



Regional Advisory Committee on Inclusion, Diversity and Equity (RACIDE)

Conducted Electronically Via MS Teams

Wednesday, June 16, 2021
5:30 PM

Agenda

Public Participation for June 16, 2021 RACIDE Committee Meeting

The RACIDE (Committee) will be conducting the June 16, 2021 Committee Meeting through electronic communications in accordance with the Meeting Procedures (COVID-19 Suppression) Regulation, Order in Council 99/2020.

- Anyone wishing to participate in the meeting is encouraged to do so by registering to speak as a delegate by way of teleconference or by submitting their delegation comments by email.
- To participate by teleconference:
 - Anyone wishing to speak by teleconference to an item on the June 16, 2021 RACIDE Committee Meeting Agenda must pre-register by **12 noon, June 16, 2021**.
 - To register to speak via teleconference, please email boardsandcommittees@rmwb.ca or call 780-743-7001 with your name, the phone number that you will be dialing in from and an email address that you can be reached at prior to and during the meeting.
 - You must provide the name of the agenda item that you wish to speak to.
 - All registrants will be emailed the details on how to participate prior to the start of the meeting.
 - Each registrant will be given a maximum of **5 minutes** to address the Committee.
- To make written submissions as a delegation before or during the live meeting:
 - Please complete the online form found at www.rmwb.ca/writtendelegations or email boardsandcommittees@rmwb.ca.
 - Please note that written comments for an agenda item must be received prior to the start of that item during the meeting. Emails that are received after the agenda item has been introduced or are not relevant to an agenda item, will not become part of the record of this meeting.
 - All written submissions are public and will be included in the Committee Meeting Agenda Package as part of public record.

The personal information on this form is collected under the authority of Section 33 (a) & (c) of the Alberta Freedom of Information and Protection of Privacy Act. The personal information will be used as contact information. If you have any questions about the collection or use of this information contact the Chief Legislative Officer, Legislative Services, 7th Floor Jubilee Building, 9909 Franklin Ave. T9H 2K4, or call (780) 743-7001.

1. **Call to Order**
2. **Adoption of Agenda**
3. **Minutes of Previous Meetings**
 - 3.1. Regional Advisory Committee on Inclusion, Diversity and Equity (RACIDE) Meeting - May 19, 2021
4. **New and Unfinished Business**
 - 4.1. Working Group Updates
 - Anti-Racism Working Group
 - Accessibility Working Group
 - 4.2. Municipal Census – Gender Question Update
 - 4.3. Skills Matrix
 - 4.4. Committee Meeting Schedule
5. **Roundtable**
Adjournment

Minutes of a Meeting of the Regional Advisory Committee on Inclusion, Diversity and Equity held via Electronic Communications in Fort McMurray, Alberta, on Wednesday, May 19, 2021, commencing at 5:30 PM.

Present:

Jason Beck, Chair
 Mitchel Bowers, Vice Chair
 Tammy Jackson
 Luay Eljamal

Absent:

Chantelle Tatum
 Keith McGrath, Councillor

Administration:

Deanne Bergey, Director, Community and Protective Services
 Jade Brown, Chief Legislative Officer
 Toni Elliott, Senior Manager, Community and Protective Services
 Caitlin Downie, Department Administrator, Community and Protective Services
 Caitlin Sheaves, Clerk, Legislative Services

1. Call to Order

Jason Beck, Chair, called the meeting to order at 5:34 p.m.

2. Adoption of Agenda

MOTION:

THAT the agenda be adopted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tammy Jackson
SECONDER:	Luay Eljamal
FOR:	Jackson, Bowers, Beck, Eljamal
ABSENT:	Tatum

3. Minutes of Previous Meetings

3.1. Regional Advisory Committee on Inclusion, Diversity and Equality (RACIDE) Meeting - April 21, 2021

THAT the minutes of the Regional Advisory Committee on Inclusion, Diversity and Equality meeting held on April 21, 2021 be accepted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Luay Eljamal
SECONDER:	Mitchel Bowers
FOR:	Jackson, Bowers, Beck, Eljamal
ABSENT:	Tatum

4. New and Unfinished Business

4.1. Proposed Bylaw Amendment – Committees Bylaw 17/024

Deanne Bergey, Director, and Caitlin Downie, Department Administrator, Community and Protective Services, provided an update on the Proposed Committees Bylaw Amendment, noting a slight language change to the bylaw being brought forward for Council’s consideration. It was further confirmed that the proposed bylaw includes the change from “equity” to “equality” with respect to the Committee’s name.

No concerns were raised from the Committee members in attendance.

4.2. Municipal Census - Question Discussion

Mitchel Bowers, Vice Chair, provided an overview of the matter noting that following previous discussions with the Planning and Development Department and in collaboration with Pride YMM a commitment was made to include an inclusive list of options for the gender-based questions in the 2021 Municipal Census. Administration in attendance advised that due to technical issues the options for that question were omitted in the 2021 Municipal Census. Administration confirmed that Planning and Development is aware of the error and has confirmed that the updated language is loaded for use in the next Municipal Census.

The Committee further discussed how gender-based questions can be updated and improved across the organization and included in future questionnaires created by the Municipality.

Action Items:

Administration to reach out to the Planning and Development Department with respect to a public acknowledgement of the error made in the 2021 Municipal Census.

Administration to circulate the list of gender-based response options to the Committee for review and feedback.

Minutes Acceptance: Minutes of May 19, 2021 5:30 PM (Minutes of Previous Meetings)

Administration to endeavor to include the updated list of gender-based response options in future municipal questionnaires, internally and externally.

4.3. Working Group Updates

Anti-Racism Working Group:

Caitlin Downie, Department Administrator provided an update on various initiatives including Committee recruitment and selection, Community Investment Program Grants, and the Employee Census. It was also noted that Administration has met with the Multicultural Association to further discuss the Anti-Racism Training module, and that Legal Services is conducting benchmarking with various municipalities on Anti-Racism Policies.

With respect to the Awareness Campaign, it was indicated that Administration is working closely with the Communications and Engagement Department to refresh the program materials and anticipates launching the campaign in Summer 2021.

Accessibility Working Group:

Caitlin Downie, Department Administrator, advised that Administration met with the Regional Inclusion Committee (RIC) and confirmed RIC has expressed interest in collaborating on the Accessibility Audit.

Koryn Krekoski, RIC Member in attendance, provided an overview of the lack of accessible transportation in the Region, including the Municipality's SMART bus system, as well as a lack of communication and support services for programs and services available for disabled residents in the Region. The Committee and Administration provided feedback on options and alternative solutions.

Mitchel Bower, Vice Chair, advised that a letter was received from the deaf community providing feedback on the interpreter services at the April 27, 2021 Council meeting and the closed captioning services provided to date and concerns with respect to emergency communication and communication services in general from the Municipality, including the Alertable App.

Jade Brown, Chief Legislative Officer, spoke to the benchmarking and research completed by the Legislative Services Branch with respect to ASL interpretation of Council meetings advising that Deaf and Hear Alberta has indicated that, under their guidelines, ASL interpreters can be scheduled for a period of 2 hours only. It was for this rationale that ASL interpretation services were not provided for Council meetings.

The Committee and Administration discussed potential alternatives for information sharing.

Action Items:

Administration to follow up with Regional Emergency Services with respect to concerns regarding the Alertable App.

Administration to follow up with Communications and Engagement with respect to concerns regarding the potential to include ASL interpretation video of services available to residents (i.e., garbage collection, etc.) on the website, and plain language briefings following Council meetings.

5. Roundtable

Mitchel Bower, Vice Chair advised that Pride Month events have been rescheduled to September 4, 2021.

Caitlin Downie, Department Administrator, provided an update on UNESCO and the Coalition of Inclusive Municipalities, noting that the Regional Municipality of Wood Buffalo has been successfully appointed to the Committee's membership.

Adjournment

The meeting adjourned at 6:49 p.m.

Chair

Minutes Acceptance: Minutes of May 19, 2021 5:30 PM (Minutes of Previous Meetings)

REGIONAL ADVISORY COMMITTEE ON INCLUSION, DIVERSITY AND EQUITY

Skills Matrix	HR Policies & Procedures	Business / Governance	Human Rights in Alberta & Canada	Policy Development	Intercultural Communication	Social Profit Work / Knowledge of the Sector	Community Engagement / Community Leadership	Advocacy in inclusion & equality	Children & Youth rights	Ethnocultural, religious, and immigrant rights	Indigenous rights	Gender & LGBTQ+ rights	Poverty & Socio-economic rights	Anti-Racism	Disability & Accessibility rights	Seniors
Please indicate your working with or living experience, skills or background in the following sectors:																
Committee Member 1																
Committee Member 2																
Committee Member 3																
Committee Member 4																
Committee Member 5																
Committee Member 6																
Committee Member 7																
Committee Member 8																
Committee Member 9																

Self Identification	Women and Youth Sector	Indigenous Persons	Black, Indigenous and Persons of Color (BIPOC)	Immigrants and Refugees	Disability	Religious Sector	Senior	LGBTQ2S+ community	Additional diversity e.g. language, religion/spirituality.(Please State)
Please indicate if you identify with any of the following groups:									
Committee Member 1									
Committee Member 2									
Committee Member 3									
Committee Member 4									
Committee Member 5									
Committee Member 6									
Committee Member 7									
Committee Member 8									
Committee Member 9									

Knowledge of Human Resources policies and procedures	Experience - working in human resources and/or knowledge of hiring and management of personnel policies and procedures. Particular interest and knowledge in inclusive human resources best practices.
Business / Governance	Experience - working in executive management of businesses or governance of organizations. High level reputation and networks in business/industry sector and/or in government.
Knowledge of Human Rights in Alberta and Canada	Life or working with Human Rights issues, keeps up to date with existing and new legislation and best practices, knowledge of challenges and opportunities in the sector.
Policy Development	Ability to identify key issues and opportunities for RACIDE within human rights, inclusion, and equity. Develop appropriate policies to further RACIDE mandate and vision.
Intercultural Communication	Strong intercultural communication skills and ability to work with diverse groups effectively. Has taken cultural competency workshops or has equivalent training and/or education.
Social profit work/ knowledge of the sector	Experience - working in social profit sector and has strong connections to multiple social profit organizations locally. Has extensive knowledge of existing community supports and services that work in the areas of inclusion and equality.
Community Engagement/Leadership	High level reputation and networks in the local community including with relevant vulnerable populations, social profit sector, government, industry and business sector, and Indigenous communities. Ability to effectively engage and communicate with these stakeholders.
Advocacy	Demonstrated advocacy in the areas of human rights, inclusion, and equality.
Children & Youth rights Ethnocultural, religious, and immigrant rights Indigenous rights Gender & LGBTQ+ rights Poverty & Socio-economic rights Anti- Racism Disability & Accessibility rights Seniors	Knowledge of rights, lived experience, and demonstrated advocacy in at least one of the following areas. As much as possible, all of these areas of focus should be represented on the committee through members' breadth of knowledge, lived experience, and advocacy.

Competency Scale	
Basic knowledge	1
Intermediate knowledge or lived experience	2
Advanced knowledge, demonstrated advocacy	3
Extensive knowledge and recognized advocate & leader	4

Attachment: Skills Matrix - RACIDE 2021 (Skills Matrix)