

February 28, 2020

Jason Trottier
CAO/Treasurer
East Ferris Township
Box 85
Corbeil, Ontario P0H 1K0

Dear Mr. Trottier:

Re: NBMCA 2020 Budget

For the year 2020, the North Bay – Mattawa Conservation Authority Board of Directors has established a Levy of \$1,325,623.00 for its activities. As required by section 27(C) of the Conservation Authorities Act, 1993, you are hereby notified that the portion of this Levy chargeable to your Municipality is \$ 49,791.00 This Levy is broken down into two categories:

Operations Levy for a total of \$27,901.00 and;

Capital Levy for a total of \$21,889.00.

The budget also included a fifth year of a five year Laurentian Ski Hill and Snowboarding Club fixed asset funding ask. The ask amount for your municipality is \$3,866.00.

Please find enclosed a 2020 Budget Overview, which includes the Levy Apportionment for all member municipalities in 2020. Your member Pauline Rochefort has received a complete copy of the 2020 budget, and the complete budget will be appended to the minutes of the February 26, 2020 board meeting.

Attached you will find invoices for the above mentioned amounts. Your early remittance of this levy would be appreciated, and if further information or clarification is required, please do not hesitate to contact me at 705-474-5420.

Yours truly,



Brian Tayler
Chief Administrative Officer
Secretary – Treasurer

/rm

/Encl.

c.c. Pauline Rochefort

2020 BUDGET

Date: February 6, 2020

Brian Tayler
Chief Administrative
Officer Secretary
Treasurer

Helen Cunningham
Manager, Finance and
Human Resources

Budget Overview for 2020

Background

The province has gone through two rounds of updating the Conservation Authorities Act, once in 2017 and another in 2019. The updates have set the stage for new regulations and policies to modify how Conservation Authorities go about their business, including the method of establishing budgets and raising funds. The province, Conservation Authorities, municipalities and the broader stakeholder community are in the process of putting the details to define what the changes will be, this process is ongoing. As was the case in 2019, NBMCA finds itself in a period of transition this year, relying on current regulations and policies but knowing these will change. The 2020 Budget was developed and influenced in part by recognizing the NBMCA will need to transition to a revised business framework.

After Member approval of the 2019 Budget and well into the operating season NBMCA received notice of a reduction (\$125,025) in the provincial transfer payment from the Ministry of Natural Resources and Forestry (MNRF). The transfer payment reduction affected core eligible funds in the budget for natural hazard management and operations programs. In response the Members approved measures to reduce the implications of the cuts by revising the annual work plan.

The draft 2020 Budget anticipates the reductions experienced in 2019 will remain in effect. The Budget further anticipates no additional reductions in transfer payment. If this is not the case the budget will require revisions.

Another provincial decision requiring attention in the 2020 Budget is a revision to funding guidelines in the Source Water Protection (SWP) program from the Ministry of Environment Conservation and Parks. In particular, funding available for administrative support to NBMCA has been reduced. The SWP budget includes a modest staff reduction in the program for 2020 as work plan activities change. Together the changes will result in approximately \$33,500 of fewer funds in the program than in 2019. The result has impacted other NBMCA programs and services in the budget.

The NBMCA 2020 Budget draft includes a 2% increase in operating levy to municipalities, meeting the target the Members set for staff in October 2019. By comparison, if the Members had determined it was necessary to levy the member municipalities to compensate for the provincial transfer payment reductions the operating levy could have been approximately 25% higher.

The 2020 Budget draft relies on the use of deferred revenue from previous years. This occurs in most years to meet commitments made to undertake activities. The deferred revenue falls into three categories:

1. Committed projects spanning multiple years;
2. Programs funded on a different fiscal year, usually provincial or federal initiatives; and
3. Planned activities that for various circumstances were not completed in the year budgeted.

There is a potential issue with relying on these funds going forward as the funds in some instances should not be seen as sustainable on a multi-year basis. This must be examined in the coming year as part of the NBMCA transitioning process.

Budget Overview for 2020

Other measures within the 2020 Budget to seek efficiencies and reduce potential losses include:

A significant reduction in the stewardship program to meet existing commitments and match or efforts with approved available funding. Despite reducing expenses during the 2019 season, the program incurred as loss \$32,000 in 2019 due to unsuccessful grant applications.

Reliance on staff and less on consultants to undertake research, studies and capital. Meaning a slower pace with some projects and more manageable expenses year over year.

A reduction in the NBMCA staff compliment by 3.16 FTE from 2019. Affecting one vacant full time position, short duration contract staff and seasonal staff.

A reduction in vehicle expense amounting to an annual savings of approximately \$9800.00

A reduction in computer and software expenses amounting to an annual savings of approximately \$4500.00

A Reduction of staff expenses, mileage and certification and training of \$9,000.00

The 2020 Budget draft reflects a reduction of \$208,000 from 2019 to 2020.

Budget Overview for 2020

The following provides an overview of the program activities and budget requirements to support initiatives of the North Bay-Mattawa Conservation Authority in 2020 and a Capital Forecast through to 2029.

Strategic Directions

In 2013, the Board of Directors and staff updated NBMCA's five-year Strategic Plan. The strategic objectives within *2014-2018 Building on the Past – Preparing for the Future* require, to varying degrees, annual budget adjustments. While there remains initiatives to be undertaken going forward the strategy ended in 2019 and a new strategy is planned for the 2020. Nevertheless the current strategy is still informing the 2020 Budget draft.

Budget Structure

This budget report provides an overview of major budget related initiatives for 2020. In addition to revenue and expense details for each program area, this report outlines funding assumptions and sources where applicable.

Expenditure Types

The budget report is organized into program divisions according to primary funding sources:

- 1) Core Eligible Programs – these activities are eligible, in part, for provincial transfer payment.
- 2) Core Programs – these activities are core services of the NBMCA, but do not qualify for provincial transfer payment.
- 3) Capital – these are new, replacement or major repair construction projects having a defined timeframe and are funded from a variety of sources.
- 4) Studies and Special Projects – these activities generally relate to information gathering, research or planning in support of NBMCA's programs.

Budget Overview

To aid in the understanding of selected program budgets and the approaches used by management to prepare the 2020 Budget draft, the following information is provided:

A) Banking and Borrowing:

In 2017 the NBMCA entered into a first five year term on a 25-year TD loan. Payments during the 2019 made at an interest rate 2.59% resulted in the loan principal being reduced from approximately \$634,086 at the start of the year to \$614,214 at year end. Generated operating revenues fund loan interest. Accumulated surplus funds principal.

Currently NBMCA has a \$300,000 line of credit which can be used to bridge periods of tight cash flow when levies, grants and transfer payments have yet to arrive. There have been few instances over the last several years of accessing the line.

B) Staff Compensation:

NBMCA has established an effective staff performance management program. To maintain the program pay equity review, market comparator and job description adjustments were

Budget Overview for 2020

undertaken. The program will continue for 2020 resulting in some staff receiving a merit based step increase and all contract and salaried staff receiving a cost of living increase of 1.9 % consistent with the CPI, as of November 2019. The Members should note NBMCA does not receive transfer payments in an amount that would trigger the provincial broader public service wage cap of 1%.

The performance management program including compensation practices are scheduled for update this year.

C) Levy Apportionment for Operating:

As noted in the background section, an average 2.0% increase in operating levy is recommended. As directed by Ontario Regulation 670/00, the levy will be apportioned to member municipalities using a Modified Current Value Assessment calculation. This might result in changes to the levy for individual member municipalities slightly higher or lower than the average.

D) Use of Deferred and Surpluses:

Where appropriate, the 2020 Budget accesses deferred revenue, surpluses from previous years. This occurs to recognize initiatives are multi-year in scope or activities funded by others using a different fiscal year than NBMCA. The use of these funds for current year is as follows:

Use of Surplus and Carry Over Funds	Surplus	Deferred
Expense		
Lands and Property Capital for Conservation Areas/Trails		92,085
WECl		252,051
Section 28 Technical		91,250
NBMCA Watershed Strategy		35,197
Central Services		6,260
Ice Management		3,361
Stewardship		5,612
Loan Principal (estimate – not included in operating)	20,011	

E) Reserves Accounts as of 2019 Year End (unaudited):

The 2020 Budget draft does not include the use of Reserves at preparation. The following are the status of the NBMCA Reserve Accounts:

Reserve Account	Amount
Lands Capital	88,604
OBC	150,902
Ski Hill Operating	16,391
Ski Hill Capital	173,550
Total Reserves	429,447

Budget Overview for 2020

F) Fees:

Legislation permits the charging of fees to recover costs associated with administering and delivering various programs of the NBMCA. In 2019 revenue from permitting fees met budget projections.

To provide consistency and some certainty in revenues, the Board of Directors have directed staff to annually increase fees at the rate of inflation as determined by the Consumer Price Index. In 2020 staff is recommending fee adjustments of 1.9 % based on November 2018 annual rate change in the CPI. The revised Fee Schedules are found in the last section of this report.

The fees for Watershed Planning have been negotiated with our municipal partners and are working well. Many of these fees are indexed with municipal planning fees and the NBMCA fee changes when the municipal fees change.

G) Source Water Protection:

The drinking water source protection program is fully funded by the province. The program originated with the Justice O'Connor's Report on the Walkerton drinking water tragedy in which he recommended a watershed-based approach to protection of sources of drinking water.

Subject to approval of NBMCA's 2020/21 business plan submission to the Ministry of Environment, Conservation and Parks, the province has indicated they will fund NBMCA for the following activities: implementation of information management, monitoring and reporting work; assisting municipalities; and MOECC defined cyclical activities such as science or research. There is some uncertainty about at what level or how the new government will view the NBMCA business plan submission and when it will be approved. It is hoped the plan will be approved early in the second quarter of year. As noted in the background section of this report, staff anticipates the transfer payment will be less this year than last. Staff has made accommodation in the budget in anticipation of the reduction if this were to occur.

The transfer payment agreement term covers the provincial fiscal year, from April 1, 2012 to March 31, 2021. Staff will report to the Board when the approval is received. If the transfer payment is different than anticipated, in-year budget adjustments will be required.

H) Asset Purchases:

In 2009 the NBMCA and other public sector organizations adopted Section 3150, Tangible Capital Assets of the Public Sector Accounting Handbook. This change resulted in the disclosure of information on major categories of tangible capital assets and amortization of these assets in the audited financial statements. The details on how this was undertaken is described in the Board approved NBMCA Tangible Capital Asset Policy (TCAP).

As a result of the TCAP, it is the practice of NBMCA to pay for and record acquisition of capital assets as follows:

- i) Use of a **one-time cost recovery** method. This is accomplished by budgeting for the acquisition of the asset in the year it is acquired. This cost recovery method is typically

Budget Overview for 2020

used when NBMCA is constructing a facility, such as a building, flood and erosion control works, or purchasing a large piece of equipment.

- ii) Use of a **cost recovery over time** method. This is accomplished by budgeting for the acquisition of an asset over its defined lifetime in years. Annual budgets include expenditures in the form of "internal leases" that are equal to the depreciation rate or life span of the asset. Typically this method is best suited for smaller capital items with shorter life spans that are replaced on a regular basis such as vehicles, servers, plotters and so on.

The 2020 budget includes both methods of capital acquisition. The cost recovery over time method is being used to purchase one replacement vehicle and a printer/plotter for mapping. The use of the one-time cost recovery method is part of the capital and special projects program budgets.

Capital and Special Projects Budget Projections

The Capital and Special Projects Budget provides funding to complete capital infrastructure, comprehensive planning and technical products core to the NBMCA's mandate. This budget has been guided annually by a ten year capital forecast. Both this year's recommended expenditures and the ten year forecast form part of this report.

A) Lands and Properties Capital:

In 2008 NBMCA staff provided an analysis of the condition of infrastructure within the NBMCA's conservation areas and NBMCA Trails. This analysis showed the condition of many of the structures and facilities on the NBMCA property were in poor condition, resulting in concerns over site safety and visitor enjoyment. The analysis further recommended a multi-year capital program to bring facilities to standard and to keep them that way. Asset quality and condition assessments are a critical part of this program.

Included in the 2020 Budget and into future years are municipal funds to help with major capital upkeep of ski hill assets owned by NBMCA. The assets are critical to the success of the ski hill operator to provide snow sports to the watershed communities. These funds are not levied. At the time of writing the budget, many municipalities had confirmed participation; dialogue with the others is ongoing. The funds being sought annually are \$65,000. The amount being requested from each member is reflected in the Non Levy Ski Hill Asset Funding Ask column on the Table on Page 11.

B) Watershed and Erosion Control Infrastructure (WECI):

The province of Ontario has committed to provide 50% funding on a priority basis for major maintenance, capital and/or studies on existing erosion control and flood control infrastructure. As noted previously this commitment is likely part of the overall provincial review underway.

In 2019, implementation of Chippewa Creek Erosion Control Study and Inventory continued using both municipal and provincial funds. The Class Environmental Assessment for the Chippewa Creek Channel at Oak Street in North Bay was completed in early 2019. Plans are underway to start Phase One of construction in the spring of 2020.

Budget Overview for 2020

C) Central Services

This category of expense includes ongoing capital requirements for commonly used buildings, equipment and services, that cannot be funded through operations. It does not include such items as computers and vehicles as these are funded through operations using cash surpluses or the operating line to fund the initial purchases.

The 2020 Budget includes expenses on several items including:

- 1) Office furniture replacement;
- 2) Health and safety ergonomic review and training;
- 3) Website support; and
- 4) IT support from the City of North Bay and software licensing .

D) Integrated Watershed Management

Identified as a major strategic priority, NBMCA is designing a program to implement watershed and subwatershed studies or plans.

In 2015 the NBMCA Integrated Watershed Management Strategy was completed and approved by the Board of Directors. The strategy sets out and prioritizes initiatives that will lead to integrated actions to better the management, research, monitoring, decision making, planning and development of NBMCA's twenty sub-watersheds and shoreline reaches.

In 2020, continued work on hazard and natural heritage data collection and management will continue, monitoring of area lakes and waterways will be ongoing, large scale hydrologic analysis will continue and a Mattawa Hazard Risk Assessment will be initiated, and finally completing the DIA regulations policies is a priority.

E) Section 28 Regulation

The Board approved a Regulation and Policy Development Report that detailed the need for ongoing capital funding for the regulation program. The continued need for this effort was confirmed and clarified through the Integrated Watershed Management Strategy. Briefly the Section 28 Regulation project strives to provide:

- Comprehensive reviews of our existing technical data related to hazard land and watershed planning programs resulting in the implementation of a work plan to manage the NBMCA's technical data needs. Chippewa, Parks and Jessops Creek floodplain mapping is part of this work for 2020.
- Development, interpretation and refinement of policies on interference, alteration and development in and around wetlands, dynamic beaches, waterfronts, floodplains, valleylands, steep slopes and unstable soils. Many of these policies are framed around the technical knowledge and interpretation of data by a Water Resources Engineer.
- Implementation of Ontario Regulation 177/06 (*Development, Interference with Wetlands & Alteration to Shorelines & Watercourses*). In part this work involves the generation of engineered maps that provide hazard land details are described as *schedules* in the regulation. These maps are often derived through analytical processes and modeling, using software the NBMCA has in house to determine

Budget Overview for 2020

natural feature and hazard land limits. Chippewa Creek and the Municipality of Callander are priorities currently being work at.

- Provision of advice on and responses to development inquiries and permit applications in a timely manner. Technically challenging applications or proposals brought to NBMCA require the expertise of a Water Resources Engineer. In the past, staff have handled these files by relying on external engineering services for technical advice. While this practice could continue, the reality is that finding the services of an engineer in a timely and cost effective manner is not always possible resulting in delays to the proponent.

2020 BUDGET

Revenue Sources & Budget Summary

North Bay Mattawa Conservation Authority
2020 Program Service
Budget Summary with Comparisons to 2019

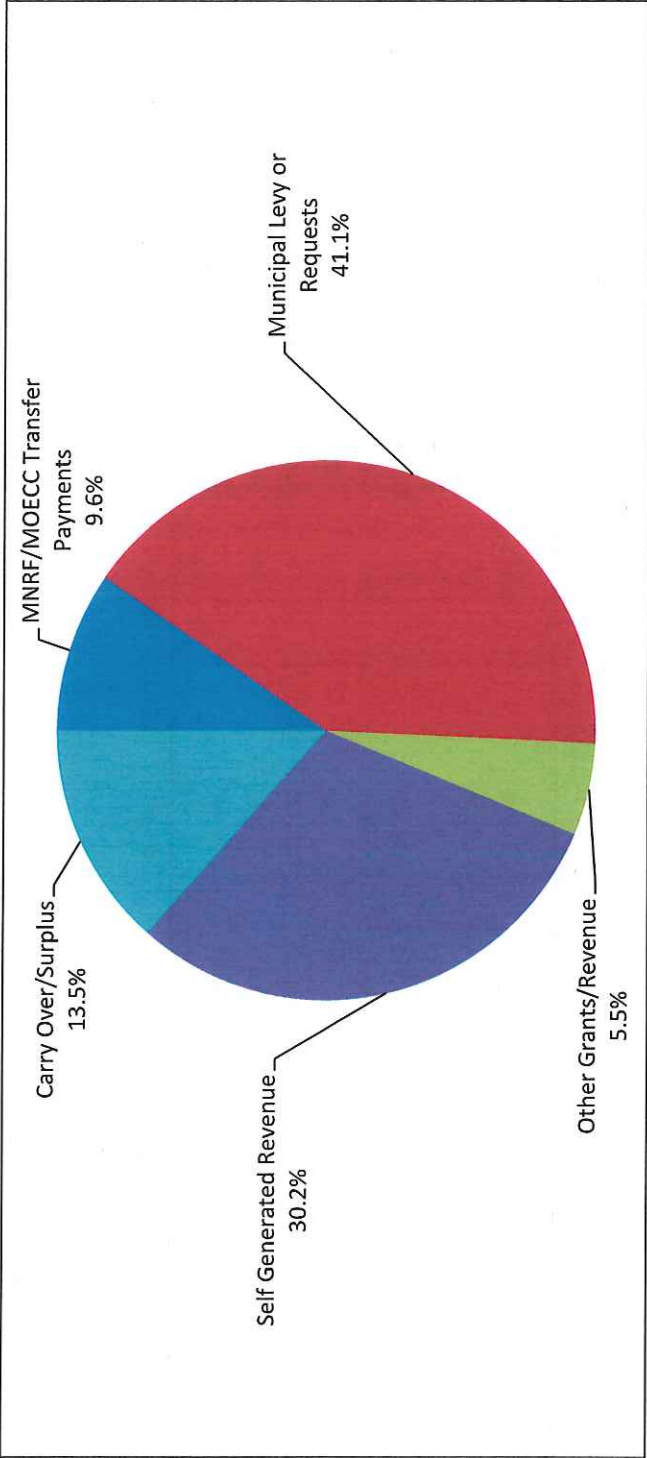
	2019 Revised Final Budget	2020 Budget
<u>Operations</u>		
Grant Eligible Core Activities		
Administration	292,700	280,610
Watershed Planning	96,002	109,585
Flood Control	133,805	139,410
Erosion Control	56,309	56,655
Flood Forecasting	93,683	97,896
Ice Management	11,569	9,650
Source Protection Planning	254,347	205,209
Subtotal	938,415	899,015
Conservation Authority Core Activities		
On-site Sewage Systems Program	719,800	738,450
Section 28 Regulations	44,755	49,209
Water Quality	13,045	13,140
Outreach	55,728	39,950
Interpretive Centre	192,745	194,715
Lands and Property Operations	117,845	115,024
Subtotal	1,143,918	1,150,488
<u>Projects, Studies and Capital</u>		
Capital Projects		
Lands and Property Capital - CA's/Trails	357,395	359,161
WECI	392,573	403,051
Central Services	50,300	57,240
Subtotal	800,268	819,452
Studies & Special Projects		
Section 28 Technical Project	241,810	232,706
Integrated Watershed Management Strategy	312,081	295,324
Stewardship	133,798	5,612
Administrative Parking Lot	40,000	0
Laurentian Ski Hill Operating Fund Request	60,000	60,000
Laurentian Ski Hill Capital Asset Request	65,000	65,000
Subtotal	852,689	658,642
NBMCA Budget Total	3,735,290	3,527,597

North Bay - Mattawa Conservation Authority: 2020 Budget

Revenue Sources From All Sources:

Source	Amount	%
MNRF/MOECC Transfer Payments	338,699	9.6
Municipal Levy or Requests	1,450,623	41.1
Other Grants/Revenue	194,474	5.5
Self Generated Revenue	1,066,968	30.2
Carry Over/Surplus	476,833	13.5

3,527,597 Total Revenue



North Bay-Mattawa Conservation Authority Levy Apportionment - 2020 Budget

Municipality	Area % within the CA	CVA Based Apportionment Percentage	Total 2019 Contribution	Total 2020 Operating Levy*	2020 Benefitting Levy for Capital**	2020 General Levy for Capital***	Total 2020 Capital Levy	Total 2020 Levy	Change in Levy from 2019 to 2020	Ski Hill Non Levy 2020 Fixed Asset Funding Request****	Ski Hill Non Levy 2020 Operating Funding Request*****
Bonfield	100	3.3647	26,149	15,309	0	12,010	12,010	27,318	1,169	2,033	0
Calvin	100	1.221	9,574	5,555	0	4,358	4,358	9,913	339	728	0
Chisholm	94	1.4272	11,224	6,493	0	5,094	5,094	11,588	364	886	0
East Ferris	83	6.1325	47,872	27,901	0	21,889	21,889	49,791	1,919	3,866	0
Mattawa	71	1.0125	8,115	4,607	0	3,614	3,614	8,221	106	745	0
Mattawan	19	0.0615	476	280	0	220	220	499	23	35	0
North Bay	100	79.5064	1,148,853	361,733	513,709	283,790	797,499	1,159,233	10,380	51,994	60,000
Papineau-Cameron	35	0.7971	6,244	3,627	0	2,845	2,845	6,472	228	499	0
Callander	100	6.4372	50,809	29,288	0	22,977	22,977	52,265	1,456	4,189	0
Powassan	1	0.04	316	182	0	143	143	325	9	25	0
TOTALS		100.000	1,309,632	454,974	513,709	356,940	870,649	1,325,623	15,992	65,000	60,000

* The Operating Levy has been calculated by attributing costs based on apportionment percentage provided by the province.

** The Benefitting Capital Levy will fund Chippewa Creek the Oak St. Channel Repair, Flood Plain Mapping and Multi-Use Trail Upgrade.

*** The General Capital Levy is for works in conservation areas and on trails, DIA Regulation implementation and Watershed Management Strategy initiative

**** The "Request" funds are required by the NBMCA for major upkeep of the fixed capital assets on Laurentian Ski Hill. These Conservation Authority owned assets will remain at the same reduced level from 2019 for eligible CA activities. Using this assumption the Board of Directors of the North Bay-Mattawa Conservation Authority will be considering for approval a matching levy to member municipalities of \$133,490 and a non-matching levy of \$1,192,433 as part of the 2020 Budget.

***** The ski hill operating fund "Request" is provided to the Conservation Authority from the City of North Bay to assist when needed the operation of the ski hill.

For the purpose of approving the 2020 Budget, the Conservation Authority will assume that the Ministry of Natural Resources Transfer Payment will remain at the same reduced level from 2019 for eligible CA activities. Using this assumption the Board of Directors of the North Bay-Mattawa Conservation Authority will be considering for approval a matching levy to member municipalities of \$133,490 and a non-matching levy of \$1,192,433 as part of the 2020 Budget.

FEE SCHEDULE

On-site Sewage System (O.Reg. 332/12)

Under the Building Code Act, 1992

Program Fees Effective March 1, 2020

Please note: All NBMCa permits are tax exempt

Application Type/Service	2020 Fee
Class 2	\$540
Class 3	\$540
Class 4 and Class 5 (Holding Tank)	
Residential with a daily design flow < 3000 l/day	\$920
Residential with a daily design flow > 3000 l/day	\$1000
Non-residential	\$1000
Alternative Solutions Application	\$1200
Class 4 Tank Replacement Only	\$400
Sewage System Decommissioning/Demolition	\$155
Change of Registered Owner on Permit	\$100
Permit Extension (per year, maximum 3 years)	\$165
Permit Amendment (other than ownership change)	\$165
Conditional Notice of Completion	\$165
Additional Inspection due to deficiencies	\$165
OBC Clearance (i.e. deck, garage construction)	\$100
OBC Clearance with a site inspection	\$260
Sewage System File Review	
Use Permit provided by owner	\$180
Additional fee for copy of Use Permit	\$270
File Request (copy of sewage system permit)	\$90
Legal Inquiry (Lawyer/Real Estate Inquiry)	\$160
On-site Sewage System Review - Planning Act Proposal	
\$200 for the application plus \$100.00 for each additional lot or part lot created (minimum charge of \$300/application)	\$200+
All lots greater than 4 ha (10 acres) in size with no constraints (no site inspection)	\$200
Review of Lands to be Sold/Developed - Sewage Systems Only	\$270
Review of Lands to be Sold/Developed - Sewage Systems + DIA	\$510
Mandatory Maintenance Inspections (MMI)	\$140
MMI Late Fee (applied after 90 days)	\$50
Refund Policy	
Withdrawn applications, prior to a permit being issued:	
Application processed; no inspection conducted	75% of fee
Application processed; first inspection completed; permit not issued	50% of fee
NO REFUND for fees of \$150.00 or less. NO REFUND once a permit is issued.	

FEE SCHEDULE

Development, Interference with Wetlands and Alterations to
Shorelines and Watercourses (O. Reg. 177/06)

Under Section 28 of the *Conservation Authorities Act*, R.S.O. 1990, c. C.27

Schedule C – Program Fees Effective **March 1, 2020**

Please note: All NBMCA permits are tax exempt

Application Type (and typical description)	2020 Fee
Major Projects Includes multiple residential units/blocks ¹ , institutional commercial buildings greater than 464 m ² (5,000 ft ²), new or replacement infrastructure (bridges, culverts and utility crossings) greater than 25 m (82 ft) in width of excavation and stormwater management ponds/cells, fill activity greater than 2,000 m ³ (2,616 yd ³), grading greater than 1 ha (2.5 acres), channelization/shoreline alterations greater than 500 m (1640 ft).	\$1,230.00
Large Projects Any new residential dwelling, or new institutional/commercial building less than or equal to 464 m ² (5,000 ft ²), residential additions/ reconstruction/basements greater than 92.9 m ² (1,000 ft ²), new or replacement infrastructure (bridges, culverts, utility crossings) 5 to 25 m (16 to 82 ft) in width of excavation, fill activity 500 to 2,000 m ³ (654 to 2616 yd ³); grading 0.5 to 1.0 ha (1.2 to 2.5 acres); shoreline alterations 50 to 500 m (164 to 1640 m), channel maintenance** greater than 200 m (656 ft) in length and similar.	\$875.00
Standard Projects Additions, reconstruction, auxiliary buildings and structures less than or equal to 92.9 m ² (1,000 ft ²), foundation (crawl space or piers) replacement/reconstruction, new or replacement infrastructure (bridges, culverts, utility crossings) less than 5 m (less than 16 ft) in width of excavation, fill activity 100 to 500 m ³ (131 to 654 yd ³), grading up to 0.5 ha (1.2 acres), channelization/ shoreline alterations less than 50 m (164 ft) in length, docks and boathouses - new construction, modifications, or extensions with lake bed contact area greater than 15 m ² , channel maintenance** less than or equal to 200 m (656 ft) in length and similar.	\$445.00
Small Projects Auxiliary ² buildings and structures less than 20 m ² (215 ft ²), additions with a total gross floor area less than 20 m ² (215 ft ²), fill activity less than 100 m ³ (131 yd ³), docks and boathouses – new construction, modifications, or extensions with lake bed contact area less than or equal to 15 m ² and similar.	\$190.00
Revisions Applications which are modified or amended following approval; overall scope of project remains the same (also includes review of modifications to previously reviewed sediment and erosion control plans).	50% of base permit application fee
Permit Extensions If the CA has granted permission for an initial period that is less than the applicable maximum allowable, an extension may be granted.	\$80.00
Review of Applications Retroactive to Project Commencement (Violations) Retroactive permit applications will only be considered if the proposal meets NBMCA guidelines for implementing the regulation.	100% surcharge of base permit fee
Refund Policy For a withdrawn application prior to a site inspection being conducted: <ul style="list-style-type: none"> Application processed– no inspection conducted Fees are non-refundable once a site inspection has been conducted. 	Refund 75% application fee
Property Inquiries For <u>written</u> responses to legal, real estate and related financial inquiries by landowners or others on their behalf. <ul style="list-style-type: none"> Written response without a site inspection With a site inspection (Development Regulations Only) With a site inspection (Development Regulations and Sewage Systems Combined) 	\$145.00 \$260.00 \$510.00

The above permit fees shall include a maximum of 1 pre-consultation meeting and 3 site visits. Where a permit application requires additional site visits or consultations, the NBMCA reserves the right to charge additional fees. All fees are payable at the time the application is submitted.

Permits for multiple residential units/blocks may be issued for a maximum 60 months. All other permits may be issued for maximum 24 months.

Auxiliary buildings or structures shall include sheds, on-land retaining walls, gazebos, decks, etc. which are non-habitable.

** Maintenance shall mean no change in size, location or shape.

Fill Activity – includes the placement, removal or grading of fill material of any kind whether it originated on the site or elsewhere.

NBMCA Capital Levy
Forecast
For the Ten Year Period of 2020 to 2029
For Member Municipalities

PROJECT TYPE

YEARS	CA Lands/Trails	WECI	Central Services	IWM	Section 28 Technical	Total
2020	332,076	151,000	50,990	260,127	141,456	935,649
2021	280,056	156,615	52,416	284,798	158,113	931,998
2022	278,468	159,740	74,911	279,790	161,014	953,923
2023	276,811	162,943	54,835	285,550	164,281	944,420
2024	279,407	166,197	56,134	288,937	167,245	957,920
2025	277,963	169,523	56,605	292,185	170,303	966,579
2026	298,228	174,922	57,355	294,967	173,203	998,675
2027	293,036	176,372	58,408	299,535	177,203	1,004,554
2028	293,036	176,372	84,885	369,902	180,209	1,104,404
2029	293,036	176,372	58,856	309,130	184,900	1,022,294

Current Fiscal

Descriptions:

CA Lands/Trails

Activities in support of public access and use of CA owned properties including such things as trails, boardwalks, bridges, picnic tables, buildings, washrooms, signage, parking lots, roads and land acquisition. This line item also includes costs for the upkeep of ski hill fixed assets (\$65,000).

WECI

Activities to support major maintenance and capital improvements or repair to water and erosion control structures. This may include studies related to these works. In 2020 the Chippewa Creek Channel Repair at Oak St. is planned.

Central Services

Capital or major maintenance in support of workshops, buildings, large equipment and other types of infrastructure required as part the overall CA program

Integrated Watershed

Planning, technical studies and monitoring activities to determine types of hazard or natural heritage lands that the CA is responsible for managing or regulating including floodplain mapping, and watershed planning projects. In 2020 the large hydrology project will continue; a Terms of Reference for the Mattawa Hazard Risk Assessment will be completed; and Planning, Regulations and Building Policies will be completed.

Section 28 Regulations

Expenses related to the implementation of the Section 28 regulations of the conservation authority. In 2020 floodplain mapping for Chippewa, Parks and Jessops Creeks will be completed; and revised approximated regulated area mapping will be undertaken.

