

Canadian Institute for Procurement and Materiel Management
Annual General Meeting
May 13, 2009
Montreal, Quebec

1. Report of the President (*Robert Kelly*)

During the past 12 months, your Board of Directors has met almost monthly to address the priorities of our organization. One of the first priorities was the formal changing of our name from the Materiel Management Institute to the Canadian Institute for Procurement and Materiel Management. This entailed the revising of our legal documents and ultimate approval by Industry Canada.

This change was undertaken to highlight the fact that “procurement” and all the procurement laws and policies affect most of our membership as well as many officials, especially in smaller agencies, who may not relate to an organization that appeared to restrict itself to materiel or asset management, given its former appellation. We will officially unveil our new name at the 20th Annual Workshop in Montréal in May 2009.

During many of our discussions, we were mindful of the fact that because of government cutbacks, training and orientation, that has been a cornerstone of our organization’s activities, might be curtailed. On the other hand, the Treasury Board Secretariat’s Management Accountability Framework supports, among other things, continued training so that qualified staff will be available to carry out procurement and asset management. We felt that this was encouragement to continue our operations.

We spent much time contemplating what the future composition of the CIPMM Board should be. We sought advice from former champions of our community, namely, Janet Thornsteinson, formally of PWGSC, Alan Williams, formally of PWGSC and DND, and Jane Billings, currently Senior ADM with the Public Health Agency of Canada. This group suggested that we solicit support and active Board participation from the senior executive cadre of the public service so that we would enjoy a higher profile at senior levels that in turn would have more influence in supporting our activities. The group also suggested that we should include former senior public servants on the Board and in executive positions as the experience of these individuals would be invaluable. This is a goal for the 2009-2010 year.

We held two successful regional workshops in 2008, one in Halifax and the other in Vancouver. As a result of the Halifax meetings, the foundation of a Maritime Chapter of CIPMM was established. After the Vancouver event, a new and vibrant BC Chapter was established and has already held some traditional morning briefings.

The Winnipeg Chapter continues to involve its membership with morning briefing sessions as does the Ontario Chapter. Also, the Ottawa morning briefings have continued with good participation. These developments were most encouraging to your Board of Directors.

As President, I must acknowledge the support of my Board colleagues during the past year. I came into this position as a novice and I could not have carried out my duties without their support. Also, the members of The Willow Group gave me unqualified support and kept me from straying too far away from my mandate and that of CIPMM. For all this help, I am sincerely grateful.

2. Professional Development Committee (*Elene Fromanger*)

Materiel Management National Workshop

This annual event has grown steadily since its inception in 1990 and continues to be one of the most successful public sector professional development events. The 19th Annual Materiel Management National Workshop (MMNW) entitled “Conquering New Horizons”, was held in May 2008 and attracted 532 delegates from across Canada. Focusing on the changes in government heralding in new accountabilities and new players, we acquainted ourselves with the Federal Accountability Act and the new roles of the Procurement Ombudsman and the Office of the Public Sector Integrity Commissioner. Participants served as the jury in the “Court of Indiscretion”, and we provided a facilitator and computers to showcase two of the CSPS’ new on-line courses focused on Green Procurement and Aboriginal Considerations. Sessions addressed the numerous changes and enhancements to our policies and processes designed to improve results for Canadians.

Last year the Workshop once again added an extra day of training. There were 308 participants who took advantage of the pre-and post training offered at the 2008 MMNW.

This year we are excited to bring you three additional days of training surrounding the Workshop covering “Contract Management”, “Introduction to Materiel Management”, “Legal and Policy Environment for Procurement, Materiel Management and Real Property”, and “Risk Management in Public Contracting”. The “Risk Management in Public Contracting” course is a new offering from the National Institute of Governmental Purchasers. We look forward to offering more of their courses to our members in the future.

Regional Workshops

In 2008, both the Eastern and the Western Regional Workshops were held with great success as 48 registered and 26 took advantage of the pre-workshop training in “Risk Management” and “Contract Management”. CIPMM is proud to bring back the Western and Eastern Workshops in 2009. This fall the Western Regional Workshop will be held in **Edmonton** and the Eastern Regional Workshop will be in **Halifax**. We also hope to add a series of workshops this fall in the National

Capital Region hosting some of NIGP's advanced classes. More information will soon be available on our web site.

TBS Professional Development and Certification Program

The Professional Development and Certification Program Management Office worked with the Materiel Management National Workshop and the Regional Workshops planning committees to ensure that courses required for Certification were delivered for the pre-and-post workshop training sessions.

The pre-and post-workshops delivered at the Materiel Management National Workshop were "Commodity Management" and "Contract Management". The Workshop delivered at the Western Regional Workshop was "Introduction to Risk Management" and the Eastern Regional Workshop featured "Contract Management". The two on-line courses featured in the annex had been recently developed to provide no-cost training available 24/7 through CampusDirect.

3. Members Services and Communications Committee (*Elaine Ford*)

As part of our service to the CIPMM community, we have developed and implemented a communications and marketing plan that includes several initiatives to keep you informed of the CIPMM's activities.

Staying in Touch Magazine

The *Staying in Touch* Magazine has been an excellent tool in keeping members up to date with current issues and events as well as accomplishments of their fellow peers in the materiel management and procurement fields. The community warmly received the Spring 2009 *Staying in Touch* Magazine. The bi-annual newsletters are available on our web site in pdf format. Stay tuned, the next issue will be available this fall!

Manitoba Chapter

The Manitoba Chapter offered a series of Morning Briefings, two in the fall and one in January. The Chapter is planning another Briefing in April. The fall sessions were on September 30, 2008 with Shahid Minto and on November 27, 2008 with Jennifer Jenkins. The January 28, 2009 featured the CIPMM President, Robert Kelly.

Ontario Chapter

The Ontario Chapter hosted a Winter Morning Briefing on February 4, 2009. Shahid Minto, Procurement Ombudsman, spoke on "Strengthening the Confidence of Canadians in Public Procurement".

National Capital Region Chapter

A new Chapter was created and several Morning Briefings were delivered. The first took place on January 14, 2009 with Sylvain Cardinal, Vincent Robitaille and Melissa Thompson. The Chapter is hosting a Morning Briefing on April 14, 2009 on "Temporary Help Services Procurement Tools" with Jason Strom. Another

Briefing is scheduled for June 10, 2009 featuring a play on “Court of Indiscretion: Fairness Equity in a World Without Empire Penguins”.

British Columbia Chapter

The BC Chapter was created following the Western Regional Workshop. The Chapter hosted their first Morning Briefing on January 27, 2009 CIPMM President Robert Kelly. A second Morning Briefing is scheduled for April 22, 2009. Russell Jutiah and David Jones on “Competitive Tendering – Bid-Rigging”.

4. Treasurer’s Report

Financial Performance

CIPMM’s financial performance for 2008 was very much as expected. The revenues were \$680,000, while expenses were well within budget at \$652,500, leaving us with a \$27,500 surplus at year-end.

Respecting MMI’s raison-d’être as a non-profit organization these surpluses have been re-directed into the delivery of professional development programs and services for you, members of the Canadian Institute of Procurement and Materiel Management.

2008 Audited Financial Statements

As authorized by the members during the 2004 Annual General Meeting, we have had an independent auditor appointed to review the 2008 financial statements. This audit was completed in February 2009 and CIPMM once again received a clean bill of health.

2009 Operating Budget

The final item on the Treasurer’s report is the MMI’s operating budget for 2009. As usual Board members have had a chance to review the budget and approve the 2009 Operating Budget. The forecast has been quite conservative this year with the change in venue for the annual workshop but we still expect a positive performance and a very successful financial year for 2009.

5. Adjournment

MOVED by Gabriel Cormier, seconded by David Swift to adjourn.
Carried