Present: Lori Fothergill, Samia Khan, Carolann Fernandes, Rabelani Makwarela, Sipiwe Mapfumo, Ismail Ibrahim, Jaswirder Siufi Bedi, Samer Salman, David Hosten, Liban Abdi

Regrets: Aurelia Tokaci, Minh Trinh, Ehlam Agok, Monique Hoeflaak

Also Present: Judy Lee-Wu, Citizenship and Immigration Canada  
Maxine Carter, Access and Equity Coordinator, City Of Hamilton  
Gudelia Huamani, Access and Equity Office

1. DECLARATIONS OF INTEREST 
   None declared.

2. WELCOME AND INTRODUCTIONS 
   Committee members were welcomed by Maxine and member introduced themselves.

3. APPROVAL OF THE AGENDA 
   “Ward Council’s - Community Council Task Force”, and overview of the previous committees workplan and accomplishments were added to the agenda. The agenda was approved as amended.

4. APPROVAL OF MEETING MINUTES: 
   This was the first session for the period 2007-2008. No previous minutes available.

5. DISCUSSION ITEMS

   5.1 Nomination of Chair and Vice-Chair 
   Nomination of Chair and Vice-Chair of Committee will take place at the November meeting when majority of committee members are present.

   5.2 2008 Budget Submission 
   Maxine Carter gave an overview of the previous year’s Budget (2007) Submission to Council and explained to members that the budget needs to be prepared for submission as soon as possible. Maxine will send the draft document to the members prior to submission. The members requested that any remaining 2007 budget be transferred to reserve fund.
5.3 Committee Term and Meeting Dates
The term for Committee members is 4 years and the date of the meetings will be held on the second Thursday of every month. Members requested that they have the approved number of members to be present to achieve quorum.

5.4 Work Plan
David Hosten and Carolyann Fernandes provided an overview of the previous committee’s activities and actions. They noted that there were some activities that were not completed due to time constraints – an Employment Forum and Job Fair, and a City Hall Reception for newcomers.

After some discussion there were suggestions made for the next meeting’s agenda:

- every member should think of what they would like to accomplish as an individual and as a committee and share this information at the November meeting
- committee members to review what can each one do for the committee and what the committee can do for individual members.
- Provide current members with history and achievements of the past Immigrant and Refugee Committee in order to have a better understanding of the situation before moving forward; and to generate ideas of what to do for the immigrant and refugee community.
- committee should work on goal oriented activities, work plan to consider tasks and that terms of reference should be reviewed. (A copy of terms of the reference was distributed to members.
- Sub- committees to be formed to accomplish tasks or to do pre-work and bring to committee for decisions.
- the importance that Committee strengthen common efforts with other advisory committees such as Senior Advisory Committee and Committee against Racism.
- clarify certain concepts such as recent, very recent, earlier immigrants, when to call a person immigrant and until when this word can be used.
- the importance that a Councillor be assigned to the Immigrant and Refugee Committee and attend meetings regularly to listen to the concerns and recommendations of the Committee directly.

6. NEW BUSINESS

Carolann Fernandes informed the members that there is a Community Advisory Task Force hearing from community members on how the Community Advisory Councils should be set up. There is a need to voice the concern that the committees must have equitable representation of diverse communities in their ward. For example, children of immigrants often times do not participate in these activities due to language barriers of their parents. The following motion was tabled:

Motion. (Fernandes/Hosten)
That the Immigrant & Refugee Advisory Committee send a representative to Ward Council Community Task Force meeting requesting that racial and ethno-cultural communities including new immigrants be represented on the Community Council Committees. CARRIED.
David Hosten volunteered to do this presentation and other members are welcome to attend as well. Maxine will send more detail information to Committee in regards to the time and date of Ward Council Community Advisory Task Force meetings.

6.2 Update on Activities of Access and Equity Office
The Office has released a Request for Proposal to hire consultant(s) to develop an Equity & Inclusion Policy and once a suitable candidate is selected all advisory committees will be involved as stakeholders throughout the process. Advisory committees will be kept informed.

7. ADJOURNMENT
The meeting adjourned at 8:10 p.m.