

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

THIRD meeting of the North Bay-Mattawa Conservation Authority held at 7:00 p.m. on March 23, 2016 in the North Bay-Mattawa Conservation Authority Natural classroom, 15 Janey Avenue North Bay, Ontario.

MEMBERS PRESENT:

Bonfield, Township of	-	Jane Lagassie	(7:02 pm – 7:55pm)
Callander, Municipality of	-	Rob Noon	(7:02 pm – 7:55pm)
Calvin, Township of	-	Ian Pennell	(7:02 pm – 7:55pm)
Chisholm, Township of	-	Nunzio Scarfone	(7:02 pm – 7:55pm)
East Ferris, Municipality of	-	Mike Voyer	(7:02 pm – 7:55pm)
Mattawa, Town of	-	Lorne Mick	(7:02 pm – 7:55pm)
North Bay, City of	-	Dave Mendicino	(7:02 pm – 7:55pm)
North Bay, City of	-	Chris Mayne	(7:02 pm – 7:45pm)
North Bay, City of	-	Jeff Serran	(7:07 pm – 7:55pm)
Papineau –Cameron, Township of	-	Alvina Neault	(7:02 pm – 7:55pm)
Powassan, Municipality of	-	Dave Britton	(7:02 pm – 7:55pm)

MEMBER(S) ABSENT:

Mattawan, Municipality of	-	Carole Curran
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ALSO PRESENT:

Brian Tayler, CAO, Secretary Treasurer
Helen Cunningham, Supervisor, Finance and Human Resources
Rebecca Morrow, Administrative Assistant
Sue Buckle, Supervisor, Communications and Outreach

1. Approval of the Agenda

The Chair extended regrets on behalf of Carole Curran. After discussion the following resolution was presented:

Resolution No. 30-16, Pennell-Noon

THAT the agenda be approved as amended.

Carried Unanimously

2. Adoption of Previous Minutes of March 2, 2016

After discussion the following resolution was presented:

Resolution No. 31-16, Voyer-Lagassie

THAT the minutes of the meeting held from March 2, 2016 be adopted as presented.

Carried Unanimously

3. Declaration of Pecuniary Interest

None declared.

4. Quarterly Financial Report

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

Resolution No. 32-16, Mayne-Mick

THAT the Income Statement, Balance Sheet and Budget Status Report at December 31, 2016 be received and appended to the minutes of this meeting.

Carried Unanimously

5. Communications

Sue Buckle presented the members with an update on the Communications activities since our last meeting. After discussion, the members thanked Sue for her update, and the following resolution was presented:

Resolution No. 33-16, Britton-Scarfone

THAT the communications report be received and appended to the minutes of this meeting.

Carried Unanimously

6. Stewardship Program

Brian Tayler presented the members with a report in regards to the Stewardship Program. After discussion the following resolution was presented:

Resolution No. 34-16, Serran-Pennell

THAT the Board of Directors authorizes staff to enter into a Grant Funding Agreement with the Province of Ontario for the Great Lakes Guardian Community Fund; and

THAT the Board of Directors authorizes staff to enter into other applied for grant funding agreements to support the Stewardship Program; and

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

Carried Unanimously

7. Ski Hill Asset Funding Request

Brian Tayler presented an update to members on the Ski Hill Asset Funding Requests. A written report was also provided to members. After discussion, the following resolution was presented:

Resolution No.35-16, Mayne-Scarfone

THAT the Ski Hill Capital Asset Reserve Fund report be received by the Board of Directors; and

THAT subject to receiving funds from the member municipalities, the Board of Directors approves the use of the Ski Hill Capital Asset Reserve Fund to pay invoices in the amount of \$19,640.34 for expenses incurred by the LSHSC to upkeep lifts owned by the NBMCA; and

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

Carried Unanimously

8. Spring Freshet update

Brian Tayler presented the members with an update in regards to the local spring freshet conditions. After discussion, the members thanked Brian for his update.

9. Closed Session – Committee of the Whole

After discussion the following resolutions were presented:

Resolution No. 36-16 , Serran-Mick

THAT the meeting move into a “Closed session of Committee of the Whole” to discuss Property matters.

Carried Unanimously

Resolution No. 37-16, Lagassie-Voyer

THAT the meeting move out of “Closed Session of Committee of the Whole” and back into a full Authority meeting.

Carried Unanimously

10. Correspondence

Conservation Ontario Passes – each member received a pass from Conservation Ontario allowing them into certain Conservation Areas across Ontario without charge. An information sheet was also provided.

11. New Business

- Board members were reminded that a Board Picture will be taken at our next meeting on April 27, 2016.

12. Adjournment (7:55p.m.)

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

Resolution No. 38-16, Pennell-Noon

THAT the meeting be adjourned, and the next meeting be held at 7:00 pm Wednesday April 27, 2016 at the Authority Office, 15 Janey Avenue, North Bay, Ontario 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

DATE: March 14, 2016

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

SUBJECT: Financial Statements for the period January 1, 2015 to December 31, 2015; Income Statement, Balance Sheet and Budget Status Report.

Background: The Financial reporting format was changed to reflect the direction provided by and approved by the Board of Directors. The statements include a monthly Income Statement and Balance Sheet and a quarterly Budget Status Statement.

The 2015 budget revenues have been revised in two programs; Source Protection Planning and Environmental Damages Fund.

Analysis: Presented are the Income Statement and Balance Sheet for December 2015. Also included is the Quarterly Budget Status Report for the period ending December 31, 2015. The following are the observations made by staff with respect to how revenues vs. expenses are comparing to the approved budget as of December 31, 2015. These statements may not be exact to the 2015 Audited Financial Statements due to allocations made by the NBMCA auditors.

Income Statement

- * **Core (Grant Eligible)**
Amortization of historically accumulated assets are expensed quarterly within the Administration Account (31-00) This quarter saw \$386,031.81 of expense that is not part of the annual budget because these expenses were funded prior to 2009.

The net positions of these accounts are on target with the approved budget. No staff concerns at this time.

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Core

Septics OBC – The revenues have consistently remained higher this year than they were at year end in 2014 . Revenues this year came within 17% of the budget target for the year, and OBC expenditures are on target with the budget. The overall net surplus will cover the Septics OBC Reserve deficit and will have a positive balance going forward in 2016.

Septics Support – The net position of this account is on target with the approved budget for this time of the year. No staff concerns at this time.

Regulations & Fisheries – The net position of this account has a small deficit due to revenue being down by 17%. Regulation fees have been increased for 2016 and staff feel that this will alleviate this issue for 2016.

Interpretive Centre – The net position of this account shows a surplus in the unaudited statements. This will change in the audited statements once the Laurentian Ski Hill Snowboarding Club's (LSHSC) outstanding receivables, the operating fees, are reversed. These receivables, totaling \$33,020.80, are included in the LSHSC Debt Settlement Agreement to be repaid over the course of the agreement.

Lands & Properties – The net position of this account shows a surplus in the unaudited statements. This will change in the audited statements once the Laurentian Ski Hill Snowboarding Club's (LSHSC) outstanding receivables, for their share of the utilities and property taxes, are reversed. These receivables, totaling \$49,911.70, are included in the LSHSC Debt Settlement Agreement to be repaid over the course of the agreement.

Outreach – The net position of this account is in a surplus position as of December 31, 2015, and expenses are on target with the approved budget. No staff concerns at this time.

Source Protection Planning - The Source Protection Program is funded on a fiscal period of April 1 to March 31, therefore NBMCA 2015 calendar budget had to be prepared without any indication of the funding level that might be provided by MOECC. Therefore the original budget was based on very conservative assumptions and approved at \$230,000.

Subsequently, the MOECC requested business plan proposals for the 2015-2016 fiscal. Program staff identified the necessary and desirable next steps as described in the guidance documentation for the proposal. As a result the province has approved a work plan for the provincial fiscal in the amount of \$314,835.00

December 2015 actuals are on target with the approved budget for this time of the year. No staff concerns at this time.

* **Capital Projects**

December 2015 actuals are on target with the approved budget for this time of the year. No staff concerns at this time.

* **Studies and Special Projects**

At the time of budget preparation the Environmental Damages Fund grant was determined to be \$39,000.00, but since then additional funds were applied for and approved by Environment Canada. Total amount of funding for this year is \$57,500.00 and we have revised the budget accordingly.

December 2015 actuals are on target with the approved budget for this time of the year. No staff concerns at this time.

Balance Sheet

Financial Assets

December 2015 assets are down compared to November because of increased Accounts Payables due to the time of the year.

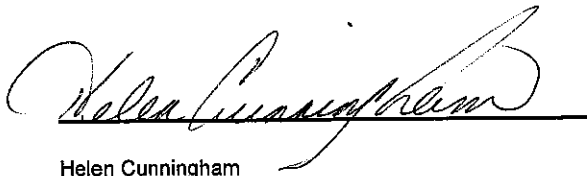
Liabilities

The Septics OBC Reserve account is in a deficit position of \$40,055.60 as the Reserve account was transferred to cover the Septic OBC overdraft of \$77,583.26 from 2014. This deficit will be covered this year from the surplus in the OBC program.

Recommendation: The Financial statements that have been issued are consistent with Resolution No. 18-03. Therefore, it is recommended that the Conservation Authority Board of Directors approve these statements (see attached).

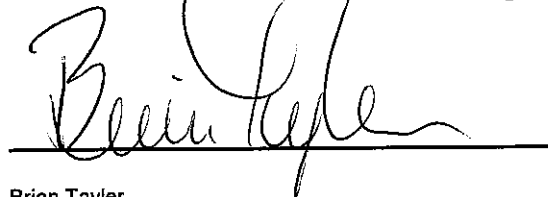
RECOMMENDED RESOLUTIONS:

THAT the Income Statement, Balance Sheet and Budget Status Report at December 31, 2015 be approved and appended to the minutes of this meeting.



Helen Cunningham

Supervisor of Financial Services and Human Resources



Brian Tayler

CAO/Secretary Treasurer



BALANCE SHEET at December 31, 2015

Draft

Unaudited Financial Statements

	December 31, 2015	November 30, 2015
FINANCIAL ASSETS		
Cash	537,819.96	612,938.40
Accounts Receivable	288,618.18	271,290.79
Inventory Nevada	0.00	0.00
HST Receivable	28,926.60	24,436.75
Total Financial Assets	855,364.74	908,665.94
LIABILITIES		
Accounts Payable	135,133.87	24,300.73
HST	0.00	397.40
Payroll Liabilities Payable	140,159.73	121,572.87
Accrued Liabilities & Miscellaneous	9,819.27	9,819.27
	285,112.87	156,090.27
Deferred Revenue		
Drinking Water Source Protection Program	163,871.17	43,859.68
Land & Property Capital	64,128.42	0.00
Central Services	17,629.94	0.00
Drinking Water Source Protection Program Interest Earned	44,249.81	0.00
DIA Technical	45,455.04	27,172.92
NBMCA Watershed Plan	142,082.16	18,220.11
Outreach	7,000.00	5,000.00
Energy East	34,848.10	
SPMIF/Stewardship	109,568.81	
WECl - 2015/2016	17,578.20	899.79
	646,411.65	95,152.50
Long Term Debt:		
Bank Loan	772,706.78	775,784.23
City of North Bay Loan - LSHSC	70,000.00	70,000.00
Total Liabilities	1,774,231.30	1,097,027.00
Non-Financial Assets		
Tangible Capital Assets (note 2)	15,067,837.18	15,129,891.79
Pre-Paid Expenses	18,396.88	17,919.83
	15,086,234.06	15,147,811.62
Accumulated Surplus (note 1)	14,167,367.50	14,959,450.56

NOTES TO FINANCIAL STATEMENTS

1. Accumulated surplus

Surplus (Deficit)	201,259.92
Septic Building permit reserve	-40,055.60
Tangible Capital Assets	15,067,837.18
Amounts to be recovered from future revenues	(1,061,674.00)
Balance, end of June 2015	<u>14,167,367.50</u>

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Notes to Financial Statements

December 31, 2015

2. Tangible Capital Assets

	Land	Buildings	Infrastructure	Vehicle	Machinery & Equipment	Equipment, Office Furniture & Computers	Total
Cost, beginning of year	\$6,848,825.00	\$3,638,080.00	\$8,945,180.00	\$175,167.00	\$85,412.00	\$493,764.00	\$20,186,428.00
Additions	19,000.00	20,266.00	37,357.00	17,587.00	3,286.00		
Disposals			(500.00)	(36,074.00)			
Cost, end of period	<u>6,867,825.00</u>	<u>3,658,346.00</u>	<u>8,982,037.00</u>	<u>156,680.00</u>	<u>88,698.00</u>	<u>493,764.00</u>	<u>20,247,350.00</u>
Accumulated amortization, beginning of 3rd quarter		876,078.00	3,737,386.00	88,053.00	62,032.00	309,908.00	5,073,457.00
Amortization		18,830.00	67,324.00	4,932.00	1,330.00	13,640.00	
Accumulated amortization, end of 4th quarter		<u>894,908.00</u>	<u>3,804,710.00</u>	<u>92,985.00</u>	<u>63,362.00</u>	<u>323,548.00</u>	<u>5,179,513.00</u>
Net carrying amount, end of 4th quarter	<u>6,867,825.00</u>	<u>2,763,438.00</u>	<u>5,177,327.00</u>	<u>63,695.00</u>	<u>25,336.00</u>	<u>170,216.00</u>	<u>15,067,837.00</u>

NOTE: These are unaudited Financial Statements

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
SUMMARY
January through December 2015

DRAFT

	Budget	Revised Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Income						
3100 - Administration	245,646.00	245,646.00	324,031.92	78,385.92	131.91%	
3500 - Watershed Planning	123,892.00	123,892.00	121,509.73	(2,382.27)	98.08%	
3600 - Flood Control	201,485.00	201,485.00	201,485.00	0.00	100.0%	
3700 - Erosion Control	79,614.00	79,614.00	79,614.00	0.00	100.0%	
3800 - Flood Forecasting	119,361.00	119,361.00	119,361.00	0.00	100.0%	
3900 - Ice Management	11,050.00	11,050.00	11,050.00	0.00	100.0%	
8300 - Source Water Protection	230,000.00	314,834.91	293,363.74	63,363.74	127.55%	
3200 - Septics	492,550.00	492,550.00	537,259.40	44,709.40	109.08%	
3400 - Reg & Fisheries	49,280.00	49,280.00	41,005.40	(8,274.60)	83.21%	
4000 - Septics Support	89,370.00	89,370.00	100,575.00	11,205.00	112.54%	
4200 - Water Quality	15,285.00	15,285.00	14,723.00	(562.00)	96.32%	
5700 - Outreach	30,700.00	30,700.00	28,390.24	(2,309.76)	92.48%	
5600 - Interpretive Centre	185,851.00	185,851.00	185,574.02	(276.98)	99.85%	
7000 - Lands & Properties	78,898.00	78,898.00	140,395.31	61,497.31	177.95%	
8600 - Capital-Lands & Properties	246,993.00	246,993.00	186,364.58	(60,628.42)	75.45%	
9700 - Capital-Central Services	64,577.00	64,577.00	46,947.06	(17,629.94)	72.7%	
9800 - Capital-DIA Technical Project	162,722.00	162,722.00	145,419.88	(17,302.12)	89.37%	
9900 - Capital-NBMCA Integrated Watershd Strategy	253,008.00	253,008.00	130,354.20	(122,653.80)	51.52%	
105-00 - Capital-WECI Chippewa Erosion Study and Inventory	33,084.00	33,084.00	33,983.79	899.79	102.72%	
107-00 - Capital - SPMIF	340,781.00	340,781.00	217,914.51	(122,866.49)	63.95%	
108-00 - Capital - Energy East	35,000.00	35,000.00	151.90	(34,848.10)	0.43%	
109-00 - Capital-WECI Project 2015	40,000.00	40,000.00	7,421.80	(32,578.20)	18.56%	
110-00 - Capital- Environmental Damages Fund	39,000.00	57,500.00	57,500.00	18,500.00	147.44%	
111-00 - Capital- Guardian Fund	25,000.00	25,000.00	25,558.00	558.00	102.23%	
Total Income	3,193,147.00	3,296,481.91	3,049,953.48	(143,193.52)	95.5%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY

Profit & Loss Budget vs. Actual

SUMMARY

January through

December 2015

DRAFT

	Budget	Revised Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Expense						
3100 · Administration	245,646.00	245,646.00	248,109.69	2,463.69	101.0%	
3500 · Watershed Planning	123,892.00	123,892.00	120,993.81	(2,898.19)	97.66%	
3600 · Flood Control	201,485.00	201,485.00	198,877.69	(2,607.31)	98.71%	
3700 · Erosion Control	79,614.00	79,614.00	80,489.24	875.24	101.1%	
3800 · Flood Forecasting	119,361.00	119,361.00	116,692.97	(2,668.03)	97.77%	
3900 · Ice Management	11,050.00	11,050.00	9,558.12	(1,491.88)	86.5%	
8300 · Source Water Protection	230,000.00	314,834.91	293,363.74	(21,471.17)	93.18%	
3200 · Septics	478,705.00	478,705.00	474,670.63	(4,034.37)	99.16%	
3400 · Reg & Fisheries	49,280.00	49,280.00	43,281.29	(5,998.71)	87.83%	
4000 · Septics Support	89,370.00	89,370.00	75,368.34	(14,001.66)	84.33%	
4200 · Water Quality	15,285.00	15,285.00	3,966.91	(11,318.09)	25.95%	
5700 · Outreach	30,700.00	30,700.00	27,276.45	(3,423.55)	88.85%	
5600 · Interpretive Centre	185,851.00	185,851.00	183,042.19	(2,808.81)	98.49%	
7000 · Lands & Properties	78,898.00	78,898.00	114,806.57	35,908.57	145.51%	
8600 · Capital-Lands & Properties	246,993.00	246,993.00	148,373.42	(98,619.58)	60.07%	
9700 · Capital-Central Services	65,300.00	64,577.00	33,556.78	(31,020.22)	51.96%	
9800 · Capital-DIA Technical Project	148,643.00	162,722.00	145,419.88	(17,302.12)	89.37%	
9900 · Capital-NBMCA Integrated Watershed Strat	253,008.00	253,008.00	130,354.20	(122,653.80)	51.52%	
105-00 · Capital-WECI Chippewa Erosion Study and Inventory	33,084.00	33,084.00	33,019.65	(64.35)	99.81%	
107-00 · Capital - SPMIF	286,421.00	286,421.00	217,914.51	(68,506.49)	76.08%	
108-00 · Capital - Energy East	35,000.00	35,000.00	151.90	(34,848.10)	0.43%	
109-00 · Capital-WECI Project 2015	40,000.00	40,000.00	7,421.80	(32,578.20)	18.56%	
110-00 · Capital- Environmental Damages Fund	39,000.00	57,500.00	57,500.00	0.00	100.0%	
111-00 · Capital- Guardian Fund	25,000.00	25,000.00	25,000.01	0.01	100.0%	
Total Expense	3,111,586.00	3,228,276.91	2,789,209.79	(439,067.12)	86.4%	
Net			260,743.69			

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Administration
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3101 · A-Transfer Pay'ts MNR	32,215.00	32,215.00	0.00	100.0%	
3104 · A-General Levy	89,963.00	89,966.00	3.00	100.0%	
3113 · A-Other Revenue	122,268.00	198,848.91	76,580.91	162.63%	
3114 · A-Interest Earned	1,200.00	2,479.38	1,279.38	206.62%	
3125 · A-Gain on Disposal of Assets		522.63	522.63	100.0%	
Total Income	245,646.00	324,031.92	78,385.92	131.91%	
Expense					
3130 · A-Wages Salaried	63,778.00	65,553.34	1,775.34	102.78%	
3136 · A-Salaried Benefits	17,858.00	15,743.61	(2,114.39)	88.16%	
3138 · A-Per Diem	1,800.00	1,080.00	(720.00)	60.0%	
3139 · A-Members Mileage	2,700.00	2,937.12	237.12	108.78%	
3140 · A-Members Expenses	2,600.00	1,752.46	(847.54)	67.4%	
3141 · A-Staff Mileage & Expenses	3,000.00	8,079.75	5,079.75	269.33%	
3142 · A-Staff Certification & Training	2,500.00	3,005.93	505.93	120.24%	
3143 · A-Telephone	7,758.00	5,692.88	(2,065.12)	73.38%	
3145 · A-Insurance	8,983.00	9,080.31	97.31	101.08%	
3148 · A-Office Supplies	4,000.00	5,225.40	1,225.40	130.64%	
3149 · A-Postage	800.00	721.10	(78.90)	90.14%	
3150 · A-Equipment Purchase	2,309.00	2,186.46	(122.54)	94.69%	
3151 · A-Equipment Rental	3,981.00	3,071.63	(909.37)	77.16%	
3153 · A-Advertising	350.00	328.00	(22.00)	93.71%	
3155 · A-Interest Expense	200.00	149.00	(51.00)	74.5%	
3158 · A-Audit	8,176.00	8,395.20	8,195.20	4,197.6%	
3159 · A-Legal	2,500.00	0.00	(8,176.00)	0.0%	
3160 · A-Materials & Supplies	2,700.00	4,413.44	(3,762.56)	53.98%	
3161 · A-Conservation Ont Levy	20,940.00	20,940.00	18,440.00	837.6%	
3162 · A-Services	1,200.00	2,304.54	1,104.54	192.05%	
3166 · A-Consulting Services	3,500.00	1,068.48	(2,431.52)	30.53%	
3170 · A-Rent	80,415.00	80,415.00	0.00	100.0%	
3173 · A-Vehicle Gas	600.00	722.07			
3174 · A-Accounting Services	2,400.00	1,632.22	(767.78)	68.01%	
3179 · A-TCA Cost Recovery	598.00	245.56	(352.44)	41.06%	
3180 · A-Staff Computer Purchases		1,605.27			
3182 · A-Staff Clothing Purchase		1,760.92			
Total Expense	245,646.00	248,109.69	2,463.69	101.0%	
Net Income	0.00	75,922.23	75,922.23	100.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Watershed Planning
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3501 · WP-MNR Transfer Payment	36,324.00	36,324.00	0.00	100.0%	
3503 · WP-Grants from Others	3,000.00	3,709.73			
3504 · WP-General Levy	52,568.00	52,568.00	0.00	100.0%	
3506 · WP-Fees	32,000.00	28,908.00	(3,092.00)	90.34%	
Total Income	123,892.00	121,509.73	(2,382.27)	98.08%	
Expense					
3530 · WP-Wages Salary	87,023.00	86,680.72	(342.28)	99.61%	
3532 · WP-Seasonal Wages	7,787.00	6,298.66	13,677.94	80.89%	
3536 · WP-Salaried Benefits	25,457.00	21,464.94	(24,242.20)	84.32%	
3541 · WP-Staff Mileage & Expenses	823.00	1,214.80	391.80	147.61%	
3542 · WP-Staff Certification & Train	1,000.00	543.34	(456.66)	54.33%	
3560 · WP-Materials & Supplies	204.00	1,282.91	1,078.91	628.88%	
3562 · WP-Services	1,000.00	3,262.88	2,262.88	326.29%	
3578 · WP-TCA Cost Recovery	598.00	245.56	(352.44)	41.06%	
Total Expense	123,892.00	120,993.81	(2,898.19)	97.66%	
Net Income	0.00	515.92	515.92	100.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Operation Maintenance of Flood Control Structures
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3601 · FC-MNR Transfer Payment	98,750.00	98,750.00	0.00	100.0%	
3604 · FC-General Levy	102,735.00	102,735.00	0.00	100.0%	
Total Income	201,485.00	201,485.00	0.00	100.0%	
Expense					
3630 · FC-Wages Salary	109,375.00	109,789.63	414.63	100.38%	
3632 · FC-Seasonal Wages	20,664.00	23,775.06	3,111.06	115.06%	
3636 · FC-Salaried Benefits	33,117.00	32,108.55	(1,008.45)	96.96%	
3644 · FC-Taxes	8,070.00	7,976.29	(93.71)	98.84%	
3645 · FC-Insurance	14,971.00	15,133.85	162.85	101.09%	
3647 · FC-Repairs & Maintenance	1,600.00	2,253.46	653.46	140.84%	
3660 · FC-Material & Supplies	3,160.00	1,632.69	(1,527.31)	51.67%	
3662 · FC-Services	3,040.00	1,526.40	(1,513.60)	50.21%	
3672 · FC-Hydro	500.00	494.88	(5.12)	98.98%	
3673 · FC-Vehicle Gas	3,400.00	2,713.52	(686.48)	79.81%	
3678 · FC-TCA Cost Recovery	3,588.00	1,473.36	(2,114.64)	41.06%	
Total Expense	201,485.00	198,877.69	(2,607.31)	98.71%	
Net Income	0.00	2,607.31	2,607.31	100.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Erosion Control Maintenance
 January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3701 · EC-MNR Transfer payment	38,000.00	38,000.00	0.00	100.0%	
3704 · EC-General Levy	41,614.00	41,614.00	0.00	100.0%	
Total Income	79,614.00	79,614.00	0.00	100.0%	
Expense					
3730 · EC-Wages Salary	30,778.00	29,107.72	(1,670.28)	94.57%	
3732 · EC-Seasonal Wages	18,788.00	21,311.47	2,523.47	113.43%	
3736 · EC-Salaried Benefits	10,849.00	12,343.09	1,494.09	113.77%	
3744 · EC-Taxes	5,000.00	4,888.77	(111.23)	97.78%	
3745 · EC-Insurance	8,983.00	9,080.33	97.33	101.08%	
3760 · EC-Materials and Supplies	2,572.00	2,405.14	(166.86)	93.51%	
3772 · EC-Hydro	850.00	616.04	(233.96)	72.48%	
3778 · EC-TCA Cost Recovery	1,794.00	736.68	(1,057.32)	41.06%	
Total Expense	79,614.00	80,489.24	875.24	101.1%	
Net Income	0.00	(875.24)	(875.24)	100.0%	

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

January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3801 · FF-MNR Transfer Payment	48,500.00	48,500.00	0.00	100.0%	
3804 · FF-General Levy	70,861.00	70,861.00	0.00	100.0%	
Total Income	<u>119,361.00</u>	<u>119,361.00</u>	<u>0.00</u>	<u>100.0%</u>	
Expense					
3830 · FF-Wages Salary	81,104.00	82,974.84	1,870.84	102.31%	
3832 · FF-Wages Seasonal	1,876.00	2,463.72	587.72	131.33%	
3836 · FF-Benefits	22,972.00	19,806.97	(3,165.03)	86.22%	
3842 · FF-Staff Certification & Traini	750.00	258.80	(491.20)	34.51%	
3843 · FF-Telephone	6,465.00	6,168.83	(296.17)	95.42%	
3847 · FF-Repairs & Maintenance	1,000.00	266.26	(733.74)	26.63%	
3853 · FF-Advertising	500.00	0.00	(500.00)	0.0%	
3860 · FF-Materials & Supplies	350.00	1,617.09	1,267.09	462.03%	
3864 · FF-Vehicle Lease	1,050.00	1,078.80	28.80	102.74%	
3873 · FF-Vehicle Gas	1,500.00	1,320.98	(179.02)	88.07%	
3878 · FF-TCA Cost Recovery	1,794.00	736.68	(1,057.32)	41.06%	
Total Expense	<u>119,361.00</u>	<u>116,692.97</u>	<u>(2,668.03)</u>	<u>97.77%</u>	
Net Income	<u><u>0.00</u></u>	<u><u>2,668.03</u></u>	<u><u>2,668.03</u></u>	<u><u>100.0%</u></u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Ice Management
 January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3901 · IM-MNR Transfer Payment	4,750.00	4,750.00	0.00	100.0%	
3904 · IM-General Levy	6,300.00	6,300.00	0.00	100.0%	
Total Income	11,050.00	11,050.00	0.00	100.0%	
Expense					
3930 · IM-Wages Salary	3,648.00	3,632.88	(15.12)	99.59%	
3936 · IM-Salaried Benefits	1,022.00	838.26	(183.74)	82.02%	
3960 · IM-Materials & Supplies	150.00	0.00	(150.00)	0.0%	
3962 · IM-Services	6,230.00	5,086.98	(1,143.02)	81.65%	
Total Expense	11,050.00	9,558.12	(1,491.88)	86.5%	
Net Income	0.00	1,491.88	1,491.88	100.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Source Protection Planning
January through December 2015

	Budget	Revised Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense						
Income						
8301 · SWP OperatTransfer Pay'ts MNR	230,000.00	314,834.91	352,208.00	37,373.09	153.13%	Higher funding request to MOECC than what was budgeted for.
8313 · SWP Other Revenue			(58,844.26)	(58,844.26)	100.0%	carry over from 2014
8314 · SWP Interest Earned				0.00	0.0%	
Total Income	230,000.00	314,834.91	293,363.74	63,363.74	127.55%	
Expense						
8330 · SWP Operat-Wages Salary	103,140.00	135,681.25	115,631.21	(20,050.04)	85.22%	
8331 · SWP Operat-Contract Wages	11,794.00	21,015.53	43,799.05	22,783.52	208.41%	
8336 · SWP-Salaried Benefits	30,530.00	43,875.13	37,076.04	(6,799.09)	84.5%	
8338 · SWP-Per Diem	350.00	350.00	1,920.00	1,570.00	548.57%	
8339 · SWP-Members Mileage	625.00	625.00	744.65	119.65	119.14%	
8340 · SWP-Member Expenses	250.00	250.00	86.50	(163.50)	34.6%	
8341 · SWP-Staff Mileage & Expenses	1,700.00	1,500.00	1,481.42	(18.58)	98.76%	
8342 · SWP-Staff Certificate & Train	500.00	500.00	250.00	(250.00)	50.0%	
8343 · SWP-Telephone	2,586.00	7,940.00	7,572.11	(367.89)	95.37%	
8345 · SWP-Insurance	5,989.00	11,550.00	6,021.08	(5,528.92)	52.13%	
8348 · SWP-Office Supplies	1,600.00	2,192.00	2,514.69	322.69	114.72%	
8349 · SWP-Postage	300.00	300.00	273.28	(26.72)	91.09%	
8350 · SWP-Equipment Purchases-TCA	1,650.00	1,350.00	0.00	2,053.17	252.09%	
8351 · SWP-Equipment Rental	1,593.00	2,557.00	3,403.17	(2,557.00)	0.0%	
8352 · SWP-Publications & Printing	2,500.00	2,500.00	0.00	(1,876.62)	24.94%	
8353 · SWP-Advertising & Communicat	2,500.00	2,500.00	623.38	(401.20)	83.95%	
8358 · SWP-Audit	2,044.00	4,014.00	2,098.80	(225.70)	94.38%	
8360 · SWP-Materials & Supplies	4,200.00	9,798.00	3,788.30	4,145.22	142.31%	
8362 · SWP-Services	2,923.00	5,030.00	13,943.22	(2,734.42)	45.64%	
8364 · SWP-Vehicle Lease	3,822.00	3,822.00	2,295.58	26,703.00	798.67%	
8366 · SWP-Consulting Services			(2,501.28)	20,103.96	100.0%	to reverse accrual as final paleolimnology expenses for DWSP payable to Hutchinsonson as expenditure not in yet
8367 · SWP Operat-Admin Overhead	27,600.00	31,500.00	30,525.00	(975.00)	96.91%	
8370 · SWP-Rent	20,104.00	24,000.00	20,103.96	(3,896.04)	83.77%	
8373 · SWP-Vehicle Gas	1,700.00	1,985.00	1,713.58	(271.42)	86.33%	
Total Expense	230,000.00	314,834.91	293,363.74	(21,471.17)	93.18%	
Net Income	0.00	0.00	0.00	0.00	0.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Septic OBC
 January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3206 - S-OBC-Fees	490,700.00	531,816.08	41,116.08	108.38%	
3225 - S-OBC-Gain on Disposal of Assets	1,850.00	5,443.32	3,593.32	294.23%	
Total Income	492,550.00	537,259.40	44,709.40	109.08%	
Expense					
3230 - S-OBC--Wages Salary	188,320.00	187,065.27	(1,254.73)	99.33%	
3231 - S-OBC-Wages Contract	104,203.00	100,181.83	(4,021.17)	96.14%	
3236 - S-OBC-Salaried Benefits	68,515.00	67,387.20	(1,127.80)	98.35%	
3241 - S-OBC-Staff Mileage & Expenses	1,200.00	1,180.74	(19.26)	98.4%	
3242 - S-OBC-Staff Certific & Trainin	2,400.00	2,747.77	347.77	114.49%	
3243 - S-OBC-Telephone	6,465.00	8,277.29	1,812.29	128.03%	
3245 - S-OBC-Insurance	8,983.00	9,064.11	81.11	100.9%	
3247 - S-OBC-Repairs & Maintenance	2,900.00	2,442.78	(457.22)	84.23%	
3248 - S-OBC-Office Supplies	2,000.00	1,859.29	(140.71)	92.97%	
3249 - S-OBC-Postage	2,530.00	1,923.72	(606.28)	76.04%	
3250 - S-OBC-Equipment Purchases-TCA	3,300.00	3,175.94	(124.06)	96.24%	
3251 - S-OBC-Equipment Rental	1,593.00	2,194.91	601.91	137.79%	
3252 - S-OBC-Publications & Printing	970.00	1,276.93	306.93	131.64%	
3254 - S-OBC-Bank Charges	4,700.00	3,989.94	(710.06)	84.89%	
3256 - S-OBC-Credit Card Charges	3,400.00	3,399.82	(0.18)	100.0%	
3258 - S-OBC-Audit	2,045.00	2,098.80	53.80	102.63%	
3259 - S-OBC-Legal Services	500.00	3,500.00	3,000.00	700.0%	
3260 - S-OBC-Materials and Supplies	1,475.00	1,632.99	157.99	110.71%	
3262 - S-OBC-Services	2,000.00	3,647.66	1,647.66	182.38%	
3270 - S-OBC-Rental Expense	41,254.00	41,466.04	212.04	100.51%	
3273 - S-OBC-Vehicle Gas	11,500.00	11,340.24	(159.76)	98.61%	
3278 - OBC--TCA Cost Recovery	18,452.00	14,817.36	(3,634.64)	80.3%	
Total Expense	478,705.00	474,670.63	(4,034.37)	99.16%	
Net Income	13,845.00	62,588.77	48,743.77	452.07%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
CONSERVATION AUTHORITY REGULATIONS
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
3406 · RF-Fees	49,280.00	41,005.40	(8,274.60)	83.21%	
Total Income	<u>49,280.00</u>	<u>41,005.40</u>	<u>(8,274.60)</u>	<u>83.21%</u>	
Expense					
3430 · RF-Wages Salary	33,509.00	33,424.82	(84.18)	99.75%	
3436 · RF-Salaried Benefits	9,383.00	7,775.32	(1,607.68)	82.87%	
3441 · RF-Staff Mileage & Expenses	250.00	125.57	(124.43)	50.23%	
3442 · RF-Staff Certificat & Training	350.00	0.00	(350.00)	0.0%	
3449 · RF-Postage	48.00	29.93	(18.07)	62.35%	
3459 · RF-Legal Services	1,500.00	0.00	(1,500.00)	0.0%	
3460 · RF-Materials and Supplies	575.00	181.99	(393.01)	31.65%	
3462 · RF-Services	1,417.00	513.62	(903.38)	36.25%	
3464 · RF- Vehicle Lease	1,050.00	534.57	(515.43)	50.91%	
3473 · RF-Vehicle Gas	600.00	449.91	(150.09)	74.99%	
3478 · RF-TCA Cost Recovery	598.00	245.56	(352.44)	41.06%	
Total Expense	<u>49,280.00</u>	<u>43,281.29</u>	<u>(5,998.71)</u>	<u>87.83%</u>	
Net Income	<u><u>0.00</u></u>	<u><u>(2,275.89)</u></u>	<u><u>(2,275.89)</u></u>	<u><u>100.0%</u></u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Septic Support
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
4003 - S-SUPPORT-Grants from Others	16,930.00	13,000.00	(3,930.00)	76.79%	
4006 - S-SUPPORT-Fees	72,440.00	87,575.00	15,135.00	120.89%	
Total Income	89,370.00	100,575.00	11,205.00	112.54%	
Expense					
4030 - S-SUPPORT-Wages Salary	53,906.00	54,813.89	907.89	101.68%	
4031 - S-SUPPORT-Wages Contract	671.00	666.11	(4.89)	99.27%	
4032 - S-SUPPORT-Seasonal Wages	4,326.00	0.00	(4,326.00)	0.0%	
4036 - S-SUPPORT-Salaried Benefits	15,794.00	12,769.64	(3,024.36)	80.85%	
4041 - S-SUPPORT-Staff Mileage & Expen	950.00	0.00	(950.00)	0.0%	
4042 - S-SUPPORT-Staff Certif & Train	175.00	0.00	(175.00)	0.0%	
4043 - S-SUPPORT-Telephone	2,586.00	2,931.38	345.38	113.36%	
4048 - S-SUPPORT-Office Supplies	400.00	442.32	42.32	110.58%	
4049 - S-SUPPORT-Postage	450.00	610.56	160.56	135.68%	
4051 - S-SUPPORT-Equipment Rental	796.00	828.90	32.90	104.13%	
4054 - S-SUPPORT-Bank Charges	25.00	0.00	(25.00)	0.0%	
4056 - S-SUPPORT-Credit Card Charges	250.00	245.50	(4.50)	98.2%	
4058 - S-SUPPORT-Audit	1,363.00	1,399.20	36.20	102.66%	
4060 - S-SUPPORT-Materials & Supplies	597.00	0.00	(597.00)	0.0%	
4062 - S-SUPPORT-Services	510.00	447.00	(63.00)	87.65%	plate refund for 2010 Ford Fusion
4070 - S-SUPPORT-Rental Expense	6,571.00	6,701.04	130.04	101.98%	
4090 - S-SUPPORT-Bad Debts		(6,487.20)			recovering bad debt written off in 2012 for Fy-08/09- OPSOUTH-North Bay-Mattawa Conservation Authority- inspections of tile beds for leaseholders-Final Payment- Dec 2010
Total Expense	89,370.00	75,368.34	(14,001.66)	84.33%	
Net Income	0.00	25,206.66	25,206.66	100.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Water Quality Monitoring
 January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
4203 - WQ-Grants from Other	6,120.00	5,558.00	(562.00)	90.82%	
4204 - WQ-General Levy	4,365.00	4,365.00			
4213 - WQ-Other Revenue	4,800.00	4,800.00	0.00	100.0%	
Total Income	15,285.00	14,723.00	(562.00)	96.32%	
Expense					
4230 - WQ-Wages Salary	654.00	89.76	(564.24)	13.73%	
4232 - WQ-Wages Seasonal	3,893.00	4,114.46	221.46	105.69%	
4236 - WQ-Benefits	728.00	1,196.52	468.52	164.36%	
4260 - WQ-Materials & Supplies	1,100.00	706.53	(393.47)	64.23%	
4262 - WQ-Services	8,710.00	(2,229.33)	(10,939.33)	(25.6%)	portion of phosphorus water sampling to be charged to GLGF (invoice not in yet)
4273 - WQ-Vehicle Gas	200.00	88.97	(111.03)	44.49%	
Total Expense	15,285.00	3,966.91	(11,318.09)	25.95%	
Net Income	0.00	10,756.09	10,756.09	100.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Outreach
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
5706 · OUTREACH-Fees	4,500.00	6,862.75	2,362.75	152.51%	
5707 · OUTREACH-Donations	12,000.00	6,222.08	(5,777.92)	51.85%	
5713 · OUTREACH-Other Revenue	14,200.00	15,305.41	1,105.41	107.79%	
Total Income	30,700.00	28,390.24	(2,309.76)	92.48%	
Expense					
5730 · OUTREACH-Wages Salary	7,741.00	7,811.61	70.61	100.91%	
5732 · OUTREACH-Wages Seasonal	2,511.00	2,688.48	177.48	107.07%	
5736 · OUTREACH-Salaried Benefits	2,520.00	2,629.08	109.08	104.33%	
5753 · OUTREACH-Advertising	1,500.00	2,182.79	682.79	145.52%	
5760 · OUTREACH-Materials & Supplies	13,816.00	7,810.30	(6,005.70)	56.53%	
5762 · OUTREACH-Services	2,387.00	4,154.19	1,767.19	174.03%	
5764 · OUTREACH-Vehicle Lease	225.00	0.00	(225.00)	0.0%	
Total Expense	30,700.00	27,276.45	(3,423.55)	88.85%	
Net Income	0.00	1,113.79	1,113.79	100.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Interpretive Centre
 January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
5609 · IC-Property Rental Internal	134,026.00	134,025.00	(1.00)	100.0%	
5610 · IC-Property Rental External	44,225.00	44,221.95	(3.05)	99.99%	
5613 · IC-Other Revenue	7,600.00	7,327.07	(272.93)	96.41%	
Total Income	<u>185,851.00</u>	<u>185,574.02</u>	<u>(276.98)</u>	<u>99.85%</u>	
Expense					
5630 · IC-Wages & Salaries	67,887.00	59,823.97	(8,063.03)	88.12%	
5636 · IC-Benefits	19,008.00	13,387.43	(5,620.57)	70.43%	
5645 · IC-Insurance	8,983.00	7,675.32	(1,307.68)	85.44%	
5646 · IC-Natural Gas	7,800.00	10,425.76	2,625.76	133.66%	
5647 · IC-Repairs & Maintenance	13,444.00	15,359.58	1,915.58	114.25%	
5655 · IC-Interest Expense	26,265.00	26,050.70	(214.30)	99.18%	
5660 · IC-Materials & Supplies	6,000.00	6,441.92	441.92	107.37%	
5662 · IC-Services	21,000.00	21,146.66	146.66	100.7%	
5668 · IC-Vandalism Repairs	250.00	106.85	(143.15)	42.74%	
5671 · IC-Water	950.00	934.91	(15.09)	98.41%	
5672 · IC-Hydro	14,264.00	21,689.09	7,425.09	152.06%	
Total Expense	<u>185,851.00</u>	<u>183,042.19</u>	<u>(2,808.81)</u>	<u>98.49%</u>	
Net Income	<u><u>0.00</u></u>	<u><u>2,531.83</u></u>	<u><u>2,531.83</u></u>	<u><u>100.0%</u></u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
L & P Operations
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
7003 · LP-Grants from Others	4,340.00	4,037.66	(302.34)	93.03%	
7004 · LP-General Levy	45,050.00	45,050.00	0.00	100.0%	
7007 · LP-Donations	600.00	19,496.40	18,896.40	3,249.4%	
7010 · LP-Property Rent Revenue Extern	16,358.00	19,203.84	2,845.84	117.4%	
7013 · LP-Other Revenue	12,550.00	410.97	410.97	100.0%	cash for recycled tin and aluminum
7020 · LP-Shared Costs Ski Hill	12,550.00	52,196.44	39,646.44	415.91%	
Total Income	78,898.00	140,395.31	61,497.31	177.95%	
Expense					
7030 · LP-Wages Salary	29,918.00	27,307.45	(2,610.55)	91.27%	
7032 · LP-Seasonal Wages	5,642.00	5,728.62	86.62	101.54%	
7036 · LP-Salaried Benefits	6,191.00	7,840.96	1,649.96	126.65%	
7044 · LP-Taxes	8,510.00	9,340.24	830.24	109.76%	
7045 · LP-Insurance	2,994.00	3,026.72	32.72	101.09%	
7047 · LP-Repairs & Maintenance	3,000.00	2,333.68	(666.32)	77.79%	
7050 · LP-Shared Costs with Ski Hill	9,000.00	46,255.95	37,255.95	513.96%	
7060 · LP-Materials & Supplies	5,528.00	7,368.78	1,840.78	133.3%	
7062 · LP-Services	4,500.00	4,820.88	320.88	107.13%	
7073 · LP-Vehicle Gas	625.00	537.73	(87.27)	86.04%	
7078 · LP-TCA Cost Recovery	2,990.00	245.56	(2,744.44)	8.21%	
Total Expense	78,898.00	114,806.57	35,908.57	145.51%	
Net Income	0.00	25,588.74	25,588.74	100.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual for
Lands and Properties Capital
CA's Trails
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
8604 · L&P Capital-General Levy	142,600.00	142,600.00	0.00	100.0%	
8605 · L&P Capital-Special Levy	50,000.00	0.00	(50,000.00)	0.0%	
8613 · C-L&P-Other Revenue	54,393.00	43,764.58	(10,628.42)	80.46%	
Total Income	246,993.00	186,364.58	(60,628.42)	75.45%	
Expense					
8630 · C-L&P-Wages Salary	19,369.00	19,473.13	104.13	100.54%	
8636 · C-L&P-Salaried Benefits	5,423.00	4,449.09	(973.91)	82.04%	
8641 · C-L&P-Staff mileage & Expenses	500.00	1,369.78	869.78	273.96%	
8660 · C-L&P-Materials & Supplies	143,805.00	17,052.79	(108,998.78)	24.2%	
8662 · C-L&P-Services	17,500.00	34,806.22	(15,891.67)	9.19%	
8664 · C-L&P-Vehicle Lease	4,728.00	1,608.33	29,246.87	718.59%	
8666 · C-L&P-Consulting Services	19,500.00	33,974.87	15,168.00	177.79%	
8667 · C-L&P-Admin Overhead	34,668.00	34,668.00	(33,696.79)	2.8%	
8673 · C-L&P-Vehicle Gas	1,500.00	971.21	(528.79)	64.75%	
Total Expense	246,993.00	148,373.42	(98,619.58)	60.07%	
Net Income	0.00	37,991.16	37,991.16	100.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Central Services
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
9704 · CS-General Levy	45,000.00	45,000.00	0.00	100.0%	
9713 · CS-Other Revenue	19,577.00	1,947.06	(17,629.94)	9.95%	
Total Income	64,577.00	46,947.06	(17,629.94)	72.7%	
Expense					
9730 · CS-Wages & Salaries	6,974.00	1,693.90	(5,280.10)	24.29%	
9736 · CS-Salaried Benefits	1,953.00	455.35	(1,497.65)	23.32%	
9751 · CS-TCA purchase	8,000.00	0.00	(8,000.00)	0.0%	
9760 · CS-Materials and Supplies	177.00	2,506.02	2,329.02	1,415.83%	
9762 · CS-Services	5,173.00	5,198.99	25.99	100.5%	
9766 · CS-Consulting Services	18,597.00	0.00	(18,597.00)	0.0%	
9767 · CS-Admin Overhead	5,400.00	5,400.00	0.00	100.0%	
9778 · CS-TCA Recovery	18,303.00	18,302.52	(0.48)	100.0%	
Total Expense	64,577.00	33,556.78	(31,020.22)	51.96%	
Net Income	0.00	13,390.28	13,390.28	100.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
DIA Technical Services
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
9804 · DIA Tech-General Levy	123,000.00	123,000.00	0.00	100.0%	
9813 · DIA Tech-Other Revenue	39,722.00	22,419.88	(17,302.12)	56.44%	
Total Income	<u>162,722.00</u>	<u>145,419.88</u>	<u>(17,302.12)</u>	<u>89.37%</u>	
Expense					
9830 · DIA Tech-Salaried Wages	93,696.00	86,710.73	(6,985.27)	92.55%	
9830 · DIA Tech-Seasonal Wages	7,787.00	11,688.80	3,901.80	150.11%	
9836 · DIA Tech-Salaried Benefits	27,324.00	22,991.33	(4,332.67)	84.14%	
9841 · DIA Tech-Staff Mileage & Expenses	1,200.00	1,830.14	630.14	152.51%	
9842 · DIA Tech-Staff Certification & Training	2,500.00	477.04	(2,022.96)	19.08%	
9850 · DIA Tech-Equipment Purchases	4,500.00	3,660.03	(839.97)	81.33%	
9860 · DIA Tech-Materials and Supplies	2,400.00	559.57	(1,840.43)	23.32%	
9862 · DIA Tech-Services	3,500.00	2,742.24	(757.76)	78.35%	
9866 · DIA Tech-Consulting Services	4,000.00	0.00	(4,000.00)	0.0%	
9864 · DIA Tech-Vehicle Lease	1,055.00	0.00	(1,055.00)	0.0%	
9867 · DIA Tech-Admin Overhead	14,760.00	14,760.00	0.00	100.0%	
Total Expense	<u>162,722.00</u>	<u>145,419.88</u>	<u>(17,302.12)</u>	<u>89.37%</u>	
Net Income	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
NBMCA Integrated Watershed Management
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
9904 · NBMCA Watershd Plan-General Levy	37,000.00	37,000.00	0.00	100.0%	
9905 · NBMCA Watershd Plan-Special Levy	200,000.00	76,137.95	(123,862.05)	38.07%	
9913 · NBMCA Watershd Plan-Other Revenue	16,008.00	17,216.25	1,208.25	107.55%	
Total Income	253,008.00	130,354.20	(122,653.80)	51.52%	
Expense					
9930 · NBMCA Watershd Plan-Salaried Wages	131,689.00	76,310.25	(55,378.75)	57.95%	
9932 · NBMCA Watershd Plan-Seasonal Wages	3,893.00	1,865.89	(2,027.11)	47.93%	
9936 · NBMCA Watershd Plan-Salaried Benefits	37,418.00	16,656.28	(20,761.72)	44.51%	
9953 · NBMCA Watershd Plan-Advertising	2,000.00	0.00	(2,000.00)	0.0%	
9960 · NBMCA Watershd Plan-Materials & Supply	6,718.00	6,055.77	(662.23)	90.14%	
9962 · NBMCA Watershd Plan-Services	9,000.00	5,612.83	(3,387.17)	62.37%	
9966 · NBMCA Watershd Plan-Consulting Services	33,850.00	(4,586.82)	(38,436.82)	(13.55%)	reversal of overstated accrual
9967 · NBMCA Watershd Plan-Admin Overhead	28,440.00	28,440.00	0.00	100.0%	
Total Expense	253,008.00	130,354.20	(122,653.80)	51.52%	
Net Income	0.00	0.00	0.00	0.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
WECl Erosion Study and Inventory
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
105-05 · WECl Erosion Study & Inventory-Special Levy	14,384.00	14,384.00	0.00	100.0%	
105-13 · WECl Erosion Study & Inventory-Other Revenue	18,700.00	19,599.79	899.79	104.81%	
Total Income	<u>33,084.00</u>	<u>33,983.79</u>	<u>899.79</u>	<u>102.72%</u>	
Expense					
105-30 · WECl Erosion Study & Inventory-Salaried Wages	25,847.00	27,072.84	1,225.84	104.74%	
105-36 · WECl Erosion Study & Inventory-Benefits	7,237.00	6,760.97	(476.03)	93.42%	
105-66 · WECl Erosion Study & Inventory-Consult Services		(814.16)	(814.16)	100.0%	accrual set up for work done in 2014 overstated
Total Expense	<u>33,084.00</u>	<u>33,019.65</u>	<u>(64.35)</u>	<u>99.81%</u>	
Net Income	<u>0.00</u>	<u>964.14</u>	<u>964.14</u>	<u>100.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
SOURCE PROTECTION MUNICIPAL IMPLEMENTATION FUND
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
107-13 · SPMIF-Other Revenue	340,781.00	217,914.51	(122,866.49)	63.95%	
Total Income	340,781.00	217,914.51	(122,866.49)	63.95%	
Expense					
107-30 · SPMIF - Wages Salary	10,462.00	13,402.67	2,940.67	128.11%	
107-31 · SPMIF - Contract Wages	88,672.00	76,128.53	(12,543.47)	85.85%	
107-32 · SPMIF - Seasonal Wages		4,769.89			
107-36 · SPMIF - Salaried Benefits	15,343.00	22,151.64	6,808.64	144.38%	
107-41 · SPMIF-Staff Mileage & Expenses	500.00	879.64	379.64	175.93%	
107-42 · SPMIF - Staff Certifi & Trainin	1,200.00	125.00	(1,075.00)	10.42%	
107-48 · SPMIF - Office Supplies	50.00	0.00	(50.00)	0.0%	
107-49 · SPMIF - Postage	100.00	0.00	(100.00)	0.0%	
107-50 · SPMIF - Equipment Purchase	2,630.00	2,344.16	(285.84)	89.13%	
107-51 · SPMIF - Equipment Rental	1,000.00	0.00	(1,000.00)	0.0%	
107-52 · SPMIF - Publications & Printing	4,550.00	2,180.99	(2,369.01)	47.93%	
107-53 · SPMIF - Advertising	2,950.00	2,697.57	(252.43)	91.44%	
107-60 · SPMIF-Materials & Supplies	2,250.00	1,475.25	(774.75)	65.57%	
107-62 · SPMIF-Services	1,000.00	2,531.22	1,531.22	253.12%	
107-64 · SPMIF - Vehicle Lease	6,870.00	6,185.52	(684.48)	90.04%	
107-66 · SPMIF-Consulting Services	105,700.00	40,910.67	(64,789.33)	38.71%	
107-67 · SMIF-Admin Overhead	40,894.00	40,894.00	0.00	100.0%	
107-70 · SPMIF - Rental Expense	450.00	0.00	(450.00)	0.0%	
107-73 · SPMIF - Vehicle gas	1,800.00	1,237.76	(562.24)	68.76%	
Total Expense	286,421.00	217,914.51	(68,506.49)	76.08%	
Net Ordinary Income	54,360.00	0.00	(54,360.00)	0.0%	
Net Income	54,360.00	0.00	(54,360.00)	0.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
ENERGY EAST
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
108-13 · Energy East-Other Revenue	35,000.00	151.90	(34,848.10)	0.43%	
Total Income	<u>35,000.00</u>	<u>151.90</u>	<u>(34,848.10)</u>	<u>0.43%</u>	
Expense					
108-66 · Energy East-Consult Services	30,800.00	151.90	(30,648.10)	0.49%	
108-67 · Energy East-Admin Overhead	4,200.00		(4,200.00)	0.0%	
Total Expense	<u>35,000.00</u>	<u>151.90</u>	<u>(34,848.10)</u>	<u>0.43%</u>	
Net Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
WECl 2015
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
109-01 · WECl Project 2015-Transfer Pay'	20,000.00	5,000.00	(15,000.00)	25.0%	
109-04 · WECl Project 2015-Special Levy	5,000.00	2,421.80	(2,578.20)	48.44%	
109-13 · WECl Project 2015-Other Revenue	15,000.00	0.00	(15,000.00)	0.0%	
Total Income	<u>40,000.00</u>	<u>7,421.80</u>	<u>(32,578.20)</u>	<u>18.56%</u>	
Expense					
109-66 · WECl Project 2015-Consult Servi	32,800.00	221.80	(32,578.20)	0.68%	
109-67 · WECl Project 2015-Admin Overhea	7,200.00	7,200.00	0.00	100.0%	
Total Expense	<u>40,000.00</u>	<u>7,421.80</u>	<u>(32,578.20)</u>	<u>18.56%</u>	
Net Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Environmental Damages Fund
January through December 2015

	Budget	Revised Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense						
Income						
110-13 - EDF - Other Revenue	39,000.00	57,500.00	57,500.00	0.00	100.0%	Additional funds applied for and approved by Environment Canada.
Total Income	39,000.00	57,500.00	57,500.00	18,500.00	100.0%	
Expense						
110-66 - EDF-Consulting Services	39,000.00	57,500.00	57,500.00	0.00	100.0%	
Total Expense	39,000.00	57,500.00	57,500.00	18,500.00	100.0%	
Net Income	0.00	0.00	0.00	0.00	0.0%	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
Profit & Loss Budget vs. Actual
Guardian Fund
January through December 2015

	Budget	Jan -Dec 15 Actuals	Variance from Budget	% of Budget	Comments
Ordinary Income/Expense					
Income					
111-13 · Guardian Fund - Other Revenue	25,000.00	25,558.00	558.00	102.23%	
Total Income	25,000.00	25,558.00	558.00	102.23%	
Expense					
111-31 · Guardian Fund-Contract Wages	2,456.14	2,456.14	0.00	100.0%	
111-32 · Guardian Fund-Seasonal Wages	3,491.23	2,248.54	(1,242.69)	64.41%	
111-36 · Guardian Fund-Benefits	832.63	2,075.33	1,242.70	249.25%	
111-60 · Guardian Fund-Materials and Sup	8,000.00	8,102.13	102.13	101.28%	
111-62 · Guardian Fund-Services	10,220.00	10,117.87	(102.13)	99.0%	
Total Expense	25,000.00	25,000.01	0.01	100.0%	
Net Income	0.00	557.99	557.99		



Draft

INCOME STATEMENT for the period of January 1 to December 31, 2015
Unaudited Financial Statements

Grant Eligible Core Activities	Account	December 31, 2015		
		Revenue	Expense	Net
Administration	31-00	324,031.92	248,109.69	75,922.23
Administration - Amortization Expense			386,031.81	(310,109.58)
Watershed Planning	35-00	121,509.73	120,993.81	515.92
Flood Control	36-00	201,485.00	198,877.69	2,607.31
Erosion Control	37-00	79,614.00	80,489.24	(875.24)
Flood Forecasting	38-00	119,361.00	116,692.97	2,668.03
Ice Management	39-00	11,050.00	9,558.12	1,491.88
Source Protection Planning	83-00	293,363.74	293,363.74	0.00
Subtotal		1,150,415.39	1,068,085.26	82,330.13
Conservation Authority Core Activities				
	32-00	537,259.40	474,670.63	62,588.77 TCA Expenses \$17,587.02
Regulations and Fisheries	34-00	41,005.40	43,281.29	(2,275.89)
Septics Support	40-00	100,575.00	75,368.34	25,206.66
Water Quality	42-00	14,723.00	3,966.91	10,756.09
Outreach	57-00	28,390.24	27,276.45	1,113.79
Interpretive Centre	56-00	185,574.02	183,042.19	2,531.83 TCA Expenses \$9,527.43
Lands and Property Operations	70-00	140,395.31	114,806.57	25,588.74
Subtotal		1,047,922.37	922,412.38	125,509.99
NBMCA Capital Projects				
Lands and Properties Capital - C/A's/Trails	86-00	186,364.58	148,373.42	37,991.16 TCA Expenses \$7,377.60
Central Services	97-00	46,947.06	33,556.78	13,390.28
WECI 2015	109-00	7,421.80	7,421.80	0.00
Subtotal		240,733.44	189,352.00	51,381.44

Grant Eligible Core Activities	Account	November 30, 2015		
		Revenue	Expense	Net
Administration	31-00	285,600.11	157,865.87	127,734.24
Administration - Amortization Expense			289,481.13	(161,746.89)
Watershed Planning	35-00	117,404.73	111,329.37	6,075.36
Flood Control	36-00	201,485.00	176,225.91	25,259.09
Erosion Control	37-00	79,614.00	76,889.28	2,724.72
Flood Forecasting	38-00	119,361.00	107,243.08	12,117.92
Ice Management	39-00	11,050.00	9,165.32	1,884.68
Source Protection Planning	83-00	357,284.96	261,663.55	95,621.41
Subtotal		1,171,799.80	900,382.38	271,417.42
Conservation Authority Core Activities				
	32-00	516,444.40	448,725.49	67,718.91 TCA Expenses \$17,587.02
Regulations and Fisheries	34-00	40,515.40	39,620.52	894.88
Septics Support	40-00	97,235.00	68,176.43	29,058.57
Water Quality	42-00	14,723.00	2,907.79	11,815.21
Outreach	57-00	30,390.24	25,978.52	4,411.72
Interpretive Centre	56-00	168,021.42	184,913.10	(16,891.68) TCA Expenses \$9,527.43
Lands and Property Operations	70-00	130,105.80	109,042.77	21,063.03
Subtotal		997,435.26	879,364.62	118,070.64
NBMCA Capital Projects				
Lands and Properties Capital - C/A's/Trails	86-00	246,993.00	144,416.40	102,576.60 TCA Expenses \$7,377.60
Central Services	97-00	64,577.00	25,528.25	39,048.75
WECI 2015	109-00	25,000.00	5,400.00	19,600.00
Subtotal		336,570.00	175,344.65	161,225.35

NBMCAs Studies/Special Projects	December 31, 2015			
	Account	Revenue	Expense	Net
DIA Technical Project	98-00	145,419.88	145,419.88	0.00
Integrated Watershed Management Plan	99-00	130,354.20	130,354.20	0.00
WECl - Chippewa Creek Inventory and Study	105-00	33,983.79	33,019.65	964.14
Energy East	108-00	151.90	151.90	0.00
Source Protection Municipal Implementation (SPMIF)	107-00	217,914.51	217,914.51	0.00
Guardian Fund	111-00	25,558.00	25,000.01	557.99
Environmental Damages Fund	110-00	57,500.00	57,500.00	0.00
Subtotal		610,882.28	609,360.15	1,522.13
FOSTER WILD ENVIRONMENTAL FUND				
FWEF General Account	190-00	25.29	1,715.38	(1,690.09)
FWEF Nevada Account	191-00	22,450.62	39,014.21	(16,563.59)
FWEF Total		22,475.91	40,729.59	(18,253.68)
NBMCA Total		3,072,429.39	2,829,939.38	242,490.01

NBMCAs Studies/Special Projects	November 30, 2015			
	Account	Revenue	Expense	Net
DIA Technical Project	98-00	163,702.00	134,916.18	28,785.82
Integrated Watershed Management Plan	99-00	253,008.00	105,659.14	147,348.86
WECl - Chippewa Creek Inventory and Study	105-00	33,084.00	21,617.28	11,466.72
Energy East	108-00	35,000.00	3,187.88	31,812.12
Source Protection Municipal Implementation (SPMIF)	107-00	294,905.22	206,248.76	88,656.46
Guardian Fund	111-00	25,558.00	23,738.33	1,819.67
Environmental Damages Fund	110-00	57,500.00	16,885.90	40,614.10
Subtotal		862,757.22	512,253.47	350,503.75
FOSTER WILD ENVIRONMENTAL FUND				
FWEF General Account	190-00	23.94	1,715.38	(1,691.44)
FWEF Nevada Account	191-00	22,443.16	18,438.54	4,004.62
FWEF Total		22,467.10	20,153.92	2,313.18
NBMCA Total		3,391,029.38	2,487,499.04	903,530.34

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

ORIGIN: Sue Buckle, Supervisor, Communications and Outreach

DATE: March 23, 2016 Board Meeting

SUBJECT: Communications and Outreach Update

Background:

NBMCA's mission and vision call for NBMCA to provide leadership in watershed management through promotion of conservation awareness in cooperation with others which includes engagement and communication through a variety of outreach and communication strategies.

The attached Report highlights NBMCA communication and outreach initiatives for January to March 2016 and identifies upcoming events for the Board's information and participation where noted.

Analysis:

Raising public awareness of NBMCA, our role as watershed managers and engaging the community in their collaborative role as stewards of our watershed One of NBMCA's Strategic Goals of Communication and Outreach.

NBMCA has a strong history of successful engagement and collaboration with established environmental organizations. To further our mandate and foster environmentally sustainable behaviours, staff throughout the organization undertake initiatives which connect us with stakeholders within our watersheds who may not be currently engaged in or aware of the goals of NBMCA programs and services.

Recommendation:

That the Board receives and accepts the Report and appends it to the minutes of this meeting.

RECOMMENDED RESOLUTION:

None required.



Sue Buckle, Supervisor Communications & Outreach



Brian Tayler, CAO/Secretary-Treasurer

Communications & Outreach Update

Report to the Board – March 23, 2016



January 29	Professional Engineers Day Information Table (Water Resources)
March 3	Nipissing Rotary Club Presentation re: NBMCA Mandate and Current Initiatives (CAO/Communications)
March 5	Laurentian Ski Hill – 90 th Anniversary and Winter Carnival Booth & Pine Cone Bird Feeder Craft (Communications) Comments by Board Chair Dave Mendicino
March 10	Conservation Ontario Day – Queen’s Park Open House for MPPs to educate/promote Ontario Conservation Authorities Welcome by MPP Vic Fedeli in Legislature (CAO/Communications)
March 11-13	North Bay Home and Garden Expo Promotion of Restore Your Shore, Chippewa Creek EcoPath, Conservation Areas & Trails Display of Erosion Model (Communications/Stewardship)

Social Media & Media Mentions - Jan 1 to Mar 14

15 Tweets. 9 Retweets
14 Facebook Postings

4 Media Releases, 33 Media mentions

Snow Course Readings, Weather/Flooding, NBMCA/SPC Meeting, Laurentian Ski Hill, Friends of La Vase Heritage Award for Conservation,

Calendar of Upcoming Events & Outreach Initiatives

April to September	Restore Your Shore – shoreline and streambank plantings May 14 – North Bay Scouts Planting Day (Stewardship/Communications)
April 6	Friends of Laurier Woods Annual General Meeting (6-9 pm) Guest Speaker Dick Tafel – Tickets available at NBMCA (Field Operations)
April 13	North Bay Regional Science Fair (Gr.7 – 12) Judge, Sponsorship of NBMCA Science Fair Award (Communications)
April 17-23	Pitch-in Canada Coordination by NBMCA for schools and community clean-ups (Communications)

Calendar of Upcoming Events & Outreach Initiatives (con't)

April 24	World Water Day Corbeil Conservation Area Hike (Communications)
May 9	Family Hike for New Military Personnel – Department of National Defense (Communications)
May 24-27	Canadian Water Resource Association Annual Conference Presentation: Beyond Brook Trout – Protecting Primary Headwaters with Specific Regard to Acidification, Climate Change, and Logging Practices. (GIS provided data support for research)
Spring (Date TBC)	Ontario Professional Foresters Conference Presentations Laurier Woods Forest Management Plan, NBMCA Water Quality (Field Operations / DWSP)
June 4	Chippewa Creek Eco-Path Adopt-the-Creek Volunteer Appreciation and Clean-up (Supported by New Ontario Brewery) (Communications)
July 22	Annual Eau Claire Gorge Conservation Area Guided Hike Guest Guide Jane Legassie
July 23	Mattawa River Canoe Race – sponsorship opportunities New website launch March 30 – matawarivercanoerace.ca

Sue Buckle
Supervisor of Communications & Outreach

SAVE THE DATE: BOARD PHOTO APRIL 27TH Board Meeting - 7 PM
A reminder that a photographer will be on hand at the April board meeting to take our official Board photograph. Board members are asked to please RSVP to Rebecca Morrow. Thank you.

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

ORIGIN: Sue Buckle, Supervisor, Communications and Outreach
Troy Storms, Supervisor, Field Operations

DATE: March 23, 2016

SUBJECT: Stewardship Program

Background:

NBMCA’s Integrated Watershed Management Strategy (IWMS) and the 2014-2018 Strategic Plan “Moving Forward” call for the development of a Stewardship Strategy to assist NBMCA in fulfilling its mission and vision, as well as achieving its objectives. Much of integrated watershed management is about human behaviour and public engagement is an integral component of this IWMS. NBMCA’s Strategic Plan calls for the development of a Framework for stewardship that engages hearts and minds and leads to action. To achieve this, NBMCA has successfully incorporated the principles of Community Based Social Marketing in its outreach and stewardship efforts to date.

Staff members in all program areas are identifying opportunities for public engagement and stewardship in achieving their program goals. This will help form the basis of an ongoing Integrated Stewardship Strategy in the years ahead. A Stewardship Program has been developed for 2016, building in part on the success of the 2015 “Restore Your Shore” shoreline planting program implemented in the Callander-Wasi watershed.

The Stewardship Program to date was developed through the collaboration of several program areas: Communications /Outreach, Drinking Water Source Protection, and Field Operations. Responsibility for implementation and ongoing development of the Stewardship Program will be the responsibility of Field Operations, working with other program areas to achieve the integrated outcomes.

Analysis:

The 2016 Stewardship Program objectives are four-fold:

1. Restore Your Shore. Expansion of RYS to the 19 subwatersheds in the NBMCA jurisdiction providing shoreline assessment, planting plans, plants and planting for up to 30 shoreline and stream bank properties.
2. Erosion Restoration in Callander-Wasi Watershed. Shoreline erosion can contribute phosphorus-carrying sediment into the watershed, fostering the growth of blue-green algae. This initiative will see the assessment and restoration of up to three properties in this subwatershed that have been identified by staff and/or previous erosion studies in the watershed.

3. **Stewardship Framework.** The development of a Framework for the Stewardship Program will create a foundation for a sustainable Stewardship Strategy. The purpose of the framework is to:
 - articulate the purpose, scope and function of a program or operation
 - provide guidance in establishing organizational priorities
 - effectively plan for and manage organizational resources
 - guide staff in fulfilling their performance objectives
 - inform the establishment of day-to-day operational working plans
 - be accountable and transparent to member municipalities, funders, partners, stakeholders and the public

4. **Funding.** The final objective for 2016 is to finalize funding for the program and identify sustainable funding opportunities for 2017 and beyond. Funding has been tentatively confirmed through the Great Lakes Guardian Community Fund (approx. \$25,000), the Environmental Damages Fund (\$88,500). Decisions from several other grant programs are pending. \$109,568 of surplus funds from the 2015 program have also been earmarked for the program which will be allocated to the above mentioned initiatives as well as ongoing research in the Callander-Wasi watershed.

Recommendation:

The Board receives and approves this report and attach it to the minutes of this meeting.

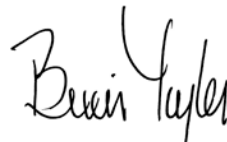
RESOLUTIONS:

That the Board authorizes staff to enter into a Grant Funding Agreement with the Province of Ontario for the Great Lakes Guardian Community Fund.

That the Board authorizes staff to enter into grant funding agreements to support the Stewardship Program.



Sue Buckle, Supervisor, Communications & Outreach



Brian Tayler, CAO/Secretary-Treasurer

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

ORIGIN: Troy Storms, Supervisor of Field Operations

DATE: March 23, 2016

SUBJECT: Ski Hill Capital Asset Reserve Fund

Background:

In the summer of 2015 North Bay – Mattawa Conservation Authority (NBMCA), Laurentian Ski Hill and Snowboarding Club (LSHSC) and BDO embarked on a Business Strategic Review and a Business Plan process for the Laurentian Ski Hill. Some key results included but not limited to; understanding the market position, understand the past/planned marketing initiatives, understanding the financial position, identification of revenue generating opportunities, and cost reduction opportunities. The fixed capital assets owned by NBMCA were highlighted as a financial burden on the operational activities of the LSHSC.

To reduce the impact of this capital on operating expenses of the LSHSC, the NBMCA Board of Directors asked its ten (10) member municipalities to commit to a multi-year funding plan to create a capital reserve to fund this type of expense. This will allow the Ski Hill management team to focus on operational results for future success and reduce the financial burden of fixed asset expenses.

After receiving positive responses from the majority of member municipalities a resolution was passed at the NBMCA Board of Directors meeting on March 2nd, 2016 to establish the Ski Hill Capital Asset Reserve Fund.

On March 9, 2016 the LSHSC sent a request to the NBMCA for access to this reserve for payment of two invoices for the repair and upgrade of the fixed capital assets (the lifts) from 2015 in the net amount of \$19,640.34.

This financial assistance will reduce a significant obstacle for LSHSC and create the best opportunity for LSHSC to achieve the first year results within the Ski Hill Business Plan.

Analysis

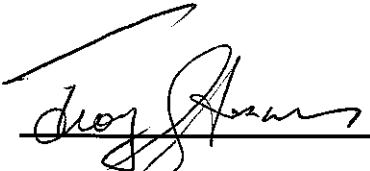
At this time the reserve is projected to have a minimum of \$56,059 in funds. Invoices of gone out to contributing municipalities and the funds are coming in.

The request by LSHSC is within the limits of the funds available and will be eligible to be paid once the funds from the municipalities arrive.

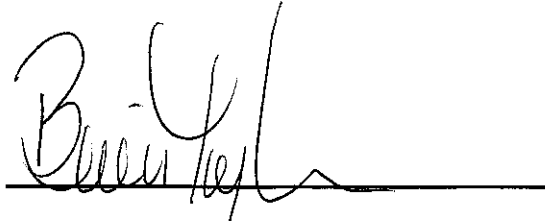
Staff has reviewed the subject works and are satisfied the expenses are eligible and are recommending use of the reserve to make these payments.

RECOMMENDED RESOLUTION:

That the Board of Directors receive this report, and approve the use of the Ski Hill Capital Asset Reserve Fund to pay invoices in the amount \$19,640.34 for expenses incurred by the LSHSC.



Troy Storms, Supervisor Field Operations



Brian Tayler, CAO/Secretary-Treasurer