

You forwarded this message on 2013-01-29 11:52 PM.

Steves, Harold

From: Zimmerman, Kathleen AGRI:EX [Kathleen.Zimmerman@gov.bc.ca] **Sent:** Tue 2013-01-29 2:10 PM
To: Eng, Kevin; 'Bill Jones'; 'Bill Zylmans'; Steves, Harold; 'Danny Chen'; 'Dave Sandhu'; 'Krishna Sharma'; 'Kyle May'; 'Scott May'; 'Steve Easterbrook'; 'Todd May'
Cc: Pellett, Tony ALC:EX; Crowe, Terry
Subject: RE: AAC Protocols and Conflict of Interest Information
Attachments:

Kevin - I realize that the conflict of interest rules in the Community Charter only refer to Councilors, but that does not mean that a local government cannot extend them to their advisory committee members as well. For example, the City of Vancouver's corporate policy (which includes conflict of interest guidelines) applies to Council, staff and advisory body members. Please see this link: <http://vancouver.ca/files/cov/boards-committees-code-of-conduct.pdf>.

The Ministry of Agriculture encourages local governments to have a conflict of interest policy for their AACs. Please see the last bullet in the model Terms of Reference: http://www.al.gov.bc.ca/resmgmt/Aq_Advise_Comm/Model_Terms_of_Ref.pdf

Richmond may wish to formalize their AAC protocols in this respect. I realize there is not enough time to do this before tomorrow's meeting, but it might be suitable for a future meeting agenda item.

Thanks,

Kathleen

From: Eng, Kevin [mailto:KEng@richmond.ca]
Sent: Tuesday, January 29, 2013 1:31 PM
To: Bill Jones; Bill Zylmans; Steves, Harold; Danny Chen; Dave Sandhu; Krishna Sharma; Kyle May; Scott May; Steve Easterbrook; Todd May
Cc: Zimmerman, Kathleen AGRI:EX; Pellett, Tony ALC:EX; Crowe, Terry
Subject: AAC Protocols and Conflict of Interest Information

Good Afternoon,

Some members have contacted me with questions about certain protocol/regulations relating to operation of the Agricultural Advisory Committee in advance of Wednesday's meeting. For clarity, I'm providing this information in an email to all members so they are aware for all upcoming meetings of the AAC.

Are members of the public able to attend an AAC meeting?

- Yes – all meetings of the AAC are open meetings and the public is welcome to attend and listen as an audience member.

Are members of the public able to ask questions/raise concerns if they attend an AAC meeting?

- This is dependent on the what Committee members feel comfortable with as a group.
- In the past – If the AAC was comfortable with receiving questions/comments, the approach has been for the AAC to get through all items on the agenda and if time permits, have a period for questions/comments to be made at the end of the meeting. In the event of questions being asked – AAC/staff would not be under any obligation to provide answers/responses at the meeting.

What is the protocol surrounding conflict of interest/self-disclosure?

- The conflict of interest rules identified in the Community Charter **do not** apply to citizen appointees on a Council advisory committee (i.e., the AAC).
- In past – the AAC has implemented the practice of:
 - Left with each individual AAC member to provide self-disclosure (i.e., business interests/relationships), where appropriate to the Committee prior to considering an item.
 - It is also up to each individual AAC member to decide whether they want to participate or exclude themselves from the discussion or meeting.

Please contact me directly if you have any questions.

Regards,

Kevin Eng

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