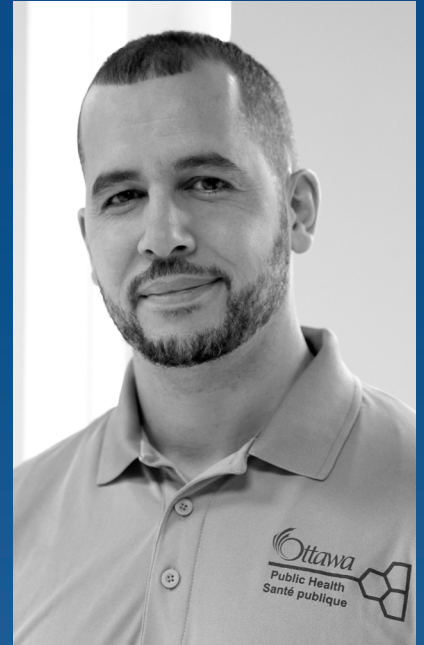
*Beverley Croft, Chair*

*Ryan Baker*

*Chanel Brown*

*Lola Dubé-Quibell*

*Darryl Wilton*







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