



**North Bay-Mattawa Conservation Authority  
Members Meeting for August 16, 2023  
at 5:00 pm or  
Immediately after the Source Protection Authority Meeting  
IN PERSON  
NBMCA's Natural Classroom, 15 Janey Avenue, North Bay, Ontario  
AGENDA**

**Procedural Matters**

1. Approval of the Agenda
2. Declaration of Pecuniary Interest

**Delegations**

3. Adoption of Previous Minutes from June 28, 2023
4. Correspondence

**Presentations**

5. 2023 Mid-Year Progress Presentation

**Business Reports**

6. Section 28 Permits Report **(Report #1)**
7. Planning & Development and OSS Programs Quarterly Report **(Report #2)**
8. Mid-Year and Quarterly Financials Report **(Report #3)**
9. Conservation Authorities Act Update Report **(Report #4)**
10. On-site Sewage System Program Staff Designations Report **(Report #5)**
11. Water and Erosion Control Infrastructure Projects Matching Levy **(Report #6)**

**Other Business**

12. Closed Session of Committee of the Whole pertaining to legal, property, and personnel matters
13. New Business
14. Adjournment

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

**SEVENTH** meeting of the North Bay-Mattawa Conservation Authority held at 5:00 p.m. on August 16, 2023 in the NBMCA's Natural Classroom, 15 Janey Avenue, North Bay Ontario.

**MEMBERS PRESENT:**

Bonfield, Township of	-	Steve Featherstone
Callander, Municipality of	-	Irene Smit
Calvin, Township of	-	Bill Moreton
East Ferris, Municipality of	-	Steve Trahan
Chisholm, Township of	-	Nunzio Scarfone
Mattawa, Town of	-	Loren Mick
Mattawan, Municipality of	-	Michelle Lahaye
North Bay, City of	-	Peter Chirico
North Bay, City of	-	Lana Mitchell
Papineau-Cameron, Township of	-	Shelley Belanger
Powassan, Municipality of	-	Dave Britton

**MEMBER(S) ABSENT:**

North Bay, City of	-	Chris Mayne
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**ALSO PRESENT:**

Chitra Gowda, Chief Administrative Officer (CAO), Secretary-Treasurer  
Rebecca Morrow, Executive Assistant  
Paula Scott, Director, Planning & Development/Deputy CAO  
Helen Cunningham, Director, Corporate Services  
David Ellingwood, Director, Water Resources  
Aaron Loughheed, Assistant Manager, Finance  
Valerie Murphy, Regulations Officer

**1. Approval of the Agenda**

After discussion the following resolution was presented:

Resolution No. 88-23, Mitchell-Mick

**THAT** the agenda be approved as presented.

**Carried Unanimously**

**2. Declaration of Pecuniary Interest**

None declared.

**3. Adoption of Previous Minutes of June 28, 2023**

After discussion the following resolution was presented:

Resolution No. 89-23, Moreton-Trahan

**THAT** the minutes of the meetings held on June 28, 2023 be adopted as written.

**Carried Unanimously**

**4. Correspondence**

None presented.

**5. 2023 Mid-Year Progress Presentation**

Chitra Gowda, Paula Scott and David Ellingwood presented the 2023 Mid-Year Progress presentation highlighting program specific data trends, permit numbers, special projects and community events and highlights from the year so far. Chair Dave Britton informed the members that an official opening of the Oak Street Bridge is being planned and that Mayor Peter Chirico and community member Bill Vrebosch be invited. Chitra also informed the members that the completion of the tower deck on the NBMCA's main building is scheduled to be completed by the end of October 2023. Chitra also informed the members that a temporary closure of Laurier Woods is necessary as replacement of boardwalks will begin soon.

**6. Section 28 Permits Report**

Valerie Murphy presented the report to the members. Afterwards, the members thanked Valerie and the following resolution was presented:

Resolution No. 90-23, Featherstone - Mitchell

**THAT** the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permits report is received and approved by the members of the Board of Directors;

**Carried Unanimously**

**7. Planning & Development and OSS Program Quarterly Report**

Paula Scott presented the Planning and Development and OSS Program Quarterly Report. After

Paula's presentation the members thanked Paula and the following resolution was presented:

Resolution No.91-23, Belanger - Mitchell

**THAT** the Planning and Development member's report, *Second Quarter Review 2023*, is received and appended to the minutes of this meeting.

**Carried Unanimously**

**8. Mid-Year and Quarterly Financials Report**

Chitra Gowda presented the Mid-Year and Quarterly Financials Report prepared by Helen Cunningham. After discussion the members thanked Chitra and the following resolution was presented:

Resolution No. 92-23, Lahaye-Chirico

**THAT** the Income Statement, Balance Sheet and Budget Status Report at June 30, 2023 be approved by the members of the Board of Directors and appended to the minutes of this meeting.

**Carried Unanimously**

**9. Conservation Authorities Act Update Report**

Chitra Gowda presented the Conservation Authorities Act Update Report. After discussion the members thanked Chitra and the following resolution was presented:

Resolution No. 93-23, Scarfone-Smit

**THAT** the staff report 'Conservation Authorities Act Implementation Timelines' is received and appended to the minutes of this meeting.

**Carried Unanimously**

**10. On-site Sewage System Program Staff Designations Report**

David Ellingwood presented the On-site Sewage System Program Staff Designations Report. After discussion, the members thanked David and the following resolution was presented:

Resolution No. 94-23, Smit-Scarfone

**THAT** Derek Airdrie, Building Code Identification Number (BCIN) 129131, now qualified by the Ministry of Municipal Affairs and Housing (MMAH) in the category of on-site sewage systems, is appointed, in the North Bay-Mattawa Conservation Authorities' (NBMCA) area of jurisdiction, to the position of Sewage System Inspector as related to Part 8 of the Ontario Building Code (OBC);

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

**Carried Unanimously**

**11. Water & Erosion Control Infrastructure Projects Matching Levy**

David Ellingwood presented the Water & Erosion Control Infrastructure Projects Matching Levy report. After discussion, the members thanked David and the following resolution was presented:

Resolution No. 95-23, Chirico-Lahaye

**THAT** the NBMCA Board confirms that matching levy dollars have been included in the 2023 NBMCA Budget to support the following projects under the 2023-2024 Water and Erosion Control Infrastructure Program (WECI): Parks Creek Backflood Erosion Control Structure Capacity Study; Chippewa Creek Erosion Repair at Hammond Street; and Chippewa Creek Erosion Repair Environmental Assessment – Chippewa St W upstream to Princess St.

**AND THAT** the report be received and appended to the minutes of the meeting.

**Carried Unanimously**

**12. Closed Session of Committee of the Whole (5:50pm)**

After discussion, the following resolutions were presented:

Resolution No.96-23, Featherstone-Belanger (6:56 pm)

**THAT** the meeting move into a closed session of "Committee of the Whole" to discuss legal, property and personnel matters.

**Carried Unanimously**

Resolution No. 97-23, Belanger-Featherstone

**THAT** the Board directs staff to begin recruitment of a Human Resources staff.

**Carried Unanimously**

Resolution No. 98-23, Mitchell-Belanger

**THAT** the updated Personnel Policy be approved as presented.

**Carried Unanimously**

Resolution No. 99-23, Moreton-Featherstone

**THAT** the Agreement with the Laurentian Snowboarding and Ski Club be extended for a period of 1 month from September 1, 2023 to October 1, 2023 to allow for staff to develop a 1-year updated agreement for the consideration of the Board at its September 13, 2023 meeting.

**Carried Unanimously**

Resolution No. 100-23, Featherstone-Mitchell

**THAT** the On-site Sewage (OSS) program reserve be accessed for the amount of \$33,000.00 to cover a portion of these expenses to date: human resources and change management, personnel policy update and review including updated short term sickness plan, (external third party consultation fees, lawyer fees, organization restructuring), and to cover the full costs of unanticipated vehicle repairs for a vehicle used solely for the OSS program.

**Carried Unanimously**

Resolution No. 101-23, Mick-Lahaye

**THAT** the Board Directs staff to develop programs with the Canadian Ecology Centre to increase NBMCA revenue.

**Carried Unanimously**

Resolution No. 102-23, Belanger-Featherstone

**THAT** the meeting move out of a closed session of "Committee of the Whole" and back into an open meeting. (7:19pm)

**Carried Unanimously**

**13. New Business**

None noted.

**14. Adjournment (6:57 p.m.)**

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

Resolution No. 103-23, Mick-Moreton

THAT the meeting be adjourned and the next meeting be held at 4:00pm, Wednesday September 13, 2023 or at the call of the Chair.

**Carried Unanimously**



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Dave Britton, Chair



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Chitra Gowda, Chief Administrative Officer,  
Secretary Treasurer



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

**ORIGIN:** Valerie Murphy, Regulations Officer

**DATE:** August 3, 2023

**SUBJECT:** Report on Development, Interference with Wetlands and Alterations to Shorelines  
and Watercourses Permits

**Background:**

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

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

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

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

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

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

**Analysis:**

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

Of the newly issued permits, four were issued to repair or replace existing infrastructure, three were issued for the construction of new single-family dwellings and three for trail maintenance. Two permits were issued for the installation of shoreline erosion protection works, two for landscaping and two for the construction of accessory structures. One permit was issued for the construction of an in-ground pool.

The permit amendment addressed the installation of a new dry hydrant at the boat launch on Southshore Road in East Ferris for the East Ferris Fire Department.

**Recommendation:**

**THAT** the members receive and approve the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permits as presented.

**Recommended Resolution:**

**THAT** the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permits report is received and appended to the minutes of this meeting.

*Valerie Murphy*

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**Valerie Murphy, Regulations Officer**

**DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES**

**FOR NBMCA BOARD INFORMATION ON: August 3, 2023**

**PERMIT YEAR: 2023**

File No.	Name of Applicant	Municipality	Legal Description/ Address	Name of Regulated Feature	Nature of Work	Date Complete Application Received	Development, Interference with Wetlands and Alterations to Shorelines and Watercourses
							Permit No./Date of Issuance
<b>REF-23-08</b>	Harvey Sefton	East Ferris	130 Woodcliffe Road	Trout Lake	To construct a new single-family dwelling	June 15, 2023	<b>#43-23</b> June 21, 2023
<b>REF-23-04</b>	Dr. John Seguin	East Ferris	506 Astorville Road	Lake Nosbonsing	To install shoreline erosion protection	June 23, 2023	<b>#44-23</b> June 28, 2023
<b>RNB-23-23</b>	Perry Wall	North Bay	1071 Northshore	Trout Lake	To replace patio and pathways with concrete	June 26, 2023	<b>#45-23</b> June 28, 2023
<b>RNB-23-24</b>	Friends of Laurier Woods and NBMCA	North Bay	Laurier Woods Conservation Area	Parks Creek PSW	To place gravel and wood chips and grade existing trail system	June 26, 2023	<b>#46-23</b> June 28, 2023
<b>RBO-23-01</b>	Elizabeth Proulx	Bonfield	124 Pine Lake Road	Kaibuskong Bay	To construct a new Hickory Building	June 27, 2023	<b>#47-23</b> July 5, 2023

**DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES**

**FOR NBMCA BOARD INFORMATION ON:** August 3, 2023

**PERMIT YEAR:** 2023

<b>RNB-23-26</b>	Cheryl Noel	North Bay	988 Premier	Lake Nipissing	To demolish existing dwelling and construct new dwelling	July 4, 2023	<b>#48-23</b> July 13, 2023
<b>RNB-23-27</b>	Steve Whitwell	North Bay	1089 Premier	Lake Nipissing	To replace existing walkway and patio with concrete	July 12, 2023	<b>#49-23</b> July 13, 2023
<b>RCALL-23-04</b>	Don and Karen Porter	Callander	6 Johnson Lane	Lake Nipissing	To demolish existing dwelling and construct a new dwelling	July 11, 2023	<b>#50-23</b> July 19, 2023
<b>RNB-23-29</b>	Chris Hughes and Susan Wardell	North Bay	717 Lakeshore Drive	Lake Nipissing	To construct a new detached garage	July 18, 2023	<b>#51-23</b> July 26, 2023
<b>RNB-23-30</b>	John Gore	North Bay	167 Bain	Chippewa Creek	To construct a new in-ground pool	July 21, 2023	<b>#52-23</b> July 26, 2023
<b>REF-23-10</b>	Dave Oliver	East Ferris	84 Kyle Road	Lake Nosbonsing	To install shoreline erosion protection	July 25, 2023	<b>#53-23</b> July 26, 2023
<b>RNB-23-25</b>	Scott Franks for City of North Bay	North Bay	John Kennedy Park	Pinewood Parkway Creek	To repair washed out trail and culverts	July 24, 2023	<b>#54-23</b> August 3, 2023
<b>RNB-23-31</b>	Mark Thomas for City of North Bay	North Bay	Champlain Park to Omischl	La Vase River and wetlands	To place fill and install culverts to formalize walking trail	July 25, 2023	<b>#55-23</b> August 3, 2023

**DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES**

**FOR NBMCA BOARD INFORMATION ON: August 3, 2023**

**PERMIT YEAR: 2023**

			Sports Complex				
<b>REF-23-11</b>	Nathan Babichuk for TransCanada PipeLines	East Ferris	TransCanada PipeLine Right-of-way	Wetlands and unnamed watercourses	To undertake cathodic protection works on existing infrastructure	July 24, 2023	<b>#56-23</b> August 3, 2023
<b>RNB-23-32</b>	Nathan Babichuk for TransCanada PipeLines	North Bay	TransCanada PipeLine Right-of-way	Wetlands and unnamed watercourses	To undertake cathodic protection works on existing pipeline infrastructure	July 24, 2023	<b>#57-23</b> August 3, 2023
<b>RNB-23-28</b>	Canor Construction for City of North Bay and NBMCA	North Bay	Hammond Street at Chippewa Creek	Chippewa Creek	To remove existing Hammond Street bridge, to realign Kate Pace Way, and construct sidewalks and cul-de-sacs	July 17, 2023	<b>#58-23</b> August 3, 2023
<b>RCA-23-01</b>	Brandon Mayhew for Calvin Township	Calvin Township	Township road rights-of-way	Unnamed watercourses and wetlands	To repair and replace existing culverts	August 1, 2023	<b>#59-23</b> August 3, 2023
<b>Amendment</b>							
<b>REF-22-24</b>	Greg Kirton for Municipality of East Ferris	East Ferris	Southshore Road boat launch	Lake Nosbonsing	To install a new dry hydrant for fire services	July 27, 2023	<b>#17-23</b> <b>Amendment #1</b> August 3, 2023



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

**ORIGIN:** Paula Scott, Director, Planning & Development/Deputy CAO  
David Ellingwood, Director, Water Resources  
Robin Allen, Manager, On-site Sewage System Program  
Valerie Murphy, Regulations Officer

**DATE:** August 16, 2023

**SUBJECT:** Planning and Development Activity, On-site Sewage System (OSS) and Section 28  
Processing Timelines - Second Quarter Review 2023

**Background:**

The following report outlines the Q2 permitting and commenting activity for the Planning and Development and On-site Sewage System (OSS) programs of NBMCA for the period of March 11, 2023 – June 9, 2023. The purpose of this report is to track activity to maintain reasonable workloads in support of the health and wellness of staff and to mitigate liabilities.

In addition to permit activity, a summary of Section 28 permit processing timelines, as outlined in Conservation Ontario’s (CO) “Annual Reporting on Timelines” template is enclosed.

**Plan Review Analysis:**

It is anticipated that the recent changes to the Conservation Authorities Act as well as to the Planning Act may have caused a bottleneck in the submission and processing of applications. Planning activity amongst our member municipalities, however, appears to have picked up in the second quarter. Application numbers for this time of year continue to decline since our record year in 2021 and are just below the five-year, Q2 average of 50 applications.

NBMCA – CA Plan Review	Data								
					2023				
	2019	2020	2021	2022	Q1	Q2	Q3	Q4	TOTAL
Planning letters developed	119	115	257	166	33	43			
Miscellaneous Inquiries	37	40	118	78	13	16			

**On-site Sewage System (OSS) Analysis:**

Applications and File Reviews are being received and will continue to increase over the next few months. Permit numbers in Q2 (224) are down from the five-year Q2 average of 299 permits. Substantial completion inspections are expected to increase with some installations taking place now and will most likely rise again as the season goes on. Overall, permit numbers are expected to be comparable to last year. An additional contract sewage system inspector has been hired, has successfully passed the necessary certification exams and is now qualified. The Mandatory Maintenance Inspections, scheduled this year for Chisholm, East Ferris and Callander, began in late July.

OSS Plan Review numbers continue to rise as more municipalities and Planning Boards seek NBMCA’s advice on the ability of new lots to accommodate development serviced by sewage systems.

NBMCA - OSS Program	Data								
	2019	2020	2021	2022	2023				
					Q1	Q2	Q3	Q4	TOTAL
Permits received	662	848	1119	910	43	226			
Complaints/ concerns addressed	41	19	24	12	2	30			
Legal inquiry responses	248	223	355	383	34	124			
Expansion/renovation files reviewed	140	146	175	158	28	56			
Inspections (firsts)	644	828	1087	880	34	205			
Inspections (seconds)	589	745	880	815	3	71			
Inspections (thirds)	627	586	819	854	24	110			
Inspections (Mandatory Maintenance)	105	0	202	110	0	0			
OSS Planning letters developed	30	32	82	80	12	24			

**Section 28 Analysis:**

The number of permits issued to date in 2023 is slightly lower than this time in both 2022 and 2021 (56 and 50 permits respectively), however, the permit number at this time this year is very similar to the numbers of permits for this time of year in 2020 and previous (35-38 permits). We are expecting to see applications continue to come in through the summer as requests for inspections continue to be received. There are currently 4 applications on hold awaiting more information prior to the application

being deemed complete. Finally, a number of applications received this year, along with requests for site inspections have been received from new contractors who attended the NBMCA Contractors Conference earlier this spring. These requests for information as well as the applications for work within regulated areas are proving the information shared at the conference reached new people and has been successful in educating those in the construction industry.

NBMCA – Section 28	Data								
	2019	2020	2021	2022	2023				
					Q1	Q2	Q3	Q4	TOTAL
Permits Issued	123	116	131	120	9	28			
Property Inquiries					9	38			
Concerns	23	29	62	19	5	7			

### **Section 28 Reporting on Timelines:**

Service standards for Section 28 permit applications are specified by the Ministry of Natural Resources and Forestry (MNRF) in the “[Policies and Procedures for Conservation Authority Plan Review and Permitting Activities](#) (2010)”. As part of a commitment to improve client service and accountability and increase speed of approvals Conservation Ontario (CO) has created the **Client Service Standards for Conservation Authority Plan and Permit Review** guideline. The guideline recommends new service standards for S.28 approvals, initially focused on high growth CAs. Each year CA’s report to their members and to CO on their Section 28 permit processing timelines.

This explanation outlines how NBMCA will categorize our permits within those outlined in the Annual Reporting on Timelines Template.

NBMCA considers projects under one of four categories of projects. The categories take into account the size, scope and impacts of the proposal on natural hazards and the landscape. They are: Major, Large, Standard and Small Projects.

- **Major Projects** – Includes activities such as multiple residential units or blocks, institutional and commercial buildings, new infrastructure, major fill activity (greater than 2000m<sup>3</sup>) and channelization alterations greater than 500m.
- **Large Projects** – New single residential development, replacement infrastructure, foundation reconstructions, fill activity between 500-2000m<sup>3</sup>.
- **Standard Projects** – Additions, auxiliary buildings or structures less than 1000ft<sup>2</sup>, fill activities 100-500m<sup>3</sup>, boathouses.
- **Small Projects** - Auxiliary structures less than 20m<sup>2</sup>, fill activity less than 100m<sup>3</sup>, docks.

For consistency, NBMCA has reviewed the permit categories as outlined in section 2.2 of the Annual Reporting on Timelines Template document and determined how NBMCA categories fit with those in the reporting template.

Generally Major and Large Projects involve significant staff involvement and require more complex technical reviews and supporting reports, such as engineering reports or environmental impact studies. This would fall under the Annual Reporting on Timelines Major applications category.

NBMCA’s standard project category generally covers projects with a lower level of risk, not typically within the hazard but within the allowance and impacts to the hazard are small. This would fall under the Annual Reporting on Timelines Minor applications category.

The Small Project category covers activities that are very minor in nature and would have limited impact on the hazard. This would fall under the Annual Reporting on Timelines Routine category. The following table summarizes all Section 28 permits issued since January 1, 2023, through to June 11, 2023.

North Bay-Mattawa Conservation Authority	Number of Permits Issued Within Policy and Procedure timeline		Number of Permits Issued Outside of Policy and Procedure Timeline		Reason for Variance from Policy and Procedure (Optional)				
	Major	Minor	Major	Minor	Major	Minor			
	6	31	0	0					
	Number of Permits Issued Within CO Guideline timeline		Number of Permits Issued Outside of CO Guideline timeline		Reasons for Variance from Guidelines (Optional)				
	Major	Minor	Routine	Major	Minor	Routine	Major	Minor	Routine
	6	7	22	0	2	0			

A total of 37 permits have been issued since January 1, 2023. All but two permits have been issued within the CO Guidelines. The two permits issued outside of the CO Guidelines were due to an extended vacation. Applicants were aware of the delay and deemed the timelines acceptable.

**Recommended CO Timelines for High Growth CAs**

**Follow-up from pre-consultation meeting:**

Major permit applications: within 14 days of pre-consultation meeting.

Minor permit applications: within 7 days of the pre-consultation meeting.

This will include confirmation of whether the application is considered major or minor, if the application is complete.

**Confirmation that the application has been received and deemed complete or incomplete:**

Major permit applications: within 21 days of the application being received.

Minor permit applications: within 14 days of the application being received.

Routine permit applications: within 10 days of the application being received.

**Completed review and issuance of DIA permit:**

Major permit applications: within 28 days of receiving completed application.

Minor permit applications: within 21 days of receiving completed application.

Routine permit applications: within 14 days of receiving completed application.

In addition to the above permit numbers NBMCA is responsible for reporting on permit timelines for the Section 28 program.

**Recommendation:**

**THAT** the members receive and approve the report as presented.

**Recommended Resolution:**

**THAT** the Planning and Development and On-site Sewage System (OSS) program report, *Second Quarter Review 2023*, is received and appended to the minutes of this meeting.



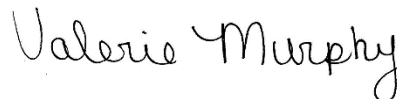
**Paula Scott,  
Director, Planning & Development/Deputy CAO**



**David Ellingwood,  
Director, Water Resources**



**Robin Allen,  
Manager, On-site Sewage System Program**



**Valerie Murphy,  
Regulations Officer**



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

**ORIGIN:** Helen Cunningham, Manager, Finance and Human Resources

**DATE:** August 16, 2023

**SUBJECT:** Financial Statements for the period January 1, 2023 to June 30, 2023; Income Statement, Balance Sheet and Budget Status Report.

**Analysis:**

**OPERATIONS**

**A) Programs Eligible for Provincial Transfer Payments**

The Ministry of Natural Resources and Forestry (MNRF) is expected to maintain Conservation Authorities Act Section 39 transfer payment funding in the amount of \$133,490.00 for the 2023-24 fiscal year. This transfer payment was received as of July 25, 2023. The NBMCA programs eligible for Section 39 transfer payment funding are: Administration, Watershed Planning, Flood Control, Erosion Control, Flood Forecasting, and Ice Management. The Source Water Protection program receives a separate transfer payment from the Ministry of Environment, Conservation and Parks (MECP).

The net position of all these programs is on target with the approved budget for this time of the year. Please note that the expenses for the preparations of operating Parks Creek in May 2023 have been covered in full by the City of North Bay.

Amortizations of historically accumulated assets are expensed quarterly within the Administration Account (31-00). This quarter saw \$180,899.98 of expense that is not part of the annual budget because these expenses were funded prior to 2009, when we began to implement Public Sector Accounting Board (PSAB) and identified our Tangible Capital Assets (TCAs).

**B) Other Programs**

- **Septics OBC** - The net position of the septic system operating program under the Ontario Building Code (OBC) is in a better position this year to last because \$123,646 of the Septic Building Permit Reserve has been brought in to help cover expenses. This leaves \$312,788 in the reserve. No staff concerns at this time.
- **Section 28 Regulations Operating** – The Income from fees is significantly lower this year compared to previous years at the end of the second quarter, causing net position of this program to be in a deficit position. Expenses are on target at this time, so a careful watch for the next two quarters is warranted.

- Water Quality Operations - The net position of this account is on target with the approved budget. No staff concerns at this time.
- Interpretive Centre Operating – The net position of this account is on target with the approved budget. No staff concerns at this time.
- Lands & Properties Operating – The net position of this account is in a surplus position currently. No staff concerns at this time.
- Outreach Operating – The Miskwaadesi Project Phase 1 has been completed and the report to Fednor was submitted in July 2023. There is enough fundraised monies in NBMCA's bank account to cover the construction and design costs for Phase 2, under the current scope of work. No staff concerns at this time.

### **CAPITAL PROJECTS**

The June 2023 actual expenditure invoices on the large capital projects are just starting to come in at this time. No staff concerns but a careful watch is warranted due to the large expenses for repairs to the tower deck, tower roof shingles, HVAC (2 units), boiler (1 unit) and the Laurier Woods boardwalk repair.

### **STUDIES AND SPECIAL PROJECTS**

DIA Technical Services actual expenditure invoices on the large capital projects have not yet started to come in at this time. Integrated Watershed Management program expenses for Lansdowne floodplain mapping and peer review of Kaibuskong River floodplain mapping have not yet incurred any expenses as of June 30, 2023. No staff concerns at this time.

### **BALANCE SHEET**

- Financial Assets: June 2023 assets are down compared to June 2022 because of payments for large capital projects being processed in January for last year's work. Municipal levies were received in second quarter. The Laurentian Ski Hill Snowboarding Club (LSHSC) Capital Asset Reserve account is down as well compared to March 2022 because of capital expenses for priority light posts and lighting replacement work done in 2022.
- Liabilities: Liabilities are up compared to June 2022 because of more outstanding accounts payables due to payments to CSL for Chippewa Creek Oak Street Channel rehabilitation Tender #NBMCA 20-01 and to Venasse for work done on the Observation Tower Deck Replacement.

### **Recommendation:**

It is recommended that the Board of Directors approve these statements.

### **RECOMMENDED RESOLUTIONS:**

**THAT** the Income Statement, Balance Sheet and Budget Status Report at June 30, 2023 be approved by the members of the Board of Directors and appended to the minutes of this meeting.

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**Helen Cunningham,**  
**Manager, Finance and Human Resources**

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Notes to Financial Statements**

June 30, 2023

2. Tangible Capital Assets

	Land	Buildings	Infrastructure	Vehicle	Machinery & Equipment	Equipment, Office Furniture & Computers	Total
Cost, beginning of year	\$7,172,444.00	\$3,900,099.00	\$9,472,763.00	\$275,612.00	\$88,408.00	\$637,879.00	\$21,547,205.00
Additions			675.00				675.00
Disposals							
Cost, end of period	<u>7,172,444.00</u>	<u>3,900,099.00</u>	<u>9,473,438.00</u>	<u>275,612.00</u>	<u>88,408.00</u>	<u>637,879.00</u>	<u>21,547,880.00</u>
Accumulated amortization, beginning of year		1,434,357.00	5,738,557.00	143,666.00	82,020.00	498,446.00	7,897,046.00
Amortization		<u>39,684.00</u>	<u>136,221.00</u>	<u>16,028.00</u>	<u>1,923.00</u>	<u>13,140.00</u>	
Accumulated amortization, end of period		<u>1,474,041.00</u>	<u>5,874,778.00</u>	<u>159,694.00</u>	<u>83,943.00</u>	<u>511,586.00</u>	<u>8,104,042.00</u>
Net carrying amount, end of period	<u>7,172,444.00</u>	<u>2,426,058.00</u>	<u>3,598,660.00</u>	<u>115,918.00</u>	<u>4,465.00</u>	<u>126,293.00</u>	<u>13,443,838.00</u>

**NOTE: These are unaudited Financial Statements**



**INCOME STATEMENT for the period of January 1 to June 30, 2023**  
**audited Financial Statement**

*Draft*

Grant Eligible Core Activities	Account	June 30, 2023		
		Revenue	Expense	Net
Administration	31-00	235,991.61	168,295.90	67,695.71
Administration - Amortization Expense			180,899.98	-113,204.27
Watershed Planning	35-00	88,569.00	54,493.47	34,075.53
Flood Control	36-00	192,798.10	116,082.40	76,715.70
Erosion Control	37-00	60,647.00	35,936.52	24,710.48
Flood Forecasting	38-00	103,059.00	37,492.59	65,566.41
Ice Management	39-00	13,459.00	5,325.23	8,133.77
Source Protection Planning	83-00	142,678.90	82,949.12	59,729.78
<b>Subtotal</b>		<b>837,202.61</b>	<b>500,575.23</b>	<b>336,627.38</b>
<b>Conservation Authority Core Activities</b>				
Septics OBC	32-00	608,809.60	513,560.72	95,248.88
Section 28 Regulations	34-00	17,395.00	27,259.36	-9,864.36
Water Quality	42-00	9,997.00	3,279.67	6,717.33
Outreach	57-00	197,912.13	68,068.05	129,844.08
Interpretive Centre	56-00	138,838.93	127,408.53	11,430.40
Lands and Property Operations	70-00	163,816.83	82,695.54	81,121.29
<b>Subtotal</b>		<b>1,136,769.49</b>	<b>822,271.87</b>	<b>314,497.62</b>
<b>NBMCA Capital Projects</b>				
Lands and Properties Capital - CAs/Trails	86-00	542,872.00	79,756.70	463,115.30
Central Services	97-00	77,891.00	30,189.50	47,701.50
WECI 2023/2024	109-00	500,050.00	198,860.75	301,189.25
<b>Subtotal</b>		<b>1,120,813.00</b>	<b>308,806.95</b>	<b>812,006.05</b>

Grant Eligible Core Activities	Account	May 31, 2023		
		Revenue	Expense	Net
Administration	31-00	177,409.61	129,235.40	48,174.21
Administration - Amortization Expense			91,722.89	-43,548.68
Watershed Planning	35-00	65,879.00	45,422.39	20,456.61
Flood Control	36-00	152,475.00	92,210.92	60,264.08
Erosion Control	37-00	43,497.00	26,412.23	17,084.77
Flood Forecasting	38-00	72,364.00	31,414.12	40,949.88
Ice Management	39-00	10,789.00	5,325.23	5,463.77
Source Protection Planning	83-00	142,678.90	69,106.51	73,572.39
<b>Subtotal</b>		<b>665,092.51</b>	<b>399,126.80</b>	<b>265,965.71</b>
<b>Conservation Authority Core Activities</b>				
Septics OBC	32-00	467,299.60	419,961.42	47,338.18
Section 28 Regulations	34-00	9,840.00	22,154.45	-12,314.45
Water Quality	42-00	9,997.00	2,824.68	7,172.32
Outreach	57-00	185,839.30	60,390.95	125,448.35
Interpretive Centre	56-00	120,809.43	112,989.55	7,819.88
Lands and Property Operations	70-00	162,312.17	62,547.28	99,764.89
<b>Subtotal</b>		<b>956,097.50</b>	<b>680,868.33</b>	<b>275,229.17</b>
<b>NBMCA Capital Projects</b>				
Lands and Properties Capital - CAs/Trails	86-00	542,872.00	62,704.26	480,167.74
Central Services	97-00	77,891.00	25,022.15	52,868.85
WECI 2023/2024	109-00	500,050.00	187,986.65	312,063.35
<b>Subtotal</b>		<b>1,120,813.00</b>	<b>275,713.06</b>	<b>845,099.94</b>



**INCOME STATEMENT for the period of January 1 to June 30, 2023**

audited Financial Statement

*Draft*

June 30, 2023

May 31, 2023

**NBMCA Studies/Special Projects**

DIA Technical Project	98-00	242,932.00	51,326.63	191,605.37
Integrated Watershed Management Strateg	99-00	431,488.00	143,381.82	288,106.18
Mortgage Principal Repayments	115-00	19,100.00	8,862.82	10,237.18
LSHSC Capital Reserve Fund	112-00	65,000.00	47,793.70	17,206.30
LSHSC Operating Fund	114-00	60,000.00	60,000.00	0.00
<b>Subtotal</b>		<b>818,520.00</b>	<b>311,364.97</b>	<b>507,155.03</b>
<b>NBMCA Total</b>		<b>3,913,305.10</b>	<b>1,943,019.02</b>	<b>1,970,286.08</b>

**NBMCA Studies/Special Projects**

DIA Technical Project	98-00	242,932.00	37,953.26	204,978.74
Integrated Watershed Management Strategy	99-00	431,488.00	108,705.37	322,782.63
Mortgage Principal Repayments	115-00	19,100.00	7,348.00	11,752.00
LSHSC Capital Reserve Fund	112-00	65,000.00	47,793.70	17,206.30
LSHSC Operating Fund	114-00	60,000.00	60,000.00	0.00
<b>Subtotal</b>		<b>818,520.00</b>	<b>261,800.33</b>	<b>556,719.67</b>
<b>NBMCA Total</b>		<b>3,560,523.01</b>	<b>1,617,508.52</b>	<b>1,943,014.49</b>



**BALANCE SHEET at June 30, 2023**

Unaudited Financial Statements

**Draft**

	June 30, 2023	May 31, 2023
<b><u>FINANCIAL ASSETS</u></b>		
Cash	2,251,057.44	2,321,772.76
Accounts Receivable	225,031.34	255,481.89
HST Receivable	13,014.98	53,641.13
<b>Total Financial Assets</b>	<b>2,489,103.76</b>	<b>2,630,895.78</b>
 <b><u>LIABILITIES</u></b>		
Accounts Payable	253,644.32	427,139.63
HST	0.00	4,547.55
Payroll Liabilities Payable	178,205.73	182,051.62
Accrued Liabilities & Miscellaneous	15,000.00	15,000.00
	446,850.05	628,738.80
 <b><u>Deferred Revenue</u></b>		
Lands & Properties Capital	10,574.83	10,574.83
Central Services	3,138.24	3,138.24
Section 28 Technical	118,044.20	118,044.20
NBMCA Watershed Plan	313,490.81	313,490.81
WECI Project	140,673.44	140,673.44
Ice Management	7,822.81	7,822.81
	593,744.33	593,744.33
Bank Loan		
City of North Bay Loan - LSHSC	553,741.23	553,741.23
	553,741.23	553,741.23
<b>Total Liabilities</b>	<b>1,594,335.61</b>	<b>1,776,224.36</b>
 <b><u>Non-Financial Assets</u></b>		
Tangible Capital Assets (note 2)	13,443,837.46	13,546,063.03
Pre-Paid Expenses	22,211.94	22,211.94
	<b>13,466,049.40</b>	<b>13,568,274.97</b>
Accumulated Surplus (note 1)	<b>14,360,817.55</b>	<b>14,422,946.39</b>

**NOTES TO FINANCIAL STATEMENTS**

**1. Accumulated surplus**

Surplus (Deficit)	849,616.39
Septic Building permit reserve	312,788.16
LSHSC Capital Reserve	162,033.00
LSHSC Operating Reserve	64,592.00
Land Acquisition Reserve	29,781.00
Tangible Capital Assets	13,650,160.00
Amounts to be recovered from future revenues	-708,153.00
Balance, end of June 2023	<b>14,360,817.55</b>

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**

**Profit & Loss Budget vs. Actual**

**SUMMARY**

**January through June 2023**

**DRAFT**

	<b>Budget</b>	<b>Jan -Jun 23 Actuals</b>	<b>Variance from Budget</b>	<b>% of Budget</b>	<b>Comments</b>
<b>Income</b>					
<b>3100 · Administration</b>	290,041.00	235,991.61	-54,049.39	81.37%	
<b>3500 · Watershed Planning</b>	134,438.00	88,569.00	-45,869.00	65.88%	
<b>3600 · Flood Control</b>	146,720.00	192,798.10	46,078.10	131.41%	
<b>3700 · Erosion Control</b>	60,647.00	60,647.00	0.00	100.0%	
<b>3800 · Flood Forecasting</b>	103,059.00	103,059.00	0.00	100.0%	
<b>3900 · Ice Management</b>	13,479.00	13,459.00	-20.00	99.85%	
<b>8300 · Capital-Source Water Protection</b>	199,563.00	142,678.90	-56,884.10	71.5%	
<b>3200 · Septics</b>	1,242,780.00	608,809.60	-633,970.40	48.99%	
<b>3400 · Section 28 Regulations</b>	62,125.00	17,395.00	-44,730.00	28.0%	
<b>4200 · Water Quality</b>	9,997.00	9,997.00	0.00	100.0%	
<b>5700 · Outreach</b>	111,404.00	197,912.13	86,508.13	177.65%	
<b>5600 · Interpretive Centre</b>	223,632.00	138,838.93	-84,793.07	62.08%	
<b>7000 · Lands &amp; Properties</b>	183,932.00	163,816.83	-20,115.17	89.06%	
<b>8600 · Capital-Lands &amp; Properties</b>	542,934.00	542,872.00	-62.00	99.99%	
<b>9700 · Capital-Central Services</b>	77,891.00	77,891.00	0.00	100.0%	
<b>9800 · Capital-DIA Technical Project</b>	242,932.00	242,932.00	0.00	100.0%	
<b>9900 · Capital-NBMCA Integrated Watershd Strategy</b>	456,988.00	431,488.00	-25,500.00	94.42%	
<b>109-00 · Capital-WECI Project 2018/2019</b>	500,050.00	500,050.00	0.00	100.0%	
<b>112-00 · LSHSC Capital `ASK'</b>	65,000.00	65,000.00	0.00	100.0%	
<b>114-00 · LSHSC OPERATING RESERVE</b>	60,000.00	60,000.00	0.00	100.0%	
<b>115-00 · Principal Mortgage Repayment</b>	19,100.00	19,100.00	0.00	100.0%	
<b>Total Income</b>	<b><u>4,746,712.00</u></b>	<b><u>3,913,305.10</u></b>	<b><u>-833,406.90</u></b>	<b><u>82.4%</u></b>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**

**Profit & Loss Budget vs. Actual**

**SUMMARY**

January through June 2023

**DRAFT**

	<b>Budget</b>	<b>Jan -Jun 23 Actuals</b>	<b>Variance from Budget</b>	<b>% of Budget</b>	<b>Comments</b>
<b>Expense</b>					
<b>3100 · Administration</b>	290,041.00	168,295.90	-121,745.10	58.03%	
<b>3500 · Watershed Planning</b>	134,438.00	54,493.47	-79,944.53	40.53%	
<b>3600 · Flood Control</b>	146,720.00	116,082.40	-30,637.60	79.12%	
<b>3700 · Erosion Control</b>	60,647.00	35,936.52	-24,710.48	59.26%	
<b>3800 · Flood Forecasting</b>	103,059.00	37,492.59	-65,566.41	36.38%	
<b>3900 · Ice Management</b>	13,479.00	5,325.23	-8,153.77	39.51%	
<b>8300 · Capital-Source Water Protection</b>	199,563.00	82,949.12	-116,613.88	41.57%	
<b>3200 · Septics</b>	1,242,778.00	513,560.72	-729,217.28	41.32%	
<b>3400 · Section 28 Regulations</b>	62,125.00	27,259.36	-34,865.64	43.88%	
<b>4200 · Water Quality</b>	9,997.00	3,279.67	-6,717.33	32.81%	
<b>5700 · Outreach</b>	111,404.00	68,068.05	-43,335.95	61.1%	
<b>5600 · Interpretive Centre</b>	223,632.00	127,408.53	-96,223.47	56.97%	
<b>7000 · Lands &amp; Properties</b>	183,932.00	82,695.54	-101,236.46	44.96%	
<b>8600 · Capital-Lands &amp; Properties</b>	542,934.00	79,756.70	-463,177.30	14.69%	
<b>9700 · Capital-Central Services</b>	77,891.00	30,189.50	-47,701.50	38.76%	
<b>9800 · Capital-DIA Technical Project</b>	242,932.00	51,326.63	-191,605.37	21.13%	
<b>9900 · Capital-NBMCA Integrated Watershed</b>	456,988.00	143,381.82	-313,606.18	31.38%	
<b>109-00 · Capital-WECl Project 2015/2016</b>	500,050.00	198,860.75	-301,189.25	39.77%	
<b>112-00 · LSHSC Capital `ASK'</b>	65,000.00	47,793.70	-17,206.30	73.53%	
<b>114-00 · LSHSC OPERATING RESERVE</b>	60,000.00	60,000.00	0.00	100.0%	
<b>115-00 · Principal Mortgage Repayment</b>	19,100.00	8,862.82	-10,237.18	46.4%	
<b>Total Expense</b>	<b>4,746,710.00</b>	<b>1,943,019.02</b>	<b>-2,803,690.98</b>	<b>40.93%</b>	
<b>Net</b>		<b>1,970,286.08</b>			

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**Administration**  
January through June 2023

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
3101 · A-Transfer Pay'ts MNR	16,020.00	16,020.00	0.00	100.0%	Sect. 39 Transfer payment agreement received and signed as of June 13, 2023
3104 · A-General Levy	123,191.00	121,419.40	-1,771.60	98.56%	
3113 · A-Other Revenue	169,856.00	84,882.98	-84,973.02	49.97%	Administrative Overhead for 1st quarter
3114 · A-Interest Earned	18,896.00	13,669.23	-5,226.77	72.34%	
<b>Total Income</b>	<b>327,963.00</b>	<b>235,991.61</b>	<b>-91,971.39</b>	<b>71.96%</b>	
<b>Expense</b>					
3130 · A-Wages Salaried	92,448.00	35,115.47	-57,332.53	37.98%	variance to budget due to 1st two months being prior to COL and merit increases
3136 · A-Salaried Benefits	25,885.00	10,299.83	-15,585.17	39.79%	
3138 · A-Per Diem	11,540.00	2,624.70	-8,915.30	22.74%	
3139 · A-Members Mileage	5,500.00	3,744.01	-1,755.99	68.07%	
3140 · A-Members Expenses	2,200.00	1,122.58	-1,077.42	51.03%	
3141 · A-Staff Mileage & Expenses	3,200.00	474.22	-2,725.78	14.82%	
3142 · A-Staff Certification & Training	4,487.00	1,890.87	-2,596.13	42.14%	
3143 · A-Telephone	8,033.00	2,998.59	-6,142.13	23.54%	
3145 · A-Insurance	9,891.00	8,955.85	-935.15	90.55%	
3148 · A-Office Supplies	6,452.00	5,967.06	-484.94	92.48%	
3149 · A-Postage	535.00	17.23	-517.77	3.22%	
3150 · A-Equipment Purchase	250.00	372.93	122.93	149.17%	
3151 · A-Equipment Rental	2,420.00	1,249.23	-1,170.77	51.62%	
3152 · A-Publications & Printing	1,500.00	0.00	-1,500.00	0.0%	
3158 · A-Audit	11,139.00	11,767.56	628.56	105.64%	2022 Audit Fee, Admin and Tech Fee-audit work done and audited statements presented and passed by Board by Res. No. 55-23 Still to be done is the Charitable Return
3160 · A-Materials & Supplies	3,000.00	1,919.70	-1,080.30	63.99%	
3161 · A-Conservation Ont Levy	28,618.00	28,618.00	0.00	100.0%	
3162 · A-Services	18,000.00	5,721.08	-12,278.92	31.78%	
3170 · A-Rent	85,824.00	42,912.00	-42,912.00	50.0%	
3173 · A-Vehicle Gas	658.00	137.73	-520.27	20.93%	
3174 · A-Accounting Services	1,680.00	763.20	-916.80	45.43%	
3178 · A-Internal Chargeback	4,703.00	1,624.06	-3,078.94	34.53%	Chargebacks for purchased vehicles & computers
<b>Total Expense</b>	<b>327,963.00</b>	<b>168,295.90</b>	<b>-159,667.10</b>	<b>51.32%</b>	
<b>Net Income</b>	<b>0.00</b>	<b>67,695.71</b>	<b>67,695.71</b>	<b>100.0%</b>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**Watershed Planning**  
January through June 2023

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
3501 · WP-MNR Transfer Payment	22,690.00	22,690.00	0.00	100.0%	Sect. 39 Transfer payment agreement received and signed as of June 13, 2023
3504 · WP-General Levy	56,748.00	56,748.00	0.00	100.0%	
3506 · WP-Fees	55,000.00	9,131.00	-45,869.00	16.6%	
<b>Total Income</b>	<u>134,438.00</u>	<u>88,569.00</u>	<u>-45,869.00</u>	<u>65.88%</u>	
<b>Expense</b>					
3530 · WP-Wages Salary	96,120.00	42,014.27	-54,105.73	43.71%	variance to budget due to 1st two months being prior to COL and merit increases
3536 · WP-Salaried Benefits	26,914.00	11,950.19	-14,963.81	44.4%	
3541 · WP-Staff Mileage & Expenses	1,862.00	8.91	-1,853.09	0.48%	
3542 · WP-Staff Certification & Train	1,500.00	130.00	-1,370.00	8.67%	
3560 · WP-Materials & Supplies	500.00	17.76	-482.24	3.55%	
3562 · WP-Services	7,000.00	170.02	-6,829.98	2.43%	Chargebacks for purchased vehicles & computers
3578 · WP-Internal Chargeback	542.00	202.32	-339.68	37.33%	
<b>Total Expense</b>	<u>134,438.00</u>	<u>54,493.47</u>	<u>-79,944.53</u>	<u>40.53%</u>	
<b>Net Income</b>	<u><u>0.00</u></u>	<u><u>34,075.53</u></u>	<u><u>34,075.53</u></u>	<u><u>100.0%</u></u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**Operation Maintenance of Flood Control Structures**  
January through June 2023

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
3601 · FC-MNR Transfer Payment	44,245.00	44,245.00	0.00	100.0%	Sect. 39 Transfer payment agreement received and signed as of June 13, 2023
3604 · FC-General Levy	102,475.00	102,475.00	0.00	100.0%	
3605 · FC-Sole Benefitting Levy		46,078.10	46,078.10	100.0%	Special Sole-benefitting levy from the City of North Bay to cover expenses for the preparation to operate Parks Creek dam
<b>Total Income</b>	<u>146,720.00</u>	<u>192,798.10</u>	<u>46,078.10</u>	<u>131.41%</u>	
<b>Expense</b>					
3630 · FC-Wages Salary	67,634.00	29,268.46	-38,365.54	43.28%	variance to budget due to 1st two months being prior to COL and merit increases
3632 · FC-Seasonal Wages	17,136.00	5,707.52	-11,428.48	33.31%	
3636 · FC-Salaried Benefits	22,480.00	10,002.67	-12,477.33	44.5%	
3644 · FC-Taxes	11,880.00	11,772.43	-107.57	99.1%	
3645 · FC-Insurance	19,780.00	17,911.70	-1,868.30	90.56%	
3647 · FC-Repairs & Maintenance	1,000.00	578.08	-421.92	57.81%	
3651 · FC-Equipment Rental		3,754.28	3,754.28	100.0%	crane rental, port-a-john rental and diesel fuel for operating of Parks Creek
3660 · FC-Material & Supplies	150.00	402.97	252.97	268.65%	supplies for the operating of Parks Creek
3662 · FC-Services	300.00	35,047.32	34,747.32	11,682.44%	shipping fees to cover the cost of bringing equipment (pumps for Parks Creek) from Sudbury location to be held till required and Snow Removal - Eva Wardlaw Park for light replacement
3672 · FC-Hydro	1,100.00	235.97	-864.03	21.45%	
3673 · FC-Vehicle Gas	3,420.00	713.06	-2,706.94	20.85%	
3678 · FC-Internal Chargeback	1,840.00	687.94	-1,152.06	37.39%	Chargebacks for purchased vehicles & computers
<b>Total Expense</b>	<u>146,720.00</u>	<u>116,082.40</u>	<u>-30,637.60</u>	<u>79.12%</u>	
<b>Net Income</b>	<u><b>0.00</b></u>	<u><b>76,715.70</b></u>	<u><b>76,715.70</b></u>	<u><b>100.0%</b></u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**Erosion Control Maintenance**  
January through June 2023

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
3701 · EC-MNR Transfer payment	17,150.00	17,150.00	0.00	100.0%	Sect. 39 Transfer payment agreement received and signed as of June 13, 2023
3704 · EC-General Levy	43,497.00	43,497.00	0.00	100.0%	
<b>Total Income</b>	<u>60,647.00</u>	<u>60,647.00</u>	<u>0.00</u>	<u>100.0%</u>	
<b>Expense</b>					
3730 · EC-Wages Salary	19,411.00	8,319.76	-11,091.24	42.86%	variance to budget due to 1st two months being prior to COL and merit increases
3732 · EC-Seasonal Wages	8,568.00	2,853.76	-5,714.24	33.31%	
3736 · EC-Salaried Benefits	7,158.00	3,255.03	-3,902.97	45.47%	
3744 · EC-Taxes	6,789.00	6,727.10	-61.90	99.09%	
3745 · EC-Insurance	14,837.00	13,433.80	-1,403.20	90.54%	
3760 · EC-Materials and Supplies	500.00	408.06	-91.94	81.61%	
3772 · EC-Hydro	900.00	206.93	-693.07	22.99%	
3773 · EC-Vehicle Gas	1,183.00	246.48	-936.52	20.84%	
3778 · EC-Internal Chargebacks	1,301.00	485.60	-815.40	37.33%	Chargebacks for purchased vehicles & computers
<b>Total Expense</b>	<u>60,647.00</u>	<u>35,936.52</u>	<u>-24,710.48</u>	<u>59.26%</u>	
<b>Net Income</b>	<u>0.00</u>	<u>24,710.48</u>	<u>24,710.48</u>	<u>100.0%</u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**Flood Forecasting**  
January through June 2023

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
3801 · FF-MNR Transfer Payment	30,695.00	30,695.00	0.00	100.0%	Sect. 39 Transfer payment agreement received and signed as of June 13, 2023
3804 · FF-General Levy	72,364.00	72,364.00	0.00	100.0%	
<b>Total Income</b>	<u>103,059.00</u>	<u>103,059.00</u>	<u>0.00</u>	<u>100.0%</u>	
<b>Expense</b>					
3830 · FF-Wages Salary	63,296.00	23,620.63	-39,675.37	37.32%	variance to budget due to 1st two months being prior to COL and merit increases
3836 · FF-Benefits	17,711.00	6,785.69	-10,925.31	38.31%	
3841 · FF-Staff Mileage & Expenses	500.00	57.69	-442.31	11.54%	
3842 · FF-Staff Certification & Traini	2,000.00	0.00	-2,000.00	0.0%	
3843 · FF-Telephone	8,354.00	3,125.86	-5,228.14	37.42%	
3847 · FF-Repairs & Maintenance	300.00	170.02	-129.98	56.67%	
3860 · FF-Materials & Supplies	900.00	300.00	-600.00	33.33%	
3862 · FF-Services	4,000.00	1,506.04	-2,493.96	37.65%	
3873 · FF-Vehicle Gas	1,050.00	218.98	-831.02	20.86%	
3878 · FF-Internal Chargeback	4,948.00	1,707.68	-3,240.32	34.51%	Chargebacks for purchased vehicles & computers
<b>Total Expense</b>	<u>103,059.00</u>	<u>37,492.59</u>	<u>32,544.59</u>	<u>36.38%</u>	
<b>Net Income</b>	<u>0.00</u>	<u>65,566.41</u>	<u>65,566.41</u>	<u>100.0%</u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**Ice Management**  
January through June 2023

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>3901 · IM-MNR Transfer Payment</b>	2,690.00	2,670.00	-20.00	99.26%	Sect. 39 Transfer payment agreement received and signed as of June 13, 2023
<b>3904 · IM-General Levy</b>	6,539.00	6,539.00	0.00	100.0%	
<b>3913 · IM-Other Revenue</b>	4,250.00	4,250.00	0.00	100.0%	
<b>Total Income</b>	<u>13,479.00</u>	<u>13,459.00</u>	<u>-20.00</u>	<u>99.85%</u>	
<b>Expense</b>					
<b>3930 · IM-Wages Salary</b>	4,330.00	2,771.14	-1,558.86	64.0%	annual wages and benefits pro-rated over March and April because this is the time of year that the majority of the work is done on Parks Creek
<b>3936 · IM-Salaried Benefits</b>	1,212.00	773.29	-438.71	63.8%	
<b>3960 · IM-Materials &amp; Supplies</b>	600.00	0.00	-600.00	0.0%	partial ice removal-Parks Creek
<b>3962 · IM-Services</b>	7,337.00	1,780.80	-5,556.20	24.27%	
<b>Total Expense</b>	<u>13,479.00</u>	<u>5,325.23</u>	<u>-8,153.77</u>	<u>39.51%</u>	
<b>Net Income</b>	<u><b>0.00</b></u>	<u><b>8,133.77</b></u>	<u><b>8,133.77</b></u>	<u><b>100.0%</b></u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**Source Water Protection**  
January through June 2023

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
8301 · C-SWP OperatTransfer Pay'ts MNR	199,563.00	142,678.90	-56,884.10	71.5%	2nd instalment received March 8, 2023
<b>Total Income</b>	<u>199,563.00</u>	<u>142,678.90</u>	<u>-56,884.10</u>	<u>71.5%</u>	
<b>Expense</b>					
8330 · C-SWP Operat-Wages Salary	122,173.00	49,864.83	-72,308.17	40.8%	
8336 · C-SWP-Salaried Benefits	34,208.00	14,969.81	-19,238.19	43.8%	
8338 · C-SWP-Per Diem	4,620.00	160.00	-4,460.00	3.5%	
8339 · C-SWP-Members Mileage	1,680.00	295.24	-1,384.76	17.6%	
8340 · C-SWP-Member Expenses	200.00	0.00	-200.00	0.0%	
8341 · C-SWP-Staff Mileage & Expenses	1,540.00	0.00	-1,540.00	0.0%	
8343 · C-SWP-Telephone	2,892.00	1,611.29	-1,280.71	55.7%	
8345 · SWP-Insurance	2,550.00	2,552.41	2.41	100.1%	
8348 · C-SWP-Office Supplies	630.00	127.20	-502.80	20.2%	
8349 · C-SWP-Postage	255.00	1.41	-253.59	0.6%	
8351 · C-SWP-Equipment Rental	503.00	155.48	-347.52	30.9%	
8353 · C-SWP-Advertising & Communicat	250.00	0.00	-250.00	0.0%	
8358 · SWP-Audit	765.00	808.45	43.45	105.7%	
8360 · C-SWP-Materials & Supplies	2,352.00	0.00	-2,352.00	0.0%	
8362 · C-SWP-Services	399.00	130.00	-269.00	32.6%	
8367 · C-SWP Operat-Admin Overhead	5,588.00	2,794.00	-2,794.00	50.0%	
8370 · C-SWP-Rent	14,886.00	7,443.00	-7,443.00	50.0%	
8373 · SWP-Vehicle Gas	261.00	130.50	-130.50	50.0%	
8378 · C-SWP-Internal Chargeback	3,811.00	1,905.50	-1,905.50	50.0%	Chargebacks for purchased vehicles & computers
<b>Total Expense</b>	<u>199,563.00</u>	<u>82,949.12</u>	<u>-116,613.88</u>	<u>41.6%</u>	
<b>Net Income</b>	<u><u>0.00</u></u>	<u><u>59,729.78</u></u>	<u><u>59,729.78</u></u>	<u><u>100.0%</u></u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**Septic OBC**  
**January through June 2023**

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
3203 · S-OBC-Grants from Other	9,000.00	9,000.00	0.00	100.0%	2023 septic system re-inspections related to the Trout Lake Management Plan
3206 · S-OBC-Fees	1,050,000.00	416,030.00	-633,970.00	39.62%	
3213 · S-OBC-Other Revenue	183,780.00	183,779.60	-0.40	100.0%	2022 deferred revenue
<b>Total Income</b>	<u>1,242,780.00</u>	<u>608,809.60</u>	<u>-633,970.40</u>	<u>48.99%</u>	
<b>Expense</b>					
3230 · S-OBC--Wages Salary	546,820.00	236,511.12	-310,308.88	43.25%	variance to budget due to 1st two months being prior to COL and merit increases
3231 · S-OBC-Wages Contract	231,154.00	76,297.75	-154,856.25	33.01%	
3236 · S-OBC-Salaried Benefits	205,980.00	92,015.69	-113,964.31	44.67%	
3241 · S-OBC-Staff Mileage & Expenses	3,000.00	1,903.39	-1,096.61	63.45%	
3242 · S-OBC-Staff Certific & Trainin	10,000.00	4,978.20	-5,021.80	49.78%	
3243 · S-OBC-Telephone	16,952.00	6,627.21	-10,324.79	39.09%	
3245 · S-OBC-Insurance	19,782.00	17,926.14	-1,855.86	90.62%	
3247 · S-OBC-Repairs & Maintenance	10,000.00	4,435.59	-5,564.41	44.36%	
3248 · S-OBC-Office Supplies	6,752.00	1,886.15	-4,865.85	27.94%	
3249 · S-OBC-Postage	1,224.00	39.35	-1,184.65	3.22%	
3250 · S-OBC-Equipment Purchases	5,000.00	3,323.40	-1,676.60	66.47%	
3251 · S-OBC-Equipment Rental	4,493.00	2,753.94	-1,739.06	61.29%	
3252 · S-OBC-Publications & Printing	500.00	439.60	-60.40	87.92%	
3254 · S-OBC-Bank Charges	3,500.00	1,096.30	-2,403.70	31.32%	
3256 · S-OBC-Credit Card Charges	24,000.00	5,085.65	-18,914.35	21.19%	
3258 · S-OBC-Audit	4,774.00	5,389.72	615.72	112.9%	2022 Audit Fee, Admin and Tech Fee
3259 · S-OBC-Legal Services	1,500.00	0.00	-1,500.00	0.0%	
3260 · S-OBC-Materials and Supplies	9,500.00	1,465.57	-8,034.43	15.43%	
3262 · S-OBC-Services	23,000.00	3,888.23	-19,111.77	16.91%	
3264 · S-OBC-Vehicle Lease	3,800.00	0.00	-3,800.00	0.0%	
3270 · S-OBC-Rental Expense	62,450.00	31,062.16	-31,387.84	49.74%	
3273 · S-OBC-Vehicle Gas	22,050.00	2,981.26	-19,068.74	13.52%	
3278 · OBC- Internal Chargeback	26,547.00	13,454.30	-13,092.70	50.68%	Chargebacks for purchased vehicles & computers
<b>Total Expense</b>	<u>1,242,778.00</u>	<u>513,560.72</u>	<u>-729,217.28</u>	<u>41.32%</u>	
<b>Net Income</b>	<u><b>2.00</b></u>	<u><b>95,248.88</b></u>	<u><b>95,246.88</b></u>	<u><b>4,762,444.0%</b></u>	

NORTH BAY-MATTAWA CONSERVATION AUTHORITY  
Profit & Loss Budget vs. Actual  
SECTION 28  
REGULATIONS  
January through June 2023

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>3406 · RF-Fees</b>	62,125.00	17,395.00	-44,730.00	28.0%	permit types, numbers down at this time so a careful watch for the next two quarters is warranted
<b>Total Income</b>	<u>62,125.00</u>	<u>17,395.00</u>	<u>-44,730.00</u>	<u>28.0%</u>	
<b>Expense</b>					
<b>3430 · RF-Wages Salary</b>	42,353.00	19,157.60	-23,195.40	45.23%	variance to budget due to 1st two months being prior to COL and merit increases
<b>3436 · RF-Salaried Benefits</b>	11,847.00	5,487.14	-6,359.86	46.32%	
<b>3442 · RF-StaffCertificat &amp; Training</b>	1,000.00	130.00	-870.00	13.0%	
<b>3449 · RF-Postage</b>	101.00	3.06	-97.94	3.03%	
<b>3460 · RF-Materials and Supplies</b>	200.00	0.00	-200.00	0.0%	
<b>3462 · RF-Services</b>	800.00	510.07	-289.93	63.76%	
<b>3473 · RF-Vehicle Gas</b>	526.00	110.03	-415.97	20.92%	
<b>3478 · RF- Internal Chargeback</b>	5,298.00	1,861.46	-3,436.54	35.14%	Chargebacks for purchased vehicles & computers
<b>Total Expense</b>	<u>62,125.00</u>	<u>27,259.36</u>	<u>-34,865.64</u>	<u>43.88%</u>	
<b>Net Income</b>	<u><b>0.00</b></u>	<u><b>-9,864.36</b></u>	<u><b>-9,864.36</b></u>	<u><b>100.0%</b></u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**Water Quality Monitoring**  
January through June 2023

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4204 · WQ-General Levy	4,997.00	4,997.00	0.00	100.0%	
4205 · WQ-Sole-benefitting Levy	5,000.00	5,000.00	0.00	100.0%	
<b>Total Income</b>	<u>9,997.00</u>	<u>9,997.00</u>	<u>0.00</u>	<u>100.0%</u>	
<b>Expense</b>					
4231 · WQ-Wages Contract	5,151.00	1,713.23	-3,437.77	33.26%	variance to budget due to 1st two months being prior to COL and merit increases
4236 · WQ-Benefits	1,316.00	510.61	-805.39	38.8%	
4260 · WQ-Materials & Supplies	1,500.00	277.77	-1,222.23	18.52%	
4262 · WQ-Services	580.00	580.00	0.00	100.0%	
4273 · WQ-Vehicle Gas	1,450.00	198.06	-1,251.94	13.66%	
<b>Total Expense</b>	<u>9,997.00</u>	<u>3,279.67</u>	<u>-6,717.33</u>	<u>32.81%</u>	
<b>Net Income</b>	<u><u>0.00</u></u>	<u><u>6,717.33</u></u>	<u><u>6,717.33</u></u>	<u><u>100.0%</u></u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**Outreach**  
January through June 2023

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
					The Miskwaadesi Project Phase 1 has been completed and the report to Fednor was submitted in July. There is enough monies in NBMCA's bank account to cover the construction and design costs for Phase 2 (current scope). NOHFC wage subsidy received to cover wages and benefits.
5703 · OUTREACH-Grants from Others	90,000.00	167,201.58	77,201.58	185.78%	
5704 · OUTREACH-General Levy	13,404.00	13,404.00	0.00	100.0%	
5706 · OUTREACH-Fees	1,000.00	0.00	-1,000.00	0.0%	Natural classroom fees
5707 · OUTREACH-Donations	2,000.00	4,239.75	2,239.75	211.99%	Larocque Elder Architects donation towards Miskwaadesi Turtle Project
5713 · OUTREACH-Other Revenue	5,000.00	13,066.80	8,066.80	261.34%	Creative Industries contribution to Miskwaadesi Project
<b>Total Income</b>	<u>111,404.00</u>	<u>197,912.13</u>	<u>86,508.13</u>	<u>177.65%</u>	
<b>Expense</b>					
5730 · OUTREACH-Wages Salary	10,557.00	23,680.08	13,123.08	224.31%	includes Intern's wages covered by NOHFC's wage subsidy received
5736 · OUTREACH-Salaried Benefits	2,993.00	6,961.46	3,968.46	232.59%	includes benefits covered by NOHFC's wage subsidy received
5741 · OUTREACH-Staff Mileage & Expenses	500.00	593.75	93.75	118.75%	
5753 · OUTREACH-Advertising	500.00	0.00	-500.00	0.0%	
5754 · OUTREACH-Awards & Scholarships	500.00	0.00	-500.00	0.0%	
5760 · OUTREACH-Materials & Supplies	854.00	1,721.05	867.05	201.53%	North Bay Home & Garden Expo Booth
5762 · OUTREACH-Services	500.00	50.00	-450.00	10.0%	
5766 · OUTREACH-Consulting Services	95,000.00	35,061.71	-59,938.29	36.91%	Miskwaadesi phase 1 project costs
<b>Total Expense</b>	<u>111,404.00</u>	<u>68,068.05</u>	<u>-43,335.95</u>	<u>61.1%</u>	
<b>Net Income</b>	<u><u>0.00</u></u>	<u><u>129,844.08</u></u>	<u><u>129,844.08</u></u>	<u><u>100.0%</u></u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**Interpretive Centre**  
January through June 2023

	<b>Budget</b>	<b>Jan -Jun 23 Actuals</b>	<b>Variance from Budget</b>	<b>% of Budget</b>	<b>Comments</b>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
5609 · IC-Property Rental Internal	143,622.00	71,811.00	-71,811.00	50.0%	
5610 · IC-Property Rental External	48,785.00	41,818.89	-6,966.11	85.72%	Bell Mobility Tower Rent - 2023/2024
5613 · IC-Other Revenue	31,225.00	25,209.04	-6,015.96	80.73%	Central Services deferred revenue
<b>Total Income</b>	<b>223,632.00</b>	<b>138,838.93</b>	<b>-84,793.07</b>	<b>62.08%</b>	
<b>Expense</b>					
5630 · IC-Wages & Salaries	80,676.00	32,468.03	-48,207.97	40.25%	variance to budget due to 1st two months being prior to COL and merit increases
5636 · IC-Benefits	22,377.00	9,394.12	-12,982.88	41.98%	
5645 · IC-Insurance	16,815.00	15,224.98	-1,590.02	90.54%	
5646 · IC-Natural Gas	16,500.00	18,067.90	1,567.90	109.5%	Dec 2022 gas bill received late
5647 · IC-Repairs & Maintenance	2,000.00	657.48	-1,342.52	32.87%	
5655 · IC-Interest Expense	25,464.00	12,755.66	-12,708.34	50.09%	interest on building mortgage
5660 · IC-Materials & Supplies	8,300.00	7,144.62	-1,155.38	86.08%	
5662 · IC-Services	32,000.00	17,451.10	-14,548.90	54.54%	service for 2 boilers for Interp Centre
5671 · IC-Water	3,500.00	1,253.68	-2,246.32	35.82%	
5672 · IC-Hydro	16,000.00	12,990.96	-3,009.04	81.19%	
<b>Total Expense</b>	<b>223,632.00</b>	<b>127,408.53</b>	<b>-96,223.47</b>	<b>56.97%</b>	
<b>Net Income</b>	<b>0.00</b>	<b>11,430.40</b>	<b>11,430.40</b>	<b>100.0%</b>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**L & P Operations**  
January through June 2023

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
7004 · LP-General Levy	78,532.00	78,532.00	0.00	100.0%	
7005 · LP-Sole-benefitting Levy	70,000.00	70,000.00	0.00	100.0%	NEW. CNB benefitting levy related to homelessness encampments
7007 · LP-Donations	1,000.00	1,211.37	211.37	121.14%	
7010 · LP-Property Rent Revenue Extern	21,400.00	10,356.29	-11,043.71	48.39%	property lease - billboard signage
7020 · LP-Shared Costs Ski Hill	13,000.00	3,717.17	-9,282.83	28.59%	
<b>Total Income</b>	<u>183,932.00</u>	<u>163,816.83</u>	<u>-20,115.17</u>	<u>89.06%</u>	
<b>Expense</b>					
7030 · LP-Wages Salary	50,129.00	26,937.36	-23,191.64	53.74%	
7032 · LP-Seasonal Wages	5,140.00	1,712.26	-3,427.74	33.31%	
7036 · LP-Salaried Benefits	15,104.00	8,777.56	-6,326.44	58.11%	
7044 · LP-Taxes	15,275.00	15,135.79	-139.21	99.09%	
7045 · LP-Insurance	14,985.00	13,568.14	-1,416.86	90.55%	
7047 · LP-Repairs & Maintenance	1,500.00	1,081.33	-418.67	72.09%	safety inspections for vehicles, logos for vehicles, oil changes
7050 · LP-Shared Costs with Ski Hill	8,313.00	7,124.29	-1,188.71	85.7%	
7052 · LP-Publishing & Printing	2,500.00	0.00	-2,500.00	0.0%	
7060 · LP-Materials & Supplies	13,000.00	4,003.82	-8,996.18	30.8%	
7062 · LP-Services	48,000.00	3,013.11	-44,986.89	6.28%	
7064 · LP-Vehicle Lease	3,800.00	0.00	-3,800.00	0.0%	seasonal - July to September
7073 · LP-Vehicle Gas	4,560.00	734.86	-3,825.14	16.12%	
7078 · LP-TCA Internal Chargeback	1,626.00	607.02	-1,018.98	37.33%	Chargebacks for purchased vehicles & computers
<b>Total Expense</b>	<u>183,932.00</u>	<u>82,695.54</u>	<u>-101,236.46</u>	<u>44.96%</u>	
<b>Net Income</b>	<u><b>0.00</b></u>	<u><b>81,121.29</b></u>	<u><b>81,121.29</b></u>	<u><b>100.0%</b></u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual for**  
**Lands and Properties Capital**  
**CA's Trails**  
**January through June 2023**

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
8604 · L&P Capital-General Levy	131,583.00	131,583.00	0.00	100.0%	
8605 · L&P Capital-Special Levy	149,350.00	149,350.00	0.00	100.0%	
8613 · C-L&P-Other Revenue	262,001.00	261,939.00	-62.00	99.98%	from deferred revenue, surplus, OSS Reserve and Land Acquisition Reserve
<b>Total Income</b>	<u>542,934.00</u>	<u>542,872.00</u>	<u>-62.00</u>	<u>99.99%</u>	
<b>Expense</b>					
8630 · C-L&P-Wages Salary	93,212.00	38,028.14	-55,183.86	40.8%	
8636 · C-L&P-Salaried Benefits	26,088.00	11,185.14	-14,902.86	42.88%	
8640 · C-L&P-Equipment Purchase	5,000.00	0.00	-5,000.00	0.0%	
8641 · C-L&P-Staff mileage & Expenses	1,200.00	32.23	-1,167.77	2.69%	
8660 · C-L&P-Materials & Supplies	71,838.00	1,573.31	-70,264.69	2.19%	tower deck repair work started back up again in July and therefore invoicing should be coming in starting sometime in August
8662 · C-L&P-Services	291,036.00	2,800.00	-288,236.00	0.96%	
8666 · C-L&P-Consulting Services	1,000.00	0.00	-1,000.00	0.0%	
8667 · C-L&P-Admin Overhead	50,568.00	25,283.98	-25,284.02	50.0%	
8673 · C-L&P-Vehicle Gas	1,582.00	327.82	-1,254.18	20.72%	
8678 · C-L&P-Internal Chargeback	1,410.00	526.08	-883.92	37.31%	Chargebacks for purchased vehicles & computers
8680 · C-L&P-Other Reserve		0.00	0.00	0.0%	
8681 · C-L&P-Other Planned Surplus		0.00	0.00	0.0%	
<b>Total Expense</b>	<u>542,934.00</u>	<u>79,756.70</u>	<u>-463,177.30</u>	<u>14.69%</u>	
<b>Net Income</b>	<u><u>0.00</u></u>	<u><u>463,115.30</u></u>	<u><u>463,115.30</u></u>	<u><u>100.0%</u></u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**Central Services**  
**January through June 2023**

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>9704 · CS-General Levy</b>	58,967.00	58,967.00	0.00	100.0%	
<b>97-13 · CS-Other Revenue</b>	18,924.00	18,924.00	0.00	100.0%	2022 Deferred Revenue
<b>Total Income</b>	<u>77,891.00</u>	<u>77,891.00</u>	<u>0.00</u>	<u>100.0%</u>	
<b>Expense</b>					
<b>9730 · CS-Wages &amp; Salaries</b>	16,904.00	7,255.90	-9,648.10	42.92%	
<b>9736 · CS-Salaried Benefits</b>	4,735.00	2,087.23	-2,647.77	44.08%	
<b>9750 · CS-Equipment Purchase</b>	500.00	1,992.59	1,492.59	398.52%	purchased laptop for CAO
<b>9760 · CS-Materials &amp; Supplies</b>	13,080.00	8,124.26	-4,955.74	62.11%	Information Systems Billing and increase of band width
<b>9762 · CS-Services</b>	5,000.00	4,975.06	-24.94	99.5%	Asset Management Plan
<b>9766 · CS-Consulting Services</b>	25,000.00	0.00	-25,000.00	0.0%	
<b>9767 · CS-Admin Overhead</b>	9,000.00	4,500.00	-4,500.00	50.0%	
<b>9778 · CS-Internal Chargeback</b>	3,672.00	1,254.46	-2,417.54	34.16%	Chargebacks for purchased vehicles & computers
<b>Total Expense</b>	<u>77,891.00</u>	<u>30,189.50</u>	<u>-47,701.50</u>	<u>38.76%</u>	
<b>Net Income</b>	<u><u>0.00</u></u>	<u><u>47,701.50</u></u>	<u><u>47,701.50</u></u>	<u><u>100.0%</u></u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**DIA Technical Services**  
**January through June 2023**

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
9801 · DIA Tech-Transfer Payment					
9804 · DIA Tech-General Levy	180,714.00	180,714.00	0.00	100.0%	
9813 · DIA Tech-Other Revenue	62,218.00	62,218.00	0.00	100.0%	2022 deferred revenue
<b>Total Income</b>	<u>242,932.00</u>	<u>242,932.00</u>	<u>0.00</u>	<u>100.0%</u>	
<b>Expense</b>					
9830 · DIA Tech-Salaried Wages	73,651.00	28,831.33	-44,819.67	39.15%	variance to budget due to 1st two months being prior to COL and merit increases
9830 · DIA Tech-Seasonal Wages	3,430.00	232.96	-3,197.04	6.79%	
9836 · DIA Tech-Salaried Benefits	21,341.00	8,611.47	-12,729.53	40.35%	
9841 · DIA Tech-Staff Mileage & Expenses	1,500.00	24.99	-1,475.01	1.67%	
9842 · DIA Tech-Staff Certification & Training	2,500.00	50.88	-2,449.12	2.04%	
9850 · DIA Tech-Equipment Purchases	4,500.00	0.00	-4,500.00	0.0%	
9852 · DIA Tech-Publications & Printing	1,500.00	0.00	-1,500.00	0.0%	
9860 · DIA Tech-Materials and Supplies	2,360.00	0.00	-2,360.00	0.0%	
9862 · DIA Tech-Services	5,000.00	0.00	-5,000.00	0.0%	
9866 · DIA Tech-Consulting Services	100,000.00	0.00	-100,000.00	0.0%	AHYDTECH Geomorphic invoice for LaVase floodplain mapping to be paid in August
9867 · DIA Tech-Admin Overhead	27,150.00	13,575.00	-13,575.00	50.0%	
<b>Total Expense</b>	<u>242,932.00</u>	<u>51,326.63</u>	<u>-191,605.37</u>	<u>21.13%</u>	
<b>Net Income</b>	<u><u>0.00</u></u>	<u><u>191,605.37</u></u>	<u><u>191,605.37</u></u>	<u><u>100.0%</u></u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**NBMCA Integrated Watershed Management**  
**January through June 2023**

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
9901 · NBMCA Watershd Plan-Transfer Payment	30,000.00	0.00	-30,000.00	0.0%	monies not received yet from Flood Hazard Identification Program
9904 · NBMCA Watershd Plan-General Levy	42,745.00	42,745.00	0.00	100.0%	
9905 · NBMCA Watershd Plan-Sole-benefitting Levy	329,000.00	329,000.00	0.00	100.0%	
9913 · NBMCA Watershd Plan-Other Revenue	55,243.00	59,743.00	4,500.00	108.15%	2022 deferred revenue \$55k and monies from Ministry of Environment CA's and Parks (MOECP)\$4k for telemetry system installation services and accessories, Groundwater Monitoring Program
<b>Total Income</b>	<u>456,988.00</u>	<u>431,488.00</u>	<u>-25,500.00</u>	<u>94.42%</u>	
<b>Expense</b>					
9930 · NBMCA Watershd Plan-Salaried Wages	140,548.00	76,367.25	-64,180.75	54.34%	
9931 · NBMCA Watershd Plan-Contract Wages	64,490.00	1,978.90	-62,511.10	3.07%	
9932 · NBMCA Watershd Plan-Seasonal Wages	9,614.00	3,119.46	-6,494.54	32.45%	
9936 · NBMCA Watershd Plan-Salaried Benefits	58,848.00	23,405.45	-35,442.55	39.77%	
9941 · NBMCA Watershd Plan-Staff Mileage & Expenses	1,000.00	0.00	-1,000.00	0.0%	
9942 · NBMCA Watershd Plan-Staff Certif & Train	2,000.00	364.04	-1,635.96	18.2%	
9950 · NBMCA Watershd Plan-TCA Purchase	25,000.00	0.00	-25,000.00	0.0%	Lake Wasi water level monitoring equipment, Climate change station installation at Corbeil
9951 · NBMCA Watershd Plan-Equipment Rental	4,250.00	123.08	-4,126.92	2.9%	
9953 · NBMCA Watershd Plan-Advertising	5,000.00	609.18	-4,390.82	12.18%	
9960 · NBMCA Watershd Plan-Materials & Supply	11,856.00	6,970.33	-4,885.67	58.79%	
9962 · NBMCA Watershd Plan-Services	8,000.00	2,962.71	-5,037.29	37.03%	vehicle maintenance, annual inspections and Lab analysis
9966 · NBMCA Watershd Plan-Consulting Services	70,000.00	50.88	-69,949.12	0.07%	
9967 · NBMCA Watershd Plan-Admin Overhead	51,300.00	25,650.00	-25,650.00	50.0%	
9978 · NBMCA Watershd Plan-Internal Chargeback	5,082.00	1,780.54	-3,301.46	35.04%	Chargebacks for purchased vehicles & computers
<b>Total Expense</b>	<u>456,988.00</u>	<u>143,381.82</u>	<u>-313,606.18</u>	<u>31.38%</u>	
<b>Net Income</b>	<u><b>0.00</b></u>	<u><b>288,106.18</b></u>	<u><b>288,106.18</b></u>	<u><b>100.0%</b></u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**WECI 2015/2016**  
**January through June 2023**

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
109-01 · WECI Project 2020/2021-Transfer Pay't	0.00	0.00	0.00	0.0%	
109-04 · WECI Project 2020/2021-Sole-benefitting Levy	175,100.00	175,100.00	0.00	100.0%	
109-13 · WECI Project 2020/2021-Other Revenue	324,950.00	324,950.00	0.00	100.0%	2022 deferred revenue
<b>Total Income</b>	<u>500,050.00</u>	<u>500,050.00</u>	<u>0.00</u>	<u>100.0%</u>	
<b>Expense</b>					
109-30 · WECI Project 2020/2021-Salaried Wages	23,270.00	3,769.97	-19,500.03	16.2%	variance to budget due to 1st two months being prior to COL and merit increases
109-36 · WECI Project 2020/2021-Benefits	6,530.00	2,239.65	-4,290.35	34.3%	work done on Chippewa Creek Oak Street Channel rehabilitation to CSL Group and accruals for holdbacks. Tuffbooms and upgrade of existing street light at Parks Creek
109-47 · WECI Project 2020/2021-Repair & Maint	302,000.00	179,726.13	-122,273.87	59.51%	Callander - Lansdowne floodplain mapping, Peer review of Kaibuskong River floodplain mapping.
109-66 · WECI Project 2020/2021-Consult Service	142,000.00	0.00	-142,000.00	0.0%	
109-67 · WECI Project 2020/2021-Admin Overhea	26,250.00	13,125.00	-13,125.00	50.0%	
<b>Total Expense</b>	<u>500,050.00</u>	<u>198,860.75</u>	<u>-301,189.25</u>	<u>39.77%</u>	
<b>Net Income</b>	<u>0.00</u>	<u>301,189.25</u>	<u>301,189.25</u>	<u>100.0%</u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**Mortgage Principal Repayment Capital**  
**January through June 2023**

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>115-13 · Principal Repayment - Other Revenue</b>	19,100.00	19,100.00	0.00	100.0%	A portion of 2022 L&P Capital deferred revenue
<b>Total Income</b>	<u>19,100.00</u>	<u>19,100.00</u>	<u>0.00</u>	<u>100.0%</u>	
<b>Other Income/Expense</b>					
<b>Other Expense</b>					
<b>115-90 · Principal Repayment - Mortgage Principal</b>	19,100.00	8,862.82	-10,237.18	46.4%	Principal payments on TD loan for 1st and 2nd quarter (Jan, to June)
<b>Total Other Expense</b>	<u>19,100.00</u>	<u>8,862.82</u>	<u>-10,237.18</u>	<u>46.4%</u>	
<b>Net Income</b>	<u><u>0.00</u></u>	<u><u>10,237.18</u></u>	<u><u>10,237.18</u></u>	<u><u>100.0%</u></u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**LSHSC CAPITAL ASSET**  
**January through June 2023**

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>112-13 · LSHSC Capital - Other Revenue</b>	65,000.00	65,000.00	0.00	100.0%	
<b>Total Income</b>	<u>65,000.00</u>	<u>65,000.00</u>	<u>0.00</u>	<u>100.0%</u>	
<b>Other Income/Expense</b>					
<b>Other Expense</b>					
<b>112-50 · LSHSC Capital - TCA Purchases</b>	65,000.00	47,793.70	-17,206.30	73.53%	upgrades and repairs of the chair lift as per Resolution #45-23
<b>Total Other Expense</b>	<u>65,000.00</u>	<u>47,793.70</u>	<u>-17,206.30</u>	<u>73.53%</u>	
<b>Net Income</b>	<u><u>0.00</u></u>	<u><u>17,206.30</u></u>	<u><u>17,206.30</u></u>	<u><u>100.0%</u></u>	

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY**  
**Profit & Loss Budget vs. Actual**  
**LSHSC OPERATING RESERVE FUNDS**  
**January through June 2023**

	Budget	Jan -Jun 23 Actuals	Variance from Budget	% of Budget	Comments
<b>Ordinary Income/Expense</b>					
Income					
114-13 · LSHSC Operating Funds Reserve	60,000.00	60,000.00	0.00	100.0%	
<b>Total Income</b>	<b><u>60,000.00</u></b>	<b><u>60,000.00</u></b>	<b><u>0.00</u></b>	<b><u>100.0%</u></b>	
<b>Gross Profit</b>					
Expense					
114-60 · LSHSC Op Reserve-Mat & Supplies	60,000.00	60,000.00	0.00	100.0%	
<b>Total Expense</b>	<b><u>60,000.00</u></b>	<b><u>60,000.00</u></b>	<b><u>0.00</u></b>	<b><u>100.0%</u></b>	
<b>Net Income</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.0%</u></b>	



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

**ORIGIN:** Chitra Gowda, Chief Administrative Officer, Secretary Treasurer

**DATE:** August 16, 2023

**SUBJECT:** Conservation Authorities Act Implementation Timelines

### **Background**

The Conservation Authorities Act (CA Act) and its regulations have been amended through several legislation in the past few years, including:

- Bill 108 - More Homes, More Choice Act, 2019
- Bill 229 - Protect, Support and Recover from COVID-19 Act (Budget Measures), 2020
- Bill 23 - More Homes Built Faster Act, 2022.

Implementation of the changes is being carried out in phases, as summarized below.

The **Phase 1** involved these new regulations in 2021:

- Ontario Regulation (O. Reg.) 686/21: Mandatory Programs and Services
- O. Reg. 687/21: Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act.
- O. Reg. 688/21: Rules of Conduct in Conservation Areas (yet to be in effect).

The resulting NBMCA inventory of programs and services (a first draft) as well as a Transition Plan are available at <https://www.nbmca.ca/about-us/conservation-authorities-act-update/>

The **Phase 2** of implementation involves these regulations in 2022:

- O. Reg. 400/22: Information Requirements
- Legislative Amendment – Fee Classes Policy
- O. Reg. 401/22: Determination of Amounts Under Section 27.2 (2) of the Act (amounts owed by specified municipalities)
- O. Reg. 402/22: Budget and Apportionment.

The **Phase 3** includes a changed scope of conservation authority planning and permitting programs, through Bill 23 and the resulting O. Reg. 596/22: Prescribed Acts - Subsections 21.1.1 (1.1) and 21.1.2 (1.1) of the Act. Additional changes to the Section 28 permitting process are anticipated upon proclamation of parts of the CA Act.

This report provides an update on CA Act changes implementation timelines at the NBMCA.

**Analysis**

The table and figure below provide a summary of tasks and timelines for implementation of changes to the CA Act. Note that several due dates are based on current known regulations. Timelines may be influenced by issuance of new regulations and other related direction on the CA Act.

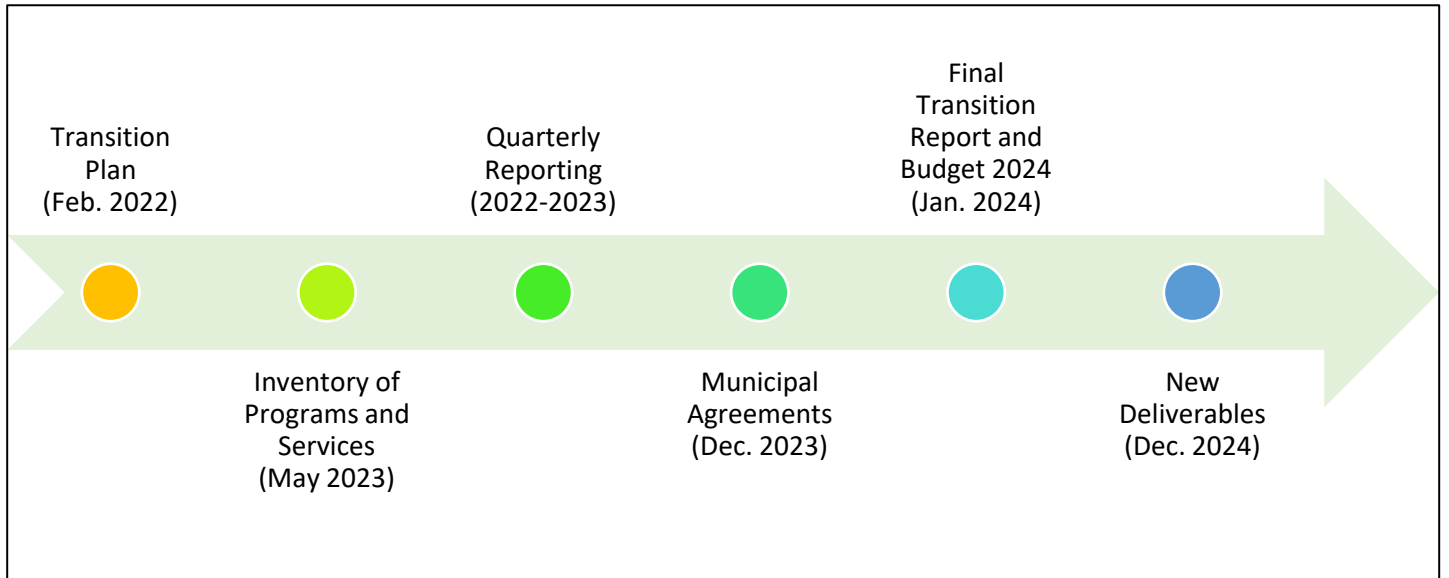
**Table 1: Timeline Summary Chart**

Task	Due Date	Timeline	Status
Development, member approval, circulation, posting Transition Plan	Dec. 31, 2021	Nov. 15 to Dec. 31, 2021	Complete
Development, member approval, circulation, posting Inventory of Programs and Services (first draft)	Feb. 28, 2022	Dec. 15, 2021 to Feb. 28, 2022	Complete
Revisions, member approval of Inventory of Programs and Services** (second draft)	Not applicable*	Feb. 20 to Jun. 28, 2023	Complete
Prepare Budget 2024 following the new regulations: O. Reg. 401/22 and O. Reg. 402/22	Not specified in legislation	Apr. 3 to Dec. 31, 2023	In progress
Negotiate municipal agreements/ MOUs**	Jan. 1, 2024	Jun. 1 to Dec. 31, 2023	In progress
Quarterly reporting to MECP	Jul. 1, 2022 Oct. 1, 2022 Jan. 1, 2023 Apr. 1, 2023 Jul. 1, 2023 Oct. 1, 2023	Jul. 1, 2022 Oct. 1, 2022 Jan. 1, 2023 Apr. 1, 2023 Jul. 1, 2023 Oct. 1, 2023	Complete Complete Complete Complete Complete In progress
Extension of Transition Date	Oct. 1, 2023	Sep. 1, 2023	Only if needed.
Prepare Final Transition Report for MECP and Municipalities	Jan. 30, 2024	Jan. 3 to Jan. 31, 2024	
New deliverables: <ul style="list-style-type: none"> <li>• Natural Hazards Infrastructure Operations Plan</li> <li>• Natural Hazard Asset Management Plan</li> <li>• Conservation Lands Strategy</li> <li>• Conservation Lands Inventory</li> <li>• Ice Management Plan</li> <li>• Watershed-based Resource Management Strategy</li> </ul>	Dec. 31, 2024	Jan. 5, 2023 to Dec. 31, 2024	In progress

\*Although not a requirement, the inventory is being updated due to significant regulatory changes made in early 2023 that influence the scope of mandatory programs and services.

\*\*Categories of Programs and Services:

- Category 1: Mandatory programs and services (MOU/agreement not required)
- Category 2: Municipal programs and services provided on behalf of a municipality (through a MOU/agreement)
- Category 3: CA-determined programs and services advisable by the CA to implement in the CA’s jurisdiction (through cost apportionment agreements).



**Figure 1: Overview of Implementation of Changes to the Conservation Authorities Act**

Note that in **Figure 1**, the “New Deliverables” refers to the same six documents listed in **Table 1**. Staff will keep the Board of Directors updated on progress in achieving implementation of the CA Act requirements including the new deliverables.

**Recommendation:**

Staff recommend that the Board receive the report for information.

**Recommended Resolution:**

**THAT** the staff report ‘Conservation Authorities Act Implementation Timelines’ is received and appended to the minutes of this meeting.

**Submitted By**

**Chitra Gowda**

**Chief Administrative Officer, Secretary Treasurer**



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

**ORIGIN:** Robin Allen, Chief Building Official, Manager, On-site Sewage System Program

**DATE:** August 8, 2023

**SUBJECT:** Ontario Building Code Designation for Staff

**Background:**

Sentence 3.1-(2) and (3) of the Building Code Act requires that the North Bay-Mattawa Conservation Authority appoint the inspectors necessary for the enforcement of the code. Derek Airdrie has written and successfully passed the required technical Part 8 exam and general legal exam administered by the Ministry of Municipal Affairs and Housing.

**Analysis:**

The Building Code Act under Section 3.1 gives the North Bay-Mattawa Conservation Authority the powers to appoint such inspectors as are necessary for the enforcement of the Act.

**Recommendation:**

That the Board of Directors approves the resolution to appoint Derek Airdrie as an inspector as outlined in the resolution presented.

**Recommended Resolution:**

**THAT** Derek Airdrie, Building Code Identification Number (BCIN) 129131, now qualified by the Ministry of Municipal Affairs and Housing (MMAH) in the category of on-site sewage systems, is appointed, in the North Bay-Mattawa Conservation Authorities' (NBMCA) area of jurisdiction, to the position of Sewage System Inspector as related to Part 8 of the Ontario Building Code (OBC);  
**AND THAT** this report be received and appended to the minutes of this meeting.

**Submitted By:**

**Robin Allen**  
CBO, Manager, On-site Sewage System Program  
*R. Allen*

**Chitra Gowda**  
Chief Administrative Officer, Secretary Treasurer



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

**ORIGIN:** David Ellingwood, Director, Water Resources

**DATE:** July 31, 2023

**SUBJECT:** Report on Matching Levy for 2023 Water and Erosion Control Infrastructure  
Program (WECI)

**Background:**

The Water and Erosion Control Infrastructure Program (WECI) is an application-based transfer funding program made available by the Ministry of Natural Resources and Forestry (MNRF) to Conservation Authorities. A provincial review panel of MNRF and Conservation Authority representatives examines the applications and recommends approval of the highest scoring projects based on a technical ranking system. NBMCA has been very successful in the past in securing funding for important projects, such as the bank remediation along Chippewa Creek at Oak Street. The projects are funded 50% by the province and 50% by the local Conservation Authority (through sole benefitting municipal levy).

**Analysis:**

NBMCA received notification that three WECI project applications have been approved for the 2023-2024 funding period. These are:

- Parks Creek Backflood Erosion Control Structure Capacity Study: examine the ability of the Control Structure to pump flows from Parks Creek during periods of high water levels on Lake Nipissing; recommend modifications to operating protocols; propose possible enhancements to the infrastructure to handle higher flows and adjust to climate change.
- Chippewa Creek Erosion Repair at Hammond Street: remediation of bank erosion and naturalization of Chippewa Creek streambanks near Hammond Street and upstream toward Fisher Street.
- Chippewa Creek Erosion Repair Environmental Assessment – Chippewa St W upstream to Princess St: review existing remedial infrastructure; recommend repairs and possible new infrastructure or channel work; complete an environmental assessment; draft design and costing.

As part of the requirements under the provincial Transfer Payment Agreement, a Board resolution is required indicating that matching levy dollars are available. The matching levy for the three WECI projects were already included in the approved 2023 NBMCA budget under Budget Code 109-05 - as a sole-benefitting levy from the City of North Bay. There is no additional levy amount being considered.

As the WECl provincial grant funding was not confirmed at the time of NBMCA budget preparation and approval, a separate Board resolution noting the matching funding for the WECl program was not prepared at that time. Now that the WECl provincial grant funding of \$160,000 is confirmed from the MNRF, a resolution is being sought from the Board to confirm that the sole-benefiting matching levy of \$160,000 is ready for use.

**Recommendation:**

**THAT** the NBMCA Board confirms that matching levy dollars have been included in the 2023 NBMCA Budget to support the following projects under the 2023-2024 Water and Erosion Control Infrastructure Program (WECl): Parks Creek Backflood Erosion Control Structure Capacity Study; Chippewa Creek Erosion Repair at Hammond Street; and Chippewa Creek Erosion Repair Environmental Assessment – Chippewa St W upstream to Princess St.

**Recommended Resolution:**

**THAT** the NBMCA Board confirms that matching levy dollars have been included in the 2023 NBMCA Budget to support the following projects under the 2023-2024 Water and Erosion Control Infrastructure Program (WECl): Parks Creek Backflood Erosion Control Structure Capacity Study; Chippewa Creek Erosion Repair at Hammond Street; and Chippewa Creek Erosion Repair Environmental Assessment – Chippewa St W upstream to Princess St.

**AND THAT** the report be received and appended to the minutes of the meeting.

**David Ellingwood**  
**Director, Water Resources**