

**CAO Selection Committee Meeting
Tuesday, September 10 2019
1:00 p.m.
NPCA Head Office
Boardroom
250 Thorold Road West, Welland, ON**

A G E N D A

1. ADOPTION OF AGENDA

- a) Addition of items
- b) Change in order of items
- c) Adoption of agenda

2. DECLARATIONS OF CONFLICT OF INTEREST

3. ADOPTION OF MINUTES

- a) Minutes of the CAO Selection Committee Meeting dated June 28, 2019
- b) Minutes of the Closed Session for the CAO Selection Committee Meeting dated June 28, 2019 (Enclosed under separate cover – Members only)

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4. NEW BUSINESS:

- a) Verbal Update by the Chair on the recruitment process for a CAO
- b) Discussion on Next Steps

5. CLOSED SESSION (IF REQUIRED):

- a) Motion to move into closed session for discussion with Patrick Rowan, Feldman Daxon, Partners, Inc. in accordance with Section 11.1 b) of the NPCA Administrative By-Law for consideration of personal matters about an identifiable individual, including municipal or local board employees; as it relates to the CAO recruitment process.
- b) Motion to Reconvene in Open Session
- c) Business Arising from the Closed Session

6. ADJOURNMENT



**CAO SELECTION COMMITTEE
MEETING MINUTES**

Friday, June 28, 2019

11:42 a.m.

**Ball's Falls Centre for Conservation
Glen Elgin Room
3292 Sixth Avenue, Jordan, ON**

MEMBERS PRESENT: B. Steele, Committee Chair
S. Beattie
D. Bylsma
R. Foster
D. Huson
B. Johnson

MEMBERS ABSENT: None

STAFF PRESENT: G. Bivol, Clerk

OTHERS: P. Rowan, Feldman Daxon Partners, Inc.

The Committee Chair called the meeting to order at 11:42 a.m. immediately following the Special Full Authority Meeting of the NPCA Board of Directors.

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- 23-19

Moved by Member Bylsma

Seconded by Member Johnson

THAT the agenda CAO Selection Committee agenda meeting of June 28, 2019
BE hereby **ADOPTED** as presented.

CARRIED

2. DECLARATION OF CONFLICT OF INTEREST

None declared.

3. 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-24-19

Moved by Member Johnson

Seconded by Member Bylsma

THAT the meeting of the CAO Selection Committee for the Niagara Peninsula Conservation Authority **CONVENE** in closed session at 11:44 a.m. in accordance with Section 11.1 b) of the NPCA Administrative By-Law for consideration of personal matters about an identifiable individual, including municipal or local board employees; as it relates to the CAO recruitment process.

CARRIED

- b) Motion to Reconvene in Open Session

Recommendation No. SC-25-19

Moved by Member Bylsma

Seconded by Member Huson

THAT the CAO Selection Committee meeting hereby **RECONVENE** in open session at 12:48 p.m.

CARRIED

- c) Business Arising from the Closed Session

Recommendation No. SC-26-19

Moved by Member Huson

Seconded by Member Bylsma

THAT the documentation package submitted by Patrick Rowan, Feldman Daxon Partners, Inc. **BE RECEIVED** to remain private and confidential.

CARRIED

Recommendation No. SC-27-19

Moved by Member Beattie

Seconded by Member Foster

THAT the C.A.O. Selection Committee directs Mr. Steele to **PROCEED** as instructed in the closed session.

CARRIED

4. **ADJOURNMENT**

Recommendation No. SC-28-19

Moved by Member Foster

Seconded by Member Beattie

THAT the CAO Selection Committee Meeting for the Niagara Peninsula Conservation Authority **BE** hereby **ADJOURNED** at 12:50 p.m.

CARRIED

Bill Steele
CAO Selection Committee Chair

Grant Bivol
Interim Clerk