

**North Bay-Mattawa Conservation Authority
Members Meeting for
July 7 at 5:30pm
VIA ZOOM**

AGENDA

Procedural Matters

1. Acknowledgement of Indigenous Traditional and Treaty Lands
2. Approval of the Agenda
3. Delegation(s)
4. Declaration of Pecuniary Interest
5. Adoption of Previous Minutes from June 22, 2022

Written Reports

6. Laurentian Ski Hill and Snowboarding Club (**Appendix #1**)

Other Business

7. New Business
8. Adjournment

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

SEVENTH meeting of the North Bay-Mattawa Conservation Authority held as an electronic meeting via zoom at 5:30 p.m. on July 7, 2022.

MEMBERS PRESENT:

Bonfield, Township of	-	Jane Lagassie
Calvin, Township of	-	Sandy Cross
Chisholm, Township of	-	Nunzio Scarfone
Mattawa, Town of	-	Loren Mick
Mattawan, Municipality of	-	Michelle Lahaye
North Bay, City of	-	Dave Mendicino (Vice-Chair)
Papineau –Cameron, Township of	-	Shelley Belanger
Powassan, Municipality of	-	Dave Britton (Chair)

MEMBERS ABSENT:

Callander, Municipality of	-	Irene Smit
East Ferris, Municipality of	-	Rick Champagne
North Bay, City of	-	Chris Mayne
North Bay, City of	-	Ed Valenti

STAFF PRESENT:

Chitra Gowda, CAO, Secretary-Treasurer
Helen Cunningham, Manager, Finance and Human Resources
Rebecca Morrow, Administrative Assistant
Sue Buckle, Manager, Communications and Outreach
Troy Storms, Manager, Lands & Stewardship

1. Acknowledgement of Indigenous Traditional and Treaty Lands

Chitra Gowda read a statement acknowledging Indigenous and Treaty Lands.

2. Approval of the Agenda

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

Resolution No. 64-22, Cross-Lagassie

THAT the agenda be approved as presented.

Carried Unanimously

3. Delegations

No delegations.

4. Declaration of Pecuniary Interest

None declared.

5. Adoption of Previous Minutes from June 22, 2022

This item was deferred to the next regularly scheduled Members meeting.

6. Laurentian Ski Hill and Snowboarding Club

Chitra presented a report entitled "Reserve Approval Requests from Laurentian Ski Hill Snowboarding Club" dated July 7, 2022 including staff recommendations. After discussion, the following amended resolution was presented:

Resolution No. 65-22, Lahaye-Mendicino

THAT the Members receive and accept the Staff Report regarding the Laurentian Ski Club Snowboarding Club's request for \$80,000.00 from the non-levy operating reserve towards snow generating equipment, conditional upon NBMCA's receipt of \$60,000.00 non levy operating amount from the City of North Bay; and

THAT the Members direct staff to obtain at least 2 bona fide quotes to replace light posts from the LSHSC, and review and develop a staff report for the August 2022 Board meeting

Carried Unanimously

7. New Business

None.

8. Adjournment (5:47 p.m.)

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

Resolution No. 66-22, Lagassie-Scarfone

THAT the meeting be adjourned, and the next meeting be held at 5:30 pm Wednesday August 17, 2022 in a format to be decided or at the call of the Chair.

Carried Unanimously



Dave Britton, Chair



Chitra Gowda,
Chief Administrative Officer, Secretary Treasurer

TO: The Chairman and Members
North Bay-Mattawa Conservation Authority

ORIGIN: Chitra Gowda, CAO / Secretary-Treasurer
Helen Cunningham, Manager, Finance and Human Resources

DATE: July 7, 2022 Members Meeting

SUBJECT: Reserve Approval Requests from Laurentian Ski Hill Snowboarding Club

Background:

The North Bay-Mattawa Conservation Authority (NBMCA) holds two reserve accounts for the Laurentian Ski Hill Snowboarding Club (LSHSC). One is to assist with operational expenses and the other is to help with NBMCA owned Capital asset expenses. The agreement between NBMCA and LSHSC is such that borrowing from the reserve accounts require NBMCA approval. The agreement also requires that LSHSC provide NBMCA with (a) monthly balance sheets and income statements with budget comparisons delivered within 5 weeks following the month end, and (b) audited financial statements within reason of its April 30 year end.

On June 30, 2022, NBMCA and LSHSC met to discuss several matters. NBMCA received the attached letter dated June 30, 2022, requesting \$80,000.00 from the operating reserve to cover a one-time cost to purchase snow generating equipment, without which the LSHSC winter operations might be impacted. The letter indicates that LSHSC was successful in receiving funding from the Northern Ontario Heritage Fund Corporation (NOHFC) for a conditional contribution of approximately \$292,000.00. Further, LSHSC indicates that when the first claim is submitted to NOHFC, LSHSC will receive 50% money back from NOHFC accounting for approximately \$40,000.00 and at that time LSHSC will transfer this back into the operating reserve account. LSHSC will use the additional \$40,000.00 towards their operating expenses for this upcoming season. The funding approval letter from NOHFC and the contract for the snow guns from SMI Snow Makers are also attached.

NBMCA also received a request on June 30, 2022, from LSHSC to consider the replacement of the light posts. Attached is a related quote for \$103,709.48 obtained by LSHSC. NBMCA staff recommended that a quote also be obtained from North Bay Hydro.

Analysis:

Staff analysis involves reviewing (1) the current operating and capital reserves (non levy) at NBMCA for the LSHSC and (2) the financials information from LSHSC.

- 1) The NBMCA non levy operating reserve for the ski hill currently has \$84,592.00 in the account as of end of June 2022. The request for operating funds of \$80,000.00 towards snow generating equipment could be accommodated; although at the time of writing of this report the 2022 non levy funds from the City of North Bay specifically for LSHSC operating needs has yet to be received by NBMCA. The NBMCA non levy capital reserve for the ski hill currently has \$308,894.00 in the account as of end of June 2022. While this could be used towards the requested \$103,709.48 to replace light posts, as indicated above the LSHSC is recommended to obtain a quote from North Bay Hydro.

- 2) The financials information received from the LSHSC indicates a deficit during January to June 2022. Their unaudited year end balance for 2021 is approximately \$13,000.00. LSHSC indicated that delays with the auditor may push the completed audit to September 2022 at the earliest. As well, LSHSC makes regular payments to NBMCA towards a long-term debt settlement, with a remaining loan amount of \$20,733.12.

Recommendation:

Staff is recommending that the Board approve the request for \$80,000.00 from the non levy operating reserve towards snow generating equipment, conditional upon NBMCA's receipt of \$60,000.00 non levy operating amount from the City of North Bay; and

Staff is recommending that the Board approve up to \$103,709.48 from the non-levy capital reserve to replace light posts, conditional upon LSHSC obtaining and comparing additional quotes including from North Bay Hydro.

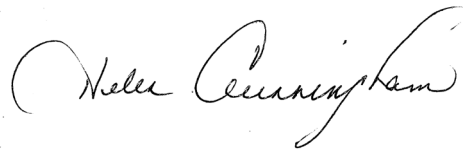
RECOMMENDED RESOLUTION:

That the Members receive and accept the Staff Report regarding the Laurentian Ski Club Snowboarding Club's request for \$80,000.00 from the non-levy operating reserve towards snow generating equipment, conditional upon NBMCA's receipt of \$60,000.00 non levy operating amount from the City of North Bay; and

That the Members approve up to \$103,709.48 from the non-levy capital reserve to replace light posts, conditional upon LSHSC obtaining and comparing additional quotes including from North Bay Hydro.



Chitra Gowda
CAO / Secretary-Treasurer



Helen Cunningham
Manager, Finance and Human Resources

June 30, 2022

Dear Chitra and NBMCA Board of Directors,

On behalf of the LSH Board of Directors we would like to request \$80,000 from the LSH operating reserve as we incur a one-time cost for upgrades to equipment. We are required to pay a deposit of \$83,800 for snow guns that we are purchasing to improve the efficiency and speed at which we can make snow. This new equipment will reduce labour costs and allow us to make snow at a much faster rate in warmer temperatures. As such, we require funds to off-set our operating for this transaction to occur. Without the purchase of the new snow guns we will continue to run in-efficiently. This includes susceptibility to milder temperatures, later opening days, increased labour costs and an inability to satisfy our community's needs.

LSH was successful in receiving funding from NOHFC for a conditional contribution of approximately \$292,000. When the first claim is submitted to NOHFC, LSH will receive 50% money back from NOHFC accounting for approximately \$40,000. At this time we will be able to transfer this back into the operating reserve account. We will continue to use the additional \$40,000 towards our operating expenses for this upcoming season. Please see the attached funding approval letter from NOHFC and the contract for the snow guns from SMI Snow Makers.

We kindly request this advancement from the operating reserve account. We look forward to your response. If you would like to further discuss, please feel free to contact myself or Karen Jones, General Manager. Karen can be reached at 705-493-4525.

Sincerely,

JS

John Strang
President, Laurentian Ski Hill & Snowboarding Club

4. Contract

FOB	Midland, MI	Sub Total	CAD\$247,200.00
Payment Terms	See Prior Page	GST/HST	CAD\$32,136.00
Total	CAD\$279,336.00	Freight and Customs Clearance	Additional
Deposit with order	CAD\$83,800.00	TOTAL	CAD\$279,336.00
Balance Due	CAD\$195,536.00 + Freight & Customs		

SELLER: Snow Machines, Incorporated

PURCHASER: _____

by: Brooke VanderKelen Alba

by: _____

Signature: Brooke Vanderkelen Alba

Signature: _____

Title: Sales and Marketing

Title: _____

Date: May 6, 2022

Date: _____

This order as written is subject to acceptance by an officer of the SELLER at its principal office. The parties hereto acknowledge that this agreement constitutes the entire understanding between the PURCHASER and the SELLER and agree that no modification hereof shall be binding on either party unless in writing and signed by the PURCHASER and an officer of the SELLER.

April 11, 2022
 NOHFC Project: 7520069

Board of Directors

Honourable Greg Rickford - Chair

David Sinclair, Vice Chair

Michael Fox

Don Mitchell

Fred Slade

Peter Chirico

Sam Biasucci

Kim Cornell

Laurie Marcil

Bill Spinney

Bernie Kamphof

Tonia Blenkarn

Kimberly Ballance

Lucy Belanger

Sue Prodaniuk

Jim Hook

Delivered via email to Karen.Jones@northbay.ca
 Laurentian Ski Hill Snowboarding Club
 15 Janey Street
 North Bay, ON P1C 1N1

Attention: Karen Jones, General Manager

Dear Karen Jones,

I am pleased to advise that the Northern Ontario Heritage Fund Corporation (NOHFC) has approved funding for your project in the following amount(s):

	Conditional Contribution	Loan	Total Funding Not to Exceed
Peter Chirico	\$292,467	\$0	\$292,467

This approval is subject to entering into a signed agreement with NOHFC setting forth the essential terms and conditions of the funding and such other documents that NOHFC may require.

The team assigned to your project is currently preparing the required document(s) and will be in touch with you in the upcoming weeks. For information on program requirements and the funding process, please consult our website at www.nohfc.ca. If you have questions, please contact your project's Financial Officer, Jake Kallio, toll-free at 1-800-461-8329.

To help us assist you better, please reference your NOHFC project number (7520069) in all your communications with us.

At this time, please do not publicly announce your approval for funding from NOHFC. NOHFC or the Ministry of Northern Development, Mines, Natural Resources and Forestry will contact you to arrange the details for an official announcement.

On behalf of the Board of Directors, please accept my best wishes.

Sincerely,



The Honourable Greg Rickford
 Minister of Northern Development, Mines, Natural Resources and Forestry
 Chair, Northern Ontario Heritage Fund Corporation

AULTMAN RENTAL

1753443 Ontario Inc.
 120 Pioneer Road
 REDBRIDGE, ONTARIO P0H 2A0
 Phone 705.663.2763

aultman.rental@gmail.com

ECRA LICENCE # 7005008

QUOTE

Quote No.: 1046
 Date: 27/06/2022
 Page: 1

Sold To:

Laurentain Ski Hill
 Cam Graham
 15 Janey Ave.
 North Bay, Ontario P1C 1N1

Item No.	Quantity	Description	Tax	Unit Price	Amount
	1	Attention: Ryan Moir To supply equipment, labour and materials to install 40 35' Class 5 poles. Install approximately 1310 meters of trench. Note: Lights, Wiring and installation to be done by electrician NOTE: Extras – cost plus 15% If sufficient depth is unattainable due to rock – cost plus 15% As material pricing fluctuates this quote is based on current pricing. If price increases at time of installation cost will be added as extra. NOTE: Payment due upon completion. If quote is accepted please sign below and email to aultman.rental@gmail.com. Thank You Subtotal:	H	91,778.30	91,778.30
		H - HST 13%			11,931.18
		HST			
AULTMAN RENTAL HST: #80951 0951 RT0001					
Comments Quoted price valid for 60 days .				Total Amount	103,709.48