



Town of Shelburne  
Shelburne Diversity Equity and Inclusion  
January 20, 2022, | 6:30 pm  
Committee Meeting - Minutes  
Virtual Town Hall – 203 Main Street East

## Minutes

Members in attendance:

Marcia Murdock, Chair  
David Egbert, Vice-Chair  
Stella Aluze-ele  
Karen Lang  
Jonathan Lemoine  
Alethia O'Hara-Stephenson

Councillors:

Deputy Mayor Anderson  
Councillor Fegan  
Councillor Wegener

Staff Present:

Denyse Morrissey CAO Town of Shelburne  
Carol Maitland, Economic Development Officer  
Melissa Kenney Communications Coordinator and Administrative Assistant

Absent:

Harleen Toor

1. Call to Order

Vice-Chair Egbert - Meeting called to order at 6:33 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 December 16, 2022, Minutes

Motion # 1

Moved By: Councillor Kyle Fegan

Seconded By: Alethia O'Hara-Stephenson

BE IT RESOLVED THAT we approve the minutes from the meeting December 16, 2022.

CARRIED

5. Town of Shelburne events and recognition calendar for website and social media – using the Canadian Centre for Diversity and Inclusion (CCDI) Calendar – CAO Denyse Morrissey

Staff provided an overview of the Canadian Centre for Diversity and Inclusion (CCDI) calendar, which recognizes several cultural and religious events. Staff will update the committee once a technical review with CCDI is completed on how best to utilize their calendar and services. The committee discussed the development of the cultural calendar and policy for its administration. Staff advised the committee that with respect to approvals there are some formalities and policies in place that will require Council approval.

6. Announcement from the Chair – Marcia Murdock the Chair of the DEI committee resignation

## **PRESENTATION**

### 7. Accessibility Committee – Councillor Walter Benotto, Committee Chair

Councillor Benotto provided a presentation to the Committee regarding Shelburne’s Accessibility Committee. The presentation covered the 23-year history of the Accessibility Committee, the committee’s mandate, accomplishments, and awards.

The Committee asked if the Accessibility Committee provided guidelines and or support to assistance businesses. Councillor Benotto confirmed the committee, and himself in particular, can provide support to business for these needs.

It was asked if there are plans for a sidewalk on County Rd. 11 - between KTH and Ice River Springs given where people have been observed walking. Deputy Mayor Anderson referenced an upcoming report on the January 24, 2022, Town Council agenda regarding estimated costs to install in the area of Hwy 124 and 89. These sidewalks would be located on roads that are under the jurisdiction of Dufferin County.

A further discussion ensued regarding engaging businesses on how to accommodate people with disabilities and creating barrier free environments and employment.

It was noted by Councillor Benotto the accessibility committee would welcome new members and suggested Karen Lang consider serving in this role too. Staff provided information on the process to appoint members to Committee and those appointments are made by Council. Staff suggested a DEI liaison role on the Accessibility would allow information to be shared between the Accessibility and DEI Committees. Karen Lang, who is leading the new DEI accessibility sub working group volunteered to also serve as the DEI liaison on the Accessibility Committee.

Further discussion ensued about the opportunities to engage and inform businesses on accessibility issues.

Motion # 2

Moved By: Councillor Kyle Fegan

Seconded By: Alethia O'Hara-Stephenson

BE IT RESOLVED THAT Karen Lang will act as the liaison between the Accessibility Committee and Diversity Equity and Inclusion Committees.

CARRIED

8. Bang The Table – Carol Maitland

Staff provided an overview of the Bang the Table platform, and how the platform could be utilized to meet the DEI committee's needs.

A discussion ensued regarding use and administration of the Bang the Table platform. The committee asked staff to make recommendations with regards to the creating a DEI specific email, that could be used by all DEI committee members. Responses on the platform will be administered by the DEI committee. Staff will review options with Bang the Table, for addressing responses, emails, and forums with and from the public.

9. Town Website – Carol Maitland

Staff provided an overview of the Town of Shelburne website and page statistics.

10. Committee Matrix – Update/Review

a) Sub-working Groups Reports and Updates

No updates on the matrix, an email will be sent with suggested dates for 2022 subcommittee meetings.

10. New Awards for Highschool Students – Deputy Mayor Steve Anderson

Deputy Mayor Anderson asked the committee to decide with regards to New Awards for Highschool Students (1) whether there is value in connecting with our school's community and (2) the number of awards, criteria, and name of award etc. The committee discussed the new awards. The details of the award will be discussed at the February 2022 meeting.

Motion # 3

Moved By: Stella Aluze-ele

Seconded By: Jonathan Lemoine

BE IT RESOLVED THAT the Diversity Equity and Inclusion Committee approves in principle the development of the award.

CARRIED

11. Resignation of committee member - The Chair noted the resignation of Soha Soliman from the DEI Committee and confirmed acceptance of her resignation.

12. Selection of the 2022 Committee Chair and Vice Chair – according to the Mandate and Terms of Reference – February 2022 – Discussion

Staff provided an overview of the process to elect the Chair, Vice-chair and fill the committee vacancy. The Committee voted to proceed with electing the Chair and Vice Chair of the DEI Committee at the January meeting and not deferring to the February meeting. The committee discussed the vacancy and the role of the Chair.

Motion # 4

Moved By: Marcia Murdock

Seconded By: Karen Lang

BE IT RESOLVED THAT the Diversity Equity and Inclusion Committee recommend David Egbert act as Chair of the DEI committee for the remainder of the term

CARRIED

Motion #5

Moved By: Jonathan Lemoine

Seconded By: Karen Lang

BE IT RESOLVED THAT the Diversity Equity and Inclusion Committee recommend Alethia O'Hara-Stephenson act as Vice Chair of the DEI committee for the remainder of the term.

CARRIED

12. New Business

a) Update: Pan African flag will be raised on February 1, 2022, at 9:00 am

Staff provided an update on COVID restrictions and outdoor gathering number limits for the flag raising.

b) Update: Black History Month (BHM) Proclamation – on the Council agenda January 24, 2022.

The proclamation for BHM is included on the January 24, 2022, Council agenda.

The Chair requested information on the history of the Pan African Flag. Alethia Stephenson provided the history and an overview of the flags meaning.

The committee discussed the Flag raising event and proclamation.

### **PROCLAMATION**

WHEREAS, Black History Month is an opportunity to acknowledge and honour the historical and present contributions of Black Canadians, and recognizes their significant contributions made to Canada; and

WHEREAS, during Black History Month, we celebrate the many achievements and contributions made by Black Canadians to our collective economic, cultural, spiritual, social and political development; and

WHEREAS, the Town of Shelburne recognizes and values the significant contributions and advances that Black Canadians have made, and continue to make to Canadian society, and recognize the quest of Black Canadians for equal opportunity and freedom from discrimination in Canada; and

WHEREAS the Town of Shelburne's establishment of a Diversity, Equity and Inclusion Committee will identify ways to eliminate barriers and ensure systemic changes are made to promote equity and inclusion in our community;

NOW, THEREFORE, I, Mayor Wade Mills, do hereby proclaim February 2022 as Black History Month in the Town of Shelburne and encourage all residents to celebrate our diverse heritage and culture and continue our efforts to make Shelburne an inclusive community for all.

Deputy Mayor Anderson proposed that the DEI committee partner, at no cost to the DEI Committee, with the County of Dufferin and Dufferin County Canadian Black Association on their upcoming Black History Month event. He indicated he would bring the proposal to Dufferin County for their consideration if the committee agrees.

Alethia O'Hara-Stephenson provided the committee with information on scheduled Black History Month Flag raisings in Dufferin County. The January 27, 2022, Dufferin County/ Museum of Dufferin/ Dufferin County Black Canadian Association virtual event was noted. Alethia O'Hara-Stephenson will share additional event information with the committee when details are finalized.

The committee discussed planning for future Black History month events and what could be now offered in February 2022. Marcia Murdock suggested the creation of Black History Month Jeopardy game and provided an overview. The committee discussed the logistics and budget for the game. Staff suggested using social media to play the game.

Motion # 6

Moved By: Lindsay Wegener

Seconded By: Chair David Egbert

BE IT RESOLVED THAT the Diversity Equity and Inclusion Committee allocate \$100 in \$25 gift cards for the Black History Month Jeopardy Game prizes.

CARRIED

General comments and discussion – Jeopardy Game

Karen Lang suggested that the committee use print media, in addition to social media to reach long-term residents within the community.

Marcia Murdock suggested the ad be educational rather promotional. The committee discussed the logistics of placing educational ads in the paper.

Alethia O'Hara-Stephenson and Marcia Murdock will draft the communications.

Alethia O'Hara-Stephenson shared examples of Black History Month facts that could be incorporated into the communications.

Staff will email the Chair and Vice Chair with newspaper ad costs.

Councillor Wegener discussed potential options to utilize larger standalone newspaper space, spread over the entire month.

The Chair suggested the committee obtain costs before determining the breadth of the newspaper communications. Staff confirmed the current cost for Town's monthly page in the Free Press.

Staff suggested also using the local radio station and staff will obtain quotes and forward to the Chair and Vice Chair. Councillor Fegan will contact 101FM in Orangeville to obtain costing and will copy the Chair on the emails.

Staff confirmed the 2022 DEI budget is \$15,000.

Deputy Mayor Anderson suggested the committee set a budget of up to \$1500 for the 2022 BHM marketing.

Motion # 7

Moved By: Councillor Fegan

Seconded By: Jonathan Lemoine

BE IT RESOLVED THAT the Diversity Equity and Inclusion Committee allocate \$1,500 for media, promotion, and education of Black History Month.

CARRIED

The Chair asked Deputy Mayor Anderson for clarification with regards to the upcoming Black History Month event/video hosted by the County of Dufferin, Dufferin Museum and Dufferin County Canadian Black Association. Deputy Mayor Anderson provided an overview of the event and potential partnership opportunities (panel discussion, video participation and logo placement) with the DEI Committee.



Councillor Fegan updated the committee on the DEI logo and advised the committee that the logo may not be ready for Black History Month events.

Motion # 8

Moved By: Deputy Mayor Steve Anderson

Seconded By: Councillor Kyle Fegan

BE IT RESOLVED THAT the Diversity Equity and Inclusion Committee supports participation and partnering in the County of Dufferin, The Museum of Dufferin and Dufferin County Canadian Black Association's, Black History Month event and to use the remainder of the event budget to compensate Tristan Barrocks

CARRIED

13. Staff informed the committee that the EDC breakfast has been postponed.

14. Confirm Date and Time of the Next Meeting – February 17, 2022

15. Motion # 8

Moved by: Councillor Lindsay Wegener

Seconded by: Karen Lang

BE IT RESOLVED THAT we now adjourn to reconvene at the call of the Chair

CARRIED

Meeting adjourned at 9:10 pm