



Notice of Meeting and Meeting Agenda Governance Committee

Wednesday, December 6, 2023

9:30 AM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

M. Little (Chair), S. Goodmanson (Vice Chair), S. Brice, C. Coleman, B. Desjardins, G. Holman, P. Jones, K. Murdoch, D. Murdock, S. Tobias, C. Plant (Board Chair, ex officio)

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

3.1. [23-942](#) Minutes of the October 4, 2023 Governance Committee Meeting

Recommendation: That the minutes of the Governance Committee meeting of October 4, 2023 be adopted as circulated.

Attachments: [Minutes - October 4, 2023](#)

4. Chair's Remarks

5. Presentations/Delegations

The public are welcome to attend CRD Board meetings in-person.

Delegations will have the option to participate electronically. Please complete the online application at www.crd.bc.ca/address no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the CRD Board at crdboard@crd.bc.ca.

5.1. Presentations

5.1.1. [23-957](#) Presentation: Sid Tobias, Mayor of View Royal, Re: Provincial Engagement Tool

6. Committee Business

6.1. [23-717](#) Code of Conduct - Next Steps

Recommendation: [At the October 4, 2023 Governance Committee meeting, this report was referred to the next Governance Committee meeting without discussion due to lack of time:]
The Governance Committee recommends to the Capital Regional District Board:
1. That staff report back with a draft Code of Conduct bylaw that includes the following elements:
a. Standards of conduct will be applicable to Board Directors, Alternate Directors, and elected members of CRD Committees and Commissions;
b. Allows for complaints to be made by Directors, Alternate Directors, and elected members on CRD Committees and Commissions;
c. Includes a clear process for filing complaints;
d. Allows for complaints to be referred to and adjudicated by a third-party investigator;
e. Has a preliminary screening mechanism, an informal and formal resolution process;
f. Allows for the imposition of remedies and sanctions;
g. Includes guidelines for confidentiality in investigations and provides for the public release of investigative reports;
h. Provides for the discretionary reimbursement of legal expenses.

Attachments: [Staff Report: Code of Conduct - Next Steps](#)
[Appendix A: UBCM Model Code of Conduct](#)
[Appendix B: Code of Conduct Comparison Tables \(CRD & BC\)](#)
[Appendix C: Esquimalt Policy: Council Code of Conduct](#)
[Appendix D: Langford Policy: Council Code of Conduct Policy](#)
[Appendix E: Saanich Policy: Code of Conduct](#)
[Appendix F: Sidney Bylaw: Council Code of Conduct Bylaw No. 2249, 2023](#)
[Appendix G: Comox Valley Regional District Policy: Board Code of Conduct](#)
[Appendix H: Nanaimo Bylaw: City of Nanaimo Bylaw No. 7348](#)
[Appendix I: Surrey Bylaw: Council Code of Conduct Bylaw 2020, No. 20020](#)
[Appendix J: Vancouver Bylaw: Code of Conduct No. 12886](#)
[Presentation: Code of Conduct Next Steps](#)

6.2. [23-982](#) Bylaw No. 4548: Victoria Family Court Committee - Amendment of
Commission Bylaw No. 4453

Recommendation: The Governance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4548, "Victoria Family Court and Youth Justice Committee Commission Bylaw No. 1, 2022, Amendment Bylaw No. 1, 2023", be introduced, and read a first, second, and third time;
2. That Bylaw No. 4548 be adopted.

Attachments: [Staff Report: Bylaw No. 4548: VFCYJC Amendment of Commission Bylaw](#)
[Appendix A: Bylaw No. 4548](#)
[Appendix B: Bylaw No. 4453 - Redlined Unofficial Consolidation](#)

6.3. [23-971](#) Appointment of Liaison to Accessibility Advisory Committee

Recommendation: The Governance Committee recommends to the Capital Regional District Board:
That Director [X] be appointed as the Governance Committee liaison to the Accessibility
Advisory Committee for a one-year term ending December 31, 2024.

Attachments: [Staff Report: Appointment of Liaison to Accessibility Advisory Committee](#)
[Appendix A: Accessibility Advisory Committee TOR](#)
[Appendix B: Previous Staff Report: April 5, 2023](#)

7. Notice(s) of Motion**8. New Business****9. Adjournment**

The next meeting will be held in 2024.

To ensure quorum, please advise Jessica Dorman (jdorman@crd.bc.ca) if you or your alternate cannot attend.