

**FINANCE COMMITTEE  
ON-LINE VIDEO CONFERENCE  
MEETING MINUTES  
Wednesday, February 24, 2021  
9:30 a.m.**

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**MEMBERS PRESENT:** K. Kawall, Chair  
S. Beattie  
R. Foster  
B. Mackenzie (arrived 9:38 a.m.)  
J. Metcalfe  
B. Steele  
M. Woodhouse (arrived 9:35 a.m.)

**STAFF PRESENT:** C. Sharma, Chief Administrative Officer/Secretary–Treasurer  
G. Bivol, Executive Co-Ordinator to the C.A.O/Board  
L. Gagnon, Director, Corporate Services  
D. MacKenzie, Director, Watershed Management

Chair Kawall called the meeting to order at 9:30 a.m.

## 1. APPROVAL OF AGENDA

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Recommendation No. FC-01-2021  
Moved by Member Steele  
Seconded by Member Foster

**THAT** the Finance Committee Meeting agenda dated **BE APPROVED** as presented.  
**CARRIED**

## 2. DECLARATIONS OF CONFLICT OF INTEREST

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None declared.

## 3. APPROVAL OF THE MINUTES

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a) Minutes of the Finance Committee meeting dated Thursday, December 3, 2020

Recommendation No. FC-02-2021  
Moved by Member Metcalfe  
Seconded by Member Steele

**THAT** the minutes of the NPCA Finance Committee meeting dated Thursday, December 3, 2020 **BE APPROVED**.

**CARRIED**

## 4. CORRESPONDENCE

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None.

## 5. DELEGATIONS / PRESENTATIONS

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None.

## 6. CONSENT ITEMS

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- a) Report No. FC-04-21 RE: Procurement - 2020 Activity

Recommendation No. FC-03-2021

Moved by Member Woodhouse

Seconded by Member Foster

**THAT** Report No. FC-04-21 RE: Procurement – 2020 Activity **BE RECEIVED.**

**CARRIED**

- b) Report No. FC-03-21 RE: Banking and Investments - 2020 Activity

Recommendation No. FC-04-2021

Moved by Member Woodhouse

Seconded by Member Steele

**THAT** Report No. FC-03-21 RE: Banking and Investments – 2020 Activity **BE RECEIVED.**

**CARRIED**

## 7. DISCUSSION ITEMS

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- a) Report No. FC-01-21 RE: Award of Legal Services Standing Offer of Agreement

Recommendation No. FC-05-2021

Moved by Member Steele

Seconded by Member Beattie

1. **THAT** Report FC-01-21 RE: Award of Legal Services Standing Offer of Agreement **BE RECEIVED.**

2. **THAT** the Legal Services Standing Offer of Agreement **BE RECOMMENDED** to the Board of Directors for approval to award for a three (3) year term (2021-2024) with the option to renew for two (2) one (1) year extensions to Legal Firm(s) listed in this report for each of their respective practice disciplines.

**CARRIED**

- b) Report No. FC-02-21 RE: Finance Committee – 2021 Work Plan – The Committee requested that an update on the asset management program be brought to the Finance Committee meeting scheduled for July.

Recommendation No. FC-06-2021

Moved by Member Woodhouse

Seconded by Member Foster

1. **THAT** Report No. FC-02-21 RE: Finance Committee – 2021 Work Plan **BE RECEIVED.**

2. **THAT** the Finance Committee - 2021 Work Plan attached as Appendix 1 **BE APPROVED.**

**CARRIED**

## 8. NEW BUSINESS

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L. Gagnon, Director, Corporate Services provided a verbal update on the NPCA's 2021 Budget presentations to the participating municipalities and on the upcoming 2020 year-end audit. Members requested copies of the Binbrook Conservation Area septic funding agreement and related documentation.

## 9. ADJOURNMENT

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Recommendation No. FC-07-2021

Moved by Member Beattie

Seconded by Member Metcalfe

**THAT** Finance Committee meeting of February 24, 2021 **BE ADJOURNED** at 10:18 a.m..

**CARRIED**

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Ken Kawall,  
Committee Chair

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