

**STRATEGIC PLANNING COMMITTEE MEETING
ON-LINE VIDEO CONFERENCE
MEETING MINUTES
Thursday, January 21, 2021
12:01 p.m.**

MEMBERS PRESENT: K. Kawall (Chair)
S. Beattie
R. Brady
D. Bylsma
J. Hellinga
D. Huson
W. Rapley
E. Smith
M. Woodhouse
B. Wright

OTHERS PRESENT: D. Cridland
K. Baker, StrategyCorp
J. Matheson, StrategyCorp

STAFF PRESENT: C. Sharma, C.A.O. / Secretary – Treasurer
G. Bivol, Executive Co-ordinator to the C.A.O. / Board
R. Bisson, Manager Communications and Public Relations
N. Green, Project Manager

The Chair called the meeting to order at 12:01 p.m..

1. APPROVAL OF AGENDA

Recommendation No. SPC-1-2021
Moved by Member Brady
Seconded by Member Hellinga

THAT the Strategic Planning Committee Meeting agenda dated Thursday, January 21, 2021 **BE APPROVED** as presented.

CARRIED

2. DECLARATIONS OF CONFLICT OF INTEREST

None declared.

3. APPROVAL OF MINUTES

a) Minutes of the NPCA Strategic Planning Committee meeting dated December 17, 2020

Recommendation No. SPC-2-2021
Moved by Member Wright
Seconded by Member Woodhouse

THAT the minutes of the NPCA Strategic Planning Committee meeting dated December 17, 2020 **BE APPROVED**.

CARRIED

4. CORRESPONDENCE

None.

5. DELEGATIONS

None.

6. PRESENTATIONS

- a) SWOT Analysis and Gaps - John Matheson, StrategyCorp presented his analysis via PowerPoint. Lengthy discussion ensued.

Recommendation No. SPC-3-2021

Moved by Member Beattie

Seconded by Member Brady

THAT the SWOT Analysis and Gaps PowerPoint presentation by John Matheson, StrategyCorp **BE RECEIVED**.

CARRIED

7. CONSENT ITEMS

None.

8. DISCUSSION ITEMS

- a) Report No. SPC-01-21 RE: Strategic Planning Update & SWOT Analysis Summary

Recommendation No. SPC-4-2021

Moved by Member Huson

Seconded by Member Hellinga

THAT Report No. SPC-01-21 RE: Strategic Planning Update & SWOT Analysis Summary **BE RECEIVED**.

CARRIED

9. NEW BUSINESS

C.A.O. Sharma sought feedback and suggestions from the Committee on next steps in advancing the strategic plan and engaging the Board in the analysis. Discussion ensued. Ms. Sharma indicated that she would review the options with the project manager and consultant and structure an approach for the Board based on the discussions.

10. ADJOURNMENT

By consensus of the membership, the Strategic Planning Committee meeting of January 21, 2021
ADJOURNED at 1:15 p.m..

CARRIED

K. Kawall
Committee Chair

C. Sharma, MCIP, RPP
Chief Administrative Officer / Secretary
- Treasurer