

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER**

**CODE OF CONDUCT COMMITTEE MEETING AGENDA**

**TUESDAY, JUNE 27, 2023**

**3 PM IN THE RAVEN ROOM, MUNICIPAL HALL**

*(In-person attendance only)*

*Note: Council Committee meetings are conducted in accordance with Council Committee Procedure Bylaw No. 5020, 2019 (as amended), subject to the discretion of the Chair.*

**CALL TO ORDER**

**1. Call to Order**

*Note: Chair will confirm that the meeting is being conducted in-person, pursuant to Council Committee Procedure Bylaw No. 5020, 2019 (as amended).*

**APPROVAL OF AGENDA**

**2. Approval of Committee Meeting Agenda**

RECOMMENDATION:

THAT the June 27, 2023 Code of Conduct Committee meeting agenda be approved as circulated.

**ADOPTION OF MINUTES**

**3. Adoption of Committee Meeting Minutes**

RECOMMENDATION:

THAT the June 5, 2023 Code of Conduct Committee meeting minutes be adopted as circulated.

**REPORTS / ITEMS**

**4. Review of Proposed Code of Conduct**

RECOMMENDATION:

THAT the discussion regarding Review of Proposed Code of Conduct be received for information.

**PUBLIC QUESTIONS**

**5. Public Questions**

**NEXT MEETING**

**6. Next Meeting**

The next Code of Conduct Committee meeting is scheduled for July 10, 2023 at 12 p.m. and held in-person in the Raven Room at Municipal Hall.

**ADJOURNMENT**

**7. Adjournment of Committee Meeting**

RECOMMENDATION:

THAT the June 27, 2023 Code of Conduct Committee meeting be adjourned.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
CODE OF CONDUCT COMMITTEE MEETING MINUTES  
RAVEN ROOM, MUNICIPAL HALL  
MONDAY, JUNE 5, 2023**

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Committee Members: D. Moss, D. Thomas; and Councillors S. Snider (Chair), N. Gambioli, and P. Lambur attended the meeting in the Raven Room, Municipal Hall.

Staff: M. Panneton, Director of Legislative Services/Corporate Officer (Staff Representative); and T. Azuma, Committee & Policy Coordinator (Committee Clerk) attended the meeting in the Raven Room, Municipal Hall.

**1. CALL TO ORDER**

The meeting was called to order at 12:01 p.m.

**2. ELECTION OF ACTING CHAIR FOR 2023**

It was Moved and Seconded:

THAT P. Lambur be elected as Acting Chair for 2023.

CARRIED

**3. COMMITTEE MEETING SCHEDULE FOR 2023**

It was Moved and Seconded:

THAT the Code of Conduct Committee Meeting Schedule for 2023 be adopted as follows:

- June 26, 2023 at 12 p.m.; and
- July 10, 2023 at 12 p.m.

CARRIED

It was Moved and Seconded:

THAT all remaining Code of Conduct Committee meetings for 2023 be held in-person in the Raven Room at Municipal Hall.

CARRIED

**4. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the June 5, 2023 Code of Conduct Committee meeting agenda be approved as circulated.

CARRIED

## **REPORTS / ITEMS**

### **5. Review of Background Literature**

Staff provided background literature pertaining to codes of conduct and responded to the committee's questions. Committee members commented.

It was Moved and Seconded:

THAT the presentation regarding Review of Background Literature be received for information.

CARRIED

### **6. Review of Proposed Code of Conduct**

Staff presented proposed Council Code of Conduct Bylaw No. 5229, 2023 and explained the rationale behind the bylaw. Committee members commented, and staff responded to the committee's questions.

It was Moved and Seconded:

THAT discussion regarding Review of Proposed Code of Conduct be received for information.

CARRIED

### **7. Materials Pertaining to Staff, Volunteers, and the Public**

Staff provided materials that govern the conduct of staff, volunteers, and the public. Committee members commented, and staff responded to the committee's questions.

It was Moved and Seconded:

THAT the presentation regarding Materials Pertaining to Staff, Volunteers, and the Public be received for information.

CARRIED

### **8. PUBLIC QUESTIONS**

E. McHarg commented regarding the high level of interest in the community on this subject and spoke in support of open committee meetings.

### **9. NEXT MEETING**

Staff confirmed that the next Code of Conduct Committee meeting is scheduled for June 26, 2023 at 12 p.m. and held in-person in the Raven Room at Municipal Hall.

Discussion ensued regarding a scheduling conflict.

It was Moved and Seconded:

THAT the next Code of Conduct Committee meeting be held on June 27, 2023 at 3 p.m. and held in-person in the Raven Room at Municipal Hall.

CARRIED

**10. ADJOURNMENT**

Discussion ensued regarding the ability to contact committee members by email. Staff will follow up with D. Moss and D. Thomas to obtain written consent to share contact information with the three councillors on the committee.

It was Moved and Seconded:

THAT the June 5, 2023 Code of Conduct Committee meeting be adjourned.

CARRIED

The meeting adjourned at 1:07 p.m.

Certified Correct:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Committee Clerk

DRAFT