



**CIPP  
IPPM**

Civic Institute of  
Professional Personnel

L'Institut professionnel  
du personnel municipal

**CIPP BOARD OF DIRECTORS MEETING  
Tuesday, April 4, 2023, 5:30 pm  
Via Zoom**

**Draft Minutes**

**Present:** Beverley Croft (President), Kendra Hobbs (Vice-President), Katrina Botting, Chanel Brown, Mike Bureau, Victoria Cowell, Stan Mathew, Karim Mekki, Benjamin Ripley.

**Staff:** Peter Bleyer (Executive Director), Melissa Newitt (Communication and Member Engagement Manager).

**1. Approval of the Agenda**

B. Croft called the meeting to order. She extended a warm welcome to Stan Mathew, the newest member of the CIPP Board of Directors. All board members joined this warm welcome.

**Motion:** To adopt the agenda as presented.

Moved by C. Brown; Seconded by M. Bureau.

**Motion carried.**

**2. Acceptance of Minutes - January 24, 2023, Board meeting**

**Motion:** to accept the Minutes of the January 24, 2023 Board Meeting.

B. Croft provided minor edits to the Minutes. With these changes the Minutes were accepted.

Moved by K. Hobbs; Seconded by M. Bureau.

**Motion Carried.**

**3. Executive Director Report**

P. Bleyer reviewed the written report that was shared with the Board.

He highlighted some activities including policy grievances, individual grievances, and bargaining.

He reported that the COO department merger impacts on members were minimized with the help of CIPP advocacy. All members were successfully transferred, and no job loss occurred. We are preparing and advocating for members at OPH who may be impacted by the upcoming reorganization.

P. Bleyer noted that consultations with the employer at OPH, OCH and OPS continue as usual.

P. Bleyer reported that CIPP sent a joint letter with CUPE 503 to object to the new Mayor's approach to a Service Review at the City. This outreach was successful and resulted in substantive changes to the Service Review that will be beneficial to our

members.

He reported that the JEDI training is complete and the next steps to develop a workplan will be overseen by MEDC. He shared that work to prepare the next phase of the Member Appreciation Campaign is underway.

CIPP attended the OMERS AGM, P. Bleyer reported. And he concluded that the unions present were effective in sending a message that cuts to members' pensions are not acceptable.

P. Bleyer also reported that our 2023 Member Survey is in the field now and will close April 16.

**Motion:** to adopt the Executive Directors Report.

Moved by V. Cowell; Seconded by K. Mekki.

**Motion carried.**

### **3.1. Health and Safety Report**

The report was shared with the Board.

## **4. Finance Report**

### **4.1. Financial Report - February 2023**

K. Botting, Treasurer, presented the February budget report. She noted that the finance and executive committees agreed to transfer \$150,000 from the operating account to a money market fund in the investment account fund (unallocated reserves) for a higher interest rate.

Most expenditures are in keeping with the budget, except for communications spending, which is lower than projected as those expenditures will take place later in the year.

**Motion:** To transfer \$150,000 from the operating account to the investment account (unallocated reserves).

Moved by: M. Bureau; Seconded by K. Hobbs.

**Motion carried.**

### **4.2. 2022 Audit Update**

The audit process is complete and draft financial statements will be received and shared before the next Board of Directors meeting.

## **5. Committee Updates**

### **5.1. Executive Committee**

The past two Executive Committee Minutes were shared with the Board.

### **5.2. Member Engagement and Diversity Committee (MEDC)**

C. Brown, MEDC Chair, reported on the first committee meeting that took place on March 13. Items discussed included the 2023 workplan, this year's Coffee Breaks

and the committee's role in ongoing JEDI work. CIPP will be participating in the Ontario Health Coalition's May campaign against healthcare privatization.

### **5.3. Scholarship Committee**

V. Cowell, Committee Chair, reported that the first meeting took place on March 8. Items discussed included the roles of committee members and the scholarship process. The committee voted and selected the essay question following this meeting. April 26 is the deadline for scholarship application submission.

### **5.4. Governance and Human Resources Committee (GovHR)**

K. Hobbs, Committee Chair, reported that she is reviewing background information and will schedule a meeting for the committee.

### **5.5. COO Bargaining**

B. Croft and P. Bleyer provided a report. Bargaining proposals were exchanged with the employer on March 21. The Bargaining Proposal Briefing took place on March 23, presenting details of the proposals to members.

There has been agreement with the employer on some housekeeping items including modernization of the agreement's language to be gender neutral.

The next bargaining dates are April 12 and 13. A presentation from the employer benefits team is expected in response to our proposals on benefits.

## **6. Outstanding Business**

### **6.1. Office Update**

P. Bleyer gave an update on the research and exploration of options for office space that is underway. The current lease ends in July 2024.

## **7. New Business**

No new business.

## **8. Next Board Meeting**

8.1. **Tuesday, May 23**

## **9. Adjourn**

**Motion:** to adjourn.

Moved by K. Hobbs; Seconded by C. Brown.

**Motion carried.**