

1. Purpose:

The International Relations and Friendship Cities Committee (IR&FCC) is an advisory body on international relations and the Sister/Friendship City program and assists Council in exploring opportunities for mutual economic and cultural benefits with other cities across the globe.

Authority:

- [Community Charter, Part 5, Division 4, S.141 \(Standing Committees of Council\)](#)

Background:

- Burnaby was one of the first communities in Canada to recognize the economic and cultural opportunities of friendships cities and has supported a very active relationship with:

Sister Cities

- Kushiro, Japan (1965 September 9)
- Mesa, Arizona (1998 June 22)
- Hwaseong, South Korea (2010 September 28)
- Zhongshan City, P.R. China (2011 September 19)

Friendship Agreement

- Dongcheng District (formerly Chongwen District) of Beijing, P.R. China (2009 September 04)
- Dongli District of Tianjin (2009 September 8)
- Kunming, Yunnan Province, P.R. China (2011 May 30)
- Loughborough, England (1986 May 6)
- Taichung, Taiwan (2009 May 22)
- Zhongshan City, P.R. China (2009 May 9)

Friendship Memorandum of Understanding

- Lin-an City of Zhejiang, P.R. China (2009 April 17)
- Guiyang City, Guizhou Province, P.R. China (2014 April 17)
- Yubei District, Chongqing Municipality (2014 July 23)

Twinning Agreement

- El Zapotal, El Salvador (1990 September 24)

Community Leaders Partnership Program Partner

- Gatineau, Quebec (1998 June 1)

Hi-Tech Friendly Exchange Agreement

- Dalian, Jinzhou District, P.R. China (2011 May 16)
- Taichung, Taiwan (2007 June 8)

2. Functions:

- 2.1. Review and consider all matters pertaining to Sister/Friendship City relationships or requests for delegation visits to Burnaby;
- 2.2. Report and make recommendations to Council regarding appropriate actions to undertake based on the results of this review;
- 2.3. Provide policy and/or program recommendations to Council;
- 2.4. Establish and maintain relationships with other cities that are meaningful and sustained through on-going activity;
- 2.5. Develop a broad base of activity for Sister/Friendship City relationships; and
- 2.6. Serve as a link to engage the Burnaby community and its Sister/Friendship Cities abroad in projects and exchanges that promote cultural awareness, joint learning opportunities, and trade and economic development.

3. Membership:

- 3.1. As per s. 141 of the *Community Charter*,
“(1) The mayor must establish standing committees for matters the mayor considers would be better dealt with by committee and must appoint persons to those committees.
(2) At least half of the members of a standing committee must be council members.”
- 3.2. Composition consists of three (3) Council members.

- 3.3. A member who is absent from three (3) consecutive meetings of the Committee without leave of the Committee or without reason satisfactory to the Committee shall forthwith cease to be a member.
- 3.4. Staff support is provided by the Mayor’s Office and the Legislative Services Department.

4. Meetings:

- 4.1. Committee meetings will be held in accordance with criteria outlined in Part 14 of the Burnaby Procedure Bylaw 2024 (Bylaw No. 14610)
- 4.2. Any sub-committees shall meet as deemed necessary by the IR&FCC Chair or Vice-Chair.
- 4.3. Meeting procedures are regulated according to Burnaby Procedure Bylaw 2024 (Bylaw No. 14610).

5. Reference Information:

- [Burnaby Procedure Bylaw 2024 \(Bylaw No. 14610\)](#)