

# PROPOSED

C2025-0909  
ATTACHMENT 2

## BYLAW NUMBER 57M2025

### BEING A BYLAW OF THE CITY OF CALGARY TO CONTINUE THE ANTI-RACISM ACTION COMMITTEE AS A COMMITTEE OF COUNCIL

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**WHEREAS** Council by resolution established the Anti-Racism Action Committee on July 20, 2020;

**AND WHEREAS**, the Red Tape Reduction Statutes Amendment Act, 2022, SA 2022, c 16, came into force on May 31, 2022 and amended section 145 of the Municipal Government Act, RSA 2000, c. M-26 such that Council must establish committees by bylaw rather than resolution;

**AND WHEREAS** section 145 of the Municipal Government Act, RSA 2000, c M-26, as amended, empowers Council to pass bylaws establishing Committees of Council;

**AND WHEREAS** Council has considered C2025-0909 and deems it necessary to pass this bylaw to continue the Anti-Racism Action Committee;

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF CALGARY ENACTS AS FOLLOWS:**

#### SHORT TITLE

1. This Bylaw may be cited as the “Anti-Racism Action Committee Bylaw”.
2. (1) In this Bylaw,
  - (a) “ATIA” means Access to Information Act, SA 2024, c A-1.4 and its regulations as amended, or any statute enacted in its place;
  - (b) “City” means the municipal corporation of The City of Calgary, or the geographic area of the city’s boundaries, as context requires;
  - (c) “City Heads” means the City Clerk and Director, Law who are each designated as the head of the City as a local public body for the purposes of the Access to Information Act, SA 2024, c A-1.4, and the Protection of Privacy Act, SA 2024, c P-28.5 as per section 13 of the City Clerk Bylaw 73M94;
  - (d) “Committee” means the Anti-Racism Action Committee established by this Bylaw;
  - (e) “Council” means the municipal council of the City;

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- (f) “*Organizational Meeting*” means the meeting of *Council* held under section 192 of the *Municipal Government Act*, RSA 2000, c M-26; and
  - (g) “*Public Member*” means an individual who is not a Member of *Council* or a member of *City* administration but who is otherwise eligible under this Bylaw to be appointed to the *Committee*.
- (2) If this Bylaw refers to any statutes, regulations or bylaw, the reference is to the statute, regulation or bylaw as amended, whether amended before or after the commencement of this Bylaw, and includes reference to any statutes, regulation or bylaw that may be substituted in its place.

## ESTABLISHMENT

3. The Anti-Racism Action Committee is hereby continued as a Council Committee.

## MANDATE

4. The mandate of the *Committee* is to:
- (a) provide *Council* and *City* administration with strategic advice on existing and emerging systemic racism issues within the community; and
  - (b) make recommendations to *Council* and *City* administration in relation to the implementation of *City* strategies that advance anti-racism in ways that benefit all Calgarians, particularly Indigenous, Black and diverse racialized Calgarians.

## SPECIFIC RESPONSIBILITIES

5. The *Committee* will:
- (a) identify systemic racism-related barriers to people trying to access *City* programs and services;
  - (b) provide advice to *Council* and *City* administration on the development and implementation of the *City's* anti-racism strategies and plans;
  - (c) monitor community challenges arising from systemic racism and recommend actions to the *City*;
  - (d) collaborate with interested parties, including community partners, Council Committees, organizations, or the *City* to address systemic racism on a community-wide level;
  - (e) report to *Council* on an annual basis and as needed; and
  - (f) collaborate with *City* administration to create opportunities for community voices to be heard.

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## COMPOSITION OF THE COMMITTEE

6. (1) The *Committee* shall consist of at least 11, and up to 13, voting *Public Members*.
- (2) The *Committee* shall also include up to 2 members from *City* administration as non-voting members, one of whom must be a member of the *City's* Executive Leadership Team.

## QUALIFICATIONS

7. *Council* will appoint *Public Members* based on the following qualifications:
  - (a) knowledge and experience in:
    - (i) supporting people and communities in their efforts to dismantle systemic racism;
    - (ii) challenging systemic racism;
    - (iii) developing and maintaining strong collaborative relationships;
    - (iv) understanding the range of human and civil rights issues and the historical origins and present-day impacts of systemic racism; or
    - (v) supporting or leading anti-racism initiatives;
  - (b) lived and living experience as a racialized person or a strong demonstrated history of allyship;
  - (c) professional, academic, cultural or other expertise in anti-racism work; or
  - (d) personal or professional community connections that can inform the *Committee's* work.

## TERM

8. (1) Members will be appointed by *Council* at the annual *Organizational Meeting of Council*.
- (2) Members will serve 1 or 2-year terms, as set by *Council* at the time of that member's appointment, in order to stagger terms and ensure the efficient transition of new members.
- (3) Member terms expire at the *Organizational Meeting* in the year their term expires, or until their successors are appointed, whichever is later.
- (4) Despite subsection (1) above, in the year of a General Election, *Council* may make appointments at a *Council* meeting after the *Organizational Meeting of Council*.

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- (5) A member appointed by *Council* may serve a maximum of 6 consecutive years unless re-appointed beyond that time by a two-thirds vote of *Council*.
- (6) The terms of members who were appointed prior to the coming into force of this Bylaw shall count towards the member's limit on length of service.

## QUORUM

9. Quorum for the *Committee* is:
  - (a) 7 voting members if the *Committee* has 11 or 12 members; or
  - (b) 8 voting members if the *Committee* has 13 members.

## CO-CHAIRS

10. Two Co-Chairs and one alternate Chair shall be elected annually by the voting members at the first *Committee* meeting after the *Organizational Meeting*.

## MEETINGS

11.
  - (1) The *Committee* will meet regularly to a maximum of 12 times per year. Meetings of the *Committee* will be called or cancelled at the call of one or both Co-Chairs.
  - (2) Notice of meetings must comply with the *Municipal Government Act*, sections 195 and 196(2). Notice by email to *Committee* members is permitted.
  - (3) The Co-Chairs, in consultation with *City* administration, will establish the agenda for *Committee* meetings.
  - (4) The *Committee* must consider items referred to it by *Council* and may consider items referred to it by a member of *Council* or by *City* administration.
  - (5) *Committee* meetings are open to the public; however, the *Committee* may use its discretion under section 197(2) of the *Municipal Government Act* to close all or part of its meetings to the public if a matter to be discussed is within one of the exceptions to disclosure in the *ATIA*.
  - (6) The *Committee* may, by majority vote, permit public submissions on an item at a *Committee* meeting.
12.
  - (1) Members must make best efforts to attend all *Committee* meetings.
  - (2) Members who will be absent from a *Committee* meeting must notify a Co-Chair or *City* administration representative by phone, email or text message.
  - (3) Where a member has been absent for 4 or more meetings in a term, the *Committee* may make a recommendation to *Council* to revoke the appointment of the member.

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13. *City* administration representatives will act as a resource to the *Committee* and provide meeting support.

## GOVERNANCE

14. (1) Except as otherwise provided for in this Bylaw, the *Committee* will act in accordance with Council Policy CP2016-03, *Governance and Appointments of Boards, Commissions and Committees*, and the Procedure Bylaw 42M2025.
- (2) Any records submitted to the *Committee* are governed by the applicable provisions of the *Municipal Government Act* and the *ATIA*.
- (3) The *Committee* will ensure that there is purposeful dialogue between the *City*, established entities and key interested parties, to inform sound decision-making.

## RECORDS AND FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

15. (1) The *Committee* is not a separate public body from the *City* under section 1(m)(xiii) of the *ATIA*.
- (2) The *City Heads* are appointed Heads of the *Committee* for the purposes of the *ATIA*.
- (3) The *Committee* must prepare and keep safe *Committee* records in accordance with the Corporate Records and Information Management Program and provide them to the *City Heads* on request.
- (4) The *Committee* must abide by the *City's* Protection of Privacy Policy.
- (5) The *City Heads* must respond to requests for *Committee* records in compliance with the *ATIA*.
- (6) The *Committee* must provide records upon request and cooperate with the *City Heads*.
- (7) The *City's* fee schedule will apply to requests for records of the *Committee* made pursuant to the *ATIA*.
- (8) Nothing in this Bylaw will preclude the *City* from disclosing information pursuant to the *ATIA*.

## TRANSITIONAL PROVISION

16. Despite section 8 above, any appointments made by *Council* in the year this Bylaw first comes into force must be for a term of one year or less and expire at the following year's *Organizational Meeting of Council*.

## RESCINDED

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17. The Terms of Reference for the Anti-Racism Action Committee passed by resolution of *Council* on July 20, 2020, are hereby rescinded.

## COMING INTO FORCE

18. This Bylaw comes into force on the day it is passed.

READ A FIRST TIME ON \_\_\_\_\_

READ A SECOND TIME ON \_\_\_\_\_

READ A THIRD TIME ON \_\_\_\_\_

\_\_\_\_\_  
MAYOR  
SIGNED ON MM DD YYYY

\_\_\_\_\_  
CITY CLERK  
SIGNED ON MM DD YYYY