



## STEERING COMMITTEE MEETING MINUTES

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Monday, March 24<sup>th</sup>, 2025

10:00 a.m.

Oxford County Administration Building

Room 129

### 1. Call the Meeting to Order

The meeting was called to order by Acting Vice Chair Bernia Martin at 10:00 a.m. and a quorum was present.

#### Attendees:

Bernia Martin, Tony Hyman, Diane Harris, Tina Diamond, Rod Wilkinson, Peter Heywood, Ayesha Sajid, Sarah Hamulecki, Amy Humphries

### 2. Review of Agenda for meeting of March 24<sup>th</sup>, 2025

Resolution No. 1 Moved by: Peter Heywood  
Seconded by: Ayesha Sajid

RESOLVED that the agenda for the Safe and Well Oxford Steering Committee meeting of March 24<sup>th</sup>, 2025, be approved.

DISPOSITON: Motion Carried

### 3. Review of Minutes of January 27<sup>th</sup>, 2025, meeting

Resolution No. 2 Moved by: Peter Heywood  
Seconded by: Tina Diamond

RESOLVED that the minutes of the Safe and Well Oxford Steering Committee meeting of January 27<sup>th</sup>, 2025, be approved as presented.

DISPOSITON: Motion Carried

#### 4. Business Arising from the Minutes

- Area Municipalities DEI Charter follow-up – Norwich
  - A new CAO has been hired. Warden Ryan will revisit the topic when the new CAO starts in the position later in the Spring.
- 2025 Summit: Location and date determination
  - S. Hamulecki to connect with area municipalities to explore options for a new location and present back at the April meeting.
- Website Update & Communication Plan
  - Moving forward with a new logo as the new Plan is developed.
  - Woodstock has been granted access to post agendas and minutes to the SWO page.
- Use of Space Policy Update
  - S. Hamulecki will create a draft procedure for vetting organizations in order to identify partners that could have access to free rentals.
- Steering Committee Meeting Location
  - Concerns were raised about being able to obtain a quorum if the meeting locations change.
  - S. Hamulecki to connect with area municipalities to determine if they have a space available for meetings that would include a virtual option and report back at the April meeting. It was discussed that a majority of the area municipalities would need to have a location that could be used, and each location would need to have a virtual option in order for the Committee to consider rotating the location of the Steering Committee meetings.
- Vice-Chair Selection

Resolution No. 3    Moved by: Diane Harris  
                                  Seconded by: Rod Wilkinson

RESOLVED that the Safe and Well Oxford Steering Committee appoint Peter Heywood as the Vice-Chair for 2025.

DISPOSITON: Motion Carried

## 5. Action Coalition Updates (Round Table)

- Oxford Housing Action Collaborative (*TBD*)
  - The Committee has been paused until the Housing and Homelessness Plan is complete.
- Oxford Mental Health and Addictions Action Coalition (*Peter Heywood*)
  - The Oxford County Drug and Alcohol Strategy will be refreshed in 2025.
  - The Minister of Finance has invited the group to have a discussion about funding for reducing harms associated with alcohol.
- Diversity, Equity and Inclusion (DEI) Action Coalition (*Ayesha Sajid*)
  - Oxford County's Climate Action Plan - Chelsea Martin, Oxford County Coordinator of Community Environmental Sustainability, seeks the Coalition members' perspectives and input on the effects of climate change on equity-seeking groups.
  - Education and awareness - Coalition members suggested having an informative document for the public, e.g., a DEI pamphlet/postcard explaining DEI's connection with the Canadian Charter of Human Rights and Freedoms.
  - Inclusion Charter and Township of Norwich - Action Coalition supports the possibility of Warden Ryan's meeting with the Norwich Councillors to discuss the reason behind the real hold-up of not endorsing the Inclusion Charter.
  - DEI Action Coalition Webpage - Action Coalition members have volunteered to pick an article to be shared on the DEI Action Coalition page monthly, leading to education and awareness. Articles would have preambles introducing the person and providing insight into the reasons this person chose this particular article.
- Domestic Abuse Resource Team (*Diane Harris*)
  - DART continues to undergo a restructuring process to enhance our ability to focus on high-risk femicide prevention while maintaining the momentum of our awareness and advocacy work. The regular DART Operations Group has moved through a period of learning and realignment and is now entering a phase of high productivity, with renewed energy for campaigns, events, and awareness initiatives.
  - As part of this restructuring, several ad-hoc sub-groups have formed to advance work in sexual violence awareness and anti-human trafficking prevention. The sexual violence awareness group has developed a campaign for Sexual Violence Prevention and Awareness Month in May, aiming to highlight resources and educate the community. Meanwhile, the anti-human trafficking awareness group was the successful recipient of a Department of Justice Grant, which will fund the creation of a StoryWalk for Victims of Crime Week in May.
  - The StoryWalk, developed in partnership with the Woodstock Public Library, is designed to spark community conversations about human trafficking and increase awareness of how it occurs locally. This initiative will serve as an

interactive learning experience for families and community members, guiding them through key information and pointing them to Oxford County's Anti-Human Trafficking Response Protocol—a resource for those seeking pathways to exit exploitation. Additionally, we are actively recruiting an artist with lived experience to collaborate on this project, ensuring survivor voices are central to its development.

- The Brightside Youth Hub groups are set and ready to launch on April 22<sup>nd</sup>. This eight-week series will focus on assertiveness and will provide youth with tools to build healthy communication and relationship skills. These groups are open, meaning youth do not have to attend every session to participate. We encourage everyone to check out DART's Instagram and Facebook to learn more about registration and how to get involved.
- Looking ahead, we are in discussions about how to approach this year's Community Snapshot. We aim to make this process more collaborative and iterative, inviting more agencies to be part of the conversation that shapes the story we tell through the infographic. Rather than focusing purely on quantitative data, this year's Snapshot will emphasize qualitative insights, highlighting the importance of community coordination and identifying ways agencies can strengthen referrals and prevent more women from falling through the cracks.
- This update follows last month's announcement regarding our efforts to develop a high-risk femicide prevention table using a multi-agency risk assessment model. This table, guided by Western University's Centre for Research and Education on Violence Against Women and Children (CREVAWC), continues to build momentum as we work toward establishing shared risk assessment practices, developing formal agreements, and aligning with privacy regulations.
- We are excited about these new developments and remain committed to strengthening community coordination, advancing prevention efforts, and advocating for systemic change. We look forward to continuing this work in collaboration with our community partners and allies.

## 6. Next Steps & New Business

- Age-Friendly Community - Meagan Lichti, Southwest Public Health & Kelly Gilson, United Way Oxford
  - Meagan Lichti, Southwest Public Health & Kelly Gilson, United Way Oxford presented the documents and statistics attached to the agenda.
  - An age-friendly community is a community where policies, services, and physical spaces are designed to enable people of all ages to live in secure and accessible physical and social environments.
  - The next steps are to ensure the plan being developed is aligned with and embedded in community plans to ensure success. Their steering committee wants to collaborate with local communities and municipalities to support successful and sustainable implementations.

- The presenters highlighted the alignment with the development of the new CSWB Plan. Their steering committee is planning a survey for May-August 2025.
- Vision Zero Policy and Good Roads Rural Road Safety Strategy Resolution
  - For information purposes for the Committee.
  - The resolution has been approved by County Council and various area municipalities.
  - The goal is to identify changes that could be made provincially and federally which could improve road safety.
  - It was commented that feedback from police services would be valuable. R. Wilkinson and T. Hyman commented that the Police would like to include their traffic experts in any meetings to develop a Vision Zero Policy.
- Canadian Index of Well-Being Survey
  - The survey is planned to launch the first week of April and will be open for 6 weeks to any Oxford County residents, 16 years of age or older.
  - Notice of the survey will be circulated to all stakeholders and area municipalities will be assisting in the promotion of the survey.

## 7. Upcoming Meeting Dates – Oxford County Administration Building – Room 129

- Next meeting on April 28 to be held at OCAB Room 129
  - D. Harris and R. Wilkinson advised they will not be in attendance on April 28.
  - Ashley Brown will be coming to the May meeting with D. Harris as she will be taking Diane's place following retirement.

## 8. Adjournment

Resolution No. 7      Moved by: Tina Diamond  
                                    Seconded by: Rod Wilkinson

RESOLVED that the Safe and Well Oxford Steering Committee meeting adjourn at 11:35 a.m.

DISPOSITON: Motion Carried