



Equity, Diversity and Inclusion Advisory Committee Minutes

**April 23, 2025, at 6:00pm
Town of Petawawa Municipal Office
Council Chambers**

Present:

Councillor Lisa Coutu, Chair
Deputy Mayor, Theresa Sabourin
Natalie Chaumont, Vice-Chair
Becky Conroy
Maryse Ahow
Patrick Aird

Regrets:

Ellen Wong
Joshua Vardy

Also Present:

Kate Bennett, Legislative Services Coordinator

1. Call to Order

Lisa Coutu, Chair for the Equity, Diversity and Inclusion Advisory Committee, called the meeting to order at 6:02 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 Natalie Chaumont and seconded by Maryse Ahow, that the agenda be approved as presented. Motion carried.

4. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

5. Adoption of Minutes

Deferred to the next meeting.

6. Introductions/Presentations/Correspondence

No items to report.

7. Board Member Check-In

Board members provided verbal updates.

8. Financial Report

(a) Detailed Budget Trial Balance to April 22, 2025

Moved by Natalie Chaumont and seconded by Maryse Ahow that the detailed trial balance to April 22, 2025, which was provided by the Acting Town Treasurer, be received as information. Request finance to amend the trial balance totals to reflect the approved 2025 budget allocation of \$15,000.00. Motion carried.

9. New Business

(a) Pride Event Planning & Budget

The Committee reviewed the event planning checklist and assigned members to take the lead on various activities.

Lisa Coutu reported that Recreation staff organizes nightly themes for the mini putt area during Civic Centre Days. The theme for Friday evening will be "Pride," aligning with the Pride Festival.

The Committee reviewed the draft letter of support for businesses and provided final comments. Lisa Coutu will incorporate the suggested edits and distribute the final version in the coming week.

Ellen Wong presented preliminary costs for radio advertising. The Committee recommended running the ads over a two-week period, with an estimated cost of \$650. Ellen will follow up with local media outlets to confirm pricing.

The Committee also reviewed anticipated event costs and developed a draft budget, identifying potential sponsorships and donation opportunities to support the event.

Moved by Becky Conroy and seconded by Natalie Chaumont, that the EDI Committee approves the spending of \$450.00 for the purchase of event decorations. Motion carried.

(b) Civic Centre Days – Youth Event, Silent Disco

Lisa Coutu reported that a Youth Silent Disco event will take place on the Friday evening of Civic Centre Days, immediately following the Pride Festival. To reduce costs, the event will utilize the same location and DJ services as the Pride Festival.

Recreation staff are partnering with the Petawawa Youth Haven Centre to co-host the event and have also reached out to the EDI Committee to explore opportunities for collaboration.

The Town is hosting the Silent Disco, which features music played through wireless headphones—creating a fun and engaging "silent" dance experience. This type of event is popular among youth and aligns with the Town's goal of offering more youth-centered programming during Civic Centre Days. The event provides a valuable opportunity for the EDI Committee to connect with local youth and contribute to inclusive community engagement.

Moved by Becky Conroy and seconded by Maryse Ahow, that the EDI Committee approves the allocation of \$200.00 towards the Civic Centre Days Youth Silent Disco event. Motion carried.

(c) Petawawa Showcase

The EDI Committee will have a booth at this year's Petawawa Showcase. Theresa Sabourin will staff the booth on Friday, while Lisa Coutu will be present on Saturday and Sunday. Becky Conroy also confirmed she will attend and assist.

The booth will feature pronoun pins, informational guides, note cards, and pens to encourage community engagement and collect feedback.

Lisa has completed the Moose Hide Campaign training and will bring materials to share with attendees who are interested in supporting the campaign or becoming ambassadors.

EDI "Stronger Together" lawn signs will be available for purchase starting next week and will also be on display at the booth. Theresa will consult with staff to ensure the signs comply with the municipal sign bylaw. These signs fall under the "special event signage" category and may be displayed during designated times throughout the year. Lisa will maintain an email distribution list of sign holders to notify them when the signs can be displayed.

The Committee will also officially launch the *Commitment to Inclusion Agreement* at the Showcase.

(d) Commitment to Inclusion Agreement Program

The *Commitment to Inclusion Agreement* will be officially launched at the Petawawa Showcase. The program will also be promoted in the Town's monthly business newsletter to engage the local business community and encourage participation.

Lisa Coutu will keep the Committee informed of any communications or interest from businesses resulting from the newsletter article.

(e) Moosehide Campaign Review

The Moose Hide Campaign will be launched at the Petawawa Showcase by Lisa Coutu.

Lisa noted no formal activities have been booked yet for the official campaign day; however, there may be an opportunity to collaborate with the Petawawa Youth Haven Centre, which is planning a walk in support of the campaign. If there are leftover materials from the Showcase, the EDI Committee can provide them for use during the walk.

The walk is scheduled to take place on May 15th.

(f) Men's Healing Circle Update

Lisa Coutu shared a draft of the promotional ad for the Men's Healing Circle with committee members for review and feedback. Due to limited space and privacy concerns, detailed information about the sessions will be kept minimal. Participation is restricted to those registered in advance to maintain a small, confidential setting.

A volunteer affiliated with the school board will be facilitating the sessions. She has signed all necessary agreements, including a participant agreement and confidentiality requirements.

The first session is scheduled for May; however, the exact date will not be publicly advertised to avoid walk-ins and to preserve the integrity of the group.

Patrick Aird recommended updating the ad's language to clarify that all are welcome. He also noted that a few individuals have already expressed interest in participating.

The program is initially planned to run for 10 weeks. Depending on interest and need, the program may be extended.

10. Board Member Check-out

Board members provided verbal follow-ups.

11. Date of Next Meeting

(a) May 28, 2025

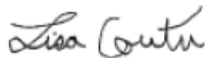
(b) Committee Pride Group Meeting May 8, 2025

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

12. Adjournment

Moved by Theresa Sabourin and seconded by Maryse Ahow, that the meeting adjourns at 7:32 p.m. Motion carried.

Minutes recorded and respectfully completed for presentation by Kate Bennett.



Signature of the Chair

May 28, 2025

Date Minutes Approved