



## MUNICIPALITY OF **West Elgin**

### Staff Report

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**Report To:** Council Meeting  
**From:** Terri Towstiuć, Clerk  
**Date:** 2023-12-21  
**Subject:** Joint Diversity, Equality, and Inclusion (DEI) Plan

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#### **Recommendation:**

That West Elgin Council hereby receives the report from Terri Towstiuć, Clerk Re: Joint Diversity, Equality, and Inclusion Plan; And

That Council approve the Joint Diversity, Equality, and Inclusion Plan, as presented; And

That Council direct staff to post the plan on the Website, as required.

#### **Purpose:**

The purpose of this report is to provide Council with an update regarding the Joint Diversity, Equality, and Inclusion Plan, as presented to County of Elgin Council on November 28, 2023.

#### **Background:**

The Joint DEI Plan is a collaborative effort between the County of Elgin and its Local Municipal Partners. The Joint DEI Plan outlines the DEI progress made and the DEI goals that will be implemented from 2024-2026, across Elgin County.

While collaborating with the County of Elgin, the following progress and goal list was established for West Elgin: Please find attached the updated draft of the Joint DEI Plan. Also, please see below West Elgin's list of progress and goals for the Plan:

#### **DEI Progress**

- Participate in recognition days to commemorate and raise awareness of important dates relating to DEI (Orange Shirt Day, Pink Shirt Day etc.)
- Sharing of resources and posting information internally and externally related to DEI topics and important DEI related dates
- Has a process in place for monitoring discrimination and harassment and responding allegations made by employees and/or members of the public
- Provide equal opportunities as a municipal employer, service provider and contractor
- Offer flexible work arrangements to meet individualized needs of each employee
- Provide opportunities for community members to consult and participate in decision-making processes as it relates to DEI and accessibility
- Ensuring materials and information are accessible and available in language(s) used by the intended audience
- Celebration of holidays and important calendar dates for faith-based groups, human rights groups, and cultural groups

- Offers an affordable and accessible transportation option to members of the community
- Promotes the respect, knowledge, and appreciation of cultural diversity and inclusion of Indigenous and racialized communities in the cultural fabric of the municipality
- Monitors services to ensure they are accessible, inclusive and equitably provided

### **DEI Goals**

- To provide staff with the knowledge, skills and resources to reduce racism and discrimination, and improve inclusion and diversity
- To improve collaboration with diverse community members and organizations in West Elgin
- Provide professional development opportunities and training on topics relating to DEI (unconscious bias, mental health and wellness, anti-discrimination etc.)
- Ensuring the Municipality incorporates a DEI lens when conducting performance evaluations for employees
- Work alongside the Union to identify gaps in DEI awareness and provide training
- Develop and implement a process for evaluating the Municipality's satisfaction with DEI
- Continue to identify, promote and reshare resources on topics relating to DEI
- Develop leadership awareness of DEI and accountability ensuring leaders have an understanding, competence, and resources to discuss a variety of topics relating to DEI
- Evaluate flexibility and accommodation practices ensuring they meet industry best practice, incorporate and consider DEI, and are barrier free
- Provide opportunities to welcome newcomers to the municipality

The report was presented to County Council, with the following resolution passed:

***Moved by: Councillor Noble***

***Seconded by: Deputy Warden Jones***

***RESOLVED THAT the report titled "Elgin County and LMPs Joint Diversity, Equity, and Inclusion Plan 2024-2026" dated November 28, 2023 from the Accessibility Coordinator be received, filed, and approved.***

***Motion Carried***

Attached is the report presented to County Council and the full DEI Plan, for Council's consideration and approval.

### **Financial Implications:**

None.

### **Policies/Legislation:**

*Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11 (AODA)*  
*Ontario Human Rights Code, R.S.O. 1990, c. H. 19 (the Code).*

Respectfully submitted by,

Terri Towstiuć  
Clerk