



**CAO SELECTION COMMITTEE
MEETING MINUTES
Friday, November 15, 2019
9:30 a.m.
NPCA Head Office
Boardroom
250 Thorold Road West, Welland, ON**

- MEMBERS PRESENT:** B. Steele, Committee Chair
S. Beattie
R. Brady
D. Bylsma
B. Johnson
- MEMBERS ABSENT:** D. Huson
- STAFF PRESENT:** G. Wood, Chief Administrative Officer / Secretary - Treasurer
- OTHERS:** P. Rowan, Feldman Daxon Partners, Inc.

The Committee Chair called the meeting to order at 9:35 a.m..

1. ADOPTION OF AGENDA

- a) Addition of Items
There were no additional items added to the agenda.
- b) Change in Order of Items
There were no changes in the order of items.
- c) Motion to Adopt Agenda
Recommendation No. SC-34-19
Moved by Member Brady
Seconded by Member Johnson

THAT the agenda CAO Selection Committee agenda meeting of November 15, 2019 **BE** hereby **ADOPTED** as presented.

CARRIED

2. DECLARATION OF CONFLICT OF INTEREST

None declared.

3. ADOPTION OF MINUTES

- a) Minutes of the C.A.O. Selection Committee Meeting dated September 10, 2019

Recommendation No. SC-35-19

Moved by Member Johnson

Seconded by Member Brady

THAT the C.A.O. Selection Committee meeting minutes dated September 10, 2019 **BE RECEIVED**.

CARRIED

4. NEW BUSINESS

- a) C.A.O. Selection Committee Member Conference Call Summary Notes dated Monday, October 21, 2019

Recommendation No. SC-36-19

Moved by Member Johnson

Seconded by Member Beattie

THAT the C.A.O. Selection Committee Member Conference Call Summary Notes dated Monday, October 21, 2019 **BE RECEIVED**.

CARRIED

5. CLOSED SESSION

- a) Motion to move into Closed Session - Discussion with Patrick Rowan, Feldman Daxon Partners, Inc. relating to the CAO recruitment process.

Recommendation No. SC-37-19

Moved by Member Brady

Seconded by Member Beattie

THAT the meeting of the NPCA C.A.O. Selection Committee **CONVENE** in closed session at 9:40 a.m. in accordance with Section 11.1 of the NPCA Administrative By-Law for discussion on personal matters about identifiable individuals, including NPCA employees.

CARRIED

b) Motion to Reconvene in Open Session

Recommendation No. SC-38-19

Moved by Member Beattie

Seconded by Member Brady

THAT the CAO Selection Committee meeting hereby **RECONVENE** in open session at 11:15 a.m..

CARRIED

c) Business Arising from the Closed Session

Recommendation No. SC-39-19

Moved by Member Johnson

Seconded by Member Beattie

THAT the C.A.O. Selection Committee **PROCEED** as directed in closed session to move forward with the consultant and senior staff.

CARRIED

4. ADJOURNMENT

Recommendation No. SC-40-19

Moved by Member Johnson

Seconded by Member Beattie

THAT the CAO Selection Committee Meeting for the Niagara Peninsula Conservation Authority **BE** hereby **ADJOURNED** at 11:20 a.m..

CARRIED

Bill Steele
CAO Selection Committee Chair

Gayle Wood
Chief Administrative Officer / Secretary -
Treasurer