

MINUTES
SPECIAL OPEN GOVERNANCE STEERING COMMITTEE MEETING
BOARD ROOM, 411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2014-APR-16, AT 9:00 A.M.

PRESENT: Councillor G. E. Greves, Chair

Members: Mayor J. R. Ruttan
Councillor M. D. Brennan
Councillor D. K. Johnstone
Councillor W. B. McKay
Councillor J. F. K. Pattje

Absent: Councillor G. Anderson
Councillor W. L. Bestwick
Councillor J. A. Kipp

Staff: E. C. Swabey, City Manager
I. Howat, General Manager of Corporate Services
T. L. Hartley, Director of Human Resources & Organizational Planning
(entered at 9:22 a.m.)
D. Smith, Recording Secretary

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

The Governance Steering Committee Meeting was called to order at 9:05 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-MAR-27 at 9:00 a.m. be adopted as circulated. The motion carried unanimously.

4. PRESENTATION:

(a) Ms. Allison Habkirk, Consultant, facilitated Committee discussion on Council roles, responsibilities and relationships as per WATSON Report Recommendation Nos. 1, 2, 3, 10 & 11, and provided the following draft documents for consideration:

- Council Charter (Recommendation No. 1)
- Role of Councillor (Recommendation No. 3)
- Role of Mayor (Recommendation No. 2)
- Council – Staff Protocol (Recommendation Nos. 10 & 11)

T. Hartley entered the Board Room at 9:22 a.m.

The Committee recessed the meeting at 10:00 a.m. with the intention to reconvene after a short refreshment break.

The meeting reconvened at 10:08 a.m.

Councillor Brennan vacated the Board Room at 10:56 a.m.
Councillor Brennan returned to the Board Room at 10:58 a.m.

Councillor McKay vacated the Board Room at 11:26 a.m.
Councillor McKay returned to the Board Room at 11:28 a.m.

5. ADJOURNMENT:

It was moved and seconded at 11:30 a.m. that the meeting terminate. The motion carried unanimously.

C H A I R

CERTIFIED CORRECT:

CORPORATE OFFICER