



# NEW WESTMINSTER

## **MULTICULTURALISM ADVISORY COMMITTEE**

### **Terms of Reference**

#### **Purpose**

The purpose of the Multiculturalism Advisory Committee is to promote multiculturalism and race relations within the City of New Westminster and to foster engagement by all citizens in civic affairs and community life.

#### **Mandate**

The Multiculturalism Advisory Committee will fulfil its purpose by:

- ensuring that the City is a leader in the area of multiculturalism and race relations;
- fostering an awareness about and understanding of the City's multicultural population;
- initiating and facilitating discussions around existing and emerging multicultural issues;
- liaising with other levels of government to address multicultural issues;
- acting as a conduit for feedback from cultural communities on civic matters affecting them;
- encouraging and facilitating civic events that celebrate multiculturalism and social inclusion;
- supporting groups/organizations that are developing projects to assist cultural communities;
- identifying barriers that restrict citizen engagement in civic affairs and community life;
- addressing concerns around discrimination and racism;
- reviewing and providing input to Council regarding the City's Multicultural Policy;
- addressing multicultural items and matters as directed by Council.

#### **Voting Members**

The committee shall consist of ten (10) voting members:

- one City Councillor
- seven citizens who are representative of the cultural diversity in the community
- one representative from the Downtown Business Improvement District
- one representative from School District #40 (New Westminster)

## **Staff Advisors**

- one staff advisor from the Development Services Department
- one staff representative from the New Westminster Police Service
- one staff representative from the Parks and Recreation Department

## **Term**

The term for all voting members appointed by Council will be for the period from February of the year appointed to January of the following year.

## **Chair**

The Council member shall be designated as the Chair. At the first meeting of the year, voting members shall elect an acting chair from its membership to preside over meetings when the Chair is absent.

## **Attendance**

Members shall advise the Recording Secretary of their intent to attend or to be absent from a meeting. Any member who is absent from three consecutive meetings of the Committee, or in excess of one-third of all meetings over any six month period, without leave of absence from the Committee, or a reason satisfactory to the Committee, shall by Committee resolution, cease to be a member of the Committee. The Council shall have the power to remove any member of the Committee from office at any time.

## **Quorum**

A quorum shall consist of half the voting members plus one.

If a quorum is not present within 30 minutes following the time at which the meeting was to commence, the Recording Secretary shall record the names of the members present at the meeting, and the meeting shall stand adjourned.

## **Rules of Procedure**

Committee procedures shall be governed by:

1. The Council Procedure Bylaw; and
2. The “Rules of Conduct” Standing Committees and Advisory Bodies” provided, as revised from time to time.

Adopted: November 5, 2007 Regular Council

Amended: January 11, 2010 Regular Council

Amended: August 30, 2010 Regular Council