

**AGENDA**  
GOVERNANCE STEERING COMMITTEE MEETING  
BOARD ROOM, 411 DUNSMUIR STREET, NANAIMO, BC  
THURSDAY, 2013-FEB-07 AT 8:00 A.M.

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

2. **ADOPTION OF MINUTES:**

- (a) Minutes of the Governance Steering Committee Meeting held Tuesday, 2012-JAN-29 at 1:00 p.m. Pg. 2-3

3. **PROCEDURAL MOTION:**

That the following meeting be closed to the public in order to deal with agenda items under the *Community Charter* Section 90(1):

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

4. **ADJOURNMENT:**

**MINUTES**  
**SPECIAL GOVERNANCE STEERING COMMITTEE MEETING**  
**BOARD ROOM, 411 DUNSMUIR STREET, NANAIMO, BC**  
**TUESDAY, 2013-JAN-29 AT 1:00 P.M.**

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PRESENT:   Members:   Councillor G. E. Greves  
                              Councillor D. K. Johnstone  
                              Councillor J. A. Kipp (departed at 1:12 p.m.)

                  Staff:   D. W. Holmes, Assistant City Manager, G.M. Corporate Services  
                              T. L. Hartley, Director of Human Resources and Organizational  
                              Planning  
                              B. E. Clemens, Director of Finance  
                              K. Felker, Manager of Purchasing and Stores  
                              T. Samra, Manager of Legislative Services  
                              K. King, Recording Secretary

It was moved and seconded that Notice of the Special Meeting of the Governance Steering Committee be waived. That motion carried unanimously.

1.    CALL THE OPEN MEETING TO ORDER:

The Governance Steering Committee Meeting was called to order at 1:10 p.m.

2.    APPOINTMENT OF CHAIR:

It was moved and seconded that Councillor Greves be appointed as Chair of the Governance Steering Committee. The motion carried unanimously.

Councillor Kipp vacated the Board Room at 1:12 p.m.

3.    PROCEDURAL MOTION:

It was moved and seconded that Council move "In Camera" in order to deal with agenda items under the *Community Charter* Section 90(1):

- (a)   personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

The motion carried unanimously.

The Committee moved into "In Camera" at 1:13 p.m.

The Committee moved out of "In Camera" at 1:36 p.m.

4. ADJOURNMENT:

It was moved and seconded at 1:36 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER