

1.0 Mandate

The Pickering Anti-Black Racism Taskforce (PABRT) is a committee of Council appointees who work in partnership with the Pickering community, Durham-based organizations, businesses, stakeholders, and the City to:

- identify barriers and areas of opportunity, in order to enhance the shared experience and opportunities afforded to Black residents,
- identify and coordinate opportunities for stakeholder and community engagement,
- provide expert input and action on matters relating to the provision of anti-Black racism initiatives within the community; and,
- celebrate and promote the Black community, and promote Black culture.

2.0 Goals, Objectives and Responsibilities

The Pickering Anti-Black Racism Taskforce will identify and implement actions to fulfill the following goals and objectives:

1. Work towards the continued reduction of anti-Black racism;
2. Ongoing communication with the residents of Pickering to identify existing systemic barriers for Black residents and develop/provide opportunities to address these barriers, provide education, and effect change;
3. Act as a partner in collaboration with the City on initiatives related to anti-Black racism and Equity, Diversity and Inclusion as a stakeholder;
4. Provide advocacy and act as a liaison on behalf of the Black community to the City, as well as organizations and businesses serving the City of Pickering;
5. Strengthen and support Black-led economic development and Black employment initiatives;
6. Support and promote the creation and success of the Black community and cultural organizations;
7. Provide educational resources to build allies within and for the Black community;
8. Conserve and promote Black history and heritage;
9. Celebrate and support success within the Black community;
10. Provide opportunities for the creation, education, and enjoyment of Black culture;
11. Build partnerships and share resources with like-minded organizations to maximize effect, be aware of global best practice, to reduce potential for overlap of services and initiatives;
12. Be inclusive of community residents as per the charter of rights and freedoms; and,

13. Engage stakeholders, businesses, and cultural organizations as partners in the delivery of initiatives.

Taskforce responsibilities include:

- a) Regularly communicate with Pickering residents, businesses, stakeholders, and like-minded organizations (includes taskforces) to fully identify issues, barriers, and opportunities within the mandate of the taskforce.
- b) Develop an annual action plan for presentation to Council; which identifies primary goals, strategies, implementation schedule, measurement tools, and budgets in response to the goals and objectives of the Taskforce.
- c) Regularly review the action plan and track results.
- d) Provide quarterly updates to Council on Taskforce activities.
- e) Schedule meetings, set agendas, review minutes, and organize sub-committees as needed.
- f) Promote and support grass roots organizations and community-led anti-Black racism initiatives.
- g) Deliver programs, education, reconciliation circles, and develop as needed educational resources and toolkits in partnership with the community, related to anti-Black racism, alliance, heritage, and culture.
- h) Develop and implement recognition and incentives for initiatives that support the Black community and anti-Black racism.
- i) Advocate, provide guidance and support or partner with initiatives of Durham Region Police Service and Durham School Boards related to anti-Black racism, Black culture, and safety of Black community members.
- j) Encourage and promote effective communication between the Black community, community cultural groups, individuals, and the City.
- k) Advise and develop working relationships with owners of businesses, and the Chamber of Commerce.
- l) Work collaboratively with the City to align priorities and to aid Diversity and Inclusion initiatives of the City.
- m) Provide consultation, research, resources, report findings and make recommendations as necessary on matters of anti-Black racism, and the promotion of Black culture within the City of Pickering.
- n) Facilitate education and awareness of federal, provincial and local legislation related to anti-Black racism, accessibility, equity, and inclusion, human rights, and labour.
- o) Advocate and promote the value and benefit of anti-Black racism initiatives, and Black culture for all.

Members do not have the authority to assign work to staff but will work cooperatively and assume related duties as directed by the Taskforce.

More specifically, the PABRT will **not** be responsible for the following:

1. Development of City Diversity & Inclusion initiatives or strategy;
2. Budget approval;
3. City programming or events;
4. Day-to-day operations of the City or City facilities; and
5. Administrative matters including direction given to staff.

3.0 Composition

Up to 20 Taskforce members will be appointed, including:

- 8 resident representatives (maximum);
- 12 stakeholders representatives (maximum);

All appointees will be voting members regardless of age.

3 City representatives will attend meetings to provide support, and facilitate meetings.

- 2 City staff liaisons; and,
- the Mayor

As per Policy ADM 040 resident members must be 18 years of age, reside in Pickering, and represent a broad range of interests, ages, backgrounds, and experience. Youth representation is essential and must be provided a right to vote on the Taskforce. It is strongly recommended that at least one youth sub-committee be mandated who set their own plan in line with the goals and objectives of the Taskforce.

Community Organization representatives must be from organizations that serve the City of Pickering.

Where possible, appointments to the Committee shall include community leaders, and stakeholder representatives from the African diaspora and the following organizations/associations/areas:

- Active anti-Black racism Organizations
- Black Business Owners/Chamber of Commerce
- Black Cultural Organizations/Diversity Groups
- Community Development Council of Durham
- Community Safety Organization or Committee
- Cultural Advisory Committee
- Cultural Expressions - Durham Black History Month
- Durham Human Resources Professional Association
- Human Rights Organization
- LGBTQ Organization
- Mental or Public Health Organization
- Pickering Public Library
- Youth Organization

City Staff from the following departments will act as liaisons to the committee:

- Community Services Department
- Human Resources Department

Staff from other departments, including Legislative Services, Economic Development, and Corporate Services, will be called upon as required by the work of the Taskforce.

4.0 Member Qualifications

Qualifications include the skills, knowledge, and lived-experience needed to contribute effectively to Taskforce goals and objectives. Membership will be sought on the basis of broad interest, understanding and commitment to the development of anti-Black racism initiatives in the municipality, in addition to specific expertise and interest related to Black business, culture, education, employment, health, heritage, and safety. Resident appointees must be residents of the City of Pickering.

5.0 Meeting Schedule

The Pickering Anti-Black Racism Taskforce meets a minimum of 9 times per year.

Established meeting dates and times shall not be changed unless circumstances warrant special consideration. Meetings will not be held in the months of July, August or December unless determined by the Taskforce that a meeting is necessary to meet the mandate or work plan of the Taskforce.

During a Municipal election year, meetings shall continue unless determined by the Taskforce that a break in service is necessary.

6.0 Term of the Taskforce

Taskforce members will serve for a term of four years starting in March of the year following a Municipal Election until they are no longer able to serve or a new taskforce is appointed.

At the end of 2022, the Taskforce will consider in their report to Council broadening the activities to include Community-wide Racism, becoming the Anti-Racism Taskforce.

The Taskforce will provide an update before the end of 2022 to be provided to the incoming Council with actions, achievements, and a recommendation/plan on how the Taskforce should continue in the next term.

7.0 Taskforce Structure and Positions

The Taskforce may choose to appoint a committee chair, or subcommittees in accordance with Boards and Committee Policy ADM 040.

Chairpersons and Sub-committee chairs will be nominated by a member of the taskforce and receive a majority vote to hold the position.

Chair persons will hold a term of no more than 12 months. Should a chair person not be able to attend a meeting, they will assign chair duties to a second member of the taskforce, or request the staff liaisons to lead the meeting.

The chairperson will manage the activities of the meeting, develop agendas, and follow up on action items with taskforce members and staff liaisons.

The following Executive and Sub-Committee positions are adopted for the 2021 – 2023 Term of the Taskforce:

Executive

1. Chair – Staff/Government Liaison
2. Vice Chair – Action Plan Development Tracking/Presentations
3. Secretary (two positions) – Committee Administration, Advocacy, Compliance, Accountability, Ethics, Community Hub Liaison, Mediation
4. Treasurer

Sub-committee Positions

1. Executive Advisory Sub Committee eg. Police Services, Human Resources, Faith Groups [Chair + 1]
2. Fund Development [Treasurer +1]
3. Policy / Best Practice [research and presentations]
4. Youth
5. Outreach/Communications - Social Media, 'Bang The Table', Fundraising, Youth Recruitment
6. Education as partner with DDSB
7. Employment / Entrepreneurship
8. Health
9. Policing as partner with DRPS
10. Events, Community Engagement, Programming
11. Recognition Program eg. Procurement, Allyship, Community Champion/Achievement [Chair, Vice Chair, Secretary, Treasurer]
12. Housing/Construction

Subcommittees (ADM 040 Section 16.09) will be struck at the direction of the Taskforce by a majority vote, and must include at least two members of the Taskforce, and can include additional relevant stakeholders, experts, or members of the public as needed. Sub-committees must include at least one youth representative from the youth sub-committee.

Sub-committee Co-chairs will report to the Taskforce during regular meetings, and results will be recorded as part of the meeting minutes. Sub-committees Chairs will be responsible for recruitment of sub-committee members and organizing activities of the sub-committee in line with the action plan and approval of the taskforce. The Chairs will manage their own administrative practice including meeting schedules, meeting platform, minutes, agendas, tracking and reporting. Reports to Council regarding sub-committee work will be presented by the Taskforce.

8.0 Budget

The Taskforce activities will be paid from the Community Services Boards and Committees account.

Remuneration for appointed Taskforce Members will be paid from the Community Services Salary Account.

A stipend shall be paid to Members of the Taskforce. The Taskforce Terms of Reference to be reviewed at each term of the taskforce by Human Resource, and a rate assigned.

For this term, the rate set is \$65/Member and \$75 for the Chair or Sub-Committee Chair, per each 2-hour regular Taskforce Meeting (active visible participation in meetings is required).

A rate of \$25 per hour shall be paid to appointed Members of the Taskforce for work which has been pre-approved by the Taskforce, and recorded in the minutes.

A written request must be received by the Taskforce liaison to receive payment. Payments will be issued twice a year. Request for payment must be received by December 15th of each calendar year.

Maximum yearly income per Taskforce Member is \$1,000.00. A T4 will be issued at the conclusion of the year, or the service of the Taskforce Member.