

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
CODE OF CONDUCT COMMITTEE MEETING AGENDA
MONDAY, NOVEMBER 20, 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 November 20, 2023 Code of Conduct Committee meeting agenda be approved as circulated.

ADOPTION OF MINUTES

3. Adoption of Committee Meeting Minutes

RECOMMENDATION:

THAT the October 23, 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

RECOMMENDATION:

THAT the next Code of Conduct Committee meeting be scheduled for January 22, 2024 at 3 p.m. and held in-person in the Raven Room at Municipal Hall.

ADJOURNMENT

7. Adjournment of Committee Meeting

RECOMMENDATION:

THAT the November 20, 2023 Code of Conduct Committee meeting be adjourned.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
CODE OF CONDUCT COMMITTEE MEETING MINUTES
MAIN FLOOR CONFERENCE ROOM, MUNICIPAL HALL
MONDAY, OCTOBER 23, 2023**

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

1. CALL TO ORDER

The meeting was called to order at 3:02 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the October 23, 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 September 18, 2023 Code of Conduct Committee meeting minutes be adopted as circulated.

CARRIED

D. Thomas absent at the vote

REPORTS / ITEMS

4. Review of Proposed Code of Conduct

D. Thomas entered the meeting at 3:09 p.m.

Member Thomas introduced revisions made to the proposed bylaw.

Committee members commented. D. Lidstone (Legal Counsel, Lidstone & Co.) and staff responded to the Committee's questions regarding: interactions between Council and staff; external legislation that would affect the proposed bylaw; interrelation between the proposed bylaw and existing policies; appointment and role of an integrity commissioner; precedents set by other municipalities; different paths to resolution; and challenges to certain definitions.

Member Thomas addressed E. McHarg regarding the inclusion of mental health. E. McHarg commented on the increased awareness and importance of mental health.

Committee members commented. D. Lidstone (Legal Counsel, Lidstone & Co.) and staff responded to the Committee's questions regarding current processes related to harassment and respectful workplace complaints.

At the recommendation of Legal Counsel, the Chair proposed to exclude the public from a portion of the October 23, 2023 Code of Conduct Committee meeting.

E. Glickman left the meeting at 3:49 p.m. and did not return.

It was Moved and Seconded:

THAT in the public interest, members of the public be excluded from part of the meeting on the basis of the following sections of the *Community Charter* and that notice be waived pursuant to section 127(4) of the *Community Charter*:

90. (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and

93. In addition to its application to council meetings, this Division and section 133 (of the *Community Charter*) also applies to meetings of the following:

(a) Council committees.

CARRIED

The Committee then proceeded with the closed session (3:51 p.m.)

At 4:29 p.m. the Chair reconvened the open session of the October 23, 2023 Code of Conduct Committee meeting with the following members of the Committee and staff present:

Committee Members: D. Moss, D. Thomas; and Councillors S. Snider (Chair), N. Gambioli, and P. Lambur; and

Staff: P. Cuk, Manager, Legislative Operations/Deputy Corporate Officer (Staff Representative); and T. Azuma, Committee & Policy Coordinator (Committee Clerk).

It was Moved and Seconded:

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

CARRIED

5. PUBLIC QUESTIONS

There were no questions.

6. NEXT MEETING

Staff confirmed that 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.

7. ADJOURNMENT

It was Moved and Seconded:

THAT the October 23, 2023 Code of Conduct Committee meeting be adjourned.

CARRIED

The meeting adjourned at 4:30 p.m.

Certified Correct:

Chair

Committee Clerk