

COUNCIL POLICY



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Document Name: Anti-Racism Policy

Department Name: People Services

Document Number: HRM-130

Effective Date: October 22, 2024

Next Revision Date: October 22, 2027

STRATEGIC PLAN LINKAGE

Building Partnerships

STATEMENT

The Regional Municipality of Wood Buffalo (the “Municipality”) expects and promotes a work environment that recognizes and values racial diversity in the region to ensure that all individuals are treated with respect and dignity. The Municipality acknowledges that members of our community have experienced Racism and commits to conducting day-to-day operations and governance in a manner free from Racism, Discrimination, and hatred.

PURPOSE AND OBJECTIVE

The Anti-Racism Policy (the “Policy”) outlines the Municipality’s expectations and standards of behaviour conducive to a more inclusive, respectful, safe, and prosperous environment for all of those who live, learn, work, and visit the region.

The Municipality further commits to:

- upholding the fundamental rights and dignity of all individuals;
- ensuring Work Sites and service delivery are free from Racism, Discrimination, and hatred;
- preventing incidents from taking place through information, education, early identification, and corrective discipline, where appropriate; and
- fostering a working environment that aligns with the *Alberta Human Rights Act*.

The Municipality will not tolerate, ignore, or condone Racism, Discrimination, or hatred. Nothing in this Policy is intended to discourage a worker from exercising their rights under any law, including the *Alberta Human Rights Act*.

SCOPE

This Policy applies to all Municipal Employees, Elected Officials, Contractors, and Council Appointed Committee Members. This Policy applies to all aspects of the Municipality’s activities, including its working environment, procurement, services, employment, meetings, and various public events.

This Policy applies to the interpretation and application of current and new bylaws, regulations, policies, procedures, and contracts carried out by the Municipality, all of which will be required to be compliant with the principles and particular requirements specified within this Policy.

GENERAL PRINCIPLES

1. Definitions:

- 1.1. "Anti-Racism" means the conscious opposition to and action to address racist theories, attitudes, and actions.
- 1.2. "Contractor" means any person, corporation, or firm with whom the Municipality has a contract for procurement of goods or services.
- 1.3. "Council Appointed Committee" means a Board, Commission, Committee, or other body established pursuant to the provisions of the *Municipal Government Act*, as amended, to which Council appoints members of the public, but does not include Standing Committees of Council, corporations, or boards that are tribunal in nature.
- 1.4. "Discrimination" means the improper display and publication of a statement, notice, sign, symbol, emblem, or other representation, or the denial of goods, services, accommodation, or facilities to any person or class of persons based upon the protected grounds as established under the *Alberta Human Rights Act*.
- 1.5. "Employees" means all exempt and union regular full-time, part-time, seasonal, contract, and term employees, as well as summer, internship, and cooperative education students on the Municipal payroll.
- 1.6. "Elected Officials" means a councillor as defined by section 1(1)(g) of the *Municipal Government Act*.
- 1.7. "Gender-based Analysis Plus" means an analytical approach used to assess the potential effects of policies, programs, and initiatives on diverse groups of people.
- 1.8. "Harassment" means any single incident or repeated incidents of objectionable or unwelcome conduct, comment, bullying, or action by a person that the person knows or ought reasonably to know will or would cause offence or humiliation to an individual or group of individual's, or adversely affects the individual's or a group of individual's health and safety, based on the protected grounds as established under the *Alberta Human Rights Act*, but excludes any reasonable conduct of an employer or supervisor in respect of the management of workers or a Work Site.
- 1.9. "Municipal Property" means, but is not restricted to, all land, facilities, operations, equipment, work premises, Work Sites, and any other location used for the purpose of performing municipal business, including, but not limited to, Work Sites leased, or otherwise controlled by the Municipality.
- 1.10. "Racism" means a system of advantage and oppression based upon a conscious or unconscious bias to apply prejudice upon an individual or group of individuals based on race, beliefs, or other aspects of ethnicity, existing in different forms, which include:

- (i) cultural racism;
- (ii) environmental racism;
- (iii) interpersonal racism;
- (iv) structural racism; and
- (v) systemic racism.

1.11. "Work Site" means a location where a worker is, or is likely to be, engaged in any performance of their job duties and includes any vehicle or mobile equipment used by a worker in the course of executing their job duties.

2. Responsibilities:

2.1. Council to:

- 2.1.1. approve this Policy and any necessary amendments to this Policy; and
- 2.1.2. promote and model the principles laid out in this Policy within the Regional Municipality of Wood Buffalo.

2.2. Chief Administrative Officer ("CAO") to:

- 2.2.1. recommend any amendments to this Policy;
- 2.2.2. support the implementation of this Policy;
- 2.2.3. promote and model the principles of this Policy throughout the course of their duties; and
- 2.2.4. review annual reports detailing Anti-Racism efforts.

2.3. Council Appointed Boards and Committees to:

- 2.3.1. model and apply the principles of this Policy throughout the course of their duties when providing recommendations, and engaging with Council Appointed Committees and members of the public.

3. General Procedures:

3.1. Guiding Principles:

- 3.1.1. The Municipality shall uphold human rights by supporting measures that promote respect and equity for all.
- 3.1.2. The Municipality shall work to implement the spirit and intent of this Policy.

3.2. Implementation:

- 3.2.1. The Municipality shall establish and promote programming that includes training on Anti-Racism and Gender-based Analysis Plus.
- 3.2.2. The Municipality shall identify areas of its activities where inequitable treatment can be addressed.

3.2.3. The Municipality shall implement applicable Calls to Action of the Truth and Reconciliation Commission.

3.2.4. The Municipality shall develop a strategy for fostering and promoting a community that is free from Racism.

3.3. **Reporting**

3.3.1. Reporting is necessary to ensure that the Municipality continues to implement the appropriate measures to promote Anti-racism. This includes conducting reviews and compiling statistics on Anti-racism efforts, to be delivered and presented to the Chief Administrative Officer.

3.4. **Municipal Discretion**

3.4.1. The Municipality reserves the right to reasonably restrict, deny, or cancel special event permits to event organizers who allow vendors, performers, or others to publicly promote hatred at the event.

3.5. **Complaints and Investigations**

3.5.1. The Municipality has the responsibility to investigate all complaints under this Policy of Discrimination, Harassment, and Racism.

3.5.2. The Municipality will use the existing complaint and investigation process in the Workplace Harassment and Violence Administrative Directive HRM-120-D for complaints and investigations under this Policy.

3.5.3. All complaints will be received and entered in a Municipal complaint database for tracking, statistical information, and follow-up. Anonymous complaints will not be accepted.

APPROVAL

This Policy was approved by Council. It will be reviewed no later than its next Revision Date to determine its effectiveness and appropriateness. It may be assessed before that time, as necessary.



Sandy Bowman, Mayor



Jade Brown, Chief Legislative Officer

October 22, 2024

Date

SUPPORTING REFERENCES AND POSITION RESPONSIBLE

Legal References: *Municipal Government Act*, RSA 2000, c M-26
 Alberta Human Rights Act, RSA 2000, c A-25.5
 Occupational Health and Safety Act, SA 2020, c O-2.2
 The Truth and Reconciliation Commission’s Final Report

Cross References: *Violence and Harassment Directive* HRM-120-D

Position Responsible: Director, Organizational Support Services

COUNCIL POLICY DETAILS AND REVISION HISTORY

Date	Action	Description
October 22, 2024	Introduction	A new policy to support Anti-Racism actions in the Municipality