



**NIAGARA PENINSULA CONSERVATION AUTHORITY (NPCA)  
AUDIT AND BUDGET COMMITTEE  
MEETING MINUTES**

Wednesday, June 26, 2019  
9:30 a.m.  
Ball's Falls Centre for Conservation  
Glen Elgin Room  
3292 Sixth Avenue, Jordan, ON

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- MEMBERS PRESENT:** G. Zalepa, Committee Chair  
S. Beattie  
D. Bylsma (ex-officio)  
J. Metcalfe  
B. Wright
- MEMBERS ABSENT:** R. Foster  
D. Huson (ex-officio)  
B. Steele
- OTHERS:**
- STAFF PRESENT:** G. Wood, Interim Chief Administrative Officer  
G. Bivol, Interim Clerk  
A. Christie, Manager Strategic Initiatives and Capital Assets  
L. Gagnon, Director Corporate Services  
D. MacKenzie, Director, Watershed Management

The Committee Chair called the meeting to order at 9:30 a.m. and thanked Councillor Metcalfe for chairing the last meeting on his behalf.

## 1. **ADOPTION OF AGENDA**

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- 1.1 Addition of Items – None.
- 1.2 Change in Order of Items – None.
- 1.3 Motion to Adopt Agenda

Recommendation No. A&BC 13-19  
Moved by Board Member Bylsma  
Seconded by Board Member Metcalfe

**THAT** the NPCA Audit and Budget Committee agenda dated June 26, 2019 be adopted.  
**CARRIED**

## 2. DECLARATIONS OF INTEREST

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There were no declarations of pecuniary interest.

## 3. PRESENTATIONS (and/or Delegations)

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### 3.1 Presentation – 2020 Budget Assumption

The Interim Chief Administrative Officer introduced a new addition to NPCA staff, Lise Gagnon, Director of Corporate Services. Lise Gagnon presented via PowerPoint the 2020 Budget Assumption.

Conservation Lands operating costs/revenues and mandatory programs funding were discussed. Difference in budget timeline relative to Provincial timeline. A 1% increase in budget equals \$80,000.

Budget presentations to councils from Conservation Authorities are never consistent. It was suggested that a memo be circulated to 12 municipalities asking for levy to be included in tax bill.

## 4. BUSINESS FOR INFORMATION

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There were no items for information.

## 5. BUSINESS FOR CONSIDERATION

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### A) Minutes of the Audit and Budget Committee Meeting dated April 15, 2019.

#### Resolution No. A&BC 14-19

Moved by Board Member Bylsma

Seconded by Board Member Metcalfe

**THAT** the minutes of the Audit and Budget Committee meeting dated April 15, 2019 be adopted.

**CARRIED**

### B) Report No. A&BC-04-19 RE: Report on 2020 Budget Assumptions

#### Resolution of Report No. A&BC-15-19

Moved by Board Member Beattie

Seconded by Board Member Metcalfe

**THAT** Report No. A&BC-04-19 regarding the recommended budget assumptions for the 2020 budget, be approved for use in the development of the 2020 Budget, subject to approval by the Board of Directors.

**CARRIED**

Direction to staff was that the Interim Chief Administrative Officer to present to the Audit & Budget Committee in the future:

- Capital Budget
  - Strategic Plan
  - Business cases
  - Additional significant programs
  - Foreseeable future legal costs
  - Special levy requests

Of the \$1.6 million withdrawn from the Niagara Region: \$500,000 was withdrawn from land acquisition and \$1.1 million was withdrawn from capital programs.

The Interim Chief Administrative Officer advised that a meeting has been set with Todd Harrison, a commissioner at Niagara Region.

## 6. NEW BUSINESS

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There were no new business items.

## 7. ADJOURNMENT

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Recommendation No. A&BC-16-19  
Moved by Board Member Metcalfe  
Seconded by Board Member Beattie

**THAT** the NPCA Audit and Budget Committee be hereby adjourned at 10:35 a.m.

**CARRIED**

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G. Zalepa,  
Committee Chair

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Grant Bivol,  
Interim Clerk to the Authority