

FINANCE COMMITTEE
ON-LINE VIDEO CONFERENCE
MEETING MINUTES
Wednesday May 5, 2021
9:30 a.m.

MEMBERS PRESENT: K. Kawall, Chair
S. Beattie (arrived 9:39 a.m.)
R. Foster
B. Mackenzie
J. Metcalfe
B. Steele
M. Woodhouse

STAFF PRESENT: C. Sharma, Chief Administrative Officer/Secretary–Treasurer
G. Bivol, Clerk
A. Christie, Director, Operations
L. Gagnon, Director, Corporate Services
G. Shaule, Administrative Assistant

OTHERS: S. Plugers, Auditor, KPMG

Chair Kawall called the meeting to order at 9:31 a.m.

1. APPROVAL OF AGENDA

Recommendation No. FC-08-2021

Moved by Member Steele

Seconded by Member Metcalfe

THAT the Finance Committee Meeting agenda dated May 5, 2021 **BE AMENDED** to allow the presentation by Scott Plugers, KPMG and deliberation of Report No. FC-06-21 RE: 2020 Audited Financial Statements following Item 3. Approval of Minutes and prior to 6. Consent items.

THAT the Finance Committee Meeting agenda dated May 5, 2021 **BE ADOPTED** as amended.

CARRIED

2. DECLARATIONS OF CONFLICT OF INTEREST

None declared.

3. APPROVAL OF THE MINUTES

a) Minutes of the Finance Committee meeting dated Thursday, February 24, 2021

Recommendation No. FC-09-2021

Moved by Member Woodhouse

Seconded by Member Metcalfe

THAT the minutes of the NPCA Finance Committee meeting dated February 24, 2021 **BE APPROVED**.

CARRIED

4. CORRESPONDENCE

None.

5. DELEGATIONS / PRESENTATIONS

None.

7. DISCUSSION ITEMS (As Per Recommendation No. FC-08-2021)

- b) Report No. FC-06-21 RE: 2020 Audited Financial Statements – In accordance with Recommendation No. FC-08-2021, this item of business was addressed prior to the other reports on the agenda. Lise Gagnon, Director of Corporate Services briefly updated Members and introduced Mr. Plugers, Auditor, KPMG. Mr. Plugers presented and discussed revenues, the financial statements and audit findings report. Questions were posed by Members and discussion ensued.

Recommendation No. FC-10-2021

Moved by Member Metcalfe

Seconded by Member Steele

THAT the presentation by Scott Plugers, KPMG regarding the 2020 Financial Statements and Audit Findings **BE RECEIVED**.

CARRIED

Recommendation No. FC-11-2021

Moved by Member Foster

Seconded by Member Beattie

1. **THAT** Report No. FC-06-21 RE: 2020 Audited Financial Statements **BE RECEIVED**.

2. **THAT** the 2020 Audited Financial Statements and the 2020 Audit Findings Report attached thereto as Appendices 1 and 2 respectively **BE RECOMMENDED** to the Board of Directors for approval.

CARRIED

6. CONSENT ITEMS

- a) Report No. FC-07-21 RE: Financial Report – Q4 – 2020 - Lise Gagnon presented and Members posed questions.

Recommendation No. FC-12-2021

Moved by Member Steele

Seconded by Member Woodhouse

THAT Report No. FC-07-21 RE: Procurement – 2020 Activity **BE RECEIVED**.

CARRIED

- b) Report No. FC-08-21 RE: Financial Report – Q1 – 2021 - Lise Gagnon spoke to the report.

Recommendation No. FC-13-2021

Moved by Member Foster

Seconded by Member Steele

THAT Report No. FC-08-21 RE: Financial Report – Q1 – 2021 **BE RECEIVED.**

CARRIED

7. DISCUSSION ITEMS (Continued)

- a) Report No. FC-05-21 RE: 2021 Operating and Capital Budgets – FINAL - Lise Gagnon, Director of Corporate Services presented. Members posed questions to staff. Discussion ensued.

Recommendation No. FC-14-2021

Moved by Member Steele

Seconded by Member Foster

THAT Report FC-05-21 RE: 2021 Operating and Capital Budgets **BE RECEIVED.**

CARRIED

8. NEW BUSINESS

None.

9. ADJOURNMENT

The Chair declared the meeting adjourned at 10:47 a.m..

Ken Kawall,
Committee Chair

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