

ANTI-HATE, DIVERSITY & INCLUSION ADVISORY COMMITTEE

TERMS OF REFERENCE

Mandate

The City of Vaughan's Anti-Hate, Diversity & Inclusion Advisory Committee (the "Committee") is appointed by the City Council ("Council") for the City of Vaughan (the "City").

The Committee will provide support to staff in the implementation of the Diversity, Equity and Inclusion Plan and shall provide a forum for consultation, feedback and discussion on matters of diversity, equity, inclusion, belonging and anti-hate in the City.

Objectives

The objectives of the Committee are as follows:

- Provide support to the City staff to implement actions outlined in the Diversity, Equity and Inclusion Plan;
- Provide input to City staff on various issues and initiatives concerning diversity, equity, inclusion, belonging in our community;
- Provide advice and consult on issues of discrimination as defined by the Ontario Human Rights Code. This includes but is not limited to complaints of acts of prejudice, racism and hate.
- Provide input to City staff on the elimination of barriers within City programs, services and policies for the diverse population of our community;
- Foster a greater understanding and awareness of diversity, equity, inclusion and belonging on matters within the community through community partnerships;
- To provide feedback on the development or updating of policies and programs related to matters of diversity, equity, inclusion, belonging in the City of Vaughan; and
- Foster a relationship of shared ideas and experiences with similar committees at other municipalities in York Region, York Region District School Board and York Catholic District School Board.

Term

Four-year term, coinciding with the term of City Council, and serve until their successors are appointed.

Guiding Principles

The Committee will:

- Reflect the diversity of the equity-deserving groups in the City;
- Develop and promote a vision of inclusion based on the City's Diversity, Equity and Inclusion Plan;
- Be committed to operating with effective, respectful and inclusive communication;
- Inject intersectionality into strategies to build bridges between communities; and
- Be responsive to community's needs.

Membership

Members shall include Members of Council and citizens, as follows:

- a. Two Members of City Council will serve as Chair;
- b. The Mayor will serve as an ex-officio member of the advisory committee; and
- c. Up to 10 citizen members.

The City seeks voices from equity-deserving and historically marginalized communities, including but not limited to:

- Indigenous peoples
- Faith-based groups
- 2SLGBTQ+ communities
- Newcomers, new Canadians
- People facing physical and financial challenge
- Persons with disabilities
- Racialized people, people of diverse ethnic or cultural origin
- Seniors
- Women
- Youth

Member Qualifications

The following qualifications will be considered for appointing members to the advisory committee:

- Lived experiences of members from Indigenous and equity-deserving communities.
- Subject Matter Expertise in diversity, equity and inclusion matters.
- Experience working in teams, with community groups, boards or organizations.

- Commitment as a change-agent in diversity, equity and inclusion matters in the community.

Community participation is key to the success of diversity, equity and inclusion initiatives. Additional City staff and representatives of diverse groups would be invited to attend meetings as needed to provide expertise related to a specific project.

Meeting Procedures

The proceedings of the committee are to be governed by the City's Procedure By-law 7-2011, as amended.

Agendas and Reporting

Agendas shall be prepared by the Office of the City Clerk in consultation with the advisory committee Chair.

Agendas shall be posted on the City's web site one week prior to the scheduled date of the meeting or as soon as practicable.

Following the conclusion of the mandate of the advisory committee, a report of recommendations will be brought to Council for further discussion.

Meetings

Meeting dates will be determined at the first meeting of the advisory committee. The advisory committee may meet on the schedule determined, or at the call of the Chair.

All meetings are to be open to the public in accordance with the Municipal Act, 2001.

Notice of Meetings

Meetings will be noted on the Schedule of Meetings calendar posted on the City's website.

Quorum

A majority of the members, including the Chair, shall constitute quorum.

Staff Resources

The role of staff is to act as a resource to the advisory committee, but not to be members of the advisory committee, or to deliberate or draft the findings of the committee.

Representatives from the Recreation Department are to provide advisory and subject matter support related to events, programming and specific to the mandate and objectives of the advisory committee.

The Diversity and Inclusion Officer, or their designate, will provide advisory and subject matter support specific to the mandate and objectives of the advisory committee.

The Office of the City Clerk will be responsible for agenda and report production and distribution, the giving of procedural advice, and the recording of the proceedings of the advisory committee.

The advisory committee will be provided with additional administrative and technical support at the discretion of the appropriate Senior Leadership Team – Executive portfolio(s).

Authority

The advisory committee may not exercise decision-making powers, or commit expenditures save for those specifically delegated by Council. Any request for expenditures determined by the advisory committee for the sole purpose of conducting the business or work of the advisory committee shall be forwarded to Council for consideration and approval.

The advisory committee may not direct staff to undertake activities without authority from Council.

Amendment/Expansion of Terms of Reference

Only Council can initiate any amendment and/or expansion of the Terms of Reference.