



**FINANCE COMMITTEE
ON-LINE VIDEO CONFERENCE
MEETING MINUTES
Thursday April 6, 2023
1:00 p.m.**

MEMBERS PRESENT: D. Cridland
R. Foster
B. Grant
D. Huson

STAFF PRESENT: C. Sharma, Chief Administrative Officer/Secretary–Treasurer
G. Bivol, Clerk
A. Christie, Director, Conservation Areas
C. Coverdale, Business and Financial Analyst
L. Gagnon, Director, Corporate Services
E. Gervais, Manager, Corporate Support Services

ALSO PRESENT: D. Marks, KPMG

In the absence of a duly appointed Finance Committee Chair, NPCA Board Chair Foster called the meeting to order at 1:10 p.m..

1. APPROVAL OF AGENDA

Recommendation No. FC-01-2023

Moved by: Member Huson

Seconded by: Member Cridland

THAT the Finance Committee meeting agenda dated April 6, 2023 **BE APPROVED** with amendment to provide for deliberation of agenda item 9.2 being Report No. FC-03-23 RE: 2022 Audited Financial Statements to occur immediately following item 7.1, the presentation by David Marks, Partner, Audit, KPMG LLP, RE: 2022 Audited Financial Statements.

CARRIED

2. DECLARATIONS OF CONFLICT OF INTEREST

None declared.

3. APPOINTMENT OF CHAIR AND VICE CHAIR

Chair Foster called three times for nominations to the position of Finance committee Chair and received the following:

Motion:

Moved by: Member Huson

THAT Donna Cridland **BE NOMINATED** as Finance Committee Chair for 2023.

With no further nominations for the position of Committee Chair, Chair Foster called three times for nominations to the position of Vice Chair to the Finance Committee and received the following:

Motion:

Moved by: Member Grant

THAT Diana Huson **BE NOMINATED** as Finance Committee Vice Chair for 2023.

Receiving no other nominations, the following recommendations came forward:

Recommendation No. FC-02-2023

Moved by: Member Huson

Seconded by: Member Grant

THAT Donna Cridland **BE APPOINTED** as Finance Committee Chair for 2023.

CARRIED

Recommendation No. FC-03-2023

Moved by: Member Cridland

Seconded by: Member Grant

THAT Diana Huson **BE APPOINTED** as Finance Committee Vice Chair for 2023.

CARRIED

Chair Cridland presided over the remainder of the meeting.

4. APPROVAL OF THE MINUTES

4.1 Minutes of the Finance Committee meeting dated November 14, 2022

Recommendation No. FC-04-2023

Moved by: Member Grant

Seconded by: Member Huson

THAT the minutes of the Finance Committee meeting dated November 14, 2022 **BE APPROVED**.

CARRIED

5. CORRESPONDENCE

None.

6. DELEGATIONS

None.

7. PRESENTATIONS

7.1 Presentation by David Marks, Partner, Audit, KPMG LLP, RE: 2022 Audited Financial Statements

Recommendation No. FC-05-2023

Moved by: Member Grant

Seconded by: Member Huson

THAT the PowerPoint Presentation by David Marks, Partner, Audit, KPMG LLP, RE: 2022 Audited Financial Statements **BE RECEIVED**.

CARRIED

9.2 Report No. FC-03-23 RE: 2022 Audited Financial Statements - Agenda item 9.2 being Report No. FC-03-23 RE: 2022 Audited Financial Statements was brought forward for deliberation immediately after the presentation.

Recommendation No. FC-06-2023

Moved by: Member Huson

Seconded by: Member Grant

1. **THAT** Report No. FC-03-23 RE: 2022 Audited Financial Statements **BE RECEIVED**.

2. **THAT** the 2022 Audited Financial Statements and the 2022 Audit Findings Report attached hereto as Appendices 1 and 2 respectively **BE RECOMMENDED** to the Board of Directors for approval.

CARRIED

Recommendation No. FC-07-2023

Moved by: Member Grant

Seconded by: Member Huson

THAT the Finance Committee **ACKNOWLEDGES** the work of staff in maintaining the corporation's financial records for the year and commends them on a job well done in producing stellar audit and financial reports.

CARRIED

8. CONSENT ITEMS

8.1 Report No. FC-02-23 RE: Financial Report – Q4 - 2022

Recommendation No. FC-08-2023

Moved by: Member Grant

Seconded by: Member Huson

THAT Report No. FA-12-23 RE: Financial Report – Q4 - 2022 **BE RECEIVED**.

CARRIED

8.2 Report No. FC-04-23 RE: Banking and Investments – 2022 Activity

Recommendation No. FC-09-2023

Moved by: Member Grant

Seconded by: Member Huson

THAT Report No. FC-04-23 RE: Banking and Investments – 2022 Activity **BE RECEIVED.**
CARRIED

8.3 Report No. FC-05-23 RE: Procurement – 2022 Activity

Recommendation No. FC-10-2023

Moved by: Member Huson

Seconded by: Member Grant

THAT Report No. FC-05-23 RE: Procurement – 2022 Activity **BE RECEIVED.**
CARRIED

9. DISCUSSION ITEMS

9.1 Report No. FC-01-23 RE: Finance Committee – 2023 Work Plan

Recommendation No. FC-11-2023

Moved by: Member Grant

Seconded by: Member Huson

1. **THAT** Report No. FC-01-23 RE: Finance Committee – 2023 Work Plan **BE RECEIVED.**
2. **THAT** the Finance Committee - 2023 Work Plan attached as Appendix 1 **BE APPROVED.**

CARRIED

- 9.2 Report No. FC-03-23 RE: 2022 Audited Financial Statements - This report was addressed immediately following agenda item 7.1. Presentation by David Marks, Partner, Audit, KPMG LLP, RE: 2022 Audited Financial Statements.

10. NEW BUSINESS

Vice Chair Huson posed questions regarding procurement.

11. ADJOURNMENT

The Finance Committee meeting adjourned at 2:22 p.m..

Donna Cridland
Committee Chair

Chandra Sharma, MCIP, RPP
Chief Administrative Officer / Secretary
- Treasurer