

Agenda Including Addeds

Corporate Services Committee

9th Meeting of the Corporate Services Committee

May 6, 2024

1:00 PM

Council Chambers - Please check the City website for additional meeting detail information. Meetings can be viewed via live-streaming on YouTube and the City Website.

The City of London is situated on the traditional lands of the Anishinaabek (AUh-nish-in-ah-bek), Haudenosaunee (Ho-den-no-show-nee), Lūnaapéewak (Len-ah-pay-wuk) and Attawandaron (Add-a-won-da-run).

We honour and respect the history, languages and culture of the diverse Indigenous people who call this territory home. The City of London is currently home to many First Nations, Métis and Inuit today.

As representatives of the people of the City of London, we are grateful to have the opportunity to work and live in this territory.

Members

Councillors H. McAlister (Chair), P. Cuddy, S. Stevenson, C. Rahman, P. Van Meerbergen

The City of London is committed to making every effort to provide alternate formats and communication supports for meetings upon request. To make a request specific to this meeting, please contact CSC@london.ca or 519-661-2489 ext. 2425.

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6.1 Land Acquisition / Solicitor-Client Privileged Advice / Position, Plan, Procedure, Criteria or Instruction to be Applied to Any Negotiations

A matter pertaining to the proposed or pending acquisition of land by the municipality, including communications necessary for that purpose; advice that is subject to solicitor-client privilege; commercial and financial information, that belongs to the municipality and has monetary value or potential monetary value and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality.

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7. Adjournment

Report to Corporate Services Committee

To: Chair and Members
Corporate Services Committee

From: John Paradis, Deputy City Manager, Enterprise Supports

Subject: Respectful Workplace Policy and Workplace Violence Prevention Procedure Annual Report – January 1, 2022, to December 31, 2023

Date: May 6, 2024

Recommendation

That, on the recommendation of the Deputy City Manager, Enterprise Supports, the following report regarding the Respectful Workplace Policy (Anti-Harassment/Anti-Discrimination) and Workplace Violence Prevention Procedure BE RECEIVED for information purposes.

Executive Summary

This is an Annual Report regarding the Respectful Workplace Policy (Anti-Harassment/Anti-Discrimination) (“RWP”) and Workplace Violence Prevention Procedure (“WVPP”) for the period January 1, 2022, to December 31, 2023. The reporting period includes the years 2022 and 2023 because no annual report was submitted in 2023 while the third-party review of the RWP and its practices and procedures was ongoing.

The Annual Report provides an overview in two main areas:

- (i) complaints received involving employees as a respondent; and
- (ii) training and awareness initiatives.

For the period January 1, 2022, to December 31, 2022, the Human Rights Office reported 24 complaints under the RWP and 2 complaints under the WVPP. For the period January 1, 2023, to December 31, 2023, the Human Rights Office reported 33 complaints under the RWP and 3 complaints received under the WVPP.

The number of complaints under the RWP received by the Human Rights Office has increased since the RWP came into effect in March 2020. In this reporting period, although the number of complaints received has increased, the percentage of complaints where positive findings have been found decreased in 2023 to 52% compared to 67% in 2022. Further, the number of resolutions that were completed outside the 3-month time period increased in this reporting period compared to previous years where all were completed within three months. This could be attributed to the increasing complexity of investigations and complaints as demonstrated by the increase in allegations of harassment and discrimination. Civic Administration is reviewing its processes with a view to reducing the number of resolutions outside of the 3-month period. The new Human Rights Division with dedicated staffing resources is likely to result in resolutions being completed within the 3-month period in most cases.

From the training perspective, employee training continued for the RWP and WVPP. Since the RWP came into effect, a total of 4,154 employees completed the “Respectful Workplace and Code of Ethics” training (see Appendix “C”). Further, since 2020 a total of 1,944 employees completed the “Workplace Violence Prevention Procedure” and Introductory “I Step Forward” training. In addition, 2,382 employees completed WVPP training as part of “A Safe and Respectful Workplace” course (see Appendix “C”). Civic Administration launched new enterprise-wide training programs in 2022: “A Safe and Respectful Workplace” and “Responding to Domestic Violence and Human Trafficking”.

Linkage to the Corporate Strategic Plan

Council's 2023 – 2027 Strategic Plan for the City of London (the "City") identifies several strategic areas of focus including *Creating a Safe London for Women, Girls, and Gender-Diverse and Trans People* and *Well-Run City*. Annual reporting regarding the RWP and WVPP supports actions to maintain a respectful, safe, and healthy workplace for women, girls, gender-diverse and trans people, and all employees, as well as establishing the City as a leader in public service as an employer.

Analysis

1.0 Background Information

1.1 Previous Reports Related to this Matter

- [June 21, 2021, Respectful Workplace Policy and Workplace Violence Prevention Procedure Annual Report - March 1, 2020, to December 31, 2020](#)
- [March 28, 2022, Respectful, Workplace Policy and Workplace Violence Prevention Annual Report - January 1, 2021, to December 31, 2021](#)
- [February 26, 2024, Respectful Workplace Policy 2024 Update](#)

All previously submitted reports regarding Corporate Human Rights and Code of Conduct Inquiries, Requests, Complaints and Related Training initiatives.

2.0 Discussion and Considerations

2.1 General

As outlined in the February 26, 2024, report to Corporate Services Committee titled "Respectful Workplace Update" a third-party review was conducted in 2023 of the RWP and its practices and procedures resulting in several recommendations. During the course of the third-party review, complaints under the RWP involving employees working in the Fire Department were administered through an alternate process. This alternate process continues to be in place until the new Human Rights Division is fully staffed. Complaints received in the alternate process will be reported in the 2025 annual report.

While the third-party review was ongoing in 2023, no annual report was submitted. Accordingly, this Report covers the period January 1, 2022, to December 31, 2023, and focuses on RWP and WVPP complaints received involving employees as respondents including type of allegation, timelines, and the number of positive findings, subject to applicable legislation including the *Municipal Freedom of Information and Protection of Privacy Act*. This Report also provides an overview of training and awareness initiatives to support a Respectful Workplace.

Section 2.2 provides information regarding the complaints received under the RWP and WVPP and workplace assessments conducted by the Human Rights Office. For clarity, these complaints include only those where the respondent is an employee and do not include complaints against individuals who are not employees of the Corporation including Members of Council.

Section 2.3 provides information regarding training and awareness initiatives implemented during the reporting period in support of the RWP, the WVPP, and the Corporation's commitment to provide a Respectful Workplace.

2.2 Complaints under the RWP and WVPP - Key Terms

The tables that follow provide information regarding complaints received by the Human Rights Office for the RWP and WVPP. Explanation of key terms used in section 2.2.1 and 2.2.2 is set out below.

- *Type of Complaint* – the general nature of the alleged behaviour or conduct that is in violation of the RWP and/or WVPP for example discrimination.
- *Type of Allegation* – the specific grounds of the alleged behaviour or conduct for example, a complaint of discrimination based on race.
- *Number of Allegations within the Complaints Received* - each complaint may include several allegations of behaviour or conduct that is in violation of the RWP and/or WVPP.
- *Timelines* – the RWP provides that the “Corporation will complete any informal actions or formal investigations within three (3) months from the date of receiving a complaint/initiating an investigation, unless there are extenuating circumstances (e.g. illness, complex investigation) warranting a longer period”
- *Positive Findings* - a summary of the number of complaints where a positive finding was made is provided based on the information contained in the table along with the type of resolution. A positive finding is an allegation that is found to be a violation of the RWP or WVPP.
- *Resolution Type* – the process by which a complaint is ultimately concluded. This section is broken down into two categories: informal resolution and formal resolution. An informal resolution to a complaint is a resolution completed without conducting a formal investigation (for example: mediation, facilitated discussion, informal review). A formal resolution to a complaint is a resolution completed using a formal investigation.

2.2.1 Respectful Workplace Policy

Complaints

The Human Rights office reported 24 complaints in 2022 and 33 complaints in 2023 under the RWP for the period January 1, 2022, to December 31, 2023, including allegations of discrimination, harassment and disrespectful behaviour. Two complaints received in 2023 by the Human Rights Office are not yet completed for various reasons including availability of the parties and complexity of the investigation. Within this same time period for 2022, Managers/Supervisors reported 16 complaints of disrespectful behaviour and in 2023, Managers/Supervisors reported 23 complaints of disrespectful behaviour.

The following table summarizes the complaints received by the Human Rights Office received and reflects how they were resolved; either formally or informally.

Type of Complaint	Type of Allegation	# of Allegations within Complaints Received		Resolution Completed within 3-month Timeline	
		2022	2023	2022	2023
Discrimination	Race	4	5	yes	yes
Discrimination	Age	1	2	yes	yes
Discrimination	Gender	0	8	n/a	yes
Discrimination	Disability	0	1	n/a	yes
Harassment	Sexual	9	16	yes, except two as noted below	yes, except three as noted below
Harassment	Sexual Orientation	2	0	yes, except two as noted below	n/a
Harassment	Personal /Workspace	2	14	yes, except one as noted below	yes, except one as noted below
Disrespectful Behaviour		19	28	yes, except one as noted below	yes, except two as noted below
Reprisal		2	2	yes	yes
Toxic Work Environment		0	5	n/a	yes

Positive Findings

For 2022: One or more positive findings were made in 16 of the 24 complaints.

For 2023: One or more positive findings were made in 17 of the 33 complaints.

Resolution Type

For 2022: Of the 24 complaints outlined above, 10 were informally resolved and 14 were formally resolved.

For 2023: Of the complaints outlined above, 22 were informally resolved and 14 were formally resolved.

Timeline:

For 2022: Three investigations were completed outside of the 3-month time period due to the complexity of the investigation and availability of some of the parties involved.

For 2023: Four investigations were completed outside of the 3-month time period due to the complexity of the investigation and availability of some of the parties involved.

*Note: definitions of discrimination, harassment, disrespectful behaviour, reprisal toxic work environment are outlined in the RWP attached as Appendix "A" for reference.

Workplace Assessments

In addition to administering and processing complaints and concerns from individuals, the Human Rights Office also conducts workplace assessments. A workplace assessment is used to obtain information regarding the culture, environment, practices, and behaviours in a workplace. It provides the Corporation with information regarding causes for conflict and/or issues in the workplace and makes recommendations to improve the workplace. Generally, an assessment seeks participation of all employees working in the area by using interviews, surveys and/or focus groups.

During the reporting period two workplace assessments were completed by the Human Rights Office including recommendations.

2.2.2 Workplace Violence Prevention Procedure

The Human Rights office reported two complaints in 2022 and three complaints in 2023 under the WVPP for the period January 1, 2022, to December 31, 2023. This information is based on complaints received by the Human Rights Office and reflects how they were resolved, either formally or informally.

The following table summarizes the complaints received.

Type of Complaint	Type of Allegation	# of Complaints		Resolution Completed within 3-month Timeline Yes or No	
		2022	2023	2022	2023
Workplace Violence	Threat	2	1	yes	yes
Workplace Violence	Physical Force	0	2	n/a	no

Positive Findings

For 2022: One or more positive findings were made in one of the two complaints.

For 2023: One or more positive findings were made in two of the three complaints.

Resolution Type

For 2022: Of the two complaints outlined above, one was informally resolved, and one was formally resolved.

For 2023: Of the three complaints outlined above, one was informally resolved and two were formally resolved.

Timeline:

For 2023 Two investigation were completed outside of the 3-month time period due to the complexity of the investigation and availability of some of the parties involved.

*Note: definition of workplace violence is outlined in the WVPP attached as Appendix “B” for reference.

2.3 Corporate Training and Awareness Initiatives – RWP, WVPP, and Safe London for Women, Girls, and Gender-Diverse and Trans People

2.3.1 Respectful Workplace Policy Training

Civic Administration continues to implement Respectful Workplace training programs in support of the People Plan. In 2022 and 2023 these initiatives included the following:

- *Respectful Workplace and Code of Ethics* – this is introductory training provided via video to provide employees with an understanding of these policies and expectations of behaviour in the workplace.
 - In 2022, 526 employees completed this training.
 - In 2023, 509 employees completed this training.
- *A Safe and Respectful Workplace* – All employees are required to complete this program that helps support our commitment to ensure employees have a well workplace in which “we aspire to create an inclusive workplace where employees feel safe, respected, motivated, and supported to do their best.” Further, it meets the strategic priority of *Well-Run City* where employees can thrive in our work environment and provide the best service to Londoners.
 - In 2022, 1,777 employees completed the course.
 - In 2023, 605 employees completed the course.

2.3.2 Workplace Violence Prevention Procedure

The following training programs were implemented in support of workplace violence prevention:

- Civic Administration continues to provide WVPP training to all new employees during orientation.
 - 490 employees completed this training in 2022.
 - 597 employees completed this training in 2023.
- *A Safe and Respectful Workplace* – All employees are required to complete this training program that includes the prevention of workplace violence and employees’ rights to work in a safe workplace, and their responsibilities for appropriate conduct and reporting of such incidents.
 - In 2022, 1,777 employees completed this training.
 - In 2023, 605 employees completed this training.

Safe London for Women, Girls, and Gender-Diverse and Trans People

Civic Administration continues to look for opportunities to create a safe London for women, girls, and gender-diverse and trans people through the actions identified in Council’s Strategic Plan and through the 2021-2024 Safe Cities London Action Plan. In 2022 and 2023, these initiatives included the following:

- *Introduction to a Safe London for Women, Girls, and Gender-Diverse and Trans People* - All employees are required to complete this training program.
 - 685 employees completed this training in 2022.
 - 284 employees completed this training in 2023.

- *Responding to Domestic Violence and Human Trafficking* – All employees are required to complete this program developed to increase awareness of domestic violence and human trafficking, with a focus on sexual exploitation. It enables employees to recognize warning signs and respond in a way that preserves our safety and creates a safer London for women, girls, and gender-diverse and trans people.
 - In 2022, 1,851 employees completed the training.
 - In 2023, 321 employees completed the training.
- *Bystander Intervention* – This training was developed in partnership with Anova with the goal of helping employees better understand their role in creating safe public spaces, and to raise awareness about the prevalence and impacts of gender-based violence, including how to recognize it.
 - In 2022, this training was rolled out to 94 employees in Planning and Economic Development, and Environment and Infrastructure.
 - In 2023, 54 employees completed the training.
- *Disclosure training* – This training addresses how to handle disclosures of sexual violence. A pilot Disclosure Training program was reviewed in 2022. Discussions about the content of this training are still ongoing.

Conclusion

For the period January 1, 2022, to December 31, 2022, the Human Rights office reported 24 complaints under the RWP and 2 complaints under the WVPP. For the period January 1, 2023, to December 31, 2023, the Human Rights office reported 33 complaints under the RWP and 3 complaints received under the WVPP. This is the third report under the RWP.

Compared to the previous reporting periods from March 1, 2020, to December 31, 2021, to appears that the number of complaints under the RWP received by the Human Rights has shown a steady increase from 16 for the 2020 reporting period to 21 in the 2021 reporting period, to 24 in the 2022 reporting period and finally to 33 in the 2023 reporting period. The number of WVPP complaints received by the Human Rights Office doubled in 2023 to 4, compared to previous years where it remained somewhat consistent at 2 complaints per year. In previous reporting years, allegations of disrespectful behaviour surpassed those of all other types of allegations, however in 2022 and 2023 there is an increase in the number of other types of allegations (i.e. harassment and discrimination) while disrespectful behaviour has remained more consistent. The increase in the number of RWP complaints may be in part due to efforts made to raise awareness of the role of Respectful Workplace Ombudsperson that in turn increased awareness of the RWP process and the role of the Human Rights Office. Although the number of complaints received under the RWP by the Human Rights Office increased from 2022 to 2023, the percentage of complaints where positive findings have been found decreased in 2023 to 52% compared to 67% in 2022.

The number of resolutions that were completed outside the 3-month time period increased in 2022 and 2023 compared to previous years where all were completed within this time period. This could be attributed to the increasing complexity of investigations and complaints as demonstrated by the increase in allegations of harassment and discrimination. Civic Administration is reviewing its processes with a view to reducing the number of resolutions outside of the 3-month period. The new Human Rights Division with dedicated staffing resources is likely to result in resolutions being completed within the 3-month period in most cases.

From the training perspective, employee training continued for the RWP and WVPP. Since the RWP came into effect, a total of 4,154 employees completed the “Respectful Workplace and Code of Ethics” training (see Appendix “C”). Further, since 2020 a total of 1,944 employees completed the “Workplace Violence Prevention Procedure” and Introductory “I Step Forward” training. In addition, 2,382 employees completed WVPP training as part of “A Safe and Respectful Workplace” course (see Appendix “C”).

In 2022, Civic Administration launched enterprise wide “A Safe and Respectful Workplace” and “Responding to Domestic Violence and Human Trafficking” training programs. All employees are required to complete this program either through the online program or in-person if they do not have computer access. During the reporting period a total of 2,382 employees completed “A Safe and Respectful Workplace” training which includes respectful workplace policy training and workplace violence prevention training. In addition, a total of 2,172 employees completed “Responding to Domestic Violence and Human Trafficking”. Rollouts of these training programs will continue in 2024.

In addition, “Bystander Intervention” training will continue in 2024 (currently, 32 sessions are scheduled).

Prepared by: Kathryn Banman, Human Rights Investigator
Cristin Keller, Manager, Learning and Development
Adriana Hagan, Manager, Labour Relations

Submitted by: Moira Barnes, Acting Director, People Services

Recommended by: John Paradis, Deputy City Manager, Enterprise Supports



London
CANADA

Respectful Workplace Policy (Anti-Harassment/Anti-Discrimination)

Policy Name: Respectful Workplace Policy (Anti-Harassment/Anti-Discrimination)

Legislative History: Replaces Workplace Harassment and Discrimination Prevention Policy Enacted September 19, 2017 (By-law No. CPOL.-155-407) and amended July 24, 2019 (By-law No. CPOL.-155(a)-384); Adopted December 10, 2019, in force and effect March 1, 2020 (By-law No. CPOL.-396-7); Amended August 10, 2021 (By-law No. CPOL.-396(a)-262)

Last Review Date: August 10, 2021

Service Area Lead: Director, People Services

1. Policy Statement

- 1.1 The Corporation of the City of London (“City”) is committed to providing a safe and supportive workplace in which the diversity, dignity, and perspectives of all individuals are valued and respected.
- 1.2 Harassment and discrimination in the workplace are prohibited by law. Under Ontario’s [Human Rights Code](#), every person has a right to equal treatment in employment without discrimination and the right to be free from harassment in the workplace. Workplace measures to prevent and address workplace harassment are also required by the [Occupational Health and Safety Act](#).
- 1.3 The City will not tolerate, ignore, or condone harassment, discrimination, or reprisal of any of its employees in the workplace by anyone, including other employees, elected officials, members of the public, customers/clients, volunteers, contractors, and consultants. Workplace harassment, discrimination, and reprisal are serious forms of misconduct that may result in corrective and and/or disciplinary actions, up to and including termination of employment.

2. Definitions

The following definitions are intended to assist employees in understanding terms referenced in this policy. To the extent definitions may not be identical to legal definitions, they shall be interpreted and applied in accordance with applicable legislation, including the *Human Rights Code* and *Occupational Health and Safety Act*.

- 2.1 **Discrimination** – Actions or behaviours that result in unfavourable treatment or which have a negative impact on an individual or group because of one or more of the prohibited grounds listed in the *Human Rights Code*. Discrimination may be intentional or unintentional. It may involve direct actions that are outright discriminatory, or it may involve rules, practices or procedures that appear neutral, but disadvantage certain groups of people.
- 2.2 **Disrespectful Behaviour** – Failing or refusing, through words or actions, to treat others in a professional, courteous, civil, dignified, fair, and equitable manner.
- 2.3 **Harassment** – Engaging in offensive, hurtful, upsetting, or embarrassing comment or conduct that a person knows or ought reasonably to know is unwelcome. The fact that a person does not explicitly object to harassing behaviour, or appears to be going along with it, does not mean the behaviour is welcomed, consented to, or is not harassing. Harassment usually involves more than one incident or a pattern of behaviour, but a single incident may be sufficiently serious, offensive, or harmful to constitute harassment.

Harassment may be:

- a) **Personal** – directed at an individual(s) but not based on any prohibited ground listed in the *Human Rights Code*; or
- b) **Code-based** – based on one or more of the prohibited grounds listed in the *Human Rights Code*. Code-based harassment is also a form of discrimination.

Harassment of a worker in the workplace, including sexual harassment of a worker in a workplace, is collectively referred to as “workplace harassment” for the purposes of the *Occupational Health and Safety Act*.

2.4 **Poisoned Work Environment** – A hostile, humiliating, or uncomfortable workplace that is created by comments or conduct (including comments or conduct that are condoned or allowed to continue when brought to the attention of management) that intimidate, demean, or ridicule a person or group. The comments or conduct need not be directed at a specific person, and may be from any person, regardless of position or status. A single comment or action, if sufficiently serious, may create a poisoned work environment. Pornography, pin-ups, offensive cartoons, insulting slurs or jokes, and malicious gossip are examples of comments and conduct that can “poison the workplace” for employees.

2.5 **Prohibited Grounds** – The *Human Rights Code* prohibits harassment and discrimination in employment based on one or more of the following grounds:

- race
- ancestry
- place of origin
- colour
- ethnic origin
- citizenship
- creed (religion, including atheism)
- sex (includes pregnancy and breast feeding)
- sexual orientation
- gender identity
- gender expression
- age
- record of offences (criminal conviction for a provincial offence or for an offence for which a pardon has been received)
- marital status (includes married, single, widowed, divorced, separated, living together in a conjugal relationship outside of marriage, whether in a same-sex or opposite sex relationship)
- family status (such as being in a parent-child relationship)
- disability (includes mental, physical, developmental, or learning disabilities)
- association or relationship with a person identified by one of the listed grounds
- perception that one of the listed grounds applies, whether or not it actually does

2.6 **Reprisal** – Any act of retaliation or revenge against a person for:

- Raising a concern or making a complaint under this policy (whether on their own behalf or on behalf of another)
- Participating or cooperating in an investigation or other complaint resolution process under this policy
- Associating with or assisting a person identified in the above bullets

2.7 **Sexual Harassment** – Harassment based on sex, sexual orientation, gender identity, or gender expression and includes:

- Engaging in offensive, hurtful, upsetting, or embarrassing comment or conduct because of sex, sexual orientation, gender identity or gender expression that a person knows or ought reasonably to know is unwelcome;
- Making a sexual solicitation (i.e., request) or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement and the person knows or ought reasonably to know that the solicitation or advance is unwelcome; and
- Retaliating against or threatening to retaliate against an individual for the rejection of a sexual solicitation or advance where the retaliation or threat of retaliation is by a person in a position to confer, grant or deny a benefit or advancement to the individual.

Sexual harassment of a worker in the workplace is referred to as “workplace sexual harassment” for the purposes of the *Occupational Health and Safety Act*.

2.8 **Supervisor** – When referenced in this policy means a management supervisor.

2.9 **Workplace** – Includes all sites, facilities, and other locations where the business, work, or social activities of the City take place. (See also the Applicability section below).

3. **Applicability**

3.1 This policy applies to:

- All City employees, including full-time, part-time, temporary, probationary, and casual employees
- Elected officials
- Volunteers (including members of Advisory Committees, Special Committees and Task Forces)
- Interns and students on placements
- Contractors and consultants acting on behalf of the City

3.2 Members of the public, including visitors to City facilities and individuals accessing services or conducting business with the City, are expected to adhere to the standards of conduct set out in this policy, including refraining from workplace harassment and discrimination of employees, elected officials, and persons acting on behalf of the City.

3.3 This policy applies at all City workplaces, whether during or outside of normal working hours and whether at or away from the worksite. This includes:

- All City facilities and worksites
- All City vehicles
- Any other location where City employees are performing work-related duties or carrying out responsibilities on behalf of the City, including work-related travel and off-site meetings, conferences, seminars, and training.
- Locations at which work-related social functions take place, including formal events officially sanctioned by the City and informal after-work social gatherings where behaviours could have an impact on the workplace.
- Social media sites (e.g., Facebook, Twitter, Instagram, etc.) and internet sites, where posts may be connected to the workplace or could have an impact on the workplace or working relationships.

3.4 This policy also applies to communications by telephone, cell phone, email, text message, or other electronic instant messaging platforms where the communication may be connected to the workplace or have an impact on the workplace or working relationships, whether the computer, phone, or other

electronic device used to make the communication is a personal or -corporate-issued device.

4. The Policy

4.1 Purpose

The purpose of this policy is to:

- a) Set expectations and standards of behaviour for a respectful, safe, and supportive workplace.
- b) Define behaviours that may be offensive and prohibited by law and/or this policy.
- c) Clarify roles and responsibilities with respect to interpersonal behaviour in the workplace.
- d) Outline measures to prevent and address prohibited behaviour, including harassment, discrimination, and reprisal.
- e) Address the City's obligations under applicable employment laws, including the *Human Rights Code* and *Occupational Health and Safety Act*.

4.2 Expected Behaviour

- a) Employees will interact with one another, members of the public, and all others in the workplace in a professional, courteous, civil, dignified, fair, and equitable manner.

4.3 Prohibited Behaviour

The following behaviours are prohibited in the workplace:

- Disrespectful Behaviour
- Discrimination
- Harassment (Personal and Code-based), including Sexual Harassment
- Reprisal

See [Appendix A](#) for examples of the prohibited behaviours listed above.

4.4 Roles and Responsibilities

- a) Creating and maintaining a respectful workplace is a shared responsibility. Every individual to whom this policy applies, as well as individuals who attend at City workplaces, or who access services or conduct business with the City, are expected and required to abide by the standards of behaviour set out in this policy.
- b) Employees who are subjected to or witness prohibited behaviour in the workplace should consult the Respectful Workplace Dispute Resolution and Complaint Procedures (["Resolution/Complaint Procedures" – Appendix B](#)) which outline various options available to address and resolve such behaviour.

4.4.1 All Employees

Every employee has a responsibility to create and maintain a respectful workplace. This includes to:

- a) Ensure words and actions are consistent with this policy.
- b) Raise concerns as soon as possible of prohibited behaviour.

- c) Accept responsibility for their workplace behaviours and their impact on others.
- d) Cooperate in investigations and handling of alleged prohibited behaviour upon request.
- e) Maintain confidentiality related to investigations of alleged prohibited behaviour.
- f) Participate in training associated with this policy.

4.4.2 Managers/Supervisors

Managers and supervisors have additional responsibilities to create and maintain respectful workplaces and must act immediately on observations or allegations of prohibited behaviour.

A manager or supervisor may be held responsible if they are aware of an incident of prohibited behaviour but do not take steps to resolve or address it.

Managers and Supervisors must:

- a) Ensure work-related practices/procedures in their areas are free from barriers and do not discriminate against groups or individuals.
- b) Set a good example by ensuring their own words and conduct adhere to this policy.
- c) Be aware of what constitutes prohibited behaviour and the procedures in place for addressing and resolving such behaviour.
- d) Act promptly to address observations or allegations of prohibited behaviour.
- e) Consult and work cooperatively with Human Rights and People Services as needed.
- f) Keep a detailed record of any violations of this policy and corrective actions taken and report this information to Human Rights as required.
- g) Support training and awareness activities related to this policy.
- h) Ensure this policy is distributed and posted in a location that is easily accessible by all employees and any other individuals who enter the workplace and ensure contractors and consultants who enter the workplace are aware of this policy.
- i) Implement disciplinary/corrective actions and workplace restoration measures as required.
- j) Monitor the workplace where prohibited behaviour has occurred to ensure it has stopped.
- k) Provide appropriate support to all those in their work area affected by prohibited behaviour, including witnesses.

4.4.3 Non-management Supervisors

Non-management supervisors must likewise set a good example by ensuring their behaviour complies with this policy and must report all observations, concerns, and/or complaints of prohibited behaviour to their supervisor/manager or Human Rights immediately to be addressed in accordance with the Resolution/Complaint Procedures (Appendix B).

4.4.4 Enterprise Supports Service Area

4.4.4.1 Human Rights Division (Human Rights)

The focus of Human Rights is to assist in preventing, correcting, and remedying prohibited behaviours. Human Rights does not advocate for, act on behalf of, or represent any party in a dispute (complainant, respondent, or management). All complaints to Human Rights will be dealt with in an unbiased manner.

Human Rights is responsible for:

- a) Reviewing and recommending updates to this policy.
- b) Providing information to employees, including to managers and supervisors, regarding this policy and the various options available for raising, addressing, and resolving concerns and complaints of prohibited behaviour.
- c) Making referrals to agencies for counselling and assistance when required.
- d) Receiving complaints, including conducting intakes.
- e) Recommending appropriate interim measures, and complaint resolution and investigation options.
- f) Conducting independent investigations.
- g) Assisting in implementing resolutions of complaints.
- h) All tracking of concerns and complaints under this policy.

4.4.4.2 People Services Division (People Services)

People Services is responsible for:

- a) Removing barriers in hiring and employment policies, practices, and procedures that may have the effect of discriminating against groups or individuals.
- b) Reporting all complaints of prohibited behaviour to Human Rights, including grievances alleging harassment, discrimination and/or reprisal filed under a collective agreement.
- c) Consulting with Human Rights as required with respect to alleged prohibited behaviour.
- d) Ensuring this policy is distributed and posted in a location that is easily accessible by all employees and any other individuals who enter the workplace and ensure contractors and consultants who enter the workplace are aware of this policy.
- e) Providing training on this policy and related practices and procedures.
- f) Providing support to managers and supervisors in responding to and addressing matters under this policy.
- g) Making referrals to agencies for counselling and assistance where required.

4.4.4.3 Emergency Management and Security Division (Security)

The focus of Security is to protect and promote the safety and security of City workplaces, employees, and the public by assisting in preventing and addressing prohibited behaviours where safety may be at risk. Security is responsible for:

- a) Providing advice and assistance to address concerns and complaints of prohibited behaviour against a member of the public or where the physical safety of employees or others may be at risk.
- b) Making referrals to agencies for counselling and assistance when required.
- c) Receiving complaints alleging a member of the public has engaged in prohibited behaviour, including conducting intakes and determining appropriate interim measures.
- d) Determining informal actions and conducting independent investigations of complaints of prohibited behaviour against a member of the public.
- e) Consulting and working cooperatively with Human Rights and People Services as required.
- f) Recommending and implementing appropriate corrective action involving members of the public when required.
- g) Reporting prohibited behaviour by members of the public and corrective actions taken to Human Rights as required.

4.4.5 Respectful Workplace Ombudsperson (RWO)

The RWO is available as a neutral and confidential resource for employees to obtain information regarding their rights and obligations under this policy. The RWO advocates for fair and transparent processes under this policy and related practices and procedures but does not act as an advocate for or provide legal advice to individuals.

The RWO will:

- a) Receive and respond on a confidential basis to questions from employees regarding this policy.
- b) Provide assistance to employees as they proceed through the Resolution/Complaint Procedures.
- c) Review complaints from employees related to processes and procedures undertaken by the City under this policy and make recommendations to the City Manager for improvements.
- d) Report annually to the City Manager about their interactions with employees related to this policy and identify themes and potential options for action and improvement.

4.4.6 Joint Health and Safety Committees

The City's Joint Health and Safety Committees will be consulted and may provide input and feedback with respect to the implementation and maintenance of this policy and related processes and procedures in accordance with the *Occupational Health and Safety Act*.

4.4.7 Unions/Associations

Union/Association officials are available for confidential consultation and to provide representation to both complainants and respondents if they are

Union/Association members. Union/Association officials can also make a referral to agencies for counselling and assistance where required.

4.4.8 Community Agencies

Community agencies are available to provide confidential advice to individuals affected by complaints.

4.5 Communication

- a) This policy shall be posted on the City's website, City's intranet, and in the City's workplaces.

4.6 Respectful Workplace Training

- a) Employees, elected officials, interns, and students on placement, will receive mandatory training on this policy upon assuming their respective roles in the workplace. Thereafter, as appropriate, they will receive refresher or in-service training with respect to specific rights and/or obligations arising from the *Human Rights Code* and/or the *Occupational Health and Safety Act* and will be reminded of the complaint mechanisms to enforce those rights and any substantial changes.

4.7 Policy Review Process

- a) The City is committed to continuing to enhance its respectful workplace policies, practices, and procedures. This policy will be reviewed as often as necessary, but at least annually, to ensure it remains current and is appropriately implemented. Employees and their representatives are encouraged to provide input and feedback to Human Rights, People Services, or the RWO.

4.8 Policy Implementation

- a) Implementation of this policy will be in accordance with applicable Council and/or City by-laws, policies and procedures, legislation, and collective agreement provisions.

4.9 Related Resources

- [Accommodation of Employees with Disabilities Procedure](#)
- [Code of Conduct for Members of Council](#)
- [Formal Investigation Process](#)
- [General Policy for Advisory Committees](#)
- Public Conduct Administrative Practice
- [Rzone Policy](#)
- [Time Off for Religious Observances Guideline](#)
- [Use of Technology Administrative Procedure](#)
- [Workplace Violence Prevention Policy](#)
- [Criminal Code](#)
- [Municipal Freedom of Information and Protection of Privacy Act](#)
- [Occupational Health and Safety Act](#)
- [Ontario Human Rights Code](#)

Appendix A: Examples of Prohibited Behaviours

The following are some examples of the prohibited behaviours listed in Section 4.3 above.

Disrespectful Behaviour

Examples could include:

- Teasing or joking that intimidates, embarrasses, or humiliates
- Belittling and use of profanity
- Using sarcasm or a harsh tone
- Deliberately expressing or exhibiting disinterest when an employee is speaking
- Spreading gossip or rumours that damage one's reputation
- Condescending or patronizing behaviour
- Actions that invade privacy or one's personal workspace
- Deliberately excluding an employee from basic civilities (e.g., saying "good morning"), relevant work activities, or decision making

Any of the behaviours listed above could also constitute discrimination (if based on one or more of the prohibited grounds) or harassment (if the behaviour is repeated, occurs in combination with other prohibited behaviours, or is severe).

Discrimination

If based on one or more of the prohibited grounds, examples could include:

- Excluding an employee from workplace activities
- Refusing to work with another employee
- Denial of hiring, promotion, work assignment, career development or training
- Failing or refusing to accommodate short of undue hardship
- Denial of services to any individual or group of individuals

Harassment

Examples of **Personal Harassment** could include:

- Angry shouting/yelling
- Abusive or violent language
- Physical, verbal, or e-mail threats or intimidation
- Aggressive behaviours (e.g., slamming doors, throwing objects)
- Targeting individual(s) in humiliating practical jokes
- Excluding, shunning, or impeding work performance
- Negative blogging or cyberbullying
- Retaliation, bullying, or sabotaging
- Unreasonable criticism or demands
- Insults or name calling
- Public humiliation
- Communicating via any means (e.g., verbal, electronic mail, voice mail, print, social media posts, or radio) that is demeaning, insulting, humiliating, or mocking

Examples of **Code-based Harassment** could include (if based on one or more of the prohibited grounds):

- Insulting, offensive, humiliating or mocking remarks, gestures, jokes, slurs, or innuendos.
- Name calling, including using derogatory or offensive terms or language.
- Refusing to work or interact with an employee.

- Attaining, viewing, retaining, or distributing insulting, derogatory, or offensive information from the internet or other sources.
- Vandalism of an individual's property.
- Interference with a person's ability to perform their work responsibilities.
- Offensive, derogatory, insulting, or demeaning communication via any means (e.g., verbal, electronic mail, voice mail, print, social media posts, or radio).
- Displaying pictures, graffiti or other materials that are derogatory or offensive.

Harassment Does Not Include:

- Reasonable performance of management or supervisory functions, including:
 - performance/probation reviews/appraisals
 - performance management (including coaching, counselling, discipline)
 - organizational changes/restructuring
 - shift/vacation scheduling
 - work direction
 - work assignments/work location
- Occasional disagreements or personality conflicts between co-workers.
- Stressful events encountered in the performance of legitimate duties.
- A single comment or action unless it is serious and has a lasting harmful effect.

Sexual Harassment

Examples could include:

- Comments, jokes, slurs, innuendos or taunting about a person's body, attire, sex, sexual orientation, gender identity, or gender expression.
- Comments or conduct of a sexual nature (verbal, written, physical).
- Jokes of a sexual nature which cause awkwardness or embarrassment.
- Negative stereotypical comments based on gender, sex, or sexual orientation.
- Gender related comments about an individual's physical characteristics or mannerisms.
- Displaying or distributing pornographic pictures or other offensive material.
- Inappropriate touching, gestures, leering, staring or sexual flirtations.
- Sexual assault (also an offence under the [Criminal Code](#)).
- Persistent unaccepted solicitations for dates (including unwelcome contact subsequent to the end of an intimate relationship).
- Unwelcome solicitation(s) made by a person in a position to confer or deny a workplace benefit or advancement on the recipient.
- Unwelcome comments or questions about a person's sex life.

Reprisal

Examples could include:

- Issuing discipline, changing work location or hours, demoting, denying of advancement or promotional opportunities, or threatening to carry out such actions if done as an act of retaliation or revenge.
- Bullying, threats, or other intimidating behaviour.
- Making false allegations of workplace misconduct.
- Pressuring an individual to withdraw or change a complaint or witness statement.

Appendix B: Respectful Workplace Dispute Resolution and Complaint Procedures

1. Purpose

These procedures are intended to:

- a) Outline internal options available for employees to raise concerns of prohibited behaviour for resolution and/or investigation.
- b) Inform managers and supervisors of actions required to address concerns and complaints of prohibited behaviour.
- c) Inform employees of what they can expect to occur in the event they raise a concern of prohibited behaviour, or are a witness to, or accused of such behaviour.
- d) Inform employees of available supports to assist them in raising concerns of prohibited behaviour or in the event they are accused of or witness such behaviour.
- e) Outline actions that will be taken to prevent, correct, and remedy incidents of prohibited behaviour.

2. Definitions

For the purposes of these procedures,

- 2.1 **Complainant** – A person(s) alleging they have been subjected to prohibited behaviour under this policy.

Note: Complaints of prohibited behaviour will be accepted from any source that provides reasonable grounds for concern (e.g., witnesses, unions/associations, or other third parties). These individuals will not be considered “complainants” for the purpose of these Resolution/Complaint Procedures or the City’s [Formal Investigation Process](#).

- 2.2 **Prohibited Behaviour** – Behaviour in the workplace that is prohibited by this policy (see Policy, Section 4.3 above).

- 2.3 **Respondent** – The person(s) who is alleged to have engaged in prohibited behaviour.

- 2.4 **Respectful Workplace Response Team** – Shall be comprised of the City Manager, relevant Deputy City Manager, Director, People Services, or their designate(s), and a member of the City Solicitor’s Office.

3. Complaints Involving the City Manager/Deputy City Managers/Director, People Services/Human Rights Intake Administrator

- a) Complaints received through these Resolution/Complaint Procedures alleging the City Manager has engaged in prohibited conduct (alone or in conjunction with another respondent(s)) shall be forwarded to the Director, People Services or the City Solicitor as soon as possible. Upon receipt of a complaint, the Director, People Services or the City Solicitor will immediately refer the complaint to an external third party.
- b) Complaints received through these Resolution/Complaint Procedures alleging a Deputy City Manager, the Director, People Services, or the Human Rights Intake Administrator (alone or in conjunction with another respondent(s) other than the City Manager) has engaged in prohibited behaviour shall be forwarded to the City Manager as soon as possible. Upon receipt of a complaint, the City Manager will immediately refer the complaint to an external third party.

- c) The external third party will perform all the functions assigned to People Services and/or Human Rights as described in this procedure and the Formal Investigation Process.
- d) In the case of the City Manager, if the external third party determines that a formal investigation is required, they will provide the investigation report and their recommendations, if any, to the Committee designated by the Municipal Council to deal with such matters. The Committee, after consultation with the external third party and such other external and/or internal resources as appropriate and required (e.g., external legal counsel, member of the City Solicitor's Office, Director, People Services), shall make recommendations to the Municipal Council relating to corrective and/or disciplinary actions, and the Municipal Council shall consider, adopt, or otherwise deal with the recommendations from the Committee.
- e) In the case of a Deputy City Manager, Director, People Services, and the Human Rights Intake Administrator, if the external third party determines that a formal investigation is required, they will provide the investigation report and their recommendations, if any, to the City Manager. The City Manager, after consultation with such other external and/or internal resources as appropriate and required (e.g., external legal counsel, member of the City Solicitor's Office, Director, People Services) will determine or, where required, will recommend to the Committee designated by the Municipal Council to deal with such matters, appropriate corrective and/or disciplinary action.

In all other respects, the Resolution/Complaint Procedures below will apply to the processing of the complaint.

4. Complaints Involving a Member of Council (Including the Mayor)

- a) Complaints received through these Resolution/Complaint Procedures alleging a Member of Council has engaged in prohibited conduct shall be forwarded to the Director, People Services as soon as possible. In the event the Director, People Services, determines that a formal investigation of the complaint is required, they will immediately refer the complaint to the Integrity Commissioner to conduct an investigation in accordance with the Integrity Commissioner's procedures. Where such a request is made to the Integrity Commissioner, the Director, People Services shall be the complainant for the purposes of the Integrity Commissioner's procedures.
- b) Where the Integrity Commissioner conducts an investigation, the Integrity Commissioner will provide results to the Director, People Services in accordance with the Integrity Commissioner's procedures. Based on the Integrity Commissioner's reporting, the Director, People Services will provide the complainant with a written summary of the findings.
- c) Where there are findings of a violation of this policy, the Director, People Services will refer the findings to the Respectful Workplace Response Team to implement appropriate corrective action to ensure the behaviour stops in accordance with section 7.4 below.
- d) As noted in Section 7.10 below, other complaint avenues for raising concerns of prohibited behaviour by a Member of Council may be available, including directly to the Integrity Commissioner as provided for in the [Code of Conduct for Members of Council](#).

In all other respects, the Resolution/Complaint Procedures below will apply to the processing of the complaint.

5. Complaints Involving Members of the Public Attending at City Workplaces and/or Accessing City Services

- a) The Director, Emergency Management and Security, or designate, in addition to the individuals listed in sections 6.1 and 6.2 below, is available to provide advice, guidance and assistance to employees and supervisors/managers regarding available options to raise and resolve concerns of prohibited behaviour by a member of the public.
- b) The Director, Emergency Management and Security, or designate, in consultation with Human Rights as needed, may also determine an appropriate informal course of action that may effectively resolve a complaint against a member of the public in a timely and fair manner as outlined in section 6.3 below. All findings of harassment, discrimination, and/or reprisal determined through informal action, as well as any corrective actions taken, shall be reported to Human Rights.
- c) In addition to the Director, People Services and in accordance with section 6.5 below, the Director, Emergency Management and Security or designate, in consultation with Human Rights as needed, may determine that further inquiry into a complaint of prohibited conduct against a member of the public is necessary and, if so, a formal investigation of the matter will be conducted in accordance with the City's Formal Investigation Process.
- d) Where there are findings of a violation of this policy, corrective action shall be determined in accordance with section 7.4 below.
- e) The Director, Emergency Management and Security or designate, shall report all findings of harassment, discrimination, and/or reprisal determined through formal investigation, as well as any corrective actions taken, to Human Rights.

In all other respects, the Resolution/Complaint Procedures set out below will apply to the processing of a complaint against a member of the public.

6. Resolution/Complaint Procedures

- a) There are a number of internal options available to raise and resolve concerns of prohibited behaviour under this policy, including:
 - 1) Consultation – Obtaining Advice and Assistance
 - 2) Individual Action – Talking to the Respondent
 - 3) Informal Action – Dispute Resolution without Formal Investigation
 - 4) Mediation
 - 5) Formal Investigation
- b) Whether all options are available or appropriate in a particular case will depend on the nature of the concerning behaviour and/or the parties involved. In all cases, concerns should be raised and addressed as soon as possible. Where appropriate, and especially when raised right away, individual, or informal actions can bring about a quick resolution and prevent escalation of workplace disputes.

6.1 Consultation – Obtaining Advice and Assistance

- a) Employees who believe they have witnessed or been subjected to prohibited behaviour may benefit from having access to information and advice before deciding how to proceed with a concern. Employees may consult any member of management or Human Rights or People Services staff. These individuals have responsibility to take action to resolve and stop prohibited behaviour (see Roles and Responsibilities – Policy, Section 4.4). They can provide advice, assistance, coaching, and referrals to assist employees in addressing the dispute themselves where appropriate to do so. Depending on the nature and circumstances of the concern raised, these individuals may be obligated to initiate an investigation even if the complainant does not wish to pursue that option.

- b) The RWO is also available to provide neutral, confidential advice and information regarding available resolution and complaint options (see Policy, Section 4.4.5).
- c) Employees who are members of a bargaining unit may also consult their Union/Association representative.

6.2 Individual Action – Talking to the Respondent

- a) If an employee believes they are being subjected to prohibited behaviour and there are no immediate health or safety concerns, it is recommended the respondent be told as soon as possible that their behaviour is unwelcome and must stop.
- b) It is not necessary for the employee to advise the respondent directly. The communication may be done verbally, via e-mail, transcribed, or other suitable means. It is recommended that if the communication is done verbally, what was said, as well as the date, time, and place, be documented. Human Rights and People Services staff, a Union/Association representative, any member of management, or a trusted friend may assist.
- c) It is recommended that the complainant maintain a detailed record of incidents of prohibited behaviour, including the number of occurrences, date(s), time(s), place(s), nature of the offensive behaviour(s), names of individuals who may have observed the incidents and all actions taken.
- d) If addressing the respondent directly could raise health or safety risks, escalate the dispute, or is not appropriate, complainants may take other resolution options outlined in these procedures.

6.3 Informal Action – Dispute Resolution without Formal Investigation

- a) If individual action is not appropriate or if the prohibited behaviour continues after asking the person to stop, the employee shall advise their manager/supervisor or Human Rights of their complaint, preferably in writing. Where the employee's manager/supervisor is involved in the complaint, the employee may advise a more senior member of management. Managers and supervisors will report all complaints of behaviour that may constitute harassment, discrimination, or reprisal to Human Rights as soon as possible. When uncertain, managers/supervisors should consult Human Rights for guidance.
- b) Where the prohibited behaviour alleged is not harassment, discrimination, or reprisal, the manager or supervisor in consultation with Human Rights, as needed, and with the parties to the dispute, if appropriate, may determine an appropriate informal course of action that will effectively resolve the complaint in a timely and fair manner without the need for formal investigation. If the prohibited behaviour warrants disciplinary action, the supervisor or manager must consult with Human Rights or People Services staff before issuing discipline. The manager or supervisor shall document and report to Human Rights any informal action taken, including any corrective/disciplinary action(s) implemented, to resolve the complaint.
- c) Where the alleged prohibited behaviour may constitute harassment, discrimination, or reprisal, the Director, People Services, or designate, in consultation with Human Rights, and with the complainant if appropriate, will determine whether an informal course of action may be appropriate.
- d) Circumstances in which an informal course of action may be appropriate include the following:

- i) Where the alleged misconduct is minor in nature.
- ii) Where all the facts necessary for resolution are known without the need for further inquiry.
- iii) Where no other resources or special expertise are required for an impartial and timely resolution.
- iv) Where the alleged misconduct is acknowledged by the respondent, the parties to the complaint are in agreement as to how to effectively resolve the issues, and the agreed upon resolution is acceptable to the appropriate manager(s) and the Director, People Services or designate.

Informal action may include, among other actions:

- i) Consulting, advising, meeting with and/or interviewing those involved in the complaint (i.e., an informal review/investigation).
- ii) Reviewing documentary evidence (e.g., emails).
- iii) Communication of findings to the parties to the complaint and making recommendations to remedy concerns.
- iv) A facilitated discussion to resolve the issues.
- e) The *Occupational Health and Safety Act* requires employers to conduct an investigation that is appropriate in the circumstances of all incidents and complaints of workplace harassment. Therefore, options for informal action that do not include investigation will not be available for complaints of workplace harassment until after an appropriate investigation has been completed.
- f) Where there are findings of prohibited behaviour determined through informal action, communication of those findings will be in accordance with the Communication of Findings section of the City's Formal Investigation Process.

6.4 Mediation

- a) Mediation is a form of informal action. It is a voluntary process whereby the complainant and respondent meet with a trained mediator to determine whether the complaint can be resolved in a mutually satisfactory manner.
- b) Mediation is not appropriate in all circumstances. For example, when there are allegations of severe discrimination or harassment which, if substantiated, would result in disciplinary action, or where there are potential health or safety concerns. If the Director, People Services or designate, in consultation with Human Rights, deems mediation appropriate, it will be offered to the parties but will only be conducted with the consent of both the complainant and the respondent.
- c) It is preferable that mediation be attempted prior to a formal investigation but will remain available to the parties throughout the investigation process. Where workplace harassment is alleged, mediation will only be available, if deemed appropriate, after an investigation is completed as required by the *Occupational Health and Safety Act*.
- d) During the mediation process, the complainant and the respondent may, if desired, be accompanied by a Union/Association representative or a trusted friend.
- e) If a mediated settlement is reached, the terms of the settlement shall be

reduced to writing and signed by the complainant, respondent, and the mediator. If the settlement requires any action on the part of the City, the agreement of the Director, People Services or designate will be required.

- f) Discussions at the mediation will be treated as carried out with a view to coming to a settlement. Discussions will be treated as privileged and confidential to the full extent permitted by law.

6.5 Formal Investigation

- a) If mediation or other informal options to resolve the complaint are not appropriate or are unsuccessful or where the Director, People Services or designate, in consultation with Human Rights, determines that further inquiry is necessary, a formal investigation into the matter will be conducted.
- b) Corporate-initiated Investigations: In circumstances where a complaint is made by someone other than the alleged victim, the City may conduct a formal investigation where the Director, People Services or designate, in consultation with Human Rights, deems it appropriate, including where allegations of harassment or discrimination warrant further action/investigation or where the alleged victim does not wish to submit a complaint. The City may also conduct a formal investigation where there is information to suggest the existence of an outstanding specific or systemic problem in the workplace.
- c) Formal investigations and communication of the findings from such investigations will be conducted in accordance with the City's Formal Investigation Process.

7. General Provisions

7.1 Refusal to Act or Investigate

- a) The City may refuse to act or investigate or may discontinue an informal action or investigation where:
 - The behaviour alleged, if true, would not be a breach of this policy.
 - The complaint is anonymous and there is insufficient information to warrant any or further steps.
 - The complaint is vexatious or made in bad faith (see Section 7.5 below).
 - Another complaint avenue has been pursued or engaged regarding the same or a related concern/complaint.
 - Having regard to all of the circumstances, further investigation of the matter is unnecessary.

7.2 Interim Measures

- a) In certain circumstances such as where health or safety is at issue, it may be necessary to take immediate measures. In such a case, interim measures shall be determined by the Director, People Services, or designate, in consultation, where appropriate, with Human Rights, other members of the Respectful Workplace Response Team, Director, Emergency Management and Security, and/or the London Police Service. Interim measures may include relocating a party or placing a party on a non-disciplinary suspension with pay pending the resolution of the complaint or outcome of the investigation. The Director, Emergency Management and Security, or designate, in consultation, where appropriate, with Human Rights, other members of the Respectful Workplace Response Team, and/or the London Police Service, shall determine interim measures with respect to members of the public. The implementation of interim measures does not mean that conclusions have

been reached relating to the allegations.

7.3 Support for Parties

- a) The City recognizes that involvement in a workplace investigation may be stressful and emotionally upsetting. Complainants, respondents, witnesses, and other affected employees may access the counselling services and support provided by the City's employee assistance provider. Additionally, complainants may wish to access counselling and support through outside agencies.
- b) Parties to a complaint also have the right to be accompanied by a support person of their choice during meetings relating to a complaint made pursuant to these procedures, including their Union/Association representative, if applicable, or a trusted friend (e.g., another manager if they are a management employee). Where the Human Rights Intake Administrator/investigator is of the opinion that the presence of the support person is inappropriate (e.g., they have a conflict) or is hindering the process, the relevant party may select another support person provided that doing so does not hinder or unduly delay the meeting/process.
- c) As these procedures are intended as an internal means of addressing prohibited behaviour outside of more formal legal proceedings, parties are not entitled to select legal counsel as their support person.

7.4 Corrective Action and/or Disciplinary Action

- a) Where a finding of a violation of this policy that does not constitute harassment, discrimination, or reprisal has been made, the applicable Division Manager, in consultation with the Director, People Services, or designate, will determine appropriate corrective and/or disciplinary actions.
- b) Where a finding of harassment, discrimination, or reprisal in violation of this policy has been made, the Respectful Workplace Response Team will determine appropriate corrective and/or disciplinary actions.
- c) Where it is determined that corrective or disciplinary action is to be taken against an employee of the City, such action may include the following:
 - An apology
 - Coaching or counselling
 - Education or training
 - Warning
 - Suspension or leave without pay
 - Demotion
 - Transfer
 - Termination of employment
- d) The appropriate manager or supervisor will implement corrective or disciplinary actions to be taken against an employee.
- e) Where it is determined that corrective action is to be taken against members of Council, volunteers (including members of Advisory Committees, Special Committees, and Task Forces), students on placements, contractors, consultants, members of the public, including City clients or customers, the City will take such corrective action as is reasonable in the circumstances and permitted by law to ensure the prohibited behaviour stops. This may include barring the person from City facilities or discontinuing business with contractors or consultants. The Director, Emergency Management and Security or designate will be consulted with respect to determining any corrective action to be taken against members of the public.

- f) The City may also implement any systemic remedies it deems appropriate.

7.5 Vexatious/Bad Faith Complaints

- a) Where it is determined that the complainant has made a vexatious or bad faith complaint or an individual makes allegations knowing them to be false, the Respectful Workplace Response Team will take appropriate corrective and/or disciplinary action which may include the same corrective and/or disciplinary actions noted above.
- b) A complaint is vexatious or made in bad faith if it is made for the purpose of annoying, embarrassing or harassing the respondent, out of spite or vindictiveness, or the complainant is engaging in improper behaviour such as fraud, deception, or intentional misrepresentation.
- c) A complaint that is made in good faith but is not substantiated does not constitute a vexatious or bad faith complaint.

7.6 Timing of Complaint

- a) A complaint under these procedures should be made as soon as possible after the prohibited behaviour occurred and no later than one year after the last incident occurred unless there are reasons why it was not possible to bring it forward sooner. Where failure to make a complaint in a timely fashion affects the ability of the City to conduct a full and complete investigation, the City may decline to deal with the complaint.

7.7 Timing of Completion of Actions/Investigation

- a) The City will complete any informal actions or formal investigations pursuant to these procedures in a timely manner and within three (3) months from the date of receiving a complaint/initiating an investigation, unless there are extenuating circumstances (e.g., illness, complex investigation) warranting a longer period. The Human Rights Intake Administrator/investigator, supervisor, or manager responsible for handling a complaint under these procedures will update the parties to the complaint on a regular basis (approximately every two to three weeks) as to the status of their complaint and anticipated next steps.

7.8 Confidentiality

- a) The administration of these procedures will be in accordance with the [Municipal Freedom of Information and Protection of Privacy Act](#) (“MFIPPA”). All complaints received under these procedures will be considered strictly confidential subject to the City’s obligation to safeguard employees, to conduct a thorough investigation, take appropriate corrective and/or disciplinary action, or to otherwise disclose information as required by law. The parties to the complaint and any witnesses are also expected to maintain confidentiality. Unwarranted breaches of confidentiality will result in corrective and/or disciplinary action.

7.9 Complaint Records

- a) Where an investigation results in corrective and/or disciplinary action against an employee, a record of such action will be placed in the employee’s People Services file. Where there is insufficient evidence to prove that prohibited conduct occurred, no record of the complaint shall be placed in the respondent’s People Services file.
- b) All records pertaining to enquiries and complaints under this policy will be kept in confidential storage separate from employees’ People Services files. All records will be subject to the provisions of *MFIPPA* as noted above.

7.10 Other Avenues of Complaint

- a) In addition to these internal resolution and complaint procedures, there may be other avenues available to pursue complaints of prohibited behaviour. Depending on the nature of the behaviour at issue and the parties involved, other complaint avenues may include an Application to the Human Rights Tribunal of Ontario, a complaint to the Ministry of Labour, an application to the Ontario Labour Relations Board, a civil action, a criminal complaint, a complaint to the Integrity Commissioner, and a grievance pursuant to the terms of an applicable collective agreement.
- b) These resolution/complaint procedures are not intended to interfere with or restrict employees' rights to pursue any other available avenue(s) of complaint, including pursuant to the Ontario *Human Rights Code* and the *Occupational Health and Safety Act*. Where appropriate and/or required by law, the City will conduct its own independent investigation into the allegations and make its own determination in accordance with this policy even when another avenue of complaint is pursued. This includes circumstances where there may be a related criminal proceeding.



Workplace Violence Prevention

Procedure Name: Workplace Violence Prevention

Revision History: August 2, 2019

Last Review Date: November 1, 2021

Service Area Lead: Manager, Labour Relations

1. Procedure Statement

1.1. Workplace violence and domestic violence in the workplace will not be tolerated. The Corporation of the City of London is committed to taking all reasonable steps to prevent workplace violence and domestic violence in the workplace to ensure a safe and productive work environment. This Policy defines workplace violence, identifies responsibilities and establishes a workplace violence prevention program.

2. Definitions

2.1. **Workplace:** means all Corporation facilities and work sites, including vehicles and any other land, premises, locations or things at, upon, in or near where the business of the Corporation is being conducted. Included in this definition are Corporation-related activities, including Corporation sanctioned social functions, or business performed at any other location away from the Corporation, during or outside of normal working hours.

2.2. **Workplace Violence:** means:

- The exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker.
- An attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker.
- A statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker.

2.3. **Workplace Violence Prevention Response Team:** shall be comprised of the City Manager, relevant Deputy City Manager, Director, People Services or their designates, a member of the City Solicitor's Office and a member of Emergency Management and Security.

3. Applicability

3.1. The Corporation will not tolerate workplace violence of its employees in any of its workplaces, by anyone, including: other employees of the Corporation, non-employees, clients and customers of the Corporation. Accordingly, this Policy applies to all Corporation employees, members of council, volunteers (including Members of Advisory Committees, Special Committees and Task Forces), students on placements and individuals contracted by the Corporation on a "purchase for service" agreement, clients and customers.

4. The Procedure

4.1. The Corporation's Workplace Violence Prevention Program consists of:

1. Workplace violence risk assessments;
2. Measures and procedures to control and reduce the risk of workplace violence and domestic violence in the workplace;
3. Information, instruction and/or related training;
4. Measures and procedures for the reporting, investigation and response to incidents, complaints and threats of workplace violence and domestic violence in the workplace;
5. Employee support systems.

4.2. Examples of workplace violence include but are not limited to:

- Intimidating/threatening behaviour, including but not limited to shaking fists, destroying property, throwing objects, or wielding a weapon.
- Verbal or written threats – any expression of intent to inflict harm, including but not limited to:
 - i) Direct threats – the potential offender communicates that they intend to do harm, e.g., "I am going to make you pay for what you did to me."
 - ii) Conditional threats – involves a condition, e.g., "If you don't get off my back, you will regret it."
- Veiled threats – involves body language or behaviours that in the mind of the victim the perpetrator intends harm, e.g., "Do you think anyone would care if someone beat up ...?"
- Use of physical force – may include hitting, shoving, pushing or kicking, use of a weapon or inciting an animal to attack.

4.3. Responsibilities

- a) Every individual to whom this Policy applies has a responsibility to ensure that the work environment is safe and free from workplace violence by:
 - i) Treating all individuals with respect and dignity and refraining from any form of workplace violence or domestic violence in the workplace;
 - ii) Immediately advising People Services, Emergency Management and Security or any member of management of any known risks and/or incidents of apparent workplace violence or domestic violence in the workplace, or any incident of retaliation against any person for invoking this Policy; and
 - iii) Co-operating in the investigation and handling of any incidents of workplace violence or domestic violence in the workplace.

4.4. Managers/Supervisors

- a) Assess the risks and the controls in place to prevent workplace and domestic violence in the workplace on an ongoing basis and when the nature of the work or work processes change, or following an occurrence of workplace violence or domestic violence in the workplace;
- b) Develop and implement in consultation with Emergency Management and Security and People Services, appropriate measures and procedures to protect employees from workplace violence;
- c) Advise employees of the existence of risks of workplace violence of which they are aware or ought reasonably to be aware, including providing appropriate information to employees where they can be expected to encounter a person with a history of violent behaviour in the course of their work and the risk of workplace violence is likely to expose the employees to physical injury. Where such information includes personal information, the manager/supervisor shall consult with People Services prior to disclosure;

- d) Provide information and instructions to employees with regard to appropriate measures and procedures to be taken to protect employees from workplace violence;
- e) Take reasonable precautions to protect employees from domestic violence of which they are aware or ought reasonably to be aware may occur in the workplace and would likely expose employees to physical injury;
- f) Respond to incidents of workplace violence and domestic violence in the workplace.
- g) Immediately notify Emergency Management and Security and People Services of incidents of workplace violence;
- h) Assist in the development of employee safety plans;
- i) Provide support to employees, including referrals to available services and programs on workplace and domestic violence.

4.5. Emergency Management and Security

- a) Assist in assessments of risks and controls in place to prevent, workplace and domestic violence in the workplace;
- b) Assist with the development of corporate-wide and department/division specific workplace violence prevention measures, procedures and related training;
- c) Notify People Services of incidents of workplace violence and domestic violence in the workplace;
- d) Respond to reports of incidents of workplace violence and domestic violence in the workplace, including the development of safety plans where appropriate;
- e) Assist in the response to incidents of workplace violence, including those likely to expose a worker to physical injury in the workplace relating to domestic violence;
- f) Track, analyse and provide recommendations on incidents of workplace violence.

4.6. People Services

- a) Assist in the response to incidents of workplace violence and domestic violence in the workplace;
- b) Coordinate and provide support services for those who have experienced workplace violence or domestic violence in the workplace;
- c) Assist with the development of corporate-wide and department/division specific workplace violence prevention measures, procedures and related training;
- d) Assist in assessments of risks and controls in place to prevent, workplace violence and domestic violence in the workplace;
- e) Assist in the development of employee safety plans;
- f) Review and update this Policy as often as necessary, but at least annually;

- g) Advise the appropriate joint health and safety committee of the results of all workplace violence risk assessments and provide copies if the assessments are in writing;
- h) Provide support to employees, including referrals to available services and programs on workplace and domestic violence;
- i) Maintain and implement the “Hazard Identification and Risk Assessment Program“ to support managers/supervisors in the identification of hazards and controls and evaluate the risk of workplace violence and domestic violence in the workplace;
- j) Coordinate the communication of risk assessments and reassessments to the appropriate joint health and safety committee.

4.7. Workplace Violence Prevention Response Team

- a) Where appropriate, provide advice and/or direction with respect to dealing with concerns and incidents of workplace violence and domestic violence in the workplace;
- b) Determine appropriate corrective and/or disciplinary action to be taken in response to incidents of workplace violence and domestic violence in the workplace.

4.8. Joint Health and Safety Committees

- a) Review workplace violence risk assessments;
- b) Make recommendations to the Corporation and employees on measures and procedures for the protection of employees from workplace violence.

4.9. Resolution/Complaint Procedures

- a) The Corporation will respond to all concerns, complaints and reports of incidents of workplace violence and domestic violence in the workplace.
- b) Employees are to report to their Manager/Supervisor, Emergency Management and Security or People Services all concerns, complaints and incidents of workplace violence and domestic violence in the workplace. The Manager/Supervisor or Emergency Management and Security will report the matter to People Services.

4.10. Complaints Involving the City Manager/Deputy City Managers/Director, People Services/Intake Administrator

- a) If an employee believes that the individual holding the position of City Manager, Intake Administrator or Deputy City Manager has engaged in conduct contrary to this Policy, the employee is encouraged to advise the Director, People Services as soon as possible. Upon being advised of a complaint, the Director, People Services will immediately refer the complaint to an external third party.
- b) If an employee believes that the individual holding the position of Director, People Services has engaged in conduct contrary to this Policy, the employee is encouraged to advise the City Manager as soon as possible. Upon being advised of a complaint, the City Manager will immediately refer the complaint to an external third party.
- c) The external third party will perform all the functions assigned to the People Services Service Area and/or Human Rights Division as described in this Policy and the *Formal Investigation Process*.

- d) In the case of the City Manager, if the external third party determines that a formal investigation is required, they will provide their investigation report and recommendations, if any, to the Committee designated by the Municipal Council to deal with such matters. The Committee, after consultation with the external third party, shall make recommendations to the Municipal Council relating to corrective and/or disciplinary actions, and the Municipal Council shall consider, adopt or otherwise deal with the recommendations from the Committee.
- e) An investigation report and recommendations related to a Deputy City Manager will be provided to the Director, People Services and City Manager who will review in accordance with the Policy.
- f) An investigation report and recommendations related to the Director, People Services will be provided to the City Manager who will review and determine corrective and/or disciplinary action in accordance with the Policy.
- g) An investigation report and recommendations related to the Intake Administrator will be provided to the Director, People Services who will review in accordance with the Policy.
- h) In all other respects, the Resolution/Complaint procedures set out below will apply to the processing of the complaint.

4.11. Informal Action

- a) The Director, People Services, or designate, in consultation with the complainant where applicable and appropriate, may determine an appropriate informal course of action which will effectively resolve the concern/complaint in a timely and fair manner.
- b) Circumstances in which an informal course of action may be appropriate include, but are not limited to, the following:
 - Where the alleged behaviour is minor in nature
 - Where all the facts necessary for resolution are known without the need for further inquiry
 - Where no other resources or special expertise are required for an impartial and timely resolution
- c) Upon becoming aware of a concern/complaint, the Director, People Services, or designate, in consultation with the Intake Administrator, will determine whether the subject matter falls within this Policy or is more appropriately dealt with in another forum (e.g. *Respectful Workplace Policy (Anti-Harassment/Anti-Discrimination)*), and whether further action and/or investigation is warranted.

4.12. Formal Action

- a) If informal attempts to resolve the concern/complaint are not appropriate or prove ineffective and where the Corporation determines that further inquiry is warranted, a formal investigation into the matter will be conducted.
- b) A formal investigation into a potential breach of this Policy may also be initiated by the Corporation where it deems appropriate, including where allegations of workplace violence or domestic violence in the workplace that, in the assessment of the Director, People Services, or designate, in consultation with the Intake Administrator, warrant further action/investigation are made by someone other than the alleged victim and the alleged victim does not wish to submit a complaint.

- c) Formal investigations and communication of the findings from such investigations will be conducted in accordance with the Corporation's *Formal Investigation Process*.

4.13. Interim Measures

- a) In certain circumstances such as where safety is at issue, it may be necessary to take immediate measures. In such a case, interim measures shall be determined by the Director, People Services, or designate, in consultation, where appropriate, with other members of the Workplace Violence Prevention Response Team and/or the London Police Service, if applicable. Interim measures may include but are not limited to relocating respondent party, or placing a party on a non-disciplinary suspension with pay, pending the resolution of the complaint or outcome of the investigation.

4.14. Support for Parties

- a) The Corporation recognizes that involvement in a workplace violence investigation may be stressful and emotionally upsetting. Complainants, respondents and other affected employees may access the counseling services provided by the Corporation's employee assistance provider. Additionally, complainants may wish to access counseling and support through outside agencies.

4.15. Communication of Findings

- a) In accordance with the *Formal Investigation Process*, the Director, People Services shall be provided with the investigator's report, including their findings with respect to the allegations of workplace violence. The Director, People Services, or designate, shall provide the complainant, where applicable and appropriate, and the respondent, in writing where appropriate, with a summary of the findings with respect to the allegations which formed the basis of the complaint.

4.16. Corrective and/or Disciplinary Action

- a) Where a finding of workplace violence has been made, the Workplace Violence Prevention Response Team will determine the appropriate corrective action and/or disciplinary action.
- b) Where it is determined that corrective action or disciplinary action is to be taken against an employee of the Corporation, such action may include, but is not limited to, the following:
 - an apology
 - coaching/counselling
 - education/training
 - warning
 - suspension/leave without pay
 - demotion
 - transfer
 - termination of employment
- c) Where it is determined that corrective action is to be taken against members of Council, volunteers (including Members of Advisory Committees, Special Committees and Task Forces), students on placements, individuals contracted by the Corporation on a "purchase of service" agreement, clients or customers, the Corporation will take such corrective action as is reasonable in the circumstances and permitted by

law to ensure that the workplace violence or domestic violence in the workplace stops.

4.17. Reprisal Prohibited

- a) Retaliation/reprisal will not be tolerated. Mistreatment of an individual for:
 - i) invoking this Policy (on behalf of themselves or another individual); or
 - ii) participating or cooperating in an investigation under this Policy; or
 - iii) associating with a person who has invoked this Policy or participated in these procedures;

will be treated as a violation of the *Respectful Workplace Policy* and will be dealt with accordingly. In such a case the offender may be subject to the same corrective action and/or disciplinary penalties listed above.

4.18. Vexatious/Bad Faith Complaints

- a) Where it is determined that the complainant made a vexatious/bad faith complaint or an individual makes allegations knowing them to be false, the Director, People Services, or designate, will take appropriate corrective and/or disciplinary action which may include the same corrective and/or disciplinary actions noted above.

4.19. Timing

- a) The complaint should be made as soon as possible after the workplace violence occurred, preferably within one year after the last incident of inappropriate conduct occurred unless there are reasons why it was not practicable to bring it forward sooner. Where failure to make a complaint in a timely fashion affects the ability of the Corporation to conduct a full and complete investigation, the Corporation may decline to deal with the complaint.

4.20. Where Related Criminal Proceedings

- a) Where criminal proceedings are initiated against a respondent based on the allegations in a complaint of workplace violence that falls within the scope of this Policy, the Corporation, in accordance with this Policy, will conduct its own independent investigation, if possible, into the allegations and make its own determination in accordance with this Policy.

4.21. Confidentiality

- a) The administration of this Policy will also be in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* and the *Occupational Health and Safety Act*. All complaints received under this Policy will be considered strictly confidential and all information obtained, including identifying information about any individuals involved, will not be disclosed unless the disclosure is necessary for the Corporation to safeguard employees, to conduct a thorough investigation and take appropriate corrective and/or disciplinary action.
- b) The parties to the complaint and any witnesses are expected to maintain confidentiality. Unwarranted breaches of confidentiality will result in disciplinary action.

4.22. Record Retention

- a) Any and all documentation which pertains to the investigation of the complaint will be maintained in the People Services files.

- b) Where an investigation results in a disciplinary action against an employee, a record of such action will be placed in the employee's personnel file.

4.23. Related Resources

- Respectful Workplace Policy (Anti-Harassment/Anti-Discrimination)
- Use of Technology Policy
- Formal Investigation Process

City of London
Corporate Training and Awareness Initiatives

	2020	2021	2022	2023	Total
Respectful Workplace and Code of Ethics (Introductory video)	947	2,172	526	509	4,154
A Safe and Respectful Workplace (online or in-person)**	-	-	1,777	605	2,382
Introduction: A Safe London for Women, Girls, Gender-diverse and Trans People*	1,334	392	685	284	2,695
Workplace Violence Prevention Procedure and Introductory "I Step Forward" (Orientation: new employees)	332	525	490	597	1,944
Violence Prevention Procedure, embedded within <i>A Safe and Respectful Workplace</i> (all employees)	-	-	1,777	605	2,382
Responding to Domestic Violence and Human Trafficking (online or in-person)**	-	-	1,851	321	2,172
Bystander Intervention Training^	-	-	94	54	148

* Launched in 2021

**Launched in 2022

^ Piloted in 2022; Launched in 2023

Brief Description of Training Courses

Respectful Workplace and Code of Ethics (Introductory video):

This introductory training provided via video provides employees with an understanding of the Respectful Workplace Policy and Code of Ethics Policy including expectations of behaviour in the workplace.

A Safe and Respectful Workplace (online or in-person):

This course supports our commitment to ensure employees have a well workplace in which “we aspire to create an inclusive workplace where employees feel safe, respected, motivated, and supported to do their best.” Further, it meets the strategic priority of *Well-Run City* where employees can thrive in our work environment and provide the best service to Londoners.

Introduction: A Safe London for Women, Girls, Gender-diverse and Trans People:

This course explores opportunities to create a safe London for women, girls, and gender-diverse and trans people through the actions identified in Council’s Strategic Plan and through the 2021-2024 Safe Cities London Action Plan.

Workplace Violence Prevention Procedure and Introductory “I Step Forward” (Orientation: new employees):

This course, offered to new employees, includes the prevention of workplace violence and employees’ rights to work in a safe workplace, and their responsibilities for appropriate conduct and reporting of such incidents. Further, new employees participate in Introductory “I Step Forward” training to enhance their understanding of signs of domestic violence and their legal responsibilities under OHSa to report any suspected or known situations of domestic violence pertaining to City employees.

Violence Prevention Procedure, embedded within A Safe and Respectful Workplace (all employees):

This course includes the prevention of workplace violence and employees’ rights to work in a safe workplace, and their responsibilities for appropriate conduct and reporting of such incidents.

Responding to Domestic Violence and Human Trafficking (online or in-person):

This course aims to increase awareness of domestic violence and human trafficking, with a focus on sexual exploitation. It enables employees to recognize warning signs and respond in a way that preserves our safety and creates a safer London for women, girls, and gender-diverse and trans people.

Bystander Intervention Training:

This training was developed in partnership with Anova with the goal of helping employees better understand their role in creating safe public spaces, and to raise awareness about the prevalence and impacts of gender-based violence, including how to recognize it.

Report to Corporate Services Committee

To: Chair and Members
Corporate Services Committee

From: Anna Lisa Barbon, Deputy City Manager, Finance Supports

Subject: 2023 Compliance Report in Accordance with the Procurement of Goods and Services Policy

Date: May 6, 2024

Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports;

- a. The administrative contract awards for Professional Consulting Services with an aggregate total greater than \$100,000, as per Section 15.1 (g) of the Procurement of Goods and Services Policy, decentralized from Purchasing and Supply that have been reported to the Senior Manager, Procurement and Supply and have been reviewed for compliance to the Procurement of Goods and Services Policy, **BE RECEIVED** for information, attached as Appendix “A”.
- b. The list of administrative contract awards for Tenders with a value up to \$6,000,000 that do not have an irregular result, as per Section 13.2 (c) of the Procurement of Goods and Services Policy, **BE RECEIVED** for information, attached as Appendix “B”.
- c. The City Treasurer, or delegate, **BE DELEGATED** authority to, at any time, refer questions concerning compliance with the Procurement of Goods and Services Policy to the City’s internal auditor. The City Treasurer, or delegate, is hereby further authorized to ratify and confirm completed awards or purchases between \$15,000 and \$50,000 where the City Treasurer or delegate is of the opinion that the awards or purchases were in the best interests of the Corporation.

Executive Summary

The purpose of this report is to fulfil the Procurement of Goods and Services Policy (the Policy) annual reporting mandate as set out in section 8.11, in keeping with the policy’s goals and objectives of transparency, fairness and competitiveness. This section highlights professional consulting services awarded administratively greater than \$100,000 and administratively awarded tenders less than \$6,000,000, and a review of purchases between \$15,000 and \$50,000 without a purchase order.

Linkage to the Corporate Strategic Plan

Council’s 2023 - 2027 Strategic Plan for the City of London identifies “Well Run City” as one of eight strategic areas of focus. The 2023 Compliance Report in accordance with the Policy supports this strategic area of focus by ensuring the City of London is trusted, open, and accountable in service of the community.

Analysis

1.0 Background Information

1.1 Overview

In accordance with *Municipal Act, 2001*, section 270 (1), a municipality shall adopt and maintain policies, one of which is with respect to its procurement of goods and services. The Policy, as approved through Municipal By-Law A.-6151-17 outlines the processes to be followed to obtain the best value when purchasing goods or contracting services for the Corporation of the City of London.

Often funding agreements between the City and other levels of government require that a competitive procurement process is followed:

“In accordance with the Recipient’s Procurement of Goods and Services Policy, and the Broader Public Sector Accountability Act, 2010 and relevant directives including but not limited to the Broader Public Sector Procurement Directive and the Broader Public Sector Perquisites Directive;

- the Recipient will conduct an open, transparent, and competitive procurement process to identify potential supply sources to assist the Recipient with the implementation of the Project, specifically: and
- the Recipient’s competitive procurement processes will obtain the required services necessary to meet the Recipient’s needs in the most economical and efficient manner, through appropriate municipal procurement processes that conform with principles of value for money, vendor access, transparency, fairness, responsible management, geographic neutrality, and reciprocal non-discrimination.”

In accordance with section 8.11 (a), Deputy City Managers are required to submit an informational report no later than March 15th to the Senior Manager, Procurement and Supply containing the details of the informal quotation contract awards made under Section 8.5 (c) (i). Further administrative contract awards made in their area to any Professional Consulting Service firms made under Section 8.5 (c) (ii) with an aggregate total greater than \$100,000 in their respective Service Areas were also submitted to the Senior Manager, Procurement and Supply.

The Policy (current revision dated May 16, 2023) identifies authorization thresholds, approval authority, and the associated Procurement policy section as per Schedule “A” of the policy, which is shown in the attached Appendix “C”.

1.2 Previous Reports Related to this Matter

Audit Committee, November 15, 2023, Items for Direction 4.4, Vendor Risk Management (VRM) Audit

Corporate Services Committee, May 1, 2023, Consent Item 2.2, Procurement of Goods and Services Policy Updates.

Corporate Services Committee, November 22, 2021, Consent Item 2.3, City of London Procurement Process Assessment

2.0 Discussion and Considerations

2.1 Administratively Awarded Professional Consulting Services

The decentralized, administratively awarded Professional Consulting Service contracts that are aggregately greater than \$100,000 as per Section 15.1 (g) appear in Appendix “A.” These awards were made in compliance with the Policy. In 2023, there were 14 professional consulting firms with aggregate contracts greater than \$100,000 that were administratively awarded (13 in 2022).

2.2 Administratively Awarded Tenders

The threshold for Administratively Awarding Tenders^a is \$6,000,000 as per Section 13.2 (c) of the Policy. The approvals that do not have an irregular result^b are shown in the attached Appendix “B.” In 2023, there were 88 administratively awarded tenders which is consistent with the amount awarded in 2022. In the fall of 2018, Deloitte, through their

^a Tender – means a sealed bid which contains an offer in writing to execute some specified services, or to supply certain specified goods, at a certain price, in response to a publicly advertised request for bids.

^b Irregular Result – (a) where the value of the lowest compliant bid is in excess of the City Council approved budget including any contingency allowance; (b) the specifications of a competitive bid cannot be met by two (2) or more suppliers; (c) the award is not being made to a compliant bidder(s) offering the Best Value to the City; (d) where a substantive objection has been filed with the City Treasurer prior to award of a competitive bid; or (e) where in the opinion of the Senior Manager, Procurement and Supply, the client Service Area award recommendation is not in the best interest of the City.

internal audit of the Procurement Process, identified that the administrative award tender process was a key strength at the City, and is “effective and efficient and aligned with other local government procurement requirements.”

When irregular results arise during the procurement process, those procurements follow Section 8.10 of the Policy. The client Service Area, in conjunction with Procurement and Supply are required to submit a report to Municipal Council for approval when competitive bids are greater than \$100,000.

2.3 Purchases Between \$15,000 and \$50,000 Methodology

The data for 2023 purchases between \$15,000 and \$50,000 was directly extracted from the financial system for items that did not have Purchase Orders. This has been reviewed by the Senior Manager, Procurement and Supply for compliance to the Policy. There were some minor items identified as a result of the annual review. All of these issues have been reviewed by the client Service Areas for root cause analysis, and corrective actions are being implemented by the respective Deputy City Manager.

Specifics of the issues have been communicated in each area and additional training will be completed, which will prevent future re-occurrences. The City Treasurer or delegate will be able to identify and authorize any purchases that were made in the best interest of the City and can act on any items that may require internal audit attention.

2.4 Continuous Improvement

Through internal audits and reviews conducted by third parties; Ernst & Young (2021), The Procurement Office (2023) and MNP (2023), the procurement policy, and its application at the City is continuously reviewed and improved.

Currently, the Policy is undergoing a comprehensive review, which will be informed by various sources such as the Canadian Collaboration for Sustainable Procurement^c (CCSP), the Collingwood Judicial Inquiry from November 2020, and advice provided by a 3rd party law firm, Fasken, who specializes in public procurement.

Recommended amendments to the Policy as a result of the comprehensive review will be brought forward to Council for approval before the end of this year.

2.5 Scope of Responsibility

This review is limited to the City of London only and does not include Agencies, Boards and Commissions procurement.

Conclusion

In accordance with the requirements in section 8.11 of the City of London’s Procurement of Goods and Services Policy, this report confirms the completion of an annual review process for compliance with this policy, supporting the objective of transparency. Further this report highlights the steps taken to continually look for opportunities for improvement.

Submitted by: Steve Mollon, CSCMP, CPIM
Senior Manager, Procurement and Supply

Concurred by: Ian Collins, CPA, CMA
Director, Financial Services

Recommended by: Anna Lisa Barbon, CPA, CGA
Deputy City Manager, Finance Supports

^c The Canadian Collaboration for Sustainable Procurement (CCSP), formerly the Municipal Collaboration for Sustainable Procurement (MCSP), is a member-based network of Canadian public-sector institutions working together to align their spending with their values and commitments on sustainability. Members meet virtually to network, share information and co-create tools to better address environmental, Indigenous, social and ethical opportunities and risks in their supply chain.

Attachments:

Appendix A - Administratively Awarded Professional Consulting Services Greater than \$100K on Aggregate

Appendix B - Administratively Awarded Tenders less than \$6M

Appendix C – Schedule 'A' of the Procurement of Goods & Services Policy

Appendix 'A'

Professional Consulting with Aggregate Expenditures > \$100K

Consultant Name	2023 Amount
AECOM CANADA LTD.	\$1,617,312
ARCHIBALD GRAY & MCKAY ENGINEERING	\$930,100
STANTEC CONSULTING LTD.	\$567,135
CIMA CANADA INC.	\$484,045
PARSONS INC.	\$346,996
WSP CANADA INC.	\$315,188
DILLON CONSULTING LIMITED	\$292,054
ARCADIS PROFESSIONAL SERVICES	\$243,645
WSP E&I CANADA LIMITED	\$189,807
MATRIX SOLUTIONS INC.	\$173,931
WATSON & ASSOC. ECONOMISTS LTD	\$141,554
EXP SERVICES INC.	\$112,788
KOVACS GROUP INC.	\$128,362
GM BLUEPLAN	\$109,560
TOTAL:	\$5,652,477

Appendix "B"

2023 List of Administratively Awarded Tenders < \$6M - Section 13.2

Project Number	Project Name	Award Amount	Person Responsible
RFT-2023-013	2023 IRP McKenzie Ave Street Reconstruction	\$ 5,758,563.91	Kelly Scherr
RFT-2023-210	Vauxhall WWTP Aeration Tank Repairs and Disinfection Upgrades	\$ 5,541,721.85	Kelly Scherr
RFT-2023-096	Cleanout of the McNay channel and Meander Creek SWMF	\$ 5,103,655.19	Kelly Scherr
RFT-2023-036	Foxfield District Park Phase 2 Project	\$ 4,474,352.96	Kelly Scherr
RFT-2023-121	Adult School Crossing Guard Program	\$ 4,431,543.70	Kelly Scherr
RFT-2023-115	Contract #1: Replacement of Sidewalk, Curb & Gutter and Hot Mix Asphalt	\$ 4,185,415.00	Kelly Scherr
RFT-2023-011	Reconstruction of Regent Street & Fraser Avenue	\$ 3,780,000.00	Kelly Scherr
RFT-2023-060	White Oak Road 2-Lane Upgrade Project	\$ 3,706,852.02	Kelly Scherr
RFT-2023-154	Bradley Avenue Active Transportation Improvements	\$ 3,484,278.06	Kelly Scherr
RFT-2023-111	Contract #2: Replacement of Sidewalk, Curb & Gutter and Hot Mix Asphalt	\$ 3,304,000.00	Kelly Scherr
RFT-2023-029	W12A Landfill Gas Flaring Facility - Flaring System Replacement	\$ 3,281,832.00	Kelly Scherr
RFT-2022-285	Reconstruction of Major Street, Hume Street and St. Julien Street	\$ 2,710,770.31	Kelly Scherr
RFT-2023-010	Reconstruction of Lyle Street and Elizabeth Street	\$ 2,706,983.07	Kelly Scherr
RFT-2023-127	2023 Infrastructure Renewal Program Gower Street & Elworthy Avenue	\$ 2,667,909.20	Kelly Scherr
RFT-2023-069	Reconstruction of Whitehall Drive Including New Sanitary Sewer, Storm Sewer, Watermain and Street Reconstruction	\$ 2,578,081.96	Kelly Scherr
RFT-2023-012	2023 Infrastructure Renewal Program - Platt's Lane	\$ 2,504,440.72	Kelly Scherr
RFT-2023-128	Mud Creek East Branch Phase 2A	\$ 2,402,223.56	Kelly Scherr
RFT-2023-054	Hyde Park EA - Assignment B - Construction of Storm Water Management 3E & Drain Retrofits	\$ 1,780,276.85	Kelly Scherr
RFT-2023-103	Contract#1-2023 Arterial Road Rehabilitation	\$ 1,644,159.50	Kelly Scherr
RFT-2023-006	Security Services - City Hall, Mobile Patrol, and Ad-hoc Security	\$ 1,623,806.62	John Paradis
RFT-2023-112	2023 Stormwater Management Facility Remediation Program	\$ 1,618,847.24	Kelly Scherr
RFT-2023-053	Hyde Park EA SWM Works - Assignment A - Phase 1	\$ 1,584,819.68	Kelly Scherr
RFT-2022-311	Dedicated Locate Services	\$ 1,350,000.00	Kelly Scherr
RFT-2023-076	Huron Street Trunk Watermain Cathodic Protection Upgrades	\$ 1,306,788.00	Kelly Scherr
RFT-2023-044	Fire Station No.1 Mechanical Equipment Life Cycle Project	\$ 1,293,000.00	Anna Lisa Barbon
RFT-2023-027	AWS - Pilot Project #2 - CH - 9th Floor	\$ 1,110,000.00	Anna Lisa Barbon

Appendix "B"

2023 List of Administratively Awarded Tenders < \$6M - Section 13.2

Project Number	Project Name	Award Amount	Person Responsible
RFT-2023-135	Traffic Signal Rebuilds for Grosvenor Street at Richmond Street and Gainsborough Road at Aldersbrook Road	\$ 1,087,436.51	Kelly Scherr
RFT-2023-229	Supply and Delivery of Storage Area Network (SAN) Hardware for City of London	\$ 1,013,475.58	John Paradis
RFT-2023-274	Supply & Delivery of Polymers	\$ 1,011,498.00	Kelly Scherr
RFT-2023-133	Traffic Signal Rebuilds for Belmont Drive at Wharncliffe Road South and Horton Street East at Talbot Street	\$ 997,274.70	Kelly Scherr
RFT-2023-104	Supply and Delivery of Water Meters for City of London	\$ 963,750.00	Kelly Scherr
RFT-2023-083	Traffic Signal Rebuild for Village Green Avenue at Wonderland Road and Teeple Terrace at Wonderland Road	\$ 941,478.00	Kelly Scherr
RFT-2023-176	Construction of Cycle Lanes on Cheapside Street	\$ 815,415.00	Kelly Scherr
RFT-2023-045	Provincial Offences Administration Roof Replacement	\$ 803,036.00	Anna Lisa Barbon
RFT-2023-078	Fire Stations 5, 10 and 12 - Roof Replacements and Refurbishments	\$ 776,329.00	Anna Lisa Barbon
RFT-2023-181	New Traffic Signal Installation for Gainsborough Road at Sherwood Forest Mall and Commissioners Road East at Chelton Road	\$ 770,330.67	Kelly Scherr
RFT-2023-041	Annual New Sidewalk Program	\$ 716,672.00	Kelly Scherr
RFT-2023-087	Supply and Delivery of Ready Mix Concrete	\$ 663,862.50	Kelly Scherr
RFT-2023-167	2023 Cathodic Protection Program	\$ 635,668.30	Kelly Scherr
RFT-2022-185	Campbell Street North Strategic Link	\$ 634,946.00	Kelly Scherr
RFT-2023-196	Greenway Wastewater Treatment Plant - Supply Five Metallic Bellows Expansion Joints	\$ 615,000.00	Kelly Scherr
RFT-2023-137	Sport Field Lighting Upgrades at North London Athletic Fields and Stronach Park	\$ 577,682.92	Anna Lisa Barbon
RFT-2022-302	Elgin WTP Low Lift Pumping Station Service Water Connection	\$ 544,895.63	Kelly Scherr
RFT-2023-185	Traffic Signal Rebuild at Cheapside Street at Richmond Street	\$ 495,989.61	Kelly Scherr
RFT-2023-238	Dearness Home Boiler Life Cycle Replacement	\$ 465,000.00	Anna Lisa Barbon
RFT-2022-218	Kilworth Bridge Rehabilitation	\$ 447,375.00	Kelly Scherr
RFT-2022-280	2023 CCTV Sewer Inspection Services	\$ 411,060.00	Kelly Scherr
RFT-2023-168	Construction of Bulk Water Station at 4853 White Oak Road	\$ 409,836.70	Kelly Scherr
RFT-2023-082	Traffic Signal Installation for Sunningdale Rd East at North Wenige / South Wenige Drive	\$ 404,277.00	Kelly Scherr
RFT-2023-197	2023 Single Sewer Replacement Program Essex Street & Essex Park	\$ 395,016.60	Kelly Scherr
RFT-2023-084	Traffic Signal Rebuild for Viscount Road at Westmount Mall Entrance	\$ 382,068.00	Kelly Scherr

Appendix "B"

2023 List of Administratively Awarded Tenders < \$6M - Section 13.2

Project Number	Project Name	Award Amount	Person Responsible
RFT-2022-262	Demolition Services for Several Structures on City owned Property	\$ 374,830.00	Scott Mathers
RFT-2023-055	Waterworks Materials - Inventory & Capital	\$ 344,231.34	Kelly Scherr
RFT-2023-177	City Hall Soffit Replacement	\$ 338,700.00	Anna Lisa Barbon
RFT-2023-043	Roof Replacement at Fanshawe Golf Course Clubhouse	\$ 334,893.00	Anna Lisa Barbon
RFT-2023-109	Wilton Grove Operations Yard - Structural Repairs and Roof Repair	\$ 334,000.00	Anna Lisa Barbon
RFT-2023-061	Construction of Play Areas, Pathways, and Site Amenities in Multiple City Parks	\$ 333,415.00	Kelly Scherr
RFT-2022-313	Roof Replacement at J. Allyn Taylor Building	\$ 322,458.00	Anna Lisa Barbon
RFT-2022-269	Centennial Hall Sound System Upgrade	\$ 321,414.00	Anna Lisa Barbon
RFT-2023-186	New Streetlight Installation on Glenora Drive	\$ 315,451.00	Kelly Scherr
RFT-2023-230	Supply, Mixing and Stockpiling of Winter Sand and Salt	\$ 284,055.00	Kelly Scherr
RFT-2023-138	Kiwanis Seniors Centre HVAC and Boilers System Upgrades	\$ 279,880.00	Anna Lisa Barbon
RFT-2023-126	2023 Rout & Seal Program	\$ 268,586.00	Kelly Scherr
RFT-2023-203	New Intersection Pedestrian Signal Installation at Springbank Drive and Chessington Avenue and at Oxford Street West and Headley Gate	\$ 268,486.70	Kelly Scherr
RFT-2023-134	Traffic Signal Installation at Hamilton Road and Clarke Road	\$ 262,025.00	Kelly Scherr
RFT-2023-153	Dearness Home Parking Lot Expansion	\$ 260,119.54	Anna Lisa Barbon
RFT-2022-291	Tire Services	\$ 251,089.87	Anna Lisa Barbon
RFT-2022-286	Roof Replacement & Drain Slope Modification Services for Various Roofs within Wastewater Treatment Operations	\$ 208,863.00	Kelly Scherr
RFT-2023-206	Fire Station No.10 Boiler Replacement	\$ 188,547.00	Anna Lisa Barbon
RFT-2023-202	Rapid Transit Tree Planting in City Parks Phase 1	\$ 178,268.00	Kelly Scherr
RFT-2023-105	Area 4 Street Light Re-Lamp and Photocontroller	\$ 175,360.00	Kelly Scherr
RFT-2023-048	2023 Flow and Rainfall Monitoring Services	\$ 171,000.00	Kelly Scherr
RFT-2023-004	Trunk Sewer Inspection Program	\$ 160,844.50	Kelly Scherr
RFT-2023-180	New Intersection Pedestrian Signal (IPS) Installation at Hill Street and Adelaide Street North	\$ 148,620.63	Kelly Scherr
RFT-2022-297	Stronach Fieldhouse Washroom Renovation	\$ 143,900.00	Anna Lisa Barbon
RFT-2023-046	Supply and Delivery of Traffic Signal Optical Preemption Equipment	\$ 134,508.90	Kelly Scherr

Appendix "B"

2023 List of Administratively Awarded Tenders < \$6M - Section 13.2

Project Number	Project Name	Award Amount	Person Responsible
RFT-2023-245	Supply and Delivery of Traffic Sign Blanks, Posts & Hardware	\$ 129,661.26	Kelly Scherr
RFT-2023-107	Median Maintenance	\$ 127,400.00	Kelly Scherr
RFT-2023-110	Crestwood Pumping Station Removal and Park Path Improvements	\$ 123,985.00	Kelly Scherr
RFT-2023-098	Supply and Delivery of Branch Firewall Equipment and Related Software Licensing and Support Services	\$ 122,888.40	John Paradis
RFT-2023-139	Provincial Offences Administration HVAC System Upgrades	\$ 112,800.00	Anna Lisa Barbon
RFT-2022-268	Thames Valley Golf Course Roof Top HVAC Unit Replacement	\$ 107,426.00	Anna Lisa Barbon
RFT-2022-247	Solarwinds Orion Network Performance Monitoring System Licensing, Warranty and Technical Support Services	\$ 103,738.87	John Paradis
RFT-2023-085	New Street Light Installation for Genevive Crescent	\$ 102,954.00	Kelly Scherr
RFT-2023-057	Supply & Delivery of Two Bulk Water Stations	\$ 79,579.94	Kelly Scherr
RFT-2022-264	Supply & Delivery of Cisco Network Switches	\$ 59,771.69	John Paradis
RFT-2023-157	Sewer Maintenance Hole Inspection Program	\$ 54,780.00	Kelly Scherr
RFT-2023-005	Supply, Installation and Removal of Permanent Pavement Markings	\$ 34,300.00	Kelly Scherr
	Number of Administrative Approvals:	88	
	Total Value of Administrative Approvals:	\$ 100,476,527	
	Average Value of Administrative Approvals:	\$ 1,141,779	

APPENDIX C

SCHEDULE “A” – Levels of Contract Approval Authority

Sales taxes, excise taxes, goods and service taxes and duties shall be excluded in determining the price of a contract for the supply of goods or services for the purpose of the relationship of the price to the preauthorized expenditure limit. In the case of multi-year supply and/or service contracts, the preauthorized expenditure limit shall refer to the estimated annual expenditure under the contract. Emergencies as defined in Section 14.2 are exempt from this Approval Authority.

Dollar Value (excluding taxes, duty or shipping)	Tool / Procurement Process	Approval Authority	Policy Section
Under\$15,000	Purchasing Card or Purchase Order	Deputy City Manager or any employee exercising delegated authority approval	9
\$15,000 up to \$50,000	IRFQ (Informal Request for Quotation) – three written quotes. Note: A copy of the quotes must be provided to Procurement and Supply for their records.	Deputy City Manager or any employee exercising delegated authority approval	10
Greater than \$50,000 to \$100,000	RFQ	Deputy City Manager or any employee exercising delegated authority approval jointly with Senior Manager, Procurement and Supply, or delegate	11
Up to \$100,000	RFP – note that Irregular Results greater than \$15,000 require Committee and City Council Approval.	Deputy City Manager or any employee exercising delegated authority approval jointly with Senior Manager, Procurement and Supply, or delegate	12

APPENDIX C

Dollar Value (excluding taxes, duty or shipping)	Tool / Procurement Process	Approval Authority	Policy Section
Greater than \$100,000 to \$6,000,000	RFT without an Irregular Result	Deputy City Manager or any employee exercising delegated authority approval jointly with Senior Manager, Procurement and Supply, or delegate	13
Greater than \$6,000,000	RFT	Committee and City Council	13
Greater than \$100,000	All RFP and RFQ/RFT with an Irregular Result	Committee and City Council	11,12,13 & 8.10
Up to \$50,000	Single Source or Sole Source	Deputy City Manager or any employee exercising delegated authority approval jointly with Senior Manager, Procurement and Supply, or delegate – requires documented rationale	14.3, 14.4 & 14.5
Greater than \$50,000	Single Source or Sole Source	Committee and City Council	14.3, 14.4 & 14.5
Less than \$6,000,000	Contract Renewals – previously approved by City Council	Deputy City Manager or any employee exercising delegated authority approval jointly with Senior Manager, Procurement and Supply, or delegate – requires documented rationale	20.2

APPENDIX C

Dollar Value (excluding taxes, duty or shipping)	Tool / Procurement Process	Approval Authority	Policy Section
Greater than \$6,000,000	Contract Renewals – previously approved by City Council	Committee and City Council	20.2
Up to \$50,000 or 3% of the original Contract Value	Contract Amendments – subject to availability of sufficient funds in appropriate accounts and budget	Deputy City Manager or any employee exercising delegated authority approval OR Committee and City Council	20.3, 4.6
Exceeding \$50,000 or 3% of the original Contract Value	Contract Amendments – subject to availability of sufficient funds in appropriate accounts and budget	Committee and City Council	20.3, 4.6

Note: The City Manager may also exercise the approval authority of a Deputy City Manager.

Note: For all IRFQ, RFQ, RFP, RFT as outlined under policy sections 8.10, 10, 11, 12, and 13, the criteria and analysis to determine best value must be clearly documented if not the lowest bid.

APPENDIX C

SCHEDULE “A” – Levels of Contract Approval Authority [Continued] For the Appointment of Professional Consulting Services:

Dollar Value (excluding taxes, duty or shipping)	Tool / Procurement Process	Approval Authority	Policy Section
Less than \$100,000	Appointment from Pre-approved List	Deputy City Manager, or delegate	15.2(c)
\$100,000 to the CFTA threshold for goods and services limit as amended.	Proposals invited from 3 Firms on Pre-approved List	City Council	15.2(d)
Greater than the CFTA threshold for goods and services limit as amended.	Two stages: REOI/RFPQ and RFP	City Council	15.2(e)

Note: The City Manager may also exercise the approval authority of a Deputy City Manager.



London
CANADA

P.O. Box 5035
300 Dufferin Avenue
London, ON
N6A 4L9

Wednesday, April 16, 2024

Chair and Members
Corporate Services Committee

Re: Association of Municipalities Ontario – Board of Directors, Large Urban Caucus

In order to maintain City of London representation on the Association of Municipalities Ontario (AMO) Board of Directors, I wish to seek re-election to the AMO's Board of Directors, Large Urban Caucus for the 2024/2026 term. Therefore, I respectfully request endorsement for me to stand for election to AMO's Large Urban Caucus and the approval of payment of all costs associated with attending AMO's Board of Directors meetings, AMO Conferences, and other commitments (Task Forces, Executive Committee, etc.) during the period of my appointment.

For your information, Board meetings are generally held on the fourth Friday in September, November, January, March and June and on the Saturday/Sunday in advance of the AMO Annual Conference held in August. The June meeting is generally held in the President's or Secretary-Treasurer's home municipality. In addition, Executive meetings (composed of the Chair of each Caucus) are held on the Thursday before a scheduled Board meeting and on the fourth Thursday of the month when there is no Board meeting.

As well, I am requesting approval for reimbursement of up to \$500.00 for campaign-related expenses outside my annual expense allocation, upon submission of eligible receipts.

I am therefore seeking approval of the following recommendation:

"That the following actions be taken with respect to the Association of Municipalities of Ontario (AMO) Board of Directors:

- a) Councillor A. Hopkins BE ENDORSED to stand for election to the Association of Municipalities of Ontario (AMO) Board of Directors, Large Urban Caucus, for the 2024/2026 term;
- b) subject to Councillor A. Hopkins' successful election to the AMO Board of Directors, Large Urban Caucus, all associated cost to attend the Board of Directors meetings, AMO Conferences and other related commitments (Task Forces, Executive Committee, etc.) for the 2024/2026 term BE APPROVED for reimbursement by The Corporation of the City of London outside of her annual expense allocation; and
- c) Councillor A. Hopkins BE REIMBURSED up to \$500 for campaign-related expenses outside of Councillor A. Hopkins' annual expense allocation, upon submission of eligible receipts.

I would be honoured to continue to represent the City of London on AMO's Board of Directors, Large Urban Caucus. Thank you for your consideration of this matter.

A handwritten signature in black ink that reads "Anna Hopkins". The signature is written in a cursive style with a large initial 'A'.

Anna Hopkins
Councillor, Ward 9

Property Assessment and Tax System

Brenda Slater, Account Manager
Municipal and Stakeholder Relations

May 6, 2024



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

Roles and Responsibilities.



Ontario Government

Establishes province's assessment and taxation laws, sets the valuation date and determines education tax rates.



Municipalities

Determine revenue requirements, set municipal tax rates and collect property taxes to pay for municipal services.



MPAC

Calculates, captures and distributes assessments for all properties and buildings across Ontario.



Property Owners

Pay property taxes for community services and education taxes to help fund elementary and secondary schools in Ontario.



Property Assessment Highlights.

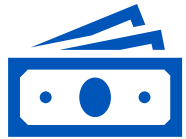
CITY OF LONDON



166 THOUSAND
PROPERTIES



\$715 MILLION
IN NEW ASSESSMENT



\$54 BILLION
TOTAL PROPERTY VALUE

PROVINCE OF ONTARIO



5.6 MILLION
PROPERTIES



\$42 BILLION
IN NEW ASSESSMENT



OVER 3 TRILLION
TOTAL PROPERTY VALUE



Maintaining Ontario's Property Database.

Provincial, Municipal and Property Owner Support and Guidance.

Municipal Financial Planning and Insights.

Processing Severances and Consolidations.

New Assessment Forecasting and Market Analysis/Trends.

Vacancy and Tax Applications for Commercial, Business and Residential.

Requests for Reconsideration and Appeal Processing.



Property Assessment.

Property assessment updates are referred to as **reassessments**.



Property values in 2024 continue to be based on the **January 1, 2016, valuation date.**

2016 was the last time there was a reassessment in Ontario.





Issue Date:
November 13, 2023

JACKSON JASON
ABC IMPORTS LIMITED
200 MAIN STREET
UNIT 5000
11 FLOOR
ANYWHERE ON A1B 2C3

THIS IS NOT A TAX BILL.

The Municipal Property Assessment Corporation (MPAC) is responsible for assessing and classifying all properties in Ontario. Your municipality will use your assessment to calculate your 2024 property taxes.

Your property's assessed value as of January 1, 2016 is: \$350,000

WHY AM I RECEIVING THIS NOTICE?

You have received this notice for the following reason(s):

- Update to ownership data.
- Update to assessed value and classification.

PROPERTY OVERVIEW:

Roll number: 12 34 567 899 12345 1234

Location and description: 200 MAIN ST
CON N LOT 3PT RP 1R5811 PART 2

Municipality: ANY TOWNSHIP

Tax class: Residential Taxable

School support: English-Public

ASSESSMENT OVERVIEW:

Your property's assessed value as of **January 1, 2016:** **\$350,000**

Your property's assessed value as of **January 1, 2012:** **\$325,000**

Between **2012** and **2016**, your property's assessed value changed by: **\$25,000**

What happens if my assessed value has changed?
An increase in assessed value will be phased in gradually over four years. A decrease will be applied immediately for the 2024 property tax year.

Tax year	Assessed value
2024	\$350,000

To learn more about how phase in works, please visit mpac.ca.

Property Assessment Notice

For the 2024 property tax year

This notice contains important information about an update made to your property during the year.

Please visit mpac.ca/notice or scan the QR code below with your mobile device to learn more about why you are receiving this notice.



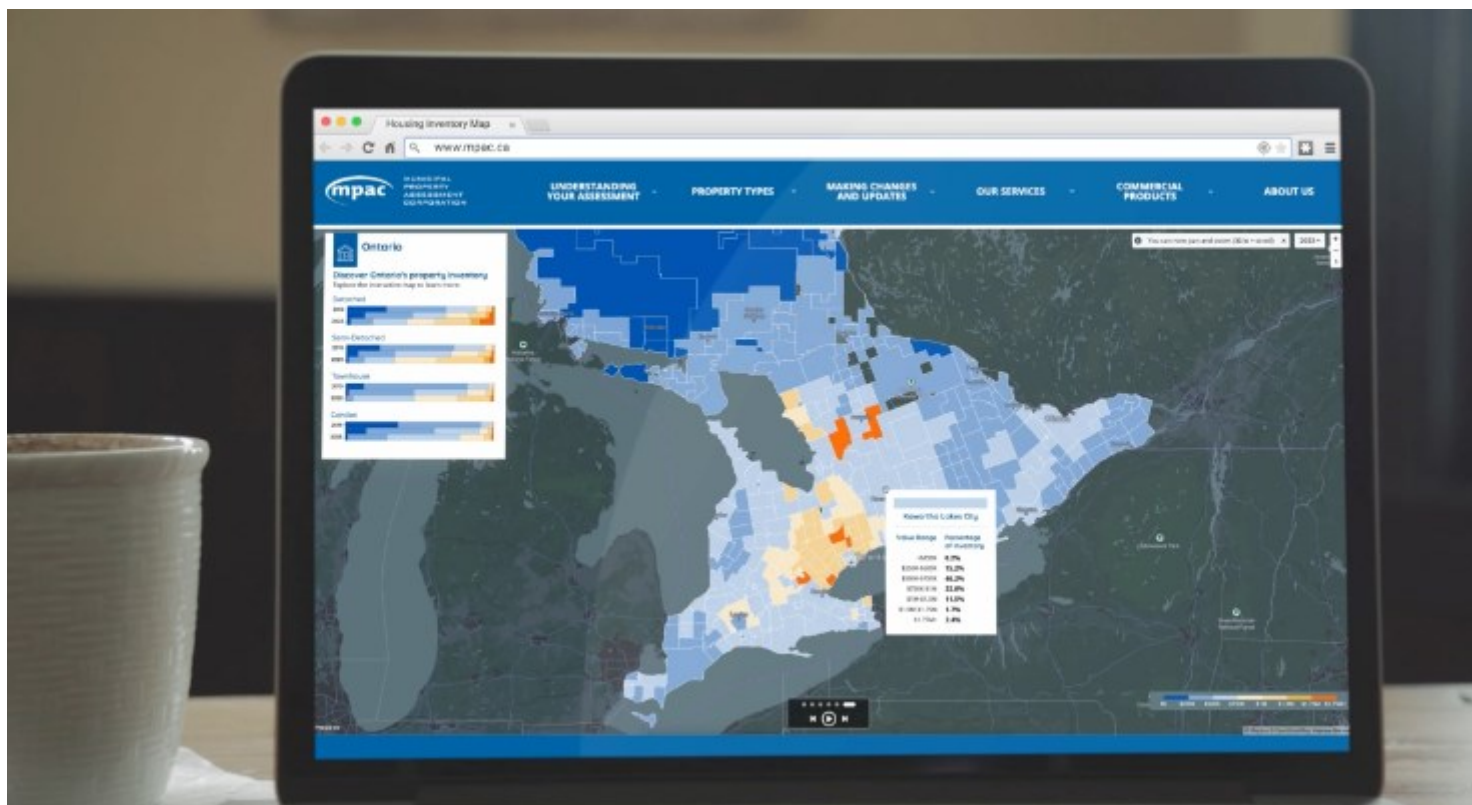
Please review and keep for your records.

MPAC assesses and classifies all properties in Ontario in compliance with the *Assessment Act* and regulations set by the Government of Ontario.

Property assessments for the 2024 tax year will continue to be based on the fully phased-in January 1, 2016 assessed values.

NEW Insights.

Ontario's residential property landscape



Get more insights at mpac.ca



WHAT'S NEW 2024:

New insights focused on residential property **SALES** across the province.

Property owners are able to view market trends in their area – **updated monthly** – via a new dashboard on **AboutMyProperty™**

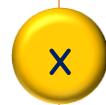


Let's Talk Property Taxes.

Each year, municipalities decide how much money they need to raise from property taxes to pay for services and determine tax rates based on that amount.

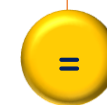


Assessed value of property provided by MPAC.



Municipal and education tax rates* for property type.

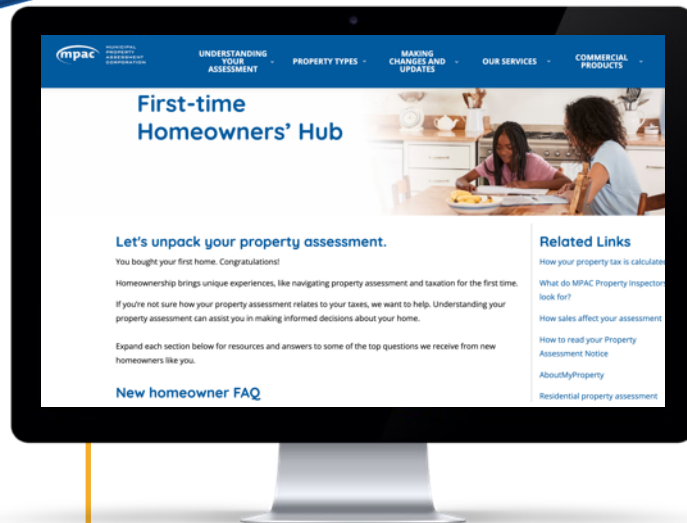
*Education tax rates are set by the provincial government.



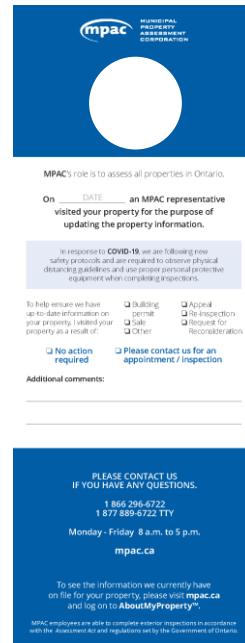
Property taxes property owner pays.

Supporting Property Owners.

Educational videos



NEW
First-time Homeowners' Hub



Door hangers + letters



Social media campaigns



Educational videos



Supporting Municipalities.

Resources you can use



- Orientation Sessions
- Conferences
- Municipal Resources + Property Assessment Toolkit
- Municipal Connect
- InTouch Newsletter

Please reach out if you have any questions
or would like to learn more.

Your MPAC Team

Anne Haines
Regional Manager
anne.haines@mpac.ca
705-751-0074

Brenda Slater
Account Manager
brenda.slater@mpac.ca
226-213-4079

Jannessa Miller
Account Support Coordinator
jannessa.miller@mpac.ca
226-213-4077



Thank you.

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Animal Welfare Community Advisory Committee**

Contact Information

Name: **Linda Armstrong**

City: **London**

Province: **ON**

Postal Code: **N5X 3V6**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

Board chair of Progressive Animal Welfare Services (aka PAWS Canada) since 2020. Aware of complex interrelationship between people and companion animals and the need for dealing with human issues to help solve animal problems.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

Can contribute detailed awareness of the need as PAWS is on the front one every day handling applications for help with vet care. Looking to engage with those community agencies trying to solve human issues. Bringing guidance that can assist homeless hubs initiatives in developing pet friendly solutions as we did in helping Anova become pet friendly.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

Attend Committee meetings, share information from our organization's experience, contribute with ideas about what works to support people and pets and decrease longterm costs (theirs and the city's). Advise about community needs and cost/benefits of preventive programs.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

After 10 years as a volunteer and Board member at Habitat for Humanity and 3 years at WAYS I am very aware of some of the complex needs of our city's residents. Having now served 4 years building PAWS to address the need for access to affordable vet care, I have the background to understand and work with others on the advisory committee on connecting the dots between the city's plans for services such as homeless hubs and the need for dealing with the pets.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

Habitat for Humanity 10 years. WAYS 3 years.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **City Website**

If you selected 'Other', please specify:

Submitted on: **4/6/2024 8:01:50 AM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Animal Welfare Community Advisory Committee**

Contact Information

Name: **Ann Hayes**

City: **London**

Province: **ON**

Postal Code: **N6A 1L7**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I am a former member of this committee; I resigned 4 years ago as I was temporarily relocating to Hamilton ON. in order to care-take my elderly mother. I was the former chair of the now defunct London Dog Owner's Association, and sat on the committee as the delegate from that group.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I enjoyed my participation in this group. My interests range from wildlife and nature and with a specific interest in improving the quality of life of domestic pets.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

Actively participate in monthly committee meetings; participate as directed in research groups within the committee.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I served on the Board of Directors of SARI, Riding for the Disabled, a registered charity in Arva, for over 10 years. I was involved in operations and fundraising. I served as a director and Chair of the London Dog Owner's Association for 6 years. We coordinated with the City in the oversight of the off-leash dog parks in London and operating the fundraiser Pooch Plunge. Our mandate also included education and support for London dog owners.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I am a current Board Member of the London Affordable Housing Foundation, a charity with a mandate to build and operate affordable housing in London. We have three completed complexes and are currently one of the non-profits developing Vision Soho on Hill Street.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Other**

If you selected 'Other', please specify: **Former committee member wishing to re-apply**

Submitted on: **4/26/2024 6:27:21 AM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Shlair Alqais**

City: **London**

Province: **ON**

Postal Code: **N6E1J5**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

Though I haven't yet served on a London Advisory Committee, my career reflects a rich tapestry of experiences primed for such a role. As a Professor at Fanshawe College, I've honed communication and leadership skills, fostering inclusive learning environments and championing academic excellence. Additionally, my tenure as a Clint Advisor at the Royal Bank of Canada underscores my ability to understand diverse needs and provide tailored solutions. At the same time, my community involvement as a United Way Champion and volunteer exemplifies my dedication to promoting diversity and inclusion. My background as Director of Quality Assurance at the University of Zakho demonstrates my capacity to coordinate complex projects and ensure high-performance standards. With this breadth of experience, I'm poised to bring fresh perspectives and a robust skill set to the London Advisory Committee, facilitating informed discussions and driving positive change for our community.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I am dedicated to supporting the committee's efforts in providing valuable recommendations and advice to the Municipal Council. Through collaboration, empathy, and a commitment to equity, I am confident that we can work together to create a more inclusive and just city for all. I aim to bring insights from my diverse background in academia, finance, and community service to foster inclusivity and equity. My leadership experience equips me to amplify marginalized voices and drive initiatives for equitable community development, promoting collaboration and innovation. I hope to learn new approaches to collaborative decision-making for social impact. This includes developing skills in consensus-building, conflict resolution, and leveraging resources for the betterment of our community. I am particularly interested in learning how to navigate complex issues.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I will support the Community Advisory Committee by actively participating in meetings, contributing diverse perspectives, and conducting thorough research on relevant issues. I will ensure a comprehensive understanding of local needs and priorities informs our recommendations. Additionally, I am committed to fostering collaboration and consent-building within the committee. I will diligently work to ensure our efforts have a meaningful impact and positive change for our city. My academic background has honed my research, critical thinking, and communication skills, enabling me to analyze complex issues and articulate informed recommendations. Furthermore, my involvement in community organizations such as the Cross Cultural

Learner Centre and United Way has instilled a strong sense of social responsibility and a passion for fostering inclusive environments.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

My journey is shaped by diverse experiences rooted in academia, finance, and community engagement. As a Canadian immigrant with a background in economics, I bring a unique perspective to the table. As a professor at Fanshawe College, I've had the privilege of teaching students from diverse backgrounds, each with their unique perspectives and experiences. Through this role, I've cultivated a deep appreciation for the value of diversity in enriching learning environments and fostering understanding. I have developed practical communication skills to engage with individuals from varied cultural, linguistic, and socioeconomic backgrounds, ensuring that all voices are heard and respected. This experience has taught me the importance of creating spaces where everyone feels valued and included, and I am committed to bringing this ethos to my work on the committee.

Outside of my professional roles, I have been actively involved in community organizations such as the Cross Cultural Learner Centre and United Way. I have worked to promote diversity, inclusion, and social justice. Through these experiences, I have developed a deep understanding of the systemic barriers that marginalized communities face and the importance of collaborative, community-driven solutions. I am committed to bringing this perspective to the committee, advocating for policies and initiatives that center the voices and experiences of those most impacted by inequity.

My diverse background and experiences have instilled a deep commitment to promoting inclusivity and equity within our community. I am excited about the opportunity to contribute to the Community Advisory Committee's efforts to create a more just and equitable city for all residents. I am confident that my unique perspective and skills will enhance our collective efforts.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

My extensive teaching experience at various academic institutions, coupled with my master's degree in economics and multicultural upbringing as a Canadian immigrant, equips me with a unique perspective and skills that will be invaluable in my Community Advisory Committee Member role. My involvement in community organizations such as the Cross Cultural Learner Centre and United Way has also provided me with firsthand experience promoting diversity, inclusion, and social justice. Through my diverse experiences, I have developed strong communication, leadership, and advocacy skills, enabling me to effectively contribute to the committee's mission of fostering inclusivity and equity within our city. Furthermore, my recent completion of the Leadership Microcredential Series at Fanshawe College demonstrates my commitment to continuous learning. Further, it enhances my ability to lead and collaborate effectively within diverse community settings.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **City Website**

If you selected 'Other', please specify:

Submitted on: **4/20/2024 11:16:42 AM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **STEPHEN D'AMELIO**

City: **LONDON**

Province: **ON**

Postal Code: **N5W 1B1**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I do not have experience on a London Advisory Committee however I did put my name forth for the Police Board and was 2nd in line behind Mr. Ryan Gauss for the choice of most councilors including the mayor. I have been a part of a number of non-profit and for profit organizations and the Thames Valley District School Boards Diversity, Equity and Inclusion Committee.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I am hoping to provide my time, knowledge and abilities to this committee with a specific focus on my experiences and viewpoints within my unique Intersectionality of being a openly Gay Black Male. I am hoping to gain more knowledge, experience and skills to assist this and other committee's and organizations that impact Londoners in the future.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

As someone who strongly believes real change starts from the Ground Up ; I have been an active Community Organizer for over 2 decades now and thoroughly enjoy every moment of it. I am seeking to directly be involved with an organization that impacts me and those around me and I believe I would provide a number of unique skills and knowledge that would be an asset to the committee.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I believe my experiences as Chair of the Governance and By-Law Committee, Events Director, Secretary, Vice President and President of Pride London Festival have provided me with a vast amount of skills and knowledge that I will be able to put to use within this committee. My skills and history also show creativity, adaptability, strong communication skills, strong financial understanding, web design and graphic design , music production and more that I can bring to the table.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

2004 - Present : Owner of The D'Amelio Group and Mighty Love Entertainment
In 2011-2013 I served as Entertainment Director for Pride London Festival
In 2019-2020 I served as Governance and Bylaw Chair for Pride London Festival and changed
In 2020 I joined the London Arts Council Advisory Board and have remained.
In 2020 I joined the TVDSB Diversity, Equity and Inclusion Committee and remained until 2023.
In 2021 I became a founding board member of London Afro Centric Association which is now in it's 3rd year hosting the Essence and Culture Awards and have remained with the organization.
In 2020-2022 I served as President as Pride London Festival
In 2022 I served as Vice President of Pride London
In 2023 I served as Secretary of Pride London Festival

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

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To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/28/2024 2:52:44 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Navin Droom**

City: **London**

Province: **ON**

Postal Code: **N6G 4Z7**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I do not have experience on a London Advisory Committee.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

As a part of a Community Advisory Committee, I hope to learn how diversity, inclusion, and anti-oppression has an important role in the London Community and why it is necessary to have discussions and engage the London Community so that there can be positive long term solutions. I hope to contribute my experience in social justice and peace studies and apply the lessons that I have learned to a practical sense to aid in program planning initiatives that align with long term organizational goals while capitalizing on extensive research skills to write in-depth reports and maintain accurate documentation.

I can contribute my ability to collaborate with team members and management to deliver exceptional service to a diverse range of clients while respecting cultural, religious and social backgrounds. I can confidently assist in the planning, development, and implementation of programs to meet client needs while adhering to best practices and high standards.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I will support the work of a Community Advisory Committee by applying my knowledge and experience to plan and coordinate daily tasks, evaluate and improve processes, and assist and support clients, diplomatically resolve conflicts through mediation, and cultivate positive relationships.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I am currently attending a King's University College for a Bachelor of Arts (Honours) in Social Justice and Peace Studies. Some of the courses that I have completed include Fundamentals of Geography, Revolutions in World History, Introductory Philosophy, People, Power and the State, Intro Sociology, Intro to Social Justice and Peace Studies, Approaches to SJPS, Interdisciplinary Qualitative Research, Research Methods in Sociology, Sociology of the Environment I, Special Topics in Social Justice and Peace Studies, Contemporary First Nations, Social Activism, Building Peace, Humanitarianism & Global Justice, Social Networks of Power and Privilege, Topical Issues in Thanatology, Freedom, Order & Control, Islam, Justice & Peace, Alternative Dispute Resolution, Exile and Forced Migration, Living a Just Life, Ecological Justice, Advance Alternative Dispute

Resolution, Globalization Justice & Spirit, and Justice & Alternative Economic Systems. Throughout my experience as a Social Justice and Peace Studies student at King's University College and in the courses that I have completed, I learned why diversity, inclusion, and anti-oppression is important in discussions about how to engage the community and why and how it impacts everyone regardless if they know it or not as well as what can be done to cultivate positive outcomes for the future.

This past summer, I was able to apply my experience at King's to a real-world situation and gain valuable community and lived experience that will enhance the efforts of Community Advisory Committee Work as a Community Development Worker with Glen Cairn Community Resource Centre. I assisted in the development and implementation of a Business Improvement Association (BIA) for the Glen Cairn and Pond Mills Community. I advised and commented on how a proposed development fits into the area, and possible changes to make it more compatible and beneficial for the Glen Cairn and Pond Mills neighbourhoods and surrounding areas. At Glen Cairn, I had the chance to collaborate with staff members to grow a community garden and provide resources to Londoners in need through the London Good Food Box initiative and Centre Market. I effectively diffused conflicts at the centre by collaborating with others to find the best possible outcome for all. I wrote and published a weekly newsletter titled The Glen Cairn Globe through Microsoft Publisher and Canva to keep members of the Glen Cairn and Pond Mills community informed. Finally, I had the chance to collaborate with others to implement and plan Glen Cairn's first Drag and Art Showcase, highlighting the talents of the youth community members and affirming a safe space for members of London's LGBTQQIP2SA community.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

My additional experience, training, or community involvement that I will help me in my role as a Community Advisory Committee member includes participating in a community impact showcase for a course I completed at King's called Community-Based Learning. In my research I explored how gender applies to the modern city and why community-based learning helps Londoners engage with the issues that matter most to them as well as how creating connections in the city through local community organizations, policy, politics, and lived experiences works to create change. I argued that Londoners should have the right to urban space that is suitable for people to live in, work in, characterize, and engage in space in the modern city. I looked at thinking of London as though it is an art piece that provides a creative framework. This was explained through citizenship in gathering duties and responsibilities that help to create artwork in the everyday lives of people.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

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To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **City Website**

If you selected 'Other', please specify:

Submitted on: **3/31/2024 2:46:22 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **ABBY DUGGAL**

City: **London**

Province: **ON**

Postal Code: **N5X 0E2**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I was part of the London's strategy and worked as an Inclusion champion for the city. Also part of, LMLIP.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

Encouraging diversity, and belonging. I did a full Master's thesis on Encouraging Multiculturalism and Diversity in London.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

Outreach efforts, networking, encouraging engagement in the community, fund raising, mentorship for newcomers.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I'm originally from Nepal, grew up in New Ypek City. Have taught in urban environments.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

Took training with CCDI.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

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To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Professional or community organization**

If you selected 'Other', please specify:

Submitted on: **4/8/2024 11:51:28 AM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **John M. Gaynes**

City: **London**

Province: **ON**

Postal Code: **N6J 1W2**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters): **n/a**

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters:

I hope to contribute to London a better understanding of the issues that face all marginalized groups within the city and province. And to learn from all the others on the Community Advisory Committee.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I would talk to fellow Londoners about the great work that the Community Advisory Committee's do. And ask for their feedback, support etc.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I have worked for most of my working years with diverse communities, homeless people, consumer/survivors of the mental health system, newcomers, people on social assistance, 2SLGBTQIA+. I also have lived experience with homelessness, mental illness, social assistance recipient and being a member of the 2SLGBTQIA+ community.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I currently am the Board Secretary for a London Non-profit called Why We March-LGBT and have been connected with this organization since 2018. I also have volunteered at Nokee Kwe Employment and Education Centre which is an Indigenous led Employment Ontario Agency and Education Centre. I also some years ago founded a peer support group for LGBTQ youth in Brampton & Mississauga. And I have helped fundraise for different charities throughout my life. I believe very strongly that everyone should give back to the community!

Attach resume or other document here, if needed: **JMG Resume 2024.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Professional or community organization**

If you selected 'Other', please specify:

Submitted on: **3/27/2024 2:42:40 PM**

JOHN M GAYNES

PROFESSIONAL SUMMARY:

Highly organized and detail-oriented Individual with more than 5 years' experience seeking a full time Administrative Assistant with your organization. Exceptional Customer Service skills to support the needs of the clients. Multitasker with the ability to notice details and get things done accurately. Confident with Word, Excel, and Google Workplace with typing speed of 70 WPM. Accounting and Social Media knowledge and experience. Works well under pressure and the ability to complete tasks as requested.

WORK HISTORY:

Receptionist/Administrative Assistant

NoKee Kwe - London On

2021 – current

- Answering phones, booking appointments, directing calls and taking messages
- Administrative duties including creating spreadsheets, letters and charts
- Initiative to update data or forms as needed
- Hardworking, dependable, professional mannerism

Intake Worker

London Housing Registry – London, Ontario

2016 - 2018

- Responding to telephone calls and greeting clients, directing clients to the appropriate LHR Team Member,
- Providing general information regarding housing and other community resources according to clients stated interests/needs.
- Performed needs assessments and referrals to other related community services.
- Documenting Clients information and needs.
- Prioritizing ongoing service delivery.
- Contacting Clients for follow up calls on their housing search,
- Contacting Landlords to inquire about vacancies available and details pertaining to vacancies.

Volunteer Coordinator

London, Housing Registry – London, Ontario

2018 – 2018

- Recruitment, screening, training, scheduling and management of a staff of 10 Volunteers.
- Improving Staff morale by organizing staff potluck lunches every few months.
- Attending fundraising events with Volunteers, to help raise money for the London Housing Registry.

OFFICE MANAGER**Big Ricky's Little Bake Shoppe – Chatham, ON****2013 - 2018**

- Sorted and organized all invoices and receipts from suppliers,
- Scanned all supplier invoices and receipts into the computer
- Used MS Excel to do cost analysis and improve spending

OFFICE ASSISTANT**Ontario Truck Driving School –London, ON****2013 - 2013**

- Answered and promptly redirected calls to appropriate personal.
- Maintained a clean reception area, including lounge and associated areas.
- Scanning of student files and uploading files to Government Database

EDUCATION:**Pathways Skills Development & Placement Centre - London On****2013**

ACT (Administrative Clerical Training Program)

Seneca College- Toronto On**1996**

Social Worker Courses

Volunteering:**NoKee Kwe - London On****2019**

Receptionist/Administrative Assistant

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Arushi Ghosh**

City: **London**

Province: **ON**

Postal Code: **N6A 3L8**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I do not have first-hand experience on a London Advisory Committee however I was part of the city representatives at King's university college, Western University for the city of London in 2017. It was an enriching experience and throughout my journey in Canada since 2016, London is where I have lived and seen the community grow. I would love to be a part of the committee.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

As someone who immigrated to London, Ontario, as a person of color at 17 and has worked in marketing, sales, and banking, I bring firsthand experiences of overcoming barriers. My diverse background offers insights into promoting inclusivity and equity within the community. Additionally, my skills in outreach, partnership development, and policy implementation can contribute to our committee's initiatives. Engaging with members from different backgrounds will deepen my understanding of social justice and anti-oppression principles. My participation in the Community Advisory Committee is both a contribution to our shared goals and an opportunity for personal growth.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I will support the Community Advisory Committee of London, Ontario, by actively participating in discussions, offering diverse perspectives informed by my background as an immigrant and professional experiences in marketing, sales, and banking. Additionally, I'll leverage my skills in outreach, partnership development, and policy implementation to contribute to the committee's initiatives aimed at promoting diversity, inclusion, and equity within the community. By collaborating with fellow committee members and advocating for underrepresented voices, I aim to play a meaningful role in advancing our shared goals of building a more inclusive and equitable community environment.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

As someone who immigrated to London, Ontario at a young age and has since navigated through various professional fields, including marketing, sales, and banking, I bring a unique blend of experiences and perspectives to the table. My journey as a person of color in Canada has provided me with firsthand insights into the challenges and opportunities faced by marginalized communities. I understand the importance of

representation and inclusion in shaping policies and initiatives that affect our community.

In my professional roles, I have developed skills in communication, collaboration, and problem-solving, which are essential for effective committee work. My experience in marketing has taught me how to engage with diverse audiences and tailor messages to resonate with different community groups. In sales, I learned the importance of building relationships and understanding the needs of customers, skills that are transferable to building partnerships and fostering dialogue within the committee. Moreover, my time in banking has exposed me to the intricacies of financial systems and the impact they have on individuals and communities, which is crucial for advocating for equitable access to resources.

Outside of my professional life, I am actively involved in community initiatives and volunteer work. Whether it's mentoring youth from underprivileged backgrounds or participating in grassroots advocacy campaigns, I am committed to making a positive difference in the lives of others. These experiences have deepened my understanding of social issues and strengthened my resolve to advocate for equity and justice.

As a member of the Community Advisory Committee, I am eager to contribute my skills, experiences, and passion for social change to enhance the committee's efforts in promoting diversity, inclusion, and anti-oppression. I am committed to listening to the voices of those who are often marginalized and advocating for policies and initiatives that uplift and empower all members of our community. Together, we can create a more inclusive and equitable London for everyone.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

In my role as an Account Manager at Rogers, I led teams and fostered effective collaboration, vital for the Community Advisory Committee. Maintaining high customer satisfaction underscores my adeptness in client relations, essential for advocating community needs. At Matterkind, I honed analytical skills crucial for assessing and recommending solutions. Customer-facing roles at TD Bank and Walking on A Cloud refined my communication and presentation abilities. Additionally, my involvement in community outreach at Gulistan (A London-based Startup) demonstrates a commitment to engagement and promotion, skills that can enhance committee initiatives. Overall, my diverse experiences in leadership, relationship management, data analysis, communication, and community engagement uniquely position me to contribute effectively to the committee's mission of inclusivity and equity.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

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To help inform our outreach activities, please tell us how you heard about this opportunity: (optional):

If you selected 'Other', please specify:

Submitted on: **4/10/2024 6:35:38 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Jaswant (JAMIE) Gill**

City: **London**

Province: **ON**

Postal Code: **N5X 0A2**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I have not been on Advisory committee for city of London. In past I was a Committee Member for IABC London Chapter Virtuoso Awards Committee in judging award entries from other Chapters and planning the awards ceremony.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I have been attending and learning of EDID and by attending events by various organizations like Kings University College and Pillar Nonprofit Network I have learned a lot and gained an interest. As someone who is a visible minority and having neighbours and friends in all Wards in London I know importance of EDID and how it will be best for a better London.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I will listen, give suggestions and take in information. Furthermore I will consult and talk to Ward Councillors and organizations when needed. I am learning a lot and just want to join to get more experience and learn from other members. I do follow and watch as of 2024 the Council meetings on You Tube and Committee meeting where I do understand what it takes to collaborate and work together to get plans approved.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

My lived experience in attending panels, virtual events and from learning from friends who are in these roles at work I have learned a lot of why EDID is important and am continuing to learn.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I was on Board of IABC London as Secretary in past as well as Committee with other portfolios. I understand working collaboratively with all and importance of listening to others and these are essential skills I feel will help me if I am chosen to be on this committee

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

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To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/13/2024 12:52:29 PM**

Diversity, inclusion and anti-oppression Community advisory committee

Jon Higgins

London Ontario N5X 0E2 yes yes oh oh yeah

Experience and qualification

- Voting Member of City of London's Community, Disability and Inclusion Strategy.
Nov. 2016 – Feb. 2019
- Awarded for excellence in community involvement.

I am experienced supporting neurodivergent individuals, such as autism, ADHD, and other neurological disorders. For three years, I was employed as an Independent Consultant for Star Forrest. I specialized in equity, diversity, inclusion, disability claims management, corporate culture, and AODA. I utilized B2B and analytical knowledge to create and maintain an on-line news/ social media content. I was able to utilize my knowledge of videography to produce a presentation on the importance of hiring individuals with physical disabilities.

What do you hope to contribute or learn as part of a Community Advisory Committee?
(max. 250 characters)

I have a physical disability and have been able to utilize my knowledge of it to embody equality, diversity, and inclusion awareness. As a member of the advisory committee, I would like to further my community involvement and volunteer skill set. Having had experience with the disability-related London community, I would like to further my knowledge of it as well as gain unique insights into the matter.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters)

Since I am a member of the physically challenged community and have worked as an independent consultant, I have utilized the characteristics of Community involvement and disability-related knowledge acquisition.

I have written a number of disability-related articles for the London Free Press.

Jon Higgins BA, MFA

INTRODUCTORY PROFILE

- My work excels in both an individual and collective atmosphere. I have demonstrated the ability to perform above and beyond client expectations in complex, multi task, dynamic, fast pace, priority-based, and deadline driven business situations

AREAS OF EXPERTISE

- I have extensive knowledge of marketing, communication, CRM, sales, eCommerce, journalism, managing digital marketing, social media, campaign/project management, and client acquisition.

TECHNICAL KNOWLEDGE

- MS Office Suite, MS Power BI, Internet applications.\ software, Adobe Creatives Suite, Google Target, Google Analytics, Google Adwords, and Salesforce.com.
- MS Office Suite. Internet applications.\ software, Adobe Suite, Google Target, Google Analytics, Google Adwords, and Salesforce.com.

JOURNALISTIC ARTICLES

- Film Critic **Middlesex Banner** – Alsia Craig, ON. Aug. 1999 – Aug. 200
- Entertainment Reporter **Regis (King's College)** – London, ON. ept. 1999 – Apr. 2000.
- Entrainment Reporter Gazette (Western University) – London, ON Oct. 2000 –Apr. 2001.
- Entertainment Reporter The Beat – London, ON. Aug. 2010 – Oct, 2010.
- Freelance Journalist Sports Net Magazine - Chatham, ON. Jun. 2015
- <https://www.canadianbaseballnetwork.com/canadian-baseball-network-articles/jon-higgins-moseby-created-memories?rq=moseby>
- Freelance Journalist **London Free Press** (Arts & Humanities) – London ON. Jun, 1, 2012 – Present

EMPLOYMENT EXPERIENCE

SimSalabim (Out of Business) **Assistant Technical Provider/Marketer** – London, ON, Oct. 2017 - Dec. 2020.

- Managed team of two technical providers.
- Optimized, updated, and maintained Facebook pages, YouTube/ Vimeo videos, Twitter channels, and created and maintained online news content.
- Utilized administration, B2B, and CRM expertise as well as executed numerous social media campaigns, which resulted in a 9.5% increase in sales.
- Gathered relevant data and analytical material and presented them to clients in a coherent and impactful manner.

Star Forrest (Out of Business) **Independent Consultant/Marketer**– London, ON,

Aug. 2015 – Mar. 2019

- Utilized videography knowledge to support presentations to numerous companies.
- <https://vimeo.com/131654566> (The password is Jon)
- Specialized in equity, diversity, inclusion, disability case/claims management, diversity recruitment. corporate culture, AODA, and supported indigenous and the LGBTQ+ community.
- Utilized fundraising knowledge. Executed B2B and analytical knowledge to create and maintain online news content.

Clique Communications Inc. (Contract Ended) **Production Manager** - Caledon, ON.

Jan. 2016 - Nov. 2017.

- As film director, I led a team of five individuals in the creation of a promotional video for the TeachAble Project.
- Utilized internal /external corporate communications, marketing knowledge, face-to-face/ B2B, client acquisition, videography, purchasing, office administration/clerical, social media, publicity,

internal/external writing, sales, IT support, data analytical skills, eCommerce, campaign/ event management, and superior customer service.

- Maintained online news content and executed AODA, diversity recruitment, and fundraising knowledge.
- Utilization of social media, internal/external communication, and fundraising knowledge.

Ontario Government (Contract Ended) **Filmmaker/ Marketing** – Toronto, ON, Jan. 2014 – May 2015.

- Managed a team that was responsible for the completion and delivery of numerous online videos.
- Provided internal /external corporate communications, marketing campaign management, copywriting, PR, social media marketing, CRM, face-to-face client interaction, B2B, inventory regulation/management, purchasing, analyst support, research, exterior/inside sales, IT, advertising, event planning, office administration/clerical, digital publishing, buyer eCommerce, event management, fundraising, and utilized diversity recruitment and AODA knowledge. Worked with members of the indigenous and the LGBTQ+ community.

Barking Hill Farm & Kennel (Out of Business) **Advertising/ Marketing Associate** – Exeter, ON, Sept. 2013 – Apr. 2014.

- Responsible for the completion and delivery of marketing and social media campaigns, which led to a 32% increase in website traffic.
- Utilized internal/external communication pay roll, administrative, research, data analysis, customer face-to-face/ CRM, digital publishing, buyer, PR, office administration/clerical, copy/report writing, IT, project/ supply chain management, acquisition, event planning, eCommerce, and fundraising.

Soulfulencounter.com (Out of Business) **Marketing/Advertising Associate** – London, ON Sept. 2009–Oct. 2012.

- Responsible for selling online advertising space on company website and providing internal /external
- Utilization on social media, internal/external communication, and marketing experience, which resulted in a 18.5% increase in sales and online subscription.
- Utilized social media marketing, inventory regulation, PR, CRM, client acquisition, office administration/clerical, B2B, face-to-face customer interaction, copy/ report writing, eCommerce, publicity, research, IT, event planning, fundraising, no, diversity recruitment/claim management, and an emphasis of fundraising skills.

National Ataxia Foundation Conference (Contract Ended) **Filmmaker/ Marketer**- Las Vegas, NV. Jun, 2008 – Sept. 2008

- <https://vimeo.com/877752332?share=copy> (password is Maulall15).
- International Student services utilization and taught seminar.

Stream Global Services, (Out of Business) **Tech Support/Marketing** – London ON. Oct. 2005 – Mar. 2007.

- Utilized internal/external communication and marketing techniques to provide technical desktop support, inbound calls, and sold Internet subscriptions, wrote reports, and created/maintained online news

3M Canada (Summer Internship) **Regulatory Services**– London, ON May 2005 Sept, 2005.

- Maintained a MSDS database, utilized data analytical knowledge, inventory regulation, and assisted with the creation of a webpage for the Regulatory Services division.
- Extensive experience gathering, analyzing, and organizing documents as well as presenting large volumes of information. Volunteered for diversity committee.

EDUCATION

- NPower Canada **Google IT Support Proteosomal Certificate** –Toronto, ON, Oct. 2021- Feb 2021
- Ryerson University **Masters of Fine Art with a specialization in Marketing** – Toronto, On Sept. 2013 – Oct. 2015
- Western University (Post Grad) **Creative Writing** - London, ON Sept. 2010 – Apr. 2011

VOLUNTEER EXPERIENCE

- Voting Member of City of London’s Community, Disability and Inclusion Strategy. Nov. 2016 – Feb. 2019
 - Provided diversity recruitments and awarded for excellence in community involvement.
- Independent Filmmaker – London, ON Sept. 2008 – Present

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Girishkumar Jagdishan**

City: **London**

Province: **ON**

Postal Code: **N5X0J8**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I have experience in Advisory committee in country like Dubai, Oman, India, Sri-lanka In Canada i was with different multi national companies and in senior position where my role was a key person to Advisory committee below is my linked in profile
<https://www.linkedin.com/in/qirishkumar-jagdishan-273972123/>

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

My contribution will be unique as i have done the role with different companies in different country dealing with multi cultural crowd or public. I have the patients to listen and suggest them the write direction with my knowledge and experience

How will you support the work of a Community Advisory Committee? (max. 250 characters):

As i am in the community Advisory Committee we all will give our opinion and views and will evaluate on the betterment and beneficial to the communities. I am Vice President in London Ontario Malayalee community having exposure to more than 1500 people in helping them with community needs that experience will also help me in various ways to the committee

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

**As a vice president in LOMA community help i do help people with they come to the country as new comer provide them support and help to sustain with job and other personal needs like housing etc.
we have strong Indian community here in London helping each other with different groups
i am a part of Bangladeshi community, Part of Indian Community, part of Nepali community.
I am associated to non profit organization doing help feeding poor and homeless people in association with Sikh community.**

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I have strong presence in below mention community helping people for their needs like house,job,food and cultural activity

**Chinmaya Mission
Shisti
Marathi community
Hindu business group
Bengali community
Indian community
Nepali community
Niagara advisory community for business help
Kitchener and Waterloo business help**

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **City Website**

If you selected 'Other', please specify:

Submitted on: **4/24/2024 12:49:38 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Chantal Kamgne Tagatzi**

City: **London**

Province: **ON**

Postal Code: **N6K0J3**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters): **None**

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters:

As a multicultural woman and a business leader specializing in localization and translation services, I am always interested in opportunities to facilitate effective communication across diverse linguistic and cultural landscapes, and learn new strategies to do so. I would like to contribute to the development, maintenance, and refinement of policies that support an inclusive environment within the City.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

Given my background, my participation in the committee would also ensure that linguistic inclusivity remains a priority in our discussions and outputs, particularly for the French-speaking residents of London. I am excited about the possibility of contributing to the Diversity, Inclusion, and Anti-Oppression Community Advisory Committee and am eager to bring my expertise in language, culture, and ethical technology practices to the table.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

My company's involvement in developing globalization strategies and localization tools for low-resourced languages underscores my practical experience in enhancing diversity, language inclusion and tech inclusion. My interest in creating supportive environments for neurodiverse teams and promoting equity aligns closely with the committee's goals of fostering an inclusive and equitable community in the City of London.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I am member of Women in Localization and Translators without Borders, and I am the French Localization Team coordinator at ProZ.com

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/22/2024 12:21:07 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Devinder luthra**

City: **London**

Province: **ON**

Postal Code: **N5X0E6**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

**Member ITACT 2022-2025
Member Board of Directors
Eldon House 2022-2026**

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

My experience and involvement with community and welfare of desired needs of the community

How will you support the work of a Community Advisory Committee? (max. 250 characters):

Having dialogue between the community and the city to support and share the experiences

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

Being retired person I have sufficient time to spare for giving back to the community for integration of healthy communication between the government and the residents

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

As a successful businessman I owned several Medical Rehabilitation clinics in Toronto for 25 years before retiring

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

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To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Contact from the City Clerk's Office**

If you selected 'Other', please specify:

Submitted on: **4/26/2024 4:04:43 AM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Rebecca May**

City: **London**

Province: **ON**

Postal Code: **N6J4W1**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I do not have prior experience on a Community Advisory Committee.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I hope to gain experience working with my community on a broader scale, while making a positive impact. I work with marginalized and diverse individuals within my role in the social services and feel my experience could be a valuable asset to the Advisory Committee.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

Everyday, I work from an anti-oppressive framework within my personal and professional lives. I am a strong advocate and will support the work of the committee by listening, learning and living up to my personal values.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

As an individual who has worked within the social services sector of London Ontario for almost 4 years, I believe I can enhance your efforts set by your committee, by providing valuable insight to the marginalized and vulnerable individuals I serve daily. Currently, I work with Youth Opportunities Unlimited in a Housing Stability capacity, but also work full-time with the YOU Youth Shelter as a Primary Caseworker. In addition to YOU, I hold a role supporting individuals with complex mental health at CMHA and Addiction Services Thames Valley. In the past, I have worked with organizations such as Mission Services of London and The Inn St. Thomas. In many of these roles, I have utilized an anti-oppressive lens, with emphasis on inclusivity and diversity.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

As for educational experience, I am a two-time Fanshawe College graduate in both Social Service Work and Special Event Planning. I have had the honour of planning many events both individually, as well as on a committee, including The Preeclampsia Walk - London.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/15/2024 8:49:41 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Serge Muhirwa**

City: **London**

Province: **ON**

Postal Code: **N5X 4G7**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters): **N/A**

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I hope to contribute insights on fostering inclusive spaces and learning from diverse perspectives to address systemic barriers and promote equity within our community.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I'll support by advocating for marginalized voices, fostering dialogue on inclusion, and implementing strategies to address systemic inequities within our community.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

My community involvement reflects my dedication to these principles. I've volunteered with local nonprofits focused on marginalized communities, offering mentorship and support to individuals facing systemic barriers. Additionally, I've participated in workshops and training sessions on anti-oppression, honing my skills in facilitating difficult conversations and challenging biases.

Growing up in London, I've witnessed firsthand the diversity of our city and the unique challenges faced by different communities. This intimate familiarity fuels my commitment to advocating for equitable opportunities and representation. Additionally, my current role as a Venture Growth Advisor with TechAlliance allows me to engage with a diverse range of entrepreneurs and startups. I actively promote inclusion within the tech ecosystem, advocating for underrepresented founders and ensuring their voices are heard.

In joining the Diversity, Inclusion, and Anti-Oppression Community Advisory Committee, I bring a blend of professional experience, community engagement, and personal values. I'm eager to contribute by amplifying marginalized voices, advocating for policy changes, and fostering a culture of belonging within our community. Through collaborative efforts, I'm committed to advancing equity and justice for all Londoners.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

My additional experience includes facilitating diversity and inclusion entrepreneurial workshops, undergoing implicit bias training, and volunteering with grassroots organizations focused on marginalized communities.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **City Website**

If you selected 'Other', please specify:

Submitted on: **4/25/2024 2:45:10 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Sinto Pauly Chembakassery**

City: **London**

Province: **ON**

Postal Code: **N6G 5R6**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

No. But I would really appreciate if I could get a chance to be part of this advisory committee to contribute maximum effort from my behalf and also to learn more from the talented and experienced advisory team of London.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

To serve as an authentic and proactive filter, to assess policies, procedures and programs. To ensure a successful candidate to provide a diverse representation on the committee, diverse identities, positions and perspectives for assisting in setting more comprehensive goals and objectives of the committee.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

Establish shared language for keywords and concepts related to the committee topics. Anticipating competing ideas and healthy conflict. Being loyal to the purpose and charge of the committee. Contribute to the skills and knowledge to the committee from my perspective as add on.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

My work experience includes the following categories:

- 1. Production operator**
- 2. Welcome Agent**
- 3. Housekeeping**
- 4. Front desk agent**
- 5. Amazon fulfillment associate**
- 6. Accountant**
- 7. General Office Clerk**
- 8. Godown assistant**
- 9. Packing boy**

From the above information, it's clear I have gone through various work environments, situations and had to deal with various workplace issues and I believe suggestions and solutions from my perspective would be a great contribution to create a safe and healthy workplace environment for all London workers.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I do belong to country India, where there are a lot of communities coexist in a healthy way and I am now residing in a country Canada, who welcome all the diversified communities internationally and allow to coexist in their respective community. As a fellow resident of London city, I believe it's my honour to share all the possible contributions to ensure London city, has all potential growth in the respective areas.

Attach resume or other document here, if needed: **sinto pauly resume pdf.pdf**

Attach more files here, if needed: **SINTO POLICE CLEARANCE.pdf, Sinto IGNOU certificate BACH-IG36-45571.pdf**

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **City Website**

If you selected 'Other', please specify:

Submitted on: **4/14/2024 4:31:43 PM**

SINTO PAULY CHEMBAKASSERY

Dear SIR/MADAM

I am pleased to write to you regarding my job application for open vacancy. I believe my qualifications and experience make me an ideal candidate for this job.

I have a Degree in Bachelor of Commerce and 7 years of experience in general office, bookkeeping, effectively and efficiently managing all general office works. I am an extremely organized, calm, and patient professional with excellent managerial skills. I have a passion for leadership and skills to inspire other staff members to provide above standard level of service.

I believe a relationship with your company would be mutually beneficial, as I am seeking a challenging work environment where I can fully exercise my skills. I look forward to hearing from you and would love to explain my skills further during an interview.

Sincerely

Sinto Pauly Chembakassery

SINTO PAULY CHEMBAKASSERY

London,
ONTARIO, CANADA ,
N6G 5R6.

OBJECTIVE

Seeking a position in the activity department which will require me to utilize my skills, abilities, and experience to ensure the organization's growth.

EXPERIENCE

Fulfillment associate (October 2023 to present): Amazon (St Thomas)

WELCOME AGENT (APRIL 2023 to July 2023):

L'Agence Services Santé(Niagara falls)

PRODUCTION OPERATOR (FEBRUARY 2023-APRIL 2023): Northern Gold Foods (Welland)

ACCOUNTANT (JUNE 2022- FEBRUARY 2023): AD MARKETING(INDIA)

JUNIOR BOOKKEEPER CUM GENERAL OFFICE CLERK (JANUARY2018 – MAY 2022): AD MARKETING(INDIA)

ASSISTANT OFFICE CLERK(JANUARY 2015 – DECEMBER 2017): WICAB MARKETING(INDIA)

GODOWN ASSISTANT(JANUARY 2011 – DECEMBER 2014): WICAB MARKETING(INDIA)

PACKING BOY(JANUARY 2008 – DECEMBER 2010): WICAB MARKETING(INDIA)

SKILLS

- Over 7 years of experience in general office.
- Proficient in Tally ERP 9, Tally Prime accounting software
- Bank reconciliation
- General ledger reconciliation
- Accounts Payable
- Excellent knowledge in Microsoft Office.
- Excellent communication skills.
- Integrity and transparency.
- Punctual, Reliable
- Fast learner
- Excellent time management
- Guest service

- Customer service
- Time management

EDUCATION

- Bachelor of commerce (from January 2019 to December 2022) at Indira Gandhi National Open University, India

AVAILABILITY

- MONDAY -full time
- TUESDAY- full time
- WEDNESDAY- full time
- THURSDAY – full time
- FRIDAY- full time
- SATURDAY & SUNDAY - full time (when needed)



KERALA POLICE

NON-INVOLVEMENT IN OFFENCES CERTIFICATE

No : 15290022-2023-7-00133
Issued From : KATTOOR Police Station
Issued Date : 29/05/2023



Name : SINTO PAULY C



Relatives Name : ANTONY(Guardian)

1. This is to certify that no criminal cases is pending against Sri/Smt **SINTO PAULY C**, 33, 367, CHEMBAKASSERY HOUSE , THANISSERY, THANISSERY , IRINJALAKUDA residing in KATTOOR Police Station Limit, THRISSUR RURAL, Kerala State, holder of AADHAR CARD(UIDAI) No. 488744221426 as on 29/05/2023

2. This certificate is issued in response to application No. **15290022-2023-7-00133** dated **27/05/2023** .

3. Non-Involvement in Offences Certificate issuance Details

Name Of Issuance Officer : Irushikesan Nair K G
Designation : Inspector of Police
Phone Number : [REDACTED]
Email ID : [REDACTED]

Date : 29/05/2023

Place : KATTOOR



This is a computer generated document and does not require the signature or the stamp in order to be considered valid. Scan the QR Code to check authenticity of the document. Please ensure that the certificate is shown under the url: 'https://thuna.keralapolicy.gov.in/documentVerifier?FB36FC1792C09E447F4AA79A8A200BC4' which is the authorized origin of the certificate.

इंदिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय

INDIRA GANDHI NATIONAL OPEN UNIVERSITY

This is to certify that

प्रमाणित किया जाता है कि

Sinto Pauly C

after having passed the prescribed courses of study in the

निर्धारित पाठ्यक्रम पूरा करने और

December 2021

examination is hereby awarded the degree of

परीक्षा उत्तीर्ण करने पर स्नातक उपाधि

Bachelor of Commerce

प्रदान किया जाता है

Division / श्रेणी

First

[Signature]

रजिस्ट्रार

Registrar



[Signature]

कुलपति

Vice Chancellor

New Delhi

Date October 10, 2022

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Avdija Ramic**

City: **London**

Province: **ON**

Postal Code: **N6J2Y3**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I have been a member of the court of Revision since 2022. My experience is good with a committee

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I hope to learn a lot. Committee is a good chance and opportunity to improve yourself and improve better life in community

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I will try to give the best ideas and work very hard to make them better condition and try to help to fix issues and challenges are front of the committee. From my experience 16 years working with community I can do a lot

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I am the leader of the Muslim community in London since 2018 and have a good experience with input and reviews with people. Since I started to work with the community I try to find the best solution for the community and residents in London. The life front of us is very challenge and needs to have so many ideas to make it easy for people

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I was studied Islamic University and the University of Law. University of Toronto accepted and recognized my master of Law and gave me degree Master of Law. I have 16 years of experience working with people and also as a leader.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Contact from the City Clerk's Office**

If you selected 'Other', please specify:

Submitted on: **4/19/2024 10:06:51 AM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Nitya Rani Balla**

City: **London**

Province: **ON**

Postal Code: **N5X 3T9**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters): **NA**

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters:

I hope to use my background and experience in the area of human resource management and diversity, equity and inclusion to improve the lives of people in London. I hope to learn more about the lived experiences and challenges facing diverse communities and look forward to collaborating with other members on the advisory committee.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I hope to leverage my training in the area of diversity, equity and inclusion and my experience as member of Equity, Diversity, Inclusion and Anti-Oppression Task-force at Fanshawe College to advise and improve policies on London's DIACAC through research and evidence based decision making.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I am a woman of color, new immigrant and have been passionate about diversity and inclusion for the past decade. I have been part of projects on gender equality, integration of new immigrants and also been contributing as a member of the Equity, Diversity, Inclusion and Anti-Oppression Task-force at Fanshawe College for the past two years. I have published papers on reducing transphobia, understanding barriers to women at work and integrating the multigenerational workforce. I have a PhD in human resource management and am a certified Human Resource Leader (CHRL). I aim to use my education and experience to build a better community at London. I originate from a part of the world with the highest female infanticide rates and have faced gender and race based discrimination at every step in life. I recognize the challenges that diverse people face and have taken courses on understanding the challenges of indigenous peoples in Canada. For me, improving the inclusion and equity of diverse communities is important both professionally and personally. I aim to create a better world for my daughter and aspire to contribute to the community which has become my home away from home.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I have been part of projects on gender equality, integration of new immigrants and also been contributing as a member of the Equity, Diversity, Inclusion and Anti-Oppression Task-force at Fanshawe College for the past two years. I have published papers on reducing transphobia, understanding barriers to women at work and integrating the multigenerational workforce. I have a PhD in human resource management and am a certified Human Resource Leader (CHRL). I also have certifications on understanding indigenous peoples in Canada and hope to learn more about unique challenges facing communities different from my own.

Attach resume or other document here, if needed: **CV_Nitya_Rani_11_April_2024.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **City Website**

If you selected 'Other', please specify:

Submitted on: **4/11/2024 11:33:34 AM**

Career profile (Summary)

A Professor and researcher in the field of Human Resource Management with experience of more than ten years in India and Canada.

Professional Experience

January 2022- Present	<p>Partial Load Professor, Faculty of Business, Fanshawe, London South Campus</p> <ul style="list-style-type: none"> • Teaching Principles of Management Course using Case study analysis methodology. • Teaching Management in Human Resources • Teaching Canadian workplace preparation course.
April 2024 – August 2024	<p>Research Associate, Centre for Research and Innovation, Fanshawe College</p> <ul style="list-style-type: none"> • Principal investigator for funded research project on “Effect of race and gender-based inequality on burnout, work-family conflict and career satisfaction of South Asian immigrant women in Canada”
September 2022 - Present	<p>Member, Equity, Diversity, Inclusion and Anti-Oppression Task-force, Fanshawe College</p> <ul style="list-style-type: none"> • Involved in formulating policies regarding Equity, Diversity, Inclusion and Anti-Oppression at Fanshawe College
August 2023- December 2023	<p>Part time Professor, Faculty of Business, Conestoga, Doon Campus</p> <ul style="list-style-type: none"> • Teaching Human Resources Mgt Analysis
March 2022- Present	<p>HR Research Analyst at HR. com, Canada</p> <ul style="list-style-type: none"> • Involved in formulating surveys, writing State of Industry reports and Case studies.
May 2012 – November 2019	<p>Assistant Professor, VIT Business School – VIT University <i>No. 1 Private University in India, first institute of India to receive QS 4-Star rating in overall category and QS 5-Star rating in teaching, employability, facilities, innovation and inclusiveness.</i></p> <ul style="list-style-type: none"> • Prepared and delivered lecture classes and facilitated class discussions. • Subjects taught – Strategic human resource management, Organizational behavior, Principles of management, Cross Cultural Management, Stress Management and HR analytics. Average student rating – 9/10 • Published four research papers in ABDC indexed journals. • Supervised the research of undergraduate and postgraduate students. • Participated in setting course and degree requirements, curriculum revision and academic planning. • Performed invigilation duties and evaluated the examination papers assigned during examinations.

Education Qualification

PhD in Human Resources Management (January, 2013- August, 2017)

- VIT Business School, VIT University, Chennai.
- Dissertation title: “Generational Differences in Work Values, Person – Organisation Fit and Its Implications for Turnover Intention in Indian Context”, PhD supervisor: Dr. Anand A. Samuel (viva date: **August, 31st, 2017**)

Journal Publications

- Rani, N. and Samuel, A. A (2019), “Generational differences in relationship between Prosocial Identity fit and Affective Commitment”, *International Journal of Organization Theory & Behavior*, Vol. 22 No. 3, pp. 259-277. (indexed in ABDC)
- Rani, N. and Samuel, A. A (2019), “Reducing transphobia: Comparing the efficacy of direct and indirect contact”, *Industrial and Commercial Training*, Vol. 51 No. 7/8, pp. 445-460. (indexed in ABDC)
- Rani, N. and Samuel, A. A. (2018) ‘Understanding work values of Gen Y – a study on differences based on country of origin, gender and industry’, *Int. J. Business and Globalisation*, Vol. 21, No. 4, pp.558–582. (indexed in ABDC)
- Rani, N. and Samuel, A. A (2016), “A study on Generational differences in work values and person-organization fit and its effect on turnover intention of Generation Y in India”, *Management Research Review*, Vol. 39, No. 12, pp. 195 – 1719. (indexed in ABDC)

Projects

- Collaborator representing India on the UCOM (Understanding communal orientation in men) Project. It is a unique cross-national collaboration using which a sample young men and women from 125 universities in 49 countries have been collected to better understand the social-psychological factors that predict men’s interest in taking on care-oriented roles and occupations. <https://ucom2017.wordpress.com/confirmed-sites-2/>
- Principal investigator on project titled “Effect of race and gender-based inequality on burnout, work-family conflict and career satisfaction of South Asian immigrant women in Canada”

Certificates

- CHRL (Certified Human Resources Leader) designation from HRPA (Human Resources Professionals Association).
- Indigenous Awareness Certificate (2023), Indigenous Awareness Canada
- Indigenous Peoples and Cultures (2023), Indigenous Awareness Canada
- Indigenous Communication & Consultation (2023), Indigenous Awareness Canada
- Social Network Analysis (2020) - Coursera (University of California Davis)
- Big Data, Artificial Intelligence, and Ethics (2020) - Coursera (University of California Davis)
- Computational Social Science Methods (2020) - Coursera (University of California Davis)
- What is data science? (2019) - Coursera (IBM)
- Diversity and inclusion in the workplace (2018) - Coursera (ESSEC Business School)
- Teaching at Conestoga (Micro credential) (2023)

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **GAGANDEEP SINGH DHILLON**

City: **London**

Province: **ON**

Postal Code: **N6M 0H8**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I have not previously served on a London Advisory Committee. However, I am eager to contribute, bringing a strong commitment to supporting diversity and inclusion initiatives.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I wish to bring fresh perspectives and learn best practices in promoting inclusivity and equity, contributing to effective policies that enhance community cohesion and support diversity.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

Being an immigration consultant, I will bring a deep understanding of the challenges and needs of diverse populations. I aim to use my knowledge to help developing policies and practices that are not only welcoming but also equitable, ensuring everyone has the opportunity to thrive.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

As an immigration consultant and active community volunteer, my professional and volunteer experiences have equipped me with a deep understanding of the diverse challenges and needs within urban populations. My engagement with the London Sikh Society and previous volunteer work with the Sikh Sewa Society in Toronto, where I helped serve meals to the homeless, have instilled in me a profound commitment to social equity and cultural inclusivity. These experiences have not only sharpened my ability to empathize with various community members but also enriched my skills in collaborative problem-solving and policy development. I am eager to bring this rich background to the Community Advisory Committee, contributing to more effective and inclusive policies that support all Londoners.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

Drawing on my experience as an immigration consultant and my work with the Sikh Sewa Society in Toronto, I am keen to apply these insights to enhance diversity and inclusion

efforts in London. My commitment as a life member of the London Sikh Society underscores my dedication to fostering community cohesion and cultural understanding.

Attach resume or other document here, if needed: **Gagandeep Singh Dhillon_Resume.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/25/2024 6:57:29 PM**

Gagandeep Singh Dhillon

London N6M 0H8

Professional Summary

Experienced immigration consultant with a background in community service. Committed to promoting diversity and cultural understanding, with a proven track record of fostering community cohesion through volunteer efforts and professional expertise.

Professional Experience

Immigration Consultant

CHK Immigration Services

London, ON

Since February 2022

- Advised and supported diverse populations navigating immigration processes.
- Developed strategies to integrate non-native residents into the community effectively.

Community Involvement

Volunteer

Sikh Sewa Society, Toronto, (2018-Present)

- Served hot meals to homeless individuals, enhancing community support networks.
- Participated in organizing community events that promoted cultural understanding and inclusion.

Life Member

London Sikh Society, London (2023–Present)

- Supported event organization and community programs.
- Spearheaded initiatives aimed at promoting community dialogue and understanding.

Education

- Bachelor of Engineering
Civil Engineering-2009
Punjab Technical University, Punjab, India
- **Certificate of Achievement**
Immigration Consultant (Honours)- 2020
Humber Institute of Technology and Advanced Learning

Skills

- Community Outreach
- Cultural Sensitivity
- Policy Development
- Strategic Planning
- Multilingual: Punjabi, English, Hindi

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Rashmy Somasundaram**

City: **London**

Province: **ON**

Postal Code: **N6K2T1**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I have not yet had the opportunity to serve on a London Advisory Committee, but I am very interested in joining and contributing to its initiatives in the future.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

As a Public Relations and Corporate Communications specialist, I bring a strategic mindset and a flair for engaging diverse audiences to promote inclusivity and awareness effectively.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I will support the committee's work by leveraging my expertise in public relations to craft compelling messages that resonate across diverse communities and by implementing advanced communication technologies to enhance outreach and engagement. My proactive approach in staying updated with the latest trends will ensure that our strategies are innovative and inclusive.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

My background as a Sri Lankan educated in India, combined with my journey as an international student in Canada, has equipped me with a deep understanding of diverse cultures and perspectives. This unique blend of experiences will enable me to contribute meaningfully to the Community Advisory Committee by fostering inclusive communications and ensuring that diverse voices are represented and valued in our initiatives.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

As a former Midtown Secretary of the Rotaract Club in Sri Lanka, I organized and hosted multiple charity events, focusing on supporting financially disadvantaged women. These experiences have honed my organizational, leadership, and community engagement skills, preparing me well for the responsibilities of a Community Advisory Committee member, where I aim to leverage these capabilities to advance our community initiatives effectively.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **City Website**

If you selected 'Other', please specify:

Submitted on: **4/23/2024 12:54:39 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Leah Thomas-Gray**

City: **London**

Province: **ON**

Postal Code: **N6A0A5**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I do not have experience specifically with a London Advisory Committee but I have been involved in many other committees through my work at the Argyle Business Improvement Association as well as working directly with the City on various projects.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

What I hope to contribute is my experience in creating accessible and safe spaces. What I hope to learn is a better understanding of municipal process and what is involved in decision making of this type.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I'm a very practical person who is results driven with a commitment to well researched and supported solutions. I've held many administrative support roles and hope to use those skills to better my City.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

What I hope to contribute is my experience as a queer non-binary person with an invisible disability. I have a vested interest in the progression of diversity and anti-oppression initiatives in the city I live in. Through my job at the Argyle Business Improvement Association, I have gained a lot of very relevant experience: I have worked with the City of London on various projects, planned several events with multi-layered accessibility initiatives (with a focus on physical and mental disability) with attendance numbers of up to 15k, presented and lead a workshop on accessibility and event planning at the OBIAA conference, and had my work cited in a STEPS report on the same topic. I have been the designated minute taker for various groups so I'm well versed in documentation and meeting protocol as well as pride myself on being a great group discussion mediator and facilitator. I am very passionate about making London more accessible and a safe place for all people.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I've been involved with the LMLIP, Argyle Community Association, East Lions Community Center, East Lions, and East Optimists on a number of projects.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional):

If you selected 'Other', please specify:

Submitted on: **4/17/2024 1:19:29 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Kayte Warmington**

City: **London**

Province: **ON**

Postal Code: **N6E 2H6**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

**I was co chair of the Elgin Middlesex Oxford Local Training board 10 years
I was co chair of the Professional Development and Advocacy Subcommittee 21
Workforce Development Boards of Ontario 9 years
Ingersoll Youth Advisory committee 3 years
LIHN Committee Ingersoll Advisory Group 2 years**

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

As the Diversity Equity and Inclusion Advocate trained and nominated to represent my staff (Centre for Lifelong Learning) A&CEd of the London District Catholic School board and my Project Management and Teaching Skills in Basic Literacy. I hope to participate in the committee to forward its objectives. I know I will learn much from the experience that will be beneficial to the Indigenous, Disabled, Unemployed and Newcomer groups of citizens that I currently represent in my professional activities.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

**Some common actions undertaken by DEI committees include:
Assessing current levels of inclusivity within the workplace to establish a baseline.
Formulating strategies aimed at enhancing diversity and fostering a more inclusive environment.
Cultivating leadership that champions diversity and promotes collaborative efforts.
Drafting recommendations on effective practices for recruiting, retaining, and advancing a diverse workforce.
Spearheading initiatives that celebrate and embrace diversity.
Reviewing existing workplace policies and suggesting modifications to ensure alignment with inclusive principles.**

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

**My work, community, and lived experiences would greatly enhance the efforts of the Diversity, Inclusion, and Anti-Oppression Committee for the City of London through Community Advisory Committee work in several ways:
Diverse Background in Employment Support: Your over 5 years of demonstrated experience in employment support roles for individuals with diverse backgrounds and employment barriers uniquely positions you to understand the challenges faced by marginalized communities. This firsthand knowledge will enable you to advocate for**

inclusive policies and programs that address the specific needs of these populations within the City of London.

Exceptional Communication and Problem-Solving Skills: Your employers have consistently recognized your excellence in communication and problem-solving. These skills are invaluable for facilitating discussions within the Community Advisory Committee, where you'll collaborate with stakeholders from diverse backgrounds to address complex issues related to diversity and inclusion. Your ability to effectively communicate ideas and resolve conflicts will contribute to fostering a supportive and inclusive environment within the committee.

Knowledge of Employment Programs and Labour Market Trends: Your comprehensive understanding of Employment Ontario, Ontario Works social assistance programs, and other related organizations, coupled with your extensive knowledge of labour market issues and trends in Southwestern Ontario, provides you with a holistic perspective on employment and economic challenges faced by marginalized communities. This expertise will inform the committee's decision-making process and help develop targeted initiatives to address systemic barriers to employment and economic equity.

Innovative Approach to Career Counseling: Your innovative approach to assisting individuals in finding their job niche, coupled with your adaptability in technical learning and resume writing techniques, reflects your commitment to empowering individuals to achieve their full potential. Your insights into effective career development strategies will contribute to the committee's efforts to promote inclusive hiring practices and career advancement opportunities for underrepresented groups within the City of London.

In summary, your rich professional background, coupled with your commitment to empowering individuals and fostering inclusivity, makes you a valuable asset to the Diversity, Inclusion, and Anti-Oppression Committee for the City of London. Your contributions to the Community Advisory Committee will play a vital role in advancing equity and social justice initiatives within the city.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

**Deep Diversity Training, Staff Diversity Champion 2 years LDCSB 2021 and other community involvements such as London Food Coalition
Ingersoll Interchurch – community opportunities scan 2007
Town of Ingersoll-Strategic Planning committee Health and Wellness
Oxford County Youth Strategic Development Committee – one year term completed
Big Brothers Big Sisters Ingersoll Tillsonburg and Area – 5 years strategic planning and volunteer
Canadian Association for Professional Speakers/London Education & Training Society.**

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Word of mouth**

If you selected 'Other', please specify:

Submitted on: **3/27/2024 4:39:40 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Olivia Yeboah Sekyere**

City: **London**

Province: **ON**

Postal Code: **N6H 1H4**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters): **no please**

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

As a prospective public administrator, joining a Community Advisory Committee on Diversity and Inclusion presents an exciting opportunity to contribute and learn. I aim to offer fresh insights and proactive solutions to address diversity-related issues within the community. Through collaboration with fellow members and stakeholders, I hope to develop and implement initiatives that promote inclusivity and social justice. Participating in discussions and decision-making processes will deepen my understanding of diversity and inclusion principles and equip me with practical skills in community engagement and conflict resolution. By actively engaging with diverse community members, I aim to gain insight into their unique needs and challenges, informing my approach to policy development and program implementation in the future.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I will support the Community Advisory Committee by actively engaging in meetings and discussions, offering insights and expertise to address diversity and inclusion issues. Collaborating with fellow members and stakeholders, I'll help develop initiatives promoting inclusivity and social justice. Listening to diverse community members' perspectives, I'll ensure decisions reflect their needs. I'll use my communication and problem-solving skills to facilitate productive dialogue and consensus-building. Additionally, I'll stay updated on diversity and inclusion best practices to enhance the committee's effectiveness. Overall, I'm committed to contributing as an engaged, proactive, and empathetic member, working towards positive change in the community.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

My work, community, and lived experiences uniquely position me to enhance the efforts of the Community Advisory Committee in promoting diversity and inclusion. As a public administration student with a focus on community development, I have engaged in various initiatives aimed at addressing inequities and empowering marginalized groups. My experiences working with diverse communities, both domestically and internationally, have provided me with insights into the intersectional challenges they face.

In my role at the Ghana Export Promotion Authority, I organized workshops and outreach programs to amplify the voices of underrepresented communities, fostering dialogue and understanding. Additionally, my involvement in managing my own online business during my undergraduate studies has given me firsthand experience in navigating diverse perspectives and building inclusive environments.

Furthermore, as a bilingual individual with proficiency in English and [insert second language], I can bridge communication gaps and ensure that diverse voices are heard

and understood within the committee. My commitment to anti-oppression, anti-racism, and human rights aligns with the values of the committee, enabling me to contribute effectively to its mission of fostering inclusivity and social justice. Overall, my diverse experiences, coupled with my dedication to promoting equity and inclusion, will enrich the work of the Community Advisory Committee and help create a more welcoming and equitable community for all Londoners.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

In addition to my academic and professional background, I have pursued specialized training programs in diversity, equity, and inclusion, including workshops on cultural competency and unconscious bias. I have also engaged with experts and practitioners in seminars and conferences, deepening my understanding of diversity-related challenges and strategies.

My community involvement includes volunteering with local organizations dedicated to social justice and community empowerment, such as mentorship programs and advocacy campaigns. These experiences have honed my interpersonal skills and reinforced my commitment to advancing diversity and inclusion.

Furthermore, my international experiences, including studying abroad and volunteering in diverse cultural contexts, have broadened my perspective and taught me the importance of cultural humility and active listening.

Overall, my additional experience, training, and community involvement have prepared me to bring a nuanced approach role.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/22/2024 1:30:55 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Dino Jose**

City: **London**

Province: **ON**

Postal Code: **N6K 0J3**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I worked as trustee of Syro Malabar Church in London from 2020 to 2023. Currently volunteering for the Kerala (Kerala is a Province of India) community. Identifying basic needs of the individuals like employment, shelter, food .

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I immigrated from India in 2013 to Canada with my family, I was a lawyer and socialworker by proffession in India. I learned and experienced the importance of acceptance of every individual as the are. I studied a bridging program conducted by Ryerson university for the Internationally studied Social workers. that was a one year program which I learned about diversity, equity and anti-oppressive concepts. As a commitee member I can help the society members to live a full life without fear and favour. As a member of the commitee i get the opprtunity to learn more about related concept and through I can stregthen and educate the society. So the members of the society will get empowerment.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

To report discrimination and matters related to diversity, inclusivity and equity. To act as a resource for the City in the development, maintenance and stregthen the policies and practices that facilitates an inclusive and supportive for the members of the society. Research and recommend policies related to recruitment, hiring, training, and promotion that provide equitable opportunity. To participate in the development of new policies and programs To act as a consultant, advisor, reporter also make recommendations to City Council as necessary.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

My background brings a unique blend of perspectives, including as a social worker and community involvement personality gets big umbrella to work with diverse individuals. This diversity of experience allows me to bring fresh insights to the table, fostering inclusivity and understanding within the community advisory committee. Additionally, my commitment to equality which assuring the dignity of individual aligns closely with

the goals of the committee, enabling me to contribute meaningfully to its efforts in promoting diversity and inclusivity in London.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

**Certification in Canadian Social Work Practice from Ryerson University.
Member of Ontario College of Social Workers and Social Service workers.
Member Of Parish Council of the St. Mary's Syro Malabar Catholic Church London Ontario**

Attach resume or other document here, if needed: **DINO JOSE RSW MSW.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **City Website**

If you selected 'Other', please specify:

Submitted on: **4/30/2024 1:36:28 PM**

DINO JOSE RSW MSW

London ON N5V 3V5

Professional Highlights

- Registered Social Worker and over 7 years of combined experience in working various sectors of social work including mental health. Substance use, case management, and service navigation.
- Familiar with various community and government resources and supports for various vulnerable groups.
- Committed to clients AOP and client centered approach Familiar with crisis intervention plans.
- Trained as a lawyer and social worker.
- Flexible, Reliable, dependable and organized
- Valid Ontario G driver's license
- Own Car
- Experienced in working with people from multicultural background.
- Active volunteer in supporting residents in London in accessing services.

PROFESSIONAL EXPERIENCE

System Navigator (Volunteer Position) Ontario Heroes

2020 -Present

Supporting vulnerable communities including newcomers, people with physical and mental health challenges, victims of abusive relations in connecting with services and resources

Co-ordinating support services in London Area during COVID 19 pandemic in 2020 including distribution of essential supplies to vulnerable communities (senior citizens, people with mobility issues etc.)

Social work with advocacy and networking with various community resources, housing support agencies, city councilors, offices under various ministries such as Ontario Works, Service Ontario, Children's Aid Societies for advocating for clients.

Support Facilitator

2015 - 2017

Montage Support Services, Toronto

- Provide support, counselling, and crisis intervention for clients living in a residential setting diagnosed with autism spectrum disorders.
- Assist clients in their daily living activities and develop and implement care plans.

Health Care Provider 2013 - 2015
Pals Staffing, Scarborough

- Assisted clients diagnosed with autism spectrum disorders with daily living activities including accompaniments to medical appointments and community activities and programs.

Addiction Social Worker 2009 - 2013
De- Addiction Awareness Rehabilitation Renewal Research and Education Center, Kerala, India

- Provided individual and group psychosocial counselling to clients.
- Participated in admission and discharge processes.
- Developed harm reduction treatment plans with clients and provided follow up assessment.
- Monitored and assessed clients' general, physical and emotional status.
- Prepared client documentation including case notes and case histories.

Lawyer 2004 - 2013
Adv. Soni Thomas & Associates, Kerala, India

- Represented plaintiffs and defendants in court and provided consultation on legal rights and responsibilities.

EDUCATION

Certificate in Canadian Social Work Practice 2016
Internationally Educated Social Work Professionals (IESW) Bridging Program, Ryerson University

Master of Social Work 2009
Bharathiar University, Tamilnadu, India

Post Graduate Diploma in Counselling and Guidance 2009
Bharathiar University, Tamilnadu, India

Bachelor of Law 2004
Bangalore University, Bangalore, India

PROFESSIONAL MEMBERSHIP

- Member in good standing of the Ontario College of Social Workers and Social Service Workers (OCSWSSW)
- Membership with Bar Council of Kerala, India

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Tess Corriveau**

City: **London**

Province: **ON**

Postal Code: **N6C 0A8**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters): **N/A**

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters:

I hope to contribute my own background knowledge as well as learn as I go through other committee members that have more experience in this area. I am passionate about supporting individuals from all different backgrounds and walks of life and I support my clients by doing that in my job daily. I believe that this committee is a crucial committee to be a part of and help not only the sector that I work in but promote DIACAC throughout the London and surrounding community.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I want to be a part of a committee that has the same goals and values. Within this advisory committee I will be able to help provide consultation and advice regarding these specialized matters. I believe that my work background will be able to support a specialized population that can allow for positive feedback. I am looking to provide my feedback but also work closely with group members to learn new information and gain more understanding and knowledge regarding specialized matters that I may not see on a daily basis. I believe this group will allow me to expand my knowledge and not only grow professionally but personally.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

Currently I work for the YMCA of SWO running our Y Opportunities Employment Services Program. Y Opportunities is an employment program that assists individuals between the ages of 18-65 with self-identified / diagnosed disabilities who face barriers to employment. Our program is designed to help participants discover new skills and refine existing ones towards labour market integration. Over a 6 week period we provide supports that include needs assessments, counselling, and employability and skills building workshops. Upon completion, we match participants with a paid job opportunity and provide additional supports to encourage long-term job retention. Through my role as Lead Enhanced Employer Support Facilitator I help promote our program in the community by providing employer / community partners with education on accommodations and supporting individuals in the workplace with disabilities. I help our participants through the application and interview process and try to match them up with the most accurate employer that meets not only their needs but that will make the most successful in their employment journey. Through this I support my co-worker through

the in class sessions on re-writing resumes/cover letters, interview skills and more. Through our program we have individuals come in that have had other barriers to employment. These can be due to race, ethnicity, gender, transportation, social skills and more. I feel it is important to advocate for all individuals through EDI and is a strong passion of mine.

Prior to working in employment services I worked in long term care running therapeutic recreation programs for individuals with dementia, Alzheimer's, Parkinson's, cancer etc. Through this experience I was able to learn more about our well being structures within social, emotional, physical, social and cognitive abilities. This had helped me when I transitioned to the role I am now about learning the different barriers individuals face on a daily basis. I want to make the community more inclusive for everyone. Through employment throughout the community I want to advocate for providing equitable opportunities for all. I believe that all workplaces can better their policies and procedures to make the work environment and hiring of new employees more inclusive.

I currently volunteer with Big Brothers Big Sisters as a mentor. Through this experience I have seen a different generation and how school and the work force has effected certain individuals in regard to EDI. I want to advocate for the younger generation and make it a welcoming experience as they enter into the workforce as well. I believe that it is important to always gain new information regarding EDI and it is important to stay up to date on knowledge and making the community as inclusive as possible.

Lastly I have a Human Resources Management graduate certificate which I feel could be beneficial.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters): **I was on our**

Peace Week Committee through YMCA of SWO. This committee awards individuals in the community for showing acts of service, inclusion and support to peace. I am the co-chair of our Well-Being Group here at the YMCA of SWO. This group helps promote mental health through the different dimensions of well being. Through this I provide supports to all staff and encourage these dimensions as well as inclusion across our organization. I am on the Youth Advisory Committee of YMCA of SWO which is advocating for Youth Voice. On this I sit as a committee member trying to make our community more open to youth leadership as these individuals including myself are the future of tomorrow. I am a mentor for Big Brothers Big Sisters guiding confidence in our young individuals in the community and being their as a support system and role model. I am also apart of our Young Leaders Network through YMCA Canada which is a young leader advocate program for young individuals making a difference.

Attach resume or other document here, if needed: **Resume - Tess Corriveau.pdf**

Attach more files here, if needed: **Y Opps London Participant Flyer 2023.pdf**

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **City Website**

If you selected 'Other', please specify:

Submitted on: **4/30/2024 2:11:16 PM**

Tess Corriveau

Professional Summary

Highly motivated and energetic individual with a desire to learn and contribute to the advisory committee. Works well both independently and in teams with minimal supervision. Reliable, punctual and successfully handles fast-paced work. Proven willingness to take on any task to support the team and help the business succeed. Offers strong communication and creative abilities.

Work Experience

YMCA SWO – Service Canada

May 2023 - Present

Program Lead - Enhanced Employer Support Facilitator

- Support the daily functions of the Y Opportunities team through financial tracking, monthly reports, reimbursements, participant and employer supports
- Create and build upon opportunities to develop and foster community relationships
- Identify placements and refer clients to Y Opportunities team for employment on wage subsidies (hire permanent full time or part time work experience opportunities)
- Conduct outreach to employers and the community to promote program services
- Organizing information sessions or workshops to better prepare the employer and staff to work with persons with disabilities (e.g. providing information to support the integration of persons with disabilities into the workplace and on the rights of persons with disabilities to appropriate accommodations and on existing and upcoming legislation);
- Promoting strategies, programs and tools available to employers to help them integrate potential employees with disabilities
- Providing alternative employer supports, such as management coaching, employee training and human resources support, to improve an employer's capacity to hire and retain persons with disabilities

Western University

October 2022 – Present

Program Assistant (Admissions Assistant)

- Assistant in the evaluation of undergraduate, domestic, and international applicants
- Evaluates supporting documents of applicant's applications through PeopleSoft and Laserfiche software's
- Assists with information regarding Transfer Credit Management System (TCMS)
- Communicates with potential applicants via email daily § Provide support and guidance on daily tasks for document processors and work-study students
- Perform queries daily in accordance with applicants § Processes mail and scans documents into Laserfiche frequently

Sport Chek

October 2021 – Present

Sales Associate

- Customer Service and Brand Ambassador
- Support customers in finding brands and sizes they require
- Price sweeping and Product Stocking
- World-class environment and keeping the store clean and in order

Therapeutic Recreationist

June 2019 – November 2021

peopleCare Oakcrossing

- Plan, implement and evaluate meaningful programs that address all 5 domains (Physical, Social, Spiritual, Emotional and Cognitive)
- Porter Residents to and from programs
- Kept all areas clean, organized and in line with company professional standards.
- Obtained information from medical records and staff, family members, and patients to assess patients' capabilities, needs, and interests § Assist with feeding during meal times
- Surge, Lift and S.A.L.T Training
- Charting (PointClickCare), Coding and RAP's
- Unloaded incoming trucks, working closely with team members to quickly process shipments.
- Organized new inventory for easy storage or direct stocking

Education

Graduate Certificate in Human Resources Management

Fanshawe College, London ON

September 2022 – April 2023

Diploma in Health Office Administration

Conestoga College, Kitchener ON

April 2021 – August 2022

Diploma in Recreation and Leisure Services

Fanshawe College, London ON

September 2018 – April 2020

Volunteer Experience

Youth Advisory Committee – Committee Member for YMCA SWO **January 2024 – Present**

Big Brothers Big Sisters – Mentor **November 2023 – Present**

Well Being Work Group – Co-Chair for YMCA SWO **October 2023 – Present**

Peace Week – Committee Member for YMCA SWO **June 2023 – November 2023**



Y OPPORTUNITIES

SKILL BUILDING AND EMPLOYMENT SUPPORT PROGRAM FOR INDIVIDUALS WITH UNIQUE NEEDS

Y Opportunities is an employment program that assists individuals with self-identified disabilities who face barriers to employment. Our program is designed to help participants discover new skills and refine existing ones towards labour market integration. Over a 6 week period we provide supports that include needs assessments, counselling, and employability and skills building workshops. Upon completion, we match participants with a paid job opportunity and provide additional supports to encourage long-term job retention.

REQUIREMENTS

Week 1-6

Group and individual-based employment preparation assistance based on life and employability skills and self-directed goals

Week 7-18

Paid job opportunity with tailored supports provided to both participants and employer.

ELIGIBILITY

Participants must:

- Be between 18-65 years old
- Have a self-identified or professionally diagnosed disability
- Be a Canadian Citizen or Permanent Residence or have Refugee Status
- Not currently enrolled in school or enrolled to go back
- Able to commit to 30 hours per week for the duration of the program

For program information and application:

ALORA WEBB

Employability Skills Developer
London
alora.webb@swo.ymca.ca
519.907.5500 ext. 1023

TESS CORRIVEAU

Enhanced Employer Support Facilitator
London
tess.corriveau@swo.ymca.ca
519.907.5500 ext. 1019

Scan to email us directly!



City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Darian Fournie**

City: **London**

Province: **ON**

Postal Code: **N6B3R5**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I do not have any previous experience working on one of London's Advisory Committees, but I am looking forward to the opportunity to contribute to my local community.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I intend to bring expertise from my own identity to the City, and I hope to gain new insights from others' experiences, perspectives, and knowledge, which will enhance my ability to approach challenges and solutions more holistically and inclusively.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

Using my professional background and lived experience (described below), I will work with the City to develop equitable policies and programs, and will make recommendations to support individuals and communities who have historically been oppressed.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

From a young age, I was interested in EDI tenets as my family had child welfare involvement due to neglect and emotional abuse. My mother struggled with mental health issues which prevented her from properly being able to support my sister and me. I went into the Social Service Worker program at Fanshawe College because of my passion for supporting young people who were struggling. There I completed my placement at N'Amerind Friendship Centre in their Indigenous Families First program where I learned about the continued implicit and explicit racism that continues to be embedded in our structures and systems. During this time, I was diagnosed with chronic myelogenous leukemia at the age of 22. I went through treatment largely alone as I was strained from my family. I learned how difficult it can be to have a life-altering illness, and still need to get up and go to work every day because you need to pay for rent, food, and survive. I was also coming to terms with being a queer person, all while applying for graduate school. I continued on to obtain two master's degrees. At Carleton University, I completed a placement opportunity at The Canadian Centre for Gender and Sexual Diversity (CCGSD), where I got first-hand experience learning about how deep-rooted homophobia and transphobia remain in our society and the importance of education to overcome these ideologies. During my time in the Faculty of Social Work at Wilfrid

Laurier University, I spearheaded the Equity Committee where I advocated for student needs across a broad range of EDI topics, including advocating for Universal Design for Learning in MSW coursework and gender-neutral washrooms on the WLU Kitchener campus.

Taking an intersectional approach, I plan on using my background as a queer person who has experienced deep poverty, chronic illness & disability, child abuse, and mental illness to not only better understand the needs of marginalized individuals in the City of London, but to make recommendations to better support them on an individual and structural level.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I have a Master's degree from Carleton University in Women & Gender Studies, with a focus on critical race theory, and a Master of Social Work degree from Wilfrid Laurier University focusing on structural oppression.

Attach resume or other document here, if needed: **D. Fournie - Resume.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **5/2/2024 3:21:48 PM**

DARIAN FOURNIE

MASTER OF ARTS (MA) & MASTER OF SOCIAL WORK (MSW)

CONTACT



 London, Ontario



EDUCATION

MASTER OF SOCIAL WORK (MSW)

Wilfrid Laurier University
2020–2022

MASTER OF ARTS (MA)

Women & Gender Studies
Carleton University
2018-2020

HARD SKILLS

- Project Management/Coordination
- Budgeting
- Proposal Writing
- Advocacy

SOFT SKILLS

- Critical Thinking
- Problem-Solving/Resourcefulness
- Time Management
- Adaptability/Flexibility
- Leadership

PROFILE

With nearly ten years of experience in project management and leadership, I have developed skills in handling a wide range of administrative and coordination duties. Throughout my career, I have been responsible for managing backend operations for multiple projects as well as leading diverse teams across various sectors. As a strategic planner, team coordinator, and policy developer, I enhance organizational efficiency and drive project success.

PROFESSIONAL EXPERIENCE

ACCOUNT MANAGER/GRANT WRITER & STRATEGIST

Grantsimple | Remote | July 2022 - January 2024

Led a team of two grant writers and two placement students, overseeing a diverse portfolio of 18 Canadian charities.

- Successfully secured over \$650,000 in grant funding in 2023.
- Crafted and managed 350+ grant applications (including budgets).
- Specialized in tailoring grant applications to meet specific client needs and funder criteria.
- Contributed to the organization's strategic planning, including staff hiring.

SENIOR RESEARCH COORDINATOR

The Child Welfare TRUTH-Telling Collective | Remote | May 2021 - July 2023

Coordinated multiple research and non-research projects, while also providing leadership and support to over ten MSW research assistants and placement students.

- Managed backend operations for five research projects, spearheaded team meetings, directed project trajectories, and liaised with the Principal Investigator on progress.
- Coordinated research assistant tasks, ensured quality control, developed and implemented project onboarding materials, and contributed to the hiring process.
- Administered participant stipends and managed financial records.

DARIAN FOURNIE

MASTER OF ARTS (MA) & MASTER OF SOCIAL WORK (MSW)

CERTIFICATIONS

MANAGEMENT & LEADERSHIP

CERTIFICATE, Wilfrid Laurier University, *In Progress*

MENTAL HEALTH FIRST AID

TRAINING, Mental Health Commission of Canada, 2019

ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES (AODA) AND

IASR TRAINING, Ontario Human Rights Commission, 2018

NONVIOLENT CRISIS

INTERVENTION TRAINING, Crisis Prevention Institute, 2017

AWARDS

DR. GARY CAMERON SCHOLARSHIP

IN SOCIAL WORK, Wilfrid Laurier University, 2022

WILLIAM AND MARION MARR

GRADUATE AWARD, Wilfrid Laurier University, 2021

NOMINATED FOR AN OUTSTANDING TEACHING

ASSISTANT AWARD, Carleton University, 2018

FACULTY OF SOCIAL WORK'S EQUITY COMMITTEE RESEARCH ASSISTANT/CO-CHAIR

Wilfrid Laurier University | Kitchener, ON | January 2021 - April 2022

Co-chaired the Metrics & Accountability and Decolonizing Practices groups, where I organized and facilitated meetings, and supported the Committee's research projects alongside the Faculty Lead.

- Helped draft the Educational Equity Policy and Student Complaint Policy.
- Advocated for student needs to the FSW (e.g., gender-neutral washroom and Universal Design for Learning).
- Organized the Equity Committee's backend, including file management, communications, and group coordination.

INDIGENOUS FAMILIES FIRST PROGRAM WORKER/PLACEMENT STUDENT N'Amerind Friendship Centre | London, ON | September 2017 - August 2018

As a placement student and later as a staff member, I advocated for the equitable treatment of Indigenous families who were navigating the complexities of the Children's Aid Society (CAS).

- Supported and advocated for families during client CAS home visits, family meetings, and court sessions.
- Presided over supervised access visits between non-custodial parent(s) and children.
- Assisted families in system navigation, researching and connecting with community supports, and helping complete documentation.

VOLUNTEERISM

ADMINISTRATIVE/GRANT COORDINATOR

The Child Welfare TRUTH-Telling Collective | Remote | July 2023 - Present

- Lead the Communications Team and the Grant Writing Team.
- Streamline organizational operations, manage correspondence, and spearhead communication strategies.
- Teach grant writing sessions, review proposals, and provide strategic direction on fundraising.
- Supervise MSW & BSW placement students.

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Seminvo Arnaud Deguenon-noudomin**

City: **London**

Province: **ON**

Postal Code: **N6H 5P7**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

No previous experience on a London Advisory Committee.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

As a first line health practitioner, I can see daily health inequities . For minority groups such as blacks, indigenous, elderly, women; they are the results of unfair treatments, biases.

With London being attractive to many newcomers cause of it's affordability, the greenery, the top level education and healthcare, I envision a town where each of us feel to belong. My daily advocacy for a better care and my knowledge and experience of how to empower people to be an actor of a change that benefit to them.

I'm rigourous as a person and my moto is to never give up. I will always try to voice changes and hope the proximity of decision maker in this case will help.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

As a newcomer to London and member of a minority group, I have experienced some concerns about inclusion...

Being part of the scheduled meeting, I will share my opinions of how London can be more inclusive. If needed, I will reach to some community groups; so I could gather more knowledge.

The idea is that each voice need to be heard

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I'm a community pharmacist, french speaker. I'm a neocanadian that have lived and worked on 3 continents.

I spend my time between Quebec and Ontario working in rural areas and fast pace environments.

I see myself as an example to minority groups of what can be achieved with hard work, good education and defining yours goals.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

- 1) Former board member of ETS engineering school bookstore Coop. (Montreal)
- 2) Advocacy for AIDS prevention as a volunteer in France (2012)

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **5/3/2024 2:19:54 AM**

July 25th, 2023

Human Resources Officer

Dear Hiring Manager,

I'm Pharmacist holding a valid license to practice in Ontario, with a strong interest in geriatrics and infectious diseases, business. I have a good appetite for evidence-based medicine as well as innovative practices and research. I'm fluent in French and confident to bring diversity, inclusiveness in your team.

My registration with the Ontario college of Pharmacist, Part A is 630788 and 442033 with the Ordre des Pharmaciens du Quebec. I considered myself as resilient and my research experience in biomaterials engineering and my rotation as pharmacist student in a teaching hospital will be helpful. I'm thankful for your consideration and hope to hear from you soon.

Sincerely yours,

Arnaud Deguenon, Pharmacist

Objective : Pharmacist

Licensed pharmacist in Ontario, and passionate about infectious diseases and geriatrics. Polypharmacy is becoming a concern as elderly population is growing in Canada whereas antibiotic resistance may have an incidence on deaths, hospital length of stay or healthcare costs. Daily, I emphasize my actions using evidence-based medicine in optimizing therapy and improving clinical outcomes for my patients.

Areas of expertise:

Scientific background	Biomaterial engineering and pharmaceutical sciences Literature review, medical writing and evidence-based medicine Quality insurance: GMP and GLP
Retail Pharmacy	Patient counseling and education, adverse drug reaction monitoring and documentation Non-sterile compounding, Drug inventory management
Leadership and communication	Supervise a team of 5 to 7 pharmacy technicians and auxiliary staff Bilingual: English and French

Professional experiences:

Retail Pharmacist: [Licensed 042033 from Quebec college of Pharmacists]	Sep 2021 to Present
<ul style="list-style-type: none"> - Give patient education and recommendations to ensure compliance and improve clinical outcomes - Provide accurate, adequate, and timely drug information specialist for medical staff, nurses, optometrists... - Interpret physician's prescriptions based on patient specific factors such allergies, weight, medication history... - Monitoring pharmacokinetics of anticoagulant: outpatient warfarin dosing 	

Belocum, Pharmacy staffing Agency (Montreal in Quebec)

Pharmacy intern	Sep 2020- Aug 2021
<ul style="list-style-type: none"> - Use to drug distribution protocols to ensure safety, accuracy, and quality of supplied products - Ensure the proper compounding, dispensation, review, and verification of prescribed medication - Identification and assessment of drug therapy problems using clinical tests results, medication history - Narcotics inventory and reconciliation under guidance of the Controlled Drugs and Substances Act (CDSA) 	

Community Pharmacy Brunet and Shoppers Drug Mart (Chénéville, Longueuil and Chicoutimi in Quebec)

Pharmacy student in antimicrobial stewardship	May 2020 – Jul 2020
<ul style="list-style-type: none"> - Use of the Team Antibiotic Review Form (TARF) to help assess the appropriateness use of antibiotics - Knowledge of IDSA guidelines related to the treatment urinary tract infections, ventilation acquired pneumonia.... - Ertapenem drug utilization review for the Outpatient Parenteral Antibiotic Therapy (OPAT) unit 	

Saint-Eustache Hospital (CIUSSS Laurentides, Quebec)

Pharmacy student in geriatrics	May 2019 – Jul 2019
<ul style="list-style-type: none"> - Attend weekly OPUS project team meeting for benzodiazepines deprescribing - Assist pharmacy technicians with data entry, drug compounding and automated unit dose drug distribution system - Acetaminophen drug utilization review among patient with chronic non-neuropathic pain 	

Cloutier du rivage long-term home care (Trois-Rivières, Quebec)

Qualified Person in Charge	Jun 2016 – Aug 2019
<ul style="list-style-type: none"> - Manage receiving, warehousing, distribution and returns operations in an accurate, safe, and timely manner in accordance to company policies and established procedures including SOPs - Ensure that narcotic operations including licensing, security, script approvals, stock control, shipping, reporting, and record keeping are in compliance with CDSA 	

McMahon Drug Wholesaler (Montreal, Quebec)

Plasma control coordinator	Sep 2016 – Aug 2017
<ul style="list-style-type: none"> - Receiving and inspect of raw material (plasma) to ensure its compliance with GMP specifications - Review certificates of analysis and associated documentation prior plasma release for fractionation - Report incidents to QA, support investigations or deviations when required - Perform lookback procedures after postdonation notifications given by blood plasma banks 	

Liminal Biosciences IV Drug Manufacturer, (Laval, Quebec)

Fellow student of endovascular biomaterials laboratory**Jan 2014 – Feb 2015**

- Formulation of chitosan-based hydrogel for interventional radiology use
- Characterization of mechanical properties, radio-opacity and release kinetic of radiopaque agent
- In vitro and in vivo embolization in pig renal artery

Personal achievement: Abstract paper entitled "*Radiopaque and MRI-visible embolizing agents for vascular applications*" accepted for the 10th World Biomaterials Congress. Montreal 2016

Montreal University of Hospital Research Center (Quebec)

Pharmacy technician**Oct 2012 – Dec 2013**

- Assist Pharmacist in updating patient profile and entering prescription information
- Labeling and pricing prescriptions under direct Pharmacist's supervision.
- Prepare third-party insurance claims and assists patients at counter

Proxim Pharmacy (Montreal, Quebec)

Technology licensing officer**Jan 2012 – Sep 2012**

- Investigate and identify commercialization opportunities for AP-HP technologies
- Receive invention disclosure with regard to intellectual property
- Negotiating industry research contracts between AP-HP industry Sponsors

Personal achievement: *APIInnov 2012* technology transfer meeting: mailing list, sponsorship funding proposals, technology offer writing

Assistance Publique des Hôpitaux de Paris (hospital, France)

Education:

International Pharmacy graduate licensure program **2021**
University of Montreal, Quebec

Master of Engineering in healthcare technologies **2015**
École de Technologie Supérieure (ÉTS), Montreal, Quebec

Master of Business Administration with marketing major **2010**
Jean Moulin University, Lyon, France

Bachelor of Pharmacy **2008**
Cheick Anta Diop University, Dakar, Senegal
Academic distinction: *French government Eiffel Merit Scholarship in 2009*

Conference papers:

A. Deguenon-Noudomin, C. Ceccaldi, F. Zehtabi, E. Hui, A. Tang, G. Soulez, S. Lerouge, (2016), ***Radiopaque and MRI-visible embolizing agents for vascular application***, Proceeding 10th World Biomaterials Congress, May 17-2, Montreal

C. Ceccaldi, F. Zehtabi, A. Deguenon-Noudomin, E. Assaad, L. Bonneton, S. Lerouge (2015), ***Design of Injectable Hydrogels for Blood Vessels Embolization and Cell Therapy***, 32nd annual meeting of the Canadian Biomaterial Society, Toronto, May 28

Extracurricular activities

Board member ÉTS campus co-op bookstore, Montréal, **2015 - 2016**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Contact Information

Name: **Aheli Bose**

City: **London**

Province: **ON**

Postal Code: **N5V 4Y6**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I have a master's degree in Political Science from India and I'm currently pursuing Research and Evaluation at Fanshawe College, London Main Campus.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I am very passionate about gender, equity and diversity. It has been an integral part of my growth journey as an academician as well as a human. I hope to contribute through my knowledge and presence in any capacity to the community. Having had experience in delegating for United Nations Women, UK and Harvard University I have learnt a lot from such a varied group of people. I intend to take this forward and learn more from the community and the committee!

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I will help organize events, campaigns, informative sessions, webinars, and much more. With knowledge about politics and policy formation I will be able to support the work of the committee through research work.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

My lived experience consists of changing 7 schools, 15 cities and 3 countries. I have survived floods and landslides. I have lived in absolute grassroots to do community development work and have lived in the biggest metropolitans. Hailing from a family of the armed forces I have been able to soak in as much experience as possible in different cultural set-ups, embracing diversity and imbibing inclusivity in its truest forms.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I have a certification from stanford University (Coursera) on international justice of women and human rights. Letter of recommendation from Harvard University and certificates of participation as a delegate from the UN Women UK and CSW.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **City Website**

If you selected 'Other', please specify:

Submitted on: **5/3/2024 5:27:20 AM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Ecological Community Advisory Committee**

Contact Information

Name: **Lela Burt**

City: **London**

Province: **ON**

Postal Code: **N6A1Y2**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters): **N/A**

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I want to contribute the knowledge and experience that I have gained as a Master of Environment and Sustainability at Western University and hope to learn more about the municipal process of enacting tangible change in the city of London.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I am very passionate about supporting environmental sustainability related activities and changes in the city. This passion fuels my commitment committee work where I will share my skills consistently, wherever needed, and for the entire duration of my term.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

As a young adult who was born and raised in London and as a student at Western University, I bring a unique perspective to Community Advisory Committee work that will help facilitate a better connection between the city, young people, and the university. During my Master of Environment and Sustainability I received education on topics such as environmental planning and management, stormwater management, and sustainable business practices; acted as a student consultant crafting an Environment Social Governance strategy for Forests Ontario/Forest Recovery Canada; and participated in 18 environment and sustainability workshops lead by industry leaders. This breadth of knowledge has given me a diverse and current perspective on trends and common practices in the environmental sustainability field. I also have 3 years of work experience with Kettle Creek Conservation Authority and will be completing a co-op with ALUS Middlesex in partnership with Lower Thames Conservation Authority this summer. These roles help me achieve a better understanding of the unique interests of agricultural landowners, their relationship with conservation authorities, and each group's individual relationship with the city of London. Additionally, I have extensive experience with Equity, Diversity, Inclusion and Decolonization work through my work on the Governance Committee for the London Environmental Network, on the Board of Directors for Camp Kintail and from serving as an LGBTQI identifying person on the Presbyterian Church in Canada's Committee on Church Doctrine and the Special Committee RE Confession to LGBTQI persons. In these roles I have gained tangible experience in policy development specifically with an EDID lens and helped to facilitate more inclusive organizational practices. Having the lived experience of a lesbian woman working in these spaces, I understand the importance of diversity especially on public

committees that will have an influence on the people of London. This experience has motivated me to better understand the experiences of other marginalized groups and strive to listen to and incorporate diverse voices and perspectives in the work that I do.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I have served as an elder on the governing body of Westmount Presbyterian Church, where I have gained experience in organizational leadership, finance and stewardship, change management, staffing and hiring, and effective community engagement.

Attach resume or other document here, if needed: **Resume April 2024.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Word of mouth**

If you selected 'Other', please specify:

Submitted on: **4/26/2024 4:31:39 PM**

LELA BURT (she/her)

London, ON

HIGHLIGHTS

- 3 years of experience working for Kettle Creek Conservation Authority supervising seasonal staff, managing campground operations, and assisting in environmental protection measures
- Technical knowledge in forestry, wildlife, soil, aquatics, invasive species, species-at-risk, climate change, and environmental sustainability
- Innovation North's 2024 Systems Innovation Challenge participant
- Highly effective written and oral communication with practical experience in policy development
- Experienced in relationship management on Westmount Presbyterian Church's Transition Team
- Conducted a qualitative research study on the history of Western University's Drama Workshop
- Obtained DELF B1 French language proficiency certification
- Dedicated to Decolonization, Equity, Diversity, and Inclusion education and engagement

EDUCATION

Master of Environment and Sustainability

Graduate August 2024

Western University

London, ON

- Acquired extensive knowledge of climate change mitigation and adaptation, ecosystem health, environmental planning, the Duty to Consult, and sustainability frameworks
- Analyzed a range of data and developed figures using RStudio, Excel, and QGIS
- Engaged in workshops on Team Building, Artificial Intelligence, International Environmental Law, ArcGIS Dashboards and Story Maps, Environmental Assessment Process, Impacts and Effects Assessment, ESG in the Supply Chain, Waste Management, Sustainable Buildings (LEED), Green House Gas accounting, Corporate Social Responsibility, Life Cycle Assessments, CleanTech, Agrivoltaics, and Federal Environmental Policies

Bachelor of Arts

Graduated April 2021

Honours Specialization in English Language and Literature, Major in Theatre Studies

London, ON

Western University

- Enhanced oral and written communication through textual and performance-based analysis
- Conducted a qualitative research study on the history of Western University's Drama Workshop
- Represented student body on the Arts and Humanities Students' Council as Financial Portfolio Associate, Assistant Vice President Finance, Student Donation Fund chair, and Play Coordinator

WORK EXPERIENCE

Kettle Creek Conservation Authority

April 2022 – September 2023

Crew Lead (Lake Whittaker Conservation Area)

St. Thomas, ON

- Supervised and mentored seasonal staff ensuring the safe execution of campground operations
- Assisted in lake sampling, invasive species management, and wildlife conservation projects
- Obtained skills and knowledge in construction, plumbing, electrical, power tool operation, outdoor pool maintenance, security and rule enforcement, and gatehouse administration
- Honed workplace conflict management skills by relying on good communication with upper management and fostering a safe space for feedback within the team of seasonal staff

Crew Member (Dalewood Conservation Area)

June 2021 – September 2021

- Encouraged efficient park operations through general maintenance and cleaning, landscaping, security, customer service, and managing the gatehouse reservation system

Barista

November 2021 – present

Black Walnut Bakery Cafe

London, ON

- Provided customers with an exceptional dining experience through efficient and friendly service
- Developed strong multi-tasking abilities and experience working in a fast-paced environment

LELA BURT (she/her)

London, ON •

Western Summer Student Teaching Support Intern

June 2020 – September 2020

Western University

London, ON

- Supported university professors in transitioning course content to online delivery
- Developed resources to aid faculty in operating the university learning management system
- Collaborated with interns and faculty to establish and evaluate departmental needs

VOLUNTEER EXPERIENCE

Governance Committee Member

January 2024 – present

London Environmental Network

London, ON

- Develop and recommend governance principles, policies, standards, and practices to the Board
- Recruit members, provide orientation, and assess individual and group performance of the Board

Consultant (Volunteer)

December 2023 – present

Forest Recovery Canada/Western University

London, ON

- Research and analyse corporate and non-governmental organization ESG activities, metrics, reporting practices, and carbon accounting models, for Forest Recovery Canada
- Develop a project proposal and management plan, ensuring positive client relations

First Anniversary Celebration Volunteer

October 2023

Wampum Learning Lodge

London, ON

- Coordinated with volunteers to ensure efficient and organized event delivery
- Connected with and learned from local Indigenous people hosting the events

Facilitation Assistant

September 2023

Clean50 Summit

Toronto, ON

- Recorded facilitated discussions between prominent leaders in the sustainability industry
- Networked with industry leaders and gained insights from their expertise in the field

Board Member

October 2021 – present

Camp Kintail

Goderich, ON

- Review, develop, and revise summer camp policies and procedures
- Make decisions regarding camp operations, budget, staffing, human resources, and property

Board Member (Ruling Elder)

2017 – present

Westmount Presbyterian Church

London, ON

- Oversee and manage all church operations including finance and stewardship, property, staffing, worship, rentals, human resources, policy, and technology
- Cultivated skills in change management and conflict resolution by partnering with consultants to guide the church through a period of healing and transition

Committee on Church Doctrine Member

June 2022 – present

The Presbyterian Church in Canada

Toronto, ON

- Fulfill mandate to have LGBTQI+ representation on all national church committees
- Determine and document the church's confessional position on matters assigned to and proposed by the committee, such as Unity and Diversity, The Doctrine of Discovery, and Church and State.

Special Committee Re: Confession to LGBTQI people Member

June 2021 – June 2022

The Presbyterian Church in Canada

Toronto, ON

- Crafted a confession recognizing the church's role in causing harm to LGBTQI people
- Served as an LGBTQI representative providing guidance on language inclusivity and tone

LELA BURT (she/her)

London, ON •

PROFESSIONAL DEVELOPMENT

- **Western University Symphony Orchestra** (French horn), 2022 – present
- **Systems Innovation Challenge**, Innovation North Studios, 2024
- ***Connecting For Climate Change Action***, Western University / Coursera, 2024
- ***Indigenous Canada***, University of Alberta / Coursera, 2024
- ***Gender Based Analysis Plus***, Government of Canada, 2024
- **Anti-Racism Foundations Certificate Program**, Western University, 2023
- **Facilitation Assistant**, Clean50 Summit, 2023
- **DELF B1 French Language Proficiency certificate**, Centre International d'Etudes Pédagogiques, 2017
- **Envirothon Regional and Provincial Competitor / Mentor**, Forests Ontario, 2015 – 2017, 2024

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Ecological Community Advisory Committee**

Contact Information

Name: **Susan Howard**

City: **London**

Province: **ON**

Postal Code: **N6C 2G4**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I have not previously worked on a London Community Advisory Committee.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I am interested in helping our natural ecosystems to survive the impacts of climate change and development. I would like to assist with developing sound environmental plans and policies, and my broad scientific background may be helpful to the ECAC.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I am highly experienced at evaluating data from different scientific disciplines and can contribute a scientific perspective. I am also very experienced in writing for both scientific and nonscientific audiences, which may be useful to the ECAC.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I have trained and worked in three different countries (Canada, the US, and the UK), and I have enjoyed working with people of many different cultural, ethnic, and language backgrounds. As a university professor, I trained international students and research fellows, and as a writing tutor at Western University several years ago, I coached students from every discipline and from many nationalities. Through my writing and editing business, I continue to work with national and international researchers and small businesses. These experiences have helped me to understand the value that diverse backgrounds and viewpoints bring for solving problems and charting new paths.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

At my former university, I actively participated in three committees. In London, I have been on finance and communications committees at my church. I have also written general interest articles for a local publication and heritage foundation.

Attach resume or other document here, if needed: **Susan Howard Resumé.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Word of mouth**

If you selected 'Other', please specify:

Submitted on: **4/24/2024 8:36:48 PM**

SUSAN T. HOWARD, PH.D.

Professional writer and editor with extensive experience in scientific research

SUMMARY OF QUALIFICATIONS

Professional scientific and medical writer and editor for 10 years; over 400 projects completed for clients in academic and clinical research, biotechnology, agri-tech, and non-profit organizations.

More than 18 years of experience as a medical research scientist. Author of 30 peer-reviewed scientific publications.

Over 10 years of university teaching and tutoring experience; subjects included biotechnology, microbiology, scientific writing, essay writing, laboratory techniques, and data analysis.

Extensive experience in project management, time management, and team communication.

EDUCATION

Ph.D. in Microbiology, University of Cambridge, Cambridge, UK

M.Sc. in Biology/Microbiology, University of Windsor, Windsor, ON

B.Sc. with Honours, Microbiology Track, University of Windsor, Windsor, ON

SKILLS

- Developing clear and persuasive written content
 - Data evaluation and critical analysis of consistency and logic
 - Highly proficient with Microsoft Word, Excel, PowerPoint, and literature searches
 - Keen eye for detail and consistency
-

RELEVANT PROFESSIONAL EXPERIENCE

MYCOWRITE SCIENTIFIC WRITING AND EDITING, London, ON, Canada, April 2014 –

Owner and Chief Editor

- Provide expert writing and editing services on research papers, clinical reports, grant applications, abstracts, technical protocols, white papers, web content, marketing materials, and other documents.
- Content production: write content in technical style or in plain language to fit target audiences; conduct background research, plan document layout, and generate graphics; format documents.
- Content editing: proofread documents and correct errors in spelling, punctuation, grammar, and word usage; provide substantive editing to improve clarity, consistency, logic, and impact.

- Provide initial peer review and advise clients on development of manuscripts and grant applications; help clients to respond effectively to peer review critiques.
- Manage project schedules to ensure delivery in timely manner; manage client communications.

Key Accomplishments:

- Completed over 400 client projects in medical and scientific research and other fields. Helped clients to obtain over \$2 million USD in grant funding with compelling and impactful grant proposals.
- Expanded client base through successful marketing and multiple referrals.
- Developed project scheduling, invoicing, and marketing databases; developed business website using WordPress.

WESTERN UNIVERSITY, London, ON, December 2016 – April 2017

Senior Writing Counsellor, Writing Support Centre

Key Accomplishments:

- Provided one-to-one counselling to over 200 undergraduate students on grammar and essay structure; helped students develop logical arguments on topics in a variety of disciplines.
- Advised graduate students on language and structure of dissertations and manuscripts.

UNIVERSITY OF TEXAS HEALTH SCIENCE CENTER, Tyler, TX, USA, 2001 – 2013

Assistant (2001 – 2008) and Associate (2008 – 2013) Professor of Microbiology and Immunology

Key Accomplishments:

- Headed microbiology research laboratory; planned projects; managed laboratory operations; coordinated joint research studies; mentored laboratory staff and postdoctoral fellows.
- Authored multiple publications in peer-reviewed scientific journals; coordinated manuscript publication with journal editorial staff; provided peer review for more than 20 scientific journals.
- Wrote grant applications and secured over \$500,000 USD in grant funding.
- Instructor in Master's in Biotechnology program; taught critical analysis, scientific writing, biosafety, and theory and techniques in biotechnology and microbiology.
- Trained students and faculty in Biosafety Level 2 and Level 3 techniques; chaired/co-chaired biosafety committees for three years; co-wrote safety manuals.

VOLUNTEER WORK

- *Local charity, London, ON.* Wrote annual fundraising column and quarterly columns on human interest topics for charity's newspaper. Proofread final drafts of each edition; 2016 – 2024.
- *Wortley Villager Magazine, London, ON.* Wrote gardening columns, prepared images, and proofread final drafts; March – November 2021.

PROFESSIONAL ASSOCIATIONS

American Society for Microbiology; National Association of Scientific and Technical Writers

LEADERSHIP STYLE

Foster a creative working environment where colleagues can freely express ideas and concerns, while maintaining high standards of integrity, attention to detail, and safety.

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Ecological Community Advisory Committee**

Contact Information

Name: **Manuel Spiller**

City: **Sarnia**

Province: **ON**

Postal Code: **N7V3Z5**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters): **none**

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I hope to contribute a unique, different perspective based on my experiences as both, a resident of various rural and urban environments in Canada and Germany, and a former employee within fields concerned with ecology and municipal development. I believe that working in a diverse team of experts with varying backgrounds targeting ecological issues can help me broaden my knowledge and thought approaches. I am also interested in municipal decision making and curious in how work done by committees will be used.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I aim to be an active member of the committee, providing my services where possible. With experience in data collection for, and creation of EIAs, municipal, and ecological work assignments in my past, as well as my current research interest in Political Ecology as a PhD student at the Western department of Geography and Environment, I believe that I can offer strong contributions to the Committee.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I can provide knowledge based on my experiences stated above, contributing insights based on my Masters degree in Landscape Architecture and my current studies for a PhD in Geography. My studies focus on the intersection between nature and humans, enhancing community life through maintaining and restoring healthy ecosystems within reasonable distance for everyone. Further, I have worked for a conservation authority, an environmental planning firm, a landscape architecture firm, and two municipalities. Through these experiences and my education, I became knowledgeable specifically about LID, stream health initiatives including dam removal and daylighting, and terrestrial ecosystem challenges in urban environments. I spearheaded invasive species removal and grassland restoration projects for the city of Sarnia while educating staff about ecological issues. I am former chair of the Willow Park Ecology Centre in Georgetown, and co-founder, as well as current chair of the One Bench One Tree initiative (1bench1tree.ca) which donated two rest sites to hospitals in London (a 3rd coming this spring). I am also an expert for Sportainable, a thinktank advancing sustainable practices in sport, and work as independent consultant for health care facilities greening ambitions under the trees for health initiative umbrella.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I'm a recurring participant of Green Drinks Sarnia, and their first presenter since the pandemic. While working for the Town of Renfrew, and the Credit Valley Conservation Authority, I managed and ran community events, including planting and invasive species removal initiatives. I was formerly trained as a Leave no Trace Master Educator, a trainer of educators about how to responsibly travel through ecosystems, but have since downgraded to a sole Educator certification. I'm not London centric, but as a part of the Western University community and potential future resident, I would be grateful for an opportunity to represent ecological interests to better life within the city.

Attach resume or other document here, if needed: **SpillerM_London Community 2024.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Word of mouth**

If you selected 'Other', please specify:

Submitted on: **3/28/2024 9:11:28 AM**

Manuel Spiller, MLA, PhD Student
Department of Geography & Environment
University of Western Ontario
1151 Richmond Street, SSC 2310
London, ON, N6A 5C2

RECENT & RELEVANT WORK EXPERIENCE:

Teaching assistantships & Mentoring

- 2023-2024 The Fundamentals of Geography (GEOG 1100), King's University College
2024 Intro to the Human Environment (GEOG 1400), Department of Geography and Environment, Western University
2023 Geography of Tourism (GEOG 2144), Department of Geography and Environment, Western University
2021-2022 Site Engineering (LARC 2410), School of Environmental Design and Rural Development, University of Guelph

Employment

- 2024- Trees for Health, Consultant for Naturescapes, Canada
2022 Landscape Architecture Intern, NAK Design Strategies, Ottawa, Canada
2021 Environmental Planner, Baader Konzept GmbH, Gunzenhausen, Germany
2018-2020 Staff Accountant, Terry Burrell CA, Sarnia, Canada
2019 Parks Staff, City of Sarnia, Sarnia, Canada
2016-2017 Crew Leader - Conservation Youth Corps, Credit Valley Conservation, Mississauga, Canada
2016-2017 Education Assistant, Credit Valley Conservation, Mississauga, Canada
2015 Program Instructor & Event Leader, Town of Renfrew, Renfrew, Canada
2013-2014 Habitat Restoration Technician, Credit Valley Conservation, Caledon, Canada

SERVICE:

Academic service, beyond university

- 2024- Expert - Nature Encounter, Infrastructure, & Sports Tourism, Sportainable

University service, Western University

- 2023- Social committee lead representative, Geography Graduate Student Society

University service, University of Guelph

2023 Student representative, Landscape Architecture Accreditation Review, Canadian Society of Landscape Architects

2022 Student representative, Landscape Architecture Program Assessment Committee

College service, Algonquin College

2014-2015 Program representative, Outdoor Adventure Naturalist Program, Outdoor Adventure Programs Committee

2014-2015 JEDI New student mentor

2014 & 2015 Outdoor Adventure Naturalist representative, Waterfront Campus Open House

Community service

2021- Chair, Board of Directors, One Bench One Tree

2023 Fundraiser, Camino for a Cause, Camino de Santiago Pilgrimage, Inn of the Good Shepherd

2022-2023 Board of Directions, Trees for Health

2016-2018 Chair, Board of Directors, Willow Park Ecology Centre, Norval, Canada

2011-2012 Skiing Assistant, Canadian Association of Disabled Skiers, Ottawa, Canada

2011 Animal Husbandry Assistant, Loggerhead Shrike (*Lanius ludovicianus*) rehabilitation program, Wildlife Preservation Canada, Dyer's Bay, Canada

EDUCATION:

2023-2027 Ph. D. in progress (Geography) Western University, Canada.

2023 M.L.A. (Landscape Architecture) University of Guelph, Canada.

2015 College Diploma (Outdoor Adventure Naturalism) Algonquin College, Canada.

Spring & summer schools

2024 Political Ecologies of Conservation: extinction struggles, neoliberal natures and convivial alternatives. PhD Spring school, Wageningen University, Netherlands.

2016 Outdoor Wilderness Leadership Symposium, Council of Outdoor Educators of Ontario, Caledon, Canada

PUBLICATIONS:

Thesis

2023 Spiller, M. (2023). *A Case Study Analysis of the Barefoot Path Spalt as Linear Playscape* (Master's Thesis). University of Guelph.
<https://hdl.handle.net/10214/27523>

Work in progress

Under review Spiller, M. *Designing for Human-Nature Connectedness: A Case Study of the Barefoot Path Spalt, Germany*. Journal of Outdoor Recreation and Tourism.

AWARDS, SCHOLARSHIPS, AND SOCIETIES:**Awards**

- 2018 Photography contest winner, ODAWG Oshawa. (Frontpage publication)
- 2017 Award of Merit to Willow Park Ecology Centre, Credit Valley Conservation.
- 2015 Award for Academic Achievement and Leadership, Algonquin College.
- 2012 Our Canada photography contest winner, Readers Digest.
- 2008 FOCUS Media award for the production of the educational film *Termination* to the FOS/BOS Ansbach Film group, FOCUS magazine & the German Federal Ministry of the Environment.

Scholarships

- 2023 Kenneth W. Knox Graduate Leadership Travel Grant, University of Guelph.
- 2023 Landscape Architecture Access Scholarship, University of Guelph.
- 2022-2023 SSHRC – Canada Graduate Scholarship Master’s Award, Social Science and Humanities Research Council of Canada.
- 2022-2023 Dean’s Tri-Council Scholarship, University of Guelph.
- 2022 Queen Elizabeth II Scholarship in Science and Technology, Ontario Graduate Scholarship.
- 2022 Paving the Future Scholarship, Unilock.
- 2022 Ontario Association of Landscape Architects Graduate Scholarship.
- 2022 Tony DiGiovanni Scholarship, Ontario Horticultural Trades Foundation.
- 2022 University Graduate Scholarship, University of Guelph.
- 2022 John E. (Jack) Irving Scholarship, University of Guelph.
- 2022 Bell-Sargent Graduate Scholarship, University of Guelph.
- 2021 University Graduate Scholarship, University of Guelph.

Societies

- 2023 Sigma Lambda Alpha Landscape Architecture Honor Society (invitation only), Council of Educators in Landscape Architecture.

CONFERENCE & OTHER PRESENTATIONS:**Academic conference presentations**

- Upcoming 2024 ‘The Barefoot Path Spalt, Germany: A Linear Playscape Merging Playground and Trail Attributes for Family Play’. 35th International Geographical Congress 2024, Dublin, Ireland. (August)

-
- 2023 ‘South Guelph LID Analysis and Design’. GIS Days, Western University. (Online)
- ‘Yorkville Park Digitalization and Analysis’. GIS Days, Western University. (Poster)
- ‘Governance of Trail-Network Development’. Atlantic Division of the Canadian Association of Geographers (ACAG) Annual Meeting, Memorial University of Newfoundland. (Online)
- ‘Barefoot Paths: Trails for the Sole’. Ontario Division of the Canadian Association of Geographers (CAGONT) Annual Conference, Toronto Metropolitan University.
- 2022 ‘Barefoot Paths: Trails for the Sole’. Ontario Professional Planners Institute (OPPI) and Ontario Association of Landscape Architects (OALA) Joint Conference, London, Canada.
- 2017 ‘Barefoot Paths: Trails for the Sole’. ReKindle the Spark Conference for Outdoor Education as part of the Latornell Conservation Symposium.
- 2014 ‘Schoolyard Greening’. Horwood Conference, Council of Outdoor Educators of Ontario (COEO) Canadian Student Outdoor Education Conference, Queen’s University.

Professional presentations

- Upcoming 2024 ‘Reconnecting with Nature: Combating Climate Change through Experiences with Nature’. Green Drinks Sarnia, Canada. (May)
- ‘Linear Playscapes Merging Trail and Play’. World Trails Conference 2024, Ottawa, Canada. (October)
- 2023 ‘Barefoot Paths: Trails for the Sole’. Parks and Recreation Ontario (PRO) Forum, Hamilton.
- ‘One Bench One Tree’. International Society of Arboriculture Ontario (ISAO) Conference, London, Canada.
- 2019 Presenting Outdoor Education and Barfoot Path Concepts to Managers of the City of Sarnia Parks and Recreation Department.
- 2018 Presenting the Barefoot Path Concept to Managers of the City of Vaughn Parks and Recreation Department.
- 2016 ‘Outdoor Risk Management’. A presentation to staff of the Credit Valley Conservation Authority, Mississauga, Canada.

Other outreach activities

- 2023 Barefoot Path Experience set-up. Touch a Truck Event, Haldimand County, Jarvis, Canada.
- One Bench One Tree Booth. Landscape Ontario Congress, Toronto.

SELECTED MEDIA COVERAGE:

Kula, T. (2023, Aug 20). Blisters and bucks: Inside a Sarnia man's epic El Camino trek. *The Observer*. <https://www.theobserver.ca/news/local-news/camino-for-a-cause>

Lander, M. (Host). (2023, May). *Manuel Spiller's Camino for a Cause Fundraiser* (Television Broadcast). Sarnia, ON: YourTV.

Vega, N. (2023, May 15). Sarnia man embarks on pilgrimage, supports Inn of the Good Shepherd. *Sarnia News Today*. <https://sarnianewstoday.ca/sarnia/news/2023/5/15/sarnia-man-embarks-pilgrimage-supports-inn-good-shepherd>

DiGiovanni, T. (2023, March 8). A legacy that lasts. *Landscape Ontario*. <https://horttrades.com/a-legacy-that-lasts>

Dobson, C. (2021, October 14). City man spearheading rest area for hospital workers. *The Sarnia Journal*. <https://www.thesarniajournal.ca/top-story/city-man-spearheading-rest-area-for-hospital-workers-7971761>

CBC News. (2021, July 14). Tree and bench project honours healthcare workers at hospitals across Canada. CBC Kitchener-Waterloo. <https://www.cbc.ca/news/canada/kitchener-waterloo/university-guelph-one-bench-one-tree-hospitals-canada-1.6101118>

Carty, M. (2021, July 7). University of Guelph's 'One Bench One Tree' project honours healthcare workers. *Global News*. <https://globalnews.ca/news/8009927/guelph-one-bench-one-tree-project/>

PROFESSIONAL ASSOCIATIONS:

Canadian Association of Geographers

Ontario Association of Landscape Architects

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Ecological Community Advisory Committee**

Contact Information

Name: **Nicholas Allen**

City: **Ingersoll**

Province: **ON**

Postal Code: **N5C 4G3**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I have not had the opportunity to serve on a London Advisory Committee.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

My hope is to use my background as an industry ecologist to contribute a shared language and understanding of the most recent scientifically sound approaches to Species at Risk and general environmental programs. I hope that this communal language will generate productive and meaningful discussions and guidance for projects around the City.

What I am most hoping to learn from the Committee is a deeper understanding of what the community is interested and concerned about from an ecological perspective and where Londoners see the city going in the future.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

My intent is to provide scientific proficiency for report review and analysis as well as technical skills such as Species at Risk identification and a deep understanding of regulatory requirements at a municipal, provincial, and federal level. I have a very strong background in report writing and am very proficient in the full suite of Office and GIS software that I would look to leverage for the Committee's advantage and efficacy.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

My education began at the University of Waterloo where I completed a Bachelor of Environmental Resource Studies with a Minor in Biology. The overall program was geared towards environmental policy and field identification skills. From there I pursued a Masters in Environmental Science specializing in aquatic Species at Risk at the University of Guelph. Once completed I moved to Ingersoll, splitting the difference between my wife's position as a veterinarian in London and my position as an ecologist in Waterloo.

I have had the privilege of working both with regulators at Environment Canada for a couple of short contracts as well as in environmental consulting when I began with a fantastic environmental consulting firm in Waterloo, Natural Resource Solutions Inc. (NRSI). I travelled Ontario extensively completing pre-construction and post-construction monitoring projects related to Species at Risk, renewable energy, and residential development. Through my 6 years with NRSI I found a love for ecology that I have been fortunate enough to share with my co-workers, kids at various event days run by

Conservation Authorities, and my family. In this role I provided input and co-authored a number of different types of reports but my favorite was always public-facing work as it allowed me to engage with a broader audience than my typical industry peers. After a number of years with NRSI I transitioned to a position here in London with AECOM in their Impact Assessment and Permitting division. Since moving to this position here in London I've been engaged on a number of City of London projects (Southdale Phase 1/2, Wellington Gateway, Col Talbot, Springbank Reservoir, etc.) as well as projects in and around the GTA and Chatham-Kent. I moved into a project management role with a greater focus on client and business development for the renewable energy sector but have retained all of my passion for ecology and public engagement. My intent is to use my experience with the dozens of municipalities I have worked for and with to better assess the scope of concerns and issues here in London and apply some of the alternative approaches I have seen be successful elsewhere. Based on my position there will be times where I need to recuse myself from projects if they are related to my employment as I would not want to jeopardize the independence of the Committee. Hopefully this is an mutually acceptable accommodation from the perspective of the Municipal Council.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

Through my undergraduate, Masters, and employment I have taken a number of public engagement courses and programs geared towards de-escalation, clear communication, and community trust building. I would hope to utilize these skills in my role.

Attach resume or other document here, if needed: **CV_Allen_2024_04_05.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/30/2024 10:42:18 PM**

Nicholas Allen, HBES, MES

Senior Ecologist & Project Manager

Education

Master of Environmental Science University of Guelph, Guelph, Canada

Honours, Co-op, B.E.S., Environmental Resource Studies, University of Waterloo, Waterloo, Canada,

Graduate Certificate Ecosystem Restoration, University of Waterloo, Waterloo, Ontario, Canada

Years of Experience

With AECOM: 2

With Other Organizations: 8

Areas of Expertise

Proposal Development

Infrastructure Development & Mitigation Plans

Post-Construction Monitoring

Federal & Provincial Permitting

Freshwater Unionids

Professional Affiliations

Member – American Fisheries Society, Ontario Chapter

Member – Society of Ecological Restoration

Training and Certifications

Class 1/2 Electrofishing Certified Equivalence

Reliable Status & Secret II Clearance

Royal Ontario Museum (ROM) and Fisheries and Oceans Canada (DFO) Fish, Minnow, and SAR Identification

DFO Mussel Course

Ontario Benthos Biomonitoring Network Certified

First Aid with CPR A Certified

Summary

Nicholas Allen, HBES, MES, is a Project Manager and Ecologist in the London office with ten years of experience in the environmental field. He specializes in executing or managing large, multi-faceted, environmental programs ranging from 1- to 10-years in length and from \$10,000 to \$2,000,000 in scope with overall project budgets in exceedance of \$160 million. He has managed projects locally and in remote Northern Ontario related to post-construction monitoring, existing conditions assessments, and critical issues analyses for new and developing renewable energy sources. As an ecologist he specializes in freshwater unionids, fish community monitoring, water quality and sediment monitoring, and coordinating and executing multi-disciplinary monitoring programs in support of major infrastructure projects. Nicholas' typical field work includes SAR mussel and fish relocations, fish community assessments, aquatic habitat assessments, Species at Risk (SAR) screenings, and construction monitoring of aquatic environment control measures and best management practices. Nicholas has authored and provided technical input to environmental monitoring reports, Existing Conditions (EC) reports, Environmental Impact Study (EIS) reports, and Environmental Assessments (EAs). He specializes in developing and executing annual monitoring programs for environmental and regulatory agencies in association with environmental approvals and permits for large infrastructure projects including hydroelectric, wind, and solar developments. Nicholas is experienced and knowledgeable in provincial and federal legislation and associated regulations including: *Conservation Authorities Act, 1990*, *Fish and Wildlife Conservation Act, 1997*, *Endangered Species Act, 2007*, *Fisheries Act, 1985*, and *Species at Risk Act, 2002*. He has prepared and submitted permits and received approvals under these regulations with an emphasis on Fisheries and Oceans Canada (DFO) Request for Review Applications and *Fisheries Act* Authorizations. He has used his extensive experience with consulting the DFO, MNDMNR, and MECP regarding Letters of Advice (LOA), Authorizations, and SAR permits to streamline the approvals process for his clients. Before entering consulting Nicholas worked with Environment and Climate Change Canada (ECCC) on developing modernized methane emission regulations, improving and updating the Single Window Information Management (SWIM) program, and for Nasittuq, an indigenous-owned federal contractor, developing site-specific policy advice relating to wildlife for buildings and projects in the Arctic.

Species at Risk Experience

London Bus Rapid Transit - Wellington-Gateway, City of London, Ontario. Coordinated and led field investigations to support the Environmental Impact Study, DFO Request for Review and Application for Authorization, MECP Information Gathering Form, and UTRCA Section 28 permitting for 5 Species at Risk. This entailed completing habitat assessments, reporting, and several rounds of meetings and negotiations with permitting agencies. Submitted Fisheries Act Authorization documents and Endangered Species Overall Benefit Form with drafted offsetting measures for approval. (02/2022 -)

Victoria Street Bridge Construction, City of London, London Ontario. Completed the permitting requirements under the Fisheries Act and Endangered Species Act approvals obtained for the construction of the Victoria Street Bridge for 4 Species at

Risk. This entailed SAR mussel and fish relocation and reporting as well as ESC and wildlife exclusion fence monitoring immediately after storm events. (03/2022 –)

Argyle Street Bridge, Caledonia Ontario*. Aquatic Ecologist aiding in proposal development and acting as technical coordinator and site lead. Performed largest mussel relocation in Ontario, moving 180,000+ mussels over 120 days. Led a crew of 40 staff performing excavation, assessment and recording, and relocation of SAR and non-SAR Unionid mussels. Carried out 1-month and 1-year monitoring using visible and RFID tagging techniques. (07/2020 – 10/2021)

McCurdy Street Bridge, Brant-Elderslie Ontario*. Aquatic Ecologist conducting mussel relocation for then-listed SAR Rainbow mussels as required by DFO Fisheries Act Authorization in support of bridge development over the Saugeen with two piers and shoreline abutment alterations. Performed annual monitoring of mussel population, recolonization efforts, and habitat erosion monitoring of developed mussel habitat. (06/2018 – 08/2021)

Highway 6 Bridge Replacement, Teeswater Ontario*. Aquatic Ecologist conducting a SAR mussel and fish relocation to support the installation of the replacement bridge over the Teeswater River. Responsibilities included contractor coordination, backpack electrofishing, seine netting, mussel collection and identification, and associated permitting and reporting to the client and relevant agencies (06/2021 – 07/2021)

Pelee Island SAR Mussel Drain Cleanout, Pelee Island Ontario*. Aquatic Ecologist leading a mussel salvage on Pelee island for Lilliput mussels that would be impacted by the required agricultural drain cleanouts. Responsibilities included SAR mussel collection and relocation, construction monitoring for adverse effects, sediment spoils sifting, and daily reporting to the client and relevant agencies. (07/2020 – 12/2020)

15 Line Bridge Repairs, Avonbank Ontario*. Aquatic Ecologist leading a SAR mussel and fish relocation to support the repairs to the 15 Line bridge abutments. Responsibilities included contractor coordination, backpack electrofishing, seine netting, mussel collection and identification, and associated permitting and reporting to the client and relevant agencies. (09/2020 – 11/2020)

Township Road 12 Bridge Replacement, Blandford-Blenheim Ontario*. Aquatic Ecologist conducting a SAR mussel and fish relocation to support the installation of the replacement bridge over the Nith River. Responsibilities included contractor coordination, backpack electrofishing, seine netting, mussel collection and identification, and associated permitting and reporting to the client and relevant agencies (07/2019 – 08/2019)

Kitchener Wastewater Treatment Plant Upgrade, Kitchener Ontario*. Aquatic Ecologist conducting fish and mussel salvage operations for the installation of a new effluent outflow pipe and subsequent rehabilitation in the Grand River. Responsibilities included backpack electrofishing for fish community assessment and implementation of the DFO mussel relocation protocol for SAR mussels during construction and post-construction monitoring of relocated mussels and streambed/bank remediation. (07/2017 – 08/2018)

Guelph Wastewater Treatment Plant Outflow Assessment, Guelph Ontario*. Aquatic Ecologist conducting a SAR mussel assessment to determine the scope and scale of impacts to mussels and fish associated with the outflows from the Guelph WWTP. Responsibilities included mussel collection and identification, backpack electrofishing, and associated permitting and reporting to the client and relevant agencies. (09/2020 – 11/2020).

Bayfield River Bridge Assessment, Clinton Ontario*. Aquatic Ecologist conducting a preliminary survey of a bridge replacement to determine the scope and scale of impact to SAR mussels and fish. Responsibilities included mussel valve collection and identification, backpack electrofishing, and associated permitting and reporting to the client and relevant agencies. (09/2019 – 11/2019)

Clegg Line Mussel Assessment, Wingham Ontario*. Aquatic Ecologist conducting a preliminary survey of a bridge replacement to determine the scope and scale of impact to mussels and fish. Responsibilities included mussel collection and identification, backpack electrofishing, and associated permitting and reporting to the client and relevant agencies. (06/2019 – 07/2019)

Jefferson Salamander Monitoring, Kitchener Ontario*. Aquatic Ecologist completing an in-depth population assessment focused on hybrid and purebred Jefferson Salamanders at a private property in support of their development proposal. Responsibilities included identification, handling, and colour-coded (VIE) tagging of SAR amphibians as well as daily reporting and photo log submission to the project lead (06/2017 – 08/2019)

Infrastructure Operation, Maintenance, Monitoring, & Construction Support

APK & Lorne Park Water Treatment Facility Upgrades, Region of Peel, Ontario. Aquatic Ecologist co-ordinating the acquisition of federal and provincial permitting to extend the water intake footprint within the lake to accommodate a new Lake Ontario monitoring system to detect potential water contamination prior to intake into the facility. This involved engagement with federal and provincial regulatory agencies regarding the likelihood of presence based on underwater videography. (10/2023 -)

Coniston & Stinson GS Redevelopment Program, Ontario Power Generation, Sudbury, Ontario. Environmental Team lead coordinating the execution and invoicing of \$460,000 in permitting and reporting to support the redevelopment of two hydroelectric generating stations owned by OPG. Total project budget in excess of \$160 million with critical schedule milestones contingent on permit delivery. Environmental scope included DFO, MECP, MNRF, GSCA, MCM, and Transport Canada permitting as well as field investigations to confirm SAR and non-SAR habitat on-site. (07/2023 – 12/2023)

Macassa Mines Critical Issues Analysis, AgnicoEagle/KLG, Kirkland Lake, Ontario. Project Manager and Aquatic Ecologist completing project management tasks and reporting for the pre-development consideration of a mine expansion in Central Ontario. The work considered impacts under different legislations at all levels of government as well as potential for permitting to cause cost and schedule variance in the near- and long-term (04/2023 – 11/2023).

Halton Structures, Region of Halton, Halton Hills, Ontario. Aquatic Ecologist completing fish and fish habitat assessments for permit acquisition to support 24 unique roadway projects throughout the region. The activities occurred in 12 Species at Risk watercourses requiring permitting, registration, or mitigation measures to avoid contravention of federal and provincial regulations. The information was compiled in a series of Project Description Reports that coincided with the various completion percentages (30%, 60%, 90%, 100%). (11/2022 -)

Highway 413 Transportation Corridor Route Planning and Environmental Assessment, MTO, Halton Hills, Ontario: Scoped and drafted aquatic components for the project and then coordinated and conducted watercourse crossing assessments and fish community assessments through the extent of the proposed road alignment. Wrote and provided inputs and editing towards the development of the Initial Project Description for submission to IAAC in relation to SAR present within the proposed road alignment. (02/2022 -)

Highway 410 Queen to Bovaird, MTO, Toronto Ontario. Coordinated and conducted watercourse crossing assessments and fish community assessments through the extent of the proposed roadworks. Completed the appropriate MTO Documentation as required by the Fish Guide and provided input to the design team for aquatic specific components. (07/2022 –)

Highway 401 Victoria Park to Neilson, MTO, Toronto Ontario. Coordinated and conducted watercourse crossing and fish community assessments through the extent of the proposed roadworks. Completed the appropriate MTO Documentation as required by the Fish Guide and provided input to the design team for aquatic specific components. (06/2022 –)

Panhandle Regional Expansion Project, Enbridge, Essex County, Ontario. Coordinated and conducted 40+ watercourse crossing assessments and fish community assessments through the extent of the proposed pipeline route for both SAR and non-SAR watercourses. Wrote and finalized the aquatic components for the Environmental Report and submitted to the client as well as submission of permitting under the ESA and Fisheries Act to their respective agencies. (02/2022 -)

Colonel Talbot Road, City of London, London Ontario. Coordinated and led aquatic field investigations to support the Environmental Impact Study, potential DFO Request for Review, and UTRCA Section 28 permitting. This entailed completing aquatic habitat assessments, reporting, and determination of compliance with existing DFO CoPs and BMPs. Once the fieldwork was completed led meetings and discussions with the client to consider various options and their impacts to existing DFO Habitat Banking credits located in adjacent watercourses. (04/2022 –)

VIA High Frequency Rail Corridor, VIA, Ontario. Coordinated and completed 55 watercourse crossing assessments through the extent of Segment 7 of the proposed rail corridor expansion. Compiled and proofed the collected data and developed the survey protocols for the subsequent detailed watercourse assessments which include mussel, benthic, and fish community assessments as well as trophic linkage determinations. (07/2022 –)

Dingman Drive Improvements, City of London, London, Ontario. Coordinated and conducted watercourse crossing assessment and fish community assessment for the newly proposed stormwater outfall into Dingman Creek. Wrote and finalized the aquatic components for the Environmental Report and submitted to the client as well as submission of permitting under the Fisheries Act. (02/2022 –)

Newmarket Crossings 24.57 & 24.60, Metrolinx, King Ontario. Coordinated and led aquatic field investigations to support the DFO, MECP, and CA Section 28 permitting. This entailed completing aquatic habitat assessments, reporting, determination of compliance with existing DFO CoPs and BMPs and submission of a Request for Review and Information Gathering Form. (04/2022 - 01/2023)

Murray Street Rehabilitation, Municipality of Chatham-Kent, Wallaceburg Ontario. Coordinated the Endangered Species Act Activity Registration associated with the roadworks at 100 Murray Street. The work had the potential to impact 15 aquatic species and 1 bird species. (03/2022 – 09/2022)

City of Toronto Stormwater Outfall Retrofit, Toronto Ontario*. Aquatic Ecologist leading the fish community sampling, fish relocation, and associated DFO permitting for three stormwater outfalls retrofits as identified by the City of Toronto. Responsibilities included relevant permits and approvals, coordinating site isolation and dewatering efforts, backpack electrofishing, and contractor and agency reporting. (06/2020 – 12/2021)

Port Stanley Harbour Dredging Monitoring, Port Stanley Ontario*. Project Manager and Aquatic Ecologist providing construction monitoring and post-construction monitoring to support the collection and storage of dredged sediment considered hazardous waste. Responsibilities included monitoring of the installation of fish habitats such as log tangles, gravel shoals, and developed wetlands as. Post-construction responsibilities included multiple trips per year to monitor the fish community, water quality parameters and assess the stability of the installed structures as well as annual reports to the relevant agencies and municipality. (06/2016 – 12/2020)

Simcoe Aquifer Pump Testing, Simcoe County Ontario*. Project Manager and Aquatic Ecologist conducting daily pump test monitoring in support of the development of a new municipal water pump for the municipality of Simcoe to determine the impacts on the surface waters adjacent and directly above the accessed aquifer. Responsibilities included pre-, during, and post-pumping test monitoring of the adjacent watercourse and wetland, all associated permitting and final reporting to the groundwater engineer, municipality, and relevant agencies. (10/2020 – 02/2021)

Mitchell Dam Reservoir Monitoring, Mitchell Ontario*. Project Manager and Aquatic Ecologist leading emergency monitoring on the Mitchell Reservoir in support of the UTRCA's plan to reflood the reservoir after two years dry due to construction on the Henry Street bridge without harming the Silver Shiner habitat downstream. Responsibilities included leading negotiations with DFO relating to the reflood plan, installing automated remote monitoring to assess the risks of hypoxia, reporting and public outreach to the municipality of Mitchell and DFO. (04/2021 – 09/2021)

Big Creek Boat Launch Design, Long Point Ontario*. Project Manager and Aquatic Ecologist leading the fish community sampling, fish relocation, and associated DFO permitting for the intended installation of a concrete slab boat launch within Big Creek National Area as requested by ECCC. Responsibilities included relevant permitting and approvals, design input regarding site isolation and construction methods, and final reporting to identify the steps towards development. (01/2021 – 04/2021)

Hopewell Creek Monitoring, Waterloo Ontario*. Aquatic Ecologist leading fish community assessments in support of the development of the Hopewell Crossing Community. Responsibilities included coordination with contractors, backpack electrofishing, relocation of fish and wildlife, and contractor and agency reporting (06/2018 – 07/2020)

Lismer Lane Development Construction Monitoring, London Ontario*. Aquatic Ecologist support the construction of a residential development by completing erosion and sediment control monitoring during the construction phase of the project. Responsibilities included identifying insufficient ESC measures, reporting on the status of installed control devices, and daily reporting to the client. (01/2020 – 02/2020)

Metrolinx West Highland Creek Crossings, Toronto Ontario*. Aquatic Ecologist leading fish relocations in support of the repairs to the existing rail lines. Responsibilities included backpack electrofishing, fish community and aquatic habitat assessments, GO Safety completion, and reporting to the contractor and relevant agencies. (10/2020 – 02/2021)

Highway 7 Reconstruction and Widening, Markham Ontario*. Aquatic Ecologist leading fish community assessments and fish relocations in support of the reconstruction and widening of Highway 7 at Markham Road. Responsibilities included backpack electrofishing, fish community and habitat assessments, and daily reporting to the contractor. (08/2018 – 09/2018)

City of Brampton Stormwater Management Facility Retrofit, Brampton, Ontario*. Aquatic Ecologist providing environmental monitoring during dewatering operations and fish salvage services to support sediment clean out and expansion of several stormwater management facilities. Responsibilities included turbidity monitoring of pump outflow water into known Species at Risk habitat, boat and backpack electrofishing for fish rescue and relocation, and daily data logging and progress reporting. (06/2016 – 08/2016).

City of Guelph SWMFs, Guelph Ontario*. Aquatic Ecologist leading fish and wildlife salvages for City of Guelph managed stormwater management facility to support existing housing development. Responsibilities included coordination with contractors on dewatering schedule, temporary aquadam placement and appropriate ESC measures, conducting boat electrofishing, backpack electrofishing, and seine netting for fish relocation, and agency reporting in addition to hoop-net utilization for turtle relocations. (06/2018 – 08/2019)

Port Bruce Pier Repairs, Malahide Ontario*. Aquatic Ecologist leading ecological surveys and bathymetric work associated with the installation of the Port Bruce in-water barrier and pilings. Responsibilities included boat navigation, side-scan sonar use, and photo logging. (08/2019)

Great Lakes Shoreline Inventory, Ontario*. Aquatic Ecologist leading shoreline inventory work across Ontario for inclusion into Environment and Climate Change Canada's climate change modelling. Responsibilities included establishing base stations for GIS, extensive boating, aquatic vegetation collection, and significant data management. (05/2018 – 09/2019)

Dufferin Road 109 Widening, Grand Valley Ontario*. Aquatic Ecologist leading fish and wildlife relocation in support of road widening and culvert upsizing. Responsibilities included backpack electrofishing, seine netting, and reporting to the contractor and relevant agencies. (09/2017)

Assorted SWMF Projects, Ontario*. Aquatic Ecologist leading fish and wildlife salvage operations in support of stormwater management facility cleanouts, repairs, retrofits, or upgrades. Responsibilities included proposal and costing development, obtaining relevant provincial permits and approvals, coordinating dewatering operations with the contractor, boat and backpack electrofishing, seine netting, hoop trapping, and dewatering monitoring.

- City of London 4 SWMF
- College Manor SWMF
- Suncor NatureWay SWMF
- Keats Way SWMF
- Bloomsbury Ave SWMF
- Masterson Circle SWMF
- Wythe Court SWMF
- Ireland Drive SWMF
- Taunton Road E SWMF
- Belmeade Court SWMF
- Ptarmigan Drive SWMF
- Southgate Drive SWMF
- Watson Road N SWMF
- Ingram Drive SWMF
- Bleams Road SWMF
- Juliana Drive SWMF

Environmental Studies

Kensington Bridge EA, City of London, London Ontario. Aquatic Ecologist leading the aquatic habitat assessments in support of the Environmental A associated with the repairs and rehabilitation of Kensington Bridge over the Thames River. Activities included watercourse crossing assessments, floodplain characterization, and inputs and edits to the final report. (02/2022 – 01/2023)

Southdale Phase 2 EIS, City of London, London Ontario. Coordinated and led aquatic field investigations to support the Environmental Impact Study and UTRCA Section 28 permitting. This entailed completing aquatic habitat assessments, reporting, determination of compliance with existing DFO CoPs and BMPs. (04/2022 – 11/2022)

Chatham-Kent Water Distribution EA, Municipality of Chatham-Kent, Chatham Ontario. Coordinated and conducted 20+ watercourse crossing assessments through the extent of the proposed watermain routes. Wrote and finalized the aquatic components for the EA and reviewed impacts and obligations under the Fisheries Act for future project consideration. (02/2022 – 10/2022)

Peterborough North End Class EA, Trent University, Peterborough Ontario. Completed the aquatic text inputs for the previously completed aquatic habitat assessments and fish community assessments associated with the expansion of two roadways as well as potential new developments. (02/2022 – 05/2022).

Dundas Street West Bridge Repairs Scoped EIS, Toronto Ontario*. Aquatic Ecologist leading aquatic habitat assessments in support of the design input towards the Dundas Street West bridge repairs. Responsibilities included watercourse mapping, aquatic habitat assessments, wetland delineation, and hazard identification. (03/2021 – 05/2021)

5184 East Road EIS, Port Stanley Ontario*. Aquatic Ecologist leading habitat assessments and fish community assessments to support the EIS associated with the development of the residential property into a multi-residential development. Responsibilities included aquatic habitat assessments, fish community assessments, watercourse mapping, and input into the report. (06/2021 – 09/2021)

Woolwich Street Development Scoped EIS, Breslau Ontario*. Aquatic Ecologist leading habitat assessments and fish community assessments to support the EIS associated with the development of the agricultural property into a multi-residential development. Responsibilities included aquatic habitat assessments, fish community assessments, watercourse mapping, and input into the report. (08/2021 – 09/2021)

Region of Waterloo Airport Scoped EIS, Waterloo Ontario*. Aquatic Ecologist leading habitat assessments and fish community assessments to support the EIS associated with the extension of the airport runway and new runway development. Responsibilities included aquatic habitat assessments, fish community assessments, watercourse mapping, and input into the report. (06/2021 – 09/2021)

Washington Street Scoped EIA, Paris Ontario*. Aquatic Ecologist leading aquatic habitat assessments to support the EIS associated with the potential residential development of the wooded multi-unit property. Responsibilities included aquatic habitat assessments, watercourse mapping, and input into the report. (06/2021 – 09/2021)

2004 Hamilton Road EIS, London Ontario*. Aquatic Ecologist leading assorted surveys to inform the EIS related to the development of the abandoned residential property. Responsibilities included calling anuran surveys, snake board surveys, basking surveys, backpack electrofishing for fish community assessment, aquatic habitat assessments, and input into the reporting. (04/2021 – 09/2021)

Glancaster Golf Club EIS, Ancaster Ontario*. Aquatic Ecologist leading aquatic habitat assessments and fish community assessments to support the EIS associated with the development of the existing golf course into residential housing. Responsibilities included aquatic habitat assessments, fish community assessments, watercourse mapping, and input into the report. (10/2020 – 01/2021)

Grimsby Hospital EIS, Grimsby Ontario*. Aquatic Ecologist leading aquatic habitat assessments and fish community assessments to support the EIS associated with the demolition and development of the existing Grimsby Hospital. Responsibilities included aquatic habitat assessments, watercourse mapping, and input into the report. (09/2020 – 10/2020)

Berlett's Corners Residential Development EIA, Berlett's Corners Ontario*. Aquatic Ecologist supporting the development of two residences on a wooded parcel with wetland implications. Responsibilities included assisting in wetland delineation, aquatic habitat assessments, and reporting input relating to the wetland and watercourses. (04/2020 – 07/2020)

Northgate & Erbsville Kartway Subdivisions EIS, Waterloo Ontario*. Aquatic Ecologist leading fish community assessments in support of development of the subject property. Responsibilities included backpack electrofishing, benthic invertebrate collection and analysis, and report drafting. (06/2017 – 06/2020)

Fort Erie International Academy EIS, Fort Erie Ontario*. Aquatic Ecologist conducting aquatic habitat assessments and fish community assessments to support the EIS associated with the development of the property. Responsibilities included backpack electrofishing, watercourse measurements, relevant agency correspondence, and input into the report. (08/2019 – 02/2020).

St. Elizabeth Mills Ecological Characterization Report, Hamilton Ontario*. Aquatic Ecologist leading fish community assessments in six ponds to support the redevelopment of the existing facility. Responsibilities included boat and backpack electrofishing, fish community assessments, aquatic habitat assessments, and contributing to the final report. (06/2018 – 06/2019)

500 Green Mountain Road EIS, Hamilton Ontario*. Aquatic Ecologist conducting aquatic habitat assessments and fish community assessments to support the EIS associated with the development of the property. Responsibilities included backpack electrofishing, water quality parameter measurements, relevant agency correspondence, and input into the report. (07/2019 – 08/2019).

Paris Grand Subdivision EIS Addendum, Paris Ontario*. Aquatic Ecologist conducting aquatic habitat assessment and developing habitat restoration to incorporate into GSP Groups design for the subdivision. Responsibilities included backpack electrofishing, fish community assessment, and reporting input. (10/2018 – 01/2019)

Roseville & Blenheim Road Expansion EIA, Cambridge Ontario*. Aquatic Ecologist conducting evening wildlife mortality surveys in support of a road expansion by the City of Cambridge. Responsibilities included wildlife identification, recording, and daily reporting of mortalities. (05/2017 – 06/2017)

Correctional Services Canada Ecological Inventory, Ontario*. Aquatic Ecologist conducting aquatic habitat assessments and fish community analysis in support of a Correctional Services Canada (CSC) initiative to identify all fish and wildlife habitat on their properties across Ontario. Responsibilities included completing specialized CSC-led training for operations in secure facilities, backpack electrofishing, seine netting, and associated reporting to CSC and provincial government agencies. (07/2015 – 09/2015)

Wind Energy

Henvey Inlet Wind Energy Centre, Henvey Inlet First Nation near Parry Sound Ontario*. Environmental monitor ensuring compliance with federal regulations and Species at Risk Act permits pre- and post-construction of a wind energy project on the Henvey Inlet First Nation. Responsibilities for pre-construction included monitoring and reporting on ESC development and implementation, SAR bat telemetry tracking, and monitoring equipment installation and maintenance. Post-construction responsibilities included avian and bat mortality monitoring, herpetofauna mortality monitoring, wildlife camera installation and analysis, and offsetting SAR habitat usage. (09/2018 – 08/2020)

Grey Highlands Clean Energy Wind, Grey Highlands Ontario*. Environmental monitor ensuring compliance with federal regulations and permits for the post-construction monitoring of a wind energy project developed for Capstone Infrastructure. Responsibilities included avian and bat mortality monitoring, searcher efficiency testing, habitat mapping, and daily reporting requirements to relevant agencies and contractors. (06/2019 – 07/2019)

Summerhaven Wind Energy Centre, Haldimand County Ontario*. Environmental monitor ensuring compliance with federal regulations and permits for the post-construction monitoring of a wind energy project developed for Capstone Infrastructure. Responsibilities included raptor mortality monitoring, habitat mapping, and daily reporting requirements to relevant agencies and contractors. (06/2019 – 07/2019)

Dufferin Wind Farm, Redeekville Ontario*. Environmental monitor ensuring compliance with federal regulations and permits for the post-construction monitoring of a wind energy project developed for Longyuan Canada Renewables Ltd. Responsibilities included avian and bat mortality monitoring, searcher efficiency testing, habitat mapping, and daily reporting requirements to relevant agencies and contractors. (05/2018 – 08/2018)

Prince Wind Farm, Sault-Ste. Marie Ontario*. Environmental monitor ensuring compliance with federal regulations and permits for end of the post-construction monitoring of a wind energy project developed for Brookfield Power. Responsibilities

included avian and bat mortality monitoring, aquatic and terrestrial habitat mapping, and nightly calling anuran surveys. (05/2015 – 06/2015)

Pointes-Aux-Roches Wind Farm, Belle River Ontario*. Environmental monitor ensuring compliance with federal regulations and permits for the post-construction monitoring of a wind energy project developed for Engie. Responsibilities included avian and bat mortality monitoring, searcher efficiency testing, habitat mapping, and daily reporting requirements to relevant agencies and contractors. (05/2014 – 07/2014)

South Kent Wind Farm, Chatham-Kent Ontario*. Environmental monitor ensuring compliance with federal regulations and permits for the post-construction monitoring of a wind energy project developed for Samsung and Pattern Energy. Responsibilities included avian and bat mortality monitoring, searcher efficiency testing, habitat mapping, and daily reporting requirements to relevant agencies and contractors. (05/2014 – 07/2014)

Oxley Wind Farm, Oxley Ontario*. Environmental monitor ensuring compliance with federal regulations and permits for the post-construction monitoring of a wind energy project developed for Verhoeven. Responsibilities included avian and bat mortality monitoring, searcher efficiency testing, habitat mapping, and daily reporting requirements to relevant agencies and contractors. (05/2014 – 07/2014)

Romney Wind Project, Wheatley Ontario*. Environmental monitor ensuring compliance with federal regulations and permits for the post-construction monitoring of a wind energy project developed for Verhoeven. Responsibilities included avian and bat mortality monitoring, searcher efficiency testing, habitat mapping, and daily reporting requirements to relevant agencies and contractors. (05/2014 – 07/2014)

Research Thesis, University of Waterloo Ontario*. Lead author on a research study regarding the drivers to resistance and development of wind projects in Southern Ontario. Vetted by the University of Waterloo's Research Ethics Committee, the survey and subsequent report investigated the experiences and social implications of communities surrounding the development of private wind power projects. (07/2015 – 04/2016)

Solar Energy

Loyalist Solar Facility, Stone Mills Ontario*. Environmental monitor ensuring compliance with federal regulations and Species at Risk Act permits during construction of solar energy project developed by BluEarth Renewable and Mohawks of the Bay of Quinte First Nation. Responsibilities included monitoring and reporting on ESC measures condition, SAR monitoring and relocations, and daily reporting requirements to the contractor and agencies. (04/2018 – 08/2019)

Hydroelectric Power

Yellow Falls Generating Station, Smooth Rock Falls Ontario*. Aquatic Ecologist completing a post-construction monitoring program at a new hydroelectric facility along the Mattagami River. Responsibilities included developing and coordinating the monitoring program, walleye and lake sturgeon spawning surveys, aquatic habitat assessment, vegetation surveys, fish community monitoring and analysis, water and sediment analysis and reporting to DFO, MECP, and Boralex (04/2019 – 12/2021)

Little Long Dam Safety Project, Kapuskasing Ontario*. Aquatic Ecologist leading daily SAR fish relocations to support the dewatering efforts involved in a major hydroelectric dam retrofit. Responsibilities included boat electrofishing, gill netting, SAR fish handling, installation of FLOY and RFID tags, and reporting to the client and relevant agencies (06/2020 – 08/2021).

Kapusking River Environmental Monitoring Program, Kapuskasing, Ontario*. Deputy Project Manager and aquatic ecologist responsible for the \$1.4 million post-construction environmental monitoring of a series of hydro dams on the Kapuskasing River. DPM responsibilities included field coordination, report drafting and proofing, invoice creation and review as well as client communication. Ecological responsibilities included electrofishing and gill netting for community inventories and tissue samples, benthic macroinvertebrate biomonitoring for water quality assessment, exuvial odonate sampling for assessment of a globally rare species, and walleye spawning surveys to assess the efficacy of compensation spawning habitat. (05/2014 – 02/2020)

Caribou Falls Generating Station Fish Salvage, Caribou Falls Ontario*. Aquatic Ecologist providing emergency fish relocation services to a hydroelectric station to support their planned repairs to the gates. Responsibilities included boat and backpack electrofishing, seine netting, purse seining, angling, trot lining, and emergency permit application and completion to relevant agencies (11/2019 – 12/2019)

Michipicoten River Lake Sturgeon Impact Assessment, Michipicoten First Nation Territory / Wawa Ontario*. Aquatic Ecologist performing a multi-year impact study of a Lake Sturgeon population in a hydroelectric dam regulated system. Responsibilities included boat electrofishing and gill netting for Lake Sturgeon, tagging and surgically implanting radio telemetry tracking devices, egg matting and larval drift netting, and identification of impacts and opportunities for mitigation and compensation for hydroelectric dam altered flow conditions on migration and reproduction. (05/2015 – 08/2019)

Magpie River Ramping Study, Wawa, Ontario*. Aquatic Ecologist conducting field investigations and collecting fish population and community data for a joint government-industry long-term adaptive management experiment on the ecological benefits of regulating hydro dam ramping rates. Responsibilities included permit applications, leading backpack electrofishing crews, data collection and management, and final reporting to the client. (07/2014 – 08/2017)

French River Hydro Development Fish Salvage, Dokis First Nation Ontario*. Aquatic Ecologist offering construction support for a large-scale hydro dam construction project. Responsibilities included boat and backpack electrofishing for fish salvage and relocation outside of the project area during dewatering operations and consultation and planning with contractors and local First Nations stakeholders. (06/2017 – 08/2017).

Restoration & Environmental Work

Gerdau Recycling Facility, Whitby Ontario*. Field lead for environmental restoration at a recycling facility designed to prevent the loss of materials to the air and provide a visual and audible barrier to the lakeshore trail. Responsibilities included vegetation selection, planting, and seeding of earth confined long-term materials storage. (05/2016 – 07/2020)

Fifty Point Conservation Area Fish Community Assessment, Hamilton Ontario*. Project Manager and Aquatic Ecologist leading a fish community assessment to determine the viability of developing a self-sustaining trout fishery within Fifty Point Conservation Area waters. Responsibilities included project costing, coordination, boat electrofishing, gill netting, bathymetric mapping, and reporting to the Conservation Authority and other appropriate government agencies. (08/2019 – 03/2020)

Fish Community Assessment for Lake Margaret, St. Thomas Ontario. Project Manager and Aquatic Ecologist leading a fish community assessment for Lake Margaret to determine if the lake could support a recreational bass fishery. Responsibilities included proposal development, gill netting, boat electrofishing, and reporting to the Kettle Creek Conservation Authority and city of St. Thomas. (10/2018 – 01/2019).

Little River Remediation, Windsor Ontario*. Deputy Project Manager and Aquatic Ecologist leading the aquatic habitat assessment and fish community assessment components of the Little River Restoration to determine what improvements can and should be made to the system to support improved biodiversity. Responsibilities included fish community assessments, aquatic habitat assessments, water quality parameter collection and analysis, and final reporting to the client, agencies, and municipality. (03/2021 – 09/2021)

Windermere Basin Remediation, Hamilton Ontario*. Aquatic Ecologist leading fish community assessment and relocation from within the remediated Windermere basin to allow native fish to establish without the pressure of non-native and invasive fish. Responsibilities included boat and backpack electrofishing and seine netting. (05/2018 – 06/2021)

Cooksville Creek Remediation, Toronto Ontario*. Aquatic Ecologist supporting the remediation of Cooksville Creek south of the QEW through in-water fish and wildlife relocation as well as associated permitting. Responsibilities included backpack electrofishing, permitting correspondence with relevant agencies, and reporting. (01/2021 – 03/2021)

Red Hill Creek Remediation, Hamilton Ontario*. Project Manager and Aquatic Ecologist supporting the remediation of Red Hill Creek in association with the Woodward Wastewater Treatment Plant through input into the design, fish and wildlife relocation, and permitting. Responsibilities included boat and backpack electrofishing, permitting correspondence with DFO, and reporting. (12/2019 – 03/2020)

Don River West Branch Remediation, York Ontario*. Aquatic Ecologist supporting the remediation of the Don River West Branch at Mill Street through input into the design, fish and wildlife relocation, and permitting. Responsibilities included backpack electrofishing, permitting correspondence with DFO, and reporting input (11/2019 – 01/2020).

Randle Reef Restoration, Hamilton Ontario*. Aquatic Ecologist leading fish relocation from within the confines of Randle Reef, the largest and most contaminated Area of Concern in Canada. Responsibilities included gillnetting, trot lining, angling, boat electrofishing, and input into reporting. (07/2018 – 08/2018)

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Environmental Stewardship and Action Community Advisory Committee**

Contact Information

Name: **Lela Burt**

City: **London**

Province: **ON**

Postal Code: **N6A1Y2**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters): **N/A**

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I want to contribute the knowledge and experience that I have gained as a Master of Environment and Sustainability at Western University and hope to learn more about the municipal process of enacting tangible change in the city of London.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I am very passionate about supporting environmental sustainability related activities and changes in the city. This passion fuels my commitment committee work where I will share my skills consistently, wherever needed, and for the entire duration of my term.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

As a young adult who was born and raised in London and as a student at Western University, I bring a unique perspective to Community Advisory Committee work that will help facilitate a better connection between the city, young people, and the university. During my Master of Environment and Sustainability I received education on topics such as environmental planning and management, stormwater management, and sustainable business practices; acted as a student consultant crafting an Environment Social Governance strategy for Forests Ontario/Forest Recovery Canada; and participated in 20 environment and sustainability workshops lead by industry leaders. This breadth of knowledge has given me a diverse and current perspective on trends and common practices in the environmental sustainability field. I also have 3 years of work experience with Kettle Creek Conservation Authority and will be completing a co-op with ALUS Middlesex in partnership with Lower Thames Conservation Authority this summer. These roles help me achieve a better understanding of the unique interests of agricultural landowners, their relationship with conservation authorities, and each group's individual relationship with the city of London. Additionally, I have extensive experience with Equity, Diversity, Inclusion and Decolonization work through my work on the Governance Committee for the London Environmental Network, on the Board of Directors for Camp Kintail and from serving as an LGBTQI identifying person on the Presbyterian Church in Canada's Committee on Church Doctrine and the Special Committee RE Confession to LGBTQI persons. In these roles I have gained tangible experience in policy development specifically with an EDID lens and helped to facilitate more inclusive organizational practices. Having the lived experience of a lesbian woman working in these spaces, I understand the importance of diversity especially on public committees that will have an influence on the people of London. This experience has motivated me to better understand the experiences of other marginalized groups and strive to listen to and incorporate diverse voices and perspectives in the work that I do.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I have served as an elder on the governing body of Westmount Presbyterian Church, where I have gained experience in organizational leadership, finance and stewardship, change management, staffing and hiring, and effective community engagement.

Attach resume or other document here, if needed: **Resume April 2024.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Word of mouth**

If you selected 'Other', please specify:

Submitted on: **4/26/2024 3:46:50 PM**

LELA BURT (she/her)

London, ON

HIGHLIGHTS

- 3 years of experience working for Kettle Creek Conservation Authority supervising seasonal staff, managing campground operations, and assisting in environmental protection measures
- Technical knowledge in forestry, wildlife, soil, aquatics, invasive species, species-at-risk, climate change, and environmental sustainability
- Innovation North's 2024 Systems Innovation Challenge participant
- Highly effective written and oral communication with practical experience in policy development
- Experienced in relationship management on Westmount Presbyterian Church's Transition Team
- Conducted a qualitative research study on the history of Western University's Drama Workshop
- Obtained DELF B1 French language proficiency certification
- Dedicated to Decolonization, Equity, Diversity, and Inclusion education and engagement

EDUCATION

Master of Environment and Sustainability

Graduate August 2024

Western University

London, ON

- Acquired extensive knowledge of climate change mitigation and adaptation, ecosystem health, environmental planning, the Duty to Consult, and sustainability frameworks
- Analyzed a range of data and developed figures using RStudio, Excel, and QGIS
- Engaged in workshops on Team Building, Artificial Intelligence, International Environmental Law, ArcGIS Dashboards and Story Maps, Environmental Assessment Process, Impacts and Effects Assessment, ESG in the Supply Chain, Waste Management, Sustainable Buildings (LEED), Green House Gas accounting, Corporate Social Responsibility, Life Cycle Assessments, CleanTech, Agrivoltaics, and Federal Environmental Policies
-

Bachelor of Arts

Graduated April 2021

Honours Specialization in English Language and Literature, Major in Theatre Studies

London, ON

Western University

- Enhanced oral and written communication through textual and performance-based analysis
- Conducted a qualitative research study on the history of Western University's Drama Workshop
- Represented student body on the Arts and Humanities Students' Council as Financial Portfolio Associate, Assistant Vice President Finance, Student Donation Fund chair, and Play Coordinator

WORK EXPERIENCE

Kettle Creek Conservation Authority

April 2022 – September 2023

Crew Lead (Lake Whittaker Conservation Area)

St. Thomas, ON

- Supervised and mentored seasonal staff ensuring the safe execution of campground operations
- Assisted in lake sampling, invasive species management, and wildlife conservation projects
- Obtained skills and knowledge in construction, plumbing, electrical, power tool operation, outdoor pool maintenance, security and rule enforcement, and gatehouse administration
- Honed workplace conflict management skills by relying on good communication with upper management and fostering a safe space for feedback within the team of seasonal staff

Crew Member (Dalewood Conservation Area)

June 2021 – September 2021

- Encouraged efficient park operations through general maintenance and cleaning, landscaping, security, customer service, and managing the gatehouse reservation system

Barista

November 2021 – present

Black Walnut Bakery Cafe

London, ON

- Provided customers with an exceptional dining experience through efficient and friendly service
- Developed strong multi-tasking abilities and experience working in a fast-paced environment

LELA BURT (she/her)

London, ON

Western Summer Student Teaching Support Intern

June 2020 – September 2020

Western University

London, ON

- Supported university professors in transitioning course content to online delivery
- Developed resources to aid faculty in operating the university learning management system
- Collaborated with interns and faculty to establish and evaluate departmental needs

VOLUNTEER EXPERIENCE

Governance Committee Member

January 2024 – present

London Environmental Network

London, ON

- Develop and recommend governance principles, policies, standards, and practices to the Board
- Recruit members, provide orientation, and assess individual and group performance of the Board

Consultant (Volunteer)

December 2023 – present

Forest Recovery Canada/Western University

London, ON

- Research and analyse corporate and non-governmental organization ESG activities, metrics, reporting practices, and carbon accounting models, for Forest Recovery Canada
- Develop a project proposal and management plan, ensuring positive client relations

First Anniversary Celebration Volunteer

October 2023

Wampum Learning Lodge

London, ON

- Coordinated with volunteers to ensure efficient and organized event delivery
- Connected with and learned from local Indigenous people hosting the events

Facilitation Assistant

September 2023

Clean50 Summit

Toronto, ON

- Recorded facilitated discussions between prominent leaders in the sustainability industry
- Networked with industry leaders and gained insights from their expertise in the field

Board Member

October 2021 – present

Camp Kintail

Goderich, ON

- Review, develop, and revise summer camp policies and procedures
- Make decisions regarding camp operations, budget, staffing, human resources, and property

Board Member (Ruling Elder)

2017 – present

Westmount Presbyterian Church

London, ON

- Oversee and manage all church operations including finance and stewardship, property, staffing, worship, rentals, human resources, policy, and technology
- Cultivated skills in change management and conflict resolution by partnering with consultants to guide the church through a period of healing and transition

Committee on Church Doctrine Member

June 2022 – present

The Presbyterian Church in Canada

Toronto, ON

- Fulfill mandate to have LGBTQI+ representation on all national church committees
- Determine and document the church's confessional position on matters assigned to and proposed by the committee, such as Unity and Diversity, The Doctrine of Discovery, and Church and State.

Special Committee Re: Confession to LGBTQI people Member

June 2021 – June 2022

The Presbyterian Church in Canada

Toronto, ON

- Crafted a confession recognizing the church's role in causing harm to LGBTQI people
- Served as an LGBTQI representative providing guidance on language inclusivity and tone

LELA BURT (she/her)

London, ON

PROFESSIONAL DEVELOPMENT

- **Western University Symphony Orchestra** (French horn), 2022 – present
- **Systems Innovation Challenge**, Innovation North Studios, 2024
- ***Connecting For Climate Change Action***, Western University / Coursera, 2024
- ***Indigenous Canada***, University of Alberta / Coursera, 2024
- ***Gender Based Analysis Plus***, Government of Canada, 2024
- **Anti-Racism Foundations Certificate Program**, Western University, 2023
- **Facilitation Assistant**, Clean50 Summit, 2023
- **DELF B1 French Language Proficiency certificate**, Centre International d'Etudes Pédagogiques, 2017
- **Envirothon Regional and Provincial Competitor / Mentor**, Forests Ontario, 2015 – 2017, 2024

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Environmental Stewardship and Action Community Advisory Committee**

Contact Information

Name: **Lauralee Bushan-Jazey**

City: **London**

Province: **ON**

Postal Code: **N6K 1B6**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

No experience on a city advisory committee.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

As a native to London, my passion is a clean, healthy and prosperous city for all to enjoy and share a common sense of pride. More and more there is less attention given to our "Forest City" and the care for greenery. We continue in the vein of progress but with less of nature to enjoy.

I would like to join a committee that has a focus on restoring London as a destination for our parks, walking trails, and other natural attractions.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

In any way that is required to be an active member of the committee.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

From volunteer experience, I have enjoyed building houses with Habitat for Humanity, Clean and Green clean-up with the City of London, Reforest London with planting, RBC Blue Water efforts.

I enjoy working with groups of people that share a common vision.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I am a member at the Kiwanis Club of London. We are active in the community. I have excellent written communication and organizational skills that I will be able to provide to our committee.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Other**

If you selected 'Other', please specify: **LinkedIn**

Submitted on: **4/26/2024 1:11:36 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Environmental Stewardship and Action Community Advisory Committee**

Contact Information

Name: **Andrea Butnari**

City: **London**

Province: **ON**

Postal Code: **N5Y1P3**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I was a member of EEPAC (former) from 2015-2021 (approximately). I found the work through EEPAC was much less community-based, which is where I'd like to refocus my efforts now.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

By joining ESACAC, my goal is to contribute to meaningful change in the environmental and sustainability streams in London. Much of this work can be done at a small scale to see a large difference. I will be able to bring past experiences with EEPAC as well as my academic and professional expertise in this field.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

Supporting the work of a Community Advisory Committee would involve actively contributing my time and expertise in ecology and environmental science to benefit the community. My support will be demonstrated by regular presence and active participation in monthly meetings, sharing my knowledge and expertise in ecology and environmental science during discussions and decision-making processes, contribute to generation of ideas for proposed projects including planning sessions and decision-making processes, and continued advocacy for environmental stewardship and change.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I believe my background, experiences, and commitment to environmental stewardship align closely with the values and goals of ESACAC. With a Ph.D. in Ecology with specialization in Environment & Sustainability, I bring a deep understanding of ecological principles, environmental challenges, and sustainable solutions to the table. My previous involvement in advisory committees within the City has provided me with valuable insights into collaborative decision-making processes, community engagement strategies, and the importance of diverse perspectives. I have firsthand experience working alongside stakeholders from various backgrounds to address complex issues and drive positive change, and also an understanding of what is required to address environmental change at the municipal level. The major projects I was involved with on EEPAC (bird-friendly standards, light pollution standards, You, Your Dog and Nature brochure, etc.) more closely align with the agenda items reflected in this newer advisory committee.

Moreover, my role as an educator reflects my dedication to raising awareness and fostering a sense of responsibility towards our environment. I believe that education plays a pivotal role in empowering individuals and communities to make informed decisions and take meaningful actions. I recently redeveloped a course called Environmental Sustainability, which similarly aligns with the objectives in ESACAC's terms of reference.

By serving on ESACAC, I aim to leverage my expertise and experiences to advocate for evidence-based policies and initiatives that promote environmental sustainability and resilience, engage with diverse community members to ensure their voices are heard and considered in decision-making processes. I also hope to facilitate educational outreach programs and workshops to increase awareness and promote active participation in environmental stewardship efforts.

Overall, I am committed to contributing my skills, knowledge, and passion for environmental advocacy to enhance the efforts of the Community Advisory Committee and create a more sustainable and vibrant community for all Londoners.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I previously mentioned my academic and professional background and involvement with EEPAC. For two years, I also acted as the London Public Library's Environmentalist in Residence, which was also an initiative coordinated through the City of London.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional):

If you selected 'Other', please specify:

Submitted on: **4/4/2024 3:36:33 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Environmental Stewardship and Action Community Advisory Committee**

Contact Information

Name: **Rosalind Chang**

City: **London**

Province: **ON**

Postal Code: **N5Y2P5**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

Not applicable (yet!).

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I have experience working with various municipalities and can contribute a perspective that merges the needs of the environment, community and council. I hope to learn more about London environmental issues, initiatives and ways to get involved.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I will work collaboratively with committee members, clerk and council to support ongoing and new initiatives with enthusiasm and passion for the environment and community stewardship. I will make recommendations based on my scientific knowledge.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I have dedicated my career and personal life to environmental research, restoration, remediation and outreach. I can offer over a decade of professional experience creating and delivering environmental conservation education programs and believe that my scientific communication skills can help portray the importance of environmental initiatives to any audience.

I grew up in the GTA and have familiarity with cities and suburbs, both developed and rapidly growing, and have seen firsthand the issues that arise with growth, and successes that can happen when we merge environmental and economic perspectives. Since 2020 I have worked for Ausable Bayfield Conservation Authority as part of the Healthy Watersheds team, where I monitor water quality, quantity, bioindicators of ecosystem health (fish, benthics, mussels) as well as work in member municipalities to increase stormwater management and create more climate resilient communities. The municipalities where I work include Adelaide Metcalfe, Bluewater, Central Huron, Huron East, Lambton Shores, Lucan Biddulph, Middlesex Centre, North Middlesex, Perth South, South Huron, West Perth and Warwick.

You will notice that London is missing from this list. London is the city where I have happily chosen to call home. It is the city where I live, where I purchased my first house, where I pay tax, vote, eat, walk my dog and explore trails. I am proud to live in London, and while my career and volunteer work has largely taken place outside of the London area, I have been looking for opportunities to get meaningfully involved. This position

will give me a sense of fulfillment and allow me to learn more about my local area and contribute positively to our city.

In addition to my career, I am the secretary of the Old Ausable Steering Committee, where local government, residents and researchers work together to improve Critical Habitat for Aquatic Species at Risk, while also improving their own recreational spaces for recreation and economic benefits. I am finishing up a short term consulting contract with Lakeshore Eco-network, an environmental non-profit in Grand Bend that plants trees and is working towards tree protection by-laws. In this position, I help them with strategic planning to increase growth and ensure longevity of the organization. When that contract is up, I will be joining the Board of Directors, where I will continue to gain experience with municipal policies and governance.

I believe these volunteer commitments are relevant because they show my continued growth and eagerness to learn about various policies, issues and solutions. I bring a diverse perspective to the city of London and to the Environmental Stewardship and Action Community Advisory Committee.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

My education (HBSc Ecology and Evolutionary Biology, diploma in Environmental Technology) provides me with a strong scientific understanding of processes associated with climate change, forestry, invasive species and will help me in this role.

Attach resume or other document here, if needed: **Rosalind Chang_ESACAC resume.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Word of mouth**

If you selected 'Other', please specify:

Submitted on: **4/26/2024 11:29:17 AM**



ROSALIND CHANG

WATERSHED SCIENTIST & EDUCATOR

I am a qualified and professional scientist and educator with over a decade of experience creating and delivering environmental conservation education programs. High degree of initiative, attention to detail, time management. Strong knowledge of scientific and ecological processes. Enthusiastic about conservation!



SKILLS & ASSETS

- Scientific Communication
- Strong knowledge of local and global environmental issues
- Outreach and Education
- Web Editing (WordPress, Wix)
- Social Media Engagement
- Project Management
- Problem-Solving
- Analytical Thinking
- Fundraising; virtual and in person

EDUCATION

HONOURS BACHELOR OF SCIENCE

University of Toronto

- Major in Ecology and Evolutionary Biology
- Minors in Physiology and English Literature
- Ecology and Evolutionary Biology Student's Union (EEBU) Executive Board: Vice President of Communications, Social Director

ADVANCED DIPLOMA

Centennial College

- Environmental Engineering Technology
- Environmental Student Society (ESS) executive board: Publicity Officer, IT Director

EXPERIENCE

HEALTHY WATERSHEDS TECHNICIAN

Ausable Bayfield Conservation Authority

2020 - Present

- Monitoring to continue up-to-date and strong understanding of local biodiversity issues in the Ausable and Bayfield Watersheds
- Project Management: develop actionable plans, acquire resources (financial, material), and implement environmental restoration projects from start to finish
- Work closely with non-profits, researchers, volunteers, private donors and government agencies to ensure legacy of future funding and projects
- Direct steering committees, coordinate volunteers, work with board members

CONSULTANT

Lakeshore Eco-network

2023 - Present

- Strategic planning to ensure future of organization; advise on scientific aspects of climate change in region, local flora

CREW LEADER, CONSERVATION YOUTH CORPS

Credit Valley Conservation

2019

- Facilitated numerous outreach events; tree planting, Low Impact Development maintenance and analysis, fundraisers, invasive species removals, etc.
- Demonstrated strong knowledge of local flora, fauna and aquatic resources

EDUCATOR, CONSERVATION AND BIODIVERSITY

Toronto Zoo

2012-2019

- Created and led educational programming for all ages, both public and private sectors; focussed on conservation of native species, citizen actions

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Environmental Stewardship and Action Community Advisory Committee**

Contact Information

Name: **Jennifer Jones**

City: **London**

Province: **ON**

Postal Code: **N5Y 1W3**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I do not have prior experience sitting on a London Advisory Committee.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I would like to contribute by fostering dialogue, advocating for inclusive policies, and leveraging community input to address local needs. I aspire to learn more about London's strategies related to Community Advisory Committee activities.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I aim to support the Municipal Community Advisory Committee by actively participating in meetings, offering diverse perspectives, conducting outreach to engage the community, and collaborating with stakeholders to develop informed recommendations.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I am a resident of the Carling Heights neighbourhood in London. I have lived in the City of London since 2013. My current work is not directly related to environmental stewardship or transportation however, I have participated in some of the City's initiatives related to community clean up endeavors. I have volunteered as a member of the Positive Voice Kokee Kwe community project. I have also volunteered mentor in the Bridges Out of Poverty program that was offered by Goodwill Industries. I have also volunteered as an employment mentor for WIL Employment services. In these experiences I have learned more about the City of London.

I am an avid cyclist and I value the bike lanes. I recently completed a Master's degree in Public Health at Western and during my studies I biked and used London Transit to get to and from my classes. These aspects of lived experience afford me with a perspective about how I could enhance and support the work of the Community Advisory Committee. Participation in a Community Advisory Committee is important to me because it presents a unique opportunity to actively engage in shaping the future of London. My aspiration to participate in a committee that will enable me to share my diverse perspective, expand on my lived experience to address local challenges and opportunities related to environmental stewardship and integrated transportation. I aim to build on my experience as a public health professional to collaborate with other committee members. I will bring my unique perspective to contribute to informed decision-making. I aim to together to develop recommendations and initiatives that reflect the needs and

aspirations Londoners. I hope that engaging in this committee will bring a sense of empowerment, belonging. I aim to strengthen the social fabric of my neighbourhood.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I have experience facilitating meetings. I have participated as a community advisory member and volunteer.

Attach resume or other document here, if needed: **Jones_Resume_Program_Manager.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/22/2024 7:18:56 PM**

Jennifer R. Jones

Career Summary

An experienced project manager with more than 15 years of healthcare experience in performance-based goal setting, business relationship building, internal team collaboration, producing data-driven insights. Highly skilled in leading cross-functional teams, managing budgets and creating best-practices that deliver streamlined process improvement. Proven success in achieving program objectives ahead of deadlines while consistently increasing program outcomes.

Experience

Senior Public Health Project Officer

September 2023-Present

Government of the Northwest Territories

Department of Health and Social Services, Office of the Chief Public Health Officer

Yellowknife, Northwest Territories

- Collaborated with various stakeholders including the Population Health Division, Health Authorities, public health specialists, and other healthcare professionals to develop and execute projects aimed at enhancing public health programs and outcomes, specifically focusing on updating cancer screening guidelines.
- Prepared cost analysis report related to the effects of Respiratory Syncytial Virus (RSV) on the population of the Northwest Territories to evaluate immunoprophylaxis pharmaceutical intervention options for the Chief Public Health Officer
- Developed a data analytic model to evaluate of the 811 Health Line caller statistics to support reporting using Microsoft Power BI

Research Director

April 2019-September 2022

Info-Tech Research Group, London, Ontario

- Facilitated monthly executive level peer-to-peer roundtables that fostered knowledge sharing and discussion about high-impact topics such as stakeholder management, technology trends, and vendor management
- Co-facilitated an industry roundtable attended by over 30 health IT professionals on how to adjust strategic plans during the first wave of the COVID-19 pandemic
- Advised Health Information System leaders in Toronto, Ontario regarding the development of a streamlined Request for Proposal (RFP) process
- Published trend analyses on a range of topics including data management, system interoperability, innovation, artificial intelligence, regulation, privacy, and security

Information Services Manager

January 2015-April 2019

thehealthline.ca Information Network, London, Ontario

- Implemented a customized Information and Referral process for the Hamilton, Niagara, Haldimand, Brant (HNHB) Local Health Integration Network called, My Health GPS, that enabled Information and Referral (I&R) specialists to refer clients to a variety of health and social services located in the HNHB catchment area based on the inter-RAI coding system
- Deployed 14 French-language service patient-provider navigation tools for all Local Health Integration Networks across Ontario
- Developed tier 3 support protocol for a specialist directory application program interface (API) created by eHealth Ontario, the University Health Network (UHN), and the Toronto Central LHIN
- Collaborated with Ontario Stroke Network leaders to develop a customized portal for patients and caregivers to identify services based on needs that are relevant to stroke survivors and caregivers

- Initiated an internal adoption of consistent data standards and change management protocols to align with process developed by Health Shared Services Ontario which resulted in a 99.5% system up-time over 5 consecutive years
- Developed a bug-tracking and project management system that enabled third-party development contractors to prioritize, streamline, and triage new development requests resulting in increasing efficiency of project completion by over 60%
- Implemented a service management process that aligned with a Service Level Agreement (SLAs) between thehealthline.ca Information Network and Health Shared Services Ontario

Education

- | | |
|---|---------------------|
| Master of Public Health (MPH) | August 2023 |
| Western University, London, Ontario | |
| <ul style="list-style-type: none"> • 12 month accelerated case-based program that emphasized team-based learning • Council on Education for Public Health (CEPH) accredited program • Completed courses Environmental Health, Biostatistics and Epidemiology | |
| Bachelor of Arts History and International Development | October 2004 |
| Queen's University, Kingston, Ontario | |

Certifications

- | | |
|---|-------------|
| Fundamentals of OCAP , First Nations Information Governance Centre | 2024 |
| Cybersecurity Foundation , Palo Alto Networks, Coursera | 2022 |
| Health Informatics Specialization , Johns Hopkins University, Coursera | 2021 |
| Healthcare Delivery Providers , University of Minnesota, Coursera | 2021 |
| Healthcare Marketplace , University of Minnesota, Coursera | 2020 |
| Privacy & Security for Healthcare Professionals , National Institutes of Health Informatics (NiHi) | 2019 |
| Project Management Specialization , UC Irvine, Coursera | 2017 |
| Professional Certificate in Business Writing and Communications , Western University | 2016 |

Skills and Qualifications

Software Development Project Management LifeCycle, LifeCycle Software Development using Agile, Business Requirements Gathering, Power BI, Excel, R, Microsoft Access, Google Analytics, COBIT 4, HL7

Awards and Leadership

- | | |
|---|-------------|
| Schulich School of Medicine and Dentistry, Public Health Class Award, Western University | 2023 |
| Info-Tech Research Group, President's Club Award | 2020 |
| Chairperson, Planning Committee for the annual InformOntario Symposium, Hamilton, Ontario | 2016 |

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Environmental Stewardship and Action Community Advisory Committee**

Contact Information

Name: **Nicole Karsch**

City: **London**

Province: **ON**

Postal Code: **N6C 1W8**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I am currently a committee member on the Animal Welfare Community Advisory Committee (1st term, joined last summer).

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I come with an interdisciplinary background with a focus on environmental sustainability. I lived most of my life in Sarnia and moved to London less than two years ago. I served two terms as Vice-Chair of the City of Sarnia's Environmental Advisory Committee (EAC) and I am hoping to contribute in a similar way in London. I am also really interested in learning more about local issues.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I am happy to support the committee in any way that I can. I enjoy research, public speaking and community engagement. Due to my current work position, I have a good understanding of local issues and I am interested in engaging in discussions with like-minded individuals about issues that are important to me.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I have an Honors Specialization in Social Justice and Peace Studies and a Masters in Environment & Sustainability. During my undergraduate degree, I was the Environmental Commissioner on student council and received the Community Life Award, which is given to one graduating student that made a positive contribution to the local and greater community through volunteerism and/or activism work throughout their undergraduate career.

I have served on various committees including the Environmental Advisory Committee (with the City of Sarnia), as a Board Member for the John Howard Society of Sarnia-Lambton and am currently a committee member on the Animal Welfare Community Advisory Committee (with the City of London).

I have worked in law, academia, and currently in the environmental non-profit sector as the Director of Programs at the London Environmental Network.

I have a lot of different experiences and knowledge and try to see everything through an environmental/justice lens.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

Volunteer Experience:

Animal Welfare Community Advisory Committee - Present

Environmental Advisory Committee - Present (but ending this term)

Member, Tolkien Society - Present

Board Member, John Howard Society of Sarnia-Lambton - Past

Environmental Commissioner (King's University College Students' Council) - Past

Education:

Honors Specialization in Social Justice & Peace Studies

Masters in Environment & Sustainability

Work Experience:

Teaching Assistant - King's University College

Environment and Sustainability Project Assistant _King's University College

Legal Assistant (Criminal, Civil, Estate, etc).

Retrofit Coordinator - London Environmental Network

Director of Programs - London Environmental Network (Current)

I have also just completed the course "Connecting for Climate Change Action" with Western University.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Word of mouth**

If you selected 'Other', please specify:

Submitted on: **4/19/2024 12:45:09 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Environmental Stewardship and Action Community Advisory Committee**

Contact Information

Name: **Serge Muhirwa**

City: **London**

Province: **ON**

Postal Code: **N5X 4G7**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters): **N/A**

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters:

I hope to bring innovative ideas for sustainability and learn from diverse perspectives to advance environmental stewardship in London, Ontario.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I'll contribute by researching best practices, engaging the community, and advocating for policies promoting environmental conservation and action.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

My journey encapsulates a deep-rooted commitment to environmental stewardship, bolstered by diverse experiences. As an undergraduate at Western University, I served as the ESG Fund Manager at King's Capital Management, spearheading sustainable investment strategies. This role honed my analytical skills and instilled a passion for aligning financial goals with environmental objectives. Growing up in London and studying here provided me with a profound understanding of the local environmental landscape. Now, as a Venture Growth Advisor with TechAlliance, I leverage my expertise to nurture ventures within London, fostering innovation while ensuring environmental responsibility remains paramount. Additionally, I pursued a Sustainable Finance certification through the United Nations' Climate Change Learning Program, gaining insights into global sustainability frameworks and methodologies. As a social impact venture founder, I also had direct experience with nurturing partnerships within London, ON. This allowed me to build a robust network of individuals looking to tackle some of the city's most pressing issues. Furthermore, this experience connected me with many social-impact organizations that I work with until this very day. By integrating these multifaceted experiences, I offer a holistic perspective to the Environmental Stewardship and Action Community Advisory Committee. I bring a blend of financial acumen, environmental consciousness, and community engagement skills to the table. I'm committed to championing initiatives that drive positive environmental change while fostering inclusivity and collaboration within the London community.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

My additional experience includes volunteering with environmental organizations, attending sustainability workshops, and actively participating in community clean-up initiatives.

Attach resume or other document here, if needed: **Serge Muhirwa CV .pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/22/2024 4:02:34 PM**

EDUCATION**University of Western Ontario***Bachelor's in Economics; Specialization in Financial Economics*

- Vice President of Finance; Delta Upsilon International Fraternity UWO Chapter
- Specialization: Data Analytics, Accounting, Corporate Finance, Statistics, Financial Modeling

CPA Professional Development*Business Valuations - Fundamentals***United Nations CCLP***Sustainable Finance***WORK EXPERIENCE****TechAlliance****London, ON***Venture Growth Advisor**Nov 2023 – Present*

- Managed relationships with investors, identified funding sources, and facilitated introductions for clients
- Generated client leads through regional tech and entrepreneurship events, offering startup advisory services
- Advised clients in areas such as venture financing, business planning, customer acquisition, and brand strategy

Freelance**London, ON***Accountant/Bookkeeper**Jan 2023 – Oct 2023*

- Prepared cyclical capital asset reports, operating reports, and P&L reports
- Prepared financial statements, payroll records, tax records, and closing reports
- Performed bank reconciliations, paid invoices, issued accounts receivable, and updated expense records

GGFL Chartered Professional Accountants**Ottawa, ON***Associate, Business Valuations**Jan 2022 – Jan 2023*

- Performed detailed review of financial models, schedules, and reports
- Prepared valuation reports, personal tax returns, and economic research for clients
- Performed calculations and drafted written reports to assist with potential acquisitions and estate planning

EXTRACURRICULAR**Ivey Business School****Toronto, ON***Mentor, Ivey Business Plan Competition**Jan 2024 – Present*

- Business plan and pitch competition, 12 teams total
- Mentored a subset of 4 teams competing for a total prize of \$30,000
- Guided a winning team, helping them secure 1st place and \$20,000 in non-dilutive capital

King's Capital Management**London, ON***ESG Fund Manager**Aug 2020 – May 2021*

- Took positions in real time with real assets
- Led a team in the development of Econometric models, Micro, and Macroeconomic analysis
- Led and constructed industry research (both top-down and bottom up) alongside Global Markets analysis

ADDITIONAL INFORMATION

Achievements: CFA Institute Scholarship recipient, David and Lynda Ducharme Award in Economics, 1st place in Western Engineering Startup Pitch competition, Founder at W5 Accelerator, Venture Capital Fellow, Startup Referral Partner at Ganas Ventures, IBM Startup Pitch Judge, TD Volunteer Ambassador

Computer: Excel, PowerPoint, Word, Salesforce

Languages: Fluent in French; reading, writing, and spoken

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Environmental Stewardship and Action Community Advisory Committee**

Contact Information

Name: **Dolapo Olufade**

City: **London**

Province: **ON**

Postal Code: **N6G 1K5**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

While I do not have experience on a London Advisory Committee, I have however, had the opportunity to intern at the Anti-Racism and Anti-Oppression Division of the City of London between November 2023 and March 2024. In my role as an intern, I played a key role in the implementation plan of the Anti-Black Racism Action Plan. I was also involved with the drafting and implementation strategy of the Workplace Equity Action Plan and the Anti-Islamophobia strategy.

I also successfully collaborated on events/projects, especially the Black Business Opportunities and Career Conference which was a joint project involving the City of London, the Western University EDI Office and the London Black History Coordinating Committee. This project allowed me to establish relationships with amazing individuals from the business, academic, and political communities in London.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

Across the country, Canadians are increasingly feeling the impacts of climate change. Higher temperatures, shifting rainfall patterns; extreme weather events, such as floods and heatwaves; and rising sea levels are just some of the changes already affecting our country. I believe that addressing the climate apocalypse rests on transformational leadership which will invariably impact mitigation and adaptation efforts. Consequently, as a member of a Community Advisory Committee, I hope to contribute by leveraging my background in environmental law and climate finance to help the City of London's climate action plan into actionable, community-specific strategies. I aim to engage in thoughtful dialogue, bringing my perspective to foster innovative solutions tailored to our local needs. By participating, I intend to deepen my understanding of local environmental challenges enriching my ability to advocate effectively for sustainable practices.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

As a graduate student researching the role of climate finance in mitigation and adaptation efforts, I possess a strong understanding of the interdisciplinary issues impacting environmental management and climate action. This enables me to propose evidence-based solutions to environmental challenges. My communication and research skills will be invaluable in gathering data and feedback from the community, stakeholders, and experts to inform the development of a bespoke environmental strategy. Additionally, my ability to analyze complex information and synthesize it into actionable recommendations will ensure that the implementation of any proposed strategy is practical and effective. Lastly, my commitment to inclusivity and diversity, coupled with a keen awareness of

cultural sensitivities, will help ensure that proposed policies are sensitive to the unique needs and perspectives of the diverse London community.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

My academic and professional backgrounds which cut across Africa and North America, have afforded me the opportunity to develop an interdisciplinary and cross-border experience in climate action, sustainability and environmental management encompassing both public and private sector engagements. This has provided me with a comprehensive perspective on legal issues pertinent to climate change. Furthermore, my Master of Laws program at Western University has exposed me to complex issues in green finance, securities regulation and sustainable investment practices while also equipping me with the analytical skills to solve these issues through advanced legal research and case analysis.

Moreover, my stint at a leading financial services firm in West Africa, where I played a pivotal role in regulatory compliance and legal advisory has provided me with excellent communication and analytical skills, and the ability to collaborate effectively with diverse teams to tackle complex challenges with creativity and resilience. Furthermore, I believe that the Advisory Committee will benefit immensely from my familiarity with international environmental law, and experience in providing legal advice which transcends borders. This uniquely positions me to thrive in a multicultural setting such as the Community Advisory Committee.

Concurrently, my recent involvement with the Sustainability Committee of the Society of Graduate Students at Western University showcases my passion for organizing around environmental issues and sustainability.

What is more, my experience with grassroots community engagement within the black community will enhance my work at the Community Advisory Committee. This background allows me to bridge gaps between technical insights and community needs, ensuring that solutions are both innovative and inclusive. Having recently co-organized one of the largest educational and career conferences in London during the last Black History Month which drew attendance from high schools, Fanshawe College and Western University, I believe I possess the network and reach that can drive engagement for the Committee's work across varying demographics.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I bring a multidisciplinary background to the Community Advisory Committee, enriched by academic and professional experience in law, finance, climate policy and environmental law. In March, I completed a specialized course with the Oxford Climate Society on climate change.

Beyond academia, my engagement with community initiatives has been robust and varied. I have volunteered with several environmental NGOs, where I helped organize local clean-up events, tree-planting drives, and educational workshops aimed at raising awareness about sustainable practices. These experiences have honed my skills in community outreach, stakeholder engagement, and public speaking, enabling me to effectively communicate complex environmental issues in a way that is accessible and motivating to diverse audiences. Together, this blend of academic training, community involvement, and advocacy work positions me well to contribute meaningfully to the Community Advisory Committee

Attach resume or other document here, if needed: **Resume - Dolapo Olufade.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Word of mouth**

If you selected 'Other', please specify:

Submitted on: **4/17/2024 9:06:09 PM**

DOLAPO OLUFADE

London, Ontario

EDUCATION

Master of Laws (LL.M) Candidate

Sept 2023 - Aug 2024

University of Western Ontario (Western University), Canada

- *Relevant Courses:* Environmental Law, Mining Finance and Sustainability, Advanced Securities Law and Practice.
- *Research Project Focus:* Climate Finance and Carbon Markets.
Supervisors: Prof. Martin Petrin, and Prof. Sara Ghebremusse

Bar Licensing Certificate

2016 - 2017

Nigerian Law School

- Graduated top 4% in a national class of over 5, 000 students.

Bachelor of Laws (LL.B)

2011 - 2016

Obafemi Awolowo University, Ile-Ife, Nigeria

- Graduated top 5% in my cohort.

AWARD AND SCHOLARSHIP

- Western University, Faculty of Law Graduate Research Scholarship.
- Western Black Leadership University Experience (BLUE) Fellowship.

ACADEMIC AND SCHOLARLY ACTIVITIES

Member, Sustainability Committee

Apr 2024 - Present

Society of Graduate Students (SOGS), Western University

Centralized by the SOGS Climate Emergency Declarations, the Sustainability Committee strives to make SOGS an environmentally sustainable organization.

Managing Editor, Canada-United States Law Journal

Oct 2023 - Apr 2024

Canada-United States Law Institute

The Canada-United States Law Journal was the first academic law journal dedicated to the exploration of the complex trade relationship between Canada and the United States.

- Led communication among editorial board members, authors, and other contributors.
- Oversaw the submission and peer-review process for submitted manuscripts.
- Collaborated with the public relations team to creatively promote the journal. This led to the receipt of submissions from scholars across three continents.

WORK EXPERIENCE

Intern

Nov. 2023 - Mar.2024

Corporation of the City of London, Ontario

- Worked with the Black Community Liaison Advisor on the implementation strategy for the Anti-Black Racism Action Plan.
- Provided research support for the Workplace Equity and Inclusion Action Plan, the Anti-Black Racism, and Anti-Islamophobia Action Plans.

Legal Counsel

Oct. 2020 – Dec. 2023

Meristem Securities Limited, Lagos, Nigeria

One of the largest financial services and capital market groups in West Africa headquartered in Lagos, Nigeria.

- Co-led the team that structured the trust transaction for the *InfraCredit* guarantee of *GLNG Funding SPV PLC's* NGN5.0 billion 10-Year Series 1 Bond for clean energy solutions.
- Praised for leading the team that provided corporate trust service to a consortium of free trade zone companies for a renewable energy transaction in Nigeria.
- Commended for leading the review of the Clearing and Settlement Agreement involving Meristem Stockbrokers Limited and the Nigerian Exchange (NGX) promoting a Sustainable Bond Market in Nigeria.
- Integral member of the team that provided Bond Trustee services to a N40 billion corporate bond issued by *Geregu Power Plc* for its sustainable energy generation.
- Led the team that provided Environmental, Social and Governance (ESG) advisory and compliance services to leading companies in the financial, capital market and healthcare industries in Nigeria.

Associate (Corporate-Commercial)

Nov. 2018 – Oct. 2020

Jackson, Etti and Edu, Lagos, Nigeria

A commercial and business advisory law firm consistently ranked as a top-tier law firm by Chambers Global

- Provided legal advisory services to national and multinational companies on issues related to environmental compliance matters, including air and water quality regulations, waste management, and land use planning.
- Successfully represented corporates in the energy, and oil and gas industries on various administrative hearings and negotiated settlements with regulatory agencies.
- Member of the project finance team that provided an advisory focused on the environmental impact of a public-private Partnership Project.
- Supported the team that conducted a factory audit of one of the largest Fast-moving Consumer Goods companies in West Africa. The audit focused on regulatory compliance with environmental codes and laws in Nigeria.
- Collaborated with cross-functional teams, including compliance officers, risk management professionals, and senior executives, to promote a culture of compliance and risk mitigation in clients' businesses.

COMMUNITY ENGAGEMENT AND VOLUNTEER EXPERIENCE

- Successfully coordinated the hosting of the Black Business Opportunities and Career Conference geared towards inspiring the black community in London, Ontario as part of Black History Month initiative.

RESEARCH PAPERS

- Bridging the Climate Finance Gap: Designing a Legal Framework for Carbon Market in sub-Saharan Africa. (*in progress*)
- Making a Case for “Testing the Waters” in the Nigerian Securities Market: Lessons from Canada and the United States.
- The Tragedy of the Commons in the Context of the Egyptian-Ethiopian Nile Dispute: Lessons from John Locke.
- Climate Change Disputes: Litigation, Arbitration or Mediation?
- The Control and Regulation of Oil Pollution in Nigeria: A Critical Appraisal.

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Environmental Stewardship and Action Community Advisory Committee**

Contact Information

Name: **Jamie Summers**

City: **London**

Province: **ON**

Postal Code: **N5W4B4**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

If selected, this would be the first advisory committee I have served on. I have not served previously.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I hope to contribute my perspective as an environmental professional and citizen who has lived in multiple parts of the city. I hope to learn London's environmental priorities, challenges, and opportunities to advance stewardship initiatives and expand networks for action.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I would actively participate in all committee activities while identifying the more specific role or dynamic I would fit into well. My background as an environmental consultant will support technical contributions, initiative coordination, and management of committee dynamics.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

My main contributions to the Community Advisory Committee are drawn from my work experience, training, and lived experience. I am traditionally trained in environmental sciences and planning, and currently work for a consulting firm as an advisor on the climate change risk and resilience team. Most of my work is focused on public sector clients at the municipal and federal level. I work with clients to understand their assets and/or operations and pair this information with climate and environment hazard data to establish their risk profile and make appropriate recommendations for risk reduction, management, and solution implementation. This role, which blends technical expertise, project management, team leadership, and business development, provides me with experience that should support the Advisory Committee's initiatives within its context. My experience in risk management and strategy development should assist in positioning London and the Committee for a sustainable and resilient future. Personally, I lived in London as a youth, moved away for ~15 years, and returned ~3 years ago. I was entrenched in community as a youth and am continuing to explore the city – dedicated to learning how I can support tactful and effective environmental sustainability on meaningful timelines. I am specifically interested in supporting the application of best practices for climate change adaptation and greenhouse gas

mitigation, and supporting the Committee in promoting biodiversity and nature-positive initiatives that can run seamlessly alongside existing energy and waste reduction work. I am further interested in an equity focused lens on resilience and environmental stewardship that can improve outcomes overall and especially for historically underrepresented populations. I am drawn to apply for this position because I believe I have a well-suited base of knowledge and skills, and I am looking to be meaningfully engaged in local environmental stewardship.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I lived in London as a youth, moved away for ~15 years, and returned ~3 years ago. I have perspective on environmental stewardship across Canada and am looking to learn about London's work and environment, connect with my neighbours and local decision makers, and invest in my community.

Attach resume or other document here, if needed: **CV_LondonAdvisoryCommitteeEnv_JamieSummers.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Printed newspaper advertisement**

If you selected 'Other', please specify:

Submitted on: **4/22/2024 7:49:30 AM**

JAMIE SUMMERS (she/her)

PROFILE

I am a multidisciplinary environmentalist with over ten years of experience in environmental sciences, strategy, and planning. I have lived in London for over seven years, living in the west end and east end, and working downtown.

CAREER

Senior (2024) Climate Change Advisor, WSP

2021 – Present

Main areas of practice:

- Climate Risk Resilience, Planning, and Strategy; Biodiversity and Nature-Based Solutions Strategies; Engagement and Facilitation; and Research.

Select projects and experience:

- Engagement specialist for climate resilience planning and development framework (2024). Developed and delivered public engagement for development community input into framework. Focus on equity.
- Climate Adaptation Subject Matter Expert for Real Property Biodiversity Strategy (2024, 2022). Developed and delivered client engagement and consultation for state of biodiversity across national and international assets. Facilitated collaboration among other federal agencies and developed strategy to assess, retain, and enhance biodiversity across portfolio.
- Project Manager and Technical Lead for Climate Change Risk Assessment on Services and Operations (2023). Scoped, developed, and delivered assessment and recommendations for cross-Canada operations.
- Analyst for TCFD-Aligned Qualitative Risk Assessment (2021). Assessed physical and transition climate risk for asset manager with investments across over 20 sectors including energy, infrastructure, real estate, and equity.
- Analyst for Corporate Emissions Reduction and TCFD-Aligned Risk Assessment (2021). Conducted TCFD gap analysis, benchmarking, and qualitative scenario analysis across the company's global operations.

Part-time professor, Environmental Management and Planning, Western University

2022

- Designed, developed, and instructed graduate students in the masters of environment and Sustainability program.
- Content covered foundations of sustainability and resilience, urban environmental management, aquatic and terrestrial resource management, wildlife and habitats, biodiversity, climate change, pathways to net zero, and scoping and study design.

JAMIE SUMMERS (she/her)

Lead (2022) and Consultant (2019-2021) for Corporate Innovation and Resilience Program (Future Ready®), WSP

2019 – 2022

- Assessed, developed, and dispatched in-house programs to achieve resilience in projects and internal operations.
- Developed external advisory offering for key clients.
- Designed and authored thought leadership series, cross-company webinars, and industry roundtables on popular resilience topics (e.g., health and the built environment).

Select projects and experience:

- Future Ready Lead for Future Ready Strategy (2022). Conducted in-person Future Ready workshop and studies on relevant future trends and solutions supporting a resilient approach for a new performance hall.
- Co-lead for Energy Services Acquisition Program Internal Engagement and Reporting (2020). Consulted across internal team to develop and complete a framework and summary of future trends and solutions implemented in project.
- Co-Lead for Future Scan and Scenario Construction (2020). Developed scenarios of alternative futures for WSP to use as high-level starting points for business planning 2020+.
- Reviewer for Scenario Planning Toolkit (2020). Contributed to WSP's three-part scenario planning toolkit (literature and resources).

Post-Doctoral Researcher, Freshwater ecology and environmental change, University of Waterloo and Queen's University

2017 – 2019

- Specialized in long-term change in multiple stressor systems highly impacted by climate change, industry, and natural disaster. Studies environments of particular importance to Indigenous communities.
- Held tenure as Fellow with international research consortium. Co-authored studies published in prestigious academic journals and popular media including BBC, CNN, and CBC.

EDUCATION

Doctoral Degree (PhD), Environmental Biology, Queen's University	2017
Master's Degree (MPlan), Urban and Regional Planning, Dalhousie University	2013
Bachelor's Degree (BScH), Environmental Sciences, Queen's University	2011

PROFESSIONAL DEVELOPMENT AND ASSOCIATIONS

Toronto Region Board of Trade – ESG Certificate	2023
Design Thinking and Creativity for Business, INSEAD	2021
Infrastructure Resilience and Protection Planning, University of Toronto	2018
Fellow and Member, Global Lakes Ecological Observatory Network	2014 – 2019
Professional Ally, Canadian Institute of Planners	2011 – present

PUBLICATIONS AND PRESENTATIONS

Peer-reviewed publications and scientific conference presentations in aquatic sciences listed on Research Gate, searchable by Dr. Jamie C. Summers, 2013-2019.

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Environmental Stewardship and Action Community Advisory Committee**

Contact Information

Name: **Ryan Martell**

City: **London**

Province: **ON**

Postal Code: **N6H 3S9**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

While I haven't had previous experience on a London advisory committee, I am eager to leverage my creative thinking, diverse skill set and passion for environmental stewardship to contribute meaningfully to the objectives and initiatives of the City of London's Community Advisory Committee. As a driven individual, I am committed to making a positive impact and would happily welcome the opportunity to support sustainable efforts within the City of London.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

As a current student at Western University, I am eager to bring a youthful perspective to the discussions and recommendations of the Advisory Committee. I recognize the importance of involving young people in shaping the future of our communities and am committed to contributing my insights and ideas to drive positive change. With my academic background, I intend to conduct research and provide valuable contributions to the committee's initiatives. Additionally, I am particularly interested in learning about the applicability of grassroots solutions from around the world to the context of the City of London. By studying various case studies and analyzing their effectiveness, I hope to gain insights into how these solutions can be adapted and implemented to address the unique challenges and opportunities within our city. Furthermore, I look forward to exploring how the City of London can serve as a model for sustainability and innovation, not only within Canada but also globally.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I am committed to actively engaging in discussions, offering honest feedback, and supporting fellow committee members. Recognizing the power of teamwork, I will collaborate closely with my members to ensure that our collective efforts are maximized. As a university student, I will leverage my position to conduct youth consultations, amplifying the voices and concerns of my peers. Additionally, I am eager to contribute to the committee's decision-making process by conducting thorough research and providing research evidence to support our recommendations. By combining my research skills with community input, I aim to enhance the committee's effectiveness in addressing the needs and priorities of our community. I firmly believe that effective leadership begins with service, and I am dedicated to serving the City of London through my contributions to the community advisory committee.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or

lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

My diverse background and experiences have bestowed upon me a unique perspective and skill set that I am eager to bring to the advisory committee. As an international student at Western University, my global outlook is complemented by a transformative internship experience at the Grace Kennedy Foundation in Jamaica. Engaged in the monumental Kingston Harbor Cleanup project, one of the largest cleanup projects across the region, I bore witness to the profound impact of urban life on the environment and collaborated with esteemed organizations such as The Ocean Cleanup, fostering invaluable insights into the symbiosis of environmental stewardship and community engagement.

This internship not only afforded me firsthand insight into the importance of public-private partnerships in addressing environmental challenges but also solidified my commitment to effecting meaningful change. Proudly serving as one of UNICEF Jamaica's Youth Climate Action Advocates, I have passionately advocated for climate action, driving awareness within and beyond my community. This tenure has fortified my dedication to environmental stewardship, propelling me to contribute tirelessly to initiatives fostering sustainability, innovation and resilience.

Moreover, I am honoured to serve as a founding member of the Environmental Sustainability Committee at Huron University. Forged by a collective ambition to drive sustainability on campus, our committee endeavors to advance Huron's sustainable objectives through innovative initiatives within student life. I am fervently excited about the prospect of continuing to champion environmental sustainability and effecting positive change within my university community.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

My role in the Environmental Sustainability Committee at Huron University and as a UNICEF Jamaica climate action advocate have equipped me with valuable skills in community engagement and public consultations that are highly transferrable. I have conducted consultations on plastic pollution with UNEP in Jamaica. In my recent TEDx talk on "Harnessing the Power of Consumerism to Trigger Systematic Climate Action", I emphasized the importance of collaboration between government, private, and individual stakeholders and therefore, I must commend the City of London for forming such a crucial committee, as part of its public system, to drive sustainability and stewardship efforts. I truly believe that without environmental sustainability and conservation, economic development can't be achieved.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/29/2024 7:55:05 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Environmental Stewardship and Action Community Advisory Committee**

Contact Information

Name: **Sadaf Taimur**

City: **London**

Province: **ON**

Postal Code: **N6E2Z9**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

No prior London advisory committee experience. However, currently advising on BLab's regional standards for US and Canada on environmental sustainability. Also advising on climate projects at Salzburg Global Seminar and as a sustainability consultant at University of Montreal.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I aim to contribute my academic, research and practical expertise in environmental sustainability and learn diverse perspectives to enhance stewardship efforts within the community. Additionally, the collaborative nature of this group offers a unique opportunity to engage with like-minded professionals and exchange insights, furthering our collective efforts in promoting a more sustainable city.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

As Goodwill Industries' Director of Sustainability, I bring science-based insights on waste management, energy efficiency, and climate action. Actively engaged in environmental legislation and standards as part of my research and advisory commitments, I offer informed input for London's environmental concerns.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

Throughout my academic and professional journey, my passion for driving positive change in society and the environment has been unwavering. This passion led me to pursue sustainability science, specifically focusing on environmental sustainability, during both my master's and doctoral studies. Following my academic pursuits, I actively sought roles where I could contribute to the betterment of people and the planet. Joining this advisory group resonates deeply with my commitment to effecting change in environmental planning and legislative frameworks. I firmly believe that my participation will not only deepen my understanding of best practices but also empower me to actively contribute to improving environmental matters impacting the City of London. My academic background aligns closely with the objectives of the advisory group. With a Ph.D. in sustainability science, specializing in environmental sustainability and organizational transformations, I possess extensive knowledge rooted in science-based principles. Furthermore, my experience as a researcher focusing on sustainable businesses and impact investment at McGill University and the University of Montreal

has equipped me with the skills to develop sustainability standards, strategies, and lead consultations effectively.

Additionally, my practical experience at Goodwill Industries (Great Lakes, Ontario), a social enterprise/non-profit, has provided invaluable insights into environmental stewardship and community action. Beyond strategic initiatives, I actively fostered a green culture within the organization through initiatives such as waste audits, energy efficiency efforts, and climate action projects. This hands-on experience, coupled with my commitment to continuous learning and staying abreast of best practices, positions me as a candidate well-versed in environmental strategy and action.

My journey from academia to practical application has equipped me with the knowledge, skills, and passion necessary to contribute meaningfully to this advisory group. I am eager to leverage my expertise in sustainability science, organizational transformations, and community engagement to collaborate with fellow members in devising effective solutions for environmental challenges facing the City of London. Together, we can work towards creating a more sustainable and resilient future for all.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

My extensive experience leading multi-disciplinary teams on global environmental/sustainability research exercises, such as in Vietnam, Japan, and Sweden, honed my project management, communication, and teamwork skills. As a consulting member of PAL Network's communication & advocacy group and a G20 Global Changer, I've tracked SDG indicators, proposed recommendations to G20 leaders, and won accolades like the GESS Outstanding Contribution in Education Award. Additionally, my work as a sustainability consultant and recipient of the Green Talents award German Federal Ministry of Education and Research for outstanding research in sustainability science demonstrates my expertise in stakeholder engagement and sustainability strategy, essential for effective collaboration and project management in the Advisory Committee Member role.

Attach resume or other document here, if needed: **Sadaf Taimur_Resume.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **City Website**

If you selected 'Other', please specify:

Submitted on: **5/3/2024 1:17:12 AM**



Dr. Sadaf Taimur

SUSTAINABILITY SCIENCE, STRATEGIC PLANNING & IMPLEMENTATION, ORGANIZATIONAL TRANSFORMATION, POLICY ANALYSIS & FORMULATION, RESEARCH & DEVELOPMENT



London, Ontario, Canada

Skills & Competencies

TECHNICAL: ▪ Sustainability Science ▪ Strategic Planning & Implementation ▪ Policy Analysis & Formulation ▪ Sustainability/ESG Reporting & Strategy ▪ Sustainability Standards (GRI, B-Corp, GRESB, Net-Zero, GHG Protocols, LEED, CAAP, CARB, ISO 26000) ▪ Corporate Sustainability ▪ Organizational & Workforce Transformation ▪ Transformative Learning ▪ Training and Mentoring ▪ Psychometrics and Statistics ▪ STATA ▪ SPSS ▪ MAXQDA ▪ NVivo ▪ MS Office & SharePoint ▪ Adobe Photoshop ▪ Quantitative/Qualitative Research & Publications ▪ Data Analysis & Reporting ▪ Design Thinking ▪ Design Research ▪ Sustainability Science - SDG ▪ Miro & Mural

ORGANIZATIONAL: ▪ Project Management ▪ Operations & Change Management ▪ Budgetary Control ▪ Team Leadership ▪ Public Speaking and Presentations ▪ Stakeholders' Engagement ▪ Multi-tasking ▪ Teamwork

Education

Ph.D. – Sustainability Science – Environmental Sustainability
The University of Tokyo, Japan

M.Sc. – Sustainability Science – Sustainable Development
The University of Tokyo, Japan


Career Summary

Director, Sustainability & Circularity Mar 2024 – Current
Goodwill Industries, Great Lakes, Ontario, Canada

- Develops and implements strategies, policies, and programs that promote sustainability and address the environmental impact of operations.
- Embraces the vision for continued, exponential, and sustainable growth.
- Implements a comprehensive Sustainability and Circularity strategy that aligns with Goodwill's strategy, seeking to identify any opportunities that could support the organization's goals.
- Leads Goodwill's circular economy initiatives by staying informed about emerging trends and relevant regulations.
- Develops comprehensive strategies and fostering strong relationships with industry experts and stakeholders.
- Seeks to optimize the supply chain to minimize waste, enhance resource efficiency, and oversee waste management across all locations, striving for zero-waste goals.
- Develops and leads Sustainability Committee, training programs, and workshops to promote a culture of environmental stewardship throughout the entire organization.
- Ensures compliance with relevant regulations and reports circular economy performance to senior management and stakeholders.

Advisory – Regional Standards Advisory Board – US & Canada Mar 2024 – Current
B Lab Global, Remote/Part-time, USA

- Contributes advice as inputs into the standards development process.
- Provides feedback on drafts of the standards requirements for B Corp Certification and the B Impact Assessment.
- Stays abreast of the latest developments in Environmental Social, & Governance (ESG) space.
- Works closely with investment analysts, data scientists, and technology experts to integrate AI methodologies into ESG assessments.

 **Project Researcher – AI & ESG/Sustainability Investment** Jan 2024 – Current
University of Montreal, Remote/Part-time, Canada

- Investigates the impact of AI on ESG investments, analyzing trends, challenges, and opportunities.
- Stays abreast of the latest developments in AI technologies and their applications in the financial and investment sectors.
- Works closely with investment analysts, data scientists, and technology experts to integrate AI methodologies into ESG assessments.
- Collects and analyzes data related to ESG performance metrics and AI-driven investment strategies.
- Provides insightful interpretations of data to inform investment decision-making.
- Produces high-quality research papers, reports, and articles on the integration of AI and ESG in investments.

 **Senior Sustainability (ESG) Specialist** May 2023 – Feb 2024
Mondetta Clothing, Winnipeg, Canada

- Developed and implemented organizational ESG strategies and action plans to drive sustainable growth and competitiveness.
- Conducted comprehensive market research and analysis to identify emerging trends, industry gaps, and potential areas for development.
- Outlined, managed and monitored a carbon neutrality strategy for Mondetta. Tracking of Scope 1, 2 & 3 emissions required.
- Conducted ESG training for internal staff, supply chain partners and customers as needed.
- Collaborated with government agencies, industry partners, and community organizations to foster strategic partnerships and ensure alignment with sector development goals.
- Led cross-functional teams in the execution of sector-specific projects, including program design, budget management, and performance monitoring.
- Monitored and evaluated the impact of sector development initiatives, tracking key performance indicators and adjusting strategies as needed for ESG reporting and disclosures.
- Stayed abreast with industry developments, research findings, and best practices in sector development to inform decision-making and corporate ESG/sustainability strategy formulation.

 **Post Doctorate Researcher** Mar 2023 – May 2023
McGill University, Montreal, Canada

- Managed and engaged in independent and collaborative research activities focused on private sector development under PIVOT project, including data collection, analysis, and interpretation.
- Gathered and analysed data using appropriate quantitative and qualitative research methods, tools, and software to assess the impact of carbon calculator on private sector's sustainable development strategies and policies.
- Contributed to the formulation and evaluation of private sector development policies and strategies. Provided evidence-based recommendations to policymakers and stakeholders based on research findings.
- Collaborated with multidisciplinary teams, including researchers, policymakers, industry experts, and stakeholders, to exchange knowledge and insights on sector development.
- Prepared comprehensive research reports, manuscripts, and academic papers highlighting research methodologies, results, and implications.
- Managed research project effectively, including setting goals, timelines, and milestones. Monitored progress, allocate resources efficiently, and ensured compliance with research ethics and regulations.

 **Sustainability Researcher & Project Manager** Oct 2022 – Mar 2023
Japan Society for the Promotion of Science (JSPS) • University of Tokyo, Japan (Remote)

- Conducted research on Sustainability Science, Individual and Organizational Transformation through Transformative Learning. Sample of latest areas of focus:
 - Sustainability entrepreneurship – using three horizons approach to drive systemic changes, engaging small and medium enterprises (SMEs) to instigate workforce and societal transformations for climate action, under **PIVOT project organized by McGill University, Canada**.
 - Planning and organizing approaches and workshops on incorporating sustainability strategies and application of lifecycle assessment and reporting standards including GRI, GRESB, Net-Zero, GHG Protocols, LEED, CAAP, CARB & ISO 26000.

- Managed a research project & fund of Yen 1.3 million leading multi-cultural/disciplinary research project teams

📁 Research Fellow - Sustainability Apr 2020 – Sept 2022
Japan Society for the Promotion of Science (JSPS) • University of Tokyo, Japan

- Conducted action research on Sustainability Education, Individual and Organizational Transformation through Transformative Learning. Areas of focus included:
 - Transformative Learning Approach via design thinking to reform pedagogy in sustainability education in **Japan & Germany**
 - Digitalization and adult learning for individual and organizational transformations
 - Innovate4Cities 2021 climate change report project (decarbonization), organized by **Melbourne University, Australia**
 - Digital Ethics in Times of Crisis: COVID-19 and access to education and learning spaces, organized by **Harvard University, USA**
 - Application of lifecycle assessment and reporting standards including GRI, GRESB, Net-Zero, GHG Protocols, LEED, CAAP, CARB & ISO 26000.
- Managed a research project & fund of Yen 1.3 million, leading multi-cultural and multi-disciplinary research project teams.

📁 Sustainability Consultant Feb 2022 – Dec 2022
Our Hiraya • Australia (Project-based)

- Analysed materiality report and propose recommendations and next steps
- Conducted lifecycle assessment and apply reporting standards including GRI, GRESB, Net-Zero, GHG Protocols, LEED via software
- Developed Environment, Social, Governance (ESG) strategy and programs for clients
- Delivered training on ESG strategies and collaborate with clients' corporate ESG professionals
- Prepared and delivered sustainability briefings, strategy, action plans, and public sustainability reports

📁 Japanese Government (MEXT) Scholar Sep 2017 – Aug 2019
University of Tokyo • Japan


- Studied the impact of sustainability education on cognitive flexibility, developing an instrument to measure psychometric outcomes
- Conducted research in Vietnam to explore how foreign aid organizations, including the Japan International Cooperation Agency (JICA), contribute to development
- Led project in Akita, Japan to identify the key features of entrepreneurial/community-based initiatives i.e., cases in Gojome Town and Kazuno City
- Explored the inclusivity of transit developments in Malmo, Sweden

📁 Manager - Communication, Advocacy & Youth Mobilization Jan 2017 – Aug 2017
Idara-e-Taleem-o-Aagahi (Center of Education & Consciousness)









- Developed and managed communications strategies, plans and budgets, launching innovative, creative and effective, youth-led advocacy communications campaigns and training
- Served as the Media Liaison officer, authored and edited articles, web content, advertising copy, blogs, periodicals and publications
- Spearheaded programs covering citizen led-social accountability, educational commitments in political manifestos, highlighting the right to education.

📁 Co- founder and Executive Board Member Mar 2015 – Feb 2022
Youth General Assembly

- Co-Founded a social enterprise to mobilize youth in the effort to build a better world by meeting global challenges
- Promoted alignment to United Nations principles and initiatives
- Analysed trends and compiled market research data to inform planning and strategy, interrogating public perception of products and services
- Developed and managed innovative, community action projects and advocacy initiatives with a budget of \$10,000.

-  **Manager – Organizational Planning and Development** Oct 2011 – Dec 2016
Silver Oaks Schools and College
- Managed external communications and partnerships, identifying potential partners and developing key relationships
 - Conducted educational research for purpose of continuous improvement of the status quo
 - Directed branding and marketing initiatives, marketing campaigns and event management projects
 - Undertook recruitment and selection, training and management of staff – including contracts and review of performance
 - Organized training for staff and administrators via workshops and other programs

Guest Lectureships and Short-term Professional Services

-  **Impact Fellow** Oct 2022 – May 2023
Salzburg Global Seminar • Austria
-  **Mentorship Fellow – Contemplative Sciences Center** Jun 2022 – Jun 2023
University of Virginia • USA
-  **Mentor, Empowerment Programs** Dec 2017 – Nov 2022
ISA Inc. • Tokyo, Japan
-  **SDG Expert** May 2019 – Feb 2022
Digital Human Library • Canada
-  **Lecturer – Design Thinking for Sustainability** Mar 2021 - Oct 2021
Leuphana University • Germany
-  **Teaching Facilitator – Field Exercise Course, Kashiwa no ha** Sep 2020 - Jan 2021
The University of Tokyo • Japan
-  **Facilitator – with Deloitte Global** Nov 2019
UNLEASH Innovation Lab (Denmark) • Shenzhen, China
-  **Advisory Mentor** Feb 2017 – Feb 2018
Queen's Young Leaders Program (Online) • UK

Professional Development (Certifications)

- Justice, Equity, Diversity & Inclusion Foundations – Asper School of Business, University of Manitoba, Canada
- Design Thinking for Innovation - University of Virginia, USA
- Neuro Linguistic Program (NLP) Practitioner (Associate) - Headgear Labs Training Ltd, England, UK
- Facilitating Change - Global Campus 21® German Federal Ministry for Economic Cooperation and Development)
- Leadership & Strategy - Global Campus 21® German Federal Ministry for Economic Cooperation and Development)
- Story Telling for Change - ACUMEN COURSES.
- Negotiation Skills - LUMS (Lahore University of Management Sciences).
- Operations Management - NUST (National University of Science & Technology).

Recognition and Awards

- Green Talent Award, 2020 – German Federal Ministry of Education and Research (BMBF), Germany.
- Youth Delegate, 2017 at UNESCO-MGIEP for Pakistan
- Global Educational Supplies & Solutions (GESS) Award, 2016 – Outstanding Contribution in Education, UAE
- Young Unleasher at UNLEASH, Denmark.

- G20 Young Global Changer, G20, Germany
- Leading by Example Award, 2013 & 2014, - Silver Oaks Schools & College.
- Award Recognizing Leadership Contribution, 2012-15 - Silver Oaks Schools & College.
- 3 British Council's International School Awards for Silver Oaks Schools & College as an International Coordinator

Memberships and Affiliations

- Member – Responsive Research Collective (Switzerland)
- Fellow - Asia Peace Innovators Forum, Salzburg Global Seminar (Austria)
- Storyteller at The Moth (USA)
- Consulting Member, Communication & Advocacy Working Group, PAL (People's Action for Learning) Network
- Member - Advisory Board of “Gloaledcon: Connecting Educators and Organizations Worldwide” USA

Publications & Portfolio

- Link to publications & portfolio: https://docs.google.com/document/d/1T1KMBPhCkry-GQd7ZkDd28fua_rRMFwa/edit?usp=sharing&oid=113816859299333517712&rtpof=true&sd=true

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Integrated Transportation Community Advisory Committee**

Contact Information

Name: **Beth Allison**

City: **London**

Province: **ON**

Postal Code: **N6J 4B6**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

This is the first time I have applied to a London Advisory Committee. I sit on the Library Board and that involvement has been very meaningful to me.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I am eager to explore meaningful discussion around what we are doing well in London and what could be done better. I believe that car congestion is an area that can continue to be ameliorated through infrastructure and the adoption of alternative transportation, notably bicycles and LTC options.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I am dependable and attend meetings on time. I am a values-driven team player who understands both taking a stand for an issue and the importance of carefully considered consensus. I am in a unique position as a school principal to see where initiatives for children could be implemented, and I have a ready-made sample population to try new ideas in this area.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I am a passionate, community-minded citizen. Over the past few years, I have volunteered on several local boards of directors, including the London Down Syndrome Association, St. Leonard's Community Services, the Thames Valley Grant Review Team for the Ontario Trillium Foundation, as well as having the privilege to serve on the London Public Library Board.

My professional life centres around serving the families of London as an elementary school principal. I take the stewardship of these children and their families very seriously. As an educator, I am interested in helping to pilot programs that could be of use to all our kids in London. As a parent, I am concerned about the traffic issues and the future city in which my kids will bring up my grandchildren. I believe that we need meaningful discussion and planning to make transportation one of the strengths of our city and that I am well-equipped to contribute to the discussion.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

In my role as an elementary school principal in London, I have a keen understanding of the transit needs of families, especially the safe transportation needs of children in the community. My time on the Library Board has afforded me an appreciation for the work of municipal committees.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/12/2024 11:58:37 AM**

From: bill brock

Sent: Tuesday, January 3, 2023 8:50 PM

To: Westlake-Power, Barb

Subject: [EXTERNAL] Application letter for Integrated Trans. Community Advisory Committee

To Ms. Barb Westlake Power, Deputy City Clerk

I submit this letter as an application to filling 1 of 2 open positions on the Integrated Transportation Community Advisory Committee!

It is noted that up to 15 was the guide! However I zoomed the meeting on December 21, 2022 and saw the unfilled positions.

In wanting to join I would request the quickest way by putting on whatever agenda comes first (Strategic Priorities) or Council with a referral on agenda covering the above mentioned meeting. This may be impacted by terms of reference indicating reporting through Civic Works.

Background to application, noting former City Clerk indicated there was a file with previous application; amongst many submitted over time.

Highlights Summary:

London Transit

38 years (1962 -2000) Most of years in senior management heading up Trans., Maintenance, Planning and negotiations. Also working on various links with Prov. and Fed. transit properties.

London District School Board (18) and Thames Valley District School Board (2) Chair / Vice- chair 5 times.

Serving on various committees (including chairing) such as Program, Operations, Human Resources and Negotiations.

Children's Safety Village 1996 -2010.

This included leading the group to raise over 2 million dollars; building the village and managing a facility that provided free visits from across the Thames Valley District for all schools. Joined Board in 1996; resigned in 2010 as YMCA took over operation in return for running summer programs.

Fire Marshal's Public Safety Individual Award 2001 Mayors Honor List 2001

Block Parents, member est. time before disbanded 2100?

Make Children Better Now Association M.C.B.N. Association (member approx. 10 years from 2000).

Education issues involvement on issues such as senior schools, all year round schooling, school closings. In 70's led study committee on Princess Anne school closing.

Been involved with city council for many years serving on Gov. Task Force, Citizen Engagement

East Lions Community Center (2002?), . Made several presentations or written briefs on various issues such as BRT, Downtown revival, Compensation task forces (3), Budget, Ranked Ballot,

Brief example: July 27, 2022 Strategic Priorities and Policy Committee

Item : Investing in Canada Brief 2.2.

I recognize this is a non-solicited application as noted above: however I believe I can contribute to positive outcomes in a diversified group on specialized matters making Mobility plans and action recommendations better!

William H. Brock , C. I. M.

London , Ontario.

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Integrated Transportation Community Advisory Committee**

Contact Information

Name: **Paul Cieslak**

City: **London**

Province: **ON**

Postal Code: **N5W4B4**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I have no experience

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I hope contribute value and valid information to council members from my experience from being a London city bus driver for almost 15 years and from being a landlord and small developer/builder in the city and surrounding areas.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I will support the committee by being a team player and being present at all meetings.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

Me being a Polish Canadian and a London city bus driver from 2007-2021, my experience by being a landlord and developer and builder, working with many different municipalities from surrounding areas with many different trades makes me a team player and a Decision maker all around. I will be the perfect addition to this committee.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

Being a Londoner since 1987.

Team player

Former city bus driver

Developer

Builder

Landlord

Knowing every inch of the city

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/21/2024 8:02:54 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Integrated Transportation Community Advisory Committee**

Contact Information

Name: **Brendan Kaus**

City: **London**

Province: **ON**

Postal Code: **N5W 3W9**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters): **N/A**

I have not participated in a London Advisory Committee in the past.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

As a lifelong resident of London, I hope to contribute my personal experience of where I think the City of London has done well in promoting various forms of transit, and areas where I believe the City could improve. I have been a regular recreational cyclist in the City for many years and would love to be a part of promoting ways in which active transportation can be leveraged to improve daily commutes as well as leisure activities. I am interested in expanding my understanding of the 'Civic Process' and I am interested in exploring ways in which I may be able to more actively participate in my community.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

As this would be my first time participating in a Community Advisory Committee, my first goal would be to familiarize myself with the relevant history of activities that the Committee has carried out and to gain an understanding of the functionality of the group. Then I would work with the Committee to look for areas where my skill set may be able to assist the group. I have significant experience in soliciting feedback from project partners, reviewing concept alternatives, performing cost-benefit analysis, and critically reviewing plans and studies on a variety of topics. I am able to consolidate many different project considerations for the purpose of making recommendations to maximize project objectives, while working within project constraints.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I have been a lifelong resident of London and have spent over 30 years interacting with the City's various forms of transportation. This has included a significant amount of recreational cycling, walking, use of hiking trails, busing both on school bus and LTC, and of course driving. I have had a long term fascination with transportation in its many modes and continue to develop my understanding of various forms of transportation and their pros/cons. I have done this professionally as a structural engineer who works on public infrastructure projects and as an enthusiast who consumes digital content such as YouTube's 'Not Just Bikes', 'RM Transit', 'Practical Engineering' and 'B1M' who are all

content creators focusing on public infrastructure, public transit, and built environment in general.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I am a licensed structural engineer who works with a variety of municipal clients, primarily on bridge and culvert rehabilitation/replacement projects. This includes the design of new pedestrian bridges and multi-use trails. I have a detailed understanding of how municipal infrastructure projects are carried out and have completed these projects through all project phases such as: a) conceptual design; b) design alternative selection; c) environmental approvals; d) detailed design; e) public consultation, and f) construction. I also have a working understanding of AODA (accessibility) requirements for the built environment. I would look to leverage my existing experience to the benefit of the Advisory Committee with the understanding that I would not be acting in my capacity as a professional engineer while participating in the Advisory Committee.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/25/2024 9:58:44 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Integrated Transportation Community Advisory Committee**

Contact Information

Name: **Jason Lalonde**

City: **London**

Province: **ON**

Postal Code: **N6J 1N3**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

No previous experience.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I wish to share the knowledge I have gathered from my personal interest in transportation. My interest in municipal politics has grown over the past few years, and this seems like a great next step in learning more while also contributing.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I enjoy researching topics regarding transportation. Should the need arise, I would be happy to research and report on related topics.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

Professionally, I am a software developer. Software development is almost entirely problem solving. Often times, it involves taking an existing system and working to improve it while taking into account any current limitations. Learning new tools and techniques is a big part of the work, so I'm familiar with having to learn new frameworks. I have lived in London both with and without a car. In my experience, the difference is night and day. I have lived in both high and medium-density areas with young children, and can bring that perspective to the discussion.

Through research (due to personal interest as well as past election campaign research) I've learned the economic importance of successful mobility, specifically how it helps the lowest socio-economic group achieve better outcomes.

Members of my family have, at times, attempted to cycle to get around the city, but were met with too many near misses and, frankly, abuse from drivers to feel comfortable cycling. I feel I can understand and help highlight the challenges that need to be overcome to help improve transportation in the city.

Over the past 9 years, I have relied on both public transit and personal transportation to get around the city. I feel I can readily relate to people in both camps.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I have participated in a few Public Participation Meetings, as well as attended a town hall in my ward. During the last provincial election, I was a campaign manager and CFO for a candidate in London.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/20/2024 2:56:57 PM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Integrated Transportation Community Advisory Committee**

Contact Information

Name: **Sean McWatt**

City: **London**

Province: **ON**

Postal Code: **N6C1C1**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters): **N/A**

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I use active transportation every day, mostly bike commuting. As a vulnerable road user and soon-to-be parent, I have a deep interest and large stake in road safety, which starts with community engagement and infrastructure planning. I hope to advocate for less car-centric roadways and to learn from those with more experience in municipal policy.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I will be an attentive and engaged participant in discussions and will offer perspective gained from my lived experience as a local bike commuter and pedestrian.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

As mentioned, I cycle to work every day and I travel by foot in my surrounding neighborhoods regularly. This offers a perspective that is not entrenched in a car-centric mindset. I have lived in London for almost eight years and have come to know the city very well on a bike. I have first-hand lived experience with transportation designs within London that unnecessarily place vulnerable road users at risk. I am also a professor at Western University, which immerses me in the world of our city's 'September to April' residents (mainly). These students impose an obvious change in the traffic volumes on our roads during these periods, as many of them have no choice but to drive to school because of limited or ineffective transit options. This is just one example of how, although some great changes have already been made, our city still has a long way to go when it comes to promoting active and integrated transport. I feel that my perspective and passion for this topic will help to pursue that goal.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I have lived in several cities in Ontario and Quebec, so I have seen a diverse set of approaches to integrated and active transport. I also have a certificate of French-English bilingualism. As mentioned, I am a Western University professor and have a large network of students and peers (many of whom are also avid active transport practitioners and supporters) with diverse connections to upper administration in the University, which wields a lot of political power that could be helpful to the Committee.

Attach resume or other document here, if needed: **Sean McWatt - Five-page Curriculum Vitae (2024).pdf.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Word of mouth**

If you selected 'Other', please specify:

Submitted on: **4/17/2024 11:12:21 PM**

EDUCATION

UNIVERSITY OF GUELPH | GUELPH, ON, CANADA

- January 2019. PhD Human Anatomy Education, Department of Human Health and Nutritional Sciences, College of Biological Science
April 2014. MSc Human Anatomy, Department of Human Health and Nutritional Sciences, College of Biological Science
April 2012. BSc (Honors) Human Kinetics, College of Biological Science

FACULTY APPOINTMENTS

WESTERN UNIVERSITY | LONDON, ON, CANADA

- 2023 – **Present**. Assistant Professor. School of Kinesiology, Faculty of Health Sciences
2023 – **Present**. Affiliate. Center for Education Research and Innovation, Schulich School of Medicine and Dentistry
2023. Research Associate. Schulich Education Enhancement Division, Schulich School of Medicine and Dentistry
2022 – 2023. Assistant Professor. Department of Anatomy and Cell Biology, Schulich School of Medicine and Dentistry

MCGILL UNIVERSITY | MONTRÉAL, QC, CANADA

- 2022 – **Present**. Affiliate Member. Institute of Health Sciences Education, Faculty of Medicine and Health Sciences
2019 – 2022. Assistant Professor (Teaching). Department of Anatomy and Cell Biology, Faculty of Medicine and Health Sciences
2019 – 2022. Associate Member. Institute of Health Sciences Education, Faculty of Medicine and Health Sciences

UNIVERSITY OF GUELPH-HUMBER | ETOBICOKE, ON, CANADA

2017. (Winter semester) Sessional Lecturer. Department of Kinesiology

PUBLICATIONS

JOURNAL PUBLICATIONS

- Wang C, **McWatt SC** (2023) Visuospatial ability and student approach to learning as predictors of academic performance on written versus laboratory-based assessments in human anatomy. *Anatomical Sciences Education*. 16(6): 1187–1199. [10.1002/ase.2317](https://doi.org/10.1002/ase.2317) Winner of the 2024 Early-Career Anatomist Publication Award (American Association for Anatomy)
- Utomo R, **McWatt SC**, Talis A, Xiao QY, Saraci K, Waschke J, Sigmund AM, Gill Sagoo M, Wingate R, Brassett C, Chien CL, Traxler H, Sakurai T, Zeroual M, Olsen J, El-Batti S, Viranta-Kovanen S, Yamada Y, Keay K, Kitahara S, Stewart W, Mao Y, Lang A, Kunzel C, Bernd P, Patel S, Buhler L, Kielstein H, Preker A, Hardy M, Noël GPJC, Wu A (2023) Health profession students' outlooks on the medical profession during the COVID-19 pandemic: A global perspective. *Journal of Communication in Healthcare*. [10.1080/17538068.2023.2214391](https://doi.org/10.1080/17538068.2023.2214391)
- Wu A, **McWatt SC**, Utomo R, Talis A, Xiao QY, Saraci K, Brassett C, Gill Sagoo M, Wingate R, Chien CL, Traxler H, Waschke J, Vielmuth F, Sigmund A, Yamada Y, Sakurai T, Zeroual M, Olsen J, El-Batti S, Viranta-Kovanen S, Keay K, Stewart W, Mao Y, Lang A, Kunzel C, Bernd P, Kielstein H, Noël GPJC (2023) A thematic analysis of students' discussions on death and body donation in international online focus groups. *Anatomical Sciences Education*. [10.1002/ase.2265](https://doi.org/10.1002/ase.2265)
- Wu A, Xiao QY, **McWatt SC**, Utomo R, Talis A, Saraci K, Brassett C, Gill Sagoo M, Wingate R, Chien CL, Traxler H, Waschke J, Vielmuth F, Yamada Y, Sakurai T, Zeroual M, Olsen J, El-Batti S, Viranta-Kovanen S, Keay K, Stewart W, Kunzel C, Bernd P, Kielstein H, Noël GPJC (2022) The anatomy course during COVID-19: The impact of cadaver-based learning on the initiation of reflection on death. *Medical Sciences Educator*. [10.1007/s40670-022-01609-7](https://doi.org/10.1007/s40670-022-01609-7)
- McWatt SC** (2021) Responding to COVID-19: A thematic analysis of students' perspectives on modified learning activities during an emergency transition to remote human anatomy education. *Anatomical Sciences Education*. 14(6): 721–738. [10.1002/ase.2136](https://doi.org/10.1002/ase.2136)

McWatt SC, Newton GS, Umphrey GJ, Jadeski LC (2021) Dissection versus prosection: A comparative assessment of the course experiences, approaches to learning, and academic performance of non-medical undergraduate students in human anatomy. *Anatomical Sciences Education*. 14(2): 184–200. [10.1002/ase.1993](https://doi.org/10.1002/ase.1993)

CONFERENCE PUBLICATIONS (PRESENTING OR SENIOR AUTHOR)

McWatt SC, Venne G (2023) Advanced Human Anatomy Laboratory (ANAT 514): A Novel Project-based Human Anatomy Course at McGill University. *Anatomical Sciences Education*. 16(6):1341–1342. [10.1002/ase.2344](https://doi.org/10.1002/ase.2344)

Bellas B, Guo I, Rauch M, Ventura N, **McWatt SC** (2022) Examining the impact of cadaver-based anatomy laboratory experiences on medical students through a thematic analysis of their written reflections. *FASEB Journal*. [10.1096/fasebj.2022.36.S1.R5701](https://doi.org/10.1096/fasebj.2022.36.S1.R5701)

Noël GPJC, Xiao I, Ilie A, Chaouachi M, O'Brien J, **McWatt SC** (2022) The use of HoloLens increases the engagement while reducing the cognitive load of senior medical students when overlaying medical imaging of body donors during the dissection. *FASEB Journal*. [10.1096/fasebj.2022.36.S1.R2607](https://doi.org/10.1096/fasebj.2022.36.S1.R2607)

Wang C, **McWatt SC** (2022) Student approach to learning and visuospatial ability as independent predictors of academic performance in human anatomy. *FASEB Journal*. [10.1096/fasebj.2022.36.S1.R5398](https://doi.org/10.1096/fasebj.2022.36.S1.R5398)

Dhillon J, Moukarzel M, Ventura N, Laggis G, Noël GPJC, **McWatt SC** (2021) Evaluating in-person and remote delivery of human anatomy laboratory education among medicine and dentistry students. *FASEB Journal*. 35(S1):1–1. [10.1096/fasebj.2021.35.S1.01625](https://doi.org/10.1096/fasebj.2021.35.S1.01625)

Dhillon J, **McWatt SC**, Ventura N, Noël GPJC, Moukarzel M (2021) Response to COVID-19: Implementing a combination of in-person and remote delivery of laboratory-based human anatomy education to medical students. *Canadian Medical Education Journal*. 12(2): e138–e344. [10.36834/cmej.72402](https://doi.org/10.36834/cmej.72402)

McWatt SC (2020) Assessing the relationship between students' approaches to learning, visuospatial abilities, and performance in an undergraduate human anatomy course. *The FASEB Journal*. 34(S1):1–1. [10.1096/fasebj.2020.34.s1.06790](https://doi.org/10.1096/fasebj.2020.34.s1.06790)

McWatt SC, Newton GS, Jadeski LC (2020) Evaluating the impact of the laboratory learning environment and use of a computer-assisted learning resource on anatomical knowledge recall among undergraduate university students. *The FASEB Journal*. 34(S1):1–1. [10.1096/fasebj.2020.34.s1.05251](https://doi.org/10.1096/fasebj.2020.34.s1.05251)

McWatt SC, Newton GS, Jadeski LC (2019) The impact of a novel computer-assisted learning resource on student learning in undergraduate dissection- and prosection-based laboratory environments. *The FASEB Journal*. 33(S1): 17.6. [10.1096/fasebj.2019.33.1_supplement.17.6](https://doi.org/10.1096/fasebj.2019.33.1_supplement.17.6)

McWatt SC, Newton GS, Jadeski LC (2018) Do dissection- and prosection-based laboratories offer comparable learning experiences? An exploration of student learning in two laboratory cohorts at the University of Guelph. *The FASEB Journal*. 32(S1): 21.2. [10.1096/fasebj.2018.32.1_supplement.21.2](https://doi.org/10.1096/fasebj.2018.32.1_supplement.21.2)

McWatt SC, Jadeski LC (2017) Using focus stacking in anatomical imaging: Does it make a difference? *The FASEB Journal*. 31(S1): 580.5. [10.1096/fasebj.31.1_supplement.580.5](https://doi.org/10.1096/fasebj.31.1_supplement.580.5)

McWatt SC, Newton GS, Jadeski LC (2016) A comparison of student approach to learning between dissection- and prosection-based undergraduate human anatomy courses. *The FASEB Journal*. 30(S1): 782.3. [10.1096/fasebj.30.1_supplement.782.3](https://doi.org/10.1096/fasebj.30.1_supplement.782.3)

SELECTED PRESENTATIONS PRESENTATIONS

April 6, 2019. *The Impact of a Novel Computer-assisted Learning Resource on Student Learning in Undergraduate Dissection- and Prosection-based Laboratory Environments*. At Experimental Biology (American Association for Anatomy), Orlando, FL. Selected as a Finalist for the AAA Educational Research Platform Presentation Award.

November 6, 2018. *Computer-assisted Learning in Higher Education: Who, What, When, Where, and Why?* At the COESP BioEd Graduate Student Research Award Seminar, Guelph, ON.

April 21, 2018. *Do Dissection- and Prosection-based Laboratories Offer Comparable Learning Experiences? An Exploration of Student Learning in Two Laboratory Cohorts at the University of Guelph*. At Experimental Biology (American Association of Anatomists), San Diego, CA. Selected as a Finalist for the AAA Educational Research Platform Presentation Award.

January 25, 2014. *Digital Imaging and Videography: Tools to Enhance Dissection-based Human Anatomy Education*. At the Human Health and Nutritional Sciences Seminar Series, Guelph, ON.

POSTERS

- March 2023. *Advanced Human Anatomy Laboratory (ANAT 514): A Novel Project-based Human Anatomy Course at McGill University*. Anatomy Connected (American Association for Anatomy), Washington, DC.
- April 2020. *Assessing the Relationship Between Students' Approaches to Learning, Visuospatial Abilities, and Performance in an Undergraduate Human Anatomy Course*. Experimental Biology (American Association for Anatomy), San Diego, CA. (Cancelled due to COVID-19)
- April 2020. *Evaluating the Influences of the Laboratory Learning Environment and Use of a Computer-assisted Learning Resource on Anatomical Knowledge Recall among Undergraduate University Students*. Experimental Biology (American Association for Anatomy), San Diego, CA. (Cancelled due to COVID-19)
- April 2017. *Using Focus-stacking in Anatomical Imaging: Does it Make a Difference?* Experimental Biology (American Association of Anatomists), Chicago, IL.
- June 2016. *Living with Spinal Cord Injury: Teaching Innovations in a First-year Seminar Course*. Annual Conference of the Society for Teaching and Learning in Higher Education. London, ON.
- April 2016. *A Comparison of Student Approach to Learning Between Dissection- and Prosection-based Undergraduate Human Anatomy Courses*. Experimental Biology (American Association of Anatomists), San Diego, CA.
- April 2014. *The Use of High Definition Digital Imaging in Human Anatomy Education: The Abdomen*. Graduate Student University Teaching Conference, Guelph, ON.

WORKSHOPS, SYMPOSIA, & PANELS

- February 1, 2023. #13 | "An Anatomy of Race and Belonging". Body Banter Podcast (virtual).
- April 3, 2022. *Decolonizing the Anatomy Curriculum*. Experimental Biology (American Association for Anatomy), Philadelphia, PA.
- November 17, 2021. *University Teaching Foundations Career Panel*. University of Guelph (invited). Guelph, ON (virtual).
- October 12, 2021. *The Life and Academic Legacy of Dr. W. Montague Cobb: Anatomy, Art, and Advocacy (Presentation and Panel Discussion)*. Black in Anatomy Week, 2021. International (virtual).
- March 31, 2021. *Panel Discussion on the Pros and Cons of Remote Teaching and Learning (Department of Kinesiology and Physical Education Graduate Seminar Series)*. McGill University (invited). Montréal, QC (virtual).
- April 19, 2020. *Meeting in the Middle to Bridge the Gaps: The Role of Technology in Education (John Ruedy Education Innovation Symposium: Extending and Augmenting the Educational Experience, the View from the Anatomy Lab)*. The Canadian Conference on Medical Education. Vancouver, BC (virtual).
- August 30, 2018. *Level Up! From Teaching to Inspiring (Closing Plenary)*. The Graduate Student University Teaching Conference (invited). Guelph, ON.
- April 2015. *Addressing the Challenges and Opportunities of Engaging First-year Students*. Teaching and Learning Innovations. Guelph, ON.

TEACHING

FACULTY TEACHING EXPERIENCE

2024. Course Coordinator, Co-instructor. KIN 3222B, HS 3300B (Winter), Anatomy of the Human Body, Western University
2024. Course Coordinator, Instructor. KIN 2222B, HS 2300B (Winter), Functional Human Gross Anatomy, Western University
2023. Course Coordinator, Co-instructor. KIN 1060A/2222A, HS 2300A, NUR 1330A (Fall), Functional Human Gross Anatomy, Western University
2023. Course Coordinator, Co-instructor. ACB 2200B (Summer), Systemic Anatomy of the Human Body, Western University
2023. Course Coordinator. ACB 3200A (Summer), Human Neuroanatomy, Western University
2023. Co-instructor. ACB 2200B (Winter), Systemic Anatomy of the Human Body, Western University
- 2023 – 2023. Laboratory Coordinator. M5161, Principles of Medicine I, Western University

2022. Laboratory Coordinator. D5160, Systemic Anatomy and Histology, Western University
 2022 – 2023. Laboratory Coordinator. M5260, Principles of Medicine II, Western University
 2022. Laboratory Coordinator. M5160, Foundations of Medicine, Western University
 2022. Laboratory Coordinator. ACB 9501, Anatomy for Physical Therapy, Western University
 2022. Course Coordinator, Co-instructor. ANAT 514, Advanced Human Anatomy, McGill University
 2021 – 2022. Course Co-coordinator, Stream Leader (Head and Neck). Anatomy for Surgeons, McGill University
 2020 – 2022. Research Supervisor. ANAT 396, Undergraduate Research Project, McGill University
 2020 – 2022. Course Coordinator, Co-instructor. DENT 217, Foundations of Dentistry, McGill University
 2020 – 2022. Instructor (Lead Anatomist). FMD, Fundamentals of Medicine and Dentistry (INDS 112, 113, 118, 212), McGill University
 2020. Course Coordinator, Instructor. ANAT 316, Clinical Human Visceral Anatomy, McGill University
 2020. Stream Leader (Limbs). Anatomy for Surgeons, McGill University
 2019 – 2022. Laboratory Demonstrator. FMD, Fundamentals of Medicine and Dentistry (INDS 114 and 211), McGill University
 2019 – 2020. Laboratory Demonstrator. DENT 217, Foundations of Dentistry, McGill University.
 2019. Laboratory Demonstrator. FMD, Fundamentals of Medicine and Dentistry (INDS 112, 113, and 212), McGill University
 2019. Course Coordinator, Instructor. ANAT 315, Clinical Human Musculoskeletal Anatomy, McGill University
 2017. Sessional Lecturer. KIN*1040, Human Anatomy II. University of Guelph-Humber
 2015. Co-instructor. UNIV*1200 (25), Living with Spinal Cord Injury (with Dr. Lorraine Jadeski, Cindy McLean, William Albabish, and Kendra Todd), University of Guelph

INVITED LECTURES

2023, 2024. *Anatomy Teaching Theory and Practice*. McGill University
 2023. Investigating Student Motivation and Approaches to Learning through Human Anatomy Education Research. Western University
 2018. *The Anterolateral Abdominal Wall and the Descent of the Testes*. University of Guelph-Humber
 2016, 2017. *Think Twice, Cut Once: Planning Your Dissection*. University of Guelph
 2014. *Targeting Content to Specific Outreach Groups*. University of Guelph

RELEVANT SERVICE

INTERNATIONAL

2023 – **Present**. Advisory Board Member. International Collaboration and Exchange Anatomy Program
 2021. Facilitator. Twitter #AnatChat, American Association for Anatomy
 2021. Reviewer (ad hoc). *Advances in Medical Education and Practice*
 2020 – **Present**. Founding Member, Vice President of the Board of Directors. Black in Anatomy
 2020 – **Present**. Research Team Member. International Collaboration and Exchange Anatomy Program
 2020 – 2022. Faculty Member. International Collaboration and Exchange Anatomy Program
 2019 – **Present**. Reviewer (ad hoc). *Anatomical Sciences Education*
 2019 – 2021. Mentor. American Association for Anatomy Mentor Match Program

WESTERN UNIVERSITY | LONDON, ON, CANADA

2023 – **Present**. EDIDA+ Committee. Faculty of Health Sciences
 2023 – **Present**. EDIDA+ Committee. School of Kinesiology, Faculty of Health Sciences
 2023 – **Present**. Kinesiology School Affairs Council. School of Kinesiology, Faculty of Health Sciences
 2023. Interviewer. Clinical Anatomy MSc Program Admissions Committee, Department of Anatomy and Cell Biology, Schulich School of Medicine and Dentistry
 2023. Reviewer. National Scholarship Program. Office of the Registrar

2023. Equity, Diversity, Inclusion, and Decolonization Committee. Department of Anatomy and Cell Biology, Schulich School of Medicine and Dentistry

2022 – 2023. Faculty Member. Department of Anatomy and Cell Biology Committee, Schulich School of Medicine and Dentistry

MCGILL UNIVERSITY | MONTRÉAL, QC, CANADA

2021 – 2022. Faculty Member. Faculty Council, Faculty of Medicine and Health Sciences

2020 – 2022. Faculty Member. Basic Science, Critical Thinking, and Knowledge Translation Theme Subcommittee, Faculty of Medicine and Health Sciences

2020 – 2022. Faculty Member. Putting It All Together Course Curriculum Subcommittee, Faculty of Medicine and Health Sciences

OTHER ACADEMIC

GRANTS

2020. IHSE Research Grant on Educational Advancements or Innovations in Response to COVID-19, Institute of Health Sciences Education, Faculty of Medicine and Health Sciences, McGill University – \$5,000

AWARDS & NOMINATIONS

2024. Winner, Early-Career Anatomist Publication Award, American Association for Anatomy. *As primary investigator on the winning publication by Cat Wang* – \$1000 USD

2023. Winner, Best #Anatomy Meme (Twitter), American Association for Anatomy – Free registration to Anatomy Connected 2023.

2022. Nominee, Haile T. Debas Prize, Faculty of Medicine and Health Sciences, McGill University

2022. Second Place, AAA Educational Research Platform Presentation Award. *As primary investigator and supervisor to the student presenter, Cat Wang* – \$1000 USD

2019. Finalist, AAA Educational Research Platform Presentation Award, American Association for Anatomy

2019. Student/Postdoc Travel Award, American Association for Anatomy – \$350 USD

2018. COESP BioEd Graduate Student Research Award, College of Biological Science, University of Guelph – \$500 CAD

2018. Associate Vice President Academic Teaching Assistant Award of Excellence, University of Guelph – \$500 CAD

2018. Finalist, AAA Educational Research Platform Presentation Award, American Association of Anatomists

2018. Student/Postdoc Travel Award, American Association of Anatomists – \$350 USD

2017. Student/Postdoc Travel Award, American Association of Anatomists – \$350 USD

2016. Student/Postdoc Travel Award, American Association of Anatomists – \$250 USD

2014. Harold Draper Graduate Prize, Human Health & Nutritional Sciences, University of Guelph – \$100 CAD

HONORARIA

2022. Invited Speaker. American Association for Anatomy, Experimental Biology. Philadelphia, PA – \$3000 USD (split with two co-presenters)

2020. Invited Speaker. John Ruedy Education Innovation Symposium, The Canadian Conference on Medical Education. Vancouver, BC (virtual). – \$3575 CAD (split with three co-presenters)

SOCIETY MEMBERSHIPS

2020 – 2023. Member. American Association of Clinical Anatomists

2015 – **Present**. Member. American Association for Anatomy (formerly the American Association of Anatomists)

2014 – 2019. Member. Society for Teaching and Learning in Higher Education

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Integrated Transportation Community Advisory Committee**

Contact Information

Name: **Darryl Pieber**

City: **London**

Province: **ON**

Postal Code: **N6C 1T7**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

This would be my first time on a London Advisory Committee

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I hope to contribute my research and other academic skills as well as my experience as a regular user of London's active and public transportation networks. I hope to learn about urban planning to help with my own research.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I will contribute my research skills and my experiences of active transportation in London.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I have lived most of my adult life in London. I have watched the city develop and change considerably over these past several decades. I can bring this historical understanding of the city, as well as my hopes for its future development as a vibrant and thriving, livable city. As a student, I rely heavily on the LTC to get around the city. Additionally, I cycle frequently in and around London. Years of experiences with both active and public transportation in the city allow me to provide a perspective on the strengths, challenges and needs of the existing systems and future plans for their development. As a PhD student at Western researching experiences of urban space, I can bring my research and other academic skills to support the work of the committee. Having lived for a decade in Helsinki, Finland, I can also bring my experiences of moving through that city to bear on my contributions to the committee.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I have had experience on a number of committees at UWO and at previous employment. Having lived abroad and worked for a transnational corporation, I have considerable experience working with diverse groups of people.

Attach resume or other document here, if needed: **Darryl_Pieber - resume 2024.04.02.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/11/2024 10:03:59 PM**

Darryl A. Pieber

London, ON N6C 1T7

Education

PhD, Media Studies | 2017-present
Western University, London, Canada

Master of Arts, Media Studies | 2015-2017
Western University

Diploma in Honours Standing, Political Science | 1989-1992
Western University

Bachelor of Arts, Administrative and Commercial Studies - Public Administration and Public Policy | 1983-1986
Western University

Relevant work experience

Lecturer, Faculty of Information and Media Studies | 2022-present
Western University

- Developed and teach third-year course on locative media for Digital Communications certificate program (DC3304F/G)

Graduate Research Fellowship, Faculty of Information and Media Studies | 2019-present
Western University

- Provide research and writing support for various faculty research projects

Graduate Teaching Assistant, Faculty of Information and Media Studies | 2015-present
Western University

- Prepare and lead tutorial sessions for first- and second-year courses (MIT1020E; MIT1025F; MIT2100F; MIT2200G)

Lead Graduate Teaching Assistant, Faculty of Information and Media Studies | 2019-2021
Western University

- Coordinated tutorial preparations and communications with graduate teaching assistants of first- and second-year courses (MIT1020E; MIT2100F; MIT2200G)

Senior Art Director, Nokia Brand Studio | 2008-2012
Nokia Corporation, Espoo, Finland

- Developed and managed Nokia's global brand voice and narrative
- Developed and conducted brand training sessions for marketing teams and agencies worldwide
- Produced brand and product videos for Nokia's social media channels and consumer websites
- Provided brand guidance to global marketing agencies and marketing, design, engineering, legal and other departments within Nokia

Consumer Editor, nokia.com | 2004-2007

Nokia Corporation, Espoo, Finland

- Principal editor for Nokia's global network of consumer-facing websites
- Developed brand guidelines for consumer-facing websites
- Developed auditing process for evaluating execution of brand guidelines
- Developed and led brand execution training sessions for Nokia's digital marketing teams worldwide

New Media Coordinator, Marketing Communications | 2001-2004

Tecnomen Corporation, Espoo, Finland

- Oversaw development of global digital communications
- Managed company websites, including weekly content development
- Oversaw website redesign

Co-founder and Assistant Director | 1996-2001

The Node Learning Technologies Network, London, Canada

- Oversaw development of resources on effective use of learning technologies for universities and colleges
- Supervised staff of four researchers
- Designed and coded database-driven website

Volunteer experience

Faculty Council Alternat PhD Representative | 2022-2023

Faculty of Information and Media Studies, Western University

Board Member | 2022-present

Safe Campus Coalition, London, Canada

Organizing Committee Chair, Mediations Graduate Research Lecture Series | 2020-2022

Faculty of Information and Media Studies, Western University

Organizing Committee Chair, Mediations Graduate Research Lecture Series | 2020-2022

Faculty of Information and Media Studies, Western University

Media Studies Graduate Program Student Councillor | 2019-2021

Society of Graduate Students, Western University

PhD Representative, Media Studies Graduate Program Committee | 2019-2020

Faculty of Information and Media Studies, Western University

Member of the Organizing Committee, FIMULAW Graduate Student Research Day | 2018-2019

Faculties of Information and Media Studies, Music and Law, Western University

Alternate PhD Representative, Media Studies Graduate Program Committee | 2018-2019

Faculty of Information and Media Studies, Western University

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Integrated Transportation Community Advisory Committee**

Contact Information

Name: **Avdija Ramic**

City: **London**

Province: **ON**

Postal Code: **N6J2Y3**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

Yes, I am member of court of revision in London for 2 years now.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

To learn many skills, how to help improve city and residents of the city of London. Also try to help with my knowledge and improve my skills

How will you support the work of a Community Advisory Committee? (max. 250 characters):

Attend to meetings and try to do a best what I can do support or make right decisions about issues in city and also try to spread the best ideas and opinions with my colleagues.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

As a leader of the community, I present a community in the best way and try to get any experience from people so can bring to the city and try to make it a better place to live in London. Any input which makes an improvement is very important

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I finished Islamic school and university, in the same time I studied the University of Law and finished my master of Law which is recognized at the University of Toronto where I got degree Master of Law. After it I have 16 years of experience working with people and communities. Resolve issues and found the best solution for both sides.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend**

meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **City Website**

If you selected 'Other', please specify:

Submitted on: **4/19/2024 9:28:39 AM**

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Integrated Transportation Community Advisory Committee**

Contact Information

Name: **Steve Shajimon**

City: **London**

Province: **ON**

Postal Code: **N5V 4X3**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I do not have an existing experience serving on a Advisory Committee in London but I am eager to contribute.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I have been following the updates on the Transportation Master Plan as well as the Bicycle Master Plan in the City of London as I am strong believer in the importance of alternative modes of transportation. I am hoping to learn more about how such plans are made and what factors are considered in making these plans. I hope to contribute to the committee through my lived experience in using transit services in London and through the knowledge and experience I gained from working front line in the social services field and hearing about the experiences of services users.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

If I am appointed as a member of the ITCAC committee I will be able to gather feedback about matters from the student population at Kings University College by utilizing my position in the Social Work Student Association. I will also start using more active transportation measures (walking, cycling, transit etc.) so that I can have first hand experience on matters that would brought up in the ITCAC.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I feel uncertain on how to answer this section as I may not be the typical candidate for such a position. I am assuming this position requires someone that is actively involved in transportation planning or has work experience in some capacity related to the ITCAC's mandates. However, I do believe that I bring the drive to work wholeheartedly to meet the mandates of this committee. Since I immigrated to Canada about 7 years ago, I have been a user of the transit system in London. I have an interest in infrastructure and see the importance of road design in improving safety. In my work experience in the social service field, I have extensive experience with equity-deserving populations who are users of transit and active transportation methods in London. Recently, I have taken more macro level tasks as it related to program development and design. Since a recent job shadow I did, I have taken an interest in municipal governance and hope this will be an opportunity for me to demonstrate my passions.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I am watcher of the YouTube Chanel Not Just Bikes and my goal is to work towards a point where the creator of that channel can talk good things about London's transportation infrastructure.

Attach resume or other document here, if needed: **Shajimon,Steve.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/16/2024 7:47:25 PM**

STEVE SHAJIMON

EDUCATION:

- | | |
|--|----------------------|
| King’s University College, School of Social Work | Commencing Sep. 2023 |
| - Enrolled in Bachelor of Social Work Program | |
|
 | |
| Fanshawe College | 2018 |
| - Social Service Worker (SSW) Program | |

PRACTICUM/CO-OP EXPERIENCE:

<p>King’s Community Support Center <i>BSW Student Placement</i></p> <ul style="list-style-type: none"> - Developing policies and procedures for the King’s Community Support Center. 	Apr. 2024 – May 2024
<p>Muslim Resource Center for Social Support & Integration <i>Fanshawe SSW Program Student</i></p> <ul style="list-style-type: none"> - Provides culturally integrative services for individuals & families which includes counselling, community engagement, group programming, and research. - Given training to be a facilitator in the Strengthening Families Program. - Was a research assistant in a province-wide study. - Involved in case management of families & individuals (adults, youth, & seniors). 	Sep. 2017 – Apr. 2018

SOCIAL SERVICE EMPLOYMENT:

<p>Youth Opportunities Unlimited <i>Housing Stability Worker</i></p> <ul style="list-style-type: none"> - Worked in multiple roles throughout the course of 3-4 years including in the Housing First based housing program, a transitional housing program & at the Y.O.U youth Shelter. - Proficient in current Housing First Principles, laws and procedures regarding housing, various housing pathways, and various resources in the community. - Effectively manages a caseload of multiple high-acuity youth participants (ages 16 to 29) through strength-based approaches & goal-oriented approaches. 	Jan. 2020 – Present
<p>King’s University College</p>	Jan. 2024 – Present

<p><i>Teaching Assistant</i></p> <ul style="list-style-type: none"> - Works Teaching Assistant with the School of MEM Department for the course Finite Mathematics. - Currently responsible for marking and grading of various student work including tutorial quizzes, tests, and exams. 	
<p>Atlohsa Family Healing Services <i>Community Care Worker – Relief</i></p> <ul style="list-style-type: none"> - Involved in an Indigenous-led homelessness response that supports land-based programming for Indigenous peoples. - Provided culturally relevant supports and services to individuals that were residing in the shelter, including housing searches, job searches, education on harm reduction methods, and support with family reunification 	Mar. 2021 – Mar. 2022
<p>DeafBlind Ontario Services <i>Intervenor</i></p> <ul style="list-style-type: none"> - Contributed as part of a team to support non-verbal, high-needs clients in making informed choices and decisions. - Supported each client in a group home setting to develop skills which promotes their effective participation in their communities. - Assisted clients in reaching their maximum potential through communicating their wants and needs, as well as fostering independence through enabling clients to be self-sufficient and self-determined. 	Aug. 2018 – Dec. 2019
<p>Muslim Resource Center for Social Support & Integration <i>Social Support & Integration Worker</i></p> <ul style="list-style-type: none"> - Actively made referrals to community organizations, assessments of client circumstance and needs, and provided advocacy & support for a wide range of needs/issues experienced by refugees from conflict regions, & newcomers. - Successful in creating & managing data collection methods from the clinical team for grant reports. - Successfully worked with high-risk clients from non-English speaking collectivist communities using culturally sensitive practices 	Sept. 2018 – Dec. 2019
<p>Anago <i>Direct Care Worker</i></p> <ul style="list-style-type: none"> - Accomplished as being the primary point of contact in a open detention facility that supports youth in conflict with the law and in addressing their individual needs. - Successful in supporting youth with positive decision making and skill building. - Provided therapeutic rehabilitation and reintegration in crisis and aggressive situations. 	Dec. 2018 – Nov. 2019

RELEVANT VOLUNTEER EXPERIENCE:

Children's Aid Society of London	Jan. 2018 – May 2018
- Supported children in a one-to-one setting in various school subjects.	
Fanshawe College	Sep. 2017 – Jan. 2018
- Supported incoming students by providing insight and clarification on the Fanshawe's digital interfaces.	

RELEVANT SKILLS AND AFFILIATIONS:

Bilingual – English, Malayalam

Appointments, Promotion, and Tenure Committee Representative (3rd Year) 2023
Social Work Students' Association (SWSA)

Mentorship Committee Member – KCYLNA 2023
Knanaya Catholic Youth League of North America

Agency Representative – Y.O.U 2021 - 2022
Connectivity Table - London

PROFESSIONAL DEVELOPMENT:

interRAI ChYMH Training 2019
Child & Parent Resource Institute (CPRI)

Prevention & Management of Aggressive Behaviors (PMAB) 2019
Anago

ASIST 11 2017
LivingWorks

Accessibility for Ontarians with Disabilities Act Training 2023
King's Human Resources

Health & Safety Training 2023
King's Human Resources

Naloxone Training 2023
Salvation Army

Crisis Intervention Training 2023
Safe Management Group

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Integrated Transportation Community Advisory Committee**

Contact Information

Name: **Leah Thomas-Gray**

City: **London**

Province: **ON**

Postal Code: **N6A0A5**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I do not have experience specifically with a London Advisory Committee but I have been involved in many other committees through my work at the Argyle Business Improvement Association as well as working directly with the City on various projects.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

What I hope to contribute is my experience in creating accessible spaces. What I hope to learn is a better understanding of the ins and outs of municipal process and what is involved/necessary in decision making of this type.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I'm a very practical person who is results driven with a commitment to well researched and supported solutions. I've held many administrative support roles and hope to use those skills to better my City.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

What I hope to contribute is my experience as a person who has been consistently taking public transit for the past 15 years with an invisible disability as well as someone with a personal curiosity and interest in learning about urban development and city planning- specifically in the area of public transit. Through my job at the Argyle Business Improvement Association, I have gained a lot of very relevant experience: I have worked with the City of London on various projects regarding streets and traffic, planned several events with multi-layered accessibility initiatives (including transit specific initiatives) with attendance numbers of up to 15k, presented and lead a workshop on accessibility and event planning at the OBIAA conference, and had my work cited in a STEPS report on the same topic. I have been the designated minute taker for various groups so I'm well versed in documentation and meeting protocol as well as pride myself on being a great group discussion mediator and facilitator. I am very passionate about making London more accessible and making public transit viable and safe for all.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

I've been involved with the LMLIP, Argyle Community Association, East Lions Community Center, East Lions, and East Optimists on a number of projects.

Attach resume or other document here, if needed:

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Word of mouth**

If you selected 'Other', please specify:

Submitted on: **4/16/2024 2:07:14 PM**

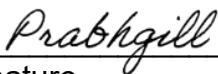
Proclamation Request Form

Request for the issuance of proclamations is governed by Council Policy. Requests must be received at least **six (6) weeks** in advance of the requested issuance date and may be emailed ClerksApprovalRequests@london.ca or mailed to City Hall, P.O. Box 5035 London, ON N6A 4L9.

<u>Name of Organization</u> Muslim Wellness Network
<u>Proclamation Name</u> Day of Remembrance of Our London Family
<u>Date of Proclamation Requested</u> June 6 2024
<u>Proclamation Type</u> (day, week or month) Day
Organization's Direct Connection to London (provide specific details) Muslim Wellness Network (MWN) is a Mosque and community centre that provides a number of services to the larger Muslim community. MWN is located very close to the intersection of where the terrorist attack took place.
<u>Required Supporting Documents:</u> <input type="checkbox"/> Detail information on the Organization <input type="checkbox"/> Detail information on the Event <input type="checkbox"/> Confirmation of authorization from the Organization to submit request
<u>Category</u> (public awareness campaigns, charitable funding campaigns, arts and cultural celebrations) Public awareness
<u>Requester Name</u> Sarah Elgazzar
<u>Requester Address</u> _____
<u>Requester Phone Number and Email</u> _____
The undersigned confirms that I am the Official Representative of the Organization requesting the Proclamation and that by signing this Application, I acknowledge and agree that my organization complies with all City of London's Policies and By-laws. <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 45%;"> <u>Sarah Elgazzar</u> Signature </div> <div style="width: 45%;"> _____ Date </div> </div>
Notice of collection of personal information Personal information collected on this form is collected under the authority of the <i>Municipal Act, 2001</i> , S.O. 2001, c. 25 and may also be used for purposes related to the Issuance of Proclamations Policy and Proclamation Request Form. Questions about this collection should be addressed to Manager, Records and Information Services, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489 ext. 5590


Proclamation Request Form

Request for the issuance of proclamations is governed by Council Policy. Requests are recommended **2 months** in advance of the requested issuance date and may be emailed ClerksApprovalRequests@london.ca or mailed to City Hall, P.O. Box 5035 London, ON N6A 4L9.

<u>Name of Organization</u> London Sikh Youth Alliance & United Sikhs London Chapter
<u>Proclamation Name</u> June 1984 Sikh Genocide
<u>Date of Proclamation Requested</u> June 1st
<u>Proclamation Type</u> (day, week or month) 2 weeks - June 1 to 1June 10th
Organization's Direct Connection to London (provide specific details) The London Sikh Youth Alliance has been instrumental in empowering the youth of our city through various educational and cultural programs that promote the rich heritage of the Sikh community. Their initiatives in fostering unity and understanding among young people of diverse backgrounds are commendable. Additionally, the United Sikhs Organization, a global UN-affiliated advocacy group, has made substantial impacts in London through their humanitarian efforts and civil rights advocacy. They have been at the forefront of providing aid during crises and championing the cause of human rights in our community.
<u>Required Supporting Documents:</u> <input type="checkbox"/> Detail information on the Organization <input type="checkbox"/> Detail information on the Event <input type="checkbox"/> Confirmation of authorization from the Organization to submit request
<u>Category</u> (public awareness campaigns, charitable funding campaigns, arts and cultural celebrations) Public awareness campaign
<u>Requester Name</u> Prabh Singh Gill
<u>Requester Address</u> 201 King Street London, Ontario N6A 1C9
<u>Requester Phone Number and Email</u> prabhsimran.singh@unitedsikhs.org , 519-551-7472
The undersigned confirms that I am the Official Representative of the Organization requesting the Proclamation and that by signing this Application, I acknowledge and agree that my organization complies with all City of London's Policies and By-laws.
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Signature </div> <div style="width: 45%; text-align: right;"> 2024-04-14 <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Date </div> </div>
Notice of collection of personal information Personal information collected on this form is collected under the authority of the <i>Municipal Act, 2001</i> , S.O. 2001, c. 25 and may also be used for purposes related to the Issuance of Proclamations Policy and Proclamation Request Form. Questions about this collection should be addressed to Manager, Records and Information Services, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489 ext. 5590, email: eskalski@london.ca .

Proclamation Request Form


Request for the issuance of proclamations is governed by Council Policy. Requests are recommended **2 months** in advance of the requested issuance date and may be emailed ClerksApprovalRequests@london.ca or mailed to City Hall, P.O. Box 5035 London, ON N6A 4L9.

<u>Name of Organization</u> London Sikh Youth Alliance and United Sikhs London Chapter
<u>Proclamation Name</u> November 1984- Sikh Genocide
<u>Date of Proclamation Requested</u> October 31st, 2024
<u>Proclamation Type</u> (day, week or month) Oct 31st to November 05th - week
Organization's Direct Connection to London (provide specific details) The London Sikh Youth Alliance has been instrumental in empowering the youth of our city through various educational and cultural programs that promote the rich heritage of the Sikh community. Their initiatives in fostering unity and understanding among young people of diverse backgrounds are commendable. Additionally, the United Sikhs Organization, a global UN-affiliated advocacy group, has made substantial impacts in London through their humanitarian efforts and civil rights advocacy. They have been at the forefront of providing aid during crises and championing the cause of human rights in our community.
<u>Required Supporting Documents:</u> <input type="checkbox"/> Detail information on the Organization <input type="checkbox"/> Detail information on the Event <input type="checkbox"/> Confirmation of authorization from the Organization to submit request
<u>Category</u> (public awareness campaigns, charitable funding campaigns, arts and cultural celebrations) public awareness campaigns
<u>Requester Name</u> Prabh Singh Gill & Mohneet Singh
<u>Requester Address</u> 201 King Street London, Ontario N6A 1C9
<u>Requester Phone Number and Email</u> prabhsimran.singh@unitedsikhs.org, lsya.8423@gmail.com , 519.551.7472
The undersigned confirms that I am the Official Representative of the Organization requesting the Proclamation and that by signing this Application, I acknowledge and agree that my organization complies with all City of London's Policies and By-laws. <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  <hr style="width: 100%;"/> Signature </div> <div style="text-align: center;"> 2024-04-14 <hr style="width: 100%;"/> Date </div> </div>
Notice of collection of personal information Personal information collected on this form is collected under the authority of the <i>Municipal Act, 2001</i> , S.O. 2001, c. 25 and may also be used for purposes related to the Issuance of Proclamations Policy and Proclamation Request Form. Questions about this collection should be addressed to Manager, Records and Information Services, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489 ext. 5590, email: eskalski@london.ca .

Proclamation Request Form


Requests for the issuance of proclamations are governed by Council Policy (excerpted below). Requests must be received at least six (6) weeks in advance of the requested issuance date and may be emailed to the City Clerk at ClerksApprovalRequests@london.ca or mailed to City Hall, P.O. Box 5035 LONDON, ON, N6A 4L9.

Request details

Name of Organization
City of London Indigenous Employee Resource Group
Date Proclamation Required
Orange Shirt Day/National Day for Truth and Reconciliation
Proclamation Name
Monday, September 30, 2024
Proclamation Type (day, week or month)
Day
Category (public awareness campaigns), (charitable fundraising campaigns), (arts and cultural celebrations)
Date of National Significance
Requester Name
Mary Alikakos
Requester Telephone Number
226-268-9573
Requester Email Address
malikakos@london.ca
Requester Address
300 Dufferin St.
Provide details of your Organization's Connection to London Employee Resource Group
Required Supporting Documents <ul style="list-style-type: none"> Detail information on the Organization Detail information on the Event Confirmation of authorization from the Organization to submit the request
The undersigned confirms that I am the Official Representative of the Organization requesting the Proclamation and that by signing this Application, I acknowledge and agree that my organization complies with all City of London's Policies and By-laws.
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Signature </div> <div style="text-align: center;"> April 17, 2024 _____ Date </div> </div>
NOTICE OF COLLECTION OF PERSONAL INFORMATION Personal information collected on this form is collected under the authority of the <i>Municipal Act, 2001, S.O. 2001, c. 25</i> and may also be used for purposes related to the Issuance of Proclamations Policy and Proclamation Request Form. Questions about this collection should be addressed to the City Clerk, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489, ext. 4937.

Proclamation Request Form

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<u>Name of Organization</u>
The Cross-Cultural Learners Centre (CCLC) and our community partners Collège Boréal, London Public Library, LUSO Community Services, Pillar Nonprofit Network,
<u>Proclamation Name</u>
Life As A Refugee(LAAR) 2024 Theme: Equal Rights, United Hearts: Celebrating Canada's Diverse Refugees
<u>Date of Proclamation Requested</u>
June 20, 2024 on World Refugee Day
<u>Proclamation Type</u> (day, week or month)
Day of World Refugee Day
Organization's Direct Connection to London (provide specific details)
The London Cross Cultural Learner Centre (CCLC) is a leading Community Organization serving newcomers since 1968 in London, Ontario, Canada. Their mission is to provide integration services and support to newcomers, with a vision of building a welcoming community where newcomers can succeed. CCLC's commitment to diversity and inclusion makes them a valuable resource for individuals from diverse backgrounds, particularly refugees and other vulnerable newcomers. CCLC is providing different newcomers services including settlement services, Language services, Job search workshops, community connection, Interpretation and translation, under the same roof.
<u>Required Supporting Documents:</u>
<input type="checkbox"/> Detail information on the Organization
<input type="checkbox"/> Detail information on the Event
<input type="checkbox"/> Confirmation of authorization from the Organization to submit request
<u>Category</u> (public awareness campaigns, charitable funding campaigns, arts and cultural celebrations)
Cultural Celebration; Public awareness
<u>Requester Name</u>
Suresh Shrestha
<u>Requester Address</u>
London Cross Cultural Learners Centre (CCLC) 343 Dundas St, London, ON, N6B 1V5
<u>Requester Phone Number and Email</u>
519-432-1133 Ext. 442 Email: sshrestha@lcccl.org
The undersigned confirms that I am the Official Representative of the Organization requesting the Proclamation and that by signing this Application, I acknowledge and agree that my organization complies with all City of London's Policies and By-laws.
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  <hr style="width: 80%; margin: 0 auto;"/> Signature </div> <div style="text-align: center;"> 2024/04/23 <hr style="width: 80%; margin: 0 auto;"/> Date </div> </div>
Notice of collection of personal information Personal information collected on this form is collected under the authority of the <i>Municipal Act, 2001</i> , S.O. 2001, c. 25 and may also be used for purposes related to the Issuance of Proclamations Policy and Proclamation Request Form. Questions about this collection should be addressed to Manager, Records and Information Services, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489 ext. 5590, email: eskalski@london.ca .

Our Mission

To provide integration services and support to newcomers and promote intercultural awareness and understanding.

1. We provide settlement services and programs to serve newcomers holistically.
2. We improve newcomer integration success with the help of our organizational alliances and partnerships.
3. We help create a more welcoming community where newcomers can succeed.

Visiting the Centre

505 Dundas Street
London, Ontario
N6B 1W4

Our Hours

MON 8:30 AM–4:30 PM
TUES 8:30 AM–4:30 PM
WED 8:30 AM–4:30 PM
THURS 8:30 AM–4:30 PM
FRI 8:30 AM–4:30 PM

Get Involved

Email: cclc@lcclc.org
T: 519-432-1133

Funded by:



Immigration, Refugees
and Citizenship Canada

Financé par :

Immigration, Réfugiés
et Citoyenneté Canada



The London Cross-Cultural Learner Centre



OUR PROGRAMS

Resettlement Assistance Program

Funded by Immigration, Refugees, and Citizenship Canada. We offer essential services to Government Assisted Refugees, up to six weeks upon their arrival in London.

Language Assessment and Referral (LARS)

We provide initial language assessments for newcomers and refer them to English as Second Language programs in the city.

Client Support Services

Our CSS team helps Government Assisted Refugees access resources they may need for their health and wellbeing during their first year in Canada.

Settlement Workers In Schools

In partnership with the Thames Valley District School Board (TVDSB), the London Catholic District School Board (LCDSB), and local community agencies. Our dedicated SWIS staff works directly in schools as links between the student, the newcomer family, and the school.

Orientation Services For Newcomers

Providing one-on-one support for newcomers when they first arrive and after they have settled in their new home.



INCLUSION
COMPASSION
EMPOWERMENT
ADVOCACY
ACCOUNTABILITY



Job Search Workshops

JSW is a Pre-Employment Program that prepares newcomers for the Canadian workplace by providing them with the knowledge and tools they need to succeed.

Community Connections

Our program brings newcomers and long-time Canadian residents together to encourage intercultural awareness, volunteerism, and social and civic engagement. Community Connections provides newcomers a safe space as they integrate into the Canadian community.

Language Services

Translation Services

Translation services for all of your most important documents. Certified translations are also available upon request.

Interpretation Services

Professional community and medical interpretation services. We provide interpreter's for over ten languages.