



**Saskatchewan Regional Group**

**Annual Report**

**2019-20**



## President's Report

IPAC Saskatchewan supports a community of excellence in public service by providing connections, conversation and community for public servants. In the face of a rapidly changing world, these conversations and communities are more important than ever.

Throughout the year we hosted events on a variety of timely topics, including our second-annual members-only luncheon which featured a discussion on *The Role of the Clerk in a Parliamentary Democracy and The Rule of Law in Practice*. In November, we hosted our annual speed networking event, with participation from a number of leaders across the public service. We also hosted a breakfast discussion on *Resilient Pathways to Net Zero*. The work of our program co-chairs, Bernadet Hamill and Barbara Tomporowski, was instrumental in planning and delivering these engaging events.

This year, I was fortunate to represent IPAC Saskatchewan at the Regional Group Council Meetings and National Board meetings that were held in advance of the Annual Conference in Winnipeg in August. Attending the conference allowed me to build IPAC Saskatchewan's network across the country. In addition, we continued to support the Johnson Shoyama Graduate School through sponsorship of the Student Association's Annual Wine and Cheese Reception. The inclusion of a JSGS Liaison and student on the IPAC Saskatchewan board continues to provide invaluable support to the collaboration between IPAC Saskatchewan and JSGS. I'd like to thank Jennifer Ehrmantraut and Bo Batbaatar for leading this work this past year.

This year we also celebrated the career of Betty Ann Pottruff, who received the Lieutenant Governor's Gold Medal. She was recognized for her career leading national, provincial, and other processes on family law, access to justice and Indigenous justice. At this ceremony we also celebrated the work of Iryna Soloduk who received the Promising New Professional Award, and Johnson Shoyama Graduate School students Yessica Ascencio, Sulaiman Jalloh, Amanda Noubarian, Nataliia Karpiak and Keith Da Silva.

When I began this role last year, my focus was on opportunity. One of the key ways I worked to build opportunity was to develop a strategic plan for IPAC Saskatchewan. With the support and contribution of the entire board, we are close to finalizing this document that will provide a directional guide for the group into the coming years.

In a rapidly changing environment, looking for opportunities is more important than ever. I look forward to seeing how this group, and the dedicated board members that comprise it, continue to find opportunities through all they do to support IPAC and public servants throughout Saskatchewan. The COVID-19 public health emergency may have put a pause in our regular activities, but it also affords us an opportunity to innovate, to think about how to deliver programs across the province and provide a space for people to talk about challenges for the future. Going 'back to normal' may not be an option, and IPAC Saskatchewan can be a leader in supporting conversations to help public servants determine what the new normal may look like.

I have decided to step down from the board at the end of this year, but the past three years have taught me so much about public service, and how valuable being a public servant in Saskatchewan, and Canada, is. I have no doubt this board will continue to be leaders in developing and supporting public service excellence at all levels.

Meaghen Boiteau  
President, IPAC Saskatchewan

## Programs

In 2019-2020, IPAC Saskatchewan hosted multiple events that included specific topics combined with networking opportunities for IPAC members and other individuals representing a variety of policy and public sector organizations. We also offered events at different times of the day and year so policy makers could choose from a range of times that might fit their schedules as well as their interests. Below is a summary of the events that transpired this year.

### *IPAC Members Only Summer Luncheon – July 18, 2019*

IPAC members were treated to a members-only lunch at the new Johnson Shoyama Graduate School of Public Policy Collage Avenue location in Regina. This included a special guest lecture co-presented by Doug Moen, QC and Kevin Fenwick, QC on *The Role of the Clerk in a Parliamentary Democracy and The Rule of Law in Practice*. Kent Campbell, 2019 IPAC National President, also took a few minutes to provide members with an update from the IPAC National Board. The closed door session provided a unique opportunity that was very well received by our members who actively engaged in a robust discussion about some of the current challenges facing policy makers. From this event, several ideas emerged from participants regarding content for the coming year. Members expressed desire to see more opportunities for more interactive discussion panel events regarding current policy issues.

### *Professional Networking Events*

This event has become an annual staple hosted by IPAC Saskatchewan and a fan-favorite held at Crave Kitchen and Wine Bar. In previous years this event has focused on bringing new professionals together with senior executives. In order to provide a similar experience for mid-level professionals, it was decided to host two separate targeted events, one for mid-level professionals in November 2019 and one for new professionals in the spring of 2020. The first event was the Talking Trade event discussed below. Unfortunately, the unfortunate circumstance of the COVID-19 pandemic resulted in the networking event for new professionals being postponed.

### *Talking Trade and Networking Evening – November 7, 2019*

The evening was a great opportunity for IPAC members and friends at the mid-executive level to network with Saskatchewan's top public servants. Participants represented a variety of public service /policy sectors who actively exchanged ideas and imparted valuable professional advice. The evening's highlights included a special presentation by Kent Campbell, Saskatchewan's Deputy Minister of Trade and Export Development, about trade opportunities for the province. The last portion of the evening was a structured speed-networking session in which senior

leaders imparted their keen insights and advice. The event was extremely well received and attended with twenty of Saskatchewan's top public servants converging with eighteen mid-level executives. Many positive comments were given, and participants expressed gratitude to IPAC Saskatchewan for providing such a unique opportunity to meet and learn from one and other.

#### *Resilient Pathways to Net Zero Discussion - March 12, 2020*

About twenty people gathered at the Atlas Hotel in Regina to enjoy breakfast and hear a presentation about the concept of net zero greenhouse gas emissions in Saskatchewan and in Canada and topics related to climate change. David Brock, Assistant Deputy Minister, Climate Change & Adaptation with the Ministry of Environment, discussed the Government of Saskatchewan's Prairie Resilience Strategy. He was joined by Dr. Margot Hurlbert, Canada Research Chair in Climate Change. Dr. Hurlbert was the coordinating lead author of the Intergovernmental Panel on Climate Change's Special Report on Land and Climate, and was awarded a Tier 1 Canada Research Chair in Climate Change, Energy, and Sustainability Policy. These presenters considered Canada's new net zero policy, global trends, and potential impacts on Saskatchewan. This led to an engaging discussion with the audience, which included policy makers and leaders from municipal, provincial, federal, and academic institutions.

Bernadet Hamill and Barbara Tomporowski

## **Communications**

This communication report covers the period between July 1, 2019 to June 30, 2020. The report will outline the major projects, activities, and events that occurred within this period.

### **Year in Review**

The Communications Chair is mainly responsible for the strategic coordination of all communications that will impact IPAC SK members or prospects. In addition to the day to day email communication to IPAC Members, and providing responses to stakeholders and the public, consolidating IPAC SK's online presence and working to develop a strategy for Communications and Social Media, the Communication team has been busy at work this year on the following initiatives:

#### *Website Redesign Initiative*

In 2018-2019 year, IPAC Saskatchewan announced the complete redesign and revamp of the website. Currently, IPAC Saskatchewan now has a website that is linked to/and can be accessed via the IPAC national website.

The communication team continues to work with IPAC National to further develop the IPAC SK website as the first destination for information on IPAC SK's events and programming. We owe special thanks to our JSGS Student Representative, Bo Batbaatar, for his tremendous work on this project.

### *Event Promotion*

As part of our effort and initiative to promote public policy discourses, the IPAC Saskatchewan communication team helps the program chairs with promotional awareness via email and social media.

Reported by Benjamin Olayele

## **Social Media Chair**

The Social Media Chair is responsible for maintaining the social media presence of IPAC Saskatchewan and working with IPAC National in order to support the regional group's website. The Social Media Chair is also responsible for creating posters for events and programs provided by IPAC Saskatchewan, as well as advertising those events and programs through the organization's social media channels and website. The Social Media Chair works closely with the Communications Chair, the Programs Co-Chairs and the Awards Chair on event promotion and communications. The Social Media Chair also assisted with the tracking and managing of the sale of event tickets through EventBrite.

In the near future, the Social Media Chair will evaluate the group's usage of the website and determine whether changes should be made in order to best serve the members of IPAC Saskatchewan. The Social Media Chair will also evaluate the social media channels maintained by the organization and determine which mediums are most effective and which ones require more work to be effective in outreach and user engagement.

## **New Professionals Liaison**

The New Professionals Liaison role was relatively inactive in 2019-20. The New Professionals Liaison attended the INCITE committee meetings held by the national New Professionals Committee but the progress of the committee was halted due to COVID-19 and leadership turnover. However, the New Professionals Liaison was able to assist the Programs Co-Chairs with the planning of an event designed for public servants who are new or newer to the public service.

Bo Batbaatar

## **Awards**

Each year, IPAC Saskatchewan recognizes excellence in public service with awards. An awards ceremony was held on September 17, 2019, at Government House, Regina to celebrate this year's recipients. The ceremony and reception were attended by approximately 60 people.

The Lieutenant Governor of Saskatchewan, the Honourable Russ Mirasty, presented the Promising New Professional Award to Iryna Soloduk from the Ministry of Government Relations.

This award recognizes an individual who demonstrates leadership potential, the ideals and values of public administration in Saskatchewan, and is new to public service.

Additionally, IPAC Saskatchewan presents an annual academic award of \$500 to a student attending the Johnson Shoyama Graduate School of Public Policy who has received the highest mark in a Public Administration class. This year's recipients were Yessica Ascencio and Sulaiman Jalloh for receiving the highest mark in Public Administration 801, Governance and Administration.

IPAC Saskatchewan recognizes the recipients of the Doug Stevens Public Policy Graduate Student Scholarship at the University of Regina, Amanda Noubarian and Nataliia Karpiak. This scholarship was established by IPAC Saskatchewan from the generous donation received from the estate of Doug Stevens. The recipient is selected annually by the Johnson Shoyama Graduate School of Public Policy.

The Lieutenant Governor's Gold Medal was awarded to Betty Ann Pottruff, who was recognized for her career leading national, provincial, and other processes on family law, access to justice and Indigenous justice. Her work was instrumental in areas such as child support, international child abduction, youth legislation, missing persons, and violence against Indigenous women and girls.

IPAC Saskatchewan also acknowledged the achievements of Keith Da Silva, of the Johnson Shoyama Graduate School of Public Policy, who was awarded the gold medal at the IPAC and CAPP National Student and Thought Leadership Awards in Public Administration at the 2019 IPAC National Conference in August 2019.

Rikki Boté

## **Nominations Report**

The purpose of this Report is to explain the requirements for composition and appointment of Board members for the SK Regional Group and to nominate persons for election/re-election to the Board.

### **Background**

Article 8 of the Bylaws requires a minimum of six and a maximum of fourteen members.

Article 9 of the Bylaws provides for staggered two year terms, with a maximum of three consecutive terms, or six years on the Board.

Article 14 of the Bylaws calls for a representative Board, including representatives of:

- a. Public Service of Canada
- b. Public Service of Saskatchewan
- c. The Administrative Services of Municipal Corporations
- d. Provincial Crown Corporations
- e. The Post-Secondary Sector [Academic]

- f. Students of Public Administration
- g. New Professionals Network

Article 9.1 provides that the Past President may be elected and continue to serve in the position of Past President until a succeeding President is available to succeed as Past President.

Article 9.2 allows the President to make a direct appointment of the student representative for a one-year term.

Article 10 allows the President to fill vacancies that occur during the year.

Article 26 provides that The Nominating Committee shall be constituted by the President on or before April 1 of each year and consist of the President, Past-President and at least one member in good standing. The Past-President will normally chair this committee.

Article 27 provides that The Nominating Committee shall render its report to the Group at the Annual General Meeting. Further nominations may be accepted from the floor.

Article 28 provides that the Group shall forward to the Executive Director, National Office, not later than July 30 of each year the names of its members of the Board of Directors and officers elected in accordance with section 16 of these bylaws.

### **Appointment of Returning Board Members**

As noted above, Board members are elected to terms of two-years and may be re-elected twice, for a maximum of six years. There are two exceptions: the Past President may continue for more than six years until replaced by his or her successor, and the student representative is for a one-year term.

The current Board members were first elected as follows:

2013	Lee Anne Schienbein
2016	(completing second year of second term): Tanessa Boutin
2017	(completing first year of second term) Meaghen Boiteau
2018	(completing second year of first term): Ben Olayele
2019	(completing first year of first term) Nana Duah Barbara Tomporowski Bernadet Hamill Rikki Bote Bo Batbaatar (completing one year term)

Meaghen and Rikki have indicated they will not be continuing and the Board sincerely thanks them for their service and contributions to IPAC SK.

Raquel Pasap and Jennifer Ehrmantraut resigned during the year.

### Proposed Slate

The proposed slate for the 2020–2021 Board of Directors is as follows. Only those Directors who are new or whose terms expire in 2020 require election to the Board. Once elected/re-elected, their terms will expire in 2022. The Johnson Shoyama Graduate School (JSGS) student, is appointed to a one-year term by the President pursuant to Article 9.2 of the by-laws. This year the student will also serve as Secretary.

The upcoming year is expected to present challenges and opportunities given the uncertainty related to the pandemic. Specifically, it is unknown if IPAC SK will be able to host in-person events as we have in the past. In these circumstances, the expectation is that the formal roles for the Board will be fluid. This is a working Board and all Board members are expected to assist as needed for the success of the organization.

Board Position	Nominee	Sector	Term Expiry
President	Tanessa Boutin	Provincial	2020
Vice-President	Bernadet Hamill	Provincial	2021
Past-President and National Representative	Lee Anne Schienbein*	Crown Corporation	*
Secretary	Al Emil**	Student	New
Treasurer	Nana Duah	Provincial	2021
Communications Chair	Ben Olayele	Provincial	2020
Programs Chair	Barbara Tomporowski	Provincial	2021
Marketing and Membership	David Cundall	Crown Corporation	New
Saskatoon Liaison	Jones Enebeli	Student	New
Academic Liaison	Alastair MacFadden	Academic/JSGS	New

\* Term will expire when President becomes Past President, pursuant to article 9.1

\*\*To be appointed by President, pursuant to article 9.2

On behalf of the Nominating Committee  
Lee Anne Schienbein, Past President

**THE INSTITUTE OF PUBLIC ADMINISTRATION OF CANADA**

**Saskatchewan Regional Group**

**FINANCIAL STATEMENTS**

**For the Year Ending April 30, 2020**

**The Institute of Public Administration of Canada**  
**Saskatchewan Regional Group**

**As at April 30**

	<b>2020</b>	<b>2019</b>
Cash	\$8,550	\$13,446
Accounts Receivable	-	-
Medals inventory	393	393
	\$8,943	\$13,839
	\$8,943	\$13,839
Accounts payable	-	-
	-	-
Net Assets	\$8,943	\$13,839
	\$8,943	\$13,839
	\$8,943	\$13,839

(see accompanying notes to the financial statements)

**The Institute of Public Administration of Canada**  
**Saskatchewan Regional Group**

**STATEMENT OF OPERATIONS**

	For the year ended	April 30
	2020	2019
<b>Revenue:</b>		
Events	\$1,675	\$625
	\$1,675	\$625
<b>Expense</b>		
Events	\$4,841	\$3,900
Sponsorships	200	1,000
Memberships/Bursaries	500	750
Conference Fees/Expenses	895	1,929
Other (Note 4)	135	232
	\$6,572	\$7,811
Excess of (Expenditures) over Revenue	(\$4,897)	(\$7,186)

(see accompanying notes to the financial statements)

**The Institute of Public Administration of Canada**  
**Saskatchewan Regional Group**

**STATEMENT OF CASH FLOWS**

**For the Year ended April 30**

	2020	2019
<b>Cash provided by (used in) operations:</b>		
Excess of revenue over expense/(expenses over revenue)	(\$4,897)	(\$7,186)
Net change in non-cash working capital balances related to operations	-	-
Cash provided by (used in) operations	(\$4,897)	(\$7,186)
<b>Cash provided by (used in) investments:</b>		
Net disposal (acquisition) of investments	-	-
Cash provided by (used in) investments	-	-
<b>Net (decrease) increase in cash during year</b>	(\$4,897)	(\$7,186)
Cash, beginning of year	\$13,446	\$20,632
Cash, end of year	\$8,550	\$13,446

(see accompanying notes to the financial statements)

---

**IPAC Saskatchewan Regional Group**  
**NOTES TO THE FINANCIAL STATEMENTS**

---

**1. Authority and description of operations**

The Institute of Public Administration of Canada Saskatchewan Regional Group (Regional Group) is a non-profit organization fostering a commitment of excellence in public service. It acts as an impartial and representative local forum and as part of a national/international network of practitioners and scholars advancing the interests of public administration.

**2. Summary of accounting policies**

The Regional Group follows Part III of the Chartered Professional Accountants Handbook – Accounting Standards for Not-for-Profit Organizations. The following accounting policies are considered to be significant:

**a) Revenue recognition**

Event revenue is recognized when the event takes place. Grant revenue is recognized when received. Other revenue includes interest revenue which is recognized when earned.

**b) Contributed services**

Volunteers contribute many hours a year to assist the Regional Group in carrying out its service delivery activities. Because of the difficulty of determining its fair value, contributed services are not recognized in the financial statements.

**e) Use of estimates**

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and revenues and expenses for the period reported. Actual results may differ from those estimates.

Items involving management estimates include the allowance for doubtful accounts which is estimated as amounts owing for longer than 365 days plus or minus specific vendors as assessed by management. Different estimates would affect the amount of Accounts Receivable and Bad Debt expense for the year. Management does not believe that changes in assumptions used would have a material effect on the financial statements.

**f) Financial Instruments**

The Group initially measures its financial assets and financial liabilities at fair value, adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transactions costs directly attributable to the instrument. Financial assets subsequently measured at amortized cost include cash and accounts receivable. Financial liabilities subsequently measured at amortized cost include accounts payable.

Financial assets subsequently measured at cost are assessed for impairment at each reporting period. When significant adverse changes are determined to exist, being changed in the expected timing or amount of future cash flow, an impairment is recorded as a reduction, either directly or through an allowance account, to the carrying amount of the asset. Previously recognized impairments are reversed to the extent of improvements in value. The amount of the impairment or impairment reversal is recognized in the statements operations and changes in net assets in the period incurred.

### **3. Financial Instruments**

The Regional Group's financial instruments include cash, accounts receivable and accounts payable. There are no significant terms and conditions associated with the financial instruments that may affect the amount, timing and certainty of cash flows. These instruments have no significant credit risk. The receivables and payables are non-interest bearing therefore interest rate risk is minimized. The Group is not impacted by currency rate risk as it transacts solely in Canadian currency. There have been no changes in the Group's risk exposure from the prior year.

Cash is classified as held-for-trading. Accounts receivable are classified as loans and receivables. Accounts payable are classified as other liabilities. The carrying amount of these instruments approximates fair value due to their immediate or short-term maturity.

### **4. Others**

This is made up of Committee meeting costs, bank fees and other minor administrative expenses.

### **5. Awards / Memberships / Scholarships**

Each year, the Regional Group awards a \$500 bursary to a Johnson-Shoyama Graduate School of Public Policy student for the highest mark in a select class.

In 2008-09, the Regional Group was fortunate to receive \$90,000 from the estate of Dr. Doug Stevens. The Regional Group chose to honour Dr. Stevens' by establishing a scholarship in his name at the Johnson-Shoyama Graduate School of Public Policy. The funds are administered within the University of Regina endowment fund. This is wholly the responsibility of the University and does not contribute to IPAC Saskatchewan's net assets.

### **6. Related Party Transactions**

The Group receives a significant portion of its revenue from IPAC National as disclosed on its statement of operations and changes in net assets. Payments for 2016, 2017, 2018, and 2019 have not yet been released and will be accounted for in future financial statements.

Nana Duah

**Saskatchewan Regional Group**  
**Annual General Meeting Minutes**  
**June 20, 2019**  
**Room 330, 2155 College Avenue, Regina**

Attendees Present:

<b>First Name</b>	<b>Last Name</b>
Lanre	Akinrogunde
Meaghen	Boiteau
Rikki	Bote
Tanessa	Boutin
Cheryl	Camillo
Kent	Campbell
Angela	Fraser
Colton	Fraser
Rebecca	Gibbons
Bernadet	Hamill
Alison	Hamilton
Taryn	Lange
Alastair	MacFadden
Doug	Moen
Doris	Morrow
Benjamin	Olayele
Tolu	Oyebode
Forrest	Scharf
Lee Anne	Schienbein
Dale	Tesarowski
Barbara	Tomprowski
Shokoufa	Toukhi
Amanda	Wilcox

**1. Call to Order**

Board Chair, Lee Anne Schienbein, called the meeting to order at 4:38 pm.

**2. Introductions of guests and IPAC members.**

**3. Adoption of Agenda**

Motion to adopt the agenda by Alison Hamilton, seconded by Tanessa Boutin. Carried

**4. President's Report**

Lee Anne presented the Report.

Motion to adopt the report by Meaghen Boiteau, seconded by Tanessa Boutin. Carried

**5. Treasurer's Report**

Lee Anne presented the Financial Statements for 2018-19. Tanessa Boutin moved to adopt the Treasurer's Report as presented, Meaghen seconded. Carried.

**6. Committee Reports**

Angela Fraser made a motion to dispense the reading of the remaining reports. Alison Hamilton seconded and the motion was carried.

**7. Election of 2019-20 Board of Directors**

Doris Morrow presented the proposed slate of directors and made the motion to elect as the 2019-20 Board of Directors. Kent Campbell seconded. Motion was carried.

**8. Other Business**

Lee Anne presented plaques to Doris Morrow and Alison Hamilton in recognition of their years of service with the IPAC SK Board of Directors.

**9. Adjournment**

Tanessa Boutin motioned to adjourn at 4:53 pm.