

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY
MINUTES
of the**

FOURTH Meeting of the North Bay-Mattawa Conservation Authority held at 5:30 p.m. on May 27, 2020 as an electronic meeting via Zoom.

MEMBERS PRESENT:

Calvin, Township of	-	Dean Grant	(5:30pm – 7:11pm)
Chisholm, Township of	-	Nunzio Scarfone	(5:30pm – 7:11pm)
East Ferris, Municipality of	-	Pauline Rochefort	(5:30pm – 7:11pm)
North Bay, City of	-	Dave Mendicino	(5:30pm – 7:11pm)
North Bay, City of	-	Chris Mayne	(5:30pm – 7:11pm)
North Bay, City of	-	Simon Blakeley	(5:30pm – 7:11pm)
Papineau –Cameron, Township of	-	Shelley Belanger	(5:51pm – 7:11pm)
Powassan, Municipality of	-	Dave Britton	(5:30pm – 7:11pm)

MEMBER(S) ABSENT:

Bonfield, Township of	-	Jane Lagassie	(5:30pm – 7:11pm)
Callander, Municipality of	-	Rob Noon	(5:30pm – 7:11pm)
Mattawa, Town of	-	Loren Mick	
Mattawan, Municipality of	-	Michelle Lahaye	

ALSO PRESENT:

Ann Convery, Accounts Payable Clerk
Brian Tayler, CAO, Secretary-Treasurer
Helen Cunningham, Manager, Finance and Human Resources
Paula Scott, Director, Planning & Development/Deputy CAO
Rebecca Morrow, Administrative Assistant
Sue Buckle, Manager, Communications and Outreach

1. Approval of the Agenda

The Chair welcomed everyone to the meeting. After discussion the following resolution was presented:

Resolution No. 34-20, Mayne-Grant

THAT the agenda be approved as presented.

Carried Unanimously

2. Declaration of Pecuniary Interest

None declared.

3. Adoption of Previous Minutes of April 22, 2020

After discussion the following resolution was presented:

Resolution No. 35-20, Belanger-Blakeley

THAT the minutes from the April 22, 2020 meeting are adopted as presented.

Carried Unanimously

4. Section 28 Approvals

The members reviewed the report. After discussion, the following resolution was presented:

Resolution No. 36-20, Rochefort-Mayne

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses May 20, 2020 board report is received and appended to the minutes of this meeting.

Carried Unanimously

5. Audit Financial Services

Brian Tayler reviewed the quotes received from Auditing firm for audit services. After discussion, the following resolution was presented:

Resolution No. 37-20, Mayne-Belanger

THAT BDO Canada, North Bay is selected to provide Financial Auditing Services for the NBMCA from 2020 through to the end of 20203;

AND FURTHER THAT this report be appended to the minutes of this meeting.

Carried Unanimously

6. Monthly Financial Statements

Brian Tayler reviewed the Monthly Financial Statements with members. After discussion, the following resolution was presented:

Resolution No. 38-20, Rochefort-Scarfone

THAT the Board of Directors receives the Budget Update Report at April 30, 2020 and;

THAT the report be appended to the minutes of this meeting.

Carried Unanimously

7. Laurentian Ski Hill Snowboarding Club

Brian Tayler presented two requests for consideration from Laurentian Ski Hill Snowboarding Club. After discussion, the following resolution was presented:

Resolution No. 39-20, Rochefort-Belanger

THAT the request from Laurentian Ski Hill and Snowboarding Club (LSHSC) to access the Operating Reserve in the amount of \$28,000 is approved, and;

FURTHER THAT the NBMCA Board of Directors approves of the loan application by LSHSC through Canada Emergency Business Account in the amount of \$40,000 and;

THAT this report be appended to the minutes of this meeting.

Carried Unanimously

8. Mattawa River Canoe Race

Sue Buckle updated members on the Mattawa River Canoe Race. It was decided that the event would be canceled until next year. The members thanked Sue for her update.

9. Essential Services Update

Brian Tayler and Management Team members in attendance updated members on essential services. After discussion, the members thanked Brian for his update.

10. New Business

None declared.

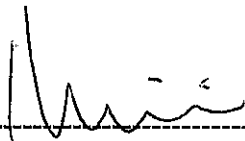
13. Adjournment (6:06 p.m.)

As there was no new business, the following resolution was presented:

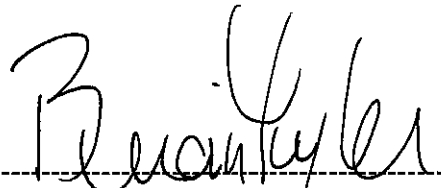
Resolution No. 40-20, Rochefort-Blakeley

THAT the meeting be adjourned, and the next meeting be held at 5:30 pm Wednesday June 24, 2020 at a location to be determined or at the call of the Chair.

Carried Unanimously



Dave Mendicino, Chair



Brian Tayler, Chief Administrative Officer, Secretary Treasurer

TO: The Chairman and Members
of the Board of Directors,
North Bay-Mattawa Conservation Authority

ORIGIN: Valerie Murphy, Regulations Officer

DATE: May 20, 2020

SUBJECT: Report On Development, Interference with Wetlands, and Alterations to
Shorelines and Watercourses Permits for board approval

Background:

Section 28 of the *Conservation Authorities Act*, and subsequently Ontario Regulation 97/04 empowers each Conservation Authority to establish their own regulation to prevent the loss of life and property due to flooding and erosion, and to conserve and enhance natural resources. On May 4, 2006 the North Bay-Mattawa Conservation Authority (NBMCA) received its regulation entitled the Development, Interference with Wetlands, and Alterations to Shorelines and Watercourse Regulation (Ontario Regulation 177/06). This regulation will continue to be used as the tool by which the NBMCA manages issues related to development in natural hazard areas including areas with floodplains, wetlands and steep slopes. Within this regulation, a permit may be given by an Authority for development applications within the Authority's jurisdiction for:

28(1)(b) prohibiting, regulating or requiring permission of the authority for straightening, changing, diverting or interfering in any way with the existing channel of a river, creek, stream or watercourse, or for changing or interfering in any way with a wetland;

28(1)(c) prohibiting, regulating or requiring the permission of the authority for development if, in the opinion of the authority, the control of flooding, erosion, dynamic beaches or pollution or the conservation of land may be affected by the development.(Conservation Authorities Act, R.S.O. 1990, Chapter C.27).

On February 8, 2013, the amended Ontario Regulation 177/06 came into effect. These amendments were approved by the NBMCA Board of Directors on December 19, 2012. One of the amendments that was included, and which was approved by the NBMCA Board of Directors, included the delegation of approvals of permit applications to the following designated employees:

- Chief Administrative Officer, Secretary-Treasurer
- Director, Planning & Development

As such, this Board Report is being presented to the NBMCA Board of Directors for information purposes.

Analysis:

Eleven new permits and one permit amendment has been issued by the Conservation Authority in 2020 since the previously approved minutes as per the policies, procedures and guidelines of the NBMCA under Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation. A table summarizing the details of these permits is attached to this report.

Of the newly issued permits, five were issued for the construction of new single-family dwellings, two for the construction of accessory structures and one permit each for the installation of infrastructure, the replacement of a bridge and placement of fill. The permit amendment was for the change in plans for a permit previously issued for the construction of a boat house.

Valerie Murphy

Valerie Murphy, Regulations Officer

Brian Tayler, CAO-Secretary Treasurer

DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES

FOR NBMCA BOARD INFORMATION ON: May 20, 2020

PERMIT YEAR: 2020

File No.	Name of Applicant	Municipality	Legal Description/ Address	Name of Regulated Feature	Nature of Work	Date Complete Application Received	Development, Interference with Wetlands and Alterations to Shorelines and Watercourses
							Permit No./Date of Issuance
REF-20-03	Cleo Degagne	East Ferris	Lot 36 Plan M-505 926 Nosbonsing Park Road	Lake Nosbonsing	Construct accessory boat shed structure	March 26, 2020	#13-20 April 3, 2020
RNB-20-04	City of North Bay c/o Enbridge	North Bay	Within City of North Bay and MTO road right-of-way	Various watercourses	To install natural gas pipeline infrastructure	April 24, 2020	#14-20 April 30, 2020
RNB-19-04	City of North Bay	North Bay	Road right-of-way Cassells Street at Chippewa Creek	Chippewa Creek	To reconstruction Cassells Street and the bridge over Chippewa Creek	April 28, 2020	#15-20 April 30, 2020
RNB-20-10	Carlo Guido	North Bay	151 West Peninsula Lot 6 Plan M283	Trout Lake	To construct deck and fire pit area	May 1, 2020	#16-20 May 7, 2020
RNB-20-05	Eric Pearson	North Bay	385 Cooks Mill Road Lot 22 Con 3E	Wetland and Duchesnay Creek	To place fill, grade area and install drainage culvert	May 6, 2020	#17-20 May 7, 2020
REF-20-04	Jessie Perron	East Ferris	68 Pargeter Road Lot 11 Plan M445	Lake Nosbonsing	To construct rock shoreline erosion protection	May 4, 2020	#18-20 May 14, 2020

DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES

FOR NBMCA BOARD INFORMATION ON: May 20, 2020

PERMIT YEAR: 2020

RNB-20-06	Consolidate d Homes Limited	North Bay	Lot 15 Golf Club Road Plan 36M- 692	Escarpment	New single-family dwelling	May 4, 2020	#19-20 May 21, 2020
RNB-20-07	Consolidate d Homes Limited	North Bay	Lot 16 Golf Club Road Plan 36M- 692	Escarpment	New single-family dwelling	May 4, 2020	#20-20 May 21, 2020
RNB-20-08	Consolidate d Homes Limited	North Bay	Lot 17 Golf Club Road Plan 36M- 692	Escarpment	New single-family dwelling	May 4, 2020	#21-20 May 21, 2020
RNB-20-09	Consolidate d Homes Limited	North Bay	Lot 18 Golf Club Road Plan 36M- 692	Escarpment	New single-family dwelling	May 4, 2020	#22-20 May 21, 2020
RCHI-20-01	Raymond Cerkaukas	Chisholm	1457 Shouthshore Road Lot 24, Con 18	Lake Nosbonsing, unnamed wetland	To place fill and construct a new single family dwelling	May 12, 2020	#23-20 May 14, 2020
Amendments							
REF-19-15	Ken Smithard	East Ferris	479 Nosbonsing Park Road	Lake Nosbonsing	To dredge part of shoreline to accommodate boathouse	April 30, 2020	#102-19 Amendment #1 May 7, 2020

TO: The Chairman and Members
of the Board of Directors,
North Bay-Mattawa Conservation Authority

ORIGIN: Helen Cunningham, Manager of Financial Services and
Human Resources

SUBJECT: Request for Proposal 2020-01
for Financial Auditing Services

Background:

A Request for Proposal (RFP) was mailed out early March, 2020 to Grant Thornton, BDO Canada and KPMG to provide Financial Auditing services for the next two fiscal years, with the provision of two optional extensions of one year for the North Bay-Mattawa Conservation Authority (NBMCA). Proposals were to be received by NBMCA no later than 3:00 p.m. on March 19, 2020. BDO Canada, North Bay is the current accounting firm providing financial auditing services to NBMCA.

Analysis:

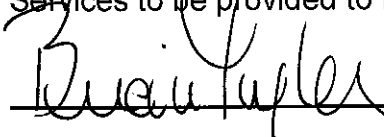
Three accounting firms put forward a proposal for financial auditing services. NBMCA has engaged the auditing services of all three firms in the past.

Firm	Service	FY 2020	FY 2021
BDO Canada	Audit Fee	\$13,500	\$13,500
	Charity return preparation	\$ 700 (included in Audit Fee)	\$ 700 (included in Audit Fee)
KPMG	Audit Fee	\$11,450	\$11,600
	Charity return preparation	\$ 1,250	\$ 1,250
Grant Thornton	Audit Fee	\$13,500	\$14,000
	Charity return preparation	\$ 500	\$ 500

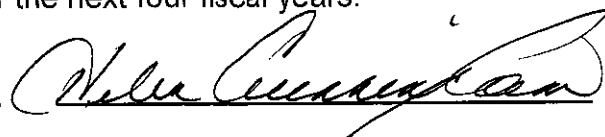
After staff, the Chairperson and Vice Chairperson reviewed the three proposals, discussed all the extra services provided by our current accountants including assisting with two federal audits and preparing the Laurention Ski Hill Business Plan at no cost from the North Bay office, it was decided to recommend to the Board BDO Canada as the NBMCA's financial auditors for the next four years. BDO will hold their fees at the same level for this period.

RECOMMENDATION:

Staff recommends awarding BDO Canada, North Bay the Financial Auditing Services to be provided to NBMCA for the next four fiscal years.



Brian Taylor, Chief Administrative Officer/Secretary Treasurer



Helen Cunningham, Manager, Finance and Human Resources

TO: The Chairman and Members
of the Board of Directors,
North Bay-Mattawa Conservation Authority

ORIGIN: Helen Cunningham, Manager, Financial Services and Human
Resources

DATE: May 27th, 2020

SUBJECT: Budget Update

Background:

Staff are monitoring the 2020 budget very carefully to keep the Board Members up to-date of any potential impact of COVID-19. As Board Members are aware, the North Bay-Mattawa Conservation Authority's (NBMCA) office is closed to the public, but is still carrying on business by way of telephone, email and regular mail. All staff are working from home but coming in periodically, to ensure that services are still being performed.

As the Board Members were informed at the March meeting, that a careful watch of the budget is warranted, this is an update as of April 30th, 2020.

Analysis:

At the end of April the overall total revenues are up approx. 3%, and the overall expenses are down approx. 6.3% as in comparison to this period last year. The revenue increase is mostly attributed to the fees collected in the Septic OBC program and the Section 28 Regulations program. Expenditures are down because of a hold on capital initiatives pending the outcome of the COVID-19 emergency.

Most of the levies and the Capital "ASK" funding has been received, but the Transfer Payment from MNRF has not as of April 30th. Funding from MNRF doesn't typically come in until August or September.

Application was made again this year through Service Canada for summer students wage subsidy. NBMCA has applied for 4 summer labour positions, a Planning and Water Quality Technician position, and a Septic Administrative position for our Parry Sound office. We have not heard if we have approval on these positions as of yet. A decision by management has been made to hire three summer labour positions effective June 1st, as Conservation areas are opened May 16th with the exception of Mattawa Island and washrooms. The other positions are on hold until we know about funding, and until the office is fully staffed again.

The Mattawa River Canoe Race held in July has been cancelled. NBMCA has received 25% of the projected budget in registration fees. Contact has been made to the registries and sponsors, they have agreed for NBMCA to defer this money for next year's Canoe Race. Expenses will not be as high so there shouldn't be too much of an impact to the Outreach budget. Staff will be keeping a careful watch on this budget.

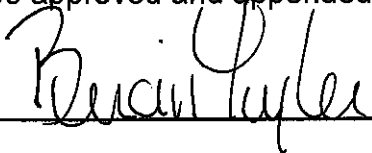
The Natural Classroom is closed and will not be available for rental until further notice. This will impact the revenue in the Outreach program for bookings. Past revenues for bookings have been around \$4,000.

Recommendation:

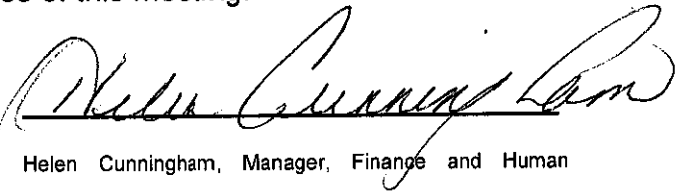
The Chief Administrative Officer is recommending to the Board of Directors that expenditures, between now and the end of the year, be closely monitored.

RECOMMENDED RESOLUTION:

THAT the Board of Directors receives the Budget Update report at April 30, 2020 be approved and appended to the minutes of this meeting.



Brian Tayler, CAO, Secretary-Manager



Helen Cunningham, Manager, Finance and Human Resources

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REVENUES COMPARISON

2020 to 2019

	Jan -April 20 Actuals	Jan -April 19 Actuals	Variance to 2020 Actuals	% of 2019 to 2020	Comments
Income					
3100 · Administration	151,140.35	149,706.99	-1,433.36	99%	
3500 · Watershed Planning	59,765.50	56,183.00	-3,582.50	94%	
3600 · Flood Control	95,165.00	93,500.00	-1,665.00	98%	
3700 · Erosion Control	39,505.00	38,529.00	-976.00	98%	
3800 · Flood Forecasting	67,201.00	65,881.00	-1,320.00	98%	
3900 · Ice Management	10,321.55	11,579.00	1,257.45	112%	
8300 · Capital-Source Water Protection	111,272.39	140,726.88	29,454.49	126%	
3200 · Septics	99,607.50	54,559.18	-45,048.32	55%	
3400 · Section 28 Regulations	6,210.00	5,610.00	-600.00	90%	
4200 · Water Quality	4,640.00	4,545.00	-95.00	98%	
5700 · Outreach	18,004.00	13,138.28	-4,865.72	73%	
5600 · Interpretive Centre	76,262.69	92,581.42	16,318.73	121%	
7000 · Lands & Properties	77,740.00	84,457.46	6,717.46	109%	
8600 · Capital-Lands & Properties	359,161.00	397,395.00	38,234.00	111%	
9700 · Capital-Central Services	57,149.56	50,300.00	-6,849.56	88%	
9800 · Capital-DIA Technical Project	232,706.00	193,060.00	-39,646.00	83%	
9900 · Capital-NBMCA Integrated Watershd Strategy	295,324.00	312,081.00	16,757.00	106%	
107-00 · Capital - Stewardship & Restoration	5,611.77	1,000.00	-4,611.77	18%	
109-00 · Capital-WECI Project 2018/2019	353,414.00	292,573.00	-60,841.00	83%	
Total Income	2,120,201.31	2,057,406.21	-62,795.10	97%	

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EXPENDITURE COMPARISON 2020 to 2019

	Jan -April 20 Actuals	Jan -April 19 Actuals	Variance to 2020 Actuals	% of 2019 to 2020
Expense				
3100 · Administration	91,221.78	99,910.04	8,688.26	109.52%
3500 · Watershed Planning	33,006.56	35,599.69	2,593.13	107.86%
3600 · Flood Control	38,042.16	41,479.45	3,437.29	109.04%
3700 · Erosion Control	18,903.00	19,766.59	863.59	104.57%
3800 · Flood Forecasting	32,825.51	36,964.27	4,138.76	112.61%
3900 · Ice Management	6,804.37	10,752.51	3,948.14	158.02%
8300 · Capital-Source Water Protection	81,592.96	72,678.51	-8,914.45	89.07%
3200 · Septics	221,665.72	229,110.45	7,444.73	103.36%
3400 · Section 28 Regulations	15,382.54	12,271.32	-3,111.22	79.77%
4200 · Water Quality	70.03	529.10	459.07	755.53%
5700 · Outreach	4,845.06	16,934.07	12,089.01	349.51%
5600 · Interpretive Centre	80,869.36	78,500.64	-2,368.72	97.07%
7000 · Lands & Properties	46,691.71	44,920.25	-1,771.46	96.21%
8600 · Capital-Lands & Properties	58,542.50	36,701.68	-21,840.82	62.69%
9700 · Capital-Central Services	8,610.36	12,091.65	3,481.29	140.43%
9800 · Capital-DJA Technical Project	99,647.44	78,797.90	-20,849.54	79.08%
9900 · Capital-NBIMCA Integrated Watershed Strategy	53,048.24	83,318.46	30,270.22	157.06%
107-00 · Capital - Stewardship & Restoration	6,400.54	7,292.02	891.48	113.93%
109-00 · Capital-WECl Project 2015/2016	17,192.96	56,170.07	38,977.11	326.7%
Total Expense	915,362.80	973,788.67	58,425.87	106.38%

NORTH BAY-MATTAWA CONSERVATION AUTHORITY

Profit & Loss Budget vs. Actual

SUMMARY

January through April 2020

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	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Income					
3100 · Administration	280,610.00	151,140.35	-129,469.65	53.86%	
3500 · Watershed Planning	109,585.00	59,765.50	-49,819.50	54.54%	
3600 · Flood Control	139,410.00	95,165.00	-44,245.00	68.26%	
3700 · Erosion Control	56,655.00	39,505.00	-17,150.00	69.73%	
3800 · Flood Forecasting	97,896.00	67,201.00	-30,695.00	68.65%	
3900 · Ice Management	9,650.00	10,321.55	671.55	106.96%	
8300 · Capital-Source Water Protection	205,209.00	111,272.39	-93,936.61	54.22%	
3200 · Septics	738,450.00	99,607.50	-638,842.50	13.49%	
3400 · Section 28 Regulations	49,209.00	6,210.00	-42,999.00	12.62%	
4200 · Water Quality	13,140.00	4,640.00	-8,500.00	35.31%	
5700 · Outreach	39,950.00	18,004.00	-21,946.00	45.07%	
5600 · Interpretive Centre	194,715.00	76,262.69	-118,452.31	39.17%	
7000 · Lands & Properties	115,024.00	77,740.00	-37,284.00	67.59%	
8600 · Capital-Lands & Properties	359,161.00	359,161.00	0.00	100.0%	
9700 · Capital-Central Services	57,240.00	57,149.56	-90.44	99.84%	
9800 · Capital-DIA Technical Project	232,706.00	232,706.00	0.00	100.0%	
9900 · Capital-NBMCA Integrated Watershd Strategy	295,324.00	295,324.00	0.00	100.0%	
107-00 · Capital - Stewardship & Restoration	5,612.00	5,611.77	-0.23	100.0%	
109-00 · Capital-WECI Project 2018/2019	403,051.00	353,414.00	-49,637.00	87.69%	
Total Income	3,402,597.00	2,120,201.31	-1,282,395.69	62.3%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY

Profit & Loss Budget vs. Actual

SUMMARY

January through April 2020

DRAFT

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Expense					
3100 · Administration	280,610.00	91,221.78	-189,388.22	32.51%	
3500 · Watershed Planning	110,680.00	33,006.56	-77,673.44	29.82%	
3600 · Flood Control	139,410.00	38,042.16	-101,367.84	27.29%	
3700 · Erosion Control	56,655.00	18,903.00	-37,752.00	33.37%	
3800 · Flood Forecasting	97,896.00	32,825.51	-65,070.49	33.53%	
3900 · Ice Management	9,650.00	6,804.37	-2,845.63	70.51%	
8300 · Capital-Source Water Protection	205,209.00	81,592.96	-123,616.04	39.76%	
3200 · Septics	738,450.00	221,665.72	-516,784.28	30.02%	
3400 · Section 28 Regulations	49,209.00	15,382.54	-33,826.46	31.26%	
4200 · Water Quality	13,140.00	70.03	-13,069.97	0.53%	
5700 · Outreach	39,950.00	4,845.06	-35,104.94	12.13%	
5600 · Interpretive Centre	194,715.00	80,869.36	-113,845.64	41.53%	
7000 · Lands & Properties	115,024.00	46,691.71	-68,332.29	40.59%	
8600 · Capital-Lands & Properties	359,161.00	58,542.50	-300,618.50	16.3%	
9700 · Capital-Central Services	57,240.00	8,610.36	-48,629.64	15.04%	
9800 · Capital-DIA Technical Project	232,706.00	99,647.44	-133,058.56	42.82%	
9900 · Capital-NEMCA Integrated Watershed S	303,208.00	53,048.24	-250,159.76	17.5%	
107-00 · Capital - Stewardship & Restoration	5,612.00	6,400.54	788.54	114.05%	
109-00 · Capital-WECI Project 2015/2016	403,051.00	17,192.96	-385,858.04	4.27%	
Total Expense	<u>3,411,576.00</u>	<u>915,362.80</u>	<u>-2,496,213.20</u>	<u>26.83%</u>	
Net		<u><u>1,204,838.51</u></u>			

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Administration

January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3101 · A-Transfer Pay'ts MNR	16,020.00	0.00	-16,020.00	0.0%	
3104 · A-General Levy	103,423.00	103,424.00	1.00	100.0%	
3113 · A-Other Revenue	149,167.00	46,087.26	-103,079.74	30.9%	
3114 · A-Interest Earned	12,000.00	1,629.09	-10,370.91	13.58%	
Total Income	280,610.00	151,140.35	-129,469.65	53.86%	
Expense					
3130 · A-Wages Salaried	88,976.00	25,988.18	-62,987.82	29.21%	
3136 · A-Salaried Benefits	24,913.00	8,300.19	-16,612.81	33.32%	
3138 · A-Per Diem	2,500.00	360.00	-2,140.00	14.4%	
3139 · A-Members Mileage	3,500.00	867.00	-2,633.00	24.77%	
3140 · A-Members Expenses	2,100.00	390.55	-1,709.45	18.6%	
3141 · A-Staff Mileage & Expeni	3,000.00	712.79	-2,287.21	23.76%	
3142 · A-Staff Certification & Tr	3,400.00	518.64	-2,881.36	15.25%	
3143 · A-Telephone	6,288.00	2,366.85	-3,931.15	37.58%	
3145 · A-Insurance	8,150.00	9,381.44	1,231.44	115.11%	
3148 · A-Office Supplies	5,963.00	-884.73	-6,847.73	(14.84%)	year end adjustments for 2019/2020 to cover for server and software, computer workstations and internet access and website maintenance costs to SWP
3149 · A-Postage	1,089.00	232.43	-856.57	21.34%	
3150 · A-Equipment Purchase	500.00	0.00	-500.00	0.0%	
3151 · A-Equipment Rental	2,322.00	1,094.86	-1,227.14	47.15%	
3152 · A-Publications & Printing	1,500.00	0.00	-1,500.00	0.0%	
3158 · A-Audit	11,277.00	10,948.36	-328.64	97.09%	
3160 · A-Materials & Supplies	1,922.00	-2,462.53	-13,739.53	(128.12%)	year end adjustments for 2019/2020 to cover for server and software, computer workstations and internet access and website maintenance costs to SWP
3161 · A-Conservation Ont Levy	22,310.00	11,155.00	9,233.00	50.0%	
3162 · A-Services	2,900.00	87.60	-2,812.40	3.02%	
3170 · A-Rent	84,975.00	21,243.75	-63,731.25	25.0%	
3173 · A-Vehicle Gas	400.00	68.87	-331.13	17.22%	
3174 · A-Accounting Services	1,800.00	369.39	-1,430.61	20.52%	
3178 · A-Internal Lease	815.00	483.14	-331.86	59.28%	
3180 · A-Staff Computer Purchases					
3182 · A-Staff Clothing Purchases					
Total Expense	280,610.00	91,221.78	-189,388.22	32.51%	
Net Income	0.00	59,918.57	59,918.57	100.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Watershed Planning
 January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3501 · WP-MNR Transfer Paym	22,690.00	0.00	-22,690.00	0.0%	
3503 · WP-Grants from Others	2,195.00	0.00	-2,195.00	0.0%	
3504 · WP-General Levy	52,700.00	52,700.00	0.00	100.0%	
3506 · WP-Fees	32,000.00	7,065.50	-24,934.50	22.08%	
Total Income	109,585.00	59,765.50	-49,819.50	54.54%	
Expense					
3530 · WP-Wages Salary	79,509.00	24,955.12	-54,553.88	31.39%	
3532 · WP-Seasonal Wages	4,525.00	0.00	3,284.76	172.59%	
3536 · WP-Salaried Benefits	22,986.00	7,809.76	-22,985.10	0.0%	
3541 · WP-Staff Mileage & Expt	1,100.00	0.90	-1,099.10	0.08%	
3542 · WP-Staff Certification &	1,000.00	0.00	-1,000.00	0.0%	
3560 · WP-Materials & Supplies	373.00	0.00	-373.00	0.0%	
3562 · WP-Services	635.00	57.41	-577.59	9.04%	
3578 · WP-Internal Lease	552.00	183.37	-368.63	33.22%	
Total Expense	110,680.00	33,006.56	-77,673.44	29.82%	
Net Income	-1,095.00	26,758.94	27,853.94	(2,443.74%)	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Operation Maintenance of Flood Control Structures
 January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3601 · FC-MNR Transfer Payment	44,245.00	0.00	-44,245.00	0.0%	
3604 · FC-General Levy	95,165.00	95,165.00	0.00	100.0%	
Total Income	<u>139,410.00</u>	<u>95,165.00</u>	<u>-44,245.00</u>	<u>68.26%</u>	
Expense					
3630 · FC-Wages Salary	68,910.00	13,152.30	-55,757.70	19.09%	
3632 · FC-Seasonal Wages	17,895.00	0.00	-17,895.00	0.0%	
3636 · FC-Salaried Benefits	22,158.00	4,463.02	-17,694.98	20.14%	
3644 · FC-Taxes	10,955.00	6,472.26	-4,482.74	59.08%	
3645 · FC-Insurance	10,866.00	12,508.59	1,642.59	115.12%	
3647 · FC-Repairs & Maintenance	900.00	229.63	-670.37	25.51%	
3660 · FC-Material & Supplies	650.00	0.00	-650.00	0.0%	
3662 · FC-Services	2,500.00	0.00	-2,500.00	0.0%	
3672 · FC-Hydro	500.00	137.22	-362.78	27.44%	
3673 · FC-Vehicle Gas	2,200.00	345.62	-1,854.38	15.71%	
3678 · FC-Internal Lease	1,876.00	733.52	-1,142.48	39.1%	
Total Expense	<u>139,410.00</u>	<u>38,042.16</u>	<u>-101,367.84</u>	<u>27.29%</u>	
Net Income	<u>0.00</u>	<u>57,122.84</u>	<u>57,122.84</u>	<u>100.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Erosion Control Maintenance
 January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3701 · EC-MNR Transfer pay	17,150.00	0.00	-17,150.00	0.0%	
3704 · EC-General Levy	39,505.00	39,505.00	0.00	100.0%	
Total Income	<u>56,655.00</u>	<u>39,505.00</u>	<u>-17,150.00</u>	<u>69.73%</u>	
Expense					
3730 · EC-Wages Salary	21,801.00	3,294.23	-18,506.77	15.11%	
3732 · EC-Seasonal Wages	9,761.00	0.00	-9,761.00	0.0%	
3736 · EC-Salaried Benefits	7,666.00	1,202.43	-6,463.57	15.69%	
3744 · EC-Taxes	6,260.00	3,698.47	-2,561.53	59.08%	
3745 · EC-Insurance	8,150.00	9,381.44	1,231.44	115.11%	
3760 · EC-Materials and Supl	350.00	172.22	-177.78	49.21%	
3772 · EC-Hydro	575.00	471.64	-103.36	82.02%	
3773 · EC-Vehicle Gas	767.00	132.42	-634.58	17.27%	
3778 · EC-Internal Lease	1,325.00	550.15	-774.85	41.52%	
Total Expense	<u>56,655.00</u>	<u>18,903.00</u>	<u>-37,752.00</u>	<u>33.37%</u>	
Net Income	<u>0.00</u>	<u>20,602.00</u>	<u>20,602.00</u>	<u>100.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Flood Forecasting
 January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3801 · FF-MNR Transfer Payment	30,695.00	0.00	-30,695.00	0.0%	
3804 · FF-General Levy	67,201.00	67,201.00	0.00	100.0%	
Total Income	<u>97,896.00</u>	<u>67,201.00</u>	<u>-30,695.00</u>	<u>68.65%</u>	
Expense					
3830 · FF-Wages Salary	65,845.00	20,402.44	-45,442.56	30.99%	
3836 · FF-Benefits	18,437.00	6,451.91	-11,985.09	34.99%	
3841 · FF-Staff Mileage & Expenses	950.00	511.86	-438.14	53.88%	
3842 · FF-Staff Certification & Traini	1,500.00	0.00	-1,500.00	0.0%	
3843 · FF-Telephone	6,549.00	2,366.81	-4,182.19	36.14%	
3847 · FF-Repairs & Maintenance	623.00	57.41	-565.59	9.22%	
3853 · FF-Advertising	100.00	0.00	-100.00	0.0%	
3860 · FF-Materials & Supplies	498.00	0.00	-498.00	0.0%	
3862 · FF-Services	2,026.00	2,420.66	394.66	119.48%	
3873 · FF-Vehicle Gas	650.00	131.28	-518.72	20.2%	
3878 · FF-Internal Lease	718.00	483.14	-166.86	74.33%	
Total Expense	<u>97,896.00</u>	<u>32,825.51</u>	<u>32,107.51</u>	<u>33.53%</u>	
Net Income	<u>0.00</u>	<u>34,375.49</u>	<u>34,375.49</u>	<u>100.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Ice Management
 January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3901 · IM-MNR Transfer Payment	2,690.00	3,361.55	671.55	124.97%	
3904 · IM-General Levy	6,960.00	6,960.00	0.00	100.00%	
Total Income	<u>9,650.00</u>	<u>10,321.55</u>	<u>671.55</u>	<u>106.96%</u>	
Expense					
3930 · IM-Wages Salary	3,802.00	4,766.57	964.57	125.37%	
3936 · IM-Salaried Benefits	1,065.00	1,427.24	362.24	134.01%	
3960 · IM-Materials & Supplies	500.00	0.00	-500.00	0.0%	
3962 · IM-Services	4,283.00	610.56	-3,672.44	14.26%	
Total Expense	<u>9,650.00</u>	<u>6,804.37</u>	<u>-2,845.63</u>	<u>70.51%</u>	
Net Income	<u>0.00</u>	<u>3,517.18</u>	<u>3,517.18</u>	<u>100.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Source Protection Planning
 January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
8301 · C-SWP Operat/Transfer Pay'ts MNR	205,209.00	111,272.39	-93,936.61	54.2%	
Total Income	<u>205,209.00</u>	<u>111,272.39</u>	<u>-93,936.61</u>	<u>54.2%</u>	
Expense					
8330 · C-SWP Operat-Wages Salary	118,847.66	41,163.56	-77,684.10	34.6%	
8330 · C-SWP Operat-Wages Contract	0.00	0.00			
8336 · C-SWP-Salaried Benefits	33,277.34	12,616.46	-20,660.88	37.9%	
8338 · C-SWP-Per Diem	8,100.00	1,700.00	-6,400.00	21.0%	
8339 · C-SWP-Members Mileage	1,920.00	281.50	-1,638.50	14.7%	
8340 · C-SWP-Member Expenses	200.00	343.35	143.35	171.7%	
8341 · C-SWP-Staff Mileage & Expenses	1,940.00	0.00	-1,940.00	0.0%	
8343 · C-SWP-Telephone	2,223.00	758.49	-1,464.51	34.1%	
8345 · SWP-Insurance	2,215.00	2,501.72	286.72	112.9%	
8348 · C-SWP-Office Supplies	574.00	387.26	-186.74	67.5%	
8349 · C-SWP-Postage	354.00	30.95	-323.05	8.7%	
8351 · C-SWP-Equipment Rental	766.00	299.90	-466.10	39.2%	
8353 · C-SWP-Advertising & Communicat	300.00	0.00	-300.00	0.0%	
8358 · SWP-Audit	800.00	782.02	-17.98	97.8%	
8360 · C-SWP-Materials & Supplies	1,140.00	2,260.00	1,120.00	198.2%	
8362 · C-SWP-Services	4,230.00	0.00	-4,230.00	0.0%	
8367 · C-SWP Operat-Admin Overhead	9,545.00	8,062.50	-1,482.50	84.5%	
8370 · C-SWP-Rent	14,166.00	3,540.51	-10,625.49	25.0%	
8373 · SWP-Vehicle Gas	360.00	88.79	-271.21	24.7%	
8378 · C-SWP-Internal Lease	4,251.00	6,775.95	2,524.95	159.4%	
Total Expense	<u>205,209.00</u>	<u>81,592.96</u>	<u>-123,616.04</u>	<u>39.8%</u>	
Net Income	<u>0.00</u>	<u>29,679.43</u>	<u>29,679.43</u>	<u>100.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
 Profit & Loss Budget vs. Actual
 Septic OBC
 January through April 2020

	Budget	Jan-April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3203 · S-OBC-Grants from Other	17,000.00	0.00	-17,000.00	0.0%	
3206 · S-OBC-Fees	721,450.00	99,607.50	-621,842.50	13.81%	
3225 · S-OBC-Gain on Disposal of Assets	0.00	0.00	0.00	0.0%	
Total Income	738,450.00	99,607.50	-638,842.50	13.49%	
Expense					
3230 · S-OBC--Wages Salary	376,409.00	114,812.35	-261,596.65	30.5%	
3231 · S-OBC-Wages Contract	73,524.00	13,804.00	-59,720.00	18.78%	
3232 · S-OBC-Wages Seasonal	7,840.00	0.00			
3236 · S-OBC-Salaried Benefits	120,038.00	40,761.72	-79,276.28	33.96%	
3241 · S-OBC-Staff Mileage & Expenses	4,000.00	586.66	-3,413.34	14.67%	
3242 · S-OBC-Staff Certific & Trainin	4,650.00	2,872.49	-1,777.51	61.77%	
3243 · S-OBC-Telephone	14,328.00	3,975.11	-10,352.89	27.74%	
3245 · S-OBC-Insurance	8,150.00	9,381.44	1,231.44	115.11%	
3247 · S-OBC-Repairs & Maintenance	1,293.00	1,859.57	566.57	143.82%	
3248 · S-OBC-Office Supplies	3,537.00	879.69	-2,657.31	24.87%	
3249 · S-OBC-Postage	2,420.00	588.13	-1,851.87	23.48%	
3250 · S-OBC-Equipment Purchases	2,250.00	0.00	-2,250.00	0.0%	
3251 · S-OBC-Equipment Rental	4,135.00	794.93	-3,340.07	19.22%	
3252 · S-OBC-Publications & Printing	1,300.00	0.00	-1,300.00	0.0%	
3254 · S-OBC-Bank Charges	2,500.00	475.00	-2,025.00	19.0%	
3256 · S-OBC-Credit Card Charges	8,400.00	989.63	-7,410.37	11.78%	
3258 · S-OBC-Audit	4,027.00	3,910.13	-116.87	97.1%	
3259 · S-OBC-Legal Services	500.00	0.00	-500.00	0.0%	
3260 · S-OBC-Materials and Supplies	3,200.00	469.46	-2,730.54	14.67%	
3262 · S-OBC-Services	8,000.00	2,129.72	-5,870.28	26.62%	
3270 · S-OBC-Rental Expense	59,070.00	17,328.67	-41,741.33	29.34%	
3273 · S-OBC-Vehicle Gas	9,584.00	586.77	-8,997.23	6.12%	
3278 · OBC- Internal Lease	19,295.00	5,480.25	-13,814.75	28.4%	
Total Expense	738,450.00	221,665.72	-516,784.28	30.02%	
Net Income	0.00	-122,058.22	-122,058.22	100.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
 Profit & Loss Budget vs. Actual
 SECTION 28

REGULATIONS
 January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3406 · RF-Fees	49,209.00	6,210.00	-42,999.00	12.62%	
Total Income	<u>49,209.00</u>	<u>6,210.00</u>	<u>-42,999.00</u>	<u>12.62%</u>	
Expense					
3430 · RF-Wages Salary	34,555.00	10,905.62	-23,649.38	31.56%	
3436 · RF-Salaried Benefits	9,675.00	3,354.00	-6,321.00	34.67%	
3441 · RF-Staff Mileage & Expe	300.00	0.00	-300.00	0.0%	
3442 · RF-StaffCertificat & Trai	1,000.00	0.00	-1,000.00	0.0%	
3449 · RF-Postage	202.00	45.66	-156.34	22.6%	
3459 · RF-Legal Services	481.00	0.00	-481.00	0.0%	
3460 · RF-Materials and Suppli	423.00	0.00	-423.00	0.0%	
3462 · RF-Services	400.00	172.20	-227.80	43.05%	
3473 · RF-Vehicle Gas	350.00	55.11	-294.89	15.75%	
3478 · RF- Internal Lease	1,823.00	849.95	-973.05	46.62%	
Total Expense	<u>49,209.00</u>	<u>15,382.54</u>	<u>-33,826.46</u>	<u>31.26%</u>	
Net Income	<u>0.00</u>	<u>-9,172.54</u>	<u>-9,172.54</u>	<u>100.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Water Quality Monitoring
 January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
4203 - WQ-Grants from Other	8,500.00	0.00	-8,500.00	0.0%	
4204 - WQ-General Levy	4,640.00	4,640.00	0.00	100.0%	
Total Income	<u>13,140.00</u>	<u>4,640.00</u>	<u>-8,500.00</u>	<u>35.31%</u>	
Expense					
4232 - WQ-Wages Seasonal	6,923.00	0.00	-6,923.00	0.0%	
4236 - WQ-Benefits	1,108.00	0.00	-1,108.00	0.0%	
4260 - WQ-Materials & Supplies	1,500.00	0.00	-1,500.00	0.0%	
4262 - WQ-Services	3,059.00	0.00	-3,059.00	0.0%	
4273 - WQ-Vehicle Gas	550.00	70.03	-479.97	12.73%	
Total Expense	<u>13,140.00</u>	<u>70.03</u>	<u>-13,069.97</u>	<u>0.53%</u>	
Net Income	<u>0.00</u>	<u>4,569.97</u>	<u>4,569.97</u>	<u>100.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
 Profit & Loss Budget vs. Actual

Outreach

January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
5703 · OUTREACH-Grants from Others	4,000.00	0.00	-4,000.00	0.0%	
5704 · OUTREACH-General Levy	12,450.00	12,450.00	0.00	100.0%	
5706 · OUTREACH-Fees	10,500.00	2,924.00	-7,576.00	27.85%	
5713 · OUTREACH-Other Revenue	13,000.00	2,630.00	-10,370.00	20.23%	
Total Income	<u>39,950.00</u>	<u>18,004.00</u>	<u>-21,946.00</u>	<u>45.07%</u>	
Expense					
5730 · OUTREACH-Wages Salary	14,142.00	2,487.45	-11,654.55	17.59%	
5731 · OUTREACH-Wages Contract	0.00	0.00	0.00	0.0%	
5732 · OUTREACH-Wages Seasonal	0.00	0.00	0.00	0.0%	
5736 · OUTREACH-Salaried Benefits	3,960.00	800.59	-3,159.41	20.22%	
5741 · OUTREACH-Staff Mileage & Expenses	1,000.00	0.00	-1,000.00	0.0%	
5753 · OUTREACH-Advertising	1,850.00	0.00	-1,850.00	0.0%	
5760 · OUTREACH-Materials & Supplies	7,198.00	508.98	-6,689.02	7.07%	
5762 · OUTREACH-Services	10,000.00	1,048.04	-8,951.96	10.48%	
5764 · OUTREACH-Vehicle Lease	300.00	0.00	-300.00	0.0%	
5766 · OUTREACH-Consulting Services	1,500.00	0.00	-1,500.00	0.0%	
Total Expense	<u>39,950.00</u>	<u>4,845.06</u>	<u>-35,104.94</u>	<u>12.13%</u>	
Net Income	<u>0.00</u>	<u>13,158.94</u>	<u>13,158.94</u>	<u>100.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual

Interpretive Centre
 January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
5609 · IC-Property Rental Internal	141,625.00	35,406.00	-106,219.00	25.0%	
5610 · IC-Property Rental External	46,865.00	40,805.21	-6,059.79	87.07%	
5613 · IC-Other Revenue	6,225.00	51.48	-6,173.52	0.83%	
Total Income	<u>194,715.00</u>	<u>76,262.69</u>	<u>-118,452.31</u>	<u>39.17%</u>	
Expense					
5630 · IC-Wages & Salaries	75,387.00	24,203.83	-51,183.17	32.11%	
5636 · IC-Benefits	21,108.00	7,494.87	-13,613.13	35.51%	
5645 · IC-Insurance	8,693.00	10,006.86	1,313.86	115.11%	
5646 · IC-Natural Gas	10,000.00	4,478.74	-5,521.26	44.79%	
5647 · IC-Repairs & Maintenance	6,500.00	4,874.52	-1,625.48	74.99%	
5655 · IC-Interest Expense	16,000.00	3,955.68	-12,044.32	24.72%	
5660 · IC-Materials & Supplies	4,000.00	1,733.17	-2,266.83	43.33%	
5662 · IC-Services	36,000.00	18,155.84	-17,844.16	50.43%	
5671 · IC-Water	3,500.00	1,269.48	-2,230.52	36.27%	
5672 · IC-Hydro	13,527.00	4,696.37	-8,830.63	34.72%	
Total Expense	<u>194,715.00</u>	<u>80,869.36</u>	<u>-113,845.64</u>	<u>41.53%</u>	
Net Income	<u>0.00</u>	<u>-4,606.67</u>	<u>-4,606.67</u>	<u>100.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
L & P Operations
 January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
7003 · LP-Grants from Others	8,000.00	0.00	-8,000.00	0.0%	
7004 · LP-General Levy	72,930.00	72,930.00	0.00	100.0%	
7007 · LP-Donations	400.00	629.83	229.83	157.46%	
7010 · LP-Property Rent Revenue Extern	20,394.00	4,135.17	-16,258.83	20.28%	
7013 · LP-Property Other Revenue	0.00	45.00	45.00	100.0%	
7020 · LP-Shared Costs Ski Hill	13,300.00	0.00	-13,300.00	0.0%	
Total Income	115,024.00	77,740.00	-37,284.00	67.59%	
Expense					
7030 · LP-Wages Salary	42,249.00	16,889.41	-25,359.59	39.98%	
7032 · LP-Seasonal Wages	4,880.00	0.00	-4,880.00	0.0%	
7036 · LP-Salaried Benefits	12,611.00	5,158.47	-7,452.53	40.91%	
7044 · LP-Taxes	14,065.00	8,321.48	-5,763.52	59.08%	
7045 · LP-Insurance	8,150.00	9,381.43	1,231.43	115.11%	
7047 · LP-Repairs & Maintenance	2,692.00	293.62	-2,398.38	10.91%	
7050 · LP-Shared Costs with Ski Hill	8,500.00	2,719.90	-5,780.10	32.0%	
7052 · LP-Publishing & Printing	2,000.00	0.00	-2,000.00	0.0%	
7060 · LP-Materials & Supplies	9,500.00	2,236.69	-7,263.31	23.54%	
7062 · LP-Services	6,500.00	820.21	-5,679.79	12.62%	
7073 · LP-Vehicle Gas	2,200.00	320.35	-1,879.65	14.56%	
7078 · LP-TCA Internal Lease	1,657.00	550.15	-1,106.85	33.2%	
Total Expense	115,024.00	46,691.71	-68,332.29	40.59%	
Net Income	0.00	31,048.29	31,048.29	100.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
 Profit & Loss Budget vs. Actual for
 Lands and Properties Capital
 CA's Trails
 January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
8604 · L&P Capital-General Levy	125,257.00	217,342.00	92,085.00	173.52%	
8605 · L&P Capital-Special Levy	141,819.00	141,819.00	0.00	100.0%	
8613 · C-L&P-Other Revenue	92,085.00	0.00	-92,085.00	0.0%	
Total Income	359,161.00	359,161.00	0.00	100.0%	
Expense					
8630 · C-L&P-Wages Salary	71,802.00	25,687.32	-46,114.68	35.78%	
8636 · C-L&P-Salaried Benefits	19,921.00	7,535.70	-12,385.30	37.83%	
8641 · C-L&P-Staff mileage & Expenses	2,500.00	150.00	-2,350.00	6.0%	
8650 · C-L&P-Equipment Purchase -TCA	5,000.00	11,998.28	6,998.28	239.97%	
8660 · C-L&P-Materials & Supplies	98,500.00	391.06	-98,108.94	0.4%	
8662 · C-L&P-Services	107,260.00	229.63	-107,030.37	0.21%	
8666 · C-L&P-Consulting Services	4,000.00	0.00	-4,000.00	0.0%	
8667 · C-L&P-Admin Overhead	48,074.00	12,018.42	-36,055.58	25.0%	
8673 · C-L&P-Vehicle Gas	1,000.00	165.31	-834.69	16.53%	
8678 · C-L&P-Internal Lease	1,104.00	366.78	-737.22	33.22%	
Total Expense	359,161.00	58,542.50	-300,618.50	16.3%	
Net Income	0.00	300,618.50	300,618.50	100.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Central Services
January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
9704 · CS-General Levy	50,990.00	50,990.00	0.00	100.0%	
9734 · CS-Other Revenue	6,250.00	6,159.56			
Total Income	<u>57,240.00</u>	<u>57,149.56</u>	<u>-90.44</u>	<u>99.84%</u>	
Expense					
9730 · CS-Wages & Salaries	16,495.00	4,733.61	-11,761.39	28.7%	
9736 · CS-Salaried Benefits	4,619.00	1,476.18	-3,142.82	31.96%	
9750 · CS-Equipment purchase	8,080.00	0.00	-8,080.00	0.0%	
9762 · CS-Services	15,500.00	488.44	-15,011.56	3.15%	
9766 · CS-Consulting Services	4,896.00	0.00	-4,896.00	0.0%	
9767 · CS-Admin Overhead	7,650.00	1,912.13	-5,737.87	25.0%	
Total Expense	<u>57,240.00</u>	<u>8,610.36</u>	<u>-48,629.64</u>	<u>15.04%</u>	
Net Income	<u>0.00</u>	<u>48,539.20</u>	<u>48,539.20</u>	<u>100.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
DIA Technical Services
January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
9804 · DIA Tech-General Levy	141,456.00	141,456.00	0.00	100.0%	
9813 · DIA Tech-Other Revenue	91,250.00	91,250.00	0.00	100.0%	
Total Income	<u>232,706.00</u>	<u>232,706.00</u>	<u>0.00</u>	<u>100.0%</u>	
Expense					
9830 · DIA Tech-Salaried Wages	62,855.00	13,134.75	-49,720.25	20.9%	
9836 · DIA Tech-Salaried Benefits	17,599.00	4,355.76	-13,243.24	24.75%	
9841 · DIA Tech-Staff Mileage & Expenses	1,500.00	289.66	-1,210.34	19.31%	
9842 · DIA Tech-Staff Certification & Training	2,200.00	0.00	-2,200.00	0.0%	
9850 · DIA Tech-Equipment Purchases	4,500.00	0.00	-4,500.00	0.0%	
9852 · DIA Tech-Publications & Printing	1,500.00	0.00	-1,500.00	0.0%	
9860 · DIA Tech-Materials and Supplies	500.00	0.00	-500.00	0.0%	
9862 · DIA Tech-Services	3,500.00	351.08	-3,148.92	10.03%	
9865 · DIA Tech-Secondments		14,565.38	14,565.38	100.0%	
9866 · DIA Tech-Consulting Services	117,332.00	61,646.21	-55,685.79	52.54%	
9867 · DIA Tech-Admin Overhead	21,220.00	5,304.60	-15,915.40	25.0%	
Total Expense	<u>232,706.00</u>	<u>99,647.44</u>	<u>-133,058.56</u>	<u>42.82%</u>	
Net Income	<u>0.00</u>	<u>133,058.56</u>	<u>133,058.56</u>	<u>100.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
NBMCA Integrated Watershed Management
January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
9904 · NBMCA Watershd Plan-General Levy	39,237.00	39,237.00	0.00	100.0%	
9905 · NBMCA Watershd Plan-Special Levy	220,890.00	256,087.00	35,197.00	115.93%	
9913 · NBMCA Watershd Plan-Other Revenue	35,197.00	0.00	-35,197.00	0.0%	
Total Income	<u>295,324.00</u>	<u>295,324.00</u>	<u>0.00</u>	<u>100.0%</u>	
Expense					
9930 · NBMCA Watershd Plan-Salaried Wages	157,702.00	30,616.38	-127,085.62	19.41%	
9931 · NBMCA Watershd Plan-Contract Wages	0.00	0.00	0.00	0.0%	
9932 · NBMCA Watershd Plan-Seasonal Wages	0.00	0.00	0.00	0.0%	
9936 · NBMCA Watershd Plan-Salaried Benefits	39,648.00	9,677.10	-29,970.90	24.41%	
9942 · NBMCA Watershd Plan-Staff Certif & Train	500.00	0.00	-500.00	0.0%	
9950 · NBMCA Watershd Plan-TCA Purchase	1,000.00	0.00	-1,000.00	0.0%	
9951 · NBMCA Watershd Plan-Equipment Rental	20,000.00	0.00	-20,000.00	0.0%	
9953 · NBMCA Watershd Plan-Advertising	1,400.00	0.00	-1,400.00	0.0%	
9960 · NBMCA Watershd Plan-Materials & Supply	2,200.00	0.00	-2,200.00	0.0%	
9962 · NBMCA Watershd Plan-Services	8,700.00	3,000.00	-5,700.00	34.48%	
9966 · NBMCA Watershd Plan-Consulting Services	33,038.00	0.00	-33,038.00	0.0%	
9967 · NBMCA Watershd Plan-Admin Overhead	39,020.00	9,754.76	-29,265.24	25.0%	
Total Expense	<u>303,208.00</u>	<u>53,048.24</u>	<u>-250,159.76</u>	<u>17.5%</u>	
Net Income	<u>-7,884.00</u>	<u>242,275.76</u>	<u>250,159.76</u>	<u>(3,073.01%)</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
WECI 2015/2016
January through April 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
109-01 · WECI Project 2020/2021-Transfer Pay't	0.00	0.00	0.00	0.0%	
109-04 · WECI Project 2020/2021-General Levy	151,000.00	151,000.00	0.00	100.0%	
109-04 · WECI Project 2020/2021-Special Levy					
109-13 · WECI Project 2020/2021-Other Revenue	252,051.00	202,414.00	-49,637.00	80.31%	returning surplus funding from MNRF for WECI Transfer Payment 2019/2020 not spent
Total Income	<u>403,051.00</u>	<u>353,414.00</u>	<u>-49,637.00</u>	<u>87.69%</u>	
Expense					
109-30 · WECI Project 2020/2021-Salaried Wages	18,753.00	6,336.81	-12,416.19	33.79%	
109-36 · WECI Project 2020/2021-Benefits	5,251.00	1,877.05	-3,373.95	35.75%	
109-47 · WECI Project 2020/2021-Repair & Maint	330,000.00	0.00	-330,000.00	0.0%	
109-66 · WECI Project 2020/2021-Consult Service	26,015.00	3,221.12	-22,793.88	12.38%	
109-67 · WECI Project 2020/2021-Admin Overhea	23,032.00	5,757.98	-17,274.02	25.0%	
Total Expense	<u>403,051.00</u>	<u>17,192.96</u>	<u>-385,858.04</u>	<u>4.27%</u>	
Net Income	<u>0.00</u>	<u>336,221.04</u>	<u>336,221.04</u>	<u>100.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY

Profit & Loss Budget vs. Actual

LSHSC CAPITAL ASSET

January to March 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
112-13 - LSHSC Capital - Other Revenue	65,000.00	65,000.00	0.00	100.0%	
Total Income	<u>65,000.00</u>	<u>65,000.00</u>	<u>0.00</u>	<u>100.0%</u>	
Other Income/Expense					
Other Expense					
112-50 - LSHSC Capital - TCA Purchases	65,000.00	0.00	-65,000.00	0.0%	
Total Other Expense	<u>65,000.00</u>	<u>0.00</u>	<u>-65,000.00</u>	<u>0.0%</u>	
Net Income	<u>0.00</u>	<u>65,000.00</u>	<u>65,000.00</u>	<u>100.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
LSHSC OPERATING RESERVE FUNDS
 January to March 2020

	Budget	Jan -April 20 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
114-13 · LSHSC Operating Funds Reserve	60,000.00	60,000.00	0.00	100.0%	
Total Income	<u>60,000.00</u>	<u>60,000.00</u>	<u>0.00</u>	<u>100.0%</u>	
Gross Profit					
Expense					
114-60 · LSHSC Op Reserve-Mat & Supplies	60,000.00	0.00	-60,000.00	0.0%	
Total Expense	<u>60,000.00</u>	<u>0.00</u>	<u>-60,000.00</u>	<u>0.0%</u>	
Net Income	<u>0.00</u>	<u>60,000.00</u>	<u>60,000.00</u>	<u>100.0%</u>	

TO: The Chairman and Members
of the Board of Directors,
North Bay-Mattawa Conservation Authority

ORIGIN: CAO, Secretary Treasurer
Manager, Finance and Human Resources

DATE: **May 21, 2020**

SUBJECT: Operating Reserve and Loan Approval Requests from Laurention Ski Hill
Snowboarding Club (LSHSC)

Background:

The Conservation Authority holds two reserve accounts for the LSHSC. One is to assist with operational expenses and the other is to help with NBMCA owned Capital asset expenses. We have received the attached letter requesting \$28,000 from the operating reserve to cover expenses over the summer season until revenue starts coming in this fall.

We received a second letter (attached) requesting NBMCA Board approval to allow LSHSC to apply for a loan through the Canada Emergency Business Account, provided by the Government of Canada. It's my understanding the loan will be in the amount of \$40,000. The operating agreement we have with LSHSC prevents the Club from borrowing without NBMCA approval.

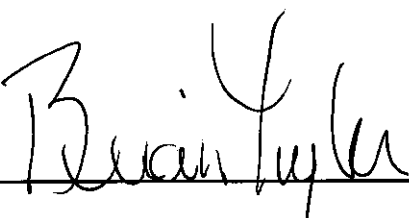
Analysis:

The operating reserve currently has \$76,392.00 in the account meaning the request for operating funds can be accommodated. Last year the Board approved a similar release of funds to assist with the summer operations and to cover an operating debt. This year's request is not to cover an operating deficit, simply to provide bridge funding. It seems the LSHSC came in with a modest surplus despite the COVID-19 situation. The audit will confirm if this is the situation in the next few months.

The request to access the loan seems reasonable. Their operations did take a hit with the early closing of the ski hill. The loan will provide some needed additional cash flow. The challenge will be to repay the loan by the deadline date of December 31, 2022.

Recommendation:

Staff is recommending that the Board approve the both requests.



Brian Tayler, CAO Secretary Treasurer

May 21, 2020

North Bay-Mattawa Conservation Authority
15 Janey Avenue
North Bay ON
P1C 1N1

Attention: Brian Tayler

Dear Brian,

Laurentian Ski Hill Snowboarding Club (LSH) is requesting funds from the operating account held by North Bay-Mattawa Conservation Authority.

Our calculations show an approximate 60% loss in revenue over the period of March 2020. This loss has a significant impact to our current operating budget.

The board is requesting \$28,000 from the operating account to meet our immediate operational needs for summer 2020.

This request will allow LSH to proceed with summer wages, alterations to the new run to bring it line with a "green run", chair lift maintenance, Snowmax purchase and utilities.

We would be pleased to share a detailed budget breakdown if required.

If you have any questions or concerns, please feel free to contact me directly.

Sincerely,

John Strang
President
LSH Board of Directors