



Equity, Diversity and Inclusion Advisory Committee Minutes

**November 27, 2024, at 6:00pm
Town of Petawawa Municipal Office
Council Chambers**

Present:

Councillor Lisa Coutu, Chair
Deputy Mayor, Theresa Sabourin
Patrick Aird
Becky Conroy
Ellen Wong

Regrets:

Natalie Chaumont, Vice-Chair
Joshua Vardy
Maryse Ahow

Also Present:

Colin Howard, Director of Legislative Services/Clerk

1. Call to Order

Lisa Coutu, Chair for the Equity, Diversity and Inclusion Advisory Committee, called the meeting to order at 6:00 p.m.

2. Land Acknowledgment

The land acknowledgement including a Truth and Reconciliation Commission Call to Action was read.

3. Adoption of Agenda (additions/deletions)

Moved by Ellen Wong and seconded by Becky Conroy, that the agenda be approved as amended. Motion carried.

4. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

5. Adoption of Minutes

(a) October 23, 2024

Moved by Theresa Sabourin and seconded by Becky Conroy, that the minutes previously circulated be adopted. Motion carried.

7. Introductions/Presentations/Correspondence

(a) 2025 Culture Connect Sponsorship Correspondence

Received for information.

8. Financial Report

(a) Detailed Budget Trial Balance to November 18, 2024 – provided by Town Treasurer

Moved by Ellen Wong and seconded by Parick Aird, that the detailed trial balance to November 18, 2024, which was provided by the Town Treasurer, be approved. Motion carried.

9. New Business

(a) Pride Planning Committee Update

The Committee discussed planning proposals for 2025 Pride Event and discussed hosting a united event between the Town and Garrison Petawawa. An ad-hoc brainstorming meeting will be planned for the following week and a sponsorship package for the event is under consideration.

(b) Territorial Acknowledgement Review

Lisa Coutu reviewed the draft Recognition of Territory for the Town of Petawawa and there was consensus with Committee members to support of the draft.

Moved by Theresa Sabourin and seconded by Ellen Wong, that the Committee approves the draft Recognition of Territory for the Town of Petawawa and agrees to bring the draft forward to Council at a future meeting for formal adoption. Motion carried.

(c) Intimate Partner Violence (IPV) Awareness Campaign Review

Theresa Sabourin provided an update to the Committee on her discussions with Upper Ottawa Valley OPP, the County of Renfrew, and Bernadette McCann House on the opportunity to conduct a joint awareness campaign. EDI members discussed the possibility of hosting a training seminar in 2025 on IPV. Further discussions to come.

(d) Safe Space Agreement

Becky Conroy reviewed the Safe Space agreement and the proposed revisions that were suggested from the ad-hoc Committee.

Moved by Becky Conroy and seconded by Ellen Wong, that the Committee adopts the Safe Space Agreement as amended. Motion carried.

Theresa Sabourin will review and provide examples of Guiding Principles for businesses and Colin Howard will forward the revised agreement to the Petawawa Business Advisory Network Committee for their input.

(e) 2025 Budget and 2024 Spending Approvals

Lisa Coutu reviewed the 2024 Budget for the EDI Committee, and the members discussed approving an increased budget for 2025 due additional expenditures planned for the upcoming year.

Moved by Theresa Sabourin and seconded by Patrick Aird that the proposed draft 2025 EDI Budget in the amount of \$15,000.00 be provided to the Town Treasurer for discussion at the 2025 Budget Workshop. Motion carried.

Lisa Coutu reviewed spending approvals for the remaining \$7,421.79 of the 2024 budget. Expenditures such as Cultural Awareness Training (\$550), Truth and Reconciliation (\$3,000.00), and a tabletop banner (\$433.00) have been approved to spent. The remaining expenditures for business stickers (\$1,272.30), pop-up banner (\$621.49), lawn signs (\$1,045.00), moose-hide pins (\$500.00) have also been approved.

Moved by Ellen Wong and seconded by Becky Conroy that the EDI Committee approves spending the remaining allotment of the 2024 budget in the amount of \$7,421.79 on the approved expenditures listed above. Motion carried.

(f) Men's Healing Circle Project

Lisa Coutu provided an update to the Committee on the decision to proceed with hosting a Men's Healing Circle at the Town Hall Council Chambers. Lisa Coutu confirmed that the project can proceed and outlined a few concerns that were raised in her discussions with the CAO and Clerk with respect to smudging ceremony at the Healing Circle. Lisa Coutu and Patrick Aird will work on creating an event schedule and look at promoting/advertising for the Healing Circle. Further discussions will occur at upcoming meetings.

10. Board Member Check-out

Board members provided verbal follow-ups.

11. Date of Next Meeting

(a) January 29, 2025

The date of the next meeting was confirmed by the EDI Committee as noted above.

12. Adjournment

Moved by Ellen Wong and seconded by Theresa Sabourin, that the meeting adjourns at 7:52 p.m. Motion carried.

Minutes recorded and respectfully completed for presentation by Colin Howard.



Signature of the Chair

Jan. 29/25

Date Minutes Approved