



## Town of Newmarket

### How to attend an Electronic Task Force Meeting

As all Town facilities remain closed to the public, members of the public can attend an electronic Advisory Committee or Board Meeting by joining through ZOOM.

These instructions are for the public and not Committee or Board Members. **The public will join in “listen only” mode (as an “Attendee”).**

**Meeting:** Anti-Black Racism Task Force  
**Date:** Tuesday, December 8, 2020 at 4:00 PM  
**Location:** Electronic VIA ZOOM Meeting

**How to Join the Meeting by laptop, tablet, iPad, phone or computer:**

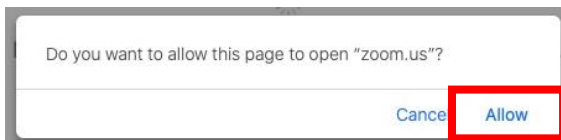
**1**

**Click the link to the ZOOM Meeting below:**

<https://townofnewmarket.zoom.us/j/94768928738?pwd=MGhGbzlzaGtLS2R2M25xbVZmNWtzZz09>

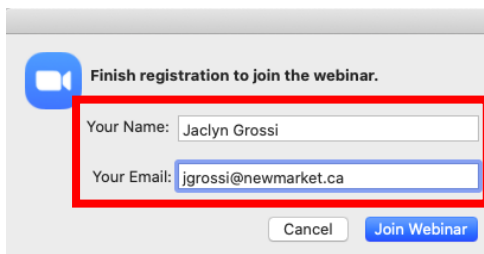
**2**

**The link will open in your browser and the following pop-up will appear, click “Allow”**



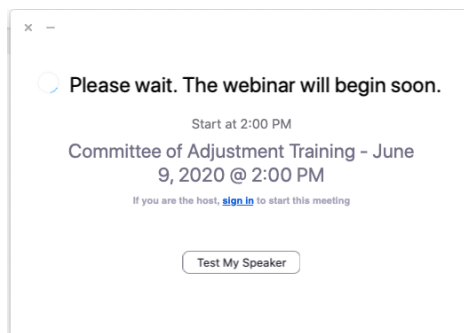
**3**

**Type your First and Last name into the “Your Name” field and type your email into the “Your Email” field. Then click “Join Webinar”.**



4

The following pop-up window will appear, and you will join the meeting when it begins.



**Reminder** – you will only be able to listen and view the meeting, your camera and audio will not be on.

5

When the meeting begins you will be able to see the Committee or Board Members and Staff who are attending the meeting.

## How to Join the Meeting by telephone:

1

Dial one of the numbers below:

647 374 4685 or  
647 558 0588

2

Follow the telephone prompts and input the following information:

Meeting ID: 947 6892 8738 followed by #

There is no Participant ID, just press #

Passcode: 265710 followed by #

You will be placed in a “waiting room” until the meeting begins

3

Once the meeting begins, the telephone operator will advise that you have joined as an attendee and that you will be muted throughout the meeting.

## Technical Tips

- ✓ **You will be attending the meeting in “listen only mode” (i.e., without your video or audio on)**
- ✓ If you cannot connect, check your internet connection by going to another website (such as [www.newmarket.ca](http://www.newmarket.ca)) - If the internet is not working on other sites, you may need to reboot your device or modem



If your screen freezes, try to refresh or you may need to disconnect from the meeting and then reconnect using the link above

- ✓ If you get disconnected, rejoin the meeting using the link above





# **Town of Newmarket**

## **Agenda**

### **Newmarket Anti-Black Racism Task Force**

Date: Tuesday, December 8, 2020  
Time: 4:00 PM  
Location: Electronic VIA ZOOM  
See How to Login Guide

#### **1. Notice**

At this time, the Municipal Offices remain closed to the public. This meeting will be available VIA ZOOM Meeting at [newmarket.ca/meetings](https://newmarket.ca/meetings).

#### **2. Additions & Corrections to the Agenda**

#### **3. Conflict of Interest Declarations**

#### **4. Presentations**

#### **5. Deputations**

#### **6. Approval of Minutes**

1. That the Newmarket Anti-Black Racism Task Force meeting minutes of November 24, 2020 be approved.

#### **7. Items**

- 7.1. Welcome and virtual meeting norms
- 7.2. Affirmation
- 7.3. Establish a vision for the Newmarket Anti-Black Racism Task Force
- 7.4. Anti-Black Racism Work Plan Development
- 7.5. Closing Remarks

#### **8. New Business**

## 9. Adjournment



# **Town of Newmarket**

## **Anti-Black Racism Task Force**

### **Minutes**

**Date:** November 24, 2020

**Time:** 1:00 PM

**Location:** electronically via ZOOM

Members Present: Lori-Anne Beckford  
Claudius Brown  
Holly Douglass  
Jerisha Grant-Hall  
Gavin Gunter  
Nadia Hansen  
Glenn Marais (1:01 PM to 2:19 PM)  
Gary Miranda  
Opiyo Oloya  
Maxine Palomino  
Kimberly Roach (1:01 PM to 3:53 PM)  
Councillor Simon (1:01 PM to 2:30 PM)  
Councillor Morrison (1:19 PM to 4:05 PM)  
Councillor Bisanz (1:01 PM to 4:02 PM)

Guests: Mayor Taylor

Staff Present: Jennifer Rose, Healthy Workplace Program Specialist  
Kiran Saini, Deputy Town Clerk

#### **Call to Order**

##### **1. Welcome and Introductions**

The Deputy Town Clerk called the meeting to order at 1:01 PM.

Mayor Taylor provided introductory remarks and opening comments. He thanked members for volunteering their time, and lending their experience and knowledge to form Newmarket's first Anti-Black Racism Task Force. Members of the Task Force introduced themselves and provided a brief background as to why they were interested in joining the Task Force.

The Deputy Town Clerk provided an orientation session, noting that the Town's Procedure By-law, Local Code of Conduct and policies related to workplace free of harassment and discrimination apply to the Task Force. Accessibility orientation and training was also provided. A review of the terms of reference, mandate and deliverables was also included as part of the orientation.

## **2. Appointment of Chair and Vice-Chair**

The Deputy Town Clerk called for nominations for Chair and Vice-Chair.

Moved by: Glenn Marais

Seconded by: Maxine Palomino

1. That Jerisha Grant-Hall be appointed as Chair of the Newmarket Anti-Black Racism Task Force.

**Carried**

Moved by: Glenn Marais

Seconded by: Holly Douglass

2. That Nadia Hansen be appointed as Vice-Chair of the Newmarket Anti-Black Racism Task Force.

**Carried**

## **Additions or Corrections to the Agenda**

None.

## **Conflict of Interest Declarations**

None.

## **Items**

### **2. Develop work plan and priorities for term**

Members reviewed the deliverables within the Terms of Reference and developed a draft work plan. The draft work plan was developed into three priority areas of focus:

1. Consulting with the community to advise Council on matters involving anti-Black racism and racial equity within the Town of Newmarket; and, engage with local groups, businesses, agencies and institutions within Newmarket to support racial equity.
2. Sharing with Council and staff any policies and procedures which will enhance racial equity in the Town of Newmarket; and, promoting



understanding and acceptance of the diverse Black community residing in Newmarket by advising Council on issues and concerns raised by residents.

3. Cooperating and working in partnership with staff, coordinating with institutions and voluntary organizations to promote mutual trust and respect with Newmarket's diverse Black community; and, assisting staff as requested, in: promoting awareness of equity issues going on at the Town and Region; and carrying out programs and initiatives as directed by Council with specific reference to Black communities.

Three respective subcommittees were formed for each of the priority areas. Subcommittee one includes: Gary Miranda; Gavin Gunter; Opiyo Oloya; Maxine Palomino; and Councillor Morrison. Subcommittee two includes: Kimberly Roach; Lori-Anne Beckford; Jerisha Grant-Hall; Glenn Marais; and Councillor Bisanz. Subcommittee three includes: Holly Douglass; Claudius Brown; Nadia Hansen; and Councillor Simon.

Discussion on the subcommittee meeting frequency ensued. It was noted that staff resources would be available to attend subcommittees upon request, and that staff could assist with establishing virtual meetings, if needed. It was determined that subcommittee members would establish meeting frequency and times amongst themselves.

It was noted that having access to race-based data for the Town of Newmarket would be beneficial, and the discussion on the collection and source of this potential information ensued. There was also discussion regarding the learning outcomes and strategies from other public sector organizations, and how these may benefit the work of this Task Force.

Members were requested to consider the development of a vision for the Task Force, and come prepared to the subsequent meeting to discuss.

### **3. Establish meeting cycle**

Discussion ensued on meeting frequency and time of day for future Task Force meetings.

Moved by: Gavin Gunter

Seconded by: Claudius Brown

1. That the Newmarket Anti-Black Racism Task Force meetings for 2021 occur the first Tuesday of each month between 4:00 PM and 6:00 PM; and,
2. That the next meeting for 2020 be held on Tuesday, December 8, 2020 between 4:00 PM and 6:00 PM.

**Carried**

**New Business**

None.

**Adjournment**

Moved by: Claudius Brown

Seconded by: Holly Douglass

1. That the meeting be adjourned at 4:05 PM.

**Carried**

## Vision Statement of the Anti-Black Racism Task Force, Town of Newmarket

### [DRAFT]

With the foremost recognition that anti-black racism exists, the task force seeks ways to disrupt, displace and dismantle this scourge within our community of Newmarket.

In furtherance of these objectives we seek to:

- Act as one of the conduits to bring the challenges being faced by afro-descendants and their allies into the light. By so doing, we seek to be an agent for healing within the community for those whose lives have been adversely impacted by anti-black racism in all its forms.
- Foster confidence in our democratic institutions by bringing these challenges and concerns to the local government (namely the Newmarket Town Council) thereby increasing the sense that this minority community feels 'heard' and is 'empowered'.
- Promote safe, harmonious and peaceful means of intercultural understanding which will build a stronger community via appropriate recommendations.
- Conceive or appropriate recommendations tailored to the needs of the Newmarket community (at the procedural and policy levels) that seek to advance the equality of afro-descendants as well as improve the physical and emotional wellbeing outcomes of this segment of the community.

We further recognize the tremendous diversity within the community of those who possess African heritage & ancestry and celebrate the immense contributions such individuals have made to the Canadian way of life from the very start. Within the context of 2015-2024 being declared by the United Nations as the International Decade for People of African Descent, we further underscore and emphasize that harmonious and inclusive ways, beliefs and institutions will further strengthen the nation of Canada and that the scourge of racism detracts from the present and future prosperity of our beloved nation.

Word Count: 269

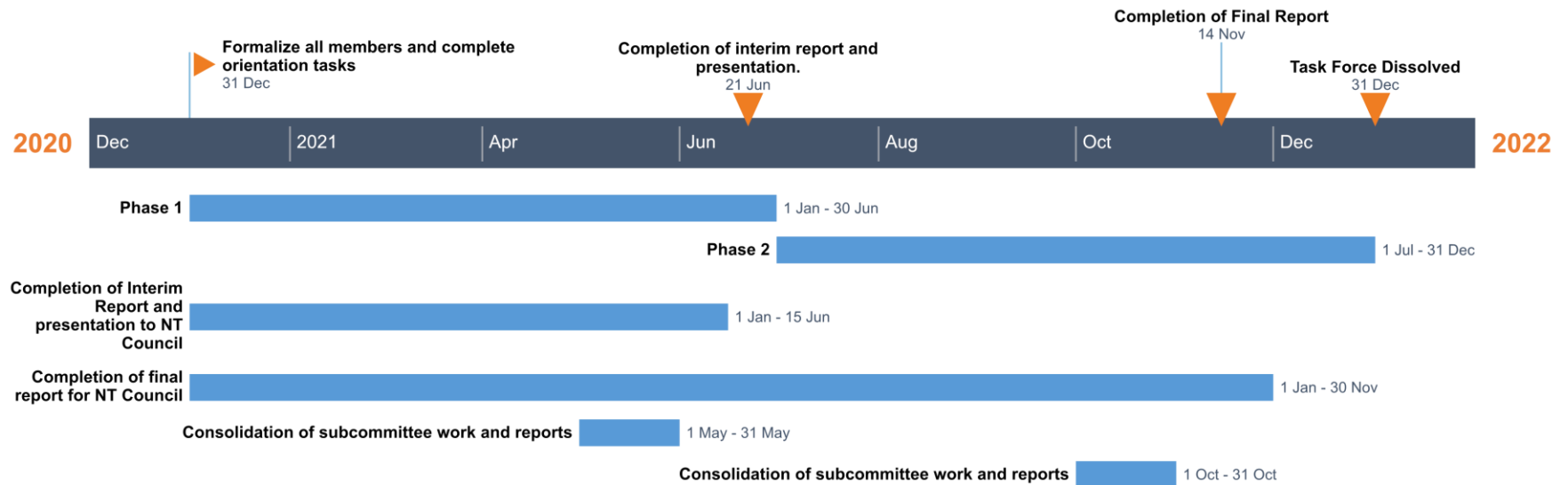


Newmarket Anti-black Racism Task Force Workplan  
(provisional outline – version as at November 28, 2020)

In keeping with the horizon date of December 31, 2021, the workplan outlined herein seeks to provide general guidance towards meeting the milestones and completing the objectives of this important work. A general outline of these milestones and the proposed general governing structure of the workplan are given in the Gantt chart on the following page with explanations following. A list of provisional meeting dates for the Task force is provided below for ease of reference (however please note that communications from the Chairperson and deputy Town Clerk take precedence).

Phase 1	Phase 2
December 8, 2020	July 6, 2021
January 5, 2021	August 3, 2021
February 2, 2021	September 7, 2021
March 2, 2021	October 4, 2021
April 6, 2021	November 2, 2021
May 4, 2021	December 7, 2021
June 1, 2021	

# Newmarket Anti-black Racism Task Force (provisional workflow and milestones)



### Project work in two phases.

The task force will be working towards two key milestones, namely the presentation of the interim report to the Newmarket Town Council and the completion and presentation of the final report.

### Phase 1 - Jan 1, 2021- June 30, 2021

Phase 1 will encompass all the preliminary undertakings of the subcommittees towards the completion of the interim report. This includes data gathering and all other activities related to the work of the task force.

### Consolidation of Phase 1 work - May 2021

It is proposed that May be set aside for consolidation of work of the three subcommittees for integration into the interim report in preparation for presentation to the Newmarket Town Council.

### Phase 2 - July 1, 2021 – December 31, 2021

Phase 2 of the workplan will follow a similar pattern to phase one with the expectation that feedback from the Newmarket Town Council and an interim reassessment of the workflow will be completed at the onset of Phase 2.

### Consolidation of Phase 2 work – October 2021

It is proposed that October be set aside for integrating the work of both phases of the workplan. It is expected that considerably more effort will need to be allocated given the likelihood of a much larger data pool for assessment, distillation and presentation.

### Breakdown of Subcommittee Mandates and membership

As agreed at the inaugural meeting of the Task Force on November 24<sup>th</sup>, the work of the Task Force will be broken into three sub-committees as provided in the document **Anti-Black Racism Task Force Work Plan\_V1**



## Anti-Black Racism Task Force Work Plan\_V1

Deliverables (what)		Action Items	How the deliverables are implemented	Subcommittee Responsible for deliverable & Membership
1.	Consulting with the community to advise Council on matters involving anti-Black racism and racial equity within the Town of Newmarket; and, Engage with local groups, businesses, agencies and institutions within Newmarket to support racial equity	External consultation sessions with the community		<ul style="list-style-type: none"> <li>- Gary Miranda</li> <li>- Gavin Gunter</li> <li>- Opiyo Oloya</li> <li>- Maxine Palomino</li> <li>- Councillor Morrison</li> </ul>
2.	Sharing with Council and staff any policies and procedures which will enhance racial equity in the Town of Newmarket; and, Promoting understanding and acceptance of the diverse Black community residing in Newmarket by advising Council on issues and concerns raised by residents	Embed identity affirming practices into policies and procedures (Black affirming lens) <i>How</i> are policies put into practice?		<ul style="list-style-type: none"> <li>- Kimberly Roach</li> <li>- Lori-Anne Beckford</li> <li>- Jerisha Grant-Hall</li> <li>- Glenn Marais</li> <li>- Councillor Bisanz</li> </ul>
3.	Cooperating and working in partnership with staff, coordinating with institutions and voluntary organizations to promote mutual trust and respect with Newmarket's diverse Black community; and, Assisting staff as requested, in: promoting awareness of equity issues going on at the Town and Region; and carrying out programs and initiatives as directed by Council with specific reference to Black communities.	Conduct environmental scan of the current programs/services.		<ul style="list-style-type: none"> <li>- Holly Douglass</li> <li>- Claudius Brown</li> <li>- Nadia Hansen</li> <li>- Councillor Simon</li> </ul>
4.			Sharing information and initiatives with other task forces or committees within municipal, provincial, and federal governments, as appropriate	
5.			Acting in an equitable, non-partisan manner supporting the Town's commitment to diversity and inclusion;	
6.			Reporting to Council, on the conclusion of the Task Force documenting the activities, accomplishments and discussions	
7.			Participating actively in meetings to work towards the elimination of anti-Black racism and discrimination	