

ADDITIONS TO THE AGENDA

DECLARATIONS OF INTEREST

1. **INCLUSIVITY ADVISORY COMMITTEE – JANUARY 22, 2014 – ITEM
INCLUSIVITY ADVISORY COMMITTEE MINUTES**

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Inclusivity Advisory Committee Minutes of November 27, 2013.

2. **INCLUSIVITY ADVISORY COMMITTEE – JANUARY 22, 2014 – ITEM
2014 SCHEDULE OF MEETINGS**

Finalizing of 2014 Meeting Schedule.

3. **INCLUSIVITY ADVISORY COMMITTEE – JANUARY 22, 2014 – ITEM
REVIEW LIST OF 'BLURBS' FOR TOWNPAGE**

Rob Hums to bring forward list for Committee's consideration.

4. **INCLUSIVITY ADVISORY COMMITTEE – JANUARY 22, 2014 – ITEM
INTRODUCTION OF INCLUSIVITY AWARDS IN NEWMARKET**

Committee to discuss.

5. **INCLUSIVITY ADVISORY COMMITTEE – JANUARY 22, 2014 – ITEM
BLACK HISTORY MONTH**

The Chair to provide information with respect to Black History Month.

6. **INCLUSIVITY ADVISORY COMMITTEE – JANUARY 22, 2014 – ITEM
WORK PLAN**

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Review of items on the Work Plan.

NEW BUSINESS

ADJOURNMENT

Mission

We act as an ongoing source of guidance and information to Council and residents. We facilitate experiences that encourage awareness, promote sharing, understanding, and foster harmony.

Vision

We envision Newmarket to be an inclusive community where differences are welcome and celebrated, and where its mosaic of citizens are renowned for showing mutual courtesy, dignity, and respect.

The regular meeting of the Inclusivity Advisory Committee was held on Wednesday, November 27, 2013 at 7:00 p.m. in the Mulock Room, Municipal Offices, 395 Mulock Drive, Newmarket.

Members Present: Evert Akkerman (Vice-Chair)
Denise Anderson
Rob Hums
Mohammad Khan
Ken Sisler
Councillor Vegh

Absent: Farrah Bacchus
Councillor Di Muccio
Nolie Johnston
Ranji Singh

Ricky Veerappan, York Regional Police (non-voting member)

Staff: Lisa Lyons, Deputy Clerk
Janice Bondi, Council/Committee Coordinator

The meeting convened at 7:08 p.m.

Evert Akkerman in the Chair.

ADDITIONS TO THE AGENDA

None.

DECLARATIONS of interest

None.

Mission

We act as an ongoing source of guidance and information to Council and residents. We facilitate experiences that encourage awareness, promote sharing, understanding, and foster harmony.

Vision

We envision Newmarket to be an inclusive community where differences are welcome and celebrated, and where its mosaic of citizens are renowned for showing mutual courtesy, dignity, and respect.

1. INCLUSIVITY ADVISORY COMMITTEE MINUTES – NOVEMBER 27, 2013 – ITEM 1
INCLUSIVITY ADVISORY COMMITTEE MINUTES

Inclusivity Advisory Committee Minutes of September 11, 2013.

Moved by Denise Anderson
Seconded by Rob Hums

THAT the Inclusivity Advisory Committee Minutes of September 11, 2013 be approved.

CARRIED

2. INCLUSIVITY ADVISORY COMMITTEE MINUTES – NOVEMBER 27, 2013 – ITEM 2
REVIEW OF FORMAL NOTICE OF THANKS TO VENDORS/PARTICIPANTS

The Committee reviewed and approved the proposed letter thanking the vendors/participants involved in the dinner launching the Newmarket Residency/Newmarket Ideals ceremony on April 15, 2013. The Vice Chair advised that he will be following up with the Council/Committee Coordinator to facilitate the mailing out of the letters.

Moved by Denise Anderson
Seconded by Ken Sisler

THAT the Council/Committee Coordinator be directed to prepare and send out the letter of thanks to the vendors/participants involved in the dinner launching the Newmarket Residency/Newmarket Ideals ceremony held on April 15, 2013.

CARRIED

3. INCLUSIVITY ADVISORY COMMITTEE MINUTES – NOVEMBER 27, 2013 – ITEM 3
AMENDED TERMS OF REFERENCE

Denise Anderson provided an overview of the revisions in the IAC's Terms of Reference. The Chair thanked the members of the Subcommittee involved in the revision process being Denise Anderson, Farrah Bacchus, Rob Hums and Ranji Singh for their efforts in producing the document.

There was consensus that the Terms of Reference be forwarded to Council for consideration as the Terms of Reference for the Inclusivity Advisory Committee during the next term of Council.

**Moved by Denise Anderson
Seconded by Mohammad Khan**

The Inclusivity Advisory Committee recommends to Council:

THAT the revised Inclusivity Advisory Committee Terms of Reference as attached be considered as the Terms of Reference for the 2014-2018 Inclusivity Advisory Committee.

CARRIED

**4. INCLUSIVITY ADVISORY COMMITTEE MINUTES – NOVEMBER 27, 2013 – ITEM 4
CCMARD (CANADIAN COALITION OF MUNICIPALITIES AGAINST RACISM)
DRAFT ACTION PLAN**

The Committee reviewed the CCMARD Action Plan as submitted by Legislative Services staff. The Deputy Clerk provided information about the Plan and the requirements of the Town as a member of the organization. The Plan provides an outline of what the Town is currently doing in relation to combating racism and discrimination and fostering equality and respect for all citizens as well as providing suggested actions to further this initiative.

**Moved by Denise Anderson
Seconded by Rob Hums**

THAT the Inclusivity Advisory Committee endorses the proposed CCMARD Action Plan and that it be forwarded to Council for approval.

CARRIED

**5. INCLUSIVITY ADVISORY COMMITTEE MINUTES – NOVEMBER 27, 2013 – ITEM 5
DRAFT 2014 MEETING SCHEDULE**

The Committee reviewed the proposed 2014 meeting schedule and discussed meeting options, i.e. day of week, week of month, time of meeting. It was agreed that staff send an e-mail to all members of the Committee to assist in determining each member's preference for meeting in 2014.

**6. INCLUSIVITY ADVISORY COMMITTEE MINUTES – NOVEMBER 27, 2013 – ITEM 6
WORK PLAN**

The Committee reviewed the Work Plan and provided updates as follows:

4. a) Rob Hums advised that he and Farrah Bacchus have created 'blurbs' for consideration by the Committee and will bring the list forward to the next meeting.

With respect to the notation on the Work Plan with respect to placing a calendar of key observance days on the Town's website, it was proposed that the calendar on the York Region Board of Education's website be looked at for guidance in forming a similar calendar for the Town's website. This will be revisited at the next meeting.

The Committee also requested that Item 4.a) on the Work Plan be combined with Item 5, as the topics overlap.

8. There was consensus to 'rule out' this Item as the Committee member who was the lead for the item has resigned and there is currently no one to take the lead.
- 9 b) This Item has been dealt with (see Item 3 of these Minutes) and will be updated accordingly.
10. The proclamation for International Day for the Elimination of Racial Discrimination (being March 21) will come forward to Council routinely each year. The Deputy Clerk proposed that the event will receive more prominence if a Committee member makes a deputation to Council to coincide with the proclamation. Ken Sisler offered, tentatively, to make a deputation to the Committee of the Whole on March 17, 2014 in this regard.
11. See New Business item with respect to the Immigration Settlement Strategy.
13. The Deputy Clerk advised that a meeting of this Committee and the Street Naming Committee is being scheduled to provide an opportunity to deal with the issues of policy and process.
14. This Item has been dealt with (see Item 4 of these Minutes) and will be updated accordingly.

7. NEW BUSINESS

Denise Anderson inquired if staff had heard anything further with respect to the creation of an inclusivity/diversity committee as brought forward in the deputation by South Simcoe Police Chief Beazley and Bradford West Gwillimbury Councillor Sandhu at the September 11, 2013 IAC meeting. The Deputy Clerk responded that she had not heard further in this regard.

The Deputy Clerk advised that currently Ms. Cindy Wackett, the Town's Corporate Project Consultant is the contact for the Municipal Multicultural Reference Group and is also the Town's representative with respect to the Immigration Settlement Strategy.

Moved by Ken Sisler
Seconded by Mohammad Khan

THAT the meeting adjourn.

CARRIED

There being no further business, the meeting adjourned at 8:10 p.m.

Date

Evert Akkerman, Chair

**Town of Newmarket
Inclusivity Committee**

Work Plan 2011-2014 – Updated from January 22, 2014 IAC meeting
Brainstorming Notes, listed in no particular Order

What are the Foundations of the Work Plan	What	Who	How
The Core Values of the Town	Policies	Council	Encourage
The Vision of the Town	Committee/Task Forces Terms of References	Newcomers to Newmarket	Lead
The Strategic Plan of the Town	Committee/Task Forces Work Plans and priorities	Town Committees and Task Forces	Inspire
The Terms of Reference of the Committee	Community Needs Assessments	Cultural Diversity	Advocate
	Resources	Businesses	Consult
	Town Practices	Children	Ask
	Town Activities	Seniors	Develop
	Town key processes	Adults	Research
	Town Services		Review
			Advise
			Create awareness
			Connect

THE IAC WORK PLAN 2012-2014

Priorities from IAC members as at May 2012	Common These from Priorities	Goals	What's Missing	Actions	Target Date and Lead
1.a) To Market our Committee Enhance web site(Ken)	Awareness to the External Stakeholders	To enhance the web site as enticement to visit the page more often			
b)Website info blurbs (Farrah)	Awareness to the External Stakeholders	To market IAC to external stakeholders		Compilation of a list of blurbs for Town Page & website Place Calendar of key observance days on website	Farrah/Maddie/Rob Farrah and Rob working on List to be brought forward to Jan 2014 meeting Calendar to be revisited in Jan 2014 (Look at YRDSB calendar)
c)2X3 column on Town Page "Inclusivity 101" (Rob)	Awareness to the External Stakeholders	To connect residents to Inclusivity concept of the Town To attract volunteers		To investigate accessibility to space and effective use of space Farrah to follow up with Rob re content for Town Page which may also be used for website	C. Di Muccio/Rob Farrah and Rob working on

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THE IAC WORK PLAN 2012-2014

Priorities from IAC members as at May 2012	Common These from Priorities	Goals	What's Missing	Actions	Target Date and Lead
d) Outreach activities	Awareness to the External Stakeholders	To conduct outreach activities to Town staff and external stakeholders as appropriate		To invite department heads to our committee to understand our role and to hear of their practices of inclusivity	Ranji/Evert/C. Vegh Ongoing
2. Have a robust work plan to move IAC beyond 2014	Sustainability of IAC			Subcommittee to review & develop a continuing plan for 2014	
3.. International Day for the Elimination of Racial Discrimination – March 21				To remain on Work Plan as annual event for IAC to consider activities – reviewed annually in January	Denise Ken Sisler, tentatively, to make deputation in 2014
4. Integrate Immigration Settlement Strategy				YR made presentation to Cttee in April/12; Town representative to address Committee at November 2012 IAC meeting	Town rep addressed Committee at Jan 9/13 meeting. She will advise of any specifics on feedback required from the IAC

THE IAC WORK PLAN 2012-2014

Priorities from IAC members as at May 2012	Common These from Priorities	Goals	What's Missing	Actions	Target Date and Lead
5. Creating awareness to public for making presentations/deputations		To interconnect community with IAC on relevant issues		Investigate having wording, contact info on Town website & Town Page	Ongoing
6. Street Naming Committee				<p>Consensus at October 2012 meeting to not make practice to draft letters re Council matters but rather reference recommendations through the minutes</p> <p>IAC requested Council to clarify rationale of referring names to IAC; and requested such rationale be added to SNC mandate</p> <p>Meeting to take place in January 2014 with SNC members and IAC members to look at policy and process</p>	<p>Council's recommendation – Nov 26/12 "THAT the recommendations contained within Item 13 of the Inclusivity Advisory Committee Work Plan Update with respect to Street Naming Committee be referred to staff's review of Town boards and committees."</p> <p>Note: Review has taken place, notes made and will be placed before next Term of Council</p>

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THE IAC WORK PLAN 2012-2014					
Priorities from IAC members as at May 2012	Common These from Priorities	Goals	What's Missing	Actions	Target Date and Lead
7. CCMARD The Chair requested that CCMARD be placed on the Work Plan at May 2012 IAC meeting				CCMARD Action Plan going forward to Council in January 2014 for approval	Staff will be requesting the Committee's input once a draft Action Plan in support of the Ten Common Commitments has been developed.

Criteria for Setting Priorities
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High Value , Easy to do	Low Value , Easy to do
High Value Hard to do	Low Value , Easy to do