Thursday, June 23, 2016
Regular Meeting - 7:00 PM

Boardroom 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
Gurratan Singh
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
City Councillor Martin Medeiros – Wards 3 and 4
City 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**
   3.1. Minutes - **Inclusion and Equity - March 31, 2016**

   The minutes of the Inclusion and Equity Committee Meeting of March 31, 2016 were approved by Council on May 25, 2016. The minutes are provided for Committee’s information.

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

   Session continued from previous meeting

5. **Reports / Updates**

6. **Other/ New Business**
   6.1. Report by Donna-Lynn Rosa, Director, Recreation and Culture, dated May 16, 2016, re: **Endorsement of Diversity and Inclusion of Charter of Peel**.

   Note: This report was originally considered by Community and Public Services Committee on June 15, 2016. The recommendations will be presented for final approval at Council on June 22, 2016.

7. **Inclusion and Equity Ideas**

8. **Correspondence**
9. **Question Period**

10. **Public Question Period**

11. **Adjournment**

    Next Regular Meeting: September 29, 2016
    November 24, 2016
Thursday, March 31, 2016

7:00 p.m.
Bdrm WT-2C and WT-2D
2nd Floor – West Tower

Members:

Joe Pimentel (Vice-Chair)
Amaleethan Xavier (Vice-Chair)
Richard Emode
Gurwinder Gill
Joanne Leslie
Cherian Manathara
Bob Pesant
Duke Pratt
Rajinder Saini
Roop Sandhu
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 Gurpreet Dhillon – Wards 9 and 10

Members Absent:

Gurratan Singh (Chair) (regrets)
Louis Adams (regrets)
Hemant Tailor (regrets)
Councillor Martin Medeiros – Wards 3 and 4 (other municipal business)

Staff Present:

Public Services, Recreation and Culture
Donna-Lyn Rosa, Director, Recreation and Culture
Mary Held, Acting Manager, Central Services
Corporate Services Department
Peter Fay, City Clerk
Earl Evans, Deputy Clerk
Chandra Urquhart, Legislative Coordinator
The meeting was called to order at 7:10 p.m. and adjourned at 9:18 p.m.

1. Approval of Agenda

In response to a question from Gurwinder Gill, Joe Pimentel, Vice-Chair, advised that the Chair and Vice-Chairs of the Committee were selected by Members of the Committee through an election process in accordance with the City’s Procedure By-law. At the time, Committee supported a motion to review the position of Vice-Chair annually.

IEC006-2016 That the agenda for the Inclusion and Equity Committee Meeting of March 31, 2016, be approved as printed and circulated.

Carried

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

3. Previous Minutes

3.1. Minutes - Inclusion and Equity - January 28, 2016

The subject minutes were approved by Council on March 30, 2016 and provided for Committee’s information.

It was noted that Jeanette Schepp – Canada Mental Health Association – Peel, was present at the meeting on January 28, 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.

Joe Pimentel, Vice-Chair, introduced Thomas Plant, Director Strategic & Enterprise Services, Office of the Chief Operating Officer. He advised that Mr. Plant would facilitate the ‘Inclusion and Equity - Strategic Planning Workshop’.

Mr. Plant welcomed everyone. He explained that following his presentation, Committee will participate in discussions and two Visioning Exercises with the intent to develop goals and initiatives that will align with Committee’s mandate. He summarized as follows:

- Workshop Objectives
  - Develop a strategic roadmap
• Strategic Roadmap
  o Why do we need a strategic roadmap
• Visioning Exercise # 1
  o Defining what inclusion and equity means
• Key Committee Terms of Reference Focus Areas
• Visioning Exercise # 2
  o Setting goals and initiatives

Committee roundtable discussion followed:

Exercise # 1:
• Defining “Equity” and “Inclusion”.
  ➢ Fairness
  ➢ Acceptance
  ➢ Celebrate “success”
  ➢ Feeling safe
  ➢ Placing equal value to qualifications and qualities
  ➢ Inventory and acknowledge
  ➢ Creating/providing opportunities – what everyone brings
  ➢ Enable talents
  ➢ Changing behaviours/attitudes
  ➢ Removing/reducing barriers – culture change/embrace the change
  ➢ Future state perspective doesn’t need “E & I” it is
  ➢ Be the change
  ➢ Reasonable
  ➢ No exclusion
  ➢ Transparency
  ➢ Holistic
  ➢ Humanitarian
  ➢ Bias-free and discrimination-free
  ➢ Respect/Respecting differing perspectives
  ➢ Celebrations across communities
  ➢ Positive experience/outcomes
  ➢ Learning/Embracing
  ➢ Honouring
  ➢ Building
  ➢ Strength
  ➢ Increases accountability
  ➢ Regardless
  ➢ Consciousness
  ➢ Reflective
  ➢ Awareness
  ➢ Parity
  ➢ Accessibility – using strategy/power to create access/opportunities
  ➢ Taking risks/advocating
  ➢ Challenging the status quo/establishment
Exercise #2 - Brainstorm strategic initiatives for each goal:

- Promoting Equity and inclusion
  - To promote equity and inclusion
  - To increase awareness in the community
  - Develop communication strategies/plans/implement educational campaigns
  - Involve appropriate relevant groups/stakeholders (to help with promotion)
  - Understand/participate in different celebrations
  - Analyze/evaluate/explore practices
  - Identify/develop ambassadors (champions) from leadership and non-leadership
  - Be present/participate in process/communicate
  - Conduct surveys/community town halls
  - Promote sameness in schools and across communities
  - Develop a communication plan
    - Corporate
    - SMT
    - Staff
  - Community outreach
  - Fearlessly
  - Micro-Aggression
  - Financial commitment
  - Partnership
  - Hamilton Model
  - Call to action
  - City statement “the value of Equity and Inclusion”
  - Available in different languages
  - Outreach – increasing strategies
  - Internal versus external
  - Lead by example
  - Opening minds

- Examine the way the City delivers Programs/Services
  - Develop equitable programs and services
  - Community and City Staff – Survey/Town hall to understand community needs and assess satisfaction with services
  - Conduct a stakeholder analysis (SWOT) to assess current/desired state
    - What’s working well
    - What isn’t working well
    - Gaps/Barriers analysis (i.e. programs/services reflective of community needs etc.)
    - What can we do better
  - Current inventory – where are we?
  - To who – User friendly
- Environmental scan
  - Develop media
- Accountability
- Support the statement
- Identify best practices

- Developing city Programs and Services that align with the needs of Diverse communities
  - Understand our diverse communities (understand the diverse needs of our community)
  - SWOT analysis
  - Develop/implement an action plan
  - Evaluate
  - Engaging the community by going to where they gather
  - Educating staff and community
  - Hiring diverse staff
  - Advertising in common media
  - Be present at “the fold”
  - Championing communities
  - Managing expectations
  - Taking stock annually
  - Recalibration
  - Deliver or support
  - What is the City’s core business

- Building greater awareness of City programs/services across different communities
  - To develop a more effective communication strategy example: engage media/ethnic media
  - Surveys
  - Town hall meetings
  - Speaking opportunities social media
  - Videos
  - Develop partnerships (with different groups)
  - Inclusive advertising
  - Self-promote - City
  - Inspiring people (City staff) to be more engaging and visible in community
  - Using existing tools/strategies and accepting critique
  - Develop Communication Strategy
  - Outreach & engagement program
    - Go to where people are
  - Identification of social media
Mr. Plant advised that the information provided at the workshop would be condensed and included in the minutes.

Committee discussed the need to continue the facilitated session and suggested Mr. Plant facilitate a second workshop at the June 23, 2016 meeting.

The following motion was considered:

IEC007-2016  1. That the facilitated session by Thomas Plant, Director Strategic & Enterprise Services, Office of the Chief Operating Officer, to the Inclusion and Equity Committee meeting of March 31, 2016, re: Inclusion and Equity Facilitator Session Workshop be received; and,

2. That Thomas Plant, Director Strategic & Enterprise Services, Office of the Chief Operating Officer, host a second facilitated session on Inclusion and Equity at the June 23, 2016 meeting.

Carried

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**.

IE008-2016 That the information to the Inclusion and Equity Committee meeting of March 31, 2016, re: **Surrey BC - Diversity Advisory Committee – Terms of Reference** be received.

Carried

9. **Question Period**
10. **Public Question Period**

11. **Adjournment**

IE009-2016 That the Inclusion and Equity Committee do now adjourn to meet again on Thursday, June 23, 2016 at 7:00 p.m. or at the call of the Chair.

Carried

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Gurratan Singh, Chair
Date: 2016-05-16

Subject: Endorsement of the Diversity and Inclusion Charter of Peel

Contact: Donna-Lynn Rosa, Director, Recreation and Culture, Public Services, 905.874.2358

Recommendations:

1. That the report from Donna-Lynn Rosa, Director, Recreation and Culture, Public Services, dated May, 16, 2016, to the Community and Public Services Committee Meeting of June, 15, 2016 re: Endorsement of the Diversity and Inclusion Charter of Peel (File: 31/2015), be received; and

2. That the Diversity and Inclusion Charter of Peel be endorsed; and

3. That a copy of this report be forwarded to the City’s Inclusion and Equity Committee for its reference and consideration in developing an Inclusion and Equity Strategy for the City.

Overview:

- The Diversity and Inclusion Charter of Peel is a community-based initiative to foster inclusiveness and equity across the entire region.

- Since 2013, the Diversity and Inclusion Charter has been endorsed by the Region of Peel, City of Mississauga and Town of Caledon, as well as various agencies and boards operating within Peel Region.

- The Charter’s vision is to create an “inclusive Peel Region that values, respects and embraces diversity and equity so that everyone can achieve their full potential.” Twelve (12) commitments are included for endorsing organizations to realize this vision.

- The Charter commitments are aligned with existing City initiatives such as the 2016-2018 Strategic Plan and Council’s new Inclusion and Equity Committee.
Background:

In September 2015, the Corporate Services Committee received a delegation from the Regional Diversity Roundtable regarding the Diversity and Inclusion Charter of Peel, and Council subsequently passed Resolution C295-2015 as follows:

CS122-2015 1. That the delegation and presentation from Varsha Naik, Chair, and Amrita Kumar-Ratta, Project Lead, Regional Diversity Roundtable, to the Corporate Services Committee Meeting of September 23, 2015, re: Diversity and Inclusion Charter of Peel be received; and,

2. That staff be requested to report back to the Corporate Services Committee to endorse the Diversity and Inclusion Charter of Peel.

In 2013, Council previously received a delegation on this same matter.

This report recommends Council endorse the Diversity and Inclusion Charter of Peel, and that the Charter serve as a basis for the ongoing work of the City’s Inclusion and Equity Committee and action plan and initiatives to implement Council’s Strategic Plan, particularly the goal of supporting strong communities.

Current Situation:

The Diversity and Inclusion Charter of Peel is a community-based initiative to foster inclusiveness and equity across the entire region, developed by the Regional Diversity Roundtable and Peel Newcomers Strategy Group. Since 2013, the Charter has been endorsed by the Region of Peel, City of Mississauga and Town of Caledon, as well as various agencies and boards operating within Peel Region. The Charter’s vision is to create an “inclusive Peel Region that values, respects and embraces diversity and equity so that everyone can achieve their full potential.”

Twelve (12) commitments are included for endorsing individuals and organizations to realize this vision:

- Integrating the values of equity and inclusion into personal lives, work, relationships and participation as residents
- Supporting vibrant neighbourhoods where diverse people come together as communities
- Ensuring equitable and inclusive behaviours, practices, policies, with regular review
- Enabling full participation and engagement by all through equitable access to information, services, opportunities
- Providing ongoing learning that facilitates equity and inclusion at individual, organizational and community levels
- Creating safer spaces that foster mutual understanding, respect and growth
- Supporting inclusive leaders and change champions
- Dedicating **resources, including people, time and/or money**, to equity and inclusion
- Building **transparent and accountable relationships** and systems
- **Partnering and collaborating** to support and build equity and inclusion
- Recognizing individuals and organizations implementing **best practices** in equity and inclusion
- Recognizing and celebrating Peel Region’s rich diversity

The Charter’s vision and commitments are consistent with the City’s new Strategic Plan and new Inclusion and Equity Committee responsibilities to:

- provide advice to Council on promoting equity and inclusion as key considerations in the way the City delivers programs and services.
- ensure City programs and services align with the needs of our diverse communities
- build greater awareness of City programs and services across these communities
- develop and monitor the City’s inclusion and equity plan.

The Charter can be used as a foundational element for the ongoing efforts of the Inclusion and Equity Committee to fulfil its mandate and develop an Inclusion and Equity Strategy for the City.

**Corporate Implications:**

**Financial Implications:**

There are no financial implications from Council endorsing the Diversity and Inclusion Charter of Peel. Advancing the principles and objectives espoused in the Charter to further the City’s Strategic Plan may have future financial implications and if required, will be addressed through appropriate program and/or project budgets.

**Other Implications:**

The Charter commitments can be used as touchstones for all aspects of municipal service and program planning, delivery and evaluation.

**Strategic Plan:**

This report achieves the Strategic Plan priorities by promoting good government and strong communities to facilitate inclusive and equitable City services, activities and governance.

**Conclusion:**

Endorsing the Diversity and Inclusion Charter of Peel continues Brampton’s commitment to build a municipality and serve its citizens and businesses in an inclusive and equitable way reflecting the strength of the City’s diversity.
Submitted by:

Donna-Lynn Rosa
Director
Recreation and Culture
Public Services

Submitted by:

Mary Held
Acting Manager
Recreation and Culture
Public Services

Attachments:

Appendix 1 – Diversity and Inclusion Charter of Peel