



City of
Peterborough

To: Members of the Finance Committee

From: Sheldon Laidman, Commissioner of Community Services

Meeting Date: November 23, 2020

Subject: Report CSSS20-016
Coalition of Inclusive Municipalities Update

Purpose

A report to provide an update on work related to the Coalition of Inclusive Municipalities and a recommendation to hire a Diversity, Equity and Inclusion Coordinator.

Recommendations

That Council approve the recommendations outlined in Report CSSS20-016, dated November 23, 2020, of the Commissioner of Community Services, as follows:

- a) That Report CSSS20-016 be received as an update on the work related to the Coalition of Inclusive Municipalities; and
- b) That staff be directed to hire a Diversity, Equity, and Inclusion Coordinator for two years, funded from the Community Development Program Reserve for the purpose of developing a Diversity, Equity, and Inclusion Plan and the Community Safety and Wellbeing Plan, both for the City and the County of Peterborough.

Budget and Financial Implications

The Community Development Program is cost-shared 50/50 between the City and County of Peterborough, including the Reserve. This Reserve has a current balance of \$336, 218 which is adequate to fund this two year position. If Council approves the recommendations, there will be no impact on the tax levy.

Other activities related to this update have been incorporated into existing budgets.

Background

This report will provide an overview of previous reports and work that has been underway at the City since November 2019. Given the negative response to the federal funding request, this report will also outline the work that would be possible without additional funding. In addition, it will provide a recommendation for a collaborative approach with the County, combining two related planning processes to fund a staff position through reserves to develop both a Diversity, Equity, and Inclusion, Plan and a mandated Community Safety and Wellbeing Plan.

Overview of Previous Report

In November 2019, Council approved the recommendation outlined in report CLSHR19-005 as follows:

- a) That Council endorse the Declaration to join the Coalition of Inclusive Municipalities as described in Appendix A to report CLSHR19-005 and that the Mayor be authorized to sign the Declaration on behalf of the City of Peterborough; and
- b) That staff be directed to provide a report to Council no later than June 2020 with a status update including any new priorities and/or proposed actions and timelines, reflective of the Common Commitments as listed in Appendix B to report CLSHR19-005
- c) That staff report back to Council on the funding from the province and/or federal government to hire a Diversity and Inclusion Officer, including affirmative action by the City in terms of its own hiring from minority communities as long as the contract position is 100% funded by upper levels of government.

This report has been delayed due to reallocation of staff resources due to the COVID-19 response and a delay in funding announcements from the federal government.

Importance of Inclusive Municipalities

The Corporation of the City of Peterborough signed a Declaration to join the Coalition of Inclusive Municipalities on December 10th, 2019 (International Human Rights Day). The importance of the work related to the Coalition of Inclusive Municipalities has been accentuated during 2020. Events highlighted the issues of racial injustice in both the United States and Canada. The COVID-19 pandemic has disproportionately impacted racialized people as well as immigrants, Indigenous people, and lower income households. Though government resources are strained, the work needed to improve municipal practice to promote social inclusion, establish policies to eradicate all forms of racism and discrimination and to promote human rights and diversity remains important.

Funding Application update

A funding application was submitted through the Anti-Racism Action Program of Heritage Canada for \$252,000 to support the costs of a Diversity and Inclusion Officer and several community programs and events. The results of the application were expected in July 2020 but were not received until October 29th. The City's application was not successful.

Heritage Canada gave the following reasons for not approving the grant:

- Very competitive process with over 1,100 applications across Canada with only 10% receiving funding;
- Successful applicants had a strong focus on dealing with systemic racism, i.e. training employers to address racism which would impact ongoing hiring practices versus anti-racism training for front-line staff;
- Unsuccessful applications contained activities that focused on individuals and community outreach events; and
- While municipalities were eligible applicants, most of the successful grants went to community organizations.

New opportunities for Heritage Canada funding are being planned and will be pursued where appropriate.

Actions since the last report

While waiting for a finding decision work related to diversity, equity and inclusion continues at the City.

- Provincial Community of Practice - Staff have been active in the Provincial Community of Practice with other municipalities prior to the pandemic. The meetings restarted over the summer with a focus on anti-black racism.
- Diversity, Equity, and Inclusion (DEI) Coordinator job description - As part of the Anti-Racism grant, the City proposed hiring a temporary DEI Coordinator to draft a plan, support the DEI Network and do a policy review among other tasks. A draft job description has been completed.
- DEI Network - There were meetings with the community network to develop the Anti-Racism Action Program grant application. In early 2020, there were plans for in person engagement to develop priorities and to identify what would be possible within existing resources if the City is not successful in the grant process. Due to the pandemic, the engagement was converted to PtboConnects as an online platform over the summer. Currently this engagement is only with the DEI Network and other specifically identified stakeholders, rather than the public. The County of Peterborough has also joined the DEI Network

- Internal stakeholders - Meetings have also taken place with other Divisions, including Police staff and with representatives from Corporate Services, Community Services and Infrastructure and Planning. These meetings identified work that was already underway related to Diversity or that could be undertaken within existing resources.

In addition to work directly related to diversity, equity and inclusion, preparation is also underway in a related planning process for a mandated Community Safety and Wellbeing Plan (CSW Plan) with the County and Townships. CSWB Plans support safe and healthy community with an approach that addresses the root causes of social issues. There is a strong link to diversity, equity, and inclusion in this planning process. Municipalities are required to include diversity and equity in the planning process including cultural awareness, sensitivity, competency, and safety.

Planning in early 2020 with the Townships, identified the need for additional support through a consultant to successfully complete the CSWB plan. The intention was to use the Community Development Program budget to support the consultant's work. Work on the CSWB was delayed due to COVID but fits well with the work underway in the City related to diversity, equity, and inclusion.

Action without additional funding

Though the City doesn't yet have a specific Diversity Equity and Inclusion Plan, the principles of such a plan can be found in other strategic documents.

- The [Municipal Cultural Plan \(page 13\)](#) has a specific strategic direction to encourage inclusivity and facilitate diversity. There are 5 actions and 15 initiatives within this strategic direction.
- The principle of inclusion is also embedded in the [Draft Official Plan \(pages 8, 11, 126\)](#). "Vibrant Communities: Peterborough will foster its unique and vibrant identity by involving residents, Indigenous community and stakeholder in the decision-making process through continuous, respectful, meaningful and inclusive engagement." (clause is: 2.2.3.b.ix).
- The [Housing and Homelessness Plan \(page 16\)](#) identifies discrimination as a barrier for housing and commits to including people with lived experience in the planning process.
- Anti-racism language is included in the most recent [Communications Policy-March 2020 \(page 3\)](#).
- Diversity, Equity, and Inclusion are three separate Values identified in [Age-friendly Peterborough Community Action Plan \(page 12\)](#) and guide the implementation of the plan.

- The Police have recently hired a consultant to review policies and procedures to identify colonialist and racist language.

In other areas staff are intent on ensuring that new and amended policies support diversity, equity, and inclusion. There are many opportunities, in the near future, as policies are developed or updated in areas such as Workplace Harassment and Discrimination, Archeology Policy, Social Procurement policy and others.

Embedding the tenets of diversity, equity and inclusion in City strategic planning is an important step but it must also be implemented in the day to day work of the City. Much of the ongoing work related to Diversity, Equity, and Inclusion, beyond policy work, is around training. Some of the current training initiatives include:

- Police are in the first of a 3-year process to develop DEI training modules for police officers;
- Library staff are taking training “Evaluating, Auditing, and Diversifying your Collection Training”;
- Human Resources continues to apply the Corporate Recruitment & Selection Procedure and recruitment provisions under the respective Collective Agreements to ensure a fair and consistent process to recruit the most qualified candidates for each position. Human Resources continues to make every effort to provide appropriate accommodations during the recruitment process and upon hire to ensure a fair process for all;
- Respect in the Workplace training has been provided by an Organizational Psychologist to select working groups that have had Workplace Discrimination and Harassment complaints. Approximately 200 full time staff have been trained over the past year within various bargaining groups;
- In October 2019, the City funded 30 employees with front line, public facing positions from various areas across the corporation to take the De-Escalating Potentially Violent Situations, offered through the Crisis & Trauma Resource Institute (CTRI). Of the 30 that attended, a number of staff went for two extra days to a Train-the-Trainer program so that the City would have an appropriate number of internal trainers across the corporation. Human Resources intends to train all staff over the next 18 months;
- All new hires take training in Workplace Discrimination and Harassment as well as Accessibility for Ontarians with Disabilities Act (AODA); and
- Peterborough Transit has been actively engaged in a number of training opportunities both online and in person related to accessibility, discrimination, and human rights.

Unfortunately, the pandemic has impacted all areas of the City's operations and some DEI initiatives have been delayed or reworked due to COVID-19 impacts. These delays have impacted in-person training activities, such as accessibility, customer service and de-escalation training, all which have DEI components.

Next steps:

Municipalities are mandated to prepare CSWB plans. These plans should be aligned to Diversity Equity and inclusion plans and are closely connected. The County had joined the DEI Network and is interested in furthering this work. The City and County are already working together on CSWB planning and intended to hire a consultant to develop the plan and fund it through the Community Development Reserve.

Given the identified priority for work related to a DEI plan, the mandated requirement for the CSWB plan and the fact that the City and the County are working together in both processes, there is an opportunity to combine the planning process and hire a City staff person to lead both related planning processes over the next two years.

The County has been consulted on this strategy. Though there is always some concern using reserves for staffing this is a temporary two-year position. It would have been ideal to be able to provide this report to Peterborough Regional Liaison Committee in advance of City Council, but this is not practical due to timing of the meetings. Staff will provide an update to County Council in December.

Given the above opportunities it is being recommended that the City hire a Diversity, Equity and Inclusion Coordinator for two years, funded from the Community Development Reserve for the purpose of developing a Diversity Equity and Inclusion Plan and the Community Safety and Wellbeing Plan for the City and the County

Whether or not the recommendation is approved, some work will continue within existing funding,

To maximize the work underway, within the existing resources, it will be important to build on existing internal resources. An internal DEI working group will be established. It will develop and coordinate internal practices to advance DEI practices in keeping with the 10 Common Commitments.

A Masters in Social Work student will be undertaking a placement with Social Services for the first semester in 2021 and she will focus on Diversity, Equity and Inclusion planning including tasks such as:

- A literature review
- Researching DEI policies, procedures, activities, and action in other municipalities (best practices)
- Develop internal governance\committee\staff structures options
- Options for staff DEI training
- Inventory of training available locally

Outside of the organization, but within the community, staff will continue to take an active role with the community DEI Network. This will allow staff to build on the online engagement that took place over the summer and to establish some smaller focus groups to work through what is possible within existing resources and given the COVID restrictions. A number of agencies have already indicated an interest in participating in these focus groups.

Staff will continue to pursue other available funding opportunities as they become available.

At a provincial level, staff will continue involvement with the Ontario-wide DEI Community of Practice with other municipalities with the intention of sharing best practices and identifying further funding opportunities.

Summary

There has been ongoing work related to DEI at the City over the last year, despite the challenges of the pandemic. Unfortunately, the federal funding application was not successful but there is an opportunity in collaboration with the County to fund a City staff position to focus on planning both the DEI plan and the CSWB plan over the next 2 years.

Submitted by,

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