



General Purposes Committee

- Date: Monday, April 17, 2023
- Place: Council Chambers
Richmond City Hall
- Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day (entered the meeting at 4:05 p.m.).
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe
- Call to Order: The Chair called the meeting to order at 4:04 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on April 3, 2023, be adopted as circulated.

CARRIED

PRESENTATION

1. Patti Caldwell, Manager Volunteer Resources, Vancouver Coastal Health, presented a plaque and read a COVID Partnership Appreciation letter (attached to and forming part of these Minutes as Schedule 1).

Councillor Carol Day entered the meeting (4:05 p.m.).

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ENGINEERING AND PUBLIC WORKS DIVISION

2. **RICHMOND CIRCULAR CITY STRATEGY**

(File Ref. No. 10-6125-07-04) (REDMS No. 7137074)

It was moved and seconded

That the Richmond Circular City Strategy in Attachment 1 in the report titled “Richmond Circular City Strategy” from the Director, Sustainability and District Energy, dated March 1, 2023, be endorsed.

The question on the motion was not called as in reply to queries from Committee, staff noted that (i) green infrastructure is an important priority and the Community Energy and Emissions Plan and Circular City Strategy will find synergy together, (ii) partnerships with schools and other organizations are always explored, (iii) smaller initiatives such as the pollinator program, are broadcasted to the community to encourage involvement, (iv) the Environmentally Sensitive Area review will take place alongside the Official Community Plan review, and (v) a portion of the survey was completed by stakeholders and a more detailed workshop was held to allow for deeper discussions and questions.

The question on the motion was then called and it was **CARRIED**.

COMMUNITY SAFETY DIVISION

3. **SISTER CITY ADVISORY COMMITTEE 2022 YEAR IN REVIEW**

(File Ref. No. 01-0100-30-SCIT1-01) (REDMS No. 7167063)

It was moved and seconded

That the staff report titled “Sister City Advisory Committee 2022 Year in Review”, dated March 8, 2023, from the General Manager, Community Safety, be received for information.

The question on the motion was not called as in reply to a query from Committee, staff advised that no requests for Sister City delegates to Richmond have been received to date.

The question on the motion was then called and it was **CARRIED**.

CAO'S OFFICE

4. **COUNCIL CODE OF CONDUCT REVIEW**

(File Ref. No. 01-0005-01) (REDMS No. 7145172)

Staff provided a memorandum related to Council Code of Conduct (attached to and forming part of these Minutes as Schedule 2).

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It was moved and seconded

That the updated Council Code of Conduct Policy No. 1500 as outlined in the report titled “Council Code of Conduct Review” from the Director, Intergovernmental Relations and Corporate and Strategic Planning, dated February 16, 2023, be adopted.

CARRIED

LAW AND LEGISLATIVE SERVICES DIVISION

5. 2023 COUNCIL AND COMMITTEE MEETING SCHEDULE ADJUSTMENTS

(File Ref. No. 01-0105-01) (REDMS No. 7182958)

It was moved and seconded

- (1) *That the amended 2023 Council and Committee meeting schedule, as shown in Attachment 1 of the staff report, “2023 Council and Committee Meeting Schedule Adjustments” dated March 21, 2023, from the Director, City Clerk’s Office, be approved; and,*
- (2) *That the following revisions as detailed in the staff report titled “2023 Council and Committee Meeting Schedule Adjustments” dated March 21, 2023 from the Director, City Clerk’s Office, be approved:*
 - (a) *That October 2, 2023 General Purposes Committee and Finance Committee meeting be rescheduled to October 3, 2023; and*
 - (b) *That the October 3, 2023 Planning Committee meeting be rescheduled to October 4, 2023.*

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:23 p.m.).

CARRIED

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Monday, April 17, 2023

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, April 17, 2023.

Mayor Malcolm D. Brodie
Chair

Sarah Goddard
Legislative Services Associate

February 16, 2023

**Schedule 1 to the Minutes of the
General Purposes Committee meeting
of Richmond City Council held on
Monday, April 17, 2023**

City of Richmond
6911 No. 3 Rd
Richmond BC

Dear City of Richmond,

Over the past two years, our communities and our healthcare system have faced unprecedented challenges associated with the pandemic. COVID-19 significantly increased the demands on our healthcare system, as we adjusted and expanded our services to reflect the evolving needs of our communities.

COVID-19 vaccines first became available in British Columbia in Dec. 2020 and immediately became one of our most important tools in combating the impact of the virus on our communities. Vaccines provide the best protection available against serious illness and hospitalization, and our priority was to deploy them as efficiently and safely as possible to neighbourhoods and communities, including First Nations communities, across every corner of our region.

To help facilitate distribution, our leadership team issued a broad appeal for support to our municipal, community and NGO partners to collaborate with us as we launched our region's most ambitious vaccination campaign to date. We requested supports, including resourcing and suitable spaces, to operate mass and pop-up vaccination clinics, which would serve as accessible, inclusive and welcoming clinics to adults and children getting immunized in the months to follow.

The response from our trusted partners was extraordinary. For over two years, your organization along with others, helped us establish COVID-19 vaccine sites in over 100 different locations throughout Vancouver Coastal Health (VCH). Today, over 90 per cent of people living in the Vancouver Coastal Health (VCH) region have been vaccinated against COVID-19, and we record the highest coverage of any other health authority in British Columbia. This is attributable, in part, to the significant support your organization and others have generously provided us, including the infrastructure needed to run vaccination clinics.

On behalf of our entire organization, I would like to extend my deepest gratitude for your continued partnership during the COVID-19 vaccination campaign, which has offered important protection to the vast majority of British Columbians today. In recognition of this, we would like to gift you a commemorative plaque on behalf of VCH. It marks a pivotal moment in our response to the COVID-19 pandemic and acknowledges the role your organization played in helping to serve British Columbians.

Yours sincerely,



Vivian Eliopoulos
President and Chief Executive Officer

**Schedule 2 to the Minutes of the
General Purposes Committee meeting
of Richmond City Council held on
Monday, April 17 , 2023.**



**City of
Richmond**

Memorandum
Corporate Programs Management Group

To: Mayor and Councillors
From: Jason Kita
Director, Intergovernmental Relations and
Corporate and Strategic Planning
Date: February 27, 2023
File: 01-0005-01/2023-Vol 01
Re: Council Code of Conduct Survey Responses

The purpose of this memorandum is to provide an update on the Council Code of Conduct review process and share the responses of the survey conducted in January 2023.

The City of Richmond's *Council Code of Conduct Policy No. 1500* was adopted on November 25, 2019. The policy draws on best practices and examples from other municipalities, as well as guidelines and resources established by the Province of BC and the Working Group on Responsible Conduct.

On June 13, 2022, new legislative requirements came into effect with the *Municipal Affairs Statutes Amendment Act (No. 2)* requiring municipal councils to consider adopting or reviewing a code of conduct for council members within six months after its first regular council meeting following a general local election.

In January 2023, a survey was conducted in support of the review of the existing code of conduct. The results of the survey are included in **Attachment 1**. Based on the results, staff have prepared a report to Council with proposed changes to the existing policy.

The following questions were raised and responses are provided below:

Q: Can members of the public lodge a Code of Conduct complaint? Section 15.3 mentions "members."

A: In the policy, "members" are defined as the elected members of Council, which includes the Mayor and Councillors. As such, members of the public cannot lodge a Code of Conduct complaint per the current policy.

Q: Section 11.2 regarding gifts needs clarification about declaration, such as a dollar value. Do we need to claim a box of cookies?

A: In the policy, section 11.3 (a) provides an exception that notes *Paragraph 11.2 does not apply to a gift or personal benefit that is received as an incident of the protocol or social obligations that normally accompany the responsibilities of the office or the appointment.* In addition, the

Community Charter Part 4, Division 6, Section 106 (1) outlines the regulations for disclosure of gifts that exceed \$250 in value.

Conclusion

Staff have prepared a Report to Council outlining the proposed updates to *Council Code of Conduct Policy No. 1500* based on the feedback received in the survey conducted in January 2023 in accordance with the legislative requirements to review a code of conduct for council members within six months after its first regular council meeting following a general local election.

Should you have any questions, please contact me at 604-276-4091 or jkita@richmond.ca.



Jason Kita
Director, Intergovernmental Relations and Corporate and Strategic Planning

Att. 1



City of Richmond

Council Code of Conduct Survey Summary Mayor and Councillors

The following is a summary of the responses received for the Council Code of Conduct Survey in support of the review of the Council Code of Conduct Policy No. 1500 as required by new legislation introduced in 2022. The information gathered through the survey informed a staff report to Council on this topic.

1) What do you like about the current Council Code of Conduct?

Appreciate all the Foundational Principles (integrity, respect, accountability, etc.)
Appreciate the direction on how to handle matters with the public
It is general and covers most issues
It is wide-ranging and general without being too specific
Respectful to a certain extent
Section 5.2, members can share information from outside sources
Sections 1.4 and 1.5 are a little too broad
The Foundational Principals are good, especially sections 1.1, 1.2, and 1.3
The whole policy

2 a) What don't you like about the current Council Code of Conduct?

A little too prescriptive in places, such as sections 3.1 and 6.1
Areas of violation are not defined
Current code has served the City well
Issues such as "conflict of interest" need support in the form of appendices to help members of Council better understand and recognize when they have a conflict of interest
Members repeating the same things without regard for the venue. For example, repeating the same reasoning as was discussed in Committee with the same result/vote
No opinion
Nothing about the policy
Section 11.2 regarding gifts needs clarification about declaration, such as a dollar value
The current process that we have in place is not an efficient use of member's time
There are no consequences for any violations

2 b) What changes (if any) do you think should be considered to make this a more effective Code of Conduct?

Add appendices/FAQs to help members better understand
Although not intended to be punitive or disciplinary in nature, the policy should at least be developmental and corrective so if it ever gets to section 15, there is a purpose/outcome to section 15.2
Change the process; dissolve Committees and have everything that was covered in the other Committees moved to General Purpose
Clarify in all sections that “Council” means “Mayor and Councillors”
Collectively work on strategies to better achieve collaboration (section 1.4)
Establish an ombudsperson to report things to who could assist with conflict resolution if needed
For clarity, can members of the public lodge a Code of Conduct complaint? Section 15.3 mentions “members”
Have more open discussion on what respect is and is not for members of Council (Foundational Principle 1.2)
Provide a budget for members to take an ethics course to more fully understand the terms and wording
Put priority on seniority and highest vote count when making Committee appointments
Sections 7 and 8 need more accuracy and clarification
Separate existing policy sections 7, 8, 9, 11, 12 and 13. They seem to be existing City policies or exist in other policy.