

CITY OF CHESTERMERE
POLICY HANDBOOK

EFFECTIVE DATE: June 18, 2019		POLICY: 844
APPROVED BY: COUNCIL	APPROVED DATE: June 18, 2019	TITLE OF POLICY: Diversity and Inclusion
REVIEW DATE:	AMENDMENT DATE:	PAGE NO.: 1 of 4
POLICIES AMENDED / RESCINDED:		POLICY TYPE:

1. PURPOSE

This policy outlines the City’s shared commitment to providing equitable and fair treatment to all community members and City employees through actions, decisions, policies, procedures and protocols, including festivals and events. This policy is to help residents and employees feel valued as the City strives to remove barriers so that all members of the community can contribute to, and participate within, a successful and equitable municipal and community environment.

All City residents and employees will be treated fairly and with respect. The City encourages the active, equitable, and full participation of every person and their diverse life experiences and points of view.

The City of Chestermere is committed to:

- a. Providing public services and access to events to residents and guests regardless of race, colour, ancestry, place of origin, religious beliefs, gender, physical disability, mental disability, age, marital status, family status, source of income, and sexual orientation or identity.
- b. Promoting awareness to all community members and employees of their rights and responsibilities with regards to fairness, equity, and respect for all aspects of diversity.
- c. Developing frameworks, policies, processes, and practices that are equitable, inclusive, and limit bias.
- d. Ensuring that City committees, boards, task forces, and workplaces are reflective of the community and that the related policies, activities, practices, and protocols are inclusive and free from discrimination, harassment, bullying, victimization, and vilification.

- e. Increasing awareness of Indigenous history and exercising due diligence on reconciliation in accordance with the Truth and Reconciliation Commission's calls to action.
- f. Ensuring that City led events reflect the City's commitment to supporting diversity and inclusion to the fullest extent possible.
- g. Working with marginalized groups to counter historical, attitudinal, structural, and institutional practices that inhibit inclusivity.
- h. Proclaiming and acknowledging various organizations, groups and holidays or celebratory dates through flag-raising ceremonies, celebrations, decorative crosswalks, art displays, or other events.
- i. Becoming a member of the Canadian Coalition of Municipalities against Racism and Discrimination (C.C.M.A.R.D.).
- j. Developing a detailed public framework on diversity and inclusion that will act as the guidepost to becoming a welcoming and inclusive community.
- k. Ensuring that internal and external information and communication is developed in plain, neutral language and providing public engagement opportunities that are inclusive and accessible, where possible.

2. DEFINITIONS

- a. **Disability:** Refers to physical, mental, or emotional conditions that limit and/or shape an individual's participation in work and society.
- b. **Diversity:** Is a combination of differences and similarities among people. It is more than race, ability, sexual orientation, language, gender, or any other descriptive category. Diversity means understanding and utilizing different views, ideas, life experiences, skills and knowledge.
- c. **Gender:** A socially constructed system of classification that ascribes qualities of masculinity and femininity to people. Gender characteristics can change over time and are different between cultures.
- d. **Inclusion:** Is about community actions meant to eliminate barriers so all its members can fully participate in and contribute to the community. It means being supported and valued within the community and organization.
- e. **Indigenous or Aboriginal Peoples:** The overall terms used in Canada's constitution to refer to Native Indians, Inuit and Metis people. The word recognizes the fact that Aboriginal peoples are the original inhabitants of Canada.

3. POLICY STATEMENT

The City of Chestermere places a high value on diversity and inclusion in all its pursuits and service endeavours as a welcoming and inclusive community.

4. RESPONSIBILITIES

a. City Council is to:

- i. Embrace and reflect the values of diversity and inclusion through inclusive governance and decision-making practices while representing the City and during their internal and external engagement with the community, its stakeholders, visitors, and employees.
- ii. Support the Truth and Reconciliation Commission's calls to action in indigenous reconciliation, specifically item #57 which requests that municipalities 'provide education to public servants on the history of Aboriginal peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Treaties and Aboriginal rights, Indigenous law, and Aboriginal–Crown relations. This will require skills-based training in intercultural competency, conflict resolution, human rights, and anti-racism.'
- iii. Ensure that Council meetings are inclusive in terms of physical accommodation for persons with disabilities and use inclusive and neutral language during any communications.
- iv. Acknowledge special occasions, proclamations, celebrations, and events that honour and publicly acknowledge diversity.
- v. Build and strengthen relationships with community members and organizations that work with marginalized groups and actively seek opportunities to support and reflect diverse groups in governance and community activities.
- vi. Appoint a representative of Council to participate in the Welcoming and Inclusive Committee as a diversity champion.
- vii. Become a signatory for the Canadian Coalition of Municipalities Against Racism and Discrimination (CCMARD).

b. The Chief Administrative Officer (CAO) is to:

- i. Develop, and/or delegate the responsibility for initiatives that will promote diversity and inclusion within the community and the workplace.

- ii. Develop practices and protocols that enhance the awareness of bias and the acknowledgement of diverse groups of citizens and employees.
- iii. Support the Truth and Reconciliation Commission's calls to action in indigenous reconciliation, specifically item #57 which requests that municipalities 'provide education to public servants on the history of Aboriginal peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Treaties and Aboriginal rights, Indigenous law, and Aboriginal-Crown relations. This will require skills-based training in intercultural competency, conflict resolution, human rights, and anti-racism.'

c. Administration is to:

- i. Provide regular updates to Council and the CAO on the progress of diversity and inclusion initiatives.
- ii. Integrate initiatives that will promote diversity and inclusion within the community and the workplace.
- iii. Follow practices and protocols that enhance the awareness of bias and the acknowledgement of diverse groups of citizens and employees.
- iv. Participate in skills-based training in intercultural competency, conflict resolution, human rights, and anti-racism.

REFERENCES

Bylaw 009-19: Anti-Bullying Bylaw
Administrative Policy 730-02 Workplace Violence and Harassment
Canadian Charter of Rights and Freedoms
Truth and Reconciliation Commission of Canada: Calls to Action
Alberta Human Rights Act
Declaration to join the Canadian Coalition of Municipalities Against Racism and Discrimination

For Council Policies:

Adopted by Council: *June 18, 2019*

Resolution Number:


MAYOR


CAO