



## **The Surrey Urban Indigenous Leadership Committee**

### **Terms of Reference**

#### Committee Name

The formal name of the committee is the “Surrey Urban Indigenous Leadership Committee”. Acceptable short-form names for informal documents and communication include: the “All Our Relations Committee” or the “SUILC”.

#### Mission of the Committee

The mission of the Surrey Urban Indigenous Leadership Committee is to be the collective voice of the urban Indigenous population in Surrey. The Committee will advocate on behalf of all urban Indigenous people in Surrey and work collaboratively with other governments, organizations, and individuals that are committed to understanding and achieving the vision of the Surrey Urban Indigenous Leadership Committee.

The SUILC Vision Statement is at Appendix A.

#### Statement of Recognition and Respect

The Surrey Urban Indigenous Leadership Committee recognizes that our work in Surrey takes place on the traditional territories of the Semiahmoo, Katzie, Kwikwetlem, Kwantlen, Qayqayt, Musqueam and Tsawwassen First Nations. It is a core value of the Committee to respect the political autonomy of the Coast Salish First Nations in Surrey. This means that the Committee will not represent those First Nation governments nor speak on their behalf. All SUILC members are encouraged to maintain respectful relationships with the Coast Salish First Nations in Surrey.



### Committee Values

The values of the Surrey Urban Indigenous Leadership Committee include:

- Respect for the political autonomy of the Coast Salish First Nations in Surrey.
- Respectful engagement with the Coast Salish First Nations in Surrey.
- Cultural understanding and competence.
- Commitment to address racism and intolerance.
- Collective action.
- Perseverance and determination.
- Space for First Nation and Métis voices.
- Inclusive of all Indigenous people regardless of status or membership.
- Caring for and nurturing relationships.
- Leading with our hearts.

### Strategic Direction of the Committee

The SUILC will be guided by the “All Our Relations Social Innovation Strategy” or any other subsequent strategic plan developed and approved by the Committee members. The strategic objectives of the “All Our Relations Social Innovation Strategy” are included in Appendix B.

### Committee Members

The following organizations are members of SUILC:

Aboriginal Community Career Employment Services Society (ACCESS)  
City of Surrey  
Cwenengitel Support House  
First Nations Health Authority  
Fraser Health Aboriginal Health  
Fraser Region Aboriginal Friendship Centre  
Fraser Valley Aboriginal Children and Family Services Society (Xyolhemeylh)  
Indigenous Wellness Training Society  
Kekinow Native Housing Society  
Métis Nation of British Columbia  
Ministry of Children and Family Development Circle 5  
Nova Métis Heritage Association  
RCMP



Simon Fraser University  
Surrey School District

Land-based First Nation governments with a historic and current connection to territory that now includes the City of Surrey have a standing invitation to participate in any and all meetings of the Surrey Urban Indigenous Leadership Committee.

Member organizations are expected to be Indigenous controlled or have clear and significant connections to the Indigenous community in Surrey.

Each member organization is entitled to send as many people as it chooses for any regular meeting of the SUILC. However, in the event that the SUILC co-chairs call for a vote on a particular matter, only one representative from each member organization may cast a vote.

#### New Committee Members

Any organization that is Indigenous controlled or that has a clear and significant connection to the urban Indigenous community in Surrey may request to join the SUILC. The request will be made to a regular meeting of the SUILC and a record of the request included in the meeting notes. The new member will be confirmed by a majority vote of all members present at the subsequent regular meeting of the SUILC.

#### Removal of Committee Members

Any member organization of the SUILC may be removed by the request of another member of the SUILC. The request will be made at a regular meeting of the SUILC and a record of the request included in the meeting notes. The member will be removed from the SUILC by a majority vote of all members present at the subsequent regular meeting of the SUILC.

#### Decision Making

The SUILC will operate on the principle of consensus. Where a consensus is not possible, then a majority vote of those present at a regular meeting of the SUILC will



constitute a decision of the SUILC. All decisions of the SUILC will be recorded in meeting notes and circulated to all members.

The SUILC cannot commit any individual member organization to any future course of action or resource allocation.

Each member of the SUILC will respect the internal decision making processes of the other member organizations.

### Communication

Communication outside of regular SUILC meetings will be conducted by email. Meeting notices will be distributed by email at least three days prior to a meeting. Meeting notes recording significant decisions or requests for decisions must be circulated to committee members along with meeting notices at least three days prior to a meeting.

### Co-Chairs

There will be two co-chairs of the Leadership Committee. Both co-chairs will be selected by SUILC members at a regular meeting of the SUILC. The co-chairs will serve at the leisure of the SUILC for a one-year term. The term may be renewed by the SUILC.

Co-chairs are responsible to call regular meetings of the SUILC as required, prepare a draft agenda for meetings, facilitate respectful dialogue and consensus at meetings, and record decisions of the SUILC. Co-chairs may vote on any matter before the SUILC.

Outside of meetings, the co-chairs will represent the SUILC by signing official correspondence including funding applications. The co-chairs will also speak on behalf of the SUILC to media, government representatives or others as appropriate and may delegate this role to any other member of the committee or technical support staff.



### Sub-Committees

The SUILC may establish standing sub-committees at any time to advance particular priority objectives or goals. Participation on sub-committees will be established by members at a regular meeting of the SUILC. Sub-committees may include individuals or organizations that are not members of the SUILC. The SUILC must identify the purpose of the sub-committee and if the sub-committee has been delegated the authority to spend funds on behalf of the SUILC.

Active sub-committees are listed in Appendix C.

### Working Groups

The SUILC may establish time-limited working groups at any time to advance particular tasks already endorsed by the SUILC. Participation on working groups will be established by members at a regular meeting of the SUILC. Working groups may include individuals or organizations that are not members of the SUILC. The SUILC must identify the purpose of the working group and if the working group have been delegated the authority to spend funds on behalf of the SUILC.

### Partnerships

The SUILC may enter into formal partnerships with other organizations or individuals that support the SUILC Vision and Mandate. Direction to explore the possibility of a formal partnership needs to be provided by the SUILC at a regular meeting.

Formal partnership documents must be presented to a regular meeting of the SUILC and a record of the draft partnership documents must be included in the meeting notes. The partnership will be confirmed by a majority vote of all members present at the subsequent regular meeting of the SUILC.

### Costs

Members of the SUILC are responsible for any costs associated with their participation in the activities of the Committee.



### City of Surrey

As the SUILC is not a legal entity, the City of Surrey has final sign-off on funding and service contracts related to the SUILC. Surrey is also responsible for the management, allocation, and reporting on funds associated with the Surrey Urban

Indigenous Leadership Committee. City staff will be responsible for project reporting to funding agencies.

The SUILC will seek to have the collaborative relationship with the City of Surrey documented in a formal partnership agreement.

### Amendments to the Terms of Reference

Proposals to amend this terms of reference must be presented at a regular meeting of the SUILC. A record of the amendment proposal must be included in the meeting notes. The amendment will be confirmed by a majority vote of all members present at the subsequent regular meeting of the SUILC.



## Appendix A

Surrey Urban Indigenous Leadership Committee Vision Statement:

*A city that values Indigenous contributions to city life. A city that is committed to working towards reconciliation at all levels. A city where every Indigenous person has the opportunity to achieve their full potential.*

## Appendix B

Surrey Urban Indigenous Leadership Committee Strategic Objectives:

- I. Create and strengthen partnerships that will benefit urban Indigenous people.
- II. Expand the urban Indigenous leadership capacity in Surrey.
- III. Improve and grow programs and services for urban Indigenous people.
- IV. Increase education and understanding about the urban Indigenous community in Surrey.
- V. Increase funding for urban Indigenous programs and services.

## Appendix C

Active sub-committees:

1. Relationships & Protocols
2. Leadership Capacity
3. Indigenous Child Poverty
4. Mixed Spaces
5. Awareness Building