



Town of Newmarket
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Dismantling Anti-Black Racism Advisory Committee Recruitment Process Staff Report to Council

Report Number: 2023-39

Department(s): Legislative Services

Author(s): Kiran Saini, Manager of Legislative Services/Deputy Clerk

Meeting Date: June 19, 2023

Recommendations

1. That the report entitled Dismantling Anti-Black Racism Advisory Committee (DABRAC) Recruitment Process dated June 19, 2023 be received; and,
2. That Council approve the attached DABRAC Terms of Reference (**Attachment 1**); and,
3. That Council delegate the recruitment and appointment for DABRAC members to an external Selection Committee comprised of three to five members of the Black community; and,
4. That the Chairperson of the Newmarket African Caribbean Canadian Association (NACCA) lead the recruitment for the external Selection Committee, with the support of Town staff and resources; and,
5. That, excluding the Chairperson of the NACCA position, members of the external Selection Committee for DABRAC be ineligible to sit as a member of DABRAC due to a conflict of interest in appointing themselves; and,
6. That in recognition of the contributions to Council and the Newmarket community that members of the DABRAC and Accessibility Advisory Committee provide by sharing their lived experiences, which may include experiencing adversity and societal inequities, members of these Committees be provided an honorarium of \$100 per meeting; and,

7. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Purpose

The purpose of this report is to seek Council approval of the Dismantling Anti-Black Racism Advisory Committee (DABRAC) Terms of Reference and establish a plan for recruitment of the new Advisory Committee.

Background

This report follows [Staff Report 2023-11](#), which presented Council with the Implementation Plan for Dismantling Anti-Black Racism, dissolved the Dismantling Anti-Black Racism Task Force, and created a Dismantling Anti-Black Racism Advisory Committee. This report seeks Council's approval for the Terms of Reference and establishes an outline of how the recruitment for DABRAC is recommended.

Discussion

EMPOWER conducted significant consultation and work on the Action Plan

In 2022, the Town contracted EMPOWER to develop a [Dismantling Anti-Black Racism Action Plan](#). Council received the Action Plan in [Staff Report 2023-03](#). This Action Plan involved significant consultation and incorporated feedback from Newmarket's diverse Black community. Within this Action Plan, an Advisory Committee was contemplated and a framework for a terms of reference was established. **Attachment 1** draws heavily on what was already established and approved as part of the Action Plan.

Recruitment for the DABRAC

Within the Action Plan, it was recommended that three to five members of Newmarket's Black community be tasked with reviewing and making recommendations on who to select for the DABRAC.

Staff recommend that the membership for the DABRAC be determined by an external Selection Committee. This would vary from the traditional appointment process whereby Council appoints members of Advisory Committees.

Attachment 1 indicates that the external Selection Committee for DABRAC will be composed of 3 to 5 members of the Black community, and of those 3 to 5 members, one position will be held by the Chair of NACCA. Excluding the Chairperson of NACCA, all other individuals assisting with recruitment and sit as part of the Selection Committee will not be eligible to be appointed to the DABRAC due to a conflict of interest in appointing themselves. The Equity, Diversity and Inclusion Specialist along with

Legislative Services will support the Selection Committee with their meetings, including distribution of meeting materials and scheduling.

Staff will support the recruitment process by using available communication tactics to advertise vacancies for the Selection Committee and DABRAC

Staff will also work with the Selection Committee to determine if there are any additional mechanisms for communicating the opportunity to ensure there are the greatest number of applicants.

Honorarium for DABRAC and the Accessibility Advisory Committee

In recognition of the history of societal inequities and that individuals who serve on DABRAC and the Accessibility Advisory Committee are contributing by sharing their lived experiences, it is recommended that individuals be provided an honorarium of \$100/meeting.

Conclusion

Following Council approval, staff will work on communicating the recruitment for the Selection Committee and DABRAC. Staff will also seek advice from the individuals on the Selection Committee on where to advertise for the DABRAC to meet the goals of representation as identified in the Terms of Reference (**Attachment 1**).

Once members of DABRAC have been appointed by the Selection Committee, the names of the individuals will be published online on the Town's [Committees and Boards webpage](#). Council will also be informed of these appointments once the process is complete. It is expected that the process may take several months, and the appointments will likely be made by the Fall.

Business Plan and Strategic Plan Linkages

Diverse, welcoming, and inclusive community – Building a strong, healthy and equitable community where everyone feels an unwavering sense of belonging.

Consultation

Human Resources and the Chairperson of NACCA were consulted as part of this report.

Human Resource Considerations

The DABRAC will be supported by the Town's Equity, Diversity & Inclusion Specialist

Budget Impact

Any budget impacts related to advertisement and honorariums will be supported through current operating budgets.

Attachments

Attachment 1 - Dismantling Anti-Black Racism Advisory Committee (DABRAC) Terms of Reference

Approval

Tricia Quinlan, Director of Human Resources

Lisa Lyons, Director of Legislative Services/Town Clerk

Esther Armchuk, Commissioner of Corporate Services

Ian McDougall, Chief Administrative Officer

Contact

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