

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

CODE OF CONDUCT COMMITTEE MEETING AGENDA

MONDAY, JULY 10, 2023

12 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 July 10, 2023 Code of Conduct Committee meeting agenda be approved as circulated.

ADOPTION OF MINUTES

3. Adoption of Committee Meeting Minutes

RECOMMENDATION:

THAT the June 27, 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

No additional Code of Conduct Committee meetings are scheduled for 2023.

ADJOURNMENT

7. Adjournment of Committee Meeting

RECOMMENDATION:

THAT the July 10, 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
TUESDAY, JUNE 27, 2023**

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: P. Cuk, Acting 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 3:04 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

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

CARRIED

D. Thomas absent at the vote

3. ADOPTION OF MINUTES

It was Moved and Seconded:

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

CARRIED

D. Thomas absent at the vote

D. Thomas entered the meeting at 3:05 p.m.

REPORTS / ITEMS

4. Review of Proposed Code of Conduct

Chair introduced the background leading to the creation of proposed Council Code of Conduct Bylaw No. 5229, 2023.

Committee members commented, and staff responded to the committee's questions regarding: similarities and differences between Codes of Conduct approved by surrounding municipalities; definitions of terms used regarding general conduct; Council members interacting with staff, volunteers, and advisory body members; and the complaint process.

Chair requested staff to invite the Director of Human Resources & Payroll to the next committee meeting.

Chair highlighted the following topics for members to discuss at the next meeting: acceptable interactions between Council members and staff, volunteers, and advisory body members; scenarios that initiate a complaint; and the complaint process.

It was Moved and Seconded:

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

CARRIED

5. PUBLIC QUESTIONS

E. McHarg commented regarding the: perceived difference between a commissioner and an ombudsperson; use of simple language; need for transparency; public's expectations of Council; and the importance of feeling safe and secure.

Committee members responded and commented.

6. NEXT MEETING

Staff confirmed that 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.

Chair informed of a time constraint for the next meeting.

7. ADJOURNMENT

It was Moved and Seconded:

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

CARRIED

The meeting adjourned at 4:28 p.m.

Certified Correct:

Chair

Committee Clerk