

NO: R221

COUNCIL DATE: December 18, 2023

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## REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **December 14, 2023**

FROM: **Acting General Manager, Corporate Services**

FILE: **0330-01**

SUBJECT: **2024 Staff Inclusion Calendar**

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## RECOMMENDATION

The Corporate Services Department recommends that Council:

1. Receive this report for information; and
2. Direct staff to publish Mayor & Council greetings through local print media advertisements in the Cloverdale Reporter, Peace Arch News, and Surrey Now-Leader for nine events, as provided in this report.

## INTENT

The purpose of this report is to provide Council with information on the key cultural events and important awareness days to be celebrated as outlined in the 2024 Staff Inclusion Calendar (the “Calendar”), attached to this report as Appendix “I”.

## BACKGROUND

To support our strategic objective of cultivating a safe, desirable and engaging workplace, the City of Surrey engages staff in a variety of inclusion initiatives each year to raise awareness of important dates and cultural events observed in our community. These initiatives are carried out in the spirit of our City of Surrey values which include:

- **Community:** we care about and contribute to the broader well-being of the community, we strive to make Surrey a great place our citizens to live, work, play, invest, and raise a family;
- **Innovation:** we welcome change. We actively look for leading-edge initiatives and welcome new approaches and original thinking. We are committed to continuous improvement; we recognize all experiences as important learning opportunities;
- **Teamwork:** we support each other. We trust each other. We respect each other. We take a City-wide view of the challenges we face. We value everyone's ideas;
- **Integrity:** we are honest. We are accountable for our decisions. We meet our commitments. We are forthright in our communications. We understand and comply with all laws, regulations and policies; and

- **Service:** customers are important to us, we want to help our customers, we seek to understand our customers' needs and actively work to achieve responsive, balanced solutions.

Several of the City's inclusion initiatives are linked to the Calendar celebrating key cultural events and important awareness days. These events are typically recognized through a variety of communication initiatives and staff events at City Hall.

The City seeks input from staff to identify the events to be recognized and to determine appropriate celebration standards.

## **DISCUSSION**

The Calendar provides Council with information on the key cultural events and important awareness days to be celebrated in 2024.

As outlined in the Calendar, the City will be holding four in-person staff events at City hall to celebrate Pink Shirt Day, Canadian Mental Health Week, Diwali and Christmas. All events will be recognized through one or more of the City's staff communication channels as described in Appendix "I" (e.g., CityNet intranet, CityNet E-card, City Hall Event, Staff E-Newsletter). The City's major festivals, such as Surrey Canada Day and Surrey Fusion Festival, will be promoted to staff via the same communication channels.

There are two new additions to the 2024 Calendar: International Overdose Awareness Day and Autism Awareness Month. International Overdose Awareness Day will fall on August 31. This is a global event to raise awareness of overdose, reduce the stigma of a drug-related death, and to remember those who have died or suffered an injury as a result of a drug overdose. Autism Awareness Month will be held during the month of October. The City recognizes that our population includes people who have Autism or have family members that fall within the Autism spectrum. This month will provide staff the opportunity to learn more about autism and increase acceptance and support for Autistic people.

Staff will continue to review the impact of these events to ensure they best meet the City's commitment of having engaged, welcoming and knowledgeable staff.

### Option to Publish and Announce Mayor and Council Greetings in Local Print Media and Radio

Mayor and Council may opt to share its greetings with the community through local print media advertisement for nine events, also reflected in Appendix "I". Accordingly, the Mayor and Council greetings would be published in the Cloverdale Reporter, Peace Arch News, and Surrey Now-Leader at a cost of \$3,000 for each greeting. In addition, greetings for Vaisakhi and Diwali would be published in the Indo Canadian Voice at a cost of \$1,000 for each greeting and announced on RedFM radio at a cost of \$100 for each announcement. The total cost to publish and announce greetings in all community papers and radio will be \$29,900. An extra \$10,000 will be budgeted for additional greetings as directed by Mayor & Council.

Funding to publish and announce greetings is available in the Mayor and Council's Operating Budget.

## CONCLUSION

This report provides information regarding key cultural events and important awareness days to be celebrated as outlined in the 2024 Staff Inclusion Calendar. In addition, and as an option reflected in the recommendations of this report, Council may direct staff to publish Mayor & Council greetings through local print media advertisements in the Cloverdale Reporter, Peace Arch News, and Surrey Now-Leader for nine events, as provided in this report.

Joey Brar  
Acting General Manager, Corporate Services

Appendix "I": 2024 Staff Inclusion Calendar

## 2024 Staff Inclusion Calendar

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**Goal:** Expand staff awareness and education of the diversity of Surrey and strengthen our inclusiveness.

**Cultural events and awareness days to be celebrated and recognized through the following actions:**

- CityNet posting – an event listing on CityNet (the City’s intranet) with information about the cultural celebration or important awareness day to be recognized.
- CityNet E-Card – an E-Card available on CityNet (the City’s intranet) that City staff can use to send a greeting or best wishes to their colleagues and co-workers.
- City Hall event – a staff event that typically include speakers, entertainment and/or food to raise awareness about the cultural celebration or important awareness day to be recognized.
- Staff E-Newsletter – a weekly email sent to City staff to inform them about employee-related news, events, training and programs.
- Print Media Advertisement – a message from Mayor & Council will be shared with the community through local newspaper organizations.

### JANUARY

Date	Celebration/Event	Action
January 7	<b>Orthodox Christmas</b> A celebration in many nations all over the world and is customarily celebrated after the New Year in the Gregorian calendar.	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• CityNet E-Card</li> </ul>

### FEBRUARY

Date	Celebration/Event	Action
February 1 - 29	<b>Black History Month</b> A remembrance and celebration of important people and events in the history of the African diaspora.	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>
February 10	<b>Lunar New Year</b> Recognized around the world by Chinese, Korean and Vietnamese people as a celebration of the New Year based on the lunar calendar.	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• CityNet E-Card</li> <li>• Print Media Advertisement</li> </ul>
February 28	<b>Pink Shirt Day</b> Raises awareness about the effects of bullying. On this day people wear pink to symbolize their stand against bullying. Originated in Nova Scotia, Canada in 2007.	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• City Hall event</li> </ul>

**MARCH**

<b>Date</b>	<b>Celebration/Event</b>	<b>Action</b>
March 8	<b>International Women’s Day</b> Celebrates women’s achievements throughout history and across nations.	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• CityNet E-Card</li> </ul>
March 10 – April 9	<b>Month of Ramadan</b> Muslims honour the teachings of scriptures; abstain from food during the day-light hours and activities that distract from the central values of Islam.	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• CityNet E-Card</li> <li>• Print Media Advertisement</li> </ul>
March 19	<b>Nowruz</b> Meaning “The New Day”, this signifies the Persian New Year and spring Equinox. Celebrated by people from diverse ethnic communities and religious backgrounds for thousands of years.	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• CityNet E-Card</li> </ul>
March 26	<b>Purple Day</b> This is an international grassroots effort dedicated to increasing awareness about epilepsy worldwide. People around the world are invited to wear purple and host events in support of epilepsy awareness.	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>
March 31	<b>Easter</b> A Christian holiday that celebrates Jesus Christ’s resurrection.	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• CityNet E-Card</li> <li>• Print Media Advertisement</li> </ul>

**APRIL**

<b>Date</b>	<b>Celebration/Event</b>	<b>Action</b>
April 9 - 10	<b>Eid-al-Fitr</b> Recognized by Muslims all over the world, Eid-al-Fitr is a feast that celebrates the culmination of the month of Ramadan.	<ul style="list-style-type: none"> <li>• CityNet Posting</li> <li>• CityNet E-Card</li> <li>• Print Media Advertisement</li> </ul>
April 13	<b>Vaisakhi</b> Celebrated as a harvest festival in many northern states of India and around the world. During Vaisakhi, Sikhs and Hindus reflect on the values taught to them by their Gurus.	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• CityNet E-Card</li> <li>• Print Media Advertisement</li> <li>• Radio Advertisement</li> </ul>
April 22	<b>Earth Day</b> Celebrates our natural environment and encourages people to get involved in learning about protecting and enhancing the natural world. It is celebrated around the globe by people of all backgrounds, faiths and nationalities. Surrey’s Party for the Planet is BC’s largest Earth day celebration.	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>

April 22 - 30	<p><b>Passover</b> An eight-day Jewish festival that commemorates the Israelites' Exodus from Egypt and their transition from slavery to freedom. In Israel, Passover is celebrated for seven days.</p>	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• CityNet E-Card</li> </ul>
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**MAY**

Date	Celebration/Event	Action
May 1 - 31	<p><b>Asian Heritage Month</b> Provides an opportunity for us to celebrate and learn more about the many achievements and contributions of Canadians of Asian descent.</p>	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>
May 6 - 10	<p><b>Mental Health Week</b> Raises awareness about mental health issues faced by Canadian children, youth and adults.</p>	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• City Hall event</li> </ul>
May 25 - June 1	<p><b>National AccessAbility Week (NAAW)</b> Celebrates the contributions of Canadians with disabilities and promote efforts to increase accessibility and inclusion in Canada.</p>	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>

**JUNE**

Date	Celebration/Event	Action
June 1 - 30	<p><b>Pride Month</b> Celebrates people's diverse sexual and gender identities, histories and cultures.</p>	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>
June 20	<p><b>World Refugee Day</b> Honours the spirit, courage and contributions of millions of refugees worldwide.</p>	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>
June 21	<p><b>National Indigenous Peoples Day</b> Recognizes the accomplishments and contributions of First Nations, Inuit and Métis people of Canada.</p>	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• Print Media Advertisement</li> </ul>
June 24	<p><b>St. Jean Baptiste Day</b> Honours and celebrates the French-Canadian culture and heritage.</p>	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>
June 27	<p><b>Canadian Multiculturalism Day</b> Celebrates Canada's multicultural diversity and appreciates contributions of groups and communities to Canadian society. Surrey's Fusion Festival showcases the diversity of our City.</p>	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>

**JULY**

Date	Celebration/Event	Action
July 1	<p><b>Canada Day</b></p>	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• CityNet E-Card</li> </ul>

	A national holiday celebrating when Canada became a country.	
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**AUGUST**

<b>Date</b>	<b>Celebration/Event</b>	<b>Action</b>
August 1	<b>Emancipation Day</b> Celebrates the strength and perseverance of Black communities in Canada. It marks the actual day in 1834 that the Slavery Abolition Act of 1833 came into effect across the British Empire.	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>
August 19	<b>Rakhi</b> Hindu and secular festival celebrating the love and duty between brothers and sisters.	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>
August 31	<b>International Overdose Awareness Day</b> A global event to raise awareness of overdose and reduce the stigma of a drug-related death. It acknowledges the grief felt by families and friends remembering those who have died or suffered an injury as a result of a drug overdose.	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>

**SEPTEMBER**

<b>Date</b>	<b>Celebration/Event</b>	<b>Action</b>
September 30	<b>National Day for Truth and Reconciliation</b> A national day to commemorate the history and legacy of the residential school system. This day honours the resilience, dignity and strength of survivors and intergenerational survivors and remembers the children who never came home.	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>

**OCTOBER**

<b>Date</b>	<b>Celebration/Event</b>	<b>Action</b>
October 1 - 31	<b>Autism Awareness Month</b> Provides an opportunity for us to come together to increase understanding and awareness of autism and to help end the stigma and discrimination that some Autistic people experience.	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>
October 2 - 4	<b>Rosh Hashanah</b> Marks the beginning of the Jewish New Year and covers two of the 10 High Holy days that conclude with Yom Kippur.	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• CityNet E-Card</li> </ul>
October 10	<b>World Mental Health Day</b> Raises awareness of mental health issues around the world and mobilizes efforts in support of mental health.	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>
October 16	<b>World Food Day</b>	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>

	A day of action against hunger where people around the world come together to declare their commitment to eradicate hunger in our lifetime.	
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**NOVEMBER**

<b>Date</b>	<b>Celebration/Event</b>	<b>Action</b>
November 1	<b>Diwali</b> Known as the celebration of light, Diwali is celebrated by Hindus, Sikhs and Jains as the victory of good over evil, spiritual enlightenment and new beginnings.	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• CityNet E-Card</li> <li>• City Hall event</li> <li>• Print Media Advertisement</li> <li>• Radio Advertisement</li> </ul>
November 11	<b>Remembrance Day</b> Serves as an opportunity for Canadians to recognize the contributions Veterans and current members of the armed forces have made and continue to make.	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>
November 16	<b>Louis Riel Day (BC)</b> Honours the contributions and achievements of Louis Riel who was an advocate for the rights of the Métis people and a symbol of native independence.	<ul style="list-style-type: none"> <li>• CityNet posting</li> </ul>

**DECEMBER**

<b>Date</b>	<b>Celebration/Event</b>	<b>Action</b>
December 25	<b>Christmas Day</b> A Christian holiday that marks the birth of Jesus Christ. Christmas celebrations combine Christian religious ceremonies with traditions and customs influenced by ancient winter festivals.	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• CityNet E-Card</li> <li>• City Hall event</li> <li>• Print Media Advertisement</li> </ul>
December 25 - January 2	<b>Hanukkah</b> Celebrated for eight days, Hanukkah is a Jewish holiday commemorating the rededication of the second Holy Temple in Jerusalem.	<ul style="list-style-type: none"> <li>• CityNet posting</li> <li>• CityNet E-Card</li> <li>• Print Media Advertisement</li> </ul>