



**NIAGARA PENINSULA CONSERVATION AUTHORITY (NPCA)
CAO SELECTION COMMITTEE
MEETING MINUTES**

Wednesday, March 20, 2019
8:30 a.m.

Ball's Falls Centre for Conservation
3292 Sixth Avenue, Jordan, ON

MEMBERS PRESENT: B. Steele, Committee Chair
B. Johnson, Committee Vice-Chair (arrived 8:51 a.m.)
D. Bylsma
P. Chiocchio
T. Insinna
D. Huson

MEMBERS ABSENT: None

STAFF PRESENT: E. Gervais, Procurement Specialist
G. Bivol, Clerk

The Committee Chair called the meeting to order at 8:34 a.m.

1. ADOPTION OF AGENDA

1.1 Addition of Items

A closed session was added as per Recommendation No. SC-12-19.

1.2 Change in Order of Items

There were no changes in the order of items.

1.3 Motion to Adopt Agenda

Recommendation No. SC- 12-19

Moved by Member Bylsma

Seconded by Member Huson

1. **THAT** the NPCA CAO Selection Committee agenda dated March 20, 2019 agenda be amended to denote a closed session presentation by Feldman Daxon Partners, Inc..

2. **THAT** the agenda be adopted as amended.

CARRIED

2. DECLARATION OF CONFLICT OF INTEREST

None declared.

3. PRESENTATIONS (and/or Delegations)

3.1 Feldman Daxon Partners, Inc.

This presentation was referred to closed session as per Recommendation No. SC-12-19.

4. BUSINESS FOR INFORMATION

None.

5. BUSINESS FOR CONSIDERATION

None.

6. NEW BUSINESS

None.

7. CLOSED SESSION

7.1 Move into Closed Session

Recommendation No. SC-13-19

Moved by Member Bylsma

Seconded by Member Insinna

THAT the CAO Selection Committee meeting proceed into closed session at 8:40 a.m. in accordance with Section 11.1 of the NPCA Administrative by-law to allow a presentation by Feldman Daxon Partners, Inc. concerning matters relating to:

- A trade secret or scientific, technical, commercial, financial or labour relations information supplied in confidence to the Board, which if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons or organization.

CARRIED

7.2 Motion to Reconvene in Open Session

Recommendation No. SC-14-19
Moved by Member Chiocchio
Seconded by Member Insinna

THAT the CAO Selection Committee meeting hereby reconvene in open session at 9:18 a.m..

CARRIED

7.3 Business Arising from the Closed Session

Recommendation No. SC-15-19
Moved by Member Huson
Seconded by Member Chiocchio

THAT the presentation document and proposal submitted by Feldman Daxon Partners, Inc. be received to remain private and confidential.

CARRIED

Recommendation No. SC-16-19
Moved by Member Bylsma
Seconded by Member Johnson

THAT the Closed Session recommendation regarding retention of a firm for the C.A.O. retention be forwarded to a closed session of the Board for approval.

CARRIED

8. ADJOURNMENT

Resolution No. SC-17-19
Moved by Member Bylsma
Seconded by Member Chiocchio

That the CAO Selection Committee Meeting be adjourned at 9:19 a.m.

CARRIED

Bill Steele
CAO Selection Committee Chair

Grant Bivol
Clerk