



**GOVERNANCE COMMITTEE  
ONLINE VIDEO CONFERENCE  
AND IN-PERSON  
MEETING MINUTES**

**Niagara Peninsula Conservation Authority  
Main Office Boardroom  
250 Thorold Road, Welland, ON**

**Thursday, September 15, 2022  
9:30 a.m.**

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**MEMBERS PRESENT:** J. Ingrao, Chair  
R. Brady  
R. Foster  
K. Kawall  
E. Smith  
M. Woodhouse (arrived 9:54 a.m.)

**MEMBERS ABSENT:** B. Clark  
B. Johnson  
B. Mackenzie

**STAFF PRESENT:** C. Sharma, Chief Administrative Officer / Secretary - Treasurer  
G. Bivol, Clerk  
D. Deluce, Senior Manager, Planning and Development  
M. Ferrusi, Manager, People and Performance  
L. Lee-Yates, Director, Watershed

**ALSO PRESENT:** J. Hellinga, NPCA Board Member

Chair Ingrao called the meeting to order at 9:30 a.m..

## **1. APPROVAL OF AGENDA**

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Recommendation No. GC-25-2022  
Moved by Member Smith  
Seconded by Member Kawall

**THAT** the Governance Committee agenda dated Thursday, September 15, 2022 **BE APPROVED** as presented.

**CARRIED**

## **2. DECLARATIONS OF CONFLICT OF INTEREST**

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None declared.

### 3. APPROVAL OF THE MINUTES

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- a) Minutes of the NPCA Governance Committee Meeting dated June 30, 2022

Recommendation No. GC-26-2022

Moved by Member Brady

Seconded by Member Smith

**THAT** the minutes of the meeting of the NPCA Governance Committee dated June 30, 2022  
**BE ADOPTED.**

**CARRIED**

### 4. CORRESPONDENCE

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None.

### 5. PRESENTATIONS

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None.

### 6. DELEGATIONS

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None.

### 7. CONSENT ITEMS

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- a) Report No. GC-10-22 RE: NPCA Policy Document Review and Procedural Manual Phase 2 Project – Engagement Update – Leilani Lee-Yates, Director, Watershed presented. Members posed questions with respect to participation and attendance tools. Discussion ensued and staff indicated that engagement statistics would be presented to the Board.

Recommendation No. GC-27-2022

Moved by Member Kawall

Seconded by Member Brady

**THAT** Report No. GC-10-22 RE: NPCA Policy Document Review and Procedural Manual Phase 2 Project – Engagement Update **BE RECEIVED.**

**CARRIED**

### 8. DISCUSSION ITEMS

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- a) Verbal Update on Indigenous and Diversity Training – Misti Ferrusi, Manager People and Performance spoke to the issue indicating anticipated timing and participation in forthcoming training. Members posed questions.

## 9. NEW BUSINESS

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- a) Administrative By-Law - Board Chair Foster drew attention to the need for future updates to the NPCA Administrative By-law to reflect changes in legislation.
- b) Chief Administrative Officer Compensation Process – Member Kawall brought forward questions with respect to the process employed by the Board to provide for the review of the Chief Administrative Officer’s compensation. Discussion ensued.

## 10. ADJOURNMENT

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Recommendation No. GC-28-2022

Moved by Member Brady

Seconded by Member Woodhouse

**THAT** the Governance Committee meeting **BE** hereby **ADJOURNED** at 10:07 a.m..

**CARRIED**

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John Ingrao,  
Committee Chair

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Chandra Sharma, MCIP, RPP  
Chief Administrative Officer /  
Secretary - Treasurer