

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
CODE OF CONDUCT COMMITTEE MEETING AGENDA
MONDAY, OCTOBER 23, 2023
3 PM IN THE MAIN FLOOR CONFERENCE 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 October 23, 2023 Code of Conduct Committee meeting agenda be approved as circulated.

ADOPTION OF MINUTES

3. Adoption of Committee Meeting Minutes

RECOMMENDATION:

THAT the September 18, 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 November 20, 2023 at 3 p.m. and held in-person in the Main Floor Conference Room at Municipal Hall.

ADJOURNMENT

7. Adjournment of Committee Meeting

RECOMMENDATION:

THAT the October 23, 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, SEPTEMBER 18, 2023**

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

Staff: E. Glickman, Director, Human Resources & Payroll Services; P. Cuk, Manager, Legislative Operations/Deputy 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 3:01 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the September 18, 2023 Code of Conduct Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the July 24, 2023 Code of Conduct Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Review of Proposed Code of Conduct

Committee members commented, and staff responded to the committee's questions regarding: the focus of the discussion; scope of the proposed bylaw; external legislation that would affect the proposed bylaw; process and timeline to file a complaint; types of interactions between Council and staff, volunteers and advisory body members; and implicit authority.

Councillor S. Snider left the meeting at 3:33 p.m. Councillor P. Lambur assumed the Chair.

Committee members commented regarding the different types of interactions between Council and staff, volunteers and advisory body members.

Councillor S. Snider returned to the meeting at 3:34 p.m. and assumed the Chair.

Member Thomas offered to continue revising the proposed bylaw and update the committee at its next meeting.

Committee members commented, and staff responded to the committee's questions regarding: input from other members of Council; complaint process; appointment and role of an integrity commissioner; precedence set by other municipalities; role of the Municipal Manager; confidentiality of the complaint process; enforcement of resolutions; and scenario testing the proposed bylaw.

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 progress made by the committee; inclusion of mental health in the Code of Conduct; expected conduct of electoral candidates; formal and informal power of Mayor & Council; and discussion on scenario testing.

6. NEXT MEETING

Staff proposed dates, times and locations for the next two committee meetings. Committee members commented regarding availability.

It was Moved and Seconded:

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

- October 23, 2023 at 3 p.m.; and
- November 20, 2023 at 3 p.m.

AND THAT all remaining Code of Conduct Committee meetings for 2023 be held in the Main Floor Conference Room at Municipal Hall.

CARRIED

7. ADJOURNMENT

It was Moved and Seconded:

THAT the September 18, 2023 Code of Conduct Committee meeting be adjourned.

CARRIED

The meeting adjourned at 4:41 p.m.

Certified Correct:

Chair

Committee Clerk