

CITY OF COQUITLAM

Policy and Procedure Manual

MULTICULTURALISM	Chapter:	5
ADVISORY	Section:	
COMMITTEE	Issue Date:	2006 Nov
TERMS OF REFERENCE	Revision Date:	2009 Mar 2

COMPOSITION

The Multiculturalism Advisory Committee is an advisory body composed of citizen representatives and two Council members. Citizen representatives will reflect interests in multiculturalism.

CHAIR AND SECRETARY

The Chair and Vice Chair are the Council members named in the Council resolution of appointment.

The City Clerk, or his/her designate, will prepare the necessary agendas and notices of meeting and will serve as Secretary.

QUORUM AND PROCEDURES

A quorum will be a majority of the current members and must include at least one of the Council members appointed. Where a quorum is not present, notes of the meeting, with attached staff reports, if any, shall go forward for receipt and consideration at the next convenient meeting of the Recreation, Sports and Culture Standing Committee.

Where quorum is present, minutes prepared by the Secretary shall go forward to Council through the Recreation, Sports and Culture Standing Committee.

The media contact on behalf of the Committee is the Chair.

The meetings are scheduled bi-monthly or as required and may be cancelled or rescheduled at the call of the Chair.

COMMITTEE MANDATE

The mandate of the Committee is to provide a local perspective and advice to Council through the Recreation, Sports and Culture Standing Committee with respect to achieving the City's strategic goals and accompanying strategic directions:

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- Foster awareness and understanding of the City's multicultural population and diversity
- Initiate and facilitate discussion around existing and emerging multiculturalism issues
- Address barriers relative to citizen involvement in the community
- Review and provide input to Council regarding the City of Coquitlam's Multiculturalism policy
- Assist in the development of a multiculturalism policy implementation strategy for the City of Coquitlam
- Identify opportunities for public education and discussion regarding multiculturalism in the City
- Provide input into the development and implementation of programs and services that *enhance the culture of the community and create education opportunities; and*
- Items and matters as directed by Council and/or the Recreation, Sports and Culture Standing Committee.

TERMINATION OF THE COMMITTEE

The Committee exists at the pleasure of Council.