



CULTURAL DIVERSITY ADVISORY COMMITTEE MEETING
Monday, January 20, 2020 at 2:00 p.m.
Scoop Lewry Room, 2nd Floor, City Hall
228 Main Street North, Moose Jaw, SK

TO: MEMBERS OF THE CULTURAL DIVERSITY ADVISORY COMMITTEE

Councillor Crystal Froese, City Council Representative
Dalise Hector, MJ Multicultural Council Representative
Nazmia Bengelil, International Women's Society Representative
Brenda Marshall Colenutt, MJ Aboriginal Association Representative
Lori Deets, Citizen-at-Large
Don Mitchell, Citizen-at-Large
Randall Fleming, Citizen-at-Large
Selinda England, Citizen-at-Large
Amanda McCann, PSSD Representative
Gerry Turcotte, HTCSD Representative

ALSO:

Police Chief Rick Bourassa, MJ Police Service

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes – December 18, 2019
4. New Business
 - 4.1 eSCRIBE for Committee Agendas, Minutes, etc.
 - 4.2 Date for February Committee Meeting
5. Business Arising from the Minutes
 - 5.1 Amendments to Bylaw No. 5370, Cultural Diversity Advisory Committee Bylaw
 - 5.2 Name Change for the Committee
 - 5.2 City Website Project
6. Round Table – Member Initiatives Related to Diversity and Inclusion

7. Next Meeting and Adjournment

**PLEASE ADVISE BY EMAIL cclerk@moosejaw.ca OR CALL 306-694-4424
IF YOU ARE UNABLE TO ATTEND THIS MEETING***

<https://citymj.sharepoint.com/sites/Depts/clerks/Shared Documents/5. Boards & Committees/BOARDS & COMMITTEES - 2000/-03 Cultural Diversity Advisory Committee/2020/Agendas/01.20.20 CDAC Agenda.docx>



**PUBLIC MINUTES
CULTURAL DIVERSITY ADVISORY COMMITTEE
Wednesday, December 18, 2019 at 2:30 p.m.
Scoop Lewry Room, 2nd Floor, City Hall**

PRESENT:

Dalise Hector, Chairperson, MJ Multicultural Council Representative
Selinda England, Citizen-at-Large (via telephone)
Lori Deets, Citizen-at-Large
Randall Fleming, Citizen-at-Large
Lisa Abbasi, Citizen-at-Large
Amanda McCann, PSSD Representative
Gerry Turcotte, Holy Trinity Catholic School Representative
Nazmia Bengeleil, International Women's Society Representative

ABSENT:

Councillor Heather Eby, Council Representative
Brenda Marshall Colenutt, Moose Jaw Aboriginal Association Representative
Rosemarie Zaba Stewart, Sask. Polytechnic Representative

ALSO:

Pearl Anderson, Recording Secretary

PART 1 - NO APPROVAL OF COUNCIL REQUIRED

Re: Call to Order

Dalise Hector, Chairperson, called the meeting to order at 2:34 p.m.

PART 2 - NO APPROVAL OF COUNCIL REQUIRED

Re: Adoption of Agenda

Moved by Nazmia Bengeleil

THAT the agenda be adopted with the following amendment:

- Addition of Part 4.4 – Discussion of City Website Project

Carried.

PART 3 - NO APPROVAL OF COUNCIL REQUIRED

Re: Adoption of Minutes – November 27, 2019

Moved by Nazmia Bengeleil

THAT the minutes of the regular meeting of the Cultural Diversity Advisory Committee dated November 27, 2019 be accepted as presented.

Carried.

Nazmia Bengeleil accepted her appointment as Vice-Chair of the Cultural Diversity Advisory Committee.

PART 4 – NO APPROVAL OF COUNCIL REQUIRED

Re: New Business

4.1 Name Change for the Committee

Consideration was given to a name change for the Committee with discussion that a possible name could be the Cultural Diversity, Inclusion and Equity Advisory Committee. The matter will be further considered at the next meeting.

Moved by Randall Fleming

THAT the matter with respect to a name change for the Committee be tabled to the next meeting.

Carried.

4.2 Dates and Times for Committee Meetings

Considered was the timing for Committee meetings.

Moved by Nazmia Bengeleil

THAT the Cultural Diversity Advisory Committee meetings be held the 3rd Monday of each consecutive month at 2:00 p.m., except for the months of July and August.

Carried.

4.3 Wakamow Aboriginal Community Association

Consideration was given to amending the Committee Bylaw to update the names of groups being represented to reflect current organizations in operation. For example, "Moose Jaw Aboriginal Association" (an organization which does not exist) would be removed and "Wakamow Aboriginal Community Association" and "Metis Local 160" would be added to Committee membership. The matter will be considered in conjunction with potential amendments to Bylaw No. 5370, Cultural Diversity Advisory Committee Bylaw.

4.4 Discussion of City Website Project

Moved by Dalise Hector

THAT discussion with respect to suggesting that the City more-centrally feature community services in its new website design—to increase support, attraction and retention of residents—using tools provided by partners, be tabled to the next meeting.

Carried.

PART 5 - NO APPROVAL OF COUNCIL REQUIRED

Re: Business Arising from the Minutes

5.1 Amendments to Bylaw No. 5370, Cultural Diversity Advisory Committee Bylaw

Consideration was given to the Committee's mandate, membership, name and bylaw. Determination of the Committee's mandate was considered key to deciding on the membership and proposed name change. The status of organizations currently represented on the Committee will be reviewed.

The following matters were discussed with regards to amendments to the Committee Bylaw:

- Need to determine the Committee's mission/mandate/vision/purpose.
- What is the Committee doing well, what does the Committee want to change?
- Consider whether the municipality has a description related to the purpose of the CDAC, though this is not currently located in the bylaw, (ie. on the webpage where CDAC vacancies are advertised).
- Ask each Committee member and Council member what they feel the role of the Committee is.
- Use of the Thought Exchange process to answer questions – How is the Committee doing? What is the role of the Committee? Who would be consulted as a part of the Thought Exchange process?

Mr. Turcotte, Holy Trinity Catholic School Division (HTCSD) representative, will look into potential use of the Thought Exchange program (that HTCSD has access to) and forward it to the Committee Chair for review.

5.2 Budget

The City Manager approved the Cultural Diversity Advisory Committee's request to carry forward \$500 remaining in the 2019 budget to 2020 to assist with funding for a capacity building project.

PART 6 – NO APPROVAL OF COUNCIL REQUIRED

Re: Round Table – Member Initiatives Related to Diversity and Inclusion

The following matters were discussed during the round table discussion:

- Representation from the Islamic Association of Saskatchewan – Moose Jaw be added to the Committee's membership.
- Status of the Metis Local 160 be clarified prior to a representative being added to the Committee's membership.
- Prairie South School Division is holding French as a Second Language week from February 3 to 7, 2020.
- SCRIP is holding its first partnership council meeting in January. Funding from the municipality was received for the Rural & Northern Immigration Partnership Project. A grant writing workshop is being held on January 9, 2020 from 1:00 p.m. to 4:00 p.m.

- Sask. Polytechnic has hired a student life coordinator to assist international students with settlement needs. An interfaith centre is being set up on campus and Committee members are invited to provide input regarding the layout, decoration, etc. Sask. Polytechnic completed a recent report on the economic impact of Saskatchewan Polytechnic within the Province.

PART 7 – NO APPROVAL OF COUNCIL REQUIRED

Re: Next Meeting and Adjournment

The next regular meeting of the Cultural Diversity Advisory Committee is scheduled for Monday, January 20, 2020 at 2:00 p.m. in the Scoop Lewry Room, 2nd Floor, City Hall.

Moved by Dalise Hector
That the meeting now adjourn.

Carried.

The meeting adjourned at 4:04 p.m.

Dalise Hector
CHAIRPERSON

CITY MANAGER'S COMMENTS:

Jim Puffalt
CITY MANAGER

MAYOR'S COMMENTS:

Fraser Tolmie
MAYOR



CITY OF MOOSE JAW

Cultural Diversity Advisory Committee

Bylaw No. 5370

Date of Passage June 13, 2011
(effective date June 13, 2011)

Disclaimer:

This information has been provided solely for research convenience. Official bylaws are available at the Office of the City Clerk and must be consulted for purposes of interpretation and application of the law.

BYLAW NO. 5370
CULTURAL DIVERSITY
ADVISORY COMMITTEE BYLAW

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**THE MUNICIPAL COUNCIL OF THE CITY OF MOOSE JAW ENACTS
AS FOLLOWS:**

Definitions

1 In this Bylaw:

- (a) “**Code of Ethics Bylaw**” means Bylaw No. 4381, A Bylaw of the City of Moose Jaw to Adopt a Code of Ethics for Officials and Employees and Persons Appointed to Boards, Committees and Commissions of the City of Moose Jaw.
- (b) “**Committee**” means the Cultural Diversity Advisory Committee.
- (c) “**Procedure Bylaw**” means Bylaw 5176, A Bylaw of the City of Moose Jaw Governing the Proceedings of City Council and any Committees Established by City Council for the Administration of the Business of City Council.

Establishment of Committee

2 Pursuant to section 55 of *The Cities Act*, City Council continues the Cultural Diversity Advisory Committee.

Duties/Functions

3 Acting in an advisory role for the City, the Committee shall:

- (a) promote awareness, understanding and acceptance of cultural and ethnic differences between individuals and groups in co-operation with other cultural diversity related organizations;
- (b) make suggestions or recommendation to other sectors concerning improving cultural diversity;

- (c) receive and refer complaints of racism within the City; and
- (d) provide policy advice and recommendations on:
 - (i) practices, policies and City programs respecting cultural diversity; and
 - (ii) any other cultural diversity related matter that is referred to the Committee.

Member Eligibility and Appointment

4(1) The Committee shall consist of the following members:

- (a) one member of City Council;
- (b) one person nominated by the Prairie South School Division No. 210;
- (c) one person nominated by the Holy Trinity Roman Catholic Separate School Division No. 22;
- (d) one person nominated by SIAST Palliser Campus;
- (e) one person nominated by the Moose Jaw Multicultural Council;
- (f) one person nominated by the Moose Jaw Aboriginal Association;
- (g) one person nominated by the International Women's Society of Moose Jaw; and
- (h) four persons residing in Moose Jaw.

(2) The Mayor shall be an *ex officio*, non-voting member of the Committee.

(3) Except for the Mayor, all Committee members shall be appointed by, and serve at the pleasure of, City Council.

(4) For 2011 only, the appointments of one-half of the Committee members shall be for one year terms beginning September 1, 2011, and expiring August 31, 2012, and the appointments of the other half of the Committee members shall be for two year terms beginning September 1, 2011, and expiring August 31, 2013.

(5) Following the initial appointments to the Committee under subsection (4), the Committee member's appointments shall be for two year terms.

(6) A Committee member's appointment will automatically terminate when:

(a) in the case of a member of City Council, the member ceases to be a member of City Council;

(b) a member appointed pursuant to clause 4(1)(h) ceases to be a resident of the City; or

(c) the member's seat becomes vacant through resignation or death.

(7) On the recommendation by the Committee, City Council may terminate a Committee member's appointment:

(a) if the member fails to attend three consecutive Committee meetings without, in the Committee's opinion, a reasonable excuse;

(b) when there is permanent incapacity of a member; or

(c) for cause.

(8) Where a Committee member's appointment expires or is terminated under this section, City Council may appoint another person to fill the vacancy for the remainder of the term of the member being replaced.

(9) In the event that City Council is unable to appoint a new member to the Committee before a member's appointment expires through the passage of time, the member's appointment is automatically extended until a new member is appointed.

Chair

5(1) At the Committee's first meeting in September of each year, the Committee members will elect one of its members to be the Chair of the Committee and elect another member to be the Committee's Vice-Chair.

(2) The Chair shall preside over all Committee meetings at which the Chair is present, and the Vice Chair will preside over the Committee Meetings or portions thereof when the Chair is not present.

(3) When neither the Chair nor the Vice-Chair is present at a Committee meeting or portion thereof, the Committee members who are present may elect a member to preside over that meeting or portion thereof.

Meetings and Procedure

6(1) The Committee shall hold its meetings at the time and place determined by the Committee.

(2) Meetings in addition to those determined under subsection (1) shall be at the time and place determined by the Chair.

7(1) The Committee will conduct its proceedings in accordance with the Procedure Bylaw.

(2) Notwithstanding subsection (1), the Committee may adopt general rules of procedure as long as they are not in conflict with the rules of procedure in the Procedure Bylaw.

Conflict of Interest

8 The Committee members will conduct themselves in accordance with the Code of Ethics Bylaw.

Bylaws Repealed

9 Bylaw No. 5341 is repealed.

Coming into Force

10 This Bylaw comes into force on September 1, 2011.

READ A FIRST TIME JUNE 13, 2011

READ A SECOND TIME JUNE 13, 2011

READ A THIRD TIME AND PASSED ON JUNE 13, 2011

(SGD) "Glenn Hagel"
MAYOR

(SGD) "Myron Gulka-Tiechko"
CITY CLERK

(SEAL)