



Town of Shelburne
Shelburne Diversity Equity and Inclusion
May 19, 2022, | 6:30 pm
Committee Meeting - Agenda
Virtual Town Hall – 203 Main Street East

Minutes

Members in Attendance

David Egbert, Chair
Alethia O'Hara-Stephenson, Vice Chair
Stella Aluze-ele
Leonard Guchardi Nicolas
Knight
Karen Lang

Council
Councillor Wegener
Councillor Fegan

Staff
Denyse Morrissey, Chief Administrative Officer
Carol Maitland, Economic Development Officer

Absent
Deputy Mayor Anderson
Jonathan Lemoine (with notice)
Vijay Nandkumar

1) Call to Order

Meeting called to order at 6:30 pm

2) Land Acknowledgement Statement

We would like to acknowledge the traditional territory of the Anishinaabe including the Ojibway, Potawatomi and Chippewa and the People of the Three Fires Confederacy.

3) Disclosure of Pecuniary Interest

No Disclosures

4) Approval of April 21, 2022, minutes

Recommendation: THAT we approve the minutes from the meeting held April 21, 2022.

Moved By: Councillor Fegan

Seconded By: Alethia O'Hara-Stephenson

THAT we approve the minutes from the meeting held April 21, 2022

CARRIED

5) Welcome new DEI members – Chair Egbert

The Chair welcomed the new DEI members Leonard Guchardi and Nicolas Knight. The new members introduced themselves and outlined their reasons for wanting to be part of the Shelburne DEI committee.

6) Discussion: New Awards for High School and Elementary Students – Chair

The Chair provided an update. The school principals were contacted. Each were generally in support of the award and preferred the award be postponed until the next school year. They noted the schools already have awards that they felt addressed DEI. Alethia O'Hara-Stephenson provide information on the award created by The Dufferin County Canadian Black Association (DCCB).

The Chair updated the committee on the plaque review/quotes and wording for the plaques – "Fostering an inclusive environment within the school community."

The Chair referenced 2 awards mentioned by the school principals:

- Councillor Tom Egan Ward – Community service award
- Stronger Together Award – Promotes inclusivity and kindness

Alethia O'Hara-Stephenson provided additional background information on each award. The Chair indicated the committee should continue work on this project to be ready to implement the new DEI school awards in Fall 2022. Alethia O'Hara-Stephenson suggested the DEI committee involve the schools in the process.

- 7) Update: DEI Logo award event and marketing materials (t-shirts, banner and flag).

Councillor Fegan provided information on certificate presentation at the May 9, 2022, Council meeting. There was also an article in the Free Press. Staff confirmed that the gift card had not yet been presented in person. Councillor Fegan will coordinate the in-person presentation of the gift card and T-shirt. Staff confirmed the event can be shared on the Town's social media accounts.

General information on the Town's procurement policy as it relates to requesting quotes for the purchase of plaques was provided by staff.

- 8) Update: Emancipation Day event: budget discussion

Alethia O'Hara-Stephenson provide an update of the planned virtual event on August 2, 2022. She requested the DEI formally partner with her organization, the Dufferin County Canadian Black Association (DCCB). This would include supporting the event and the creation of a video collage with community members providing different perspectives. Each will speak to what Emancipation Day means to them. A request was made for marketing support.

The committee discussed the video project. The Chair requested DEI members volunteer to support the project and work with Alethia. The Chair requested Alethia O'Hara-Stephenson provide a budget for discussion at the next DEI committee meeting in June.

Staff confirmed that a "call to action" for video participants could be shared on the Town's social media platforms. The committee discussed using the Council Chambers for the video shoot. Staff suggested the Shelburne Public Library might also be an option.

- 9) Update: National Indigenous Day Event – Jonathan Lemoine. Deferred to June 16, 2022, DEI meeting.
- 10) Committee Matrix – Update/Review) - Sub-working Groups Reports and Updates. The Chair discussed next steps with the creation of the subgroups for the various planned events. The Chair also discussed the creation of marketing materials and budget for planned events. The Chair will forward an email with a list of sub-groups and requested members of the DEI committee volunteer. Next subgroup meeting in 2 weeks - June 2, 2022.

Karen Lang provided an update on the DEI Accessibility sub-working group. Upcoming national days of recognition were noted. It was requested the Town promote National Accessibility week and National Brain Injury month on the Towns' website and billboards. Staff clarified that the Town does recognize both dates. Councillor Wegener asked if Town proclamations are also issued. Staff indicated they would need to review and follow-up with the DEI committee.

Stella Aluze-ele asked if the Black History month contest prize could be expanded for 2023 to include a trip(s) to Ghana Africa. The trip would be educational. The estimated costs were not known.

Staff also referenced the docu-series that details the history of the slave trade, the migration of slaves throughout North America and Europe - (Enslaved) by Samuel L. Jackson. It traces the History of the TransAtlantic Slave Trade.

Karen Lang provided information on the June 4, 2022, Golf Tournament – Blue Ribbons for Special Olympics Tournament. It was suggested DEI members register a team to golf at the event and/or provide sponsorship/donation. The cost was \$160 per person for golf. The committee discussed options to support this golf tournament.

Councillor Wegener questioned the use of the DEI budget and public funds for DEI members to golf or support of a golf tournament or an individual golfer who needs financial support to attend. The Chair requested clarification from staff. Staff cautioned against paying for golf using the DEI budget to have a team of four people in this event. Staff suggested that when bringing new ideas forward, the time needed to review and evaluate information to make informed decisions is important, and ensures

ideas align with the DEI mandate and terms of reference and other Town policies, including the code of conduct.

Councillor Fegan suggested the DEI sponsor the event rather than an individual golfer. He offered to contact the organizer for more information on sponsorship levels. Due to the short timelines, Councillor Fegan suggested the committee might approve a resolution on the sponsorship budget via email and following confirmation of more information from the event organizer.

Staff was asked to comment. Staff advised that DEI committee business and decisions must be made at a meeting (with quorum). In this case, and because of the timelines, the committee could set a budget to sponsor the golf tournament at this meeting. However, DEI should be also ensuring the golf event, (or any golf event or third-party event) and financial support provided has a direct correlation with the DEI's mandate and is deemed an important component of the DEI committee's work. The committee further discussed the golf event and decided not to move forward with sponsoring the event.

The Chair noted a concern raised by a community member with regards to the lack of benches at Fiddle Park and if the DEI budget can be used to purchase benches.

Staff indicated they would review the bench inventory. Benches are a function of the Town's budget and paying for from DEI budget is not required or recommended. It was noted the Town is currently completing a plan for Fiddle Park as part of the Parks and Recreation Master Plan. The link to the report and survey results are: [report on Fiddle Park](#).

The Town is completing the Parks and Recreation Master Plan, which has been started. The DEI committee will also be part of the engagement process. There will be a report on a number of park capital projects on the May 30, 2022, Council agenda.

11) 2022 Budget update – Chair

The Chair briefly discussed the budget to date. He confirmed that Staff will provide the committee with a monthly budget update.

12) Town of Shelburne social media Policy – Denyse Morrissey
Staff provided an overview of the [social media policy](#) which applies to

Staff, members of Council and persons appointed to Boards and Committees by Council. The policy provides guidelines and raises awareness of the commitments and obligations as representatives of the Town of Shelburne in the use of social media.

- 13) Cross Walk/Intersection Painting – May 9, 2022, Council meeting, requests, locations, and process.

Staff provided background and information on the cross walk/intersection painting project/program, about 10 or more locations, which are being developed and in the very early stages. All locations that would be approved by Council via a future staff report. Locations would be painted with various symbols to facilitate opportunities to educate, communicate and celebrate diversity equity and inclusion. Locations could be part of a walking tour with QR codes used to enhance the experience. The project also can support business within the Downtown core - BIA district via a walking tour for cross walks. The plan is still exploratory and would not start until the Fall 2022 or otherwise be included in the draft 2023 budget. The plan is to also work with the high school and other community partners.

The committee asked about project costs. Staff clarified that the project would be incorporated into the Town's operating budget. The Chair suggested that based on current DEI workload, the committee would not become too involved. Staff clarified that the project is intended to be Town managed, and a staff report will be presented to Council recommending locations for Councils approvals. It is expected to be a multi-year project budget. Staff wanted to make the DEI committee aware of the program and request support in principle.

Recommendation: BE IT RESOLVED THAT we receive the general overview of cross walk/intersection painting project plan, as presented by Staff, and the DEI committee supports the initiative in principle, and the committee believes the project is consistent and a great reflection of DEI committees' values and what DEI hopes to achieve with the community.

Moved by: Alethia O'Hara-Stephenson

Seconded by: Stella Aluze-ele

CARRIED

Leonard Guchardi asked if DEI committee should approach Council about replacing the four-season downtown flags with DEI themed flags. Staff advised that the four-season flags are only 3 years old, were a custom design and not inexpensive. As an option for DEI, staff suggested working with the high school to repaint some of the large wooden flower boxes, using Diversity as the theme.

14) Store policies – Number of Students allowed inside

Alethia O'Hara-Stephenson provided an overview of the concern brought to her attention with regards to several retail stores limiting student access. The committee discussed the concern. Staff advised the committee that there are no Town bylaws that provide the Town with jurisdiction on this issue. It was recommended concerned citizens can review the Ontario Human rights code/webpage for information and the code specifically addresses age discrimination. Alethia O'Hara-Stephenson will follow-up with the concerned citizen.

15) New Business

- a) Alethia O'Hara-Stephenson recommended a statement be made by Council addressing the Buffalo Shooting Tragedy. The committee discussed creating the statement. Staff advised the committee the next Council meeting is May 30, 2022. To expedite the process, it was suggested that Staff develop the draft statement and the Chair or ViceChair review and approve the statement on behalf of DEI.

Recommendation: BE IT RESOLVED THAT we approve Alethia O'Hara-Stephenson to assist in the development, review and approval of the draft statement, addressing the Buffalo shooting tragedy, created by Towns staff.

Moved by: Councillor Fegan

Seconded by: Councillor Wegener

CARRIED

- b) Staff advised there has been a request from Bobbi Ferguson with Shelburne Rotary to speak to the DEI committee about DEI participation at an upcoming event at Fiddle Park. The item will be added to the June 2022 DEI agenda.

c) The Chair thanked Alethia O'Hara-Stephenson for the gift presented to his children.

16) Confirm Date & Time of Next Meeting – June 16, 2022

17) Adjourn Recommendation: BE IT RESOLVED THAT we now adjourn to reconvene at the call of the Chair.

Moved By: Alethia O'Hara-Stephenson

Seconded By: Stella Aluze-ele

Meeting adjourned at 8:35 pm.