

## **DIVERSITY AND INCLUSION POLICY**

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Mandated by: City Council

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Cross Reference:

Next Review: January 1, 2022

Responsibility: City Manager

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### **1. PURPOSE**

- 1.1 The purpose of this Policy is to express the City's commitment to a strong, diverse and inclusive organization and community.
- 1.2 The aim of this Policy is to allow all employees and citizens to participate fully in the community.

### **2. POLICY**

- 2.1 The Diversity and Inclusion Policy demonstrates the City's commitment to playing an important role in promoting Diversity and Inclusion in the community. The City is committed to sharing responsibility for respecting and promoting human rights, reducing Systemic Discrimination and to becoming a community where all citizens feel able to participate in all aspects of the community without Barriers where reasonably possible.
- 2.2 The practices within this Policy aim to address the Canadian Charter of Rights and Freedoms and the *Alberta Human Rights Act* (the 'Act'), where the Act prohibits Discrimination in employment based on the Protected Grounds.

### **3. DEFINITIONS**

- 3.1 *Accessible* – means giving people the opportunity to participate in every aspect of life to the fullest extent reasonably possible. These opportunities include participation in education, employment, public health, programming, community living, and service learning. This can be achieved by considering and reducing Barriers.
- 3.2 *Barriers* – means factors in a person's environment that, through their absence or presence, limit access to an opportunity.
- 3.3 *Community Partners* - means a group of representatives from various local agencies and organizations who meet to: network, identify community needs that can be addressed by our

organizations, identify community service gaps within our own organizations, coordinate and support social justice related programs and services to address identified needs, develop the strong community strategy and advocate for action.

- 3.4 *City* - means the City of Fort Saskatchewan.
- 3.5 *Discrimination* – means an act, instance, policy, etc. of unfavorable treatment based on prejudice, especially based on race, age or sex.
- 3.6 *Diversity* – means the presence of a wide range of human qualities and attributes within an individual, group or organization. The range of human differences; each person has layers of diversity which makes their perspective unique.
- 3.7 *Equitable* – means the condition or state of fair, inclusive, and respectful treatment of all people. Equity does not mean treating people the same without regard for individual differences.
- 3.8 *Inclusion* – means acknowledging and valuing people’s differences so as to enrich social planning, decision making and quality of life for everyone. Appreciating and using our unique differences in a way that shows respect for the individual and ultimately creates a dynamic multi-dimensional organization.
- 3.9 *Protected Grounds* – means it is against the law to discriminate in employment against people on the basis of colour, ancestry, place of origin, religious beliefs, gender, gender identity, gender expression, age, physical disability, mental disability, marital status, family status, source of income, and sexual orientation.
- 3.10 *Systemic Barriers* – means obstacles that exclude groups or communities of people from full participation and benefits in social, economic and political life. They may be hidden or unintentional, but built into the way society works. Our assumptions and stereotypes, along with policies, practices and procedures, reinforce them.
- 3.11 *Systemic Discrimination* – means a pattern consisting of behaviors, policies, or practices that are part of the social or administrative structures of an organization, and which creates or perpetuates a position of relative disadvantage for certain groups or individuals.

#### **4. GUIDING PRINCIPLES**

- 4.1 All activities of the City shall strive to be inclusive in nature and remove Systemic Barriers. The City shall incorporate deliberate and ongoing strategies of inclusion when developing, modifying or implementing policies, directives, processes, practices, programs and services. The City is committed to:
- 4.1.1 building an inclusive workplace by drawing on the talents of all employees;
  - 4.1.2 equitable treatment for all employees - different needs are recognized, respected and accommodated when reasonably possible;
  - 4.1.3 building Diversity and Inclusion into policies, practices and programs;
  - 4.1.4 ensuring City systems, policies, practices and work environment are Barrier-free and Accessible;

- 4.1.5 increasing the City's capacity to identify and respond more quickly to a broader range of client needs;
- 4.1.6 hiring and promoting the most qualified person for the position, based on merit;
- 4.1.7 playing an important role in combating racism and Discrimination;
- 4.1.8 sharing responsibility for respecting and promoting human rights and Diversity; and being a community where all citizens feel reasonably able to participate in all aspects of the community without encountering undue Barriers.
- 4.1.9 working with Community Partners to best meet the needs of the community and advocate for action when needed; and
- 4.1.10 learning and honouring the unique histories and lived experiences of people in the community. This may include collaboration or commitment of resources.

## **5. AUTHORITY / RESPONSIBILITY TO IMPLEMENT**

The City Manager is responsible for the implementation and monitoring of this Policy.