

**MINUTES**  
SPECIAL OPEN GOVERNANCE STEERING COMMITTEE MEETING  
BOARD ROOM, 411 DUNSMUIR STREET, NANAIMO, BC  
THURSDAY, 2014-MAY-15, AT 9:00 A.M.

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PRESENT: Councillor G. E. Greves, Chair

Members: Mayor J. R. Ruttan  
Councillor G. Anderson  
Councillor W. L. Bestwick  
Councillor M. D. Brennan  
Councillor D. K. Johnstone  
Councillor J. A. Kipp (vacated at 9:16 a.m.)  
Councillor W. B. McKay (vacated at 10:51 a.m.)  
Councillor J. F. K. Pattje (entered at 9:06 a.m., vacated at 11:11 a.m.)

Staff: E. C. Swabey, City Manager (entered at 9:11 a.m.)  
I. Howat, General Manager of Corporate Services  
G. Ferrero, Director of Information Technology & Legislative Services  
T. L. Hartley, Director of Human Resources & Organizational Planning  
C. Jackson, Manager of Legislative Services  
D. Smith, Recording Secretary

1. CALL THE OPEN GOVERNANCE STEERING COMMITTEE MEETING TO ORDER:

The Governance Steering Committee Meeting was called to order at 9:00 a.m.

2. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried unanimously.

3. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Governance Steering Committee held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2014-MAY-15 at 9:00 a.m. be amended on Page 1 to remove the word "Others" and replace with the word "Absent". The motion carried unanimously.

It was moved and seconded that the Minutes of the Governance Steering Committee held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2014-MAY-15 at 9:00 a.m. be adopted as amended. The motion carried unanimously.

Councillor Pattje entered the Board Room at 9:06 a.m.

4. PUBLIC COMMENT:

Councillor Kipp vacated the Board Room at 9:16 a.m.

- Ms. June Ross, re: Section 18.9 of the existing Procedure Bylaw and Section 14.7 of the consultant's draft bylaw related to granting authority to the Corporate Officer to deny delegation requests.

Councillor Bestwick vacated the Board Room at 9:29 a.m.

- Mr. Ron Bolin, re: definition of “governance” and what is the role of government; terms of reference that govern Council and terms of reference that govern committees.

5. REPORTS:

(a) Council Procedure Bylaw Review

- Ms. June Ross, re: request for release of agendas one week prior to the meeting.
- Mr. Ron Bolin, re: early release of agendas related to timelines for developers.

Councillor McKay vacated the Board Room at 10:18 a.m.

Councillor McKay returned to the Board Room at 10:24 a.m.

Councillor Bestwick returned to the Board Room at 10:30 a.m.

Councillor Brennan vacated the Board Room at 10:46 a.m.

Councillor Brennan returned to the Board Room at 10:48 a.m.

Councillor McKay vacated the Board Room at 10:51 a.m.

Councillor Pattje vacated the Board Room at 11:11 a.m.

It was moved and seconded that the Governance Steering Committee continue to work on developing a new Council Procedure Bylaw that continues to meet the principle of informed decision making through effective public participation and efficiently conducting the business transactions of Council. The motion carried.

Opposed: *Councillor Bestwick*

6. ADJOURNMENT:

It was moved and seconded at 11:15 a.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER