

**Finance Committee
MINUTES
Hybrid Meeting
Niagara Peninsula Conservation Authority
3350 Merrittville Hwy., Thorold ON
Wednesday, July 16, 2025, 10:00 a.m.**

ATTENDANCE: S. Beattie
D. Cridland
M. Seaborn

REGRETS: R. Foster
J. Metcalfe

STAFF PRESENT: L. Lee-Yate, CAO & Secretary-Treasurer
L. Gagnon, Director, Corporate Services
A. Christie, Director, Conservation Areas
M. Davis, Manager, Office of the CAO & Board
E. Gervais, Manager, Corporate Support Services

Vice Chair Cridland called the meeting to order at 9:56 a.m.

1. APPROVAL OF AGENDA

Recommendation No. FC-13-2025
Moved by: Stew Beattie
Seconded by: Michelle Seaborn

THAT the agenda for the NPCA Finance Committee dated July 16, 2025 **BE APPROVED.**

CARRIED

2. DECLARATIONS OF CONFLICT OF INTEREST

None.

3. PREVIOUS MEETING MINUTES

3.1. Minutes of the NPCA Finance Committee dated April 16, 2025

Recommendation No. FC-14-2025
Moved by: Michelle Seaborn
Seconded by: Stew Beattie

THAT the Finance Committee minutes dated April 16, 2025 **BE RECEIVED FOR INFORMATION.**

CARRIED

4. CORRESPONDENCE

None.

5. PRESENTATIONS

None.

6. DELEGATIONS

None.

7. CONSENT ITEMS

None.

8. DISCUSSION ITEMS

8.1. Report No. FC-10-25 RE: 2026 Budget Assumptions and Process

Lise Gagnon, Director, Corporate Services, provided an overview of the report noted. Discussion ensued engagement opportunities regarding legislative requirements informing the levy calculation process.

Recommendation No. FC-15-2025

Moved by: Stew Beattie

Seconded by: Michelle Seaborn

THAT Report No. FC-10-25 RE: 2026 Budget Assumptions and Process **BE RECEIVED;**

AND THAT the budget assumptions for the 2026 Operating and Capital Budgets as identified in the report **BE APPROVED** for the use in the development of the 2026 budgets;

AND THAT staff **BE DIRECTED** to continue discussions relative to known funding gaps and service level agreements with municipal partners;

AND THAT a list of current known unfunded priorities **BE PREPARED** for the Board's consideration in conjunction with 2026 budgets;

AND THAT the Preliminary 2026 Budget **BE REVIEWED** by the Finance Committee and brought to the Board of Directors at the October 24, 2025 meeting for review and approval;

AND FURTHER THAT the funding municipalities **BE ADVISED** thirty days in advance of the Levy vote in accordance with the Conservation Authorities (CA) Act and Ontario Regulation 402/22.

CARRIED

8.2. Report No. FC-11-25 RE: Financial Report – June 2025

Director, Corporate Services, Lise Gagnon, provided a brief overview of the report noted above and associated appendices.

Recommendation No. FC-16-2025

Moved by: Stew Beattie

Seconded by: Michelle Seaborn

THAT Report No. FC-11-25 RE: Financial Report – June 2025 **BE RECEIVED** for information.

CARRIED

9. NEW BUSINESS

None.

10. CLOSED SESSION

None.

11. ADJOURNMENT

The Finance Committee meeting was adjourned at 10:17 a.m.