

**Community Services Report to
Organizational Meeting of Council
2025 November 03**

**ISC: UNRESTRICTED
C2025-0909**

Anti-Racism Action Committee Proposed Bylaw

PURPOSE

The purpose of this report is to recommend that Council approve the conversion of the Anti-Racism Action Committee's Terms of Reference (approved in 2020) to a bylaw that will govern the Committee's mandate, composition, responsibilities, and operations.

PREVIOUS COUNCIL DIRECTION

A Terms of Reference was approved by Council motion on 2020 July 20 to establish the Anti-Racism Action Committee. The Anti-Racism Strategic Plan was approved on 2023 May 9 as the roadmap for continuing work to dismantle systemic racism. Detail on previous Council direction is provided in Attachment 1.

RECOMMENDATION:

That Council give three readings to the proposed *Anti-Racism Action Committee Bylaw* in Attachment 2.

CHIEF ADMINISTRATIVE OFFICER/GENERAL MANAGER COMMENTS

GM Katie Black concurs with the content of this report.

HIGHLIGHTS

- The conversion of Anti-Racism Action Committee's Terms of Reference to a bylaw brings the Anti-Racism Action Committee in alignment with the 2022 updates to Section 145 of the *Municipal Government Act*, which requires council committees to be established by bylaw.
- In addition, specific changes were made in the proposed Anti-Racism Action Committee bylaw to address gaps, modernize provisions, and ensure alignment with current governance best practices.

DISCUSSION

The City of Calgary is furthering its commitment to Anti-Racism by strengthening how the Anti-Racism Action Committee is governed and fulfilling a requirement of the Municipal Government Act. Since its establishment in 2020, Anti-Racism Action Committee has provided advice and guidance to Council and Administration on how to address systemic racism in Calgary. The Committee has helped shape The City's Anti-Racism strategy and provided important strategic advice based on lived experience, professional knowledge, and community engagement.

Since its inception, the Anti-Racism Action Committee has operated under Terms of Reference (Attachment 3), that have been amended several times by Council motion to refine its role – most recently on 2023 October 24 (N2023-0817). Support of the Anti-Racism Action Committee is dynamic, and the needs of the committee change over time. It has been necessary to regularly adjust the Terms of Reference and now, the bylaw, to ensure the document remains relevant and effective in its oversight of committee operations.

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Moving to an enabling bylaw ensures alignment with the 2022 update to Section 145 of the *Municipal Government Act*, which requires that a Council committee be established by bylaw. Additionally, the proposed bylaw reflects The City of Calgary's continued commitment to embedding anti-racism functions within Council and their governance models to allow them to embed processes and endorse initiatives, enhancing transparency, accountability, and continuity.

The proposed Anti-Racism Action Committee bylaw preserves the current mandate and responsibilities, including advising Council, identifying barriers to accessing City services, collaborating with community groups, and working with City Administration to create opportunities for community voices to be heard. Several elements of the Anti-Racism Action Committee bylaw change some of the requirements of Committee members and are more specific than the Terms of Reference. Details about these changes can be found in Attachment 4.

EXTERNAL ENGAGEMENT AND COMMUNICATION

- | | |
|--|---|
| <input type="checkbox"/> Public engagement was undertaken | <input checked="" type="checkbox"/> Dialogue with interested parties was undertaken |
| <input type="checkbox"/> Public/interested parties were informed | <input type="checkbox"/> Public communication or engagement was not required |

Internal engagement was conducted with City of Calgary staff supporting the Anti-Racism Action Committee, including the Anti-Racism Program team, the City Clerk's Office and Law.

Efforts were made to ensure that input reflected a diversity of perspectives, including those staff who work closely with community partners. A series of internal consultations took place between February and June 2025 to gather feedback on the proposed Bylaw structure and content. The draft bylaw was reviewed to ensure alignment with The City's governance standards (e.g., Council Policy CP2016-03 and the Procedure Bylaw), and to better reflect the intent and commitments outlined in the existing Terms of Reference.

The draft bylaw was reviewed by the Anti-Racism Action Committee at their meeting on September 11, 2025.

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IMPLICATIONS

Social

Boards, Commissions, and Committees strengthen the Calgary community through diverse representation and by providing Calgarians the opportunity to take part in our city’s future direction. This bylaw will continue to enable the bringing together of voices and resources focused on dismantling systemic racism in Calgary.

Environmental

None.

Economic

None.

Service and Financial Implications

No anticipated financial impact

The conversion of the Terms of Reference to a Bylaw will not have an impact on the existing operating funding as Administration’s role in supporting the committee will not change.

RISK

There is a risk that the conversion from Terms of Reference to a bylaw may not be fully understood by all interested parties, which could lead to confusion regarding governance, roles, and responsibilities. To mitigate this risk, Administration will communicate that the bylaw reflects compliance with the *Municipal Government Act* and is consistent with other bylaws recently approved by Council.

ATTACHMENTS

1. Background, Previous Council Direction
2. Proposed Anti-Racism Action Committee Bylaw 57M2025
3. Existing Council-Approved Anti-Racism Action Committee Terms of Reference
4. Changes – Terms of Reference to Bylaw
5. Presentation

Department Circulation

General Manager/Director	Department	Approve/Consult/Inform
Erendira Cervantes-Altamirano	Community Services	Approve