

**MINUTES OF THE PROGRESS NANAIMO INAUGURAL MEETING  
HELD IN THE CITY HALL BOARD ROOM,  
455 WALLACE STREET, NANAIMO, BC  
ON MONDAY, 2011-DEC-12 COMMENCING AT 9:35 A.M.**

**PRESENT:**

Members: Mayor John Ruttan, Chair  
Hadi Abassi  
Gail Adrienne  
Don Bonner  
Mike Hooper  
John Neville  
Councillor Fred Pattje  
Dr. Mel Petreman  
Wally Wells

City Staff: Ian Howat  
Melanie Lefurgey, recording

**1. INTRODUCTIONS:**

The Chair welcomed members of Progress Nanaimo to the Inaugural meeting. He welcomed Ian Howat, who provided a PowerPoint presentation which covered Items 2-4 of the agenda.

Members introduced themselves and provided a brief description of their backgrounds.

**2. WHAT IS PROGRESS NANAIMO?**

- Standing Committee of Council;
- 3 members of Council on the Committee;
- Mayor is the Chair;
- Meets four times per year; and
- City Manager's office provides administrative support.

**3. TERMS OF REFERENCE:**

- To competitively benchmark Nanaimo's performance against cities and regions similar to Nanaimo on economic indicators in the context of economic, social and environmental performance values.
- To provide strategic advice on the ways to improve the performance of Nanaimo and the surrounding region. This advice is for the benefit of Nanaimo

City Council, the Regional District of Nanaimo, City Administration, NEDC and other local and regional interests.

- To annually submit a nominations report to Mayor and Council. The nominations report will consist of recommendations for the directors of NEDC Board and also members of Progress Nanaimo. Mayor and Council will ratify the recommendations for both NEDC Board of Directors and Progress Nanaimo committee members.

4. OVERVIEW OF PROPOSED PROCESSES:

- City's Balance Scorecard;
- NEDC performance measurements;
- Senior Government Data;
- Areas of interest identified by Progress Nanaimo; and
- must be measurable and comparable.

5. NEXT MEETING:

Susan Cudahy, CEO NEDC to be invited to attend the next meeting to meet members.

Next meeting to be scheduled the last week of February, 2012.

6. **ADJOURNMENT**

Meeting adjourned at 11:01 a.m.

  
CHAIR

CERTIFIED CORRECT:

  
MANAGER,  
LEGISLATIVE SERVICES