



Finance & Audit Meeting Committee Meeting Minutes

Conservation Halton

Apr 4, 2023, at 11:00 AM EDT

@ Zoom meeting:

<https://us02web.zoom.us/j/87047217026?pwd=Z3dad2I5S3IGM1dHVIZGdXc5L0hWdz09>

1. Roll Call

Members Present: Sameera Ali
Rob Burton
Cathy Duddeck
Chantal Garneau
Gerry Smallegange
Alvin Tedjo

Guests present: Stacey Stahlmann, KPMG, Partner Administration
Sarah Clayton, KPMG Manager Audit Services

Staff Present: Hassaan Basit, President & CEO
Adriana Birza, Senior Advisor, Office of the President & CEO
Niamh Buckley, Administrative Assistant, Office of the President & CEO
Marnie Piggot, Director, Finance
Justin Wei, Senior Manager, Finance

2. Disclosure of Pecuniary Interest

There were **no disclosures of pecuniary interest.**

3. Approval of Agenda

FA 01 01 Moved by: Rob Burton
Seconded by: Chantal Garneau

THAT the Finance & Audit Committee agenda **be approved as distributed.**

Carried

4. Action Items

4.1 Election of Officers 2023

The CEO assumed the role of chair for the elections process.

The CEO called for a motion that Adriana Birza and Marnie Piggot be appointed as scrutineers in the event of an election and that all ballots be destroyed by the scrutineers afterwards.

FA 01 02 Moved by: Gerry Smallegange
Seconded by: Cathy Duddeck

THAT Adriana Birza and Marnie Piggot be appointed as scrutineers in the event of an election and that all ballots be destroyed by the scrutineers afterwards.

Carried

4.1.1 Election of Chair

The CEO called for nominations for the position of Chair, Finance & Audit Committee 2023-2027.

It was Moved by Cathy Duddeck that Rob Burton be nominated for the position of Chair, Finance & Audit Committee 2023-2027.

For a second time, the CEO called for nominations for the position of Chair, Finance & Audit Committee 2023 – 2027. There were none.

For the third time, The CEO called for nominations for the position of Chair, Finance & Audit Committee 2023-2027. There were none.

The CEO called for a motion to close nominations for the position of Chair, Finance & Audit Committee 2023-2027.

It was moved by Cathy Duddeck that nominations be closed for the position of Chair, Finance & Audit Committee 2023-2027.

Carried

The CEO asked Rob Burton if he would allow his name to stand for Chair, Finance & Audit Committee for 2023–2027

Rob Burton confirmed he would allow his name to stand.

The CEO declared Rob Burton by acclamation as Chair, Finance & Audit Committee 2023-2027.

The CEO congratulated Rob Burton.

4.1.2 Election of Vice Chair

The CEO call for nominations for the position of Vice Chair, Finance & Audit Committee 2023 - 2027.

It was Moved by Cathy Duddeck that Sameera Ali be nominated for the position of Vice Chair, Finance & Audit Committee 2023-2027.

For a second time the CEO asked if there were nominations for the position of Vice Chair, Finance & Audit Committee 2023-2027. There were none.

For the third time, the CEO asked if there were nominations for the position of Vice Chair, Finance & Audit Committee 2023-2027. There were none.



The CEO called for a motion to close nominations for the position of Vice Chair, Finance & Audit Committee 2023-2027.

It was Moved by Cathy Duddeck that nominations be close for the position of Vice Chair, Finance & Audit Committee for 2023–2027.

The CEO asked Sameera Ali if she would allow her name to stand for Vice Chair, Finance & Audit Committee 2023-2027.

Sameera Ali confirmed she would allow her name to stand.

The CEO congratulated Sameera Ali.

4.2 Approval of DRAFT Audited Financial Statements for 2022
(FA 01 23 01)

FA 01 02 Moved by: Cathy Duddeck
Seconded by: Sameera Ali

THAT the Finance & Audit Committee **recommends to the Conservation Halton Board that the audited financial statements for the year ended December 31, 2022, be approved as presented.**

Carried

4.3 Appointment of Auditor for 2023
(FA 01 23 02)

FA 01 03 Moved by: Alvin Tedjo
Seconded by: Gerry Smallegange

THAT the Finance & Audit Committee **recommends to the Conservation Halton Board the reappointment of KPMG LLP as auditor for Conservation Halton for the 2023 fiscal year.**

Carried

5. Other Business


There was **no other business.**

6. Adjournment

FA 01 04 Moved by: Gerry Smallegange

THAT the Finance & Audit Committee meeting **be adjourned at 11:27 a.m.**

Carried

Signed by:  Hassaan Basit, President & CEO/Secretary-Treasurer

Date: April 20, 2023