



City of Port Moody Agenda Inclusion, Diversity, Equity, and Accessibility Committee

November 27, 2024

7:00 pm

Electronic Webinar via Zoom

Pages

1. Call to Order

You can register as a Zoom Video Webinar participant at this [link](#).

You can view the meeting in the Brovold Room, Third Floor, City Hall, 100 Newport Drive, Port Moody.

2. Territorial Land Acknowledgement

The City of Port Moody carries out our business on the ancestral and unceded homelands of the *kʷikwə́łəm* (Kwkwetlem), *səlilwətał* (Tsleil-Waututh), *xʷməθkʷəyəm* (Musqueam), *Skwxwú7mesh* (Squamish), *q̓ícəy̓* (Katzie), *q̓'wa:n̓ ł'ən̓* (Kwantlen), *q̓iq̓éyt* (Qayqayt), and *Stó:lō* (Sto:lo) Peoples, and extends appreciation for the opportunity to work on this territory.

3. Adoption of the Agenda

3.1 Agenda

Recommendation(s):

THAT the agenda of the November 27, 2024 Inclusion, Diversity, Equity, and Accessibility Committee meeting be adopted as circulated.

4. Adoption of Minutes

4.1 Minutes

3

Recommendation(s):

THAT the minutes of the Inclusion, Diversity, Equity, and Accessibility (IDEA) Committee meeting held on October 23, 2024 be adopted.

5. Unfinished Business

6. New Business**6.1 Gender Based Analysis Work**

Presentation: Manager of Corporate Planning

6.2 2024 Committee Annual Report

7

Presentation: Manager of Human Resources

6.3 2025 Work Plan Updates

Verbal Report: Chair

7. Information**7.1 Staff Updates**

Verbal Report: Manager of Human Resources

8. Adjournment



City of Port Moody

Minutes

IDEA Committee

Wednesday, October 23, 2024
at 7:00 pm
Electronic Webinar via Zoom

- Present: Councillor H. Lurbiecki, Chair
Farmer Chomitz
Darquise Desnoyers
Craig MacLean
Robin Matthews-Kanhai
Nancy Owens
Ramin Seifi
- Absent: Councillor S. Agtarap, Vice-Chair
Eunyoung Kwon
Jeff Lynch (Regrets)
Tracey Schaeffer (Regrets)
- In Attendance: Virgelene Rutherford – Manager of Human Resources
Adam Shroff – Legislative Services Coordinator
- Also in Attendance: Albert Galiev (re: Item 6.1)
Sandra Hough (re: Item 6.1)

1. Call to Order

The Chair called the meeting to order at 7:01pm.

2. Territorial Land Acknowledgement

The Chair provided the territorial land acknowledgement.

3. Adoption of the Agenda

3.1 Agenda

IDEA24/015

THAT the agenda of the October 23, 2024, Inclusion, Diversity, Equity, and Accessibility (IDEA) Committee meeting be adopted as circulated.

Moved, seconded, and CARRIED

4. Adoption of Minutes

4.1 Minutes

IDEA24/016

THAT the minutes of the Inclusion, Diversity, Equity, and Accessibility (IDEA) Committee meeting held on July 24, 2024, be adopted.

Moved, seconded, and CARRIED

5. Unfinished Business

6. New Business

6.1 City of Victoria, Welcoming City Committee

Presentation: Albert Galiev and Sandra Hough

Sandra Hough provided a territorial land acknowledgement.

Albert Galiev and Sandra Hough gave a verbal presentation and noted:

- an overview of the Welcoming City initiative;
- the purpose of the Welcoming City Committee;
- education, Civic Engagement, Governance, Leadership, and Connected Communities;
- recent projects and integrations within the City;
- logo design and intersectionality; and
- the desire to collaborate and learn from each other.

Link: City of Victoria Logo [Welcoming City Sticker](#)

Committee discussion ensued regarding the following topics:

- the nature of the training for businesses and groups receiving the sticker;
- the nature of the city of Port Moody IDEA committee;
- the format and work of the Victoria Welcoming City and Accessibility Advisory Committees;
- the membership of the Welcoming City Committee and the organisations behind them;
- funding from non-city sources;
- the types of representation found among the membership in terms of age ranges and accessibility;
- the need for deaf or hard of hearing members;
- the inclusion of the Youth Council in the City of Victoria;

- the challenges and merits of combining accessibility and diversity as topics;
- the differences between the IDEA committee and the City of Port Moody's internal Accessibility Committee;
- the intertwined nature of accessibility and diversity through equity;

Link: [Inclusive City | City of Victoria](#)

Contact: edioffice@victoria.ca

6.2 Rocky Point Park and Old Orchard Park Master Plans

Presentation: Project Manager of Parks Planning

The meeting was recessed at 7:57pm and reconvened at 7:59pm.

Staff gave a presentation entitled "Rocky Point Park and Old Orchard Park Draft Master Plans" and referred to slides contained within the on-table package.

Committee discussion ensued regarding the following topics:

- cycle lane inclusion along the waterfront;
- concern regarding uneven or sloped terrain and accessibility;
- the need for sufficient path width;
- wheelchair access to the waterfront;
- the nature of the habitat islands and their potential environmental impacts;
- tree retention in the new plans;
- inclusion of a boat launch at Old Orchard Park; and
- accessible washrooms.

Ramin Seifi left the meeting at this time and did not return.

7. Information

7.1 Staff Updates

Staff noted that the memo from the IDEA Committee regarding City Website Improvements went to Council on October 8, 2024, and was directed to staff for further action.

8. Resolution to Exclude the Public

IDEA24/017

THAT, pursuant to section 90 of the Community Charter, this portion of the Regular Meeting of the Inclusion, Diversity, Equity, and Accessibility Committee be closed to the public as the subject matter being considered relates to the following:

90(1)(b) – personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity.

Moved, seconded, and CARRIED

8.1 Personal Information

This item was closed to the public pursuant to section 90(1)(b) of the *Community Charter*.

9. Adjournment

The meeting was adjourned at 8:37pm.

Councillor H. Lurbiecki, Chair

Adam Shroff, Legislative Services
Coordinator



City of Port Moody

Report/Recommendation to Council

Date: December 10, 2024
 Submitted by: Corporate Services Department – Human Resources Division
 Subject: 2024 Annual Report – Inclusion, Diversity, Equity, and Accessibility Committee

Purpose

To provide a report on the activities of the 2024 Inclusion, Diversity, Equity, and Accessibility Committee.

Recommended Resolution

THAT the report dated December 10, 2024, from the Inclusion, Diversity, Equity, and Accessibility Committee regarding 2024 Annual Report – Inclusion, Diversity, Equity, and Accessibility Committee be received for information;

AND THAT the 2025 Inclusion, Diversity, Equity, and Accessibility Committee be asked to review this report and bring forward its annual Work Plan in Spring 2025.

Committee Mandate

The purpose of the Inclusion, Diversity, Equity, and Accessibility Committee is to provide recommendations and advice on inclusion, diversity, equity, and accessibility issues, strategies, and initiatives in the following areas:

- reviewing proposed or existing policies, programs, and bylaws related to services for, or relating, to accessibility in all its forms, New Comers to Canada and people from diverse backgrounds, and Reconciliation;
- reviewing short-, medium-, and long-term goals to accessibility and equity within municipal jurisdiction;
- opportunities for strengthening the City's existing recreation programs and services for all residents;
- opportunities for Reconciliation, anti-racism and inclusion actions and programs;
- providing feedback on how to more meaningfully connect with communities and groups not always reached by traditional challenges, with opportunities to act as liaisons where warranted;
- hearing and providing recommendations to delegations by community groups, social service agencies and others and makes recommendations to Council;
- reviewing proposed or existing or proposed policies, programs, and bylaws

related to services for or relating to people experiencing homelessness or housing precariousness that are not within the purview of the Tri-Cities Homelessness and Housing Task Force;

- considering other social planning issues as may be referred by Council; and
- any other matters referred by Council.

Meeting and Attendance

The Inclusion, Diversity, Equity, and Accessibility Committee met monthly between January 2024 and December 2024, with the exception of June, due to a cancellation by the Chair, September, due to a cancellation by the Chair, August and December, due to summer and winter break. Beginning in September, the City offered committees the opportunity to conduct meetings in-person/hybrid or electronically, contingent on satisfying an in-person physical quorum. Between September and November 0 meetings were held in-person/hybrid and 2 meetings were held electronically.

Councillor Haven Lurbiecki was appointed as Chair and Councillor Samantha Agtarap as Vice-Chair for the 2024 term. The following members, representing a diverse range of knowledge and experience relevant to the Inclusion, Diversity, Equity, and Accessibility Committee were appointed:

- Bibi Balkhi (until July 2024)
- Farmer Chomitz
- Darquise Desnoyers
- Karen Hodge
- Eunyoung Kwon
- Jeff Lynch
- Craig MacLean
- Robin Matthews-Kanhai
- Nancy Owens
- Tracey Schaeffer
- Ramin Seifi

Virgelene Rutherford, Manager of Human Resources, served as the primary staff liaison to the Committee. Arsh Dhillon and Adam Shroff served as the Legislative Services Coordinators.

Key Activities and Work Plan

The 2024 Inclusion, Diversity, Equity, and Accessibility Committee Work Plan was approved by Council on February 27, 2024. The following are the key activities that were undertaken in 2024 by the Inclusion, Diversity, Equity, and Accessibility Committee (a complete list of motions from 2024, along with the status of each, is included in **Attachment 1**).

Consult with the IDEA Committee on Utilizing Working Groups

Legislative Services provided an update the utilization of working groups within Committees. A working group was formed to review potential improvements to the City's website. The working group provided recommendations in a report dated October 8, 2024, to Council. Council referred the report to staff to bring a report back.

Provide Foundational IDEA Training for Committee Members

IDEA Committee members were offered online Foundational IDEA and Unconscious Bias training. A number of Committee members participated in this training.

Leisure Access Pass Review – Gather Committee Input

This item has been deferred to 2025.

City Accessibility Plan Update/Refresher and Facility Accessibility Improvements

A verbal report was provided by the Manager of Corporate Planning and the Manager of Facilities for feedback.

Engagement with Underrepresented Groups in the Community

The Chair provided a verbal update about engagement with underrepresented groups in the Community for discussion.

BC Hydro Electric Vehicle Charging Station – Recreation Centre

The Senior Sustainability and Environmental Coordinator gave a presentation to the Committee for feedback.

The City of Victoria presentation of their Welcoming City Strategy and consider any related recommendations the Committee may wish to make to Council

The City of Victoria presented information on their Welcoming City Strategy for the Committee's consideration.

Discuss Accessibility Guidelines for City events

The Committee discussed accessibility guidelines, and their comments were brought to the City's Accessibility Committee Chair for consideration/action.

Rocky Point and Old Orchard Master Plans

The Rocky Point and Old Orchard Master Plans were presented to the Committee for feedback.

Review of News City Awards Policy

The Staff Liaison provided a verbal report regarding the Civic Awards program, categories for awards, process for submitting nominations, nomination period, and selection process for award recipients.

Civic Awards

The Committee reviewed nominations for the Peter Hulbert Accessibility Award and made a recommendation to Council.

Deafblind Awareness Month

A Committee member provided a verbal report on Deafblind Awareness, lighting in honour of Deafblind Awareness month at Port Moody City Hall, and an overview of barriers experienced by Deafblind persons in the community

Arts and Business Council Engagement and Feedback Session

A presentation was made by the Manager of Economic Development for feedback from the Committee.

Suggested Focus Areas for Next Year

Subject to Council's direction, the following focus areas should be included in the Committee's Work Plan for 2025:

- Committee discussion on areas of focus for 2025
- Identify opportunities for working groups
- Leisure Access Pass Review
- Review of updates to the City's Accessibility Plan
- Truth and Reconciliation – City Update
- Community scan to generate ways to enhance the Committee's contributions

Council Strategic Plan Goals

The recommendations in this report align with the following Council Strategic Plan Goal(s):

- Strategic Goal 1.3 – Lead with good governance;
- Strategic Goal 3.2 – Provide safe, efficient and accessible transportation options; and
- Strategic Goal 3.3 – Enhance community wellbeing.

Attachment

1. 2024 Inclusion, Diversity, Equity, and Accessibility Committee Resolutions.

Report Authors

Arsh Dhillon
Legislative Services Coordinator

Virgelene Rutherford
Manager of Human Resources

Adam Shroff
Legislative Services Coordinator

Attachment 1 – 2024 Inclusion, Diversity, Equity, and Accessibility (IDEA) Committee Resolutions

The following table contains a summary of all motions made at the 2024 Inclusion, Diversity, Equity, and Accessibility (IDEA) Committee meetings, with the exception of motions regarding the adoption of minutes, adoption of agendas, motions to extend the meeting beyond two hours, motions to go into a closed meeting, and motions to grant leaves of absence.

Month	Resolution	Status
February	<p><u>IDEA24/005</u></p> <p><i>THAT the Outreach and Engagement Review Working Group be established for 2024 including Darquise Desnoyers, Jeff Lynch, Robin Matthews-Kanhai, Nancy Owens, and Tracey Schaeffer.</i></p>	The Working Group was formed.
July	<p><u>IDEA24/014</u></p> <p><i>THAT the Inclusion, Diversity, Equity, and Accessibility Committee recommends:</i></p> <p style="padding-left: 40px;"><i>THAT the Outreach and Engagement Review Working Group report be amended by adding "request to have formal resources to complete the recommended work".</i></p> <p style="padding-left: 40px;"><i>AND THAT the report be approved as amended.</i></p>	The Working Group provided recommendations to the Committee which were endorsed and forwarded to Council for their consideration. At the October 8, 2024, Council meeting staff was directed to report back on the report recommendations.