



Staff Report HR2023-014

Title of Report: HR2023-014 – Equity, Diversity & Inclusion
Department: Human Resources
Council Date: July 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report HR2023-014 for information.

Background:

At the April 5, 2023 Council Meeting, a Notice of Motion was passed:

Moved By Deputy Mayor Dobreen **Seconded By** Councillor Ferguson

Be it resolved that Council direct staff to bring a report to Council that outlines the work currently being done, both locally, at the County and legislated through other levels of Government regarding Diversity, Equity and Inclusion; and **That** staff provide recommendations on how Southgate might support or enhance that work and best incorporate the DEI lens when rolling out Policy, programs, services and the Community Action Plan.

Carried. No 2023-153

Staff Comments:

Equity is defined as the act of ensuring that processes and programs are impartial, fair and provide equal possible outcomes for every individual.

Diversity refers to the presence of differences within a given setting; example in the workplace that may mean differences in race, ethnicity, gender, gender identity, sexual orientation, age and socioeconomic background.

Inclusion is the practice of making people feel a sense of belonging.

(source: <https://builtin.com/diversity-inclusion/what-does-dei-mean-in-the-workplace>)

When looking at EDI, it is important to consider all protected grounds under the Ontario Human Rights Code: citizenship, race, place of origin, ethnic origin, colour, ancestry, disability, age, creed, sex/pregnancy, family status, marital status, sexual orientation, gender identity, gender expression, receipt of public assistance (in housing) and record of offences (in employment).

Below is an outline of initiatives that have already been completed or are in progress in regards to EDI:

Staff Training

Various staff have taken different training on the topics of Diversity, Equity and Inclusion as well as Human Rights, including:

1. Human Resources staff

- a. GBLIP training
 - b. Supporting a Multicultural Organization - Cultural Inclusion & the Talent Management Cycle put on by Grey County
 - c. Equity, Diversity and Inclusion training that included Inclusive Practices by HR, presented by Michele Manocchi Organizational Consulting
 - d. AMO Human Rights and Equity Training presented by Hicks Morley and the Kojo Institute.
 - e. OMHRA webinar series on Human Rights and Equity, Diversity and Inclusion.
2. Administrative, Recreation and Library Staff
 - a. GBLIP's Conversations for a more Inclusive and Welcoming Community
 - b. CEO has taken sessions at conferences on EDI in the library including *Anti-Black Racism Working Group: Placing the experience at the centre of redesigning.*
 - c. Youth Services has taken youth related EDI training
 3. Economic Development Staff
 - a. Diversity, Equity and Inclusion training by Typsy.
 4. All Staff
 - a. Each staff member is trained on The Ontario Human Rights Code and AODA (Accessibility for Ontarians Disabilities Act) within their orientation package.

Human Resources

1. Reviewed diversity and inclusion of health benefits with our provider.
2. Advertise job postings on multiple platforms and state that accommodations will be provided when required.
3. Reviewed job postings and job descriptions for any pronouns and/or other language that may not be inclusive.
4. Continuously reviewing policies and procedures to ensure inclusive wording and processes.
5. Continuously staying informed regarding policies, initiatives and what others are doing in the workplace to support EDI.

Library

1. Diversity Audit - We are assessing individual materials and tracking how much diversity is in the collection. We analyze each title by the author and the characters in book. We also make note of where a book takes place.
2. Working with GBLIP and Y Settlement and Languages Services. Through conversation with these organizations' library staff determined that programming should be more reflective of all the cultures in our community and beyond. We have been trying to acknowledge all the major holidays by celebrating different cultural dates and months. We do this through book displays, social media post, and through programming. We have been receiving positive feedback from community members and many have personally thanked staff for our efforts.

3. Work with local community leaders to ensure any cultural programming is done properly, instead of assuming anything. So far this year we have done Lunar New Year programs, Black History Month, Ramadan, Asian Heritage Month in May and Pride Month in June.
4. Recently, the Board passed an Equity, Diversity and Inclusion Policy (included as Attachment #1).

Recreation

1. Arena renovations that included an elevator lift and accessible washrooms.
2. Programming staff are always looking for ways to be inclusive and work with individual needs. They also take feedback from participants about what programs they would be interested and investigate feasibility.
3. Investigating new programs that expand interest of different groups, such as the new cricket field.
4. Low-cost options for programs which has resulted in a significant number of registrations.

Economic Development

1. Supporting multicultural community events.
2. Community Improvement Plan (CIP) includes supports for accessibility and low income/affordable housing.

Clerks

1. Accessibility Committee - The Clerk's Department, in consultation with the Grey County Joint Accessibility Advisory Committee advises on ways to identify, prevent, and remove barriers from municipal services, by-laws, policies, programs and facilities and to ensure compliance with the Ontarians with Disabilities Act and Accessibility for Ontarians with Disabilities Act.
2. Accessibility Improvements have been made in the office and when building the Council Chambers.
3. The website reconstruction ensured that we are AODA compliant.

Grey Bruce Local Immigration Partnership

- The Grey Bruce Local Immigration Partnership (GBLIP) is focused on building a more welcoming and inclusive Grey Bruce and how we can all work together to make it easier for newcomers to settle here. This initiative/group is sponsored by Immigration, Refugees, and Citizenship Canada (IRCC) and the federal government's initiative to address the growing need for systematic community planning around immigrant attraction and retention.
- HR Manager/Asst to CAO is part of the GBLIP Partnership including the Community Sub-Committee.
- Librarian CEO is also part of the GBLIP Partnership including the Belong Sub-Committee.
- Created a Welcome Package template that is accessible and inclusive. This welcome package template is available in multiple languages, so it is easier for municipalities to input their local information and have available to more residents. Currently the Township is inputting our local information into the template and once finalized, this will be added to our website and paper

copies available at public locations such as Library, Arena and Administration office.

- GBLIP created a Settlement Strategy (Attachment #2).
- GBLIP connects municipalities across Grey-Bruce by sharing multicultural dates and events.

Staff Recommendations

Staff have the following recommendations in regard to Equity, Diversity and Inclusion within the Township:

1. Council select one member of Council to join the GBLIP.
2. Council direct staff to create a Township wide policy.
3. Council and staff consider incorporating EDI into the new Community Strategic Plan.
4. Staff continue to:
 - a. Review policies and procedures for compliance and inclusivity.
 - b. Take training as it becomes available.
 - c. Work with GBLIP and use their resources that are available.
 - d. Find ways to ensure EDI is promoted within the workplace and in the community.

Financial Implications:

There are currently no financial implications as a result of this report.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Concluding Comments:

1. That Council receive this report as information.

Respectfully Submitted,

Human Resources: Original Signed By

Kayla Best, HR Manager/ Assistant to the CAO

CAO Approval: Original Signed By

Dina Lundy, CAO

Attachments:

Attachment #1: Southgate Library Board's new Equity, Diversity and Inclusion Policy.
Attachment #2: GBLIP's Settlement Strategy.