



**REGULAR MEETING OF GOVERNANCE AND ETHICS
STANDING COMMITTEE MINUTES**

Monday, April 17, 2023, 9:30 a.m.
Flute Room at Municipal Hall
4325 Blackcomb Way, Whistler, BC V8E 0X5

		Mtgs. YTD
COUNCIL	Councillor, R. Forsyth (Chair)	3
PRESENT:	Mayor, J Crompton	3
	Councillor, C. Jewett	3
STAFF	Chief Administrative Officer, V. Cullen	2
PRESENT:	General Manager of Corporate Services and Public Safety, T. Battiston	3
	Corporate Officer/ Manager of Legislative Services, P. Lysaght	3
	Special Legal Projects, B. Browning	3
	Senior Communications Officer, E. Marriner	2
	Legislative Services Administrative Assistant, P. Mendieta (Recording Secretary)	3
REGRETS:	Manager of Corporate Projects, M. Comeau	

1. CALL TO ORDER

Committee Chair, R. Forsyth recognized the Resort Municipality of Whistler is grateful to be on the shared, unceded territory of the Lilwat People, known in their language as Lilwat7úl, 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.

2. ADOPTION OF AGENDA

Moved By J. Crompton

Seconded By C. Jewett

That Governance and Ethics Standing Committee adopt the Regular Committee agenda of April 17, 2023.

CARRIED

3. PRESENTATIONS AND DELEGATIONS

3.1 Code of Conduct Working Session

A working session was guided by staff regarding the Code of Conduct (CoC) Review.

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The Committee was led through some exercises to assist staff in preparing and drafting the new CoC. The exercises focused on five key topics: Value Statements, Standards and Values, Scope of the Committee, Conduct of Members and Ethics Commissioner/Investigator.

Value Statements

The Committee agreed that high-level value statements should be included in the context of the CoC. The following sources of inspiration were identified:

- Current RMOW Code of Conduct
- RMOW Employee Values
- Governance and Ethics Standing Committee Terms of Reference

Standard and Values

The Committee identified that the following set of principles should be included and defined in the CoC:

- Integrity
- Accountability
- Respect
- Leadership and Collaboration
- Openness
- Responsibility
- Honesty
- Kindness, and
- Good Government

Actions:

- GAESC Committee members to put in writing why it's essential to include value statements as context of the CoC. Staff to email committee members with further instructions on how to provide this input.

Scope of the Conduct

The Committee agreed that the CoC should apply to Council and Committee members.

It was also agreed that the following groups should have the availability to file a complaint according to the CoC complaint process:

- Council
- Committee members
- RMOW Staff
- RMOW Volunteers

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The Committee emphasized the need for CoC training for Committee members and the implementation of an onboarding process that gives them a clear picture of the expectations and responsibilities of their role. Staff confirmed that this has been identified in the Committees of Council review.

Conduct of Members

The Committee discussed the importance of having a CoC that provides guidance on written responsible conduct.

Members also agreed that the CoC would reference other rules and policies already in place by the federal, provincial, or municipal legislation. Examples discussed were the Council Procedure Bylaw, *Local Elections Campaign Financing Act*, Conflict of Interest provisions and *Community Charter*.

Committee members requested staff review the RMOW Communication Policy to identify potential improvements.

The Committee discussed that a preliminary mediation process should be considered to help Council/Staff resolve specific conflicts/disagreements.

Action:

- Staff will add the Communication Policy review to the work plan.
- Staff will look into implementing a mediation process as a preliminary step of the CoC complaint process to be used primarily between Council members. Staff will also review the process within the Governance Manual to see if that is sufficient.

Ethics Commissioner / Investigator

The Committee was presented with three options to consider:

- 1- RMOW-only Ethics Commissioner Position
- 2- Shared Ethics Commissioner Position
- 3- Ad Hoc Investigator

The Committee members agreed that an Ad Hoc Independent investigator would be the best approach. This option would allow for the:

- Safe keeping of Council and Staff relations.
- The Ad Hoc investigator would be able to disregard claims with no substance.
- There would be no Staff involvement in the investigation or decision process; Council would receive a recommendation from the investigator for the final decision.

Moved By J. Crompton

Seconded By C. Jewett

That the Committee direct staff to proceed in the direction as set out in the exercises from this meeting.

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CARRIED

3.2 Local Government Awareness Week

A discussion was held regarding updates to the Local Government Awareness Week.

4. TERMINATION

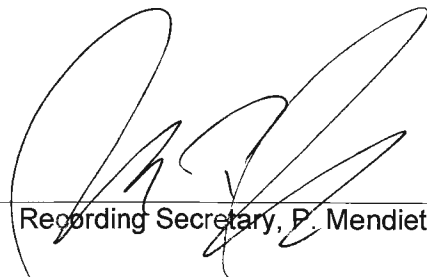
Moved By J. Crompton

Seconded By C. Jewett

That Governance and Ethics Standing Committee terminate the Regular Committee meeting of April 17, 2023 at 11:40 a.m.

CARRIED



Chair, Ralph Forsyth

Recording Secretary, P. Mendieta