



# WHISTLER

## MINUTES

REGULAR MEETING OF THE GOVERNANCE AND ETHICS  
STANDING COMMITTEE  
SEPTEMBER 23, 2022, STARTING AT 9:00 A.M.

Flute Room at Municipal Hall

PRESENT	Mtgs. YTD (5)
Councillor, Cathy Jewett (Chair)	5
Councillor, Ralph Forsyth	5
Chief Administrative Officer, Virginia Cullen	5
General Manager of Corporate and Community Services, Ted Battiston	5
Manager of Legislative Services/Corporate Officer, Pauline Lysaght	4
Manager of Corporate Projects, Michele Comeau	5
Manager of Communications, Jennifer Smith	2
Senior Communications Officer, Erin Marriner	3
Recording Secretary, Pilar Mendieta	2
REGRETS	
Councillor, Jen Ford	4

### Call to Order

*Councillor C. Jewett, Chair of the Governance and Ethics Standing Committee, recognized that The Resort Municipality of Whistler is grateful to be on the shared, unceded territory of the Lílwat People, known in their language as Lílwat7úl, and the Squamish People, known in their language as Skwxwú7mesh. We respect and commit to a deep consideration of their history, culture, stewardship and voice.*

### ADOPTION OF AGENDA

Moved by Councillor R. Forsyth  
Seconded by Councillor C. Jewett

**That** the Governance and Ethics Standing Committee adopt the Regular Committee Agenda of September 23, 2022.

CARRIED

## **ADOPTION OF MINUTES**

Moved by Councillor R. Forsyth  
Seconded by Councillor C. Jewett

**That** the Governance and Ethics Standing Committee adopt the Regular Committee Minutes of September 9, 2022 as circulated.

CARRIED

### Governance Manual Update

## **PRESENTATIONS/DELEGATIONS**

Manager of Corporate Projects, Michele Comeau and Sr. Communications Officer, Erin Marriner presented an update regarding the Council Governance Manual update.

The presentation included:

- A brief recap of the key achievements of the Manual update thus far
- A review of the feedback received on the draft Manual
- A discussion regarding next steps and future additions.

Committee members provided staff with feedback on the draft Manual that included ensuring there is a clear distinction between the RMOW and the Community; clarification on the remuneration process and the CAO Review process; proposal for a final legal review of the Manual and general grammatical improvements.

Next steps: staff to finalize edits to Governance Manual; and to present to Council for approval at the next Regular Council meeting on October 4, 2022.

### Council Committee Review Survey

Manager of Corporate Projects, Michele Comeau and Sr. Communications Officer, Erin Marriner shared the preliminary results of the Council Committee Review Survey and the next steps for the Committee Review.

Council previously identified that the Committees of Council Program requires review, and a survey was issued to Council, Sr. Managers, and select staff highly involved with committees to solicit feedback.

Initial survey results feedback provided staff with specific areas of improvement to consider when reviewing the Committee Program.

Next Steps:

- Staff will continue to receive survey results from more participants and will begin work on the Committee Program review

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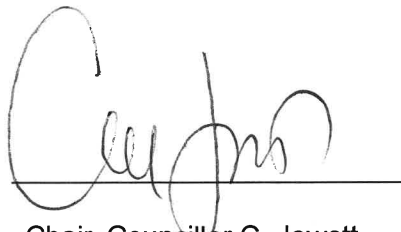
- Inaugural meeting of Council (November 1, 2022) will include committee appointments
- Staff to recommend regular Council appointments to all required and Standing Committees
- Staff to recommend one-year Council appointments to all other Committees that would be in place until such time
- Council to resolve any changes arising from the Committee Review at a future Regular Meeting of Council
- Schedule a meeting with the new Governance and Ethics Committee (Q4 2022 or Q1 2023) to present further feed back from the Committee Program Review and seek endorsement and feedback
- Consider date in 2023 to present Committee Review plans to Council in a Regular Meeting.

**MOTION TO TERMINATE**

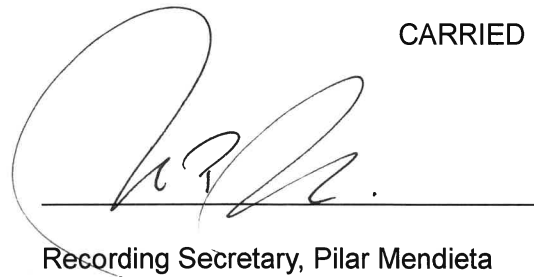
Moved by Councillor R. Forsyth

Seconded by Councillor C. Jewett

**That** the Governance and Ethics Committee terminate the Meeting of September 23, 2022 at 11 a.m.

A handwritten signature in black ink, appearing to be 'C. Jewett', written over a horizontal line.

Chair, Councillor C. Jewett

A handwritten signature in black ink, appearing to be 'P. Mendieta', written over a horizontal line.

Recording Secretary, Pilar Mendieta

CARRIED