



**NIAGARA PENINSULA CONSERVATION AUTHORITY  
SPECIAL MEETING OF THE FULL AUTHORITY  
MEETING MINUTES**

Wednesday March 8, 2017; 10:30 am  
250 Thorold Road West; Welland, Phoenix Room (basement level)

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**MEMBERS PRESENT:**        **S. Annunziata (Chair)**  
S. Beattie  
B. Baty  
F. Campion  
P. Darte  
D. DiFruscio  
J. Diodati  
B. Hodgson  
D. Joyner  
**J. Kaspersetz (Vice-Chair)**  
J. Maloney  
T. Quirk  
R. Shirton  
B. Timms

**MEMBER REGRETS:**        A. Jeffs

**STAFF PRESENT:**        P. Graham, Acting CAO/Secretary-Treasurer  
D. Barrick, Director, Corporate Services  
S. McInnes, Acting Director Watershed Management  
M. Brickell, Director, Operations and Strategic Initiatives  
M. Reles, Communications Specialist  
L. Conte, Administrative Assistant, Office of CAO & Board

**VISITORS/GUESTS:**        Linda Babb, Kathleen Bell, Liz Benneian, Lindsay Bryan, Peter Bryan, Judy Bennett, Klara Young-Chin, Donna Cridland, Doug Draper, Cathy Ennen, Ethel Farnsworth, Erika Furney, Alex Graovac, Mike Haines, Dave Hoadley, Maggie Johnson, Gary King, Paul S Kovacs, Don LaBute, Fiona McMorran, Harry Merkens, Doug Ransom, Carla Rienzo, Glen Robins, Bill Sarchuk, Norm Sawatsky, Nate Smelle, Ed Smith, V Smith, Emily Spanton, Robert W.

**NOTE: The archived recorded meeting is available on the NPCA website. The recorded video of the Full Authority meeting is not considered the official record of that meeting. The official record of the Full Authority meeting shall consist solely of the Minutes approved by the Full Authority Board. NPCA Board of Directors Policy Handbook Regulation #2, Meeting Procedures Sec.17.0**

The Special Full Authority meeting was called to order at 10:30 AM.

## PUBLIC SESSION

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Chair welcomed all in attendance for this Special Meeting of the Authority.

## DECLARATION OF CONFLICT OF INTEREST

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None.

## ADOPTION OF AGENDA

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### **Resolution No. FA-64-17**

**Moved by: J. Kaspersetz**

**Seconded by: J. Diodati**

**THAT the Agenda be adopted as presented.**

**CARRIED**

## BUSINESS:

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1. Operational Review – Draft RFP (Request for Proposal) - Report 27-17

### **Resolution No. FA-65-17**

**Moved by: P. Darte**

**Seconded by: S. Beattie**

**THAT the Operational Review DRAFT RFP be put on the floor for consideration**

**CARRIED**

Following the various requests and concerns expressed by the members, Chair Annunziata clarified that any additions, deletions, revision, or recommended changes to the RFP requested by the board, are out of order specific to the motion this board passed (January 18, 2017). Further, as per the motion, the RFP document as presented has been independently produced by the Region of Niagara representatives, the City of Hamilton representatives and NPCA Acting CAO. Haldimand County representatives chose not to participate in this process. With respect to the concern expressed by some members regarding the exclusion of motions by the various municipalities in the RFP; Annunziata stated that the RFP speaks specifically to addressing those concerns brought forward by the municipalities and that this board will not modify this document in any way.

*Note: links to the above-referenced correspondence have been included in appendix D of the RFP*

Clarification by board was requested, that once this RFP document is issued, there is no involvement from the board in selecting the proponent. Chair Annunziata responded affirmatively stressing this process is independent of the Board as per the motion and that the board has entrusted that process to members at the Region, City of Hamilton and the Acting CAO for NPCA.

In response to a member's inquiry about an opportunity to engage the Auditor General in phase two, Chair Annunziata responded that should a phase two be required, "the Auditor General has committed to helping in that process down the road, given her schedule, and the timing of that opportunity. That has been very well communicated to the board and certainly to the public. The Auditor General is very well aware of our process, she respects our process, and hopefully the goodwill gesture she extended will be available in the event that we do require a phase two and a deeper dive."

It was noted that a copy of this RFP has not as yet gone to Haldimand County, however, NPCA staff will follow up on that to ensure they too are kept up-to-date with the progression of this Operational Review.

The Chair commented that once the independent consultant is brought on board, they will have full access to everything and they will decide what material they choose to include in their review.

**Resolution No. FA- 66 17**

**Moved by: J. Kaspersetz**

**Seconded by: T. Quirk**

**THAT Report No. 27-17 regarding the Operational Review and Performance Assessment of NPCA, be RECEIVED for information; and,**

**THAT the attached Request for Proposal No. 2017-RFP-14 be APPROVED for distribution.**

**CARRIED**

**Note: Members, Campion, Hodgson, Darté and were noted as opposed to the motion.**

A motion to amend the Agenda as there is no item to discuss in closed session;

**Resolution No. FA-67-17**

**Moved by: J. Kaspersetz**

**Seconded by: J. Diodati**

**THAT the agenda be amended to remove the closed session item.**

**CARRIED**

## ADJOURNMENT

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There being no further business to consider, the Full Authority meeting was adjourned at 11:11 am with the following resolution;

**Resolution No. FA-68-17**

**Moved by: S. Beattie**

**Seconded by: P. Darté**

**THAT the Full Authority Meeting be adjourned.**

**CARRIED**



**Lisa Conte  
Administrative Assistant,  
Office of CAO and Board**



**Sandy Annunziata,  
Chair,  
Niagara Peninsula Conservation Authority**