

Anti-Black Racism Standing Advisory Committee – Terms of Reference

Mandate

The Reimagining Black Futures in Vaughan: 2024-2031 Addressing Anti-Black Racism Action Plan recommends the following:

- *“that the City forms a Standing Advisory Committee (SAC). This committee will advise Vaughan Council on issues faced by diverse Black communities and provide oversight and consultation on the implementation of this action plan. The SAC will help ensure all administrative processes and decisions are informed by a comprehensive understanding of community needs and aspirations. This proactive approach not only ensures inclusion and fairness, but also strengthens public trust and accountability. It is recommended that the committee be provided with an honoraria recognizing lived and learned expertise”* (p. 19).

The City of Vaughan’s Anti-Black Racism Standing 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 Anti-Black Racism Action Plan and shall provide a forum for consultation, feedback, and discussion on matters of Anti-Black racism in the city.

Objectives

The objectives of the Committee are as follows:

- Building off the governance of the Special Advisory Committee, provide feedback and support on the delivery of the city’s implementation plan for the Anti-Black Racism Action Plan.
- Provide feedback to the City staff on various issues and initiatives faced by the Black community
- Provide input, insight and accountability on eliminating barriers faced within our Black communities

Term

A two-year term, coinciding with the Term of Council and serving until their successors are appointed.

Guiding Principles

The following guiding principles, are outlined in the December 10 Staff Report (p. 3-7), and are based directly on feedback from community consultation and priorities emphasized by them.

Cultural Competency & Intersectionality

Promote understanding and respect for Black history, culture, and lived experiences among committee members and stakeholders.

Recognize and address the interconnectedness of various forms of discrimination and how they affect Black individuals differently based on factors like gender, sexuality, and socio-economic status.

Transparency and Accountability

Maintain open communication about the committee's work, decisions, and outcomes, holding members accountable for their commitments to anti-Black racism efforts.

Evidence-Based Approaches

Utilize data and research to inform decisions and measure the impact of initiatives, ensuring that strategies are effective and grounded in best practices.

Continuous Learning and Long-Term Commitment

Encourage ongoing education and training for committee members on issues of anti-Black racism, social justice, and systemic oppression.

Recognize that combating anti-Black racism is a long-term commitment that requires sustained effort, resources, and advocacy.

Membership

Members shall include Members of Council and public members as follows:

- a. Up to 10 public members.
 - i. The existing seven (7) members of the Special Advisory Committee will be offered appointment
 - ii. Consideration of non-residents to be appointed, with strong affiliations to stakeholder organizations (e.g. Post-Secondary Institutions, community organizations, etc.) to allow for further diversity of expertise
 - iii. One Member of Council to serve as the Chair of the committee. Vice-Chair to be a citizen member, appointed by council.
- b. Members are to be appointed by Council. Any changes to the membership will require Council approval.

The City seeks voices from the Black community, particularly those with intersectional identities, including but not limited to:

- 2SLGBTQ+ communities
- Faith-based groups
- Newcomers, new Canadians
- People facing physical and financial challenges
- Persons with disabilities
- Seniors
- Women
- Youth

Public members will be provided a \$125.00 honorarium for participation in each meeting.

Member Qualifications

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

- Lived experience of members from the Black community
- Subject matter expertise in diversity, equity, and inclusion matters.
- Experience working on teams, with community groups, boards or organizations.

Community participation is key to the success of the implementation of the Anti-Black Racism Action Plan. 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

The Office of the City Clerk shall prepare agendas in consultation with the Committee Chair.

Agendas shall be posted on the City's website one week before the scheduled date of the meeting or as soon as practicable.

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

Meetings

Meetings will occur on a quarterly basis. Meeting dates will be confirmed at the first meeting of the Committee.

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 Committee, but not to be members of the Committee or to deliberate or draft the findings of the Committee.

Representatives from the Anti-Black Racism Working Group are to provide advisory and subject matter support related to the mandate and objectives of the Committee.

The Manager, Inclusion and Community Outreach, or their designate, will provide advisory and subject matter support specific to the mandate and objectives of the Committee.

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

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

Authority

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

The 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.