

Street Naming Committee

Terms of Reference

Authority

The Street Naming Committee is established by Council resolution under authority of the *Vancouver Charter* section 159.

Mandate

The Street Naming Committee recommends approval of names from the Civic Asset Name Reserve List for new streets and roads, based on input from staff regarding compliance with naming policies and guidelines, and subject to review by the Senior Director, Indigenous Relations.

Reporting and Accountability

The Street Naming Committee reports to staff.

The Street Naming Committee must conduct its activities in accordance with the *Guidelines for Civic Agencies*, *Code of Conduct By-law* No. 12886, and *Procedure By-law* No. 12577, which further set out responsibilities and expectations for members, chairs, staff, and liaisons.

Membership Composition and Term

Persons appointed to the Street Naming Committee shall meet the following essential criteria:

- Not be employed by the City of Vancouver;
- Live or work in Vancouver, or have a significant body of experience with issues related to the mandate of the Committee in Vancouver;
- Be able to demonstrate relevant experience or knowledge, abilities and skills related to the mandate of the Committee;
- Be able to contribute to culturally safer discussions that that prioritize intersectional approaches to reconciliation, decolonization, anti-racism, cultural redress, equity, and accessibility.

Composition:

- 5 members (quorum is a majority of appointed members), one from each of the following nominating bodies:
 - Racial and Ethno-Cultural Equity Advisory Committee;
 - Urban Indigenous Peoples' Advisory Committee;
 - Vancouver Heritage Commission;
 - Vancouver Historical Society;
 - Vancouver Public Space Network;
- 1 Chair, appointed by and inclusive of the 5 members;
- Optional: 1 Vice-Chair, and/or 1 designated note-taker, appointed by and inclusive of the 5 members;
- 1 non-voting Council liaison;
- 1 non-voting staff liaison.

Alternate Members:

Each nominating body may appoint 1 alternate member, who only has voting privileges if replacing the respective Committee member in a meeting. Otherwise, alternate members may

attend meetings in an observational capacity, but do not count for quorum and do not have voting privileges.

Length of Term:

The Street Naming Committee will operate until such time as the implementation of a City-wide Commemoration Framework and accompanying administrative policies (currently in development). At that time, these Terms of Reference will be reviewed and revised as appropriate to be consistent with the Commemoration Framework and other naming policies and guidelines as listed below.

Meeting and Administrative Procedures

- The Committee holds meetings on an as-needed basis, as determined by staff. All meetings will take place on Mondays from 5:30 – 7:30 PM, via electronic means.
- A member who is absent from more than two consecutive meetings without a leave of absence is deemed to have resigned.

Related Guidelines and / or Policies

- [Guidelines for Advisory Bodies](#)
- [Code of Conduct By-law No. 12886](#)
- [Diversity on Advisory Bodies Policy \(COUN-004\)](#)
- [Procedure By-law No. 12577](#)

Related Frameworks and Work Programs

- [Accessibility Strategy](#)
- [Addressing Anti-Black Racism and Historic Discrimination: Interim Report](#)
- [Chinatown Transformation: Cultural Heritage Assets Management Plan Report](#)
- [City of Reconciliation Commitments](#)
- [City of Vancouver's official apology to the Chinese community](#)
- [Culture|Shift - Vancouver Culture Plan 2020-2029](#)
- [Equity Framework](#)
- [Historical Discrimination Against People of South Asian Canadian Descent – Report](#)
- [Making Space for Arts and Culture - Vancouver Cultural Infrastructure Plan 2020-2029](#)
- [Park Board Reconciliation Mission, Vision, and Values](#)
- [Park Board Reconciliation Strategies](#)
- [Response to the National Inquiry into Missing and Murdered Indigenous Women and Girls Calls for Justice and Red Women Rising Report Recommendations](#)