

## **LINCOLN ALEXANDER DAY PLANNING COMMITTEE**

(Committee reporting to Council)

### **TERMS OF REFERENCE**

#### Introduction:

Lincoln Alexander was a distinguished public figure who made significant contributions to and proudly represented Hamilton and it is only fitting that as a long-time resident of Hamilton, that the City of Hamilton host an annual event to commemorate Lincoln Alexander Day (January 21). This day was unanimously accepted by all parties and was proclaimed as Lincoln Alexander Day across Ontario as a commemorative day. The Committee Against Racism feels very strongly that this Planning Committee needs to be a separate Council supported committee that will plan and implement the yearly celebration and commemoration.

The event will include entertainment, presentations and an educational component that will highlight the significance and the accomplishments of the late Honourable Lincoln Alexander, as well as, that of local members of the Black community including other community members who have been inspired to achieve and contribute to the development of Hamilton and Canada.

#### Objectives:

The Lincoln Alexander Day Planning Committee will:

- a) Prepare a yearly work plan with outcomes and a budget for the event;
- b) Present a yearly progress report, including success factors, to Council regarding the event and it's expenses for approval to proceed to subsequent years;
- c) Plan, oversee and implement the yearly event; and
- d) Work with the broader community and other stakeholders to gather ideas, create awareness about the purpose of the Lincoln Alexander Day and promote the event

#### Membership:

The Committee shall be comprised of a number of stakeholders including:

#### *Voting Members:\**

- a) Two City Councillors;
- b) Two Committee Against Racism members;
- c) Three School Board representatives – one from each school board (Public, Catholic and French); and
- d) Lincoln Alexander family members or their designates; and

\*That two-co-chairs be appointed from the above list of voting members.

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*Non-Voting Members:*

- a) City staff – representative from Access & Equity and a representative from Tourism & Culture; and
- b) Other representatives from the community (key stakeholders) will be asked to attend, on an as-needed basis, acting as advisors and as resources members.

Meetings:

As determined by the Chair of the Committee. Meetings will be held generally monthly.

Voting and Attendance

A quorum for the purposes voting, shall be 50% plus one of the volunteer committee members.