

Diversity, Inclusion and Anti-Oppression Advisory Committee

Report

8th Meeting of the Diversity, Inclusion & Anti-Oppression Advisory Committee
July 19, 2018
Committee Room #4

Attendance PRESENT: L. Osbourne(Acting Chair), F. Cassar, Z. Hashmi, S. Lewkowitz, M. Mlotha, M. Prefontaine, A-M. Sanchez, and P. Shack(Secretary)

ALSO PRESENT: K. Husain and K. Koltun

REGRETS: A. Hamza, R. Hussain, S. Sharma and I. Silver

The meeting was called to order at 12:05 PM.

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Opening Ceremonies

2.1 Acknowledgement of Indigenous Lands

That it BE NOTED that the meeting was opened with an Acknowledgement of Indigenous Lands by L. Osbourne.

2.2 Traditional Opening

That it BE NOTED that no traditional opening was received.

3. Scheduled Items

3.1 (ADDED) Anti-Racism Policy - S. Kahn, Workplace Diversity and Inclusion Specialist

That it BE NOTED that the Anti-Racism Policy presentation by S. Khan, Workplace Diversity and Inclusion Specialist was not heard, as S. Khan was unable to attend the meeting.

4. Consent

4.1 7th Report of the Diversity, Inclusion & Anti-Oppression Advisory Committee

That it BE NOTED that the 7th Report of the Diversity, Inclusion and Anti-Oppression Advisory Committee, from its meeting held on June 21, 2018, was received.

4.2 Highbury Avenue/Hamilton Road Intersection Improvements - Environmental Assessment Study - Notice of Completion

That it BE NOTED that the Notice of Completion from B. Huston, Dillon Consulting and M. Elmadhoon, Traffic Planning Engineer, with respect to the Highbury Avenue/Hamilton Road Intersection Improvements Environmental Assessment Study, was received.

5. Sub-Committees and Working Groups

5.1 (ADDED) Education and Awareness Sub-Committee - Meeting Minutes June 27, 2018

That consideration of the Education and Awareness Sub-Committee, Meeting Minutes dated June 27, 2018, BE POSTPONED to the next Diversity, Inclusion and Anti-Oppression Advisory Committee meeting.

5.2 (ADDED) Policy & Planning Sub-Committee

That consideration of the Policy and Planning Sub-Committee report BE POSTPONED to the next Diversity, Inclusion and Anti-Oppression Advisory Committee meeting.

5.3 (ADDED) Award & Recognitions Sub-Committee

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee heard a verbal update, with respect to the Award and Recognitions Sub-Committee;

it being noted that F. Cassar will attend the Community and Protective Services(CPSC) meeting on August 14, 2018, to inform the CPSC of the 2018 London Diversity, Race Relations & Inclusivity Awards to be presented on November 20, 2018.

6. Items for Discussion

6.1 2018 Work Plan

That consideration of the 2018 Work Plan BE POSTPONED to the next Diversity, Inclusion and Anti-Oppression Advisory Committee meeting.

6.2 Black History Coordinating Committee Update

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee heard a verbal presentation from M. Mlotha with respect to the Black History Coordinating Committee.

7. Deferred Matters/Additional Business

7.1 (ADDED) London Police Services Board - London Free Press Article Relating to Reported Racial Incidents

That it BE NOTED the Diversity, Inclusion and Anti-Oppression Advisory Committee held a general discussion, with respect to London Police Services Board-London Free Press Article Relating to Reported Racial Incidents.

7.2 (ADDED) Racial Incident London

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee held a general discussion with respect to recent incident at a London grocery store;

it being noted that two members of the Diversity, Inclusion and Anti-Oppression Advisory Committee may attend CBC morning show, with respect to this matter.

8. Adjournment

The meeting was adjourned at 1:30 PM.

Diversity, Inclusion and Anti-Oppression Advisory Committee

Report

7th Report of the Diversity, Inclusion & Anti-Oppression Advisory Committee
June 21, 2018
Committee Room #4

Attendance PRESENT: R. Hussain (Chair), F. Cassar, A. Hamza, M. Mlotha, L. Osbourne, M. Prefontaine, A-M. Sanchez, S. Sharma, I. Silver and P. Shack(Secretary)

ALSO PRESENT: F. Andrighetti, M. Dellamora, K. Husain, H. Lysynski

REGRETS: Z. Hashmi and S. Lewkowitz

The meeting was called to order at 12:03 PM.

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Opening Ceremonies

2.1 Acknowledgement of Indigenous Lands

That it BE NOTED that the meeting was opened with an Acknowledgement of Indigenous Lands by R. Hussain.

2.2 Traditional Opening

That it BE NOTED that Betty Anne Stoney-Shankar shared a traditional learning and prayer.

3. Scheduled Items

3.1 Overview of the Parks and Recreation Master Plan update

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee received the ~~attached~~ presentation from M. Dellamora, Specialist, Municipal Policy, Neighbourhood, Children and Fire Services, with respect to an overview of the Parks and Recreation Master Plan update.

4. Consent

4.1 6th Report of the Diversity, Inclusion & Anti-Oppression Advisory Committee

That it BE NOTED that the 6th Report of the Diversity, Inclusion and Anti-Oppression Advisory Committee, from its meeting held on May 17, 2018, was received.

5. Sub-Committees and Working Groups

5.1 Education & Awareness Sub-Committee

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee received the Education and Awareness Sub-Committee work plan.

5.2 Policy & Planning Sub-Committee

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee reviewed and received the Policy and Planning Sub-Committee minutes from it meeting held on June 7, 2018 and heard a verbal presentation from A. Hamza, Chair.

5.3 Award & Recognitions Sub-Committee

That the following actions be taken with respect to the Awards and Recognition Sub-Committee meeting held on June 12, 2018:

a) the Awards and Recognition Sub-Committee minutes from the above meeting BE RECEIVED;

b) the Awards and Recognition Sub-Committee 2018 Awards proposed reduced budget BE REFERRED to next meeting for consideration; and,

c) Councillor H. Usher BE RECOGNIZED with a 2018 London Diversity, Race Relations and Inclusivity Award.

6. Items for Discussion

6.1 (ADDED)Summer Meeting

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee will meet over the summer on July 19, 2018 and then resume normal meeting dates as of September 20, 2018.

7. Deferred Matters/Additional Business

7.1 (ADDED) Black History Coordinating Committee Update

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression Advisory Committee (DIACC) heard a verbal presentation from M. Mlotha with respect to the Black History Coordinating Committee;

it being noted that the Committee Secretary was requested to place this matter on the agenda for the next DIACC meeting, for further discussion.

8. Adjournment

The meeting adjourned at 1:39 PM due to lack of quorum.

Next Meeting: July 19, 2018



Highbury Avenue/Hamilton Road Intersection Improvements Environmental Assessment Study



Notice of Completion

The City of London has completed a Municipal Class Environmental Assessment (EA) study for improvements to the Highbury Avenue/Hamilton Road intersection. The study was completed in accordance with the planning and design process for a Schedule C project, as outlined in the Municipal Class EA (October 2000, as amended in 2007, 2011 and 2015).

The preferred intersection design includes the following key recommendations:

- Additional northbound and southbound through lanes along Highbury Avenue North;
- Eastbound channelized right turn lane;
- Westbound dual left turn lanes;
- Northbound channelized right turn lane;
- Eastbound and westbound bike lanes on Hamilton Road;
- Access management; and,
- Landscaping and urban design elements.

The Class EA process included public and agency consultation, a comparative evaluation of design options, assessment of potential impacts, and identification of mitigation measures. As part of the consultation program, two Public Information Centers were held (May 14, 2015 & March 9, 2016) to provide information on the project and to receive comments. Major businesses affected by the access management changes and property owners potentially affected by the full acquisition of their properties were also contacted to discuss the recommended plan.

An Environmental Study Report (ESR) has been prepared to document the decision-making process leading to the selection of the preferred design. This notice places the ESR on the public record for a **thirty (30) calendar day** public review period starting on **July 13, 2018** to be reviewed by members of the public and/or any other interested party at the following locations until **August 12, 2018**:

City Hall	London Public Library	Project Website
Clerk's Office, 3rd Floor or Transportation Div., 8th Floor 300 Dufferin Avenue, London Mon – Fri 8:30 a.m. to 4:30 p.m. Sat/Sun: Closed	Crouch Branch Library 550 Hamilton Road, London Tues – Thurs 9 a.m. to 9 p.m. Fri – 9a.m. to 6 p.m. Sat – 9 a.m. to 5 p.m. Sun/Mon: Closed	http://www.london.ca/residents/Environment/EAs/Pages/Highbury-Avenue-and-Hamilton-Road-Intersection.aspx

If you have any comments, questions or concerns regarding the information provided in the ESR, please contact one of the following team members no later than **August 12, 2018**:

Brian Huston, P.Eng.
Project Manager
Dillon Consulting Limited
 Tel: 519-438-1288 ext. 1227
 Fax: 519-672-8209
 E-mail: hamiltonhighbury@dillon.ca

Maged Elmadhoon, M.Eng., P.Eng.
Project Manager
City of London
 Tel : 519-661-2489 ext. 4934
 Fax : 519-661-4734
 E-mail: melmadho@london.ca

If concerns regarding this project cannot be resolved through discussions with the City of London and/or Dillon Consulting Limited, a person/party may request the Minister of the Environment & Climate Change to issue an order for the project to comply with Part II of the *Environmental Assessment Act* (known as a "Part II Order"), changing the status of the project to a full Individual Environmental Assessment. Requests must be received by the Minister at the address below by **August 12, 2018**. A copy of the request must also be sent to the Director of the Environmental Approvals Branch and City Clerk.

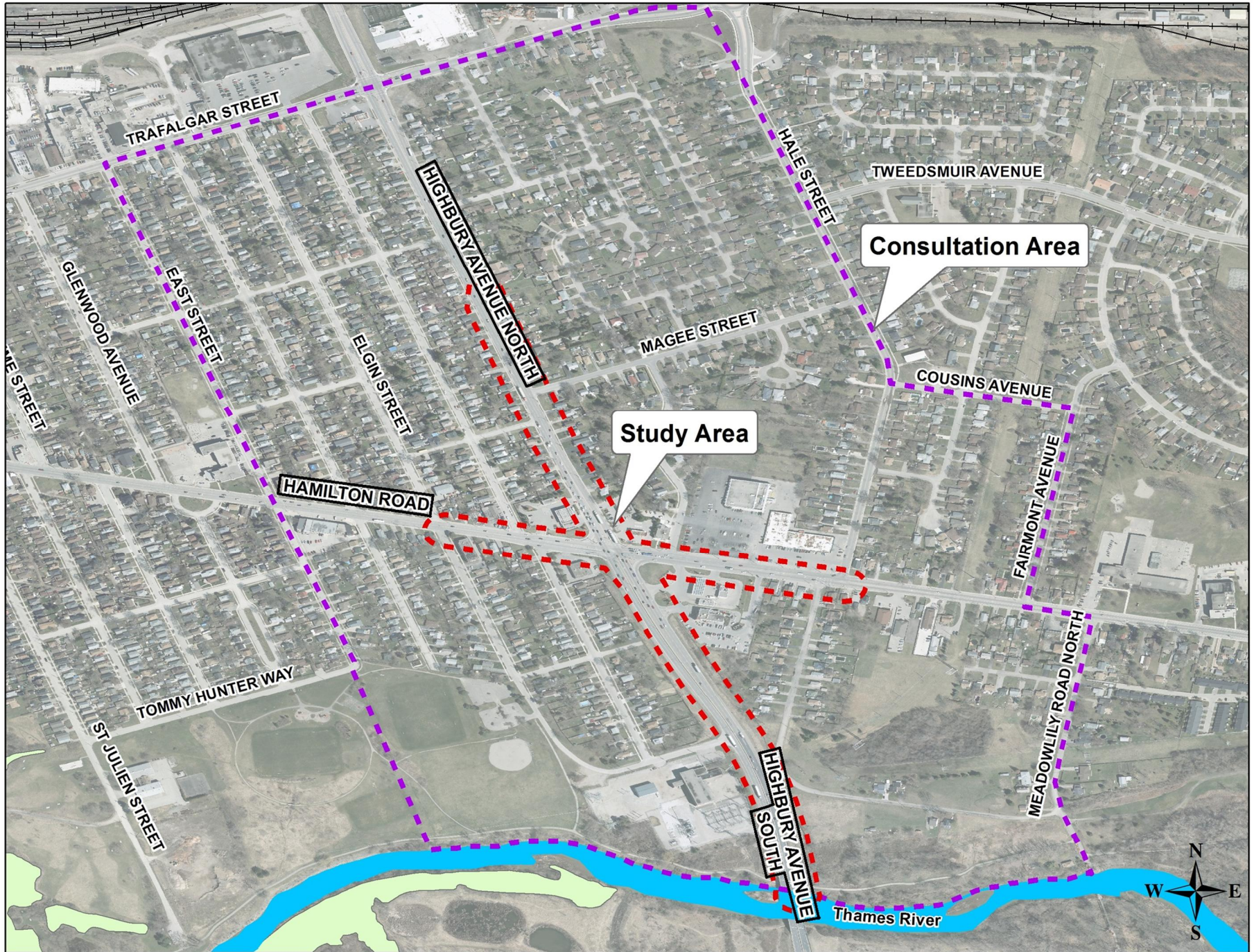
**Minister
Ministry of the Environment
and Climate Change
77 Wellesley Street West
11th Floor
Toronto, ON M7A 2T5**

**Director, Environmental
Approvals Branch
Ministry of the Environment
and Climate Change
135 St. Clair Avenue West
12th Floor
Toronto, ON M4V 1P5**

**City of London
Office of the City Clerk
3rd Floor
300 Dufferin Avenue
London, ON N6A 4L9**

If no request for a Part II Order is received, the project will proceed to design and construction as outlined in the planning documentation.

This notice issued on July 13, 2018.



Meeting minutes

Meeting: DIAAC Education & Awareness Sub-Committee

Date: June 27, 2018

Time: 1:00pm - 2:15pm

Location: Committee Room #2

Attendees: Leroy Osbourne(Chair), Zeba Hasmi, Thomas Wall*, Marilyn Prefontaine, Mphatso Mlotha

* - denotes regrets

Item	Discussion	Action Item/ Responsible Party
Orientation Package for new members	<p>Package will culminate around a list of items with the intention to complete prior to next appointment cycle.</p> <p>Members discussed that the orientation package should contain the following:</p> <ul style="list-style-type: none"> -Official orientation document (from city) -supplementary orientation documents (the sub-committee write up we spoke about today) -DIAAC brochure -Councillor contacts -Minutes from previous meetings -Acronym list -Governance chart -Org chart -budget proposals -delegation status & presenters -DIAAC definitions -FAQ about DIAAC -Flow chart from AC recommendation to staff implementation -Examples of recommendations -DIAAC meeting agenda legend -CDIS booklet 	All members
	<p>Sub-committee write-up will become a supplemental document that covers historical background of DIAAC, distinction of voting and resource members, role of DIAAC and breakdown of subcommittee members.</p> <p>E&A proposed document completed for P&P by July 16th</p>	Education Committee
	<p>Governance model edits</p> <p>First draft: July 16th</p>	Mphatso

	<p>FAQ about DIAAC -proposed for orientation package and posting on DIAAC section of London site.</p> <p>Three main questions were discussed:</p> <ol style="list-style-type: none"> 1) How do you describe the work DIAAC does? 2) What do you see as your responsibility to DIAAC? 3) Is there something you wish you knew before you came onto DIAAC? <p>First draft: July 16th</p>	<p>Ed'n committee</p> <p>Leroy</p>
	<p>Acronym list</p> <p>-List of commonly used acronyms or job titles regularly discussed in meetings</p> <p>First draft: July 16th</p>	<p>Ed'n committee</p>
	<p>Legend for meeting agenda</p> <p>First draft: July 16th</p>	<p>Zeba</p>
DIAAC database	<p>A number of contacts have been compiled from the various organizations in the City of London that would overlap DIAAC's mandate. The current database will be circulated for the rest of the committee to assist in updating.</p>	<p>deferred</p>
Brochure update	<p>Recent feedback from communications to take into account.</p> <p>Wait on approval status from council</p>	<p>deferred</p>
Name badge design		<p>deferred</p>

**Diversity, Inclusion and Anti-Oppression Advisory Committee
2017 Workplan**

	Project/Initiative	Background	Lead	Proposed Timeline	Actions	Proposed Budget	Strategic Plan Alignment
	Review the following polices when they are up for review by City of London:	The policy review and modernization process is in the process of completion this year. Policies will be assigned to be reviewed on biannual basis. We will request to be notified when policies specifically relating to Diversity & Inclusion, Accommodations and Indigenous affairs, the P&P committee be earmarked to also review.	Policy & Planning	Ongoing	Aden will make request to Rosanna.	Nil	
1.1	Monitor development and implementation of the Diverse Voices 4 Change recommendations. Including voluntary disclosure for all appointments	Diverse Voices 4 Change submitted their recommendations to Council following their research program. DIAAC has requested to be updated with as recommendations are implemented/finalized by Staff.	Policy & Planning	On-going Would like the DV4C recommendations to be implemented by the end of summer.	City Clerk to attend P&P committee meeting in July to provide update.	Nil	
1.2	Provide input into the Community Diversity & Inclusion Plan and monitor implementation of plan.	<ul style="list-style-type: none"> Offer resources and information that may be pertinent for the D&I plan Providing ongoing consultation & review Monitor and provide support of strategies that are to be implemented at municipal level. 	Policy & Planning Sub committee	Ongoing		Nil	Strengthening our community - Diverse, inclusive, and welcoming community. Support all Londoners to feel engaged and involved in our community
1.3	Monitor implementation of Truth and Reconciliation Commission	Request regular updates from staff to ensure TRC recommendations are being implemented at municipal level	Policy & Planning Sub committee	Ongoing	-Reach out to Intergovernmental relations for update and see if there is a		Collaborative Engaged Leadership- Continue to build strong working relationships between City Council, A Civic Administration, the City's

		<ul style="list-style-type: none"> • 			<p>process to continue to be updated about progress of TRC. -Rosanna Wilcox to provide an update in July meeting</p>		<p>agencies, boards and commissions, and community partners.</p>
1.4	Immigration Strategy	Offer support and monitor progress of immigration strategy	Policy & Planning Sub committee	Ongoing	<p>-It is ongoing, Emily and Jill are responsible for that. -Once submitted, the final copy will be sent to P&P prior to going to Council</p>		<p>Engaged Leadership- Continue to build strong working relationships between City Council, A Civic Administration, the City's agencies, boards and commissions, and community partners.</p>
2.1	Promotion of appointments process to diverse communities.	In keeping with transparency and inclusivity, DIAAC has discussed that the appointments process may require further promotion among community members, to ensure a broad and diverse pool of candidates for appointment to committees.	Policy & Planning	Summer/Fall 2018	Discuss with City Clerk's office in July meeting.	??	
2,2	Encourage greater diversity in all advisory committees	Develop standard statements that encourage greater diversity for the Terms of Reference of other City advisory committees	Policy & Planning Sub committee	Ongoing			<p>Engaged Leadership- Continue to build strong working relationships between City Council, A Civic Administration, the City's agencies, boards and commissions, and community partners.</p>
3.1	Review Terms of Reference and membership structure of DIAAC		Policy & Planning Sub committee	Spring 2018	To be reviewed and finalized at June meeting.	Nil	Organizational Practices

3.2	Facilitate the development of annual work plans for DIAAC; monitor and measure subsequent activities	<ul style="list-style-type: none"> Review draft sub- committee work plans Consolidate into an aligned document Develop monitoring and measurement protocols 	Policy & Planning Sub committee	On-going	<p>April DIAAC meeting -Notified members that workplans would need to be submitted.</p> <p>May DIAAC meeting – Education sub-committee submitted their workplan to DIAAC.</p>	Nil	Collaborative Engaged Leadership-Continue to build strong working relationships between City Council, A Civic Administration, the City's agencies, boards and commissions, and community partners.
3.3	- Provide recommendations and supplemental materials to enhance the DIAAC new member orientation	<ul style="list-style-type: none"> Collaborate with Clerk's Office on recommendations submitted via proposed new member orientation checklist. Facilitate development of DIAAC document to be completed by Education sub-committee Develop the following documents: <ul style="list-style-type: none"> Established meeting practices Roles and Responsibilities Acronym List 	Policy and Planning Sub committee Education sub-committee All sub-committees	Summer 2017 Acronym List completed Feb 2016	<p>Orientation manual complete. Have discussed w/ Saleha re : incorporating Gender & Equity Lens session for new members.</p> <p>Put together all materials to be reviewed by P&P - Generalized orientation manual, checklist, customized versions.</p> <p>- Diverse ways to disperse that information.</p>	Nil	Innovative and supportive organizational practices -Use innovative and best practices in all organizational and management activities.
4.1	Establish positive relationships with Council	<ul style="list-style-type: none"> Explore opportunities to work with Council members 	Policy & Planning Sub committee	Ongoing	<p>Review once Equity &Inclusion lens is complete (Fall 2018)</p> <p>- Propose that all new council members meet w/ DIAAC.</p>	Nil	Collaborative Engaged Leadership-Continue to build strong working relationships between City Council, A Civic Administration, the City's agencies, boards and commissions, and community partners.

4.2	Explore relationships within the Corporation of the City of London whose work is impacted by diversity and inclusion; offering DIAAC as a resource	<ul style="list-style-type: none"> Reach out to contact people in the following areas of the Corporation, inviting them to a P&P sub-committee meeting to learn about the work they do and possible interfacing with DIAAC: Intergovernmental Liaison Communications, Culture & Municipal Policies, Community Development & Funding, Homelessness, Human Resources, Emergency Measures, Planning, Parks & Recreation, Housing, Social Services & Deerness, Transportation and Engineering 	Policy & Planning Sub committee	May 2018 - 2019	-Develop introductory message and prioritization of outreach – connect w/ Leroy re: messaging. - Should we be a resource for these other groups at City Council? * DIAAC - *	Nil	Collaborative Engaged Leadership- Continue to build strong working relationships between City Council, A Civic Administration, the City's agencies, boards and commissions, and community partners.
5	Educate new members of DIAAC	<p>Collaborate with P&P to create new and revised content to enhance the DIAAC new member's orientation package</p> <ul style="list-style-type: none"> Provide recommendations and feedback to P&P on the following : <ul style="list-style-type: none"> -org chart illustrating DIAAC in relation to Council -list of commonly used operational definitions within CofL context -provide document outlining pre-approved list of budget item <p>Assist P&P in revision of TOR for DIAAC.</p>	Nil	<p>Education & P&P subcommittee</p> <p>Ed'n subcommittee</p> <p>Ed'n & P&P subcommittee</p>		<p>Ongoing</p> <p>Ongoing</p>	
6	Raise profile of DIAAC in community	4.1 Provide to P&P subcommittee suggestions regarding DIAAC's web	Nil	Education & P&P subcommittee		Presented at June DIAAC	

		page on London.ca				committee – approved.	
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