



## **Special Council Meeting**

### **Minutes**

**C#10-23**

**Tuesday, February 28, 2023, 1:30 p.m.**

**Council Chambers**

**225 East Beaver Creek Road**

**Richmond Hill, Ontario**

A Special Council meeting of the Council of the City of Richmond Hill was held on Tuesday, February 28, 2023 at 1:30 p.m. in Council Chambers via videoconference.

Council Members present in Council Chambers:

Mayor West  
Regional and Local Councillor Chan  
Councillor Davidson  
Councillor Cilevitz

Council Member present via videoconference:

Councillor Liu  
Councillor Cui  
Councillor Shiu

Regrets:

Regional and Local Councillor DiPaola  
Councillor Thompson

Staff Members present in Council Chambers:

D. Joslin, City Manager  
S. Adams, Commissioner of Corporate and Financial Services  
D. Hearn, Acting Commissioner of Community Services  
S. Huycke, Director, Legislative Services/City Clerk  
A. Iannucci, Chief Transformation Officer  
L. Conde, Manager, Strategy and Government Relations  
M. Abrol, Coordinator, Strategy and Government Relations  
A. Dickinson, Coordinator, Strategy and Government Relations  
T. Ghobrial, Executive Assistant to Members of Council

R. Ban, Deputy City Clerk  
K. Hurley, Council/Committee Coordinator  
C. Connolly, Legislative Services Assistant

Staff Members present via videoconference:

K. Kwan, Commissioner of Planning and Infrastructure  
A. Dimilta, City Solicitor  
N. Khan, Director, Building Division/Chief Building Official  
G. Li, Director, Financial Services and Treasurer  
C. Treacy, Director, Human Resources  
A. McArthur, Manager, Human Resources and Organizational Development

Melinda Munro, Julie Fraser, Linda McCurdy, Evelina Bazcewska and Tanya Baniak from KJI Consulting were also in attendance electronically.

**1. Adoption of Agenda**

Moved by: Councillor Cilevitz  
Seconded by: Regional and Local Councillor Chan

That the agenda be adopted as distributed by the Clerk.

Carried

**2. Disclosures of Pecuniary Interest and General Nature Thereof**

There were no disclosures of pecuniary interest by Members of Council under the *Municipal Conflict of Interest Act*.

**3. Scheduled Business**

**3.1 SRCM.23.02 - Richmond Hill Diversity, Equity and Inclusion (DEI) Strategy and Action Plan Development**

**- Presentation by Melinda Munro, Julie Fraser, Linda McCurdy, Evelina Bazcewska and Tanya Baniak from KJI Consulting**

Darlene Joslin, City Manager, made introductory remarks regarding the draft Richmond Hill Diversity, Equity and Inclusion (DEI) Strategy and Action Plan. She provided background information on the project that was identified as a key priority during Council's Strategic Priorities 2020-2022 exercise, and advised that a consulting team with DEI expertise had been retained to help develop the strategy and action plan based on feedback received and best practices. D. Joslin acknowledged and extended her thanks to the internal staff team who have led this important project, and

introduced KJI Consulting who were in attendance virtually to present the draft Richmond Hill Diversity, Equity and Inclusion (DEI) Strategy and Action Plan.

Melinda Munro introduced herself and Julie Fraser, lead consultants with KJI Consulting, and provided opening remarks and background information regarding their consulting collective and unique model. M. Munro introduced Linda McCurdy, Evelina Bazcewska and Tanya Baniak, Community Based Advisors with KJI Consulting, and had each of them share and reflect upon why DEI programs, reports and actions by committees are important.

J. Fraser discussed the engagement that was undertaken for the draft Strategy and Action Plan that utilized community workshops and focus groups, an online community survey, service review meetings as well as interviews to learn from community members and municipal representatives. She highlighted what was heard and suggestions to move forward that included staff training, consultation with diverse members of the community and review of policies and procedures, and addressed what needed to be in place for the project to succeed.

M. Munro touched on the final criteria that was established for the draft Strategy and Action Plan that included the time, cost and effort for implementation; and reviewed the prioritization of all of the projects. She provided an overview of what is meant by Diversity, Equity, Inclusion and Truth and Reconciliation within the draft Strategy and Action Plan, and went over the proposed vision.

J. Fraser reviewed the proposed goal and anticipated progress over the next five years within the organization.

M. Munro detailed the recommended activities in the Action Plan for Year 1 to Year 5, which were organized by program, to demonstrate the organization's approach to DEI, and addressed the resource estimates for the project over the five years.

T. Baniak discussed Indigenous relationship building and a framework for readiness which included:

1. Vision - Organizational Fundamentals, Foundational Obligations;
2. Knowledge - Organizational Foundations, Commitment to Partnership;
3. Skills - Organizational Development, Service Level; and
4. Action - Organizational Responsibility, Community Accountability.

M. Munro concluded KJI Consulting's presentation by providing next steps for the project and opened up the conversation with Members of Council regarding the vision, desired outcome and proposed plan.

Moved by: Councillor Cilevitz

Seconded by: Regional and Local Councillor Chan

a) That staff report SRCM.23.02 be received and all comments on the draft Diversity, Equity and Inclusion (DEI) Strategy and Action Plan be referred back to staff;

b) That the final DEI Strategy and Action Plan be brought forward to the March 22, 2023 Committee of the Whole meeting for consideration.

Carried Unanimously

**4. By-law to Confirm the Proceedings of Council at this Meeting**

**4.1 By-law 35-23**

Moved by: Councillor Davidson

Seconded by: Councillor Cilevitz

That By-law 35-23, A By-law to confirm the proceedings of Council at this meeting, be passed.

Carried Unanimously

**5. Adjournment**

Moved by: Councillor Cilevitz

Seconded by: Councillor Cui

That the meeting be adjourned.

Carried Unanimously

The meeting was adjourned at 3:03 p.m.

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David West, Mayor

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Ryan Ban, Deputy City Clerk