

March 24, 2022

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

Dear Mr. Trottier:

**Re: NBMCA 2022 Budget**

For the year 2022, the North Bay – Mattawa Conservation Authority Board of Directors has established a Levy of \$1,458,589.00 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 \$ 52,712.00 This Levy is broken down into two categories:

Operations Levy for a total of \$29,666.00 and;

Capital Levy for a total of \$23,046.00.

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 2022 Budget Overview, which includes the Levy Apportionment for all member municipalities in 2022. Your member Rick Champagne has received a complete copy of the 2022 budget, and the complete budget will be appended to the minutes of the March 23, 2022 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 that reads "Brian Tayler". The signature is written in a cursive style with a large, looped initial "B".

Brian Tayler  
Chief Administrative Officer  
Secretary – Treasurer

/rm

/Encl.

c.c. Rick Champagne

# 2022 BUDGET

**Date: March 10, 2022**

**Brian Tayler**  
**Chief Administrative**  
**Officer Secretary**  
**Treasurer**

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

# Budget Overview for 2022

## 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 2021, NBMCA finds itself in a period of transition, relying on current regulations and policies but knowing these will change. The 2022 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 2022 Budget.

The draft 2022 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 2022 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 2022 as work plan activities change.

The NBMCA 2022 Budget draft includes a 3% increase in operating levy to municipalities, meeting the target the Members set for staff in October 2021.

The 2022 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 2022 the FTE compliment will be up by 1.75 from 2021 by bringing back in monitoring activities and additional septic program staff.

## Budget Overview for 2022

The 2022 Budget draft has a modest decrease in overall expenditures. This is largely due to projected and ongoing increases in fees due to volume of the development in the watershed.

The following provides an overview of the program activities and budget requirements to support initiatives of the North Bay Mattawa Conservation Authority in 2022 and a Capital Forecast through to 2031.

### Strategic Directions

In 2013, the Members 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 2020 and a new strategy was planned for the 2021. Completing a new strategy in 2021 was initiated but not completed due to COVID, changes to the CA Act and new Regulations that are still being rolled out. The strategy should be completed in 2022. Funds are in the budget to complete this work.

### Budget Structure

This budget report provides an overview of major budget related initiatives for 2022. 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 and service 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. There could be provincial transfer payments
- 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

## Budget Overview for 2022

from approximately \$593,870 to \$572,994. 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 are due and included in the budget. The program will continue for 2022 resulting in some staff receiving a merit-based step increase and all contract and salaried staff receiving a cost-of-living increase of 3%. Less than the CPI of 4.7%, as of November 2021. This a deviation from our past practices of covering CPI.

### **C) Levy Apportionment for Operating:**

As noted in the background section, an average 3% 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 2022 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:

| <b>Use of Surplus and Carry Over Funds</b>               | <b>Surplus</b> | <b>Deferred</b> |
|--|----------------|-----------------|
| <b>Expense</b>   |                |                 |
| Lands and Property Capital for Conservation Areas/Trails |                | 250,000         |
| WECI   |                | 538,002         |
| Section 28 Technical                                     |                | 25,239          |
| NBMCA Integrated Watershed Management                    |                | 37,930          |
| Central Services   |                | 29,610          |
| Ice Management   |                | 2,000           |
| Loan Principal (estimate – not included in operating)    | 21816          |                 |

## Budget Overview for 2022

### E) Reserves and Deferred Accounts as of 2021 Year End (unaudited):

The 2022 Budget draft doesn't include the use of Reserves at preparation. The following are the status of the NBMCA Reserve Accounts:

| Reserve and Deferred Accounts | Amount           |
|-------------------------------|------------------|
| Lands Capital/Acquisition     | 297,868          |
| OBC                           | 587,828          |
| Ski Hill Operating            | 84,592           |
| Ski Hill Capital              | 298,043          |
| <b>Total Reserves</b>         | <b>1,268,331</b> |

### F) Fees:

Legislation permits the charging of fees to recover costs associated with administering and delivering various programs of the NBMCA. In 2021, revenue from permitting fees exceeded budget projections by close to \$200,000.

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 2022 staff is recommending fee adjustments of 5.0 % based on November 2021 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 Schedule for the Section 28 Program (DIA) 2022 is 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 2022 and 2023 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 2022

less this year than last. Staff has made accommodation in the budget in anticipation of the reduction if this were to occur. 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 2022 budget includes both methods of capital acquisition. The cost recovery over time method is being used to purchase one replacement vehicle and a new server.

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

## Budget Overview for 2022

Included in the 2022 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.

### **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 complete the final Phase of the project during the spring and summer of 2022.

### **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 2022 Budget includes expenses on several items including:

Program Fee Review;  
NBMCA Strategy;  
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 2022, 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 discussions on a Mattawa Hazard Risk Assessment will be initiated. With changes to the CA Act and pending revisions to some of our regulations revision to the planning and DIA regulations policies remains a priority.

## Budget Overview for 2022

### 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 2022. The La Vase River floodplain mapping project will be initiated this year subject to provincial funding.
- 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. Portable 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) Outreach

As previously reported, a community partnership project with the North Bay Indigenous Friendship Centre has been initiated and funding has been received. The "Miskwaadesi Project" involves the creation of a turtle shaped petroform regarded as a symbol of mother earth by many Indigenous peoples. This place of resting, contemplation and celebration will be located along the Chippewa Creek EcoPath in the North Bay.

The project will be completed in 2022.

## Budget Overview for 2022

### G) Areas of Increased Cost

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

Purchase on PPE and implementation 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 10% 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.

Other considerations in the budget are the increased cost for gasoline. The budget includes a projected for 40% increase from 2021.

# **2022 BUDGET**

## **Revenue Sources & Budget Summary**

**North Bay Mattawa Conservation Authority  
2022 Program Service  
Budget Summary with Comparisons to 2021**

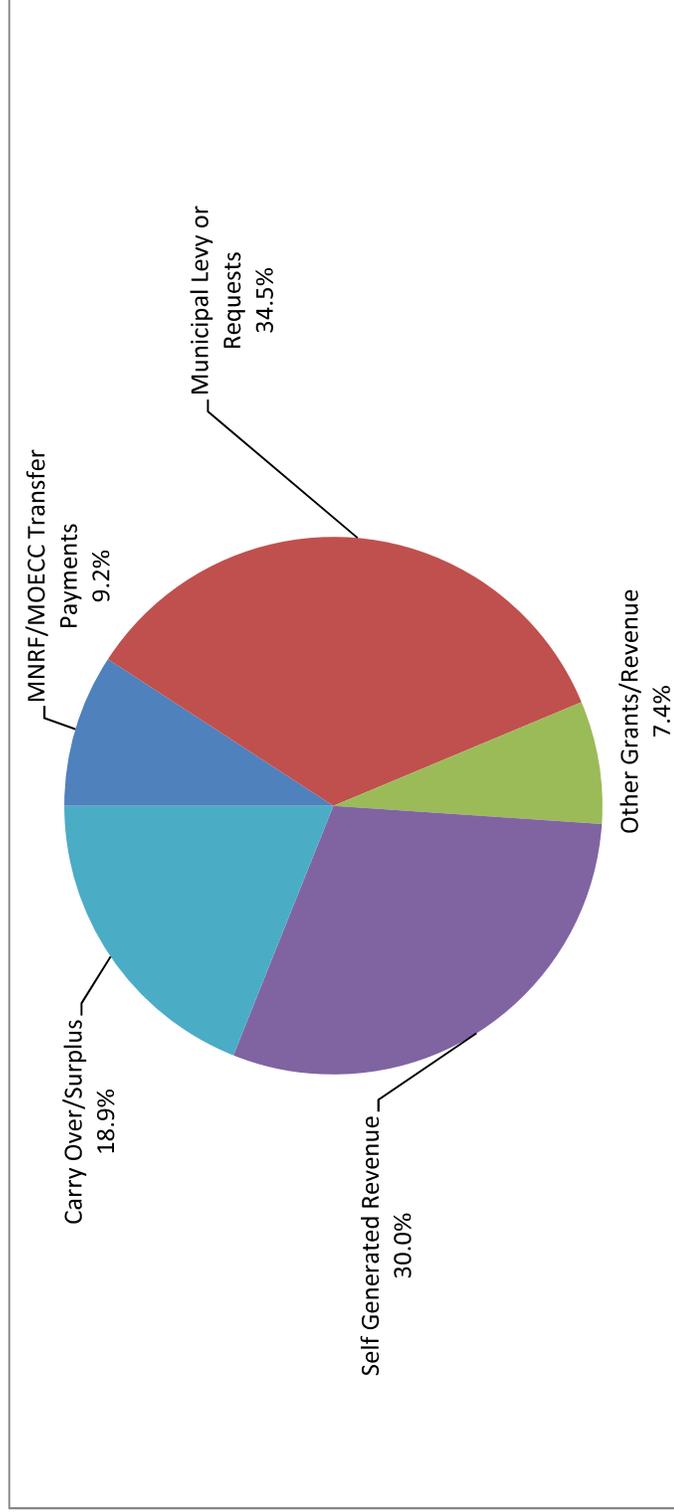
| <b><u>Operations</u></b>                      | <b>2021<br/>Revised Final<br/>Budget</b> | <b>2022<br/>Budget</b>  |
|---|--|-------------------------|
| <b>Grant Eligible Core Activities</b>         |  |                         |
| Administration                                | 290,041                                  | 295,568                 |
| Watershed Planning                            | 108,528                                  | 123,500                 |
| Flood Control                                 | 140,837                                  | 143,735                 |
| Erosion Control                               | 58,150                                   | 59,380                  |
| Flood Forecasting                             | 98,905                                   | 100,951                 |
| Ice Management                                | 10,854                                   | 11,078                  |
| Source Protection Planning                    | <u>205,209</u>                           | 196,685                 |
| <b>Subtotal</b>                               | <b>912,524</b>                           | <b>930,897</b>          |
| <b>Conservation Authority Core Activities</b> |  |                         |
| On-site Sewage Systems Program                | 865,040                                  | 1,063,896               |
| Section 28 Regulations                        | 53,150                                   | 56,804                  |
| Water Quality                                 | 9,710                                    | 9,851                   |
| Outreach                                      | 33,135                                   | 176,749                 |
| Interpretive Centre                           | 198,050                                  | 198,050                 |
| Lands and Property Operations                 | <u>109,816</u>                           | 112,945                 |
| <b>Subtotal</b>                               | <b>1,268,901</b>                         | <b>1,618,295</b>        |
| <b><u>Projects, Studies and Capital</u></b>   |  |                         |
| <b>Capital Projects</b>                       |  |                         |
| Lands and Property Capital - CA's/Trails      | 400,731                                  | 522,750                 |
| WECI  | 888,729                                  | 708,002                 |
| Central Services                              | <u>62,916</u>                            | 86,860                  |
| <b>Subtotal</b>                               | <b>1,352,376</b>                         | <b>1,317,612</b>        |
| <b>Studies &amp; Special Projects</b>         |  |                         |
| Section 28 Technical Project                  | 318,186                                  | 298,189                 |
| Integrated Watershed Management Strategy      | 360,655                                  | 369,430                 |
| Stewardship                                   | 0  | 0                       |
| Laurentian Ski Hill Operating Fund Request    | 60,000                                   | 60,000                  |
| Laurentian Ski Hill Capital Asset Request     | <u>65,000</u>                            | 65,000                  |
| <b>Subtotal</b>                               | <b>803,841</b>                           | <b>792,619</b>          |
| <b>NBMCA Budget Total</b>                     | <b><u>4,337,642</u></b>                  | <b><u>4,659,423</u></b> |

# North Bay-Mattawa Conservation Authority: 2022 Budget

## Revenue Sources From All Sources:

| Source                       | Amount    | %    |
|------------------------------|-----------|------|
| MNRF/MOECC Transfer Payments | 427,675   | 9.2  |
| Municipal Levy or Requests   | 1,608,403 | 34.5 |
| Other Grants/Revenue         | 344,160   | 7.4  |
| Self Generated Revenue       | 1,396,365 | 30.0 |
| Carry Over/Surplus           | 882,820   | 18.9 |

**4,659,423 Total Revenue**



**North Bay-Mattawa Conservation Authority  
Levy Apportionment - 2022  
Budget**

| Municipality     | Area % within the CA | Modified CVA Based Apportionment Percentage | Total 2021 Contribution | Total 2022 Operating Levy* | 2022 Benefitting Levy for Capital** | 2022 General Capital Levy | Total 2022 Capital Levy | Total 2022 Levy  | Change in Levy from 2021 to 2022 | Ski Hill Non Levy 2021 Fixed Asset Funding Request**** | Ski Hill Non Levy 2021 Operating Funding Request***** | Total for Each Participating Municipality |
|------------------|----------------------|---|-------------------------|----------------------------|-------------------------------------|---------------------------|-------------------------|------------------|----------------------------------|--|---|---|
| Bonfield         | 100                  | 3.4234                                      | 28,480                  | 16,311                     | 0                                   | 12,671                    | 12,671                  | 28,982           | 502                              | 2,033  | 0   | 31,015                                    |
| Calvin           | 100                  | 1.2463                                      | 10,368                  | 5,938                      | 0                                   | 4,613                     | 4,613                   | 10,551           | 183                              | 728  | 0   | 11,279                                    |
| Chisholm         | 94                   | 1.4660                                      | 12,196                  | 6,985                      | 0                                   | 5,426                     | 5,426                   | 12,411           | 215                              | 886  | 0   | 13,297                                    |
| East Ferris      | 83                   | 6.2265                                      | 51,800                  | 29,666                     | 0                                   | 23,046                    | 23,046                  | 52,712           | 912                              | 3,866  | 0   | 56,578                                    |
| Mattawa          | 71                   | 0.9892                                      | 8,229                   | 4,713                      | 0                                   | 3,661                     | 3,661                   | 8,374            | 145                              | 745  | 0   | 9,119                                     |
| Mattawan         | 19                   | 0.0631                                      | 525                     | 301                        | 0                                   | 234                       | 234                     | 534              | 9                                | 35   | 0   | 569                                       |
| North Bay        | 100                  | 79.2350                                     | 1,285,828               | 377,518                    | 605,000                             | 293,265                   | 898,265                 | 1,275,783        | -10,045                          | 51,994   | 60,000  | 1,327,777                                 |
| Papineau-Cameron | 35                   | 0.8009                                      | 6,663                   | 3,816                      | 0                                   | 2,964                     | 2,964                   | 6,780            | 117                              | 499  | 0   | 7,279                                     |
| Callander        | 100                  | 6.5108                                      | 54,165                  | 31,021                     | 0                                   | 24,098                    | 24,098                  | 55,119           | 954                              | 4,189  | 0   | 59,308                                    |
| Powassan         | 1                    | 0.0403                                      | 335                     | 180                        | 0                                   | 149                       | 149                     | 329              | -6                               | 25   | 0   | 354                                       |
| <b>TOTALS</b>    |                      | <b>100</b>                                  | <b>1,458,589</b>        | <b>476,453</b>             | <b>605,000</b>                      | <b>401,950</b>            | <b>1,006,950</b>        | <b>1,483,403</b> | <b>-7,014</b>                    | <b>65,000</b>  | <b>60,000</b>   |   |

\* 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 initiatives.

\*\*\*\* 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 2022 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 Members 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 \$1,349,913 as part of the 2022 Budget.

# **2022 BUDGET**

## **Section 28 Development, Interference and Alteration Permitting Fees**

## Fee Schedule

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

### Schedule C – Program Fees Effective April 1, 2022

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

| Application Type (and typical description)   | Fee                                |
|--|------------------------------------|
| <b>Major Projects</b><br>Includes multiple residential units/blocks <sup>1</sup> , institutional commercial buildings greater than 464 m <sup>2</sup> (5,000 ft <sup>2</sup> ), 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 <sup>3</sup> (2,616 yd <sup>3</sup> ), grading greater than 1 ha (2.5 acres), channelization/shoreline alterations greater than 500 m (1640 ft).  | \$1,290.00                         |
| <b>Large Projects</b><br>Any new residential dwelling, or new institutional/commercial building less than or equal to 464 m <sup>2</sup> (5,000 ft <sup>2</sup> ), residential additions/ reconstruction/basements greater than 92.9 m <sup>2</sup> (1,000 ft <sup>2</sup> ), 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 <sup>3</sup> (654 to 2616 yd <sup>3</sup> ); 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.   | \$915.00                           |
| <b>Standard Projects</b><br>Additions, reconstruction, auxiliary buildings and structures less than or equal to 92.9 m <sup>2</sup> (1,000 ft <sup>2</sup> ), 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 <sup>3</sup> (131 to 654 yd <sup>3</sup> ), 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 <sup>2</sup> , channel maintenance** less than or equal to 200 m (656 ft) in length and similar. | \$465.00                           |
| <b>Small Projects</b><br>Auxiliary <sup>2</sup> buildings and structures less than 20 m <sup>2</sup> (215 ft <sup>2</sup> ), additions with a total gross floor area less than 20 m <sup>2</sup> (215 ft <sup>2</sup> ), fill activity less than 100 m <sup>3</sup> (131 yd <sup>3</sup> ), docks and boathouses – new construction, modifications, or extensions with lakebed contact area less than or equal to 15 m <sup>2</sup> and similar.   | \$200.00                           |
| <b>Revisions</b><br>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 |
| <b>Permit Extensions</b><br>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                            |
| <b>Review of Applications Retroactive to Project Commencement (Violations)</b>   | 100% surcharge of base permit fee  |
| <b>Refund Policy</b><br>For a withdrawn application prior to a site inspection being conducted: <ul style="list-style-type: none"> <li>Application processed– no inspection conducted</li> <li>Fees are non-refundable once a site inspection has been conducted.</li> </ul>   | Refund 75% application fee         |
| <b>Property Inquiries</b><br>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"> <li>Written response without a site inspection</li> <li>With a site inspection (Development Regulations Only)</li> <li>With a site inspection (Development Regulations and Sewage Systems Combined)</li> </ul>   | \$155.00<br>\$260.00<br>\$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.

# **2022 BUDGET**

## **Ten Year Capital Forecast**

**NBMCA Capital  
Levy Forecast  
For the Ten Year Period of 2022 to 2031  
For Member Municipalities**

**CAPITAL PROGRAM & SERVICE AREA**

| YEARS             | CA Lands/Trails |                 | WECI        |                 | Central Services |                 | IWM         |                 | Section 28 Technical |                 | Total Benefitting | Total Non-Benefitting | Ski Hill Assets Request (Not a Levy) | Total     |
|-------------------|-----------------|-----------------|-------------|-----------------|------------------|-----------------|-------------|-----------------|----------------------|-----------------|-------------------|-----------------------|--------------------------------------|-----------|
|                   | Benefitting     | Non-Benefitting | Benefitting | Non-Benefitting | Benefitting      | Non-Benefitting | Benefitting | Non-Benefitting | Benefitting          | Non-Benefitting |                   |                       |                                      |           |
| 2021              | 144655          | 127750          | 182000      | 0               | 52416            | 0               | 40665       | 0               | 149300               | 0               | 626655            | 370131                | 65000                                | 1,061,766 |
| 2022              | 145000          | 127750          | 170000      | 0               | 57250            | 0               | 41500       | 0               | 175450               | 0               | 605000            | 401950                | 65000                                | 1,071,950 |
| 2023              | 146375          | 128000          | 162943      | 0               | 54513            | 0               | 42310       | 0               | 158750               | 0               | 604318            | 383573                | 65000                                | 1,052,891 |
| 2024              | 148000          | 128500          | 166197      | 0               | 55603            | 0               | 43150       | 0               | 161925               | 0               | 611697            | 389178                | 65000                                | 1,065,875 |
| 2025              | 148000          | 128500          | 169523      | 0               | 56715            | 0               | 44015       | 0               | 165160               | 0               | 615023            | 394390                | 65000                                | 1,074,413 |
| 2026              | 150000          | 129500          | 174922      | 0               | 57849            | 0               | 44890       | 0               | 168460               | 0               | 622422            | 400699                | 65000                                | 1,088,121 |
| 2027              | 152250          | 130000          | 176372      | 0               | 59006            | 0               | 45790       | 0               | 171800               | 0               | 630622            | 406596                | 65000                                | 1,102,218 |
| 2028              | 153400          | 132000          | 176372      | 0               | 60186            | 0               | 46700       | 0               | 175240               | 0               | 632272            | 414126                | 65000                                | 1,111,398 |
| 2029              | 154750          | 133500          | 176372      | 0               | 61390            | 0               | 47635       | 0               | 178750               | 0               | 633622            | 421275                | 65000                                | 1,119,897 |
| 2030              | 155000          | 134250          | 179900      | 0               | 61390            | 0               | 48590       | 0               | 178745               | 0               | 639900            | 422975                | 65000                                | 1,127,875 |
| 2031              | 160000          | 136450          | 179900      | 0               | 62618            | 0               | 48590       | 0               | 182325               | 0               | 644900            | 429983                | 65000                                | 1,139,883 |
| <b>Total Levy</b> |                 | <b>272,750</b>  |             | <b>170,000</b>  |                  | <b>57,250</b>   |             | <b>331,500</b>  |                      | <b>175,450</b>  |                   |                       |                                      |           |

Last Year (2021)  
Current Year (2022)

**Descriptions:**

- CA Lands/Trails Activities in support of safe 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. In 2022 a significant item is the repair of the Interpretive Centre Tower deck, railings, fascia and soffit.
- 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 Chipewa Creek at Oak Street project started and will be complete in 2022.
- Central Services Capital or major maintenance in support of workshops, buildings, large vehicles and other types of infrastructure or equipment required as part the overall CA program
- Integrated Watershed Management 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 2022 initiation of floodplain mapping for La Vase River and gauging equipment initially to be used in Callander.
- Section 28 Regulations Expenses related to the implementation of the DIA regulations of the conservation authority. In 2022 work will be initiated for the Town of Mattawa Hazard Risk Assessment..
- Ski Hill Assets For Improvement, Major Repair or Replacement of CA Owned Ski Hill Assets - not a levy