

**North Bay-Mattawa Conservation Authority
Members Meeting for November 12, 2025
at 4:00 pm IN PERSON AND via ZOOM
NBMCA's Marc Charron Boardroom
15 Janey Avenue, North Bay, Ontario**

AGENDA

Procedural Matters

1. Acknowledgement of Indigenous Traditional and Treaty Lands
2. Declaration of Conflicts of Interest
3. Approval of the Agenda
4. Adoption of Previous Minutes of October 8, 2025
5. Correspondence
6. Delegations
 - 6.1. June Keevil
7. Staff recognition
8. Position of Chair

Business Reports

9. OSS Q3 Summary – Report No. 2025-OSS-01 – Page 6
10. Planning Q3 Summary – Page 8
11. Eau Claire Gorge Verbal Update
12. Board Renumeration Report – Page 10
13. Q3 Financial Report – Page 13
14. Draft Budget 2026 – Page 23

Other Business

15. Closed meeting
 - 15.1 Adoption of Minutes from Closed Meeting of October 8, 2025
 - 15.2, 15.3, 15.4, Client privilege including communications necessary for that purpose and personnel matters about identifiable individuals.
 - 15.5 – Property matter
16. New Business
17. Adjournment

<https://zoom.us/j/96876924094?pwd=wLdXvoQoaoXwQ4EjuY2zeaTQN1N8c4.1>

Meeting ID: 968 7692 4094

Passcode: 370257

North Bay-Mattawa Conservation Authority

Board of Director's Meeting

Board of Director's Meeting No. BOD-10-25

November 12, 2025

15 Janey Avenue, North Bay, ON P1C 1N1 and hybrid

Meeting Minutes

Member(s) Present

Bonfield, Township of
Callander, Municipality of
Calvin, Township of
East Ferris, Municipality of
Mattawa, Town of
Mattawan, Municipality of
North Bay, City of
North Bay, City of
Papineau Cameron, Township of
Powassan, Municipality of

Steve Featherstone
Grant McMartin
Bill Moreton
Lauren Rooyakkers
Loren Mick
Michelle Lahaye
Peter Chirico
Lana Mitchell
Shelley Belanger
Dave Britton

Member(s) Absent

Chisholm, Township of
North Bay, City of

Nunzio Scarfone
Chris Mayne

Also Present

Manager, Finance
Water Resources Specialist
Planning & Development Officer
CBO, Manager, OSS Program
Manager, DWSP
Guest - Zoom

Aaron Lougheed
Angela Mills
Hannah Wolfram
Kris Rivard
Liza Vandermeer
Rod Bilz

1. Acknowledgement of Indigenous Traditional and Treaty Lands

The meeting was called to order at 4:03 pm, and the acknowledgement of Indigenous Traditional and Treaty Lands was read by Lana Mitchell.

2. Declaration of Pecuniary Interest

None Declared

3. Adoption of Agenda

Resolution #106-25

Moved by Loren Mick

Seconded by Grant McMartin

THAT the Agenda for the November 12, 2025 meeting of the Board of Directors be approved as amended. **Carried**

Additions: New Business – Low water update

4. Adoption of Previous Minutes of October 8, 2025

Resolution #107-25

Moved by Bill Moreton

Seconded by Lauren Rooyakkers

THAT the minutes of October 8, 2025 meeting be approved as amended and adjusted on website. **Carried**

5. Correspondence

None presented.

6. Delegations

- 6.1 June Keevil – Introduced by Dave Britton, presentation on beavers. June spoke about beaver wetlands and wildfires, infrastructure and water retention, new growth and recovery of vegetation, strategy to partner with wildlife, education and sharing of habitat creation. Lana thanked June for her presentation on behalf of NBMCA.

7. Staff Recognition

Layne Duquette, Lead Hand – CAO, Township of Clavin shared with Bill that Layne conducts himself in a professional manner and the support Layne provided to the contractor that worked on the road to Eau Claire Gorge Conservation Area and getting the Conservation Area open.

Derek Airdrie, OSS Inspector – Nipissing Township resident sent an email to say how professional, courteous and helpful Derek was during the process of the resident obtaining his septic permit.

8. Position of Chair

Resolution #108-25

Moved by Loren Mick

Seconded by Lauren Rooyakkers

THAT the election of a Chair for NBMCA's Board of Directors be deferred until January 2026 and the implementation committee continue until election in January 2026. **Carried**

9. Low Water Advisory Update

Angela Mills, Water Resources Specialist - Angela advised that at the end of October, we retained the Level II Low Water Condition. Conditions are improving. Precipitation in October was 74% of normal, bringing 3-month total precipitation to 54% normal.

Month to date, November has reported 40.6 mm, which is 42% normal so far in November. Another 22 mm would bring it to a Level I condition, and 86 mm would bring us out of low water conditions.

Members thanked Angela for the update.

10. OSS Q3 Summary – Report No. 2025-OSS-01

Kris Rivard, CBO, Manager, OSS - Kris mentioned that the totals are slightly lower than previous years. Staff are closing out as many permits as possible. Staff are always working to ensure consistency, meeting guidelines and improve processes.

Members thanked Kris for the report and appended to the minutes.

11.Planning Q3 Summary

Hannah Wolfram, Planning & Development Officer – Conservation Authorities are responsible for commenting on natural hazards, with changes the totals are lower than previous years. Comments are provided when requested, 63 planning letters to date. Work with CNB Dart Committee, one table consultation. Members thanked Hannah for the report and appended to the minutes.

12.Eau Claire Gorge Conservation Area – verbal update

Aaron Lougheed, Manager, Finance – Aaron advised that the work is now completed and the Conservation Area is open, and the opening will be extended. The job went through insurance.

13.Board Renumeration Report

Resolution #109-25

Moved by Grant McMartin

Seconded by Shelley Belanger

THAT NBMCA post to its website the Board Renumeration for the 2023 and 2024 fiscal years and each year hence forth in January of the following year.

Carried

14.Q3 Financial Report

Resolution #110-25

Moved by Bill Moreton

Seconded by Loren Mick

THAT Members receive the Q3 Financial Update Report for information and append to the minutes of this meeting. **Carried**

15.Draft Budget 2026

Resolution #111-25

Moved by Bill Moreton

Seconded by Dave Britton

THAT the draft budget be approved for 30-day consultation period required under the Conservation Authorities Act for 2026. **Carried**

16.Closed Meeting

Resolution #112-25

Moved by Loren Mick

Seconded by Lauren Rooyakkers

THAT the meeting moves into a closed session to discuss client privileges including communications necessary for that purpose and personnel matters about identifiable individuals. **Carried**

Resolution #118-25

Moved by Dave Britton

Seconded by Bill Moreton

THAT the meeting moves out of the closed session and back into an open meeting at 7:08 pm. **Carried**

17.New Business

None reported.

18.Adjournment

Resolution #119-25

Moved by Bill Moreton

Seconded by Lauren Rooyakkers

THAT the meeting be adjourned at 7:19 pm and the next meeting be held on Wednesday December 10, 2025, or at the call of the Chair. **Carried**

X

Lana Mitchell
Acting Chair

To: The Chairperson and Members of the Board of Directors

Origin: Kristopher Rivard, CBO, Manager, OSS

Date: November 12, 2025

Report#/Subject: Report No. 2025-OSS-01
On-site Sewage System Program
January to September 2025

Background:

Table 1: Summary of the OSS Program - 2021-2024

Permits/Inspections	2021	2022	2023	2024
Permits Received	1119	910	770	711
Complaints/Concerns Addressed	24	12	19	47
Legal Inquiries	355	383	235	335
Expansion/Renovation Files Reviewed	175	158	177	148
Inspections (First)	1087	880	775	693
Inspections (Second)	880	815	768	678
Inspections (Third)	819	854	996	798
Inspections (Mandatory Maintenance)	202	110	96	104

Analysis:

Table 2: Summary of permits issued from January to September 2025

Permits/Inspections	Q1	Q2	Q3	Q4	Total
Permits Received	33	243	257		533
Complaints/Concerns Addressed	1	5	3		9+22*
Legal Inquiries	40	117	78		235
Expansion/Renovation Files Reviewed	28	53	38		119
Inspections (First)	30	209	251		490
Inspections (Second)	10	123	264		397
Inspections (Third)	68	189	244		501

Inspections (Mandatory Maintenance)	0	0	8*		8*
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Recommendation/Recommended Resolution:

That the Board receive for information only, Board Report No. 2025-OSS-01
On-site Sewage System Permits – January to September 2025 Summary.

Reviewed by:

Management Team

To: The Chairperson and Members of the Board of Directors

Origin: Hannah Wolfram, Planning & Development Officer

Date: November 12, 2025

Subject: Planning and Development Activity – Q1, Q2, & Q3 2025 Review

Background:

The following report outlines commenting activity as part of NBMCA's provincially delegated responsibility for natural hazards policies and Part 8 (Sewage Systems) of the Ontario Building Code (OBC) for the period of February 12, 2025 to September 30, 2025.

The purpose of this report is to track activity levels, identify trends in planning and development review, and assess NBMCA's capacity to meet municipal and provincial expectations under delegated responsibilities. This tracking supports performance measurement, resource allocation, and transparency in NBMCA's role in supporting safe and sustainable community growth within our watershed jurisdiction.

Plan Review Analysis

Planning activity amongst our member municipalities appears to be trending lower than previous years. While total numbers for 2024 remain incomplete, early 2025 data indicate a steady volume of planning letter requests compared to the same period in 2023, with a decrease in the third quarter that may be attributed to timing of municipal file submissions or project phasing.

Table 1: Annual Planning Letters Developed with 2025 Quarterly Breakdown.

Year	2021	2022	2023	2024	2025 Q1 & Q2	2025 Q3	2025 Q4	2025 Total
Planning Letters	257	166	189	unknown	41	22		

Notes:

- The 2024 total is unavailable due to incomplete reporting data.
- Seasonal fluctuations are expected, with Q2 and Q3 typically representing the highest period of development review activity.

Recommendation/Recommended Resolution:

That the board members receive this report for information only; no resolution is required.

Reviewed by:

Paula Loranger, Community Relations Coordinator

To: The Chairperson and Members of the Board of Directors

Origin: Aaron Lougheed, Finance Manager

Date: November 12, 2025

Subject: Board Renumeration for 2023, 2024, and 2025 YTD

Background:

In following with best practices of local organizations and to foster openness and transparency with the communities served by the NBMCA the following report on Board Renumeration has been drafted for the boards consideration to post on the NBMCA website.

Analysis:

North Bay-Mattawa Conservation Authority						
Board Expenses						
For the Period January 1, 2023 to December 31, 2023						
Board Member	Municipality	Meetings Attended	Expenses	Per Diems and Mileage	Honourarium	Total Expenses
Peter Chirico	North Bay	12	-	-	-	-
Lana Mitchell	North Bay	15	-	-	-	-
Chris Mayne	North Bay	11	-	-	-	-
Irene Smit	Callander	14	-	974.80	-	974.80
Bill Moreton	Calvin	9	-	857.76	-	857.76
Michelle Lahaye	Mattawan	16	-	1,768.50	-	1,768.50
Dave Britton	Powassan	14	2,796.17	1,474.40	2,500.00	6,770.57
Steve Featherstone	Bonfield	12	-	845.65	-	845.65
Steve Trahan	East Ferris	10	-	701.60	-	701.60
Nunzio Scarfone	Chisholm	9	-	704.30	-	704.30
Shelley Belanger	Papineau-Cameron	14	-	1,536.00	-	1,536.00
Loren Mick	Mattawa	8	-	788.48	-	788.48
Total			2,796.17	9,651.49	2,500.00	14,947.66

North Bay-Mattawa Conservation Authority						
Board Expenses						
For the Period January 1, 2024 to December 31, 2024						
Board Member	Municipality	Meetings Attended	Expenses	Per Diems and Mileage	Honourarium	Total Expenses
Peter Chirico	North Bay	15	-	-	-	-
Lana Mitchell	North Bay	14	-	-	-	-
Chris Mayne	North Bay	6	-	-	-	-
Grant McMartin	Callander	11	-	-	-	-
Irene Smit	Callander	2	-	104.40	-	104.40
Bill Moreton	Calvin	14	-	1,194.40	-	1,194.40
Michelle Lahaye	Mattawan	17	2,144.90	1,973.99	1,666.67	5,785.56
Dave Britton	Powassan	14	-	1,054.58	-	1,054.58
Steve Featherstone	Bonfield	13	-	947.61	-	947.61
Steve Trahan	East Ferris	11	-	611.41	-	611.41
Nunzio Scarfone	Chisholm	10	-	831.88	-	831.88
Shelley Belanger	Papineau-Cameron	15	500.00	1,426.25	833.33	2,759.58
Loren Mick	Mattawa	12	-	950.92	-	950.92
Total			2,644.90	9,095.44	2,500.00	14,240.34

North Bay-Mattawa Conservation Authority						
Board Expenses						
For the Period January 1, 2025 to date						
Board Member	Municipality	Meetings Attended	Expenses	Per Diems and Mileage	Honourarium	Total Expenses
Peter Chirico	North Bay	23	-	-	-	-
Lana Mitchell	North Bay	24	-	-	-	-
Chris Mayne	North Bay	4	-	-	-	-
Grant McMartin	Callander	6	-	-	-	-
Michelle Lahaye	Mattawan	10	3,606.14	1,393.00	-	4,999.14
Dave Britton	Powassan	8	-	696.98	-	696.98
Bill Moreton	Calvin	23	-	2,383.39	-	2,383.39
Steve Featherstone	Bonfield	7	-	351.36	-	351.36
Steve Trahan	East Ferris	4	-	631.36	-	631.36
Lauren Rooyakkers	East Ferris	4	-	160.00	-	160.00
Nunzio Scarfone	Chisholm	5	-	465.35	-	465.35
Shelley Belanger	Papineau-Cameron	13	-	1,380.10	-	1,380.10
Loren Mick	Mattawa	4	-	473.54	-	473.54
Total			3,606.14	7,935.08	-	11,541.22

Recommendation/Recommended Resolution:

THAT the NBMCA post to its website the Board Renumeration for the 2023 and 2024 fiscal years and each year henceforth in January of the following year.

2025 Q3 Financial Update and Forecast

Board of Directors
November 12, 2025

Aaron Lougheed
Finance Manager



“Leaders in Watershed Management”

Executive Summary

1. Surplus on September 30th is \$13,108.
2. Progress on many budgeted projects are at or near completion.
3. Forecast Deficit for year-end with a slight surplus after taking into consideration Reserve draws.
4. Reserve Activity in line with 2025 budget.



Third Quarter Highlights



1. Both Revenue and Expenses are trending lower than budgeted through Q3 with a small net income as of Sept. 30th.
2. The Septic Program revenue was up in Q3 compared to the 1st and 2nd Quarters resulting in a health net income moving into the 4th Quarter.
3. Significant spending seen in Corporate Services Capital as budgeted projects were completed over the summer, including repairs to the solar panels, HVAC and Boiler Upgrades, and Window Replacement.



Year to Date Profit Comparison



	Prorated YTD			2024 YTD	Change to
	2025 Budget	Budget	YTD Actual	Actual	LYTD %
Income					
3100 · Corporate Services	1,138,300	853,725	755,833	847,328	-11%
9700 · Corporate Services Capital	205,987	154,490	0	0	0%
3500 · Planning and Regulations	174,480	130,860	149,679	254,872	-41%
3600 · Water Resources Management (WRM)	502,068	376,551	442,068	758,102	-42%
8300 · Source Water Protection	212,002	159,002	60,000	142,184	-58%
3200 · On-site Sewage System Program	960,365	720,274	616,096	744,321	-17%
6100 · Watershed Support Programs	37,500	28,125	33,260	44,508	-25%
6200 · Watershed Support Programs Capital	0	0	0	0	0%
6400 · Watershed Municipal Programs	12,000	9,000	12,000	23,197	-48%
7000 · Lands & Properties	508,324	381,243	504,040	510,016	-1%
8600 · Lands & Properties Capital	80,000	60,000	80,000	261,485	-69%
109-00 · WRM Capital	217,983	163,487	17,983	252,374	-93%
112-00 · LSHSC CAPITAL	65,000	48,750	65,000	51,497	26%
114-00 · LSHSC OPERATING	60,000	45,000	165,000	260,010	-37%
Total Income	4,174,009	3,130,507	2,900,959	4,149,894	-30%



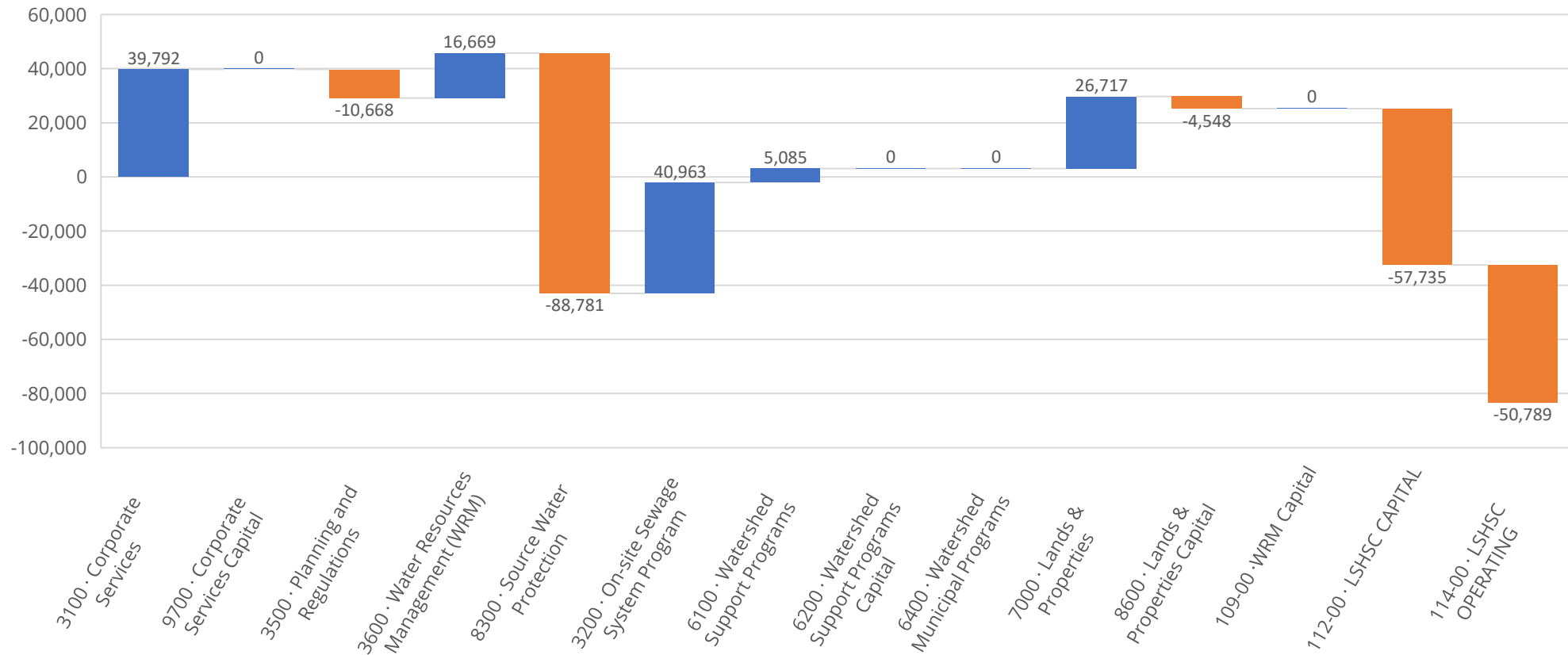
Year to Date Expense Comparison

Expense	Prorated YTD			2024 YTD	Change to
	2025 Budget	Budget	YTD Actual	Actual	LYTD %
3100 · Corporate Services	1,138,300	853,725	859,128	867,856	-1%
9700 · Corporate Services Capital	205,987	154,490	148,192	5,608	2543%
3500 · Planning and Regulations	174,480	130,860	105,999	260,243	-59%
3600 · Water Resources Management (WRM)	502,068	376,551	284,062	543,168	-48%
8300 · Source Water Protection	212,002	159,002	150,366	108,855	38%
3200 · On-site Sewage System Program	960,365	720,274	518,707	725,058	-28%
6100 · Watershed Support Programs	37,500	28,125	24,213	35,749	-32%
6200 · Watershed Support Programs Capital	0	0	0	0	0%
6400 · Watershed Municipal Programs	12,000	9,000	12,000	19,326	-38%
7000 · Lands & Properties	508,324	381,243	356,261	326,669	9%
8600 · Lands & Properties Capital	80,000	60,000	41,656	27,417	52%
109-00 · WRM Capital	217,983	163,487	53,007	95,159	-44%
112-00 · LSHSC CAPITAL	65,000	48,750	118,469	78,665	51%
114-00 · LSHSC OPERATING	60,000	45,000	215,789	253,760	-15%
Total Expense	4,174,009	3,130,507	2,887,850	3,347,532	-14%
Net Ordinary Income	0	0	13,108	802,361	-98%



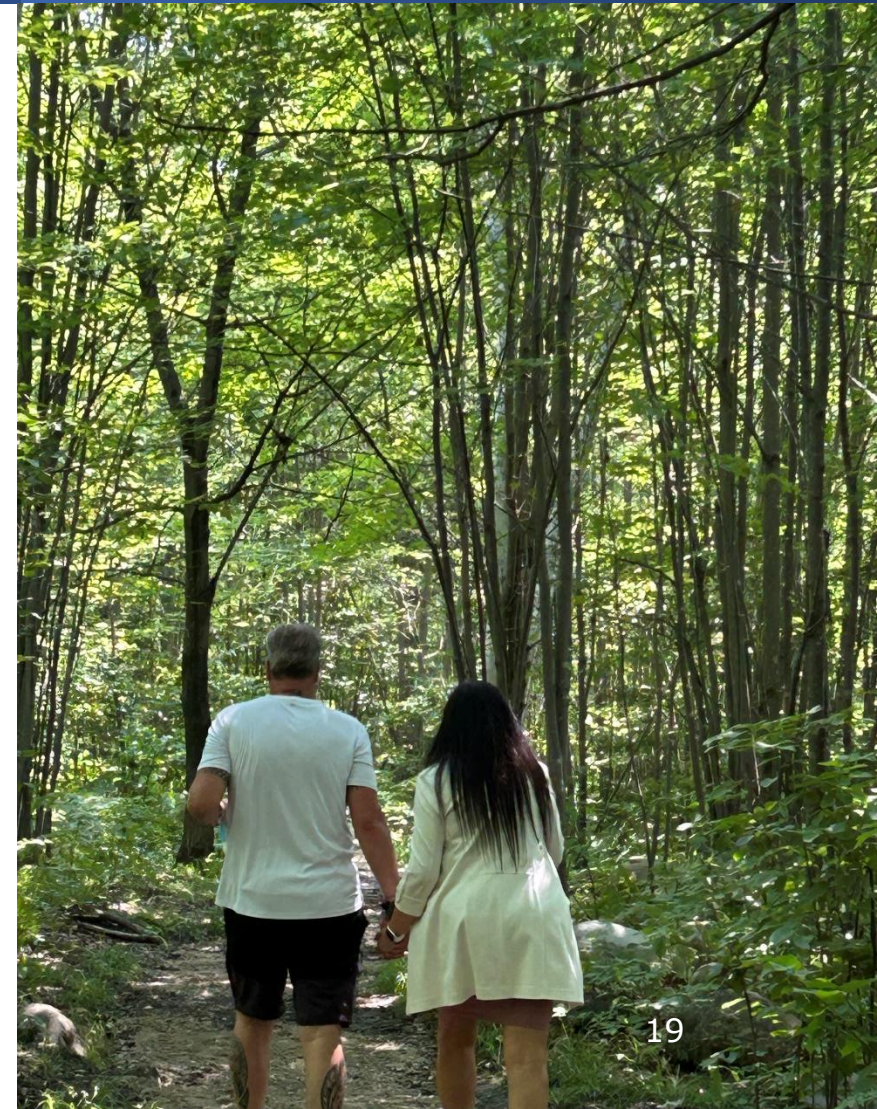
Year to Date Annual Surplus

Actual Surplus by Department
NBMCA - YTD September 30, 2025



Projected Revenue and Expenses by Program

Program	Projected Revenue	Projected Expenses	Projected Surplus
3100 · Corporate Services	1,080,294	1,040,522	39,772
9700 · Corporate Services Capital	168,861	168,861	0
3500 · Planning and Regulations	154,480	165,148	-10,668
3600 · Water Resources Management (WRM)	442,068	405,399	36,669
8300 · Source Water Protection	129,411	218,192	-88,781
3200 · On-site Sewage System Program	847,000	806,037	40,963
6100 · Watershed Support Programs	33,260	28,175	5,085
6200 · Watershed Support Programs Capital	0	0	0
6400 · Watershed Municipal Programs	12,000	12,000	0
7000 · Lands & Properties	508,702	481,985	26,717
8600 · Lands & Properties Capital	80,000	84,548	-4,548
109-00 · WRM Capital	75,566	75,566	0
112-00 · LSHSC CAPITAL	65,000	122,735	-57,735
114-00 · LSHSC OPERATING	165,000	215,789	-50,789
Total	3,761,642	3,824,957	-63,315



Forecasted Reserve Activity for 2025



Reserve Status and Deferred Revenue	As at Jan. 1, 2025	Changes to Reserves in Year	Estimated at Dec. 31, 2025
Reserve - Septic Building Permit	201,631	40,963	242,594
Reserve - Laurentian Ski Hill Capital	95,334	- 95,334	-
Reserve - Laurentian Ski Hill Operating	50,789	- 50,789	-
Reserve - Land Acquisition	82,235	-	82,235
Reserve - MRCR	7,264	5,095	12,359
Reserve - Lands and Properties Capital	175,778	- 173,409	2,369
Reserve - Water Resources Capital	204,288	- 57,583	146,705
Deferred Revenue	63,722	-	63,722
Total	881,041	- 331,057	549,984

Next Steps

1. Projections for year end have been incorporated into the 2026 Draft Budget.
2. Reserve estimates have been taken into consideration for spending availability and targets in 2026.
3. Staff continue to monitor the effects of potential changes to the Conservation Authorities Act and the Ontario Building Code for potential risks moving into 2026.



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To: The Chairperson and Members of the Board of Directors

Origin: Aaron Lougheed, Finance Manager

Date: November 12, 2025

Subject: Draft Budget 2026

Background:

The 2026 Draft Budget is present in full for the Boards consideration. The General Levy proposed for 2026 is \$1,101,120 or 14.5% greater than the 2025 Levy of \$961,544. The total 2026 draft budget of \$3,550,003 represents a 15% decrease from Budget 2025.

Sole Benefiting levy amounts to the City of North Bay total \$577,000 and will fund capital projects within the City of North Bay, Additional Parks Support, and Principal Repayment on the NBMCA Mortgage outstanding.

Expenditures leading to an increased general levy include \$75,000 in legal services, \$20,000 in additional Consulting Services, and additional equipment purchases of \$20,000 related to new weather monitoring programs. These additional expenses account for \$115,000 in additional levy or 12.5% of the increase.

Municipal Levy 2026

Municipality	Area % in CA	MCVA 2026	General Levy 2026	MCVA 2025	General Levy 2025	Diff '26-'25
Bonfield	100	3.49	\$38,418	3.43	\$33,143	\$5,276
Calvin	100	1.23	\$13,557	1.23	\$11,850	\$1,707
Chisholm	94	1.53	\$16,815	1.50	\$14,499	\$2,316
East Ferris	83	6.44	\$70,950	6.29	\$61,438	\$9,513
Mattawa	71	0.98	\$10,784	0.98	\$9,475	\$1,309
Mattawan	19	0.06	\$715	0.06	\$597	\$118
North Bay	100	78.94	\$869,266	79.23	\$760,306	\$108,960
Papineau-Cameron	35	0.80	\$8,814	0.80	\$7,712	\$1,102
Callander	100	6.48	\$71,351	6.44	\$62,131	\$9,220
Powassan	1	0.04	\$449	0.04	\$393	\$56
		Total	\$1,101,120		\$961,544	\$139,576
	2026 General Levy		\$1,101,120	14.52%		
	2025 General Levy		\$961,544			

Operating and Capital Levies 2026

Municipality	TOTAL LEVY 2026	OPERATING			Capital		
		General Levy	Sole-benefit Levy	Total Operating Levy	General Levy	Sole-benefit Levy	Total Capital Levy
Bonfield	\$ 39,196	\$ 38,418		\$ 38,418	\$ 777		\$ 777
Calvin	\$ 13,832	\$ 13,557		\$ 13,557	\$ 274		\$ 274
Chisholm	\$ 17,155	\$ 16,815		\$ 16,815	\$ 340		\$ 340
East Ferris	\$ 72,386	\$ 70,950		\$ 70,950	\$ 1,435		\$ 1,435
Mattawa	\$ 11,003	\$ 10,784		\$ 10,784	\$ 218		\$ 218
Mattawan	\$ 729	\$ 715		\$ 715	\$ 14		\$ 14
North Bay	\$ 1,463,853	\$ 869,266	\$ 292,000	\$ 1,161,266	\$ 17,587	\$ 285,000	\$ 302,587
Papineau-Cameron	\$ 8,992	\$ 8,814		\$ 8,814	\$ 178		\$ 178
Callander	\$ 72,795	\$ 71,351		\$ 71,351	\$ 1,444		\$ 1,444
Powassan	\$ 458	\$ 449		\$ 449	\$ 9		\$ 9
	\$ 1,700,398	\$1,101,120	\$ 292,000	\$ 1,393,120	\$ 22,278	\$ 285,000	\$ 307,278

Reserves Balances and Proposed Draw for 2026

Reserve Status and Deferred Revenue	Estimated at Dec. 31, 2025	Proposed Budget 2026
Reserve - Septic Building Permit	242,594	-
Reserve - Laurentian Ski Hill Capital	-	-
Reserve - Laurentian Ski Hill Operating	-	-
Reserve - Land Acquisition	82,235	-
Reserve - MRCR	12,359	-
Reserve - Lands and Properties Capital	2,369	-
Reserve - Water Resources Capital	146,705	46,570
Deferred Revenue	63,722	-
Total	549,984	

Anticipated Reserve draw of \$46,570 for Water Resources Capital Costs associated with new weather monitoring stations and staff time associated with this project.

	Revenue/Expense Category	Budget 2025	Projected 2025	TOTAL	Change
Revenue:					
1	Transfer Payment (S. 39)	133,470	133,470	133,470	0.0%
1	Transfer Payment (WECl)	100,000	-	-	-100.0%
1	Transfer Payment (DWSP)	212,002	129,411	211,389	-0.3%
1	Transfer Payment (FHIMP)	30,000	-	-	-100.0%
3	Grants from Others	-	-	-	0.0%
4	General Levy	961,544	961,544	1,101,120	14.5%
5	Sole-benefitting Levy	534,983	609,983	577,000	7.9%
6	Fees	1,036,865	899,265	905,000	-12.7%
7	Donations	23,000	19,771	20,775	-9.7%
9	Internal Rent Rev.	12,865	12,865	13,187	2.5%
10	Rental Rev. External	76,005	72,128	76,005	0.0%
13	Other Revenue	370,430	268,380	58,570	-84.2%
14	Interest Earned	54,000	26,000	26,000	-51.9%
16	Admin Overhead	628,825	628,825	427,487	-32.0%
Total Revenue		4,174,009	3,761,642	3,550,003	-14.9%
Expense:					
30	Wages and Benefits	2,129,258	1,798,817	2,048,148	-3.8%
38	Per Diem	11,500	9,100	9,500	-17.4%
39	Members Mileage	7,500	5,922	7,000	-6.7%
40	Members Expense	3,000	4,157	5,250	75.0%
41	Staff Mileage and Expense	29,000	11,735	14,250	-50.9%
42	Staff Certification and Training	23,500	20,040	17,500	-25.5%
43	Telephone	31,000	33,000	33,000	6.5%
44	Property Taxes	37,823	38,897	40,329	6.6%
45	Insurance	105,572	90,095	92,866	-12.0%
46	Natural Gas	20,000	14,000	15,000	-25.0%
47	Repair & Maintenance	35,000	33,040	40,000	14.3%
48	Office Supplies	6,500	9,218	10,000	53.8%
49	Postage	1,500	750	1,000	-33.3%
50	Equipment Purchase	1,000	9,836	39,000	3800.0%
51	Equipment Rental	8,000	4,500	5,000	-37.5%
52	Publications and Printing	500	125	1,700	240.0%
53	Advertising	2,500	1,760	2,200	-12.0%
54	Bank Charges	2,000	1,500	2,500	25.0%
55	Interest Expense - Mortgage	25,000	24,000	-	-100.0%
56	Credit Card Fees	16,500	18,000	18,500	12.1%
57	Staff Appreciation and Clothing	20,000	10,000	12,000	-40.0%
58	Audit	26,945	28,528	21,400	-20.6%
59	Legal Services	75,000	124,258	75,000	0.0%
60	Materials and Supply	31,500	29,832	42,500	34.9%
61	Cons. Ontario Levy	26,815	28,054	28,755	7.2%
62	Services	343,242	313,899	285,401	-16.9%
66	Consulting Services	219,762	21,600	20,000	-90.9%
67	Admin Overhead	628,825	628,825	427,488	-32.0%
70	Rental Expense	48,865	45,736	50,687	3.7%
71	Water	6,200	4,315	5,000	-19.4%
72	Hydro	26,020	21,950	23,000	-11.6%
73	Vehicle Gas	17,700	16,775	19,750	11.6%
74	Accounting Services	1,800	2,445	2,500	38.9%
78	Internal Chargeback	61,182	61,182	61,182	0.0%
90	Mortgage Principal Repayment	18,500	20,542	50,000	170.3%
TBD	Ski Hill Operations	65,000	122,735	-	-100.0%
TBD	Ski Hill Capital	60,000	215,789	-	-100.0%
Total Expenses		4,174,009	3,824,957	3,527,406	-15.5%
Net Surplus (-Deficit)		-	- 63,315	22,597	

Recommendation/Recommended Resolution:

THAT the draft budget be approved for 30 Day Consultation period required under the Conservation Authorities Act