



STAFF REPORT

Board Meeting

MEETING DATE: May 4, 2023
REPORT: B.3.2 Quarterly Financial Report
AUTHOR: Jennifer Bisley, Executive Director

A. Recommendation

THAT The Blue Mountains Attainable Housing Corporation receive Item B.3.2 Quarterly Financial Report for information.

B. Background

The Treasurer and Executive Director are responsible for providing quarterly financial reports to the Board. The corporation approved a 2023 Interim Budget as it considers its development options for the Gateway Project. See the prior [Quarterly Financial Report](#) received by the Board on February 2, 2023 in addition to the report concerning the most recent [Operating Loan Draw request](#).

C. Analysis

The Quarterly Financial Report for the period ending March 31, 2023, includes a Profit and Loss Statement, Balance Sheet, and Statement of Cash Flows.

A change to quarterly reporting in 2023 means that accruals are recorded on a quarterly instead of only an annual basis, including loan interest, amortization, and insurance expenses.

Q1 expenditures and revenues are in accordance with the budget. Note the following:

- There is a small variance between actual and budgeted net operating deficit due to vacation pay accrued but not taken.
- The budgeted Tangible Capital Assets expenditure of \$25,740 for final costs related to the Design-Builder Request for Proposal are included in the Balance Sheet as Gateway Work in Progress amount.
- The budgeted CMHC Seed Grant funding was received to pay for eligible project costs and is recorded as Deferred Capital Contributions in the Balance Sheet.
- The Q1 Operating Loan draw of \$175,000 brought the total principal owing to \$715,000 plus accrued interest to date of \$25,319 as per the Balance Sheet.

D. Financial Impact

None

Attachments: Profit and Loss Statement January 1-March 31, 2023
Balance Sheet as of March 31, 2023
Statement of Cash Flows January 1- March 31,2023
Interim 2023 Q1-Q3 Budget

The Blue Mountains Attainable Housing Corporation

Q1-Q3 2023 Interim Budget

Approved April 11, 2023 Board meeting

	Actual (unaudited) 2022	Actual Q1-2023	Budget Q2-2023	Estimate Q3-2023 ¹
Operating Revenues				
Rental Revenue	\$ 13,275	\$ 4,430	\$ 4,430	\$ 4,470
Operating Grants	\$ -	\$ -		
Investment, Interest and Other Income	\$ 2,806	\$ 870	\$ -	\$ -
Total Operating Revenues	\$ 16,081	\$ 5,300	\$ 4,430	\$ 4,470
Rental Expenses	\$ 11,990	\$ 2,720	\$ 3,520	\$ 3,170
Administration Expenses				
Human Resources and Office	\$ 179,736	\$ 50,320	\$ 56,890	\$ 39,120
Marketing	\$ 5,051	\$ 510	\$ 810	\$ 810
Bank Fees and Operating Loan Interest	\$ 13,085	\$ 5,950	\$ 7,450	\$ 8,450
Professional Fees	\$ 21,954	\$ 450	\$ 11,950	\$ 1,950
Total Administration Expenses	\$ 219,826	\$ 57,230	\$ 77,100	\$ 50,330
Amortization Expense - Napier	\$ 1,692	\$ 470	\$ 470	\$ 470
Annual Operating Deficit	-\$ 217,427	-\$ 55,120	-\$ 76,660	-\$ 49,500
Purchase of tangible capital assets				
Napier Street	\$ 165	\$ -		
Gateway Project - Soft Costs	-\$ 170,465	-\$ 25,740		
Gateway Project - Hard Costs				
Total Purchase of Tangible Capital Assets	-\$ 170,300	-\$ 25,740	\$ -	\$ -
Adjmts to reconcile Net Income to Net Cash from operations	\$ 44,458	-\$ 129,540	-\$ 6,340	\$ 970
Change in net financial assets (debt)	\$ -	-\$ 343,104	-\$ 210,400	-\$ 83,000
Total funding required	-\$ 343,104	-\$ 210,400	-\$ 83,000	-\$ 48,530
Funding sources				
Opening Cash Balance	\$ 64,818	\$ 44,164	\$ 27,842	\$ 2,212
Grants				
FCM Grant	\$ 30,075			
CMHC SEED Grant	\$ 9,753	\$ 13,248		
Financing				
Town: Operating Loan Draw	\$ 270,000	\$ 175,000	\$ 50,000	\$ 50,000
Town: Operating Loan Interest	\$ 12,785	\$ 5,830	\$ 7,370	\$ 8,380
Other				
Total Funding Sources	\$ 387,431	\$ 238,242	\$ 85,212	\$ 60,592
	\$ 44,327	\$ 27,842	\$ 2,212	\$ 12,062

Notes

¹ Subject to outcome of BMAHC planning sessions

The Blue Mountains Attainable Housing Corporation

Profit and Loss

January - March, 2023

	TOTAL
INCOME	
40500 Interest Income	862.75
Napier St. Rental Income	4,425.00
Total Income	\$5,287.75
GROSS PROFIT	
	\$5,287.75
EXPENSES	
60500 Human Resources and Office	51,798.08
61400 Marketing	569.98
62520 Interest & Bank charges	5,941.13
915070 Professional fees	186.40
Napier Rental Expenses	2,633.34
Amortization Expense - Napier St.	461.59
Total Expenses	\$61,590.52
PROFIT	\$ -56,302.77

The Blue Mountains Attainable Housing Corporation

Balance Sheet As of March 31, 2023

	TOTAL
Assets	
Current Assets	
Cash and Cash Equivalent	\$55,498.60
Accounts Receivable (A/R)	\$ -1,475.00
10700 Prepaid Expenses & Deposits	2,624.84
8-000-0000-11005 TD Canada Trust Investment	0.00
Total Current Assets	\$56,648.44
Non-current Assets	
Property, plant and equipment	
17002 8-000-0000-14000 Work In Progress - Gateway Project	450,390.14
17004 Work in Progress - Napier Street	6,923.80
Total Property, plant and equipment	\$457,313.94
10300 Trade Receivable	
CW13 8-000-0000-17000 AR TBM down payment loan program	33,000.00
Total 10300 Trade Receivable	33,000.00
Total Non Current Assets	\$490,313.94
Total Assets	\$546,962.38
Liabilities and Equity	
Liabilities	
Current Liabilities	
	\$11,445.95
Non-current Liabilities	
20500 Due to Town	
CW24 8-810-8008-21000 AP TBM down payment loan program	33,000.00
CW30 Promissory Note TBM	740,318.97
Total 20500 Due to Town	773,318.97
20700 Deferred Capital Contributions	196,952.93
Accrued Liabilities	2,976.01
Deferred Income	14,857.07
Total Non-current Liabilities	\$988,104.98
Total Liabilities	\$999,550.93
Equity	\$ -452,588.55
Total Liabilities and Equity	\$546,962.38

The Blue Mountains Attainable Housing Corporation

Statement of Cash Flows

January - March, 2023

	TOTAL
OPERATING ACTIVITIES	
Net Income	-56,302.77
Adjustments to reconcile Net Income to Net Cash provided by operations:	-99,993.90
Net cash provided by operating activities	\$ -156,296.67
INVESTING ACTIVITIES	
CW6 8-000-0000-14000 Work In Progress - Gateway Project:Planning	-26,435.00
Net cash provided by investing activities	\$ -26,435.00
FINANCING ACTIVITIES	
CW11 Deferred Capital Contributions:8-810-8008-50010 Deferred Capital Contributions CMHC Seed	13,247.60
CW30 Due to Town:Promissory Note TBM	180,821.13
Net cash provided by financing activities	\$194,068.73
NET CASH INCREASE FOR PERIOD	\$11,337.06
Cash at beginning of period	44,161.54
CASH AT END OF PERIOD	\$55,498.60