Thursday, March 31, 2016
Regular Meeting - 7:00 PM

Boardroom Bdrm WT-2C and WT-2D
2nd Floor, West Tower

Members:  Gurratan Singh (Chair)
          Joe Pimentel (Vice-Chair)
          Amaleethan Xavier (Vice-Chair)
          Louis Adams
          Richard Emode
          Gurwinder Gill
          Joanne Leslie
          Cherian Manathara
          Bob Pesant
          Duke Pratt
          Rajinder Saini
          Roop Sandhu
          Hemant Tailor
          Daisy Wright
          Kris Noakes – Peel Aboriginal Network
          Priyanka Sheth – LGBQT Community
          Jeanette Schepp – Canada Mental Health Association – Peel
          Regional Councillor Elaine Moore – Wards 1 and 5
          Councillor Martin Medeiros – Wards 3 and 4
          Councillor Gurpreet Dhillon – Wards 9 and 10

For inquiries about this agenda, or to make arrangements for accessibility accommodations for persons attending (some advance notice may be required), please contact:
Chandra Urquhart, Legislative Coordinator, Telephone (905) 874-2114, TTY (905) 874-2130

Note: Some meeting information may also be available in alternate formats upon request.
Agenda
Inclusion and Equity Committee

Please ensure all cell phones, personal digital assistants (PDAs) and other electronic devices are turned off or placed on non-audible mode during the meeting.

1. **Approval of Agenda**

2. **Declarations of Interest under the Municipal Conflict of Interest Act**

3. **Previous Minutes**


The minutes are listed for approval on the Council agenda for March 30, 2016.

4. **Delegations / Presentations**

4.1. Thomas Plant, Director Strategic & Enterprise Services, Office of the Chief Operating Officer, re: *Inclusion and Equity Facilitator Session Workshop*.

5. **Reports / Updates**

6. **Other/ New Business**

7. **Inclusion and Equity Ideas**

8. **Correspondence**

8.1. Information re: *Surrey BC - Diversity Advisory Committee - Terms of Reference*.

9. **Question Period**

10. **Public Question Period**

11. **Adjournment**

Next Regular Meeting: June 23, 2016
Thursday, January 28, 2016

7:00 p.m.
Training Room 2A
2nd Floor – West Tower

Members:
Louis Adams
Richard Emode
Joanne Leslie
Cherian Manathara
Joe Pimentel
Duke Pratt
Roop Sandhu
Gurratan Singh
Hemant Tailor
Amaleethan Xavier
Kris Noakes – Peel Aboriginal Network
Priyanka Sheth – LGBQT Community
Councillor Martin Medeiros – Wards 3 and 4
Councillor Gurpreet Dhillon – Wards 9 and 10

Members Absent:
Gurwinder Gill (regrets)
Bob Pesant (regrets)
Rajinder Saini (regrets)
Daisy Wright (regrets)
Jeanette Schepp – Canada Mental Health Association – Peel (regrets)
Regional Councillor Elaine Moore – Wards 1 and 5 (regrets)

Staff Present: Public Services, Recreation and Culture
Mary Held, Acting Manager, Central Services
Michelle Robinson, Recreation Supervisor, Community Development

Corporate Services Department
Peter Fay, City Clerk
Chandra Urquhart, Legislative Coordinator
The meeting was called to order at 7:00 p.m. and adjourned at 9:07 p.m.

1. **Approval of Agenda**

IEC001-2016 That the agenda for the Inclusion and Equity Committee Meeting of January 28, 2016, be approved, as amended as follows:

   To add:

   8.2 Correspondence from Regional Councillor Elaine Moore, re: Invitation – How the Diversity and Inclusion and Charter of Peel Affects the Interfaith Community – Tuesday, February 16, 2016.

   Carried

2. **Declarations of Interest under the Municipal Conflict of Interest Act**

3. **Previous Minutes**

3.1. Minutes - Inclusion and Equity - November 26, 2015

   The subject minutes were approved by Council on December 9, 2015 and provided for Committee’s information.

4. **Delegations / Presentations**

5. **Reports / Updates**

5.1. Links to Statistical Data Regarding Brampton’s Diversity

   Items 5.1 and 5.2 were dealt with together.

   Mr. Fay provided an update on the request from the Committee for a statistical scan of Brampton’ diversity, inclusion and equity initiatives undertaken, and policies and practices across the City. Mr. Fay explained that compilation of the data requested is progressing, reference documents and links were provided in the agenda for review. A statistical snapshot, demographics overview and information on labour workforce were included for Committee’s
information. Mr. Fay referenced documents and links from municipalities in the GTA and outside the GTA within Ontario regarding key initiatives on diversity strategy and their inclusion and equity practices.

Gurratan Singh assumed the position of chair. 
(See Recommendation IE004-2016)

Discussion took place as follows:
- Purpose of the Committee – to promote inclusion and equity in terms of services provided to the community within the boundary of the City’s Strategic Plan and its four strategic priorities
- Suggestion that the Committee look at best practices of similar size cities such as Calgary, Edmonton and Winnipeg, and others outside Canada
- Hiring practices are not clear, benchmarking is required followed by a review of best practices to determine what would apply to the City
- Need to emphasize the positive contributions and services to the community, not only what is perceived as negative
- Current policies are not reflective of the existing communities, e.g., the needs of some of the community who congregate in large groups in the City parks are not fully considered
- Each culture may have different needs; the challenge is to identify the needs of varying cultures and determine how to accommodate all communities with the same service in an acceptable manner
- Need to concentrate on diversity and safety of the community; culture and ethnicity should not be the focal point
- Recognizing that people with special needs, people with disabilities, mental health issues, and the disenfranchised are provided the same services that are offered to the rest of the community
- Understanding and examining data presented, prioritizing issues, developing a work plan, approach to be taken to achieve set goals and objectives, and striving to achieve and accomplish goals within the next three years
- Consideration of Committee recommendations on inclusion and equity if there is a financial impact

The following motion was considered:

IEC002-2016

1. That the information provided to the Inclusion and Equity Committee meeting of January 28, 2016, re: Links to Statistical Data Regarding Brampton’s Diversity be received; and

2. That the information provided to the Inclusion and Equity Committee meeting of January 28, 2016, re: Committee Reference Documents and Links be received.

Carried
5.2. **Committee Reference Documents and Links**

**Dealt with under Item 5.1 – Recommendation IE002-2016**

6. **Other/ New Business**

6.1. **Future Meeting Schedule**

Committee discussed the future meeting schedule and it was agreed that four meetings be scheduled for the remainder of the year.

The following motion was considered:

IEC003-2016 That the Inclusion and Equity Committee meetings be scheduled on the following dates:
- March 31, 2016
- June 23, 2016
- September 29, 2016
- November 24, 2016

Carried

6.2. **Election of Chair and Vice-Chair / Co-Chairs**

Peter Fay, City Clerk, Corporate Services, explained the election process and the option to elect a Chair and Vice-Chair or Co-Chairs of the Committee. He advised that the appointments are for the term of Council; however, Committee may choose to review the timeline annually. There was consensus among the Members to elect a Chair and two Vice-Chairs.

A motion was put forward that a Chair and two Vice-Chairs be elected for the Committee and that the position of Vice-Chair be reviewed annually.

Mr. Fay opened the floor for nominations. He referenced correspondence submitted by Bob Pesant, Member, who was unable to attend the meeting, but requested consideration for the position of Chair.

Gurratan Singh was nominated for the position of Chair. He confirmed acceptance and provided brief remarks in support of his nomination.

Mr. Fay called for nominations a second and third time. No further nominations were put forward. Mr. Fay called for a vote for the two members who were nominated.
Bob Pesant received two votes in his favor and Gurratan Singh received twelve votes. Based on the votes, Mr. Fay declared Gurratan Singh as the successful candidate. Mr. Singh accepted the position of Chair.

Mr. Fay called for nominations for the position of Vice-Chair. Joe Pimentel was nominated and he accepted the nomination for the position. He provided brief remarks in support of his nomination. Mr. Fay called for a vote for Mr. Pimentel. All members voted in his favor. Mr. Pimentel accepted the position of Vice-Chair.

Mr. Fay called for nominations for the second position of Vice-Chair. Amalathan Xavier was nominated and he accepted the nomination. Mr. Xavier provided brief remarks in support of his nomination.

Ms. Gurwinder Gill was nominated; however, she was not present to accept the nomination. Mr. Fay called for a motion to close the nominations.

Mr. Fay called for a vote for Amalathan Xavier. Mr. Xavier received the majority of votes for the second Vice-Chair position which he accepted.

The following motion was considered.

IEC004-2016  

1. That a Chair and two Vice-Chairs be appointed for the Inclusion and Equity Committee and that the position of Vice-Chairs be reviewed annually; and,

2. That Gurratan Singh be appointed for the position of Chair for the term ending November 30, 2018, or until a successor is named; and,

3. That Joe Pimentel and Amalathan Xavier be appointed for the position of Vice-Chairs for the term of one year ending 2016, and,

4. That the position of Vice-Chair be reviewed by the Committee annually; and

5. That the correspondence from Bob Pesant, Citizen Member, to the Inclusion and Equity Committee meeting of January 28, 2016, re: Election of Chair and Vice Chair, be received.

Carried
7. **Inclusion and Equity Ideas**

Committee discussion and ‘brainstorming’ took place as follows:

- What does the Committee want to achieve in the next three years?
  - Achieve a work plan by benchmarking ‘equitable’ cities and ‘equity’ committees
  - Create work groups to look at diversity plans and structure
  - Understand how to deliver services
  - Consider ‘external’ and ‘internal’ factors and be clear on the needs of the community

- Who is affected by our ‘diversity’ plan and for/to whom we are accountable
  - Need common framework understanding
  - Need global/view data
  - Need commitment to work / review data

- Identify ‘big picture’ statements and make decision on what sub-committees should be established

- Read material provided and next meeting each member be required to present three visions / goals for discussion

- How to communicate with the public; community may be unaware of important issues as everyone does not read the Brampton Guardian

- Request for a facilitated session to discuss shared goals / vision
  - Link with the City identified goals – what is expectation from Committee?
  - Strategic Plan
  - Mission – why here?
  - Vision – guides mission
  - Goals and objectives
  - Possible sub-committees

Committee was advised that City staff will facilitate the session at the next meeting. In response to a question about a budget for the Committee, staff explained that there is no allocation of funds at this time; however, a dedicated staff is being hired to support the Committee.

8. **Correspondence**

8.1. Correspondence from Bob Pesant, re: **Election of Chair and Vice Chair**.

*Dealt with under Item 6.2 – Recommendation IE004-2016*

8.2. Correspondence from Regional Councillor Elaine Moore, re: **Invitation – How the Diversity and Inclusion and Charter of Peel Affects the Interfaith Community – Tuesday, February 16, 2016**.

*Dealt with under Approval of Agenda – Recommendation IE001-2016*
9. **Question Period**

10. **Public Question Period**

11. **Adjournment**

   The following motion was considered:

   IE005-2016 That the Inclusion and Equity Committee do now adjourn to meet again on Thursday, March 31, 2016 at 7:00 p.m. or at the call of the Chair.

   Carried
CITY OF SURREY

2012

DIVERSITY ADVISORY COMMITTEE

TERMS OF REFERENCE

1. Mandate

(a) The purpose of the Diversity Advisory Committee is to enhance and celebrate diversity and inclusion and to advance Surrey as a welcoming and inclusive community for all.

2. Role

(a) The Diversity Advisory Committee is established to:

- Identify and research opportunities and needs of Surrey’s diverse population;
- Review and provide advice on proposed City policies, programs and initiatives;
- Review policies, programs and initiatives of other organizations with a view to determining how the City of Surrey can enhance its policies, programs and services to better serve Surrey’s diverse population;
- Continue to maintain and support the cultural celebrations in the City including the Fusion Festival;
- Review matters that are referred to the Committee by City Council; and
- Make recommendations to City Council, as necessary.

(b) The above actions are to be based on the principles of diversity and inclusion and cooperation and intercultural partnerships.

3. Membership

(a) One member of City Council shall be appointed annually by the Mayor to serve as the Chair of the Committee.

(b) Members of the Committee shall be selected by City Council and shall include representatives from as many cultural communities as needed.
(c) The Committee shall select a vice-Chair from among its members on an annual basis.

(d) Members will be appointed to the Committee for a term of 2 years.

4. **Staff Assistance**

(a) Staff assistance will be provided to the Committee, as necessary, by:

- Staff of the Parks, Recreation and Culture Department
- Staff of the Social Planning Section
- Staff of the Human Resources Department
- By the Diversity Coordinator of the RCMP; and
- Staff of other Departments

5. **Meetings**

(a) Meetings shall be held at the call of the Chair.

(b) The Committee shall meet at least six (6) times a year.

(c) A quorum for a meeting of the Committee to be one half of the Council appointed members plus one member. Any member who is absent from three consecutive meetings of the Committee without reason satisfactory to the Committee, may be removed from the Committee.

(d) Minutes of meetings of the Committee shall be recorded by the Legislative Services Department and be forwarded by the City Clerk to a Regular Council meeting as information and, where recommendations are included in the minutes, for approval by City Council.

*Approved by Council: December 4, 2006*
*Revised: December 18, 2006*
*Revised: September 17, 2007*
*Revised: January 24, 2011*
*Revised: December 12, 2011*
*Revised: May 15, 2012*
*September 18, 2012*