

March 25, 2021

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

Dear Mr. Trottier:

Re: NBMCA 2021 Budget

For the year 2021, the North Bay – Mattawa Conservation Authority Board of Directors has established a Levy of \$1,458,576.00 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 \$ 51,319.00 This Levy is broken down into two categories:

Operations Levy for a total of \$28,487.00 and;

Capital Levy for a total of \$22,832.00.

The budget also included an ongoing Laurentian Ski Hill and Snowboarding Club fixed asset funding ask. The ask amount for your municipality is \$3,866.00.

Please find enclosed a 2021 Budget Overview, which includes the Levy Apportionment for all member municipalities in 2021. Your member Rick Champagne has received a complete copy of the 2021 budget, and the complete budget will be appended to the minutes of the March 24, 2021 NBMCA members 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,

A handwritten signature in black ink, appearing to read "Brian Tayler". The signature is fluid and cursive, with the first name "Brian" and last name "Tayler" clearly distinguishable.

Brian Tayler
Chief Administrative Officer
Secretary – Treasurer

/rm

/Encl.

c.c. Rick Champagne

2021 BUDGET

Date: March 2, 2021

**Brian Tayler
Chief Administrative
Officer Secretary
Treasurer**

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

Budget Overview for 2021

Background

The province has gone through three rounds of updating the Conservation Authorities Act, once in 2017, another in 2019 and again in 2020. 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 2021 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. These measures are continuing with to 2021 Budget.

The draft 2021 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 2021 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.

The NBMCA 2021 Budget draft includes a 1.5% increase in operating levy to municipalities, meeting the target the Members set for staff in October 2020.

The 2021 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.

A reduction in the NBMCA staff compliment by 3.16 FTE occurred in the 2020 Budget. In 2021 the FTE compliment will be up by 1.25 by bringing back in monitoring activities and additional septic program staff.

Budget Overview for 2021

The 2021 Budget draft has an increase in overall expenditures. This is largely due to the WECI project on Chippewa Creek approved by the Members in 2020.

The following provides an overview of the program activities and budget requirements to support initiatives of the North Bay-Mattawa Conservation Authority in 2021 and a Capital Forecast through to 2030.

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 was planned for the 2020. Completing a new strategy in 2020 was started but not completed due to COVID and changes to the CA act. The strategy will be completed in 2021.

Budget Structure

This budget report provides an overview of major budget related initiatives for 2021. 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 2020 made at an interest rate 2.59% resulted in the loan principal being reduced from approximately \$591,000. Generated operating revenues fund loan interest. Accumulated surplus funds principal.

Budget Overview for 2021

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 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 0.9% consistent with the CPI, as of November 2020.

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 1.5% 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		128,326
WECl		681,729
Section 28 Technical		70,136
NBMCA Integrated Watershed Management		20,000
Central Services		10,500
Ice Management		2,000
Stewardship		1,238
Loan Principal (estimate – not included in operating)	21,500	

Budget Overview for 2021

E) Reserves Accounts as of 2020 Year End (unaudited):

The 2021 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/Acquisition	98,604
OBC	249,542
Ski Hill Operating	24,592
Ski Hill Capital	234,300
Total Reserves	607,038

F) Fees:

Legislation permits the charging of fees to recover costs associated with administering and delivering various programs of the NBMCA. In 2020, revenue from permitting fees exceeded budget projections by close to \$85,000.

To provide consistency and some certainty in revenues, the Authority Members have directed staff to annually increase fees at the rate of inflation as determined by the Consumer Price Index. In 2021 staff is recommending fee adjustments of 1.0 % based on November 2018 annual rate change in the CP for the Section 28 Regulations Program. Staff are not recommending a fee increase for the On-site Sewage System Program. The reserve for the program is healthy and does not support the need for a fee increase. The Fee Schedules for 2021 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 2021/22 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 the year. As noted in the background section of this report, staff anticipates the transfer payment will be slightly

Budget Overview for 2021

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, 2021 to March 31, 2022. 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:

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

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, computers, plotters and so on.

The 2021 budget includes both methods of capital acquisition. The cost recovery over time method is being used to purchase two replacement vehicles 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. With

Budget Overview for 2021

the implementation of this initiative staff are reporting the conservation areas and trails are being well maintained, repaired and improved.

Included in the 2021 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 the commitment is 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. The contract was awarded for the work in 2020 and Plans are underway to start Phase One of construction in the spring of 2021.

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 2021 Budget includes expenses on several items including:

Office furniture replacement;

Health and safety ergonomic review and training;

Website support; and

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 2021, 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. With changes

Budget Overview for 2021

to the CA Act and pending revisions to some of our regulations revision to the planning and 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 will be finalized in 2021. The La Vase River floodplain mapping project will be initiated this year..
- 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 natural feature and hazard land limits. As noted Chippewa Creek, Parks Creek, Jessops Creek and the La Vase River regulations will need to be updated for East Ferris and North Bay. Potable flow gauges will be placed in creeks in the Municipality of Callander to provide future floodplain mapping and improved flood forecasting.
- 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 handed 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.

F) Areas of Increased Cost

The onset of COVID has resulted in additional costs in the budget as follows:

Purchase on PPE and implantation of health and safety procedures: Purchase of additional tablets/computers for staff to perform work more efficiently in the field as they work from home including Software support: and Insurance costs have been projected to increase by 15% this year due to COVID. In total these costs are in the range of \$30,000.00 and are managed within the current funding parameters as set by the Board in October.

2021 BUDGET

Revenue Sources & Budget Summary

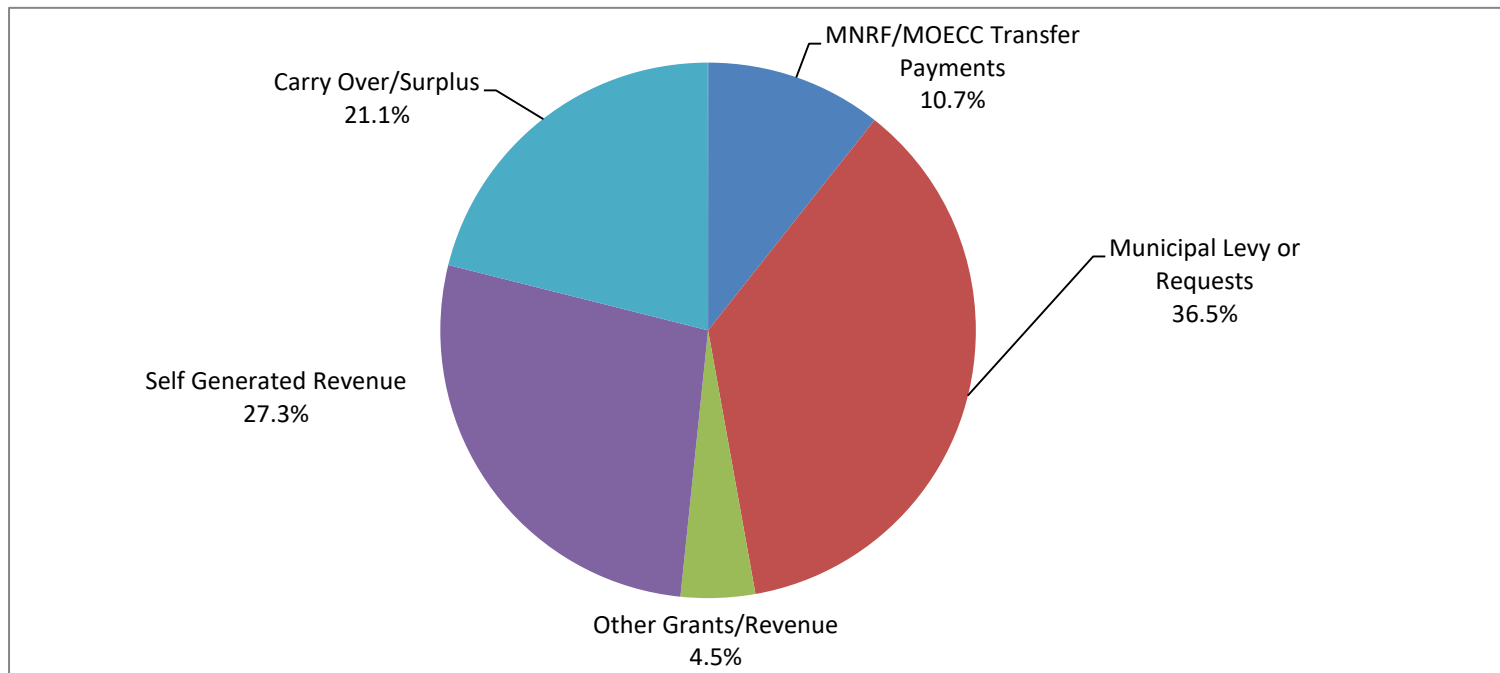
North Bay Mattawa Conservation Authority
2021 Program Service
Budget Summary with Comparisons to 2020

	2020 Revised Final Budget	2021 Budget
<u>Operations</u>		
Grant Eligible Core Activities		
Administration	280,610	290,041
Watershed Planning	109,585	108,528
Flood Control	139,410	140,837
Erosion Control	56,655	58,150
Flood Forecasting	97,896	98,905
Ice Management	9,650	10,854
Source Protection Planning	205,209	205,209
Subtotal	899,015	912,524
Conservation Authority Core Activities		
On-site Sewage Systems Program	738,450	865,040
Section 28 Regulations	49,209	53,150
Water Quality	13,140	9,710
Outreach	39,950	33,135
Interpretive Centre	194,715	198,050
Lands and Property Operations	115,024	109,816
Subtotal	1,150,488	1,268,901
<u>Projects, Studies and Capital</u>		
Capital Projects		
Lands and Property Capital - CA's/Trails	359,161	400,731
WECI	708,213	888,729
Central Services	57,240	62,916
Subtotal	1,124,614	1,352,376
Studies & Special Projects		
Section 28 Technical Project	232,706	318,186
Integrated Watershed Management Strategy	295,324	360,655
Stewardship	5,612	0
Laurentian Ski Hill Operating Fund Request	60,000	60,000
Laurentian Ski Hill Capital Asset Request	65,000	65,000
Subtotal	658,642	803,841
NBMCA Budget Total	3,832,759	4,337,642

North Bay-Mattawa Conservation Authority: 2021 Budget

Revenue Sources From All Sources:

Source	Amount	%
MNRF/MOECC Transfer Payments	462,449	10.7
Municipal Levy or Requests	1,583,576	36.5
Other Grants/Revenue	194,197	4.5
Self Generated Revenue	1,183,491	27.3
Carry Over/Surplus	913,929	21.1
4,337,642 Total Revenue		



North Bay-Mattawa Conservation Authority
Levy Apportionment - 2021
Budget

Municipality	Area % within the CA	CVA Based Apportionment Percentage	Total 2020 Contribution	Total 2021 Operating Levy*	2021 Benefitting Levy for Capital**	2021 General Levy for Capital***	Total 2021 Capital Levy	Total 2021 Levy	Change in Levy from 2020 to 2021	Ski Hill Non Levy 2021 Fixed Asset Funding Request****	Ski Hill Non Levy 2021 Operating Funding Request*****
Bonfield	100	3.419	27,759	15,789	0	12,654	12,654	28,443	684	2,033	0
Calvin	100	1.2456	10,113	5,752	0	4,610	4,610	10,362	249	728	0
Chisholm	94	1.4574	11,833	6,730	0	5,394	5,394	12,124	291	886	0
East Ferris	83	6.1687	50,085	28,487	0	22,832	22,832	51,319	1,234	3,866	0
Mattawa	71	0.9986	8,108	4,612	0	3,696	3,696	8,308	200	745	0
Mattawan	19	0.0624	507	288	0	231	231	519	12	35	0
North Bay	100	79.3309	1,357,808	366,350	626,655	293,620	920,275	1,286,625	-71,183	51,994	60,000
Papineau-Cameron	35	0.8047	6,533	3,716	0	2,978	2,978	6,694	161	499	0
Callander	100	6.4725	52,551	29,890	0	23,956	23,956	53,846	1,295	4,189	0
Powassan	1	0.0402	326	186	0	149	149	334	8	25	0
TOTALS		100.000	1,525,623	461,800	626,655	370,121	996,776	1,458,576	-67,047	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 are to be kept functional for the ski hill operator. These funds are not a levy to the member municipalities.

***** 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

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, 2021

Application Type (and typical description)	2021 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).	\$1,240.00
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.	\$880.00
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.	\$450.00
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.	\$195.00
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)	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 written 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 NBMCAs 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.

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2021 BUDGET

**Septic Program and Development, Interference and
Alteration Permitting Fees**

FEE SCHEDULE

On-site Sewage System (O.Reg. 332/12)
Under the Building Code Act, 1992

Program Fees Effective March 1, 2021

Please note: All NBMCA permits are tax exempt

Application Type/Service	2021 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.	

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2021 BUDGET

Ten Year Capital Forecast

NBMCA Capital
Levy Forecast
For the Ten Year Period of 2021 to 2030
For Member Municipalities

PROGRAM AREA

YEARS	CA Lands/Trails		WECI		Central Services		IWM		Section 28 Technical		Total	Total	Ski Hill Assets	Total
	Benefitting	Non-Benefitting	Benefitting	Non-Benefitting	Benefitting	Non-Benefitting	Benefitting	Non-Benefitting	Benefitting	Non-Benefitting	Benefitting	Non-Benefitting	Request (Not a Levy)	
2020	141819	125257	322079	0	0	50990	220890	39237	0	141456	684788	356940	65000	1,106,728
2021	144655	127750	182000	0	0	52416	300000	40665	0	149300	626655	370131	65000	1,061,786
2022	170734	130300	159740	0	0	74911	290000	41480	0	155640	620474	402331	0	1,022,805
2023	170375	132925	162943	0	0	54513	295000	42310	0	158750	628318	388497.64	0	1,016,816
2024	170375	135600	166197	0	0	55603	297500	43150	0	161925	634072	396277.8928	0	1,030,350
2025	173780	138300	169523	0	0	56715	297500	44015	0	165160	640803	404189.9507	0	1,044,993
2026	173620	141000	174922	0	0	57849	297500	44890	0	168460	646042	412199.2497	0	1,058,241
2027	173620	143900	176372	0	0	59006	302000	45790	0	171800	651992	420496.2347	0	1,072,488
2028	173620	146775	176372	0	0	60186	302500	46700	0	175240	652492	428901.3594	0	1,081,393
2029	176320	149700	176372	0	0	61390	302500	47635	0	178750	655192	437475.0865		1,092,667
2030	173620	152700	179900	0	0	62618	305000	48590	0	182325	658520	446232.8883	0	1,104,753
267,076322,07950,990260,127141,456														



Invoice

Invoice To
MUNICIPALITY OF EAST FERRIS 390 HIGHWAY 94 CORBEIL, ON P0H 1K0

Date	Invoice #
3/25/2021	3826

Terms
Due on receipt

[illegible]

We accept Visa, Mastercard, Interac and cheques. Please make cheques payable to North Bay-Mattawa Conservation Authority.



Invoice

Invoice To
MUNICIPALITY OF EAST FERRIS 390 HIGHWAY 94 CORBEIL, ON P0H 1K0

Date	Invoice #
3/25/2021	3827

Terms
Due on receipt

Description	Amount
2021 General Capital levy is for works in conservation areas and on trails, DIA Regulation implementation and Watershed Management Strategy initiatives.	22,832.00
Total	\$22,832.00
We accept Visa, Mastercard, Interac and cheques. Please make cheques payable to North Bay-Mattawa Conservation Authority.	Payments/Credits \$0.00
	Balance Due \$22,832.00



Invoice

Date	Invoice #
3/25/2021	3845

Terms
Due on receipt

Invoice To

MUNICIPALITY OF EAST FERRIS
390 HIGHWAY 94
CORBEIL, ON P0H 1K0

Description	Amount
2021 LSHSC Capital Asset " ASK"	3,866.00
Total	\$3,866.00
We accept Visa, Mastercard, Interac and cheques. Please make cheques payable to North Bay-Mattawa Conservation Authority.	Payments/Credits \$0.00
	Balance Due \$3,866.00

GST/HST No. 107780298

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