



# ANNUAL REPORT 2019/2020

Institute of Public Administration of Canada (IPAC): Toronto

Website: <https://www.ipac.ca/toronto>



# TABLE OF CONTENTS

About IPAC _____	3
About IPAC TRG _____	4
Chair Report _____	5
Treasurer’S Report _____	8
New Professionals Report _____	9
Message from the Chair, New Professionals Portfolio _____	9
Strategic Highlights _____	9
Financial Highlights _____	9
Looking Ahead _____	10
Appendix A: IPAC Toronto Strategic Plan _____	11
Appendix B: New Professionals Portfolio Strategic Plan _____	12
Appendix C: Event Photos _____	13

## ABOUT IPAC

The Institute of Public Administration of Canada (IPAC) is Canada's leading professional organization supporting excellence in the country's public sector. With 19 regional groups across the nation, our members include public servants, academics and others interested in public administration. The Institute also works closely with all levels of government to promote quality public services and practices. IPAC is a recognized leader in research, training, knowledge sharing and outreach including hosting many conferences and events held regionally and nationally. Since the early 1990's, the Institute has helped to export Canadian public sector expertise around the world.

# ABOUT IPAC TRG

The Toronto Regional Group (TRG) serves IPAC members and others interested in public administration in the Toronto region. Each year the TRG organizes topical events that address important and relevant issues in public administration, foster collaboration and innovation, and provide a forum for learning, exchanging ideas and networking. These events range from hourly, half-day, and full-day events during the morning, lunch, and evening hours of the day to feature speakers and panels. The TRG together with the National Capital Region and Southwest Region also host the prestigious Lieutenant Governor's (LG) Medal of Distinction in Public Administration.

## IPAC Toronto Board of Directors

Role	Name	Employer
Chair	Susanna Zager	Ontario Energy Board
Vice-Chair	Ashley M. Cabral	Ontario Public Service
Past Chair	Shanon Kalra-Ramjoo	City of Vaughn
Treasurer & LG Award Lead	Flora Moji Josephs	Big Al's Group of Companies
Secretary	Katherine Ross	KPMG
New Professionals Co-Chair	Ashley M. Cabral	Ontario Public Service
Member at Large (Project Manager)	Clare Devereux	Ontario Public Service
Member at Large	Jerrett Myers	Deloitte
Member at Large	Sabrina Froese	Ontario Public Service
Member at Large	Alana Del Greco	City of Brampton
Member at Large	Victoria Pezzo	Government of Canada
Member at Large	Sutha Balasingham	York Region
Member at Large	Susan Underhill	Lough Barnes Consulting
Member at Large	John Wilkins	York University

# CHAIR REPORT

In 2020, the world experienced and continues to experience a global health pandemic. The novel coronavirus (COVID-19) was felt by millions of families, businesses, and communities. Charities in Ontario have also been affected by the pandemic and the public health measures such as physical distancing, mandatory closure of non-essential businesses, and sheltering in place orders.

In a press release from Imagine Canada, charities are facing billions in lost revenue and drastic service disruption to services. Based on extensive consultation with sector leaders across Canada, Imagine Canada is projecting that three months of mandated social distancing and the economic downturn associated with COVID-19 will cause charities to lose \$9.5 billion and layoff more than 117,000 employees.

***The Vision of IPAC: inspiring public service excellence in Toronto and neighbouring areas.***

As a result of the pandemic, many of the events and programming by the Institute of Public Administration of Canada (IPAC) Toronto Region were either cancelled or postponed, which have led to a negative impact to membership numbers, revenue, and overall engagement. However, with change grows opportunity. IPAC Toronto Region embraced COVID-19 and pivoted in-person events to online venues. For example, on September 22, 2020 IPAC TRG hosted an online event on *Black Lives Matter: Implications of Public Administration*. The event garnered 700 attendees. The event was a 60-minute webinar to discuss government action against the local and global protests, the inequalities exposed by COVID-19, and increasing recognition of systemic racism. The event highlighted how policy and programs can facilitate a more inclusive society and identified ways to create more equitable workplaces. the scale and implications arising from the Black Lives Matter movement could be profound. The event can be found on the [IPAC National YouTube Channel](#).

***The Mission of IPAC: providing opportunities for professionals to connect, collaborate, and create innovative and future-focused public policy***

With the dedication and commitment of the Toronto Regional Board we were able to advance the principles and values of the Institute of Public Administration of Canada. Furthermore, The IPAC Toronto Region Strategic Plan (2018-2021) remains an anchor to guide our activities through three distinct priorities:

- Build TRG Capacity to Engage, Connect and Innovate
- Build Knowledge and Experience in the Community
- Build a Shared Community

**Ashley M. Cabral**

**Incoming 2021 Chair, 2020 Vice Chair & New Professionals Lead**

## 2019/2020 Key Accomplishments

We know that professional public servants play a vital role in society and that what we do at IPAC Toronto Region matters to our members. While we have been challenged to do things differently this year, we have not lost our passion for public service or our drive to innovate and stay relevant to those we serve.

Throughout the year, we have continued to use our Board to optimize our impact at both a national and regional level. We have engaged and partnered with individuals and organizations who share our values and priorities.

### 2019/20 Key Accomplishments

- ✓ Launched the first New Professional Annual Event to create a space of learning and engagement opportunities for new professionals from all levels of government, schools of public policy and non-profit organizations.
- ✓ Developed the first New Professional strategy with a purpose to attract new professionals and create meaningful learning opportunities
- ✓ Launched the first online and recorded webinar on Key Policy Issues event series.
- ✓ Utilized our volunteer portal to post opportunities to work with the Toronto Regional Group and deliver on the strategic priorities while advancing one's networking and skillset.
- ✓ Delivered the Lieutenant Governor's Medal in Public Administration Award during COVID-19 lockdown. The annual ceremony provided an opportunity for the recipient, Kimberly Murray, to have an intimate one-on-one meeting with the Honourable Elizabeth Dowdswell. Kimberly is Ontario's first ever Assistant Deputy Attorney General of Indigenous Justice and former Director of the Truth and Reconciliation Commission of Canada.

## Membership

IPAC TRG continues to strive to attract new members by creating promoting through virtual events, partnerships with schools of public policy and online offerings.

Total Membership	
2019	320
2020	313

# TREASURER'S REPORT



## IPAC Toronto Region Group Annual General Meeting Friday February 19, 2021 Treasurer's Report

Please find below highlights of our financial activities from July 1, 2019 to June 30, 2020 inclusive:

<b>Revenue:</b>		
Membership fees		\$1,678
Program Revenue		5,182
Interest Income:		1,280
<b>Total Revenue:</b>		<b>\$8,140</b>
<b>Expenses:</b>		
Administrative expenses:		\$12,616
Administrative services provided by IPAC National	10,833	
Board meeting catering	598	
Professional Fee - Accounting	961	
Bank fees	163	
General admin expenses (QuickBooks subscription)	61	
Expenses of TRG Rep at National Conference		2,500
Program Committee expenses (venue rental, speaker diem)		3,068
New Professionals expenses (venue rental, catering)		7,960
LG Award Expenses		211
<b>Total Expenses:</b>		<b>\$26,355</b>
<b>Revenue – Expenses:</b>		<b>(\$18,215)</b>

### GIC:

Interest income is the total interest received from our GIC during the fiscal year.

\$32,000 of our GIC matured during the year and the funds were paid into our chequing account to cover expenses over and above our generated revenue. This reduced the amount of funds in our GIC from \$73,000 to \$41,000. The GIC was purchased in 2017 with funds generated through hosting the IPAC National Conference in Toronto in June 2016.

Respectfully submitted,

Flora Moji Josephs  
Treasurer, IPAC Toronto Region Group



# NEW PROFESSIONALS REPORT

## Message from the Chair, New Professionals Portfolio

The consequences of COVID-19 had a negative impact to the New Professionals portfolio because of IPAC TRG limiting its delivery of events and services to its members and non-members. However, IPAC TRG New Professional Portfolio took the hiatus as an opportunity to develop foundational key programming documents to prepare itself for the new normal.

The New Professionals Portfolio in IPAC TRG is committed to provide professional development opportunities to all levels and functional areas within the public policy profession and foster a culture of career champions. The focus for 2019/20 has been developing the foundational building blocks to implement key activities that support new professionals.

## Strategic Highlights

- ✓ We onboarded three new volunteers.
- ✓ We developed a business case for the first New Professionals Recognition Award.
- ✓ We developed a business case for the first New Professionals Online Mentorship Program.
- ✓ We actively participated in the National INCITE Committee to create partnerships with IPAC Regional and National committees which resulted in first of its kind a New Professional Day at the IPAC National Leadership Conference.

***“I have volunteered with IPAC Toronto Region to deliver on the New Professionals Strategy. I was able to expand my network and learn new skills!” – Attendee of the IPAC TRG NP Event***

## Financial Highlights

The New Professionals Portfolio spent \$7,960.00 and generated \$1670.

### 2019/20 Key Accomplishments

- ✓ The business case for the New Professional Recognition Award has received IPAC TRG Board Approval. We work are working with IPAC National to develop the marketing material to launch the program
- ✓ The business case for the New Professional Online Mentorship Program is under development and will be ready to launch in 2021.
- ✓ New Professional Portfolio has seen an increase of three volunteers and has connected with several individuals interested in IPAC and future volunteer opportunities.

### Looking Ahead

We are excited to be entering a new normal and being a key resource for new professionals.

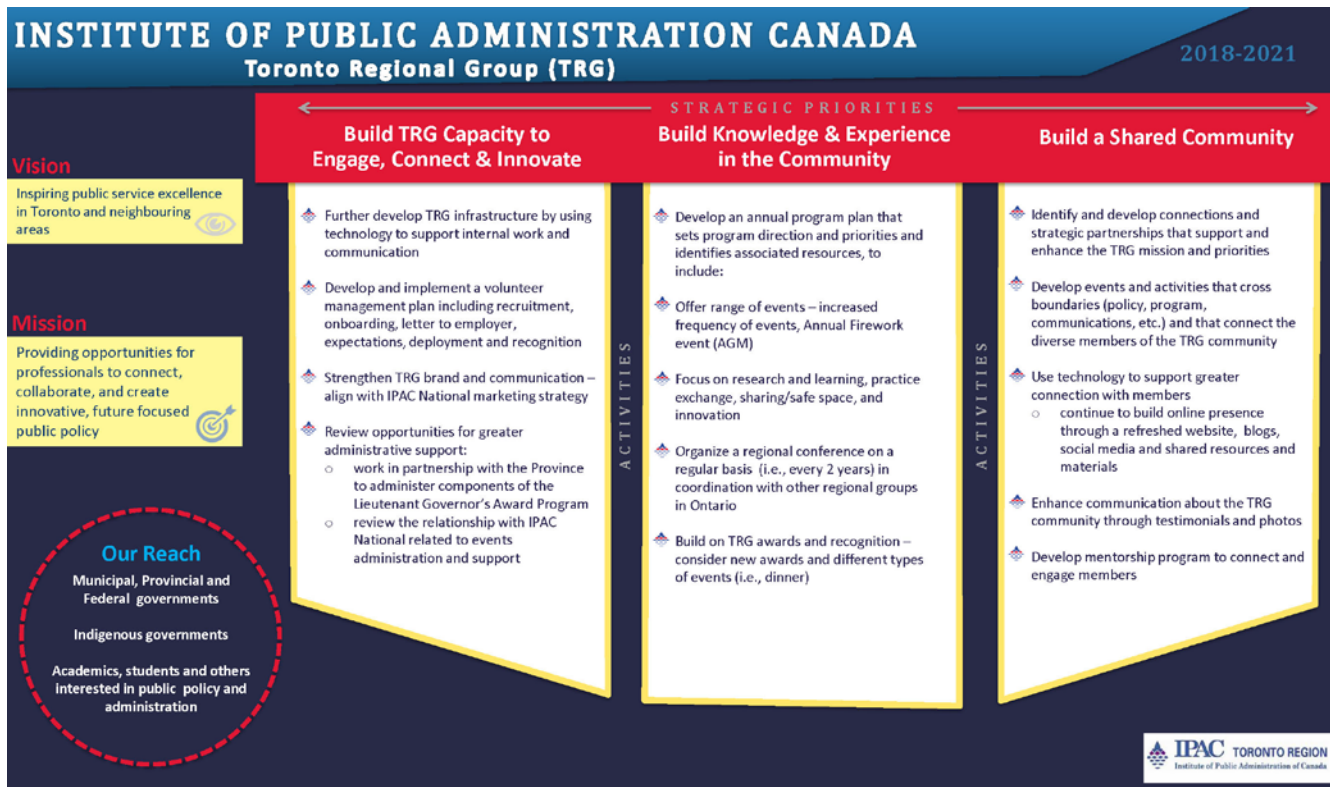
In 2021:

- ✓ We will launch the New Professionals Recognition Award at the 2021 New Professionals Annual Event.
- ✓ We will launch the first online mentorship program for New Professionals.
- ✓ We will create a partnership with the public policy schools in the three universities in Toronto: University of Toronto, Ryerson University and York University

**Ashley M. Cabral**

**Vice Chair & New Professionals Lead**

# APPENDIX A: IPAC TORONTO STRATEGIC PLAN



# APPENDIX B: NEW PROFESSIONALS PORTFOLIO STRATEGIC PLAN



## Institute of Public Administration (IPAC) Toronto Region - New Professionals

### Our Purpose

To provide professional development opportunities to all levels and functional areas within the public policy profession and foster a culture of career champions.

### Benefits to Participate



#### Develop Key Leadership Skills

Meet and learn from top industry professionals to build and refine your leadership style



#### Grow Your Professional Network

Access to high-performing, like minded young professionals from across the region



#### Acquire Innovative Industry Insights

Gain insights and ideas from different sectors that you can directly apply to your own career



#### Participate in Community Initiatives

Create a positive impact in our region through mentorship and volunteerism

### 2019-2021 Commitments



#### #1

##### Road Show

We will be presenting the New Professionals Strategy across the public service to educate and on board new members



#### #2

##### New Professionals Annual Event

We will conduct an end of year review of our commitments and co-develop a strategic plan for the following year; in addition to networking sessions



#### #3

##### Partner with Schools of Public Policy

We will build relationships with like organizations and collaborate to develop a community of practice and broaden our network



#### #4

##### New Professional Recognition Award

We will develop an award to recognize a promising new young professional who is an emerging leader that represents the ideals of a public servant



#### #5

##### Cafe Chats

We will develop a mentorship program to link new professionals with Senior Public Servants for career support and information sharing



Become a Member

### Connect With Us

Become Part Of A Dynamic Association Of Public Servants, Academics, And Others Interested In Public Administration.



**Email**  
Ashley.m.cabral@ontario.ca  
for New Professional Information

## APPENDIX C: EVENT PHOTOS



### Lieutenant Governor's Medal in Public Administration Award

Award Recipient, ADM Kimberly Murray

