



In the absence of formal minutes for the CAO Selection Committee Meeting of February 19, 2019, the following summation of the meeting is presented:

**CAO SELECTION COMMITTEE
MEETING
Tuesday, February 19, 2019
1:00pm
Ball's Falls Centre for Conservation
3292 Sixth Avenue, Jordan, ON**

MEMBERS PRESENT: B. Steele (Chair)
D. Bylsma
D. Huson
B. Johnson

STAFF PRESENT: Mike Reles, Designated Clerk
Eric Gervais, Procurement Specialist

5. BUSINESS FOR CONSIDERATION:

5.1.1 Closed Session:

The CAO Selection Committee meeting passed a motion to convene in closed session as per the NPCA Administrative Bylaw, Section 11.1 for the consideration of labour relations, Human Resource or employee negotiations.

Staff distributed the evaluation matrix and proposals received from firms bidding to undertake the CAO selection process. Discussion ensued with respect to potential reference questions for evaluating the consultants.

5.2 Motion to Reconvene in Open Session:

The Committee reconvened by motion into open session after approximately one half hour.

5.3 Business Arising from Closed Session

None.

7. ADJOURNMENT

The Chair adjourned the meeting at approximately 1:30 p.m.