



## **Equity, Diversity and Inclusion Advisory Committee Minutes**

**April 26, 2023 at 6:00 p.m.  
Town of Petawawa Municipal Office  
Council Chambers**

### **Present:**

Councillor Lisa Coutu, Chair  
Natalie Chaumont, Vice-Chair  
Maryse Ahow  
Alaina Campbell  
Becky Conroy  
Ellen Wong (departed at 8:15 pm)

### **Regrets:**

Deputy Mayor Theresa Sabourin  
Joshua Vardy

### **Also Present:**

Colin Howard, 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 Acknowledgement**

The land acknowledgement was read.

#### **3. Adoption of Agenda (additions/deletions)**

Moved by Alaina Campbell and seconded by Natalie Chaumont, 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**

(a) March 29, 2023

Moved by Ellen Wong and seconded by Maryse Ahow, that the minutes previously circulated be adopted as presented. Motion carried.

**6. Board Member Check-In**

Verbal updates were provided by board members.

**7. Presentations/Correspondence**

(a) Equity, Accessibility, Inclusion Expo Registration

Received for information.

**8. Financial Report**

(a) Detailed Budget Trial Balance to April 21, 2023 – provided by Town Treasurer

Moved by Ellen Wong and seconded by Alaina Campbell, that the detailed trial balance to April 21, 2023, which was provided by the Town Treasurer, be approved. Motion carried.

**9. New Business**

(a) Brochure for Petawawa Showcase – Approval of Design and Expenditures

Moved by Becky Conroy and seconded by Maryse Ahow, that the design as amended and expenditures for printing 200 brochures from LaBine Printers Ltd. as quoted in amount of \$84.00 plus HST, be approved. Motion carried.

(b) Resolution # 11 – Update and Timeline for Reconsideration

Lisa Coutu updated the EDI Committee on the proposed timeline for the reconsideration of Resolution #11, with the Notion to Motion to Reconsider the February 3, 1998 Resolution #11 at the May 1, 2023 Council meeting followed by the discussion and debate scheduled for the May 15, 2023 meeting of Council.

(c) Review of Draft Flag Policy

EDI Committee members were asked to further review the first draft of the proposed Flag Policy and provide comments prior to the second review of the draft scheduled to occur at the next EDI Committee meeting in May.

(d) Pride Event in June – Brainstorming and Community Engagement

Deferred for further discussion at the next EDI meeting. At that meeting discuss getting a Pride Flag and contacting Pembroke PFlag group for event ideas.

(e) Volunteer Recruitment to Support Programs and Events

Lisa Coutu discussed exploring volunteer recruitment and community engagement to help EDI Committee members with future initiatives moving forward. The committee discussed reaching out to former applicants to the EDI Committee and creating an application form for Ellen Wong will look into assisting on its development.

(f) Reconciliation Working Group Update

Lisa Coutu updated the EDI Committee on the Introduction Letter which was sent out to the various Indigenous Groups notifying them of the formation of the EDI Advisory Committee for the Town of Petawawa.

(g) Review of Pronoun One-Page Info Sheet

The EDI Committee reviewed and discussed the first draft of the one-page information sheet. Further discussion to occur at the next meeting.

(h) Local Immigration Partnership Culture Connect – Opportunities for cultural programming in partnership with Petawawa Public Library

The EDI Committee discussed the potential of a partnership with the Petawawa Public Library on shared ideas and activities that could be considered for cultural programming and will discuss further at a future meeting.

**10. Board Member Check-Out**

There was nothing to report.

**11. Date of Next Meeting**

(a) May 24, 2023

**12. Adjournment**

Moved by Alaina Campbell and seconded by Maryse Ahow, that the meeting adjourn at 8:30 p.m. Motion carried.

Minutes recorded and respectfully completed for presentation by C. Howard.



Signature of the Chair

06/28/2023

Date Minutes Approved