



DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY COMMITTEE AGENDA

Wednesday, July 14, 2021 at 7:00 p.m.

By video conference

Call to Order

Land Acknowledgement Statement

We would like to begin by respectfully acknowledging that Dufferin County resides within the traditional territory and ancestral lands of the Tionontati (Petun), Attawandaron (Neutral), Haudenosaunee (Six Nations), and Anishinaabe peoples.

We also acknowledge that various municipalities within the County of Dufferin reside within the treaty lands named under the Haldimand Deed of 1784 and two of the Williams Treaties of 1818: Treaty 18: the Nottawasaga Purchase, and Treaty 19: The Ajetance Treaty.

These traditional territories upon which we live and learn, are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources.

Declarations of Pecuniary Interests

REPORTS

1. DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY – July 14, 2021
Item #1 – Diversity, Equity and Inclusion Community Advisory Committee Minutes – June 9, 2021

Minutes of the Diversity, Equity and Inclusion Community Advisory Committee meeting from June 9, 2021 for information.

PRESENTATION

2. DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY – July 14, 2021
Item #2 – Community Safety and Well-Being Plan

Jennifer Kirkham will provide a presentation to the Committee regarding the Community Safety and Well-Being Plan.

Website: <https://www.dufferincounty.ca/sites/default/files/community-services/CSWBP.pdf>

DISCUSSION

3. DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY – July 14, 2021
Item #3 – Committee Mandate and Terms of Reference Discussion

A copy of a report from the Chief Administrative Officer regarding an update to the Diversity, Equity & Inclusion Community Advisory Committee Terms of Reference for discussion.

4. DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY – July 14, 2021
Item #4 – Sub Committee Updates

- 4.1. Economic Development
July Sub Committee meeting was cancelled.

- 4.2. Human Services

5. DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY – July 14, 2021
Item #5 – Next Meeting Date

A discussion on next meeting date



**DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY
COMMITTEE MINUTES**

Wednesday, June 9, 2021 at 7:00 p.m.

The Committee met at 7:00 p.m. by video conference.

Members Present: Councillor Steve Anderson (joined at 7:11 p.m.)
Councillor Laura Ryan
Althea Alli (joined at 7:10 p.m.)
Phil Dewar (Co-Chair)
Sabina Greenley
Trisha Linton (Co-Chair)
Alethia O’Hara-Stephenson
Angela Pollard (staff liaison, non-voting)
Jim Waddington

Other Councillors Present: Councillor Guy Gardhouse

Members Absent: Councillor Sandy Brown
Preeya Rateja (prior notice)
Christie Lazo
Jordan Dedier
Meg Minnikin (staff liaison, non-voting)

Staff Present: Sonya Pritchard, Chief Administrative Officer
Rebecca Whelan, Deputy Clerk
Laurel Yarenko, Administrative Support Specialist
Timothy Chan, Communications Manager
Terrilyn Kunopaski, Tourism Manager

Phil Dewar, Co-Chair, called the meeting to order at 7:04 p.m.

LAND ACKNOWLEDGEMENT STATEMENT

Trisha Linton, Co-Chair, shared the Land Acknowledgement Statement.

Trisha Linton, Co-Chair, led a moment of silence for the 215 Indigenous children whose remains were uncovered in British Columbia last week and for the Muslim family that was tragically killed in London, Ontario this week.

REPORTS

1. DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY – June 9, 2021
Item #1 – Diversity, Equity and Inclusion Community Advisory Committee Minutes – May 12, 2021

Minutes of the Diversity, Equity and Inclusion Community Advisory Committee meeting from May 12, 2021 for information.

Althea Alli joined at 7:10 p.m.

Councillor Anderson joined at 7:11 p.m.

PRESENTATION

2. DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY – June 9, 2021
Item #2 – Crystal Queer Project

Ryan Hornseth provided a video presentation and a brief Q&A to the Committee regarding the Crystal Queer Project. The Crystal Queer Project is a collection of queer youth who wanted to bring awareness to the Dufferin community. They put together a project that combines speaking & art and have a mural just off Broadway. The committee discussed with Ryan how they can support the project going forward.

DISCUSSION

3. DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY – June 9, 2021
Item #3 – Sub Committee Updates

- 3.1. Economic Development

Trisha Linton, Co-Chair provided a brief overview of their subcommittees meeting. They discussed the presentation given by Dufferin County's Economic Development and Tourism team. Highlights from the presentation were:

- a mental health initiative;

- tourism readiness training;
- the formation of a tourism advisory group;
- an assest development project and BIPOC BR+E (Business Retention & Expansion).

They agreed that the presentation should be shared with the Joint Accessibility Committee. The subcommittee decided they will focus on 2-3 items at a time so they can get things moving forward and get some traction with releasing statements and getting things out to the community as a committee. Lastly the committee discussed accessibility in the community and how it's still lacking. They discussed how they can support community small businesses and how they can open up communication with the small businesses. They would like to send out a letter or statement showing their support for businesses experiencing racist attacks.

3.2. Human Services

Angela Pollard, provided a brief overview of the subcommittee meeting minutes. Highlights they covered were:

- future communications, projects and an awareness campaign;
- an update on the Grand Pals program;
- pop-up vaccine clinics and creating more awareness of them to reach marginalized community members;
- website bios;
- the lack of support for LGBTQ2S+ community;
- upcoming events;
- lack of community housing and future goals.

Each member of the subcommittee has provided a list of potential priorities to be discussed at the next meeting and three will be selected to move forward with. They are hoping this will help with producing results within six to nine months.

4. DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY – June 9, 2021 Item #4 – Upcoming Events Discussion

- Diversity Walk – June 13th, 2021 – this event has been postponed. There should be more clarity on what's happening with the event by the next meeting.
- Celebrate Your Awesome – will take place virtually on August 7.

- Shelburne Multicultural Event – the fundraising ceremony was in the Orangeville Banner and the flag raising ceremony will take place June 16th at Dufferin County. There will be a virtual award ceremony on June 27th. Everyone will be able to view the event through the Dufferin County Youtube site.

OTHER BUSINESS

Sabina informed the committee that the Town of Orangeville has recently approved their own DEI committee. The committee discussed connecting with them in the future.

ADJOURNMENT

The meeting adjourned at 9:01 p.m.

Next Meeting: Wednesday, July 14, 2021 at 7:00 p.m.
Video Conference

Respectfully submitted,

Phil Dewar and Trisha Linton, Co-Chairs
Diversity, Equity & Inclusion Community Advisory Committee

REPORT TO COUNCIL

To: Warden White and Members of Council

From: Sonya Pritchard, Chief Administrative Officer

Meeting Date: July 8, 2021

Subject: **Update to DEICAC Terms of Reference**

In Support of Strategic Plan Priorities and Objectives:

Good Governance - ensure transparency, clear communication, prudent financial management

Inclusive and supportive community – support efforts to address current and future needs for a livable community

Purpose

The purpose of this report is to recommend to Council, an update to the DEICAC mandate including a move to collaborate with Headwaters Communities in Action.

Background & Discussion

In July 2020, Council approved a new Diversity, Equity, and Inclusion Community Advisory Committee and approved a detailed mandate with specific objectives. Since the committee first met in November 2020, monthly meetings have occurred. During this time committee members have discussed priorities and objectives. The original mandate focused on County policy and an advisory role; whereas, the discussions of the committee have highlighted the desire for community engagement, raising awareness, and creating opportunities for education and programming.

The change in mandate would result in a shift for the committee to be more community focused. This new community/grass roots focus is a hallmark of other groups and organizations that are supported by HCIA. There are numerous opportunities for collaboration on shared goals and objectives with the County and other HCIA groups.

To effectively achieve the mandate laid out in the updated Terms of Reference, there is a need to communicate on a regular and timely basis with the community and to provide opportunities for ongoing engagement. Dedicated support to the committee for this work is required, and is beyond the capacity of County staff. In addition, the constraints of County policies and protocols sometimes make it difficult to engage quickly and in a form that encourages ongoing dialogue and feedback. In preliminary discussions, there is support from HCIA staff and, in principle, from the Leadership Council to take on administration and support of the committee.

Support from HCIA would include meeting coordination, communications, social media posts, help with organizing events, and assistance with fundraising. HCIA is optimistic there are good opportunities to gain additional financial support for the committee's work through grants and fundraising that are not available when working strictly as a committee of Council. Details of the support arrangement can be detailed in an MOU.

Attached is an updated Terms of Reference that better aligns with the priorities of the current committee and reflects the collaboration with HCIA.

A number of the items in the original Terms of Reference related to County policy, services and operations and the need for input and advice to ensure changes were being made to apply a DEI lens and identify historic, systemic discrimination. This work is extremely important and a strategy to ensure it continues will form part of the responsibilities of the new department head role recently approved by Council. This role will assume the title People and Equity Director.

Financial, Staffing Impact

There are currently a number of staff members providing support to the DEICAC and to the sub-committees. Support from HCIA for the above noted activities is estimated to cost between \$10-15,000 for the remainder of the year. There are funds available within the current year budget to accommodate this expenditure. Future costs would be bundled with the annual support for HCIA and will require an update to the agreement.

Recommendations

THAT the report of the Chief Administrative Officer, dated July 8, 2021 with respect to Update to DEICAC terms of Reference, be received;

AND THAT, the updated Terms of Reference be adopted;

AND THAT staff be directed to work with HCIA to draft and impement an MOU to cover the support (estimated at \$10-15,000) for the remainder of 2021;

AND THAT, staff and HCIA update the current service agreement to include support to DEICAC for future years for Council to consider during the 2022 budget deliberations.

Respectfully Submitted by:

Sonya Pritchard, C.P.A., C.M.A
Chief Administrative Officer

Attached: Updated Terms of Reference



**Diversity, Equity and Inclusion
Community Advisory Committee
Terms of Reference**

Mandate:

The mandate of the committee is to work collaboratively with Headwaters Communities in Action, with the support of County Council, to further diversity equity, inclusion and belonging in Dufferin County.

1. Promote and celebrate diversity, equity, inclusion and belonging in the community, in organizations and in businesses.
2. Liaise with organizations and stakeholders, particularly those from marginalized and historically disadvantaged groups including but not limited to Black, Indigenous and other racialized people; 2SLGBTQIA+ folx; and people with disabilities to facilitate discussions that promote broader understanding of, engagement between, and support of residents of diverse backgrounds and abilities.
3. Create opportunities for community engagement focusing on conversations to combat racism, anti-oppression and decolonization.
4. Provide insight, advice, and make recommendations to County Council relating to the following:
 - emerging equity or diversity issues or trends arising in the community;
 - initiatives to combat racism, acts of prejudice or hate in the community;
 - strategies for building connections and fostering a deeper sense of inclusion and belonging especially for marginalized groups;
 - identifying opportunities to acknowledge, uplift, and celebrate Dufferin's diverse community
5. Through sub-committees that shall be struck from time to time, and in collaboration with County staff, provide advice and input on proposed County of Dufferin initiatives, services, and policies to meet the changing needs of a diverse community

including follow up and measuring the County's success in implementing real changes to policies, services, and programs.

Composition:

The Diversity, Equity and Inclusion Committee is composed of the following members:

Role	Member
Committee Chair	To be selected annually from within the committee
Community Members	8-10 members appointed from the community
Council Representation	2-3 members of Council
County of Dufferin Staff Liaison (non-voting)	1-2 members from the Staff Diversity and Inclusion Committee
Support Staff from HCIA (non-voting)	Support staff as required

Selection Process:

Community Members will be selected through an application and interview process. The interview panel will include the appointed Council members, and a staff representative. Committee members will have the skills, knowledge, and experience to contribute effectively to the committee's mandate. Committee members must be a County of Dufferin resident, business owner or stakeholder who has an understanding of the impacts of racism and systemic discrimination on marginalized people and meet the following general qualifications:

- be familiar with overall community issues
- have demonstrated knowledge around diversity, equity and inclusion
- be able to build meaningful relationships and connections within the community

Council shall strive to ensure Committee membership reflects the diversity of the community with particular focus given to marginalized groups who have traditionally faced systemic discrimination including but not limited to Black, Indigenous and other racialized people; 2SLGBTQIA+ folx; and people with disabilities.

Subcommittees and Working Groups:

The Diversity, Equity, and Inclusion Community Advisory Committee may form subcommittees and working groups within its membership as may be necessary to address specific issues within its mandate. Subcommittees shall draw upon members of the Committee and the Chair of the subcommittee shall be a voting member.

Update to original Terms of Reference approved in July 2020

Subcommittees may also invite community volunteers and stakeholders to participate in specific initiatives.

Remuneration & Expense Reimbursement:

Committee members shall serve without receiving remuneration. Reimbursement for mileage or transportation costs to meetings will be provided in accordance with County policy. (under review)

Term of Office:

The Committee members shall be appointed for the Term of Council (4 years).

Meetings:

The committee will meet a minimum of 4 times per year or at the call of the Chair.

Quorum:

Committee quorum requires that the majority of voting members be present. If quorum is not attained within the first 10 minutes, the formal meeting cannot proceed and the support staff member is not required to remain and/or provide notes. If members present choose to remain, they may do so for an information exchange only.

Conflict of Interest:

Members should be cognizant of perceived conflicts in terms of issues which may serve to benefit them personally. Members shall not use their status on a Committee for personal or political gain.

**Diversity, Equity and Inclusion
Community Advisory Committee
Terms of Reference**

Mandate:

The mandate for the committee will be to advise County Council, make recommendations and provide a monitoring and measuring role to help ensure that the County applies a diversity, equity and inclusion lens to its policies, services and programs.

1. Provide insight, advice, and make recommendations to County Council relating to the following:
 - emerging equity or diversity issues or trends arising in the community;
 - initiatives to combat racism, acts of prejudice or hate in the community;
 - identifying systemic barriers faced in accessing county services, information, programs and facilities;
 - identifying systemic barriers to participation in public life and achievement of social, cultural and economic wellbeing of residents;
 - strategies for building connections and fostering a deeper sense of inclusion and belonging especially for marginalized groups;
 - proposed County of Dufferin initiatives, services, and policies to meet changing needs of a diverse community;
 - employment and employee awareness policies, initiatives, and programs.

2. Liaise with organizations and stakeholders, particularly those from marginalized groups including but not limited to Black, Indigenous, People of Colour, and 2SLGBTQI+ community members to facilitate discussions that promote broader understanding and engagement between residents of diverse backgrounds and abilities.

3. Provide recommendations on opportunities for education and awareness programs on anti-racism, diversity, equity and inclusion in consultation with the County Administration and within the budget allocated by County Council.

4. Provide advice and recommendations on the development and contents of a new Diversity, Equity & Inclusion Policy which shall include an annual work plan with clear actions and measurable goals and objectives that move to identify and eliminate systemic discrimination and create an inclusive organization.
5. In cooperation with County Staff Diversity and Inclusion Committee provide regular updates to County Council that monitor and measure the County’s success in applying a diversity, equity and inclusion lens resulting in implementing real changes to policies, services, and programs.

Composition:

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Committee Chair	To be selected annually from within the committee
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Council Representation	3 members of Council
County of Dufferin Staff Liaison (non-voting)	2 members from the Staff Diversity and Inclusion Committee
Support Staff (non-voting)	Support staff as required

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Council shall strive to ensure Committee membership reflects the diversity of the community with particular focus given to marginalized groups who have traditionally

faced systemic discrimination including but not limited to Blacks, Indigenous peoples, people of colour, and people who identify as 2SLGBTQI+.

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Conflict of Interest:

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DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY COMMITTEE – HUMAN SERVICES SUBCOMMITTEE MINUTES

Tuesday, June 22, 2021 at 7:00 p.m.

The Committee met at 7:00 p.m. by video conference.

Members Present:

Jordan Dedier - chair

Sabina Greenley

Christie Lazo

Staff Present:

Angela Pollard, Community Services Worker

Absent:

Sandy Brown

Laura Ryan

Discussion

1. Reviewed discussions of last DEICAC meeting for those not in attendance
 - Communications plan/awareness campaign to be developed
 - Possible change in committee mandate in order to provide more flexibility in decision making authority
 - Seeking out quotes for creation of video
 - Ability for co-chairs to make immediate decisions for committee when time is a factor – remove the process of multiple emails for approval

2. Priority Areas
 - List of ideas reviewed by group
 - Like items grouped together
 - Four main ideas for priorities
 - i. Building awareness/platform building
 - ii. Data collection
 - iii. Policy review
 - iv. Advocacy
 - Spreadsheet created to filter objectives and tactics – Christie to distribute to the group
 - Would like to bring back to the larger committee for discussion, as some ideas may be more collaborative than subcommittee specific

- Discussed the creation of smaller goals in order to meet priority area
 - i. Create a Google Docs for the subcommittee to establish list of potential goals – Jordan to create and distribute

3. Agenda

- Subcommittee members to submit agenda items to Angela at least one week prior to scheduled meeting
- Agenda will be created based on submissions and sent out to subcommittee members on the Wednesday prior to scheduled meeting

The meeting adjourned at 8:09 pm

Next Meeting: Tuesday, July 27, 2021 via zoom