

## **Social Inclusion, Engagement and Reconciliation Advisory Committee Meeting Agenda**

**Wednesday, February 16, 2022, 5:30 p.m.**

**Electronic and in Meeting Room G**

**Lower Level, City Hall**

We recognize and respect that New Westminster is on the unceded and unsundered land of the Halkomelem speaking peoples. We acknowledge that colonialism has made invisible their histories and connections to the land. As a City, we are learning and building relationships with the people whose lands we are on.

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	<b>Pages</b>
<b>1. <u>CALL TO ORDER AND LAND ACKNOWLEDGEMENT</u></b>	
The Chair will open the meeting and provide a land acknowledgement.	
<b>2. <u>INTRODUCTIONS AND ICEBREAKERS</u></b>	
<b>3. <u>CHANGES TO THE AGENDA</u></b>	
Additions or deletion of items.	
<b>4. <u>ADOPTION OF MINUTES FROM PREVIOUS MEETINGS</u></b>	
4.1. Multiculturalism Advisory Committee Minutes of November 10, 2021	3
4.2. Seniors Advisory Committee Minutes of November 18, 2021	9
<b>5. <u>REPORTS AND PRESENTATIONS</u></b>	
Staff and guest reports and presentations for information, discussion, and/or action	
5.1. Committee Orientation and Oaths of Office	16
5.2. Welcome Centre: Increasing Public Awareness and Use	
5.3. Honouraria for Engagement Participation	
5.4. Komagata Maru Perimeter Trail and Dock Naming	37
5.5. Election of Alternate Chair	
<b>6. <u>NEW BUSINESS</u></b>	
Items added to the agenda at the beginning of the meeting.	

7. **END OF MEETING**

8. **UPCOMING MEETINGS**

Remaining scheduled meetings, which take place at 5:30 p.m. unless otherwise noted:

- April 20
- June 15
- Sept 14
- December 14

## MULTICULTURALISM ADVISORY COMMITTEE (MAC)

**Wednesday, November 10, 2021**  
**Meeting held electronically under Ministerial Order No. M192/2020**  
**And in Meeting Room G, City Hall**

### MINUTES

#### MEMBERS PRESENT:

Councillor Chinu Das	- Chair, City Council Member
Karen Klein	- Alternate Chair/SD40 Representative
Rozina Jaffer	- Community Member
Dalia Al Houseini	- Community Member
Mike Coca	- Community Member*
Tanushree Pillai	- Community Member*

#### MEMBER REGRETS:

Fiona Apeldoorn	- Community Member
Karima Jivraj	- New Westminster Downtown BIA
Lizz Kelly	- Community Member
Rachel Matembe	- Community Member
Richard Schabler	- Indigenous Representative

#### STAFF PRESENT:

Claudia Freire	- Housing and Social Planner
Diana McDaniel	- Inspector, New Westminster Police Department*
Jacque Killawee	- City Clerk
Carilyn Cook	- Committee Clerk

\*Denotes virtual attendance.

The meeting was called to order at 5:32 p.m.

#### 1.0 ADDITIONS/DELETIONS TO THE AGENDA

##### MOVED AND SECONDED

*THAT the Multiculturalism Advisory Committee agenda of the November 10, 2021 be adopted with the addition of Item 5.2 – Staff and Council Time Off for Non-Christian Holidays by Tanushree Pillai, Community Member.*

**CARRIED.**

All members of the Committee present voted in favour of the motion.

## **2.0 ADOPTION OF MINUTES**

### **2.1 Adoption of the Minutes of September 8, 2021**

#### **MOVED AND SECONDED**

*THAT the Multiculturalism Advisory Committee minutes of the September 8, 2021 meeting be adopted as circulated.*

**CARRIED.**

All members of the Committee present voted in favour of the motion.

## **3.0 PRESENTATIONS**

There were no items.

## **4.0 UNFINISHED BUSINESS**

### **4.1 Social Inclusion, Engagement and Reconciliation Advisory Committee Terms of Reference**

Jacque Killawee, City Clerk, advised that that feedback received from the Committee at the last meeting helped to inform the new Social Inclusion, Engagement and Reconciliation Advisory Committee's (SIERAC) Terms of Reference. She noted that WINS (Welcoming and Inclusive New West) will have a designated spot on the SIERAC and that the City is committed to continuously seeking representation from diverse populations such as youth, seniors, different ethnicities, abilities, etc., to sit on all city committees. Recent committee recruitment outreach included new immigrant groups via numerous social media advertisements, at the libraries, through direct emails, etc.

Councillor Das reported that she had contacted WINS and others encouraging them to apply.

In response to questions from the Committee, Ms. Killawee provided the following comments:

- Alternate Chair training, where attendees receive a script and role play, is offered to all committee members, whether they are their committee's alternate chair or if they want the training for personal knowledge. Staff strive to make the training session relaxing and fun for participants; and,
- The Terms of Reference for the Social Inclusion, Engagement and Reconciliation Advisory Committee will be going to Council on December 13, 2021 for final approval.

Discussion ensued, and Committee members provided the following comments:

- During committee orientations and first meetings, new members, especially new immigrants, may need extra encouragement to participate, learn how meetings are run, and how change is brought about through committees;
- Committee orientations could be run more than once so that people become more comfortable with speaking up, being with other committee members, and the process in general;
- Active participation on committees may help members envision themselves leading a committee either with the City or in another area of their lives; and,
- We need to remain cognizant that, culturally, people communicate differently and that the onus is on the Chair to encourage people to actively participate in the discussions that take place during committee meetings.

#### **4.2 Holocaust Remembrance Day Motion**

Carilyn Cook, Committee Clerk, announced that the Holocaust Remembrance Day recommendation that was passed by the Committee at the September 8, 2021 meeting will be going in a report to Council on December 13, 2021. She advised that speaker registration will open six days before the meeting for those who wish to address Council regarding the recommendation, and noted that she would send the link for registration to Committee members once registration is open.

#### **4.3 Sanctuary City Policy Implementation Phase 1 Update**

Claudia Freire, Housing and Social Planner, provided an update regarding the implementation of Phase 1 of the Sanctuary City Policy which involves two components, staff training and education, and communications and public awareness. Actions that have been taken so far include:

- Development of the Sanctuary City brochure, which has been translated into six languages, and for which input was received from the Committee, Community Action Network (CAN) members, the Umbrella Society, and Mosaic Community Services; and,
- Commencement of staff training and education, including a recorded presentation by staff and individuals with lived and living experience of precarious immigration status will co-present and share their personal stories and share their views on how the Policy will impact residents. The presentation will also become a part of the staff onboarding process.

In response to questions from the Committee, Ms. Freire provided the following comments:

- The brochure will be available in the six languages by next week and shared publically through WINS, on the city website and other social media, through word of mouth, etc.; and,
- The presentation could be shared not only with staff but with others through organizations such as Mosaic Community Services.

Committee members commended staff for the hard work put into the Policy which is a very exciting initiative for the City.

## **5.0 NEW BUSINESS**

### **5.1 Highlights of MACs accomplishments – Councillor Das/Claudia Freire**

Claudia Freire, Housing and Social Planner, shared a presentation which highlighted some of the Committee's work and achievements from 2008, the start of the Committee, to present, including:

- The Chinese Reconciliation Process resulting in a formal apology to the Chinese community, dedication of a park, and mosaic commemorations regarding Chinese history;
- Immigrant and Refugee Survey to improve services and support for new immigrants;
- The Safe Harbour Program to create respectful and welcoming workplaces and communities;
- Century House's Inclusion Enhancement Initiative for a more diverse membership;
- Translation Policy Framework to improve access to information and services;
- Newcomers Festival and Information Fair to connect newcomers to programs and services;
- Motion to Council regarding the Christchurch Act of Terror;
- New Westminster Welcome Centre to facilitate connections, integration, and social inclusion;
- Privacy Swims at the new təməsew' txw Aquatic and Community Centre;
- The Sanctuary City Policy; and,
- Motion to Council regarding the Komagata Maru.

Ms. Freire assured members that while this was the last meeting of the Multiculturalism Advisory Committee, the ongoing work of the Committee would be assumed by the new Social Inclusion, Engagement and Reconciliation Advisory Committee.

In response to an inquiry from the Committee, Diana McDaniel, Inspector, New Westminster Police Department, advised that the Sanctuary City Policy will be discussed at the next Police Board meeting and that their related policy guidelines are anticipated to go to the Police Board in January 2022.

Committee members noted how far the community has come with respect to inclusivity of gender and ethnicity and thanked Councillor Das and staff for their work over the years.

### **5.2 Staff and Council Time Off for Non-Christian Holidays**

Tanushree Pillai, Community Member, requested that the Committee discuss the possibility of sending a recommendation to Council with respect to allowing staff

and Council additional paid time-off on their own cultural non-Christian holidays such as Diwali, Eid, Rosh Hashanah, etc. as they are not already Federal Statutory holidays.

Claudia Freire, Housing and Social Planner, reported that she had spoken with the City's Human Resources Department prior to the meeting which determined that further investigation of this initiative could continue with the direction of Council. Ms. Freire shared that the Boys and Girls Club of South Coast BC have recently provided their staff the option to trade statutory holidays with ones that better reflect their personal beliefs.

Discussion ensued, and Committee members provided the following comments:

- In Canada there are a certain number of Federal Statutory holidays that are legislated and each workplace has its own HR department that sets these policies out;
- This suggestion is worth exploring as statutory holidays are a legacy of the colonial era; and,
- In India, while statutory holidays such as Christmas are observed, government employees are allowed to choose a couple of extra religious days to have off for celebration.

Councillor Das advised that a lot of consideration would need to go into implementing this request and, as such, it should go to the new Social Inclusion, Engagement and Reconciliation Advisory Committee for further investigation.

#### **MOVED AND SECONDED**

*THAT the Multiculturalism Advisory Committee request that the Social Inclusion, Engagement and Reconciliation Advisory Committee look into non-Christian and non-Eurocentric holidays that city staff may be allowed to observe as paid days off and present their findings to Council for consideration.*

**CARRIED.**

All members of the Committee present voted in favour of the motion.

Councillor Das expressed her gratitude to past and current members of the Committee for all of their hard work over the years and wished everyone the best of luck in their future endeavours.

### **6.0 REPORTS AND INFORMATION**

There were no items.

### **7.0 CORRESPONDENCE**

There were no items.

## **8.0 NEXT MEETING**

This is the last meeting of the Multiculturalism Advisory Committee.

## **9.0 ADJOURNMENT**

**ON MOTION**, the meeting was adjourned at 6:50 p.m.

Certified correct,

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**Councillor Chinu Das**  
**Chair**

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**Carilyn Cook**  
**Committee Clerk**

## **SENIORS ADVISORY COMMITTEE (SAC)**

**November 18, 2021**

**Meeting held electronically under Ministerial Order No. M192/2020  
And in Meeting Room G, City Hall**

### **MINUTES**

#### **MEMBERS PRESENT:**

Councillor Chinu Das  
Julia Schoennagel  
Frances Blake  
Calvin Donnelly  
Rosemary Dunne  
Tim Hicks  
Donna MacLean  
Brenda Southam

- Chair\*
- Alternate Chair/Community Member\*
- Century House Association Representative\*
- Sapperton Old Age Pensioners' Association Representative
- Community Member\*
- Community Member\*
- Queensborough 50+ Social Club Representative\*
- BC Seniors Services Society Representative\*

#### **MEMBER REGRETS:**

Harbir Batra  
Lynn Radbourne

- Community Member
- Community Member

#### **STAFF PRESENT:**

John Stark  
Jacque Killawee  
Jacklyn Altamura  
Carilyn Cook

- Supervisor, Community Planning
- City Clerk
- Recreation Supervisor, Seniors Services\*
- Committee Clerk

\*Denotes electronic attendance

The meeting was called to order at 2:02 p.m.

Councillor Das welcomed everyone to the meeting and recognized that New Westminster is on the unceded and unsundered land of the Halkomelem speaking peoples and acknowledged that colonialism has made invisible their histories and connections to the land. She shared that, as a city, we are learning and building relationships with the people whose lands we are on.

#### **1.0 ADDITIONS / DELETIONS TO THE AGENDA**

#### **MOVED and SECONDED**

*THAT the November 18, 2021 Seniors Advisory Committee meeting agenda be adopted as circulated.*

**CARRIED.**

All members of the Committee present voted in favour of the motion.

## **2.0 ADOPTION OF MINUTES**

### **2.1 Adoption of September 9, 2021 Minutes**

#### **MOVED and SECONDED**

*THAT the Minutes of the September 9, 2021 Seniors Advisory Committee meeting be adopted with the clarification that, under Item 5.4 – Transportation in Queensborough, it is the accessible parking spot located near the community garden that is being misused.*

**CARRIED.**

All members of the Committee present voted in favour of the motion.

## **3.0 PRESENTATIONS**

### **3.1 Uptown Sixth Street Public Realm Improvement**

Mitchell Reardon of Happy City Urban Planning and Design Consultants provided a presentation on the Uptown Sixth Street Public Realm Improvement Project which outlined the following:

- Project overview;
- Study area;
- Timeline;
- Project background and goals;
- Key design features;
- Intended outcomes; and,
- Next steps.

In response to questions from the Committee, Mr. Reardon provided the following comments:

- A tour of the area with 'I's on the Street,' a micro street cleaning initiative that employs people with lived experience at a living wage, will be done to receive a balance of perceptions and to ensure a comfortable environment for everyone;
- Work is being done with Universal Access Design to address aspects of the scramble crosswalk which may be challenging for those with dementia or other cognitive disorders;
- Of the 13 parking spots that will be available, it has not yet been determined how many of them will be designated as accessible spots;
- It is challenging to determine how space is allocated for the many different needs; and,
- A report on the project is anticipated to be ready in early 2022, and once the design is refined, it will be shared with stakeholders once again.

Discussion ensued and Committee members provided the following comments:

- The provision of seating and shelter from weather will be a great addition to the area;
- Washroom access is an important consideration for seniors and persons with disabilities. The Westminster Centre Mall washrooms are not entirely accessible with some having been closed for a year or so;
- The crosswalk scramble is an efficient and safe idea and may solve a number of problems; however, the visual overlays on the street may go against dementia studies with respect to texture and colours;
- The crosswalk scramble and curb cuts must be very visible so people know that they are approaching them;
- To remain accessible to those who use mobility devices, the wider sidewalks should not be taken over by patios, and the trees that are planted should have roots that grow down as opposed to up and out;
- Consideration needs to be made regarding the rerouting of traffic and who will be affected by it once the street is reconfigured;
- Neighbours in the area must be made aware that delivery vehicles will not be able to access businesses during certain times, and short-term loading zones for things such as Amazon, Door Dash or Skip the Dishes food delivery services, etc., must be maintained;
- Currently, parking is not provided for those delivering to apartments so the drivers park in the bike lanes;
- Westminster Centre Mall owners may be open to sharing their parkade with visitors to the area who may not necessarily be patronizing the Mall;
- Accessible parking is an issue everywhere and designated parking seems to always be the first to go when there are changes to the roadways. This greatly affects those, such as seniors and persons with disabilities, who have no other options;
- The formula used to calculate accessible parking spots is inadequate and may not provide enough spaces in an area that has the highest number of senior residents in the city. Spots designated for different uses at different times during the day have also proved to be inadequate;
- The unique paving at Eighth Street, across from Century House, is noisy when driven on, possibly affecting residents in the area and should be a consideration if this is planned for Sixth Street;
- Parking meters for the accessible spaces should accept both coin and credit which they currently do not;
- There are a number of concerns that need to be addressed by the City's Transportation Team with respect to the design concept;
- As this neighbourhood is home to the largest percentage of seniors in New Westminster, the design of this space will greatly impact them;
- The safety and security features are good; and,
- While it is great that wider sidewalks will encourage and welcome visitors to the area, it would not be safe to have the traffic move to nearby streets, such as Princess Street, where many seniors reside. This will take a lot of traffic management consideration.

## **4.0 NEW BUSINESS**

### **4.1 Addressing the Needs of Seniors Experiencing Homelessness**

John Stark, Supervisor, Community Planning, provided a PowerPoint presentation regarding seniors experiencing homelessness which outlined the following:

- A backgrounder on homelessness in New Westminster;
- Homelessness population numbers, including the increase in homeless seniors;
- Factors that contribute to homelessness;
- The impact that homelessness has on organizations, businesses, and neighbourhoods; and,
- Current and future actions that the City is taking to address homelessness.

In response to questions from the Committee, Mr. Stark provided the following comments:

- The definition of a “sheltered homeless person” is someone in an emergency shelter or who is temporarily staying with family or friends;
- It would be a great idea to advocate for the different types of housing that could be provided such as cohousing, which involves shared space and provides support, to BC Housing;
- We need to determine how to ensure that facilities, programs, and services are responsive to a homeless senior’s needs such as diabetes, blood pressure, and those who may have early onset dementia;
- The City has received \$875,000 that is funding five food security and resource hubs which many seniors are utilizing and which may be saving them from becoming homeless. The funding application process is very competitive; however, the City has done quite well in securing funds;
- More seniors non-market or affordable housing is needed and the City applies for all types of applicable, available housing, with the knowledge that the cost of a project includes the supports that need to be in place, not just the cost of the housing;
- If a tenant is struggling to pay the rent, the landlord may use the situation to get a new tenant so they can raise the rent; and,
- Continuous efforts must be made to share resource information with seniors so they know where and how to seek help when they find themselves in dire situations.

Discussion ensued and Committee members provided the following comments:

- Some residences have students living with seniors and they help each other with tasks such as cooking and cleaning. Mixing ages is positive and beneficial for all;
- The City must be proactive and designate some of the supportive housing going up in the municipality for seniors;
- Preventative measures, such as subsidies for utilities, food, etc., should be in place for seniors whose income is not meeting inflation to allow them to remain in their homes;
- The Sapperton Pensioner's Hall is looking to get subsidized housing in the Sapperton area that would benefit seniors;
- Supportive measures should be in place to protect senior renters and find ways to determine when seniors are on the verge of homelessness; and,
- Landlords, the Seniors' Services Society, Century House, and other seniors focused organizations around the city may be able to provide insight as to when a senior may be nearing homelessness, especially those who do not speak up when they are in need of assistance.

## **5.0 UNFINISHED BUSINESS**

### **5.1 Social Inclusion, Engagement and Reconciliation Advisory Committee (SIERAC) Terms of Reference**

Jacque Killawee, City Clerk, advised Committee members that the feedback they provided at the September 9, 2021 meeting regarding the Social Inclusion, Engagement and Reconciliation Advisory Committee assisted in the creation of the Committee's Terms of Reference. She shared that John Stark, Supervisor, Community Planning, Jennifer Miller, Manager of Public Engagement and Rob McCullough, Manager of Museums and Heritage Services, will be the staff liaisons for the Committee and will review the applications from which recommendations will be sent to Council for final approval, along with all the applications received.

Ms. Killawee noted that staff will strive to have seniors on all city committees when the committee selections get underway to ensure seniors' voices are heard in vital areas. She advised that the Terms of Reference would be going to Council on December 13, 2021 for final approval.

Councillor Das acknowledged the importance of having seniors on City committees and encouraged everyone to apply to sit on a committee that interests them.

## **5.2 Hey Neighbour Collective Update**

John Stark, Supervisor, Community Planning, reported that the more isolated seniors become, the more vulnerable they are in emergency situations and that, in order to address this issue, on February 25, 2020, Council approved becoming a partnering organization in the Hey Neighbour Collective (Collective) which would facilitate social connectedness, community engagement, and resilience, in suitable rental residential buildings.

Mr. Stark advised that the Ross Tower was identified as an appropriate pilot project site in the fall of 2020 where emergency (resilience) preparedness, social programming, etc., initiatives would be undertaken, and that Council approved the reallocation of \$15,000 from the 2021 COVID-19 At-Risk and Vulnerable Populations Task Force budget to help support this pilot project.

Councillor Das noted the importance of this initiative and expressed her hope that it would expand over time as seniors' events that have taken place over the last number of years have shown that senior isolation is an ongoing and increasing issue.

## **6.0 REPORTS AND INFORMATION**

### **6.2 Century House Association Report**

Frances Blake, Century House Association Representative, advised that activity groups are gradually starting up again and that it is anticipated that their new Bingo machine will be up and running in January. She noted that seniors have remained active in technology through the pandemic with many participating in the Embracing Technology classes that Tim Hicks, Community Member, has been facilitating.

Ms. Blake reported that Century House now requires proof of vaccination from visitors and that once that is provided, members receive a sticker for their membership card for convenience the next time they visit.

Ms. Blake encouraged Committee members to apply to sit on the Century House Association Executive, which will begin in January.

### **6.3 Sapperton Old Age Pensioners Association Report**

Calvin Donnelly, Sapperton Old Age Pensioners Association Representative, shared that they had a good turn out at their meeting yesterday and that they are looking to the future and upcoming projects.

Mr. Donnelly advised of the ongoing issue that the Sapperton Pensioners' Hall has had with respect to the TransLink Parking Tax for their rental parking. He noted that the tax came as a surprise to the Hall and queried, if perhaps, other organizations may be unaware of it as well.

#### **6.4 Queensborough 50+ Social Club**

Donna MacLean, Queensborough 50+ Social Club Representative, advised that the Queensborough 50+ Social Club was still not meeting in person but that attendance at games is starting to pick up and they are receiving a great response to the Christmas dinner that is being organized.

Councillor Das voiced her appreciation of the reports and advocacy provided by members at the meetings. She thanked everyone for their service to the Committee and the community and advised that projects being worked on by the Committee would transfer over to the Social Inclusion, Engagement, and Reconciliation Advisory Committee. She reminded members that updates and ways to provide feedback on various City projects could be found at [beheardnewwest.ca](http://beheardnewwest.ca).

#### **7.0 NEXT MEETING**

This is the last meeting of the Seniors Advisory Committee.

#### **8.0 ADJOURNMENT**

**ON MOTION**, the meeting was adjourned at 3:50 p.m.

Certified correct,

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**Councillor Das**  
**Chair**

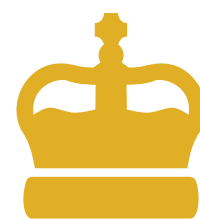
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**Carilyn Cook**  
**Committee Clerk**



# Committee Orientation

Social Inclusion, Engagement and Reconciliation  
Advisory Committee



NEW WESTMINSTER

# Introductions to SIERAC

## Legislative Services:

- Carilyn Cook, Committee Clerk

## Chair:

- Councillor Chinu Das

## Staff Liaisons:

- Rob McCullough, Manager, Museums and Heritage Services
- Jennifer Miller, Manager of Public Engagement
- John Stark, Supervisor, Community Planning

## Committee Members:

- |                 |                 |                    |
|-----------------|-----------------|--------------------|
| • Tony Duong    | • Frances Blake | • Damian Durica    |
| • Satnam Sangra | • Rozina Jaffer | • Megumi Taguchi   |
| • Nate Batara   | • Vishal Jain   | • Natalie Johnston |
| • Briana Harris |                 |                    |



# Orientation Overview

What will be covered?



- Role of Advisory Committees
- Orientation Package Overview
- Attendance and Quorum
- Meeting Conduct
- City Policies and Freedom of Information
- Oaths of Office
- Election of Alternate Chair

# Orientation Package

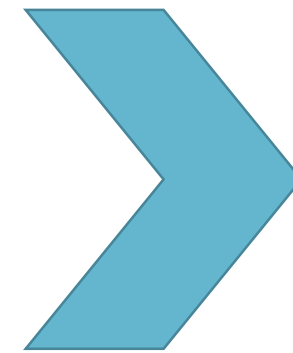
## Contents:

- Committee Terms of Reference
  - *Defines the purpose and structures of the committee*
- Committee Advisory Policy
  - *Guides the creation and management of advisory committees*
- Rules of Conduct
  - *Prescribes roles, responsibilities, and procedures*
- Respectful Workplace and Human Rights Policy
  - *Guides how we treat each other*
- Social Media Policy
  - *Provides a framework for communication on social media*
- Committee Meeting Schedule (also available on City website)
  - *Advises when our meetings take place*
- Freedom of Information (FOI) Permission Form
  - *Permits (or not) the City to contact you*



# What is the Role of an Advisory Committee?

Advisory Committees are  
created by Council  
to provide  
information  
and advice to Council  
on issues of interest  
to the public.



This assists Council in its decision-making process!

Advisory Committees are not autonomous.

This means Council must approve a Committee to discuss issues outside of their mandate.

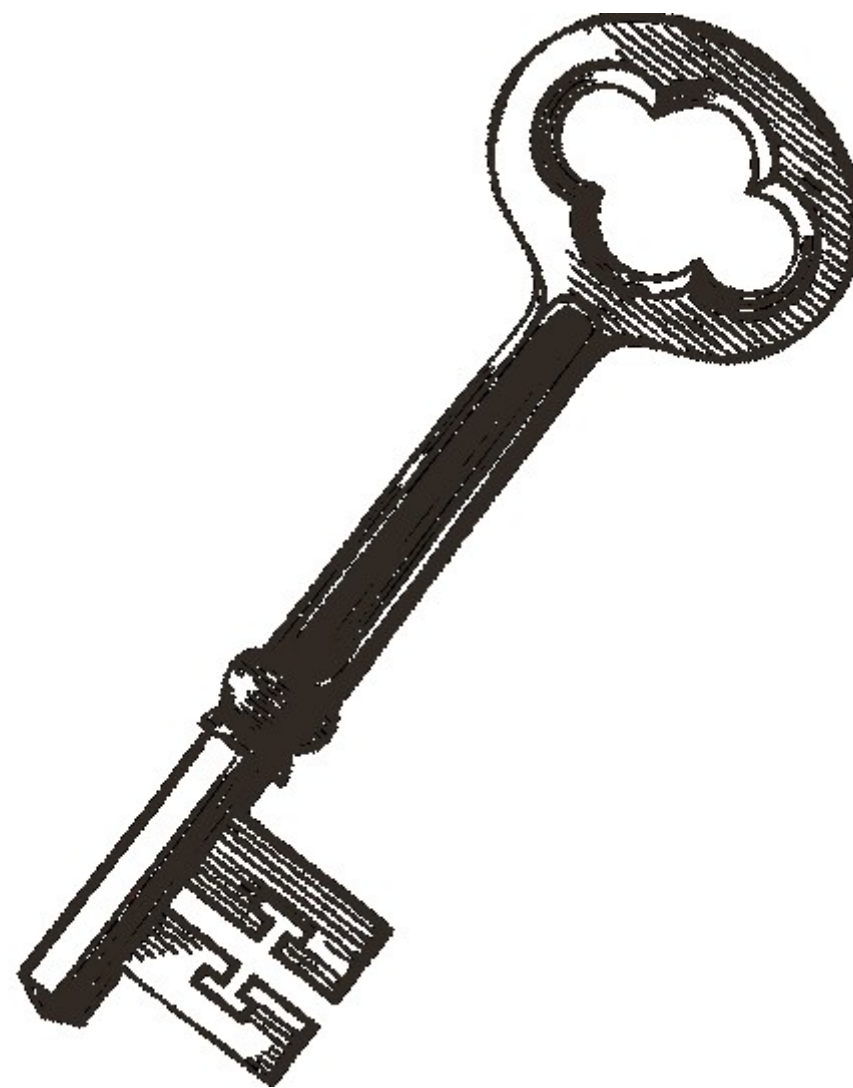
# Attendance is Key

You are expected to attend regularly scheduled meetings.

To make sure we have quorum\*, let us know whether or not you will attend.

Without quorum, the Committee can't hold an official meeting or pass recommendations.

\* *Quorum is the majority of appointed members.*



If you can't attend meetings anymore, please discuss it with the Chair or staff liaison.

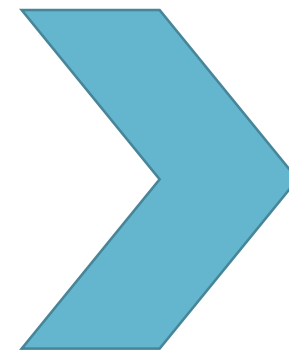
If you miss three consecutive meetings, Council may, without further notice, remove you from the committee.

Please submit resignations via email to the staff liaison and [committees@newwestcity.ca](mailto:committees@newwestcity.ca)

# Working with Staff

Remember:

The commitment of staff resources and time is the responsibility of Council.



Requests to have staff conduct work outside their work plan must be brought to Council for approval.

Committee work is just one part of staff's work plan, and staff may work on multiple committees.

Please be respectful of staff time. 😊



# Meeting Documents

## Agendas

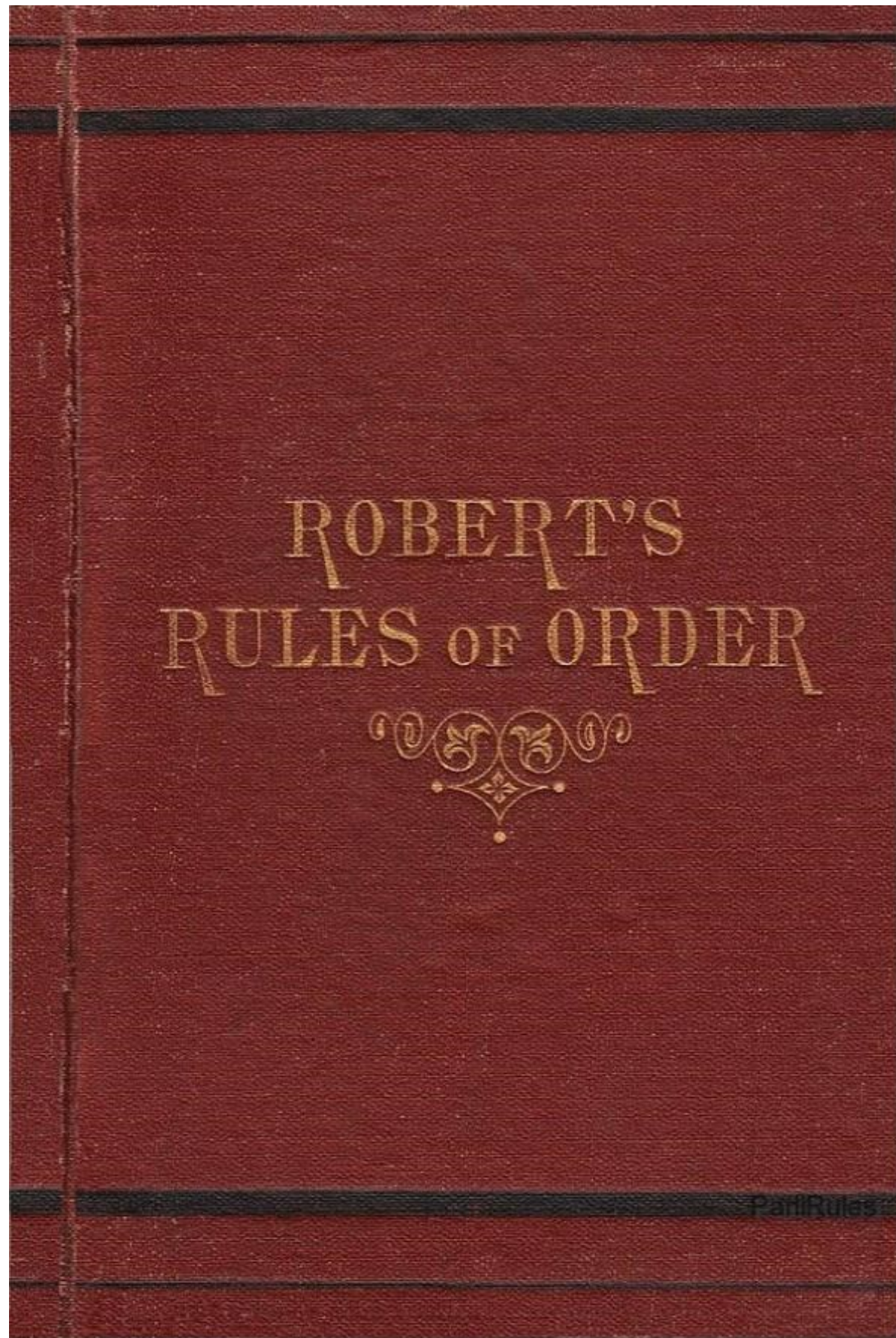
- Sent one week in advance of the meeting
- Read in advance so you can come prepared
- Additions at the beginning of the meeting

## Minutes

- Not verbatim, are meant to summarize the discussion
- Read and let us know if you see errors or omissions
- Posted to the website after they are adopted



# Rules of Order and Meeting Conduct



You do not have to know all of Robert's Rules of Order to participate in the meeting.

In the next few slides, we will cover:

- Conflicts of Interest
- Motions
- Voting

If you *want* to learn more about Robert's Rules, there are many resources online and at the library!

# Conflicts of Interest

A Conflict of Interest must be declared if you believe you have a direct or indirect interest in an item, and you must leave the room.

## Examples of Conflicts of Interest:

- You live within 100 metres of a proposed development;
- A family member or member is involved;
- You would receive monetary benefit;
- You're involved in an organization under discussion.

When in doubt,  
discuss  
and declare!

# Discussion

During discussion of an agenda item, the Chair will maintain a speaker's list.

Raise your hand to have your name added to the list.

Committee discussion is meant to be inclusive, not a back-and-forth between members.



Please bring common courtesy to discussion: wait your turn to speak, use respectful language, etc.

# What is a Motion?

A motion is how a Committee makes a decision.

A Committee member must **MOVE** (or introduce) a motion for consideration.



A motion must be **SECONDED** to proceed with discussion of the motion.

A seconder does not need to agree with the motion that is being moved; they are simply agreeing to debate the motion.

A seconder may still vote in opposition to the motion.

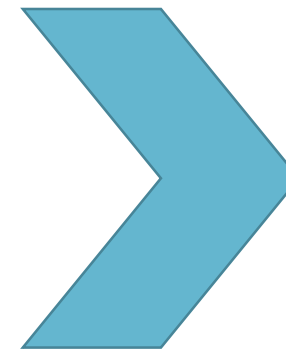
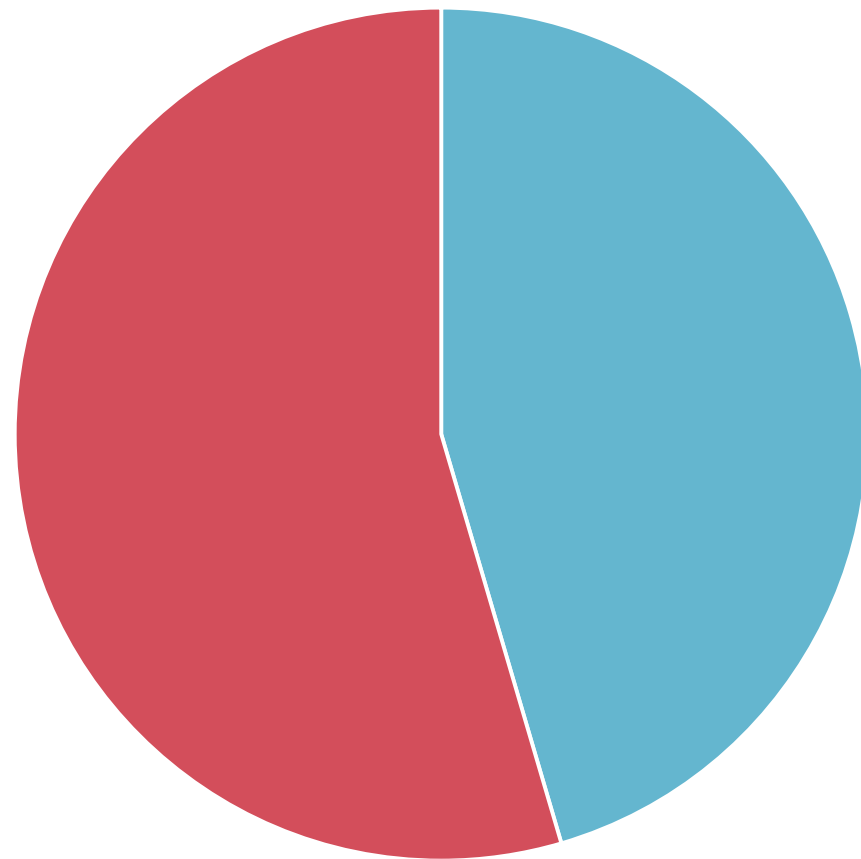


"I move that we debate whether to vote to decide whether to discuss bringing this meeting to an end."

# Voting – in Favour

“Call the question”

The Chair will put the motion to a vote.



To be carried, a motion must have 50% +1 of voting Committee members.

Committee members cannot abstain during a vote.

If a member does not **clearly** indicate how they vote, the vote will be noted **in favour** of the motion.

# Voting – in Opposition

Those voting in opposition must clearly raise their hand, or verbally indicate they are voting in opposition.

A tie vote is considered a lost (defeated) vote.

Members who vote in opposition to a motion will have their names recorded in the minutes.



# How does Council receive the motion?

Any committee motion that is passed and requires action or an expenditure of funds must be submitted to Council through a Committee report.

Committee reports include staff comments on the Committee recommendation.

Staff may or may not support the Committee recommendation.

Council may or may not pass a Committee recommendation, or may pass an amended Committee recommendation.



# Respectful Workplace and Human Rights Policy

All persons associated with the City of New Westminster have a responsibility to ensure the City's working environment is free from disrespectful behaviour.

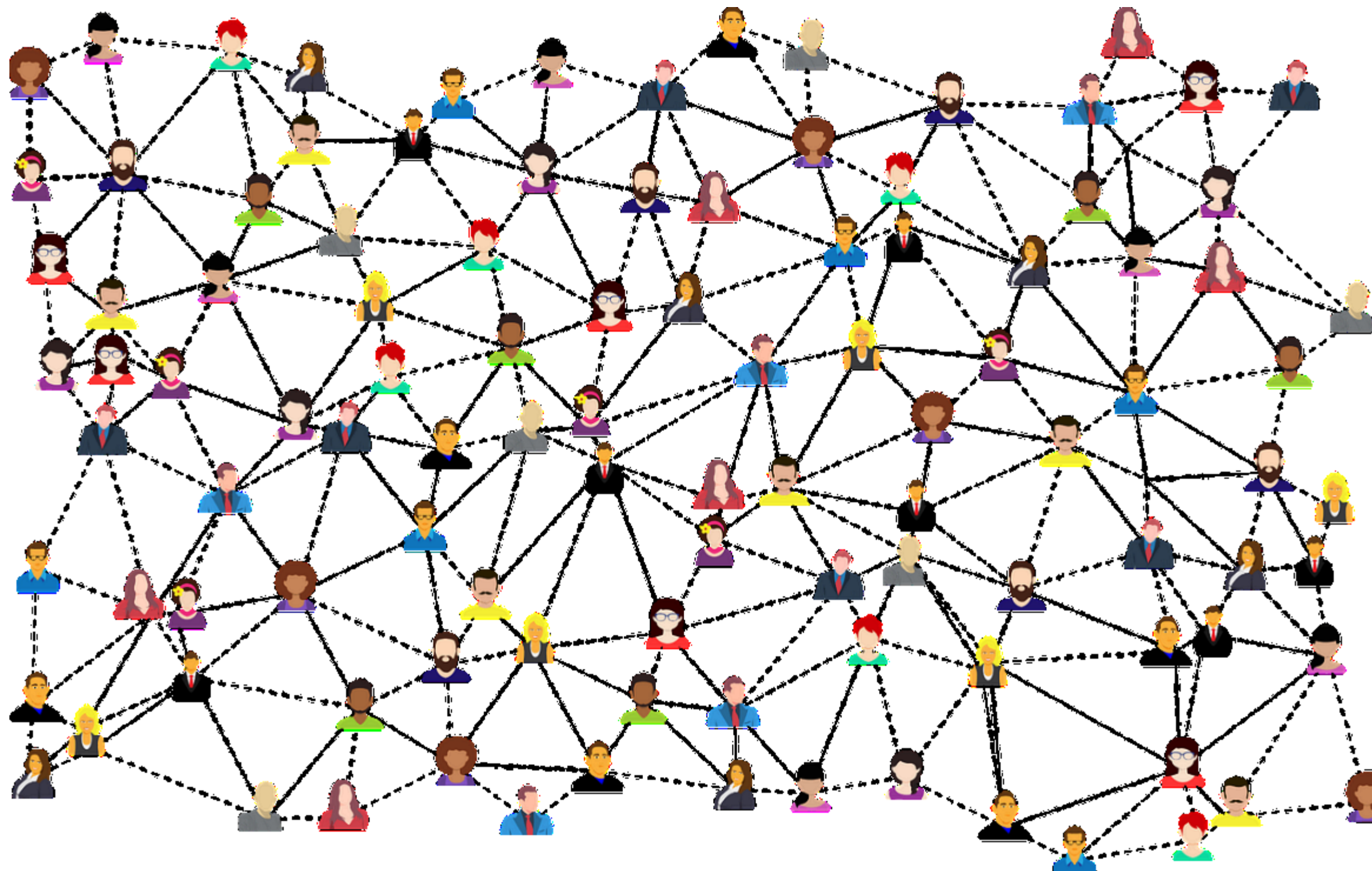
Disrespectful behaviour toward Council, staff, and other Committee members is not tolerated.



# Social Media Policy

As a member of this Committee, you represent the City and the Committee.

Be careful of your social media posts and activity, especially when referencing the City.



# FOI Permission Form

Your personal information is collected under the  
*Freedom of Information and Protection of Privacy*  
*Act.*

Staff cannot share Committee members'  
contact information with other Committee  
members.



ory that Committee members indicate yes on the form.  
tick a box and return the form!

# Oaths of Office

THAT I do solemnly affirm that I will truly, faithfully and impartially, to the best of my knowledge and ability, execute the office to which I have been appointed for the City of New Westminster, and that I have not received and will not receive any payment or reward or promise of either, for the exercise of any partiality or other undue execution of my duties.

# Alternate Chairs

Each Committee will elect an Alternate Chair at the first meeting of each term.

The Alternate Chair will serve as the Chair if the Chair is unable to attend a meeting.

Legislative Services will hold a training session for Chairs and Alternate Chairs on **April 5, 2022**.



# Additional Questions?

Questions and comments can be submitted to the Legislative Services Department.

Email: [committees@newwestcity.ca](mailto:committees@newwestcity.ca)

Phone: 604-527-4523

Legislative Services will hold two Committee Orientation refreshers on **June 7 and June 9, 2022.**



## Komagata Maru Perimeter Trail and Dock Naming - Text

The S.S. Komagata Maru arrived in Burrard Inlet from Hong Kong on May 23, 1914 carrying 376 passengers. The passengers were challenging Canada's racist Continuous Journey regulation, which only allowed legal entry to those migrants who arrived directly from their country of origin. Because there was no direct route from British India at that time, this was a deliberate action by the government to deny entry into the Dominion of Canada.

### Actions by New Westminster City Council and Residents

The City of New Westminster supported Canada's racist policies which bolstered federal confidence in enforcing these unjust laws. On June 22 while the ship was moored in Burrard Inlet, New Westminster City Council passed a motion urging the Premier and the Minister of the Interior to "use every effort" in denying the passengers the ability to land. A week later, Mayor A.W. Gray presided over a mass meeting at St. Patrick's Hall endorsing a resolution supporting the actions of immigration officials and the "total exclusion of Asiatics from the country".

In contrast, New Westminster resident Mitt Singh Pindori was a member of the Komagata Maru Shore Committee. This Committee took over the charter of the ship and one of its many responsibilities was raising funds for the legal defense of the passengers.

The New Westminster City Council's actions supported a national movement against South Asians directly contributing to the plight of the passengers and an overall feeling of insecurity for South Asian residents of New Westminster. These actions are not in alignment with the values of the current City Council, nor do they reflect Canadian values of equity and justice.

### The Aftermath

After 2 months of constant surveillance, legal challenges, physical struggles - and with the passengers running desperately short of food and water due to the government's inadequate provisions - the stalemate ended on July 23. The SS Rainbow, Canada's warship, sailed the Komagata Maru out of Canadian waters as the ship set off back to British India. On their arrival the passengers were greeted by hostility and violence by British Indian forces.

### Arrival

The desire to come ashore was never possible for a majority of Komagata Maru passengers. The naming of this dock and the perimeter trail represents a symbolic arrival of their presence through memory and stories. Our country has undoubtedly suffered because these passengers – and all migrants unjustly turned away from its borders – were never able to contribute to Canadian society.

The City of New Westminster thanks Rajwant Toor and Jaswinder Toor from the Descendants of the Komagata Maru Society for drawing City Council's attention to this historical wrong.

Recommended Images:

1. <http://komagatamarujourney.ca/node/397?display=full>
2. <http://komagatamarujourney.ca/node/15897>

DRAFT