

**Audit and Budget Committee Meeting  
Monday, October 7, 2019  
9:30 a.m.  
Ball's Falls Centre for Conservation  
Glen Elgin Room  
3292 Sixth Avenue, Jordan, ON**

**A G E N D A**

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**COMMITTEE MEMBERS:** J. Metcalfe, Vice Chair  
S. Beattie,  
D. Bylsma (ex-officio)  
R. Foster,  
D. Huson, (ex-officio)  
K. Kawall  
B. Steele  
B. Wright

**INVITED MEMBERS:** NPCA Board of Directors

- 1. CALL TO ORDER (BY THE VICE-CHAIR)**
- 2. ELECTION OF A CHAIR (AND/OR VICE CHAIR) – TO BE CONDUCTED BY THE CLERK FOR THE COMMITTEE**
- 3. ADOPTION OF AGENDA**
- 4. DECLARATIONS OF CONFLICT OF INTEREST**
- 5. PRESENTATIONS (and/or Delegations)**
  - a) PowerPoint presentation by L. Gagnon, Director of Corporate Services  
RE: 2020 Capital Budget
- 6. BUSINESS FOR INFORMATION**
- 7. BUSINESS FOR CONSIDERATION**
  - a) Minutes of the Audit and Budget Committee Meeting dated  
September 5, 2019
  - b) Report No. A&BC-06-19 RE: Report on 2020 Capital Budget (to be  
provided under separate cover)
- 8. NEW BUSINESS**
- 9. ADJOURNMENT**



## AUDIT AND BUDGET COMMITTEE MEETING MINUTES

Thursday, September 5, 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)  
R. Foster  
J. Metcalfe  
B. Steele  
B. Wright
- OTHERS:** K. Kawall  
E. Smith (arrived 9:37 a.m.)  
J. Hellinga  
L. Feor
- STAFF PRESENT:** G. Wood, Interim Chief Administrative Officer / Secretary – Treasurer  
R. Bisson, Manager, Communications and Public Relations  
G. Bivol, Interim Clerk  
A. Christie, Acting Senior Manager, Operations and Special Projects  
D. Deluce, Senior Manager, Planning and Regulations  
M. Ferrusi, Manager, Human Resources  
L. Gagnon, Director Corporate Services  
D. MacKenzie, Director, Watershed Management  
S. Miller, Senior Manager, Water Resources and Restoration  
G. Verkade, Senior Manager, Integrated Watershed Planning and Information Management

### 1. WELCOME FROM THE CHAIR

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The Committee Chair called the meeting to order at 9:32 a.m. and outlined the meeting protocol. Introductions of attendees and staff introductions were made.

### 2. ADOPTION OF AGENDA

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Recommendation No. A&BC 17-19  
Moved by Board Member Foster  
Seconded by Board Member Beattie

**THAT** the NPCA Audit and Budget Committee agenda dated September 5, 2019 be adopted.

**CARRIED**

### 3. DECLARATIONS OF INTEREST

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There were no declarations of pecuniary interest.

### 4. PRESENTATIONS (and/or Delegations)

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- a) History of Conservation Authorities/NPCA Funding – The Chief Administrative Officer/Secretary- Treasurer presented the history of provincial funding to Conservation Authorities as well as an overview of NPCA revenues over the years. Discussion ensued.

Recommendation No. A&BC 18-19

Moved by Board Member Steele

Seconded by Board Member Metcalfe

**THAT** the PowerPoint presentation entitled History of Conservation Authorities/NPCA Funding dated September 5, 2019 be received.

**CARRIED**

### 5. BUSINESS FOR INFORMATION

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There were no items for information.

### 6. BUSINESS FOR CONSIDERATION

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- a) Minutes of the Audit and Budget Committee Meeting dated June 26, 2019 – The process for conveying information from the committee level to the Board was discussed.

Resolution No. A&BC 19-19

Moved by Board Member Foster

Seconded by Board Member Beattie

**THAT** the minutes of the Audit and Budget Committee meeting dated June 26, 2019 be approved.

**CARRIED**

- b) Report No. A&BC-05-19 RE: Report on 2020 Operating Budget - Chief Administrative Officer/Secretary-Treasurer G. Wood presented. Members posed questions and discussion ensued.

Resolution of Report No. A&BC-20-19

Moved by Board Member Foster

Seconded by Board Member Steele

**THAT** Report No. A&BC-05-19 regarding the recommended 2020 budget, be approved for use in the development of the 2020 Budget, subject to approval by the Board of Directors.

**CARRIED**

- c) 2020 Operating Budget documentation (provided under separate cover) - L. Gagnon, Corporate Services Director presented the 2020 Operating Budget via PowerPoint. Members posed questions. Discussion ensued.

Recommendation No. A&BC 21-19  
Moved by Board Member Steele  
Seconded by Board Member Foster

**THAT** the PowerPoint presentation from the Director of Corporate Services regarding the 2020 Operating Budget - Consolidated be received.

**CARRIED**

Recommendation No. A&BC 22-19  
Moved by Board Member Metcalfe  
Seconded by Board Member Wright

**THAT** the Niagara Peninsula Conservation Authority 2020 Draft Operating Budget-Consolidated document be amended as follows: Staff to investigate a re-allocation or increase of funding within the budget to allow for retention of a facilitator to conduct the strategic planning process.

**CARRIED**

Recommendation No. A&BC 23-19  
Moved by Board Member Metcalfe  
Seconded by Board Member Wright

**THAT** the Niagara Peninsula Conservation Authority 2020 Draft Operating Budget-Consolidated document be received and approved as amended.

**CARRIED**

## 7. NEW BUSINESS

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There were no new business items.

## 8. ADJOURNMENT

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Recommendation No. A&BC-24-19  
Moved by Board Member Steele  
Seconded by Board Member Metcalfe

**THAT** the NPCA Audit and Budget Committee be hereby adjourned at 12:08 p.m.

**CARRIED**

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Gary Zalepa,  
Committee Chair

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Grant Bivol,  
Interim Clerk to the Authority