NORTH BAY - MATTAWA
CONSERVATION
AUTHORITY

North Bay-Mattawa Conservation Authority
Special Members Meeting
for March 8, 2023 at 4:00 pm

Hybrid Meeting Format
(Electronic meeting via Teams or in-person at 15 Janey Avenue, North Bay, 2nd floor)

AGENDA

Procedural Matters

1. Acknowledgement of Indigenous Traditional and Treaty Lands
2. Delegations
3. Declaration of Pecuniary Interest
4. Approval of the Agenda

Business Report

5. Budget 2023 **(Report #1)**

Verbal Report

6. Proposed Building Code Change

Other Business

7. Closed Session of Committee of the Whole pertaining to legal, property, and personnel matters
8. New Business
9. Adjournment

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
MINUTES
of the

SPECIAL meeting of the North Bay-Mattawa Conservation Authority held at 4:00 p.m. on March 8th, 2023 as a hybrid meeting via MS Teams and in person in the NBMCA's Marc Charron Boardroom, 15 Janey Avenue, North Bay Ontario.

MEMBERS PRESENT:

Bonfield, Township of	-	**Steve Featherstone**
Callander, Municipality of	-	**Irene Smit**
Mattawa, Town of	-	**Loren Mick**
Mattawan, Municipality of	-	**Michelle Lahaye**
North Bay, City of	-	**Peter Chirico**
North Bay, City of	-	**Lana Mitchell**
North Bay, City of	-	**Chris Mayne**
Papineau –Cameron, Township of	-	**Shelley Belanger**

MEMBER(S) ABSENT:

Calvin, Township of	-	**Bill Moreton**
Chisholm, Township of	-	**Nunzio Scarfone**
East Ferris, Municipality of	-	**Steve Trahan**
Powassan, Municipality of	-	**Dave Britton**

ALSO PRESENT:

Chitra Gowda, CAO, Secretary-Treasurer
Helen Cunningham, Manager, Finance & Human Resources
Paula Scott, Director, Planning & Development/Deputy CAO
Rebecca Morrow, Executive Assistant
Robin Allen, Manager, On-site Sewage Systems
Sasha Fredette, Area Supervisor, On-site Sewage Systems (North Bay)
Sue Buckle, Manager, Communications & Outreach

1. Acknowledgement of Indigenous Traditional and Treaty Lands

Irene Smit read a statement acknowledging Indigenous and Treaty Lands.

2. Delegations

There were no delegations.

3. Declaration of Pecuniary Interest

None.

4. Approval of the Agenda

After discussion the following resolution was presented:

Resolution No. 31-23, Chirico-Smit

THAT the agenda be approved as presented.

Carried Unanimously

5. Budget 2023

Chitra Gowda presented the updated 2023 NBMCA Budget to members. After discussion, the members thanked Chitra for her presentation and the following resolution was presented:

Resolution No. 32-23, Smit-Chirico

THAT the Board of Directors receive and accept this Report and that it be appended to the minutes of the meeting;

AND THAT as part of the 2023 NBMCA Budget, the matching levy of $133,490 is approved, (i.e. the levy is matching with the Ministry of Natural Resources and Forestry transfer payment amount of $133,490);

AND THAT the each member municipality is to be advised of their apportionment of the matching levy.

AND THAT the Board of Directors approve a non-matching levy to the member municipalities in the amount of $1,579,715;

AND THAT the each member municipality is to be advised of their apportionment of the non-matching levy.

AND THAT staff post the approved 2023 Budget.

Carried Unanimously

6. Proposed Building Code Change

Robin Allen updated the members on proposed changes to the Building Code, and informed the

members of an upcoming meeting that is scheduled to take place with the Ministry of Municipal Affairs and Housing on March 29th, 2023. A further update will be provided to the members after the March 29th, 2023 meeting. After discussion, the members thanked Robin for her update.

7. Closed Session of Committee of the Whole

After discussion, the following resolutions were presented:

Resolution No. 33-23, Featherstone-Mitchell

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

Carried Unanimously

Resolution No. 34-23, Mitchell-Featherstone

THAT the meeting out of a closed session of "Committee of the Whole" and back into an open meeting. (5:30pm)

Carried Unanimously

Resolution No. 35-23, Smit-Mitchell

THAT the Members direct staff to establish a Steering Committee for the Mattawa River Canoe Race for the purpose of strategically planning a self sufficient event, including co-chairs from NBMCA: 1-3 board members, CAO.
(Peter Chirico)
(Chris Mayne)
(Michelle Lahaye)
(Chitra Gowda, CAO)

Carried Unanimously

Mayor Peter Chirico declared a pecuniary interest on the next item regarding the land exchange with Callander Bay Developments. He left the room before the report was presented by staff. He did not participate or vote on this item.

Resolution No. 36-23, Mayne-Featherstone

THAT NBMCA staff move forward to obtain legal ownership as described in this report, and to complete the land exchange with Callander Bay Developments using the NBMCA Solicitor.

Carried Unanimously

Resolution No. 37-23, Mayne-Smit

THAT the Board approve NBMCA Staff to begin discussions with the City of North Bay staff regarding the transfer of title of NBMCA land adjacent to Third Ave/Hammond Street North Bay for all costs and disbursements associated with the transfer of title to be at the expense of the City of North Bay as per option 2 of the reference plan.

Carried Unanimously

8. New Business

None recorded.

15. Adjournment (5:35 p.m.)

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

Resolution No. 38-23, Mayne-Featherstone

THAT the meeting be adjourned, and the next meeting be held at 4:00 pm Wednesday March 29th, 2023 or at the call of the Chair.

Carried Unanimously

Shelley Belanger, Acting Chair

Chitra Gowda, Chief Administrative Officer, Secretary Treasurer

NORTH BAY - MATTAWA
CONSERVATION
AUTHORITY

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

REPORT # 1
08-03-2023

ORIGIN: Chitra Gowda, Chief Administrative Officer, Secretary Treasurer and
Helen Cunningham, Manager, Finance and Human Resources

DATE: March 8, 2023

SUBJECT: Budget 2023

Background:
The North Bay-Mattawa Conservation Authority (NBMCA) Board of Directors met in February 2023 to finalize the Budget 2023 following recommendations from the Executive Committee. Discussions resulted in further updates to the budget book.

Analysis:
Following discussions at the February 22, 2023 Board meeting, the 2023 Budget document was updated for the following:

- Page 1 shows the dollar amounts on the pie chart of revenue sources, to support clarity.
- Page 15 indicates the matching levy (i.e. the levy amount matching the Ministry of Natural Resources and Forestry (MNRF) transfer payment amount of $133,490.00) and non-matching levy amounts.
- Pages 1, 2, 4, 8, 14, 15 mention the sole-benefitting levy to the City of North Bay in the amount of approximately $110,000 for the potential operation of the Parks Creek Backflood control structure - if needed in an extreme weather event.
- An additional $11,000 was added to the general levy amount to support an Employee Assistance Program, bringing the overall budget to $4,719,635.

Other improvements to the 2023 Budget document are:

- A new Table 9 is added on Page 15 to clearly show the municipal levy amounts split into operating and capital costs.
- A typo on Page 9 in the Ontario Sewage System Program Fee Schedule (Table 6) is corrected (Planning Act review: $300 for application, plus $100 for each additional lot, min. $400. For lots >4ha, $200).

Municipal Levy
The total municipal levy for 2023 is $1,713,206, as described below:

- A general levy of $915,756 applied to all member municipalities;
- A sole-benefitting levy of $767,450 to the City of North Bay (which includes $60,000 to support the Laurentian Ski Hill's operating costs); and
- A sole-benefitting levy of $30,000 to the Municipality of Callander (floodplain mapping).

Further, the Laurentian Ski Hill requests NBMCA member municipalities for an annual amount of $65,000 to help support the ski hill's capital costs. As well, an estimated $110,000 sole-benefitting levy would be applied to the City of North Bay if needed for the operation of the Parks Creek Backflood control structure in an extreme weather event. The structure has been used only a few times since its construction in the mid 1990s.

To apportion the general levy (and to estimate the ski hill's request for capital cost) to the 10 member municipalities, the Modified Current Value Assessment (MCVA) provided by the MNRF is used. The general levy increase is 3% compared to the 2022 general levy, along with $11,000 towards staff health and well being through an Employee Assistance Program, as approved by the NBMCA Board at its February 2023 meeting. The budget therefore results in a 4.25% increase in general levy and 3% increase to a portion of the sole-benefitting levy compared to 2022. See the table below for levy apportionment.

Table A: 2023 Budget Levy Overview

Municipality	MCVA Based Apportionment Percentage	General Levy (4.25% increase)	Sole-benefitting Levy (3% increase)	Sole-benefitting Levy (fixed amounts)	Total Levy in 2023	Ski Hill Request for Capital Costs	Parks Creek Backflood Control Use
Bonfield	3.4402	$31,504			**$31,504**	$2,236	
Calvin	1.2457	$11,408			**$11,408**	$810	
Chisholm	1.4676	$13,440			**$13,440**	$954	
East Ferris	6.2544	$57,275			**$57,275**	$4,065	
Mattawa	0.9891	$9,058			**$9,058**	$643	
Mattawan	0.0626	$573			**$573**	$41	
North Bay	79.2088	$725,359	$623,450	$144,000	**$1,492,809**	$51,486	$110,000
Papineau-Cameron	0.8018	$7,343			**$7,343**	$521	
Callander	6.4893	$59,426		$30,000	**$89,426**	$4,218	
Powassan	0.0405	$371			**$371**	$26	
	Total	**$915,756**	**$623,450**	**$174,000**	**$1,713,206**	**$65,000**	**$110,000**

- **General Levy:** apportioned to all municipalities using the MCVA provided by MNRF.
- **Sole-Benefitting Levy:** for work undertaken by NBMCA that solely benefits a municipality.

In preparing the 2023 Budget, it is assumed that NBMCA will receive a transfer payment from MNRF for $133,490. Along with a matching municipal levy amount of $133,490, these funds support: administration, watershed planning, flood and erosion control, flood forecasting, and ice management. The non-matching levy is therefore $1,579,715 (out of a total municipal levy of $1,713,206).

Budget Summary

See the table below for a summary of the 2023 Budget by program area. Note that this table does not show the estimated $110,000 sole-benefitting levy to be applied to the City of North Bay, if needed for the operation of the Parks Creek Backflood control structure in an extreme weather event.

Table 2: Budget 2023 Summary

OPERATIONS	2022 Budget	2023 Budget
A) Programs Eligible for Transfer Payments		
Administration Operating	$295,568	$327,963
Watershed Planning Operating	$123,500	$134,438
Flood Control Operating	$143,735	$146,720
Erosion Control Operating	$59,380	$60,647
Flood Forecasting Operating	$100,951	$103,059
Ice Management Operating	$11,078	$13,479
Source Water Protection Operating	$196,685	$199,564
Sub-Total	**$930,897**	**$985,870**
B) Other Programs		
On-site Sewage Systems Program Operating	$1,063,896	$1,242,780
Section 28 Regulations Operating	$56,804	$62,125
Water Quality Operating	$9,851	$9,997
Interpretive Centre Operating	$198,050	$223,632
Lands and Property Operating	$112,945	$183,932
Outreach Operating	$176,749	$111,404
Ski Hill Operating	$60,000	$60,000
Sub-Total	**$1,678,295**	**$1,893,870**
CAPITAL PROJECTS AND STUDIES		
A) Capital Projects		
Lands and Property	$522,750	$542,934
Water and Erosion Control Infrastructure (WECI)	$708,002	$500,050
Central Services	$86,860	$77,892
Sub-Total	**$1,317,612**	**$1,120,876**
B) Studies and Special Projects		
Section 28 Technical	$298,189	$242,932
Integrated Watershed Management (IWM)	$369,430	$456,988
Mortgage Principal Repayment		$19,100
Sub-Total	**$667,619**	**$719,020**
NBMCA BUDGET TOTAL	**$4,594,423**	**$4,719,635**
OTHER		
Ski Hill Capital Request	$65,000	$65,000
NBMCA BUDGET TOTAL including Ski Hill Request	**$4,659,423**	**$4,784,635**

Recommendation:

It is recommended that staff post the final 2023 Budget and send letters to member municipalities advising them of their levy amounts for 2023.

Recommended Resolution:

THAT the Board of Directors receive and accept this Report and that it be appended to the minutes of the meeting;

AND THAT as part of the 2023 NBMCA Budget, the matching levy of $133,490 is approved, (i.e. the levy is matching with the Ministry of Natural Resources and Forestry transfer payment amount of $133,490);

AND THAT the each member municipality is to be advised of their apportionment of the matching levy.

AND THAT the Board of Directors approve a non-matching levy to the member municipalities in the amount of $1,579,715;

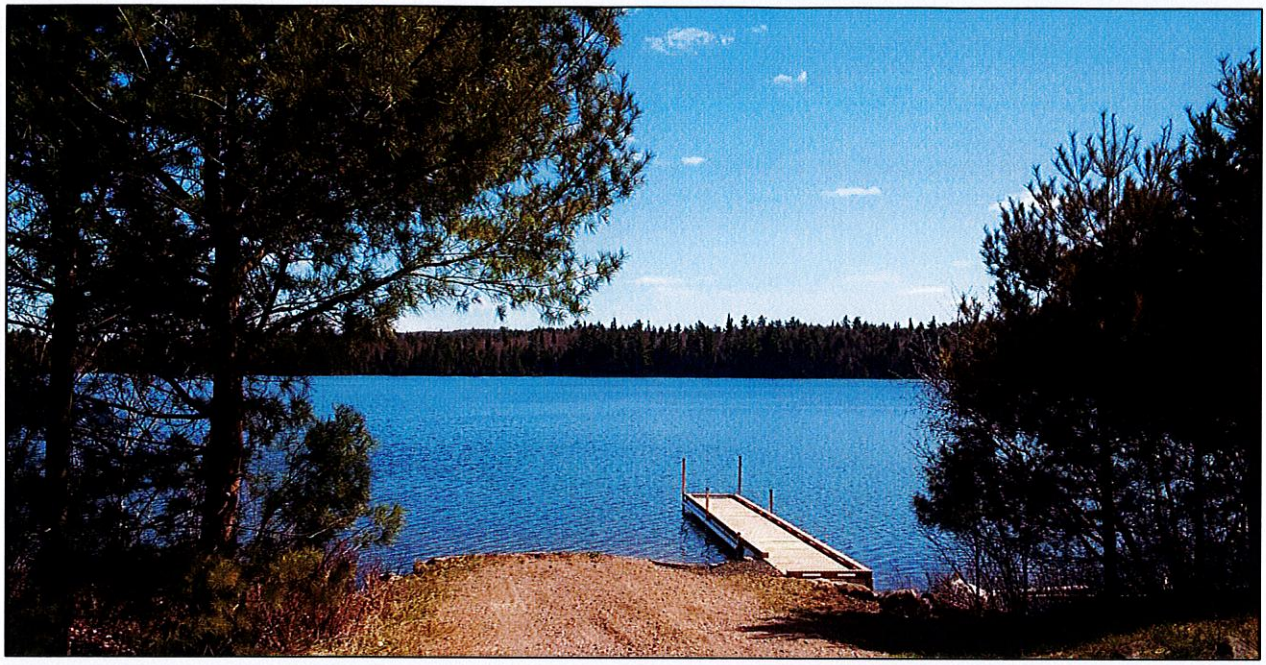
AND THAT the each member municipality is to be advised of their apportionment of the non-matching levy.

AND THAT staff post the approved 2023 Budget.

Submitted By:

Chitra Gowda
Chief Administrative Officer, Secretary Treasurer

Helen Cunningham
Manager, Finance and Human Resources



2023 Budget

March 1, 2023

Prepared by
Chitra Gowda, Chief Administrative Officer, Secretary Treasurer
Helen Cunningham, Manager, Finance and Human Resources

NORTH BAY - MATTAWA
CONSERVATION
AUTHORITY

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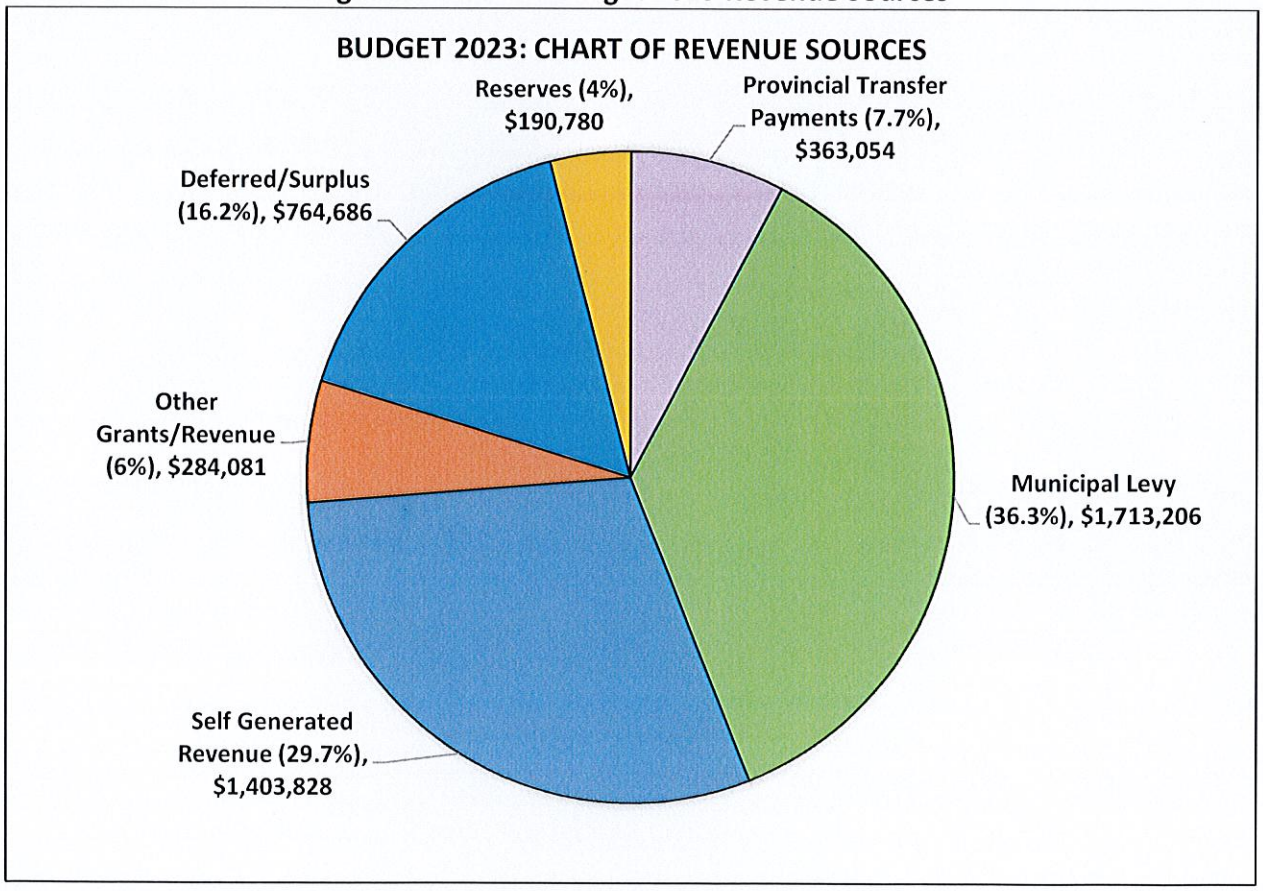
Executive Summary

The North Bay-Mattawa Conservation Authority (NBMCA) was formed under the Conservation Authorities Act of Ontario in 1972. As a community-based, environmental organization in Ontario, the NBMCA is a leader in watershed management, dedicated to conserving, restoring, developing and managing renewable natural resources on a watershed basis. NBMCA is governed by a 12-member Board of Directors appointed by the 10 member municipalities.

The 2023 Budget document contains details for the NBMCA planned operations and capital activities. The 2023 Budget has been set at $4,719,635. Revenue sources include municipal levies, transfer payments from provincial and federal governments, grants, fees, donations, property rent, and other sources. For the 2023 Budget, the surplus and deferred revenue from 2022 and program reserves are tapped into. See the Figure below for an overview of the revenue sources and their estimated percentages.

Figure A: Chart of Budget 2023 Revenue Sources



Note that the above figure does not include the Laurentian Ski Hill request to NBMCA member municipalities for an annual amount of $65,000 to help support the ski hill's capital costs. It also does not include the estimated $110,000 sole-benefitting levy to the City of North Bay for the potential operation of the Parks Creek Backflood control structure in an extreme weather event.

The total municipal levy for 2023 is $1,713,206, as described below:

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Further, the Laurentian Ski Hill requests NBMCA member municipalities for an annual amount of $65,000 to help support the ski hill's capital costs. As well, an estimated $110,000 sole-benefitting levy would be applied to the City of North Bay if needed for the operation of the Parks Creek Backflood control structure in an extreme weather event. The structure has been used only a few times since its construction in the mid 1990s.

To apportion the general levy (and to estimate the ski hill's request for capital cost) to the 10 member municipalities, the Modified Current Value Assessment (MCVA) provided by the Ontario Ministry of Natural Resources and Forestry (MNRF) is used. The general levy increase is 3% compared to the 2022 general levy, along with $11,000 towards staff health and well being through an Employee Assistance Program, as approved by the NBMCA Board at its February 2023 meeting. The budget therefore results in a 4.25% increase in general levy and 3% increase to a portion of the sole-benefitting levy compared to 2022. See the table below for levy apportionment by municipality.

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- **General Levy:** apportioned to all municipalities using the MCVA provided by MNRF.
- **Sole-Benefitting Levy:** for work undertaken by NBMCA that solely benefits a municipality.

Financial pressures anticipated in 2023 include: costs of major repairs for the main office building in North Bay, significant increases to insurance and fuel costs, and increased costs of goods and services due to inflation. Per Statistics Canada, the Consumer Price Index (CPI) rose 6.8% on an

annual average basis in 2022, a 40 year high. Other factors for increased expenditures include the implementation of the revised wage grid approved in summer 2022 based on wage rate and pay equity analysis conducted by a third-party consultant; mortgage loan interest payment increase due to interest rate renewal; new requirements of the OMERS pension plan; and reinstating an Employee and Family Assistance Program (EAP/EFAP) to support the health and wellness of staff.

Changes made to the Conservation Authorities Act and related direction from the provincial government are considered in the Budget. A Minister's direction is in effect to freeze fees for planning and development related services through 2023. Note that the fee freeze does not affect the NBMCA On-site Sewage System (OSS) program carried out under the Building Code Act, and staff propose a fee increase for this program. Other notable changes to the Conservation Authorities Act include the CA review and commenting role which is now scoped to focus on natural hazards and drinking water source protection with respect to development applications and land use planning policies under prescribed Acts.

An overview of the 2023 Budget expenditures is provided below.

- Annual programming/operations and administration:
    - Corporate Services
    - Planning and Development
    - Flood Forecasting and Warning
    - Ice Management
    - Low Water Response
    - Environmental Monitoring
    - Drinking Water Source Protection
    - Conservation Lands
    - Communications and Outreach.
- Capital improvements:
    - North Bay main office - tower deck repairs, tower roof shingles, HVAC, boiler
    - Kinsmen Bridge repair in North Bay
    - Culvert repair/replacement at Kinsman/Kate Pace Way
    - Signage for conservation areas
    - Kate Pace Way land exchange.
- Special projects and studies:
    - Asset Management Plan
    - Floodplain mapping - Lansdowne Creek (multi-year), Chippewa Creek, Jessup Creek, Parks Creek, La Vase River
    - Parks Creek Backflood Control Structure Capacity Upgrade Study
    - Chippewa Creek Erosion Control Project (multi-year)
    - Mattawa Natural Hazard Risk Study Terms of Reference (multi-year)
    - Conservation Areas Inventory and Strategy Projects (multi-year)
    - Watershed Based Resource Management Strategy (multi-year).

Overall, the 2023 Budget reflects the annual objectives of the NBMCA and also considers long-term requirements to support the health and climate resiliency of watershed residents.

Table B: Budget 2023 Summary

OPERATIONS	2022 Budget	2023 Budget
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NBMCA BUDGET TOTAL including Ski Hill Request	**$4,659,423**	**$4,784,635**

Note that this table does not show the estimated $110,000 sole-benefitting levy to be applied to the City of North Bay if needed for the operation of the Parks Creek Backflood control structure in an extreme weather event. This structure has only been used a few times since its construction in the mid 1990s.

1. Introduction

The North Bay-Mattawa Conservation Authority (NBMCA) provides leadership through coordination of watershed planning, implementation of resource management programs and promotion of conservation awareness in collaboration with others.

NBMCA is one of 36 Conservation Authorities on Ontario and was established under the Conservation Authorities Act in 1972 by member municipalities. NBMCA is a member of Conservation Ontario. Historically Conservation Authorities were administered by the Ministry of Natural Resources and Forestry (MNRF). In 2018, Conservation Authorities were moved under the Ministry of Environment, Conservation and Parks (MECP). In September 2022, Conservation Authorities were moved back under the administration of MNRF.

NBMCA is governed by a 12-member Board of Directors, appointed by the 10 member municipalities. A preliminary capital budget 2023 was presented by staff to the NBMCA Board of Directors at its December 2022 meeting. A preliminary operating and capital budget 2023 was presented to the Board at its January 2023 meeting, followed soon after by two consecutive Executive Committee meetings in February 2023 where 3% and 4% levy increase scenarios were discussed. Lastly the Board of Directors met in February 2023 to finalize the Budget 2023.

The NBMCA 2023 Budget has been set at **$4,719,635**. Additionally:

- the Laurentian Ski Hill requests NBMCA member municipalities for a separate annual amount of $65,000 to help support the ski hill's capital costs.
- an estimated $110,000 might be needed for the operation of the Parks Creek Backflood control structure in an extreme weather event. This structure has been used only a few times since its construction in the mid 1990s. It helps protect around 500 homes in North Bay. The amount would be an additional sole-benefitting levy to the City of North Bay.

2. Status of Reserves, Surplus and Deferred Revenue

The status of the reserve accounts and 2022 surplus and deferred revenue are provided below. In order to bridge the gap between estimated revenue and expenses for 2023, portions of these amounts are being used.

Table 1: Reserve Accounts as of 2022 Year End (Unaudited)

Reserve Account	Amount
NBMCA Lands Capital - Acquisition Reserve	$76,781
NBMCA Onsite Sewage System (OSS) Reserve *(only for OSS program use per the Building Code Part 8)*	$464,461
NBMCA Reserves	**$541,242**
Laurentian Snowboarding Club and Ski Hill Operating	$64,592
Laurentian Snowboarding Club and Ski Hill Capital	$90,875
Ski Hill Reserves	**$155,467**

Table 2: Deficit & Surplus 2022 (Unaudited)

Type	Type	Amount
Deficit	In the flood control, erosion control, administration, water quality programs (Oak Street underpass pumps ops, property maintenance, repairs, hydro, taxes, insurance, wages, etc.)	$29,272
Surplus	Compared to 2022 expenses	$52,134
	Net available for the 2023 budget	**$22,862**

Table 3: Deferred Revenue (Unaudited)

Program	Amount available for 2023
Ice Management (operations)	$4,250
Central Services (capital)	$45,235
Lands and Properties (capital)	$166,239
Water and Erosion Control Infrastructure (WECI) (capital)	$488,540
S.28 Development, Interference, Alteration (DIA) (capital)	$96,056
Integrated Watershed Management (IWM) (capital)	$112,278
NBMCA Onsite Sewage System (OSS) (operations)	$85,000

The deferred revenue is for committed projects spanning multiple years; for programs funded on a different fiscal year (usually provincial or federal initiatives); and planned activities that were not completed in the year budgeted for various reasons.

3. Status of the Mortgage Loan

The TD Bank mortgage loan on the North Bay administrative office (the "Interpretive Centre") came up for renewal in 2022. It was renegotiated in late June 2022 with an increased, fixed interest rate of 4.65% per annum, expiring June 22, 2027. The previous interest rate was 2.59%. The mortgage loan amount has decreased from $572,994.02 (at the start of 2022) to $553,741.23 (at the end of 2022). The blended payments comprise of principal and interest amounts.

- **Principal payments in 2023:** The total estimated mortgage principal payment for 2023 is: $19,100. These payments will be expensed monthly to a "Mortgage Principal Repayment" capital budget.
- **Interest payments in 2023:** The total estimated mortgage interest payment for 2023 is $25,500. These payments will be expensed monthly to the "Interpretive Centre" operating budget.

4. Revenue Sources

4.1 General Information

Generally, NBMCA funding comes from several sources:

- **Transfer Payments** (if applications submitted are approved)
  - MNRF: Provincial Section 39 Transfer Payment
  - MNRF: Water and Erosion Control Infrastructure (WECI)
  - MNRF: Flood Hazard Identification and Mapping Program (FHIMP).
  - MECP: Drinking Water Source Protection
- **Municipal Levy**
  - General Levy: apportioned to all municipalities using the Modified Current Value Assessment (MCVA) provided by MNRF
  - Sole-Benefitting Levy: applied to a single municipality for work undertaken by NBMCA upon which the municipality is solely benefitting.
- **Self Generated Revenue**
  - Fees for the Septic System Program, Regulation Permit, Plan Review
  - Natural Classroom user fees (main office in North Bay)
  - Property Rentals
  - Interest earned
  - Donations.
- **Other Grants/Revenue** (programs/available funds vary from year to year)
  - Sponsorships
  - Canada Summer Jobs funding
  - Northern Ontario Heritage Fund Corporation (NOHFC) funding
  - Other.

In some of the previous years, deferred revenue, surplus and reserve amounts were partially used to make those budgets work. As well, NBMCA has a line of credit of $300,000 to bridge periods of tight cash flow, for example when levies or transfer payments are delayed.

4.2 All Revenue Sources

The 2023 Budget has been set at **$4,719,635**. An overview of the Budget 2023 revenue sources is provided below. The ski hill request for capital cost support is shown separately.

Table 4: Budget 2023 Revenue Sources

Source	Amount	%
Transfer Payments	$363,054	7.7
Municipal Levy	$1,713,206	36.3
Self Generated Revenue	$1,403,828	29.7
Other Grants/Revenue	$284,081	6.0
Deferred Revenue and Surplus	$764,686	16.2
Reserves	$194,780	4.0
TOTAL	**$4,719,635**	**100**
Municipal Levy (ski hill request)	*$65,000 (for capital costs)*	

4.3 Municipal Levy Amounts

The 2023 Budget results in a 4.25% increase in general levy and 3% increase to a portion of the sole-benefitting levy compared to 2022. Helpful definitions are provided below.

- **Modified Current Value Assessment (MCVA):** data provided by MNRF annually and used to calculate the general levy for each member municipality.
- **General Levy:** apportioned to all municipalities using the MCVA provided by MNRF.
- **Sole-benefitting Levy:** applied to a municipality for work undertaken by NBMCA that solely benefits that municipality.

The total municipal levy for 2023 is $1,713,206, as described below:

- A general levy of $915,756 applied to all member municipalities;
- A sole-benefitting levy of $767,450 to the City of North Bay (which includes $60,000 to support the Laurentian Ski Hill's operating costs); and
- A sole-benefitting levy of $30,000 to the Municipality of Callander (floodplain mapping).

Further, the Laurentian Ski Hill requests NBMCA member municipalities for an annual amount of $65,000 to help support the ski hill's capital costs. As well, an estimated $110,000 sole-benefitting levy would be applied to the City of North Bay if needed for the operation of the Parks Creek Backflood control structure in an extreme weather event. The structure has been used a few times since its construction in the mid 1990s.

The general levy increase is 3% compared to the 2022 general levy, along with $11,000 towards staff health and well being through an Employee Assistance Program, as approved by the NBMCA Board at its February 2023 meeting. The budget therefore results in a 4.25% increase in general levy and 3% increase to a portion of the sole-benefitting levy compared to 2022. See the table below for levy apportionment by municipality.

Table 5: 2023 Budget Levy Overview

Municipality	MCVA Based Apportionment Percentage	General Levy (4.25% increase)	Sole-benefitting Levy (3% increase)	Sole-benefitting Levy (fixed amounts)	Total Levy in 2023	Ski Hill Request for Capital Costs	Parks Creek Backflood Control Use
Bonfield	3.4402	$31,504			**$31,504**	$2,236	
Calvin	1.2457	$11,408			**$11,408**	$810	
Chisholm	1.4676	$13,440			**$13,440**	$954	
East Ferris	6.2544	$57,275			**$57,275**	$4,065	
Mattawa	0.9891	$9,058			**$9,058**	$643	
Mattawan	0.0626	$573			**$573**	$41	
North Bay	79.2088	$725,359	$623,450	$144,000	**$1,492,809**	$51,486	$110,000
Papineau-Cameron	0.8018	$7,343			**$7,343**	$521	
Callander	6.4893	$59,426		$30,000	**$89,426**	$4,218	
Powassan	0.0405	$371			**$371**	$26	
	Total	**$915,756**	**$623,450**	**$174,000**	**$1,713,206**	**$65,000**	**$110,000**

4.4 Self Generated Revenue - Fees

Fees generated by the Planning and Development business unit at NBMCA are a major contributor to NBMCA revenue, at close to 25% of the 2023 Budget. Most of these fees are from the NBMCA On-site Sewage System (OSS) program carried out under the Ontario Building Code. This program regulates the installation and maintenance of private on-site sewage (septic) systems within Nipissing District and Parry Sound District except for the Township of the Archipelago. A marked increase in growth and development since 2020 has resulted in notably high numbers of permit applications received and issued, with this trend expected to continue through 2023. However, there were no fee increases made in 2021-2022. Staff propose a reasonable fee increase in 2023 in order to support the OSS program budget.

Table 6: 2023 Onsite Sewage System (OSS) Program Fee Schedule

NBMCA Onsite Sewage System (OSS) Program Activity Type	2023 Fee
Class 2	560
Class 3	560
Class 4/5 <3K flow	960
Class 4/5 >3k flow	1100
Non residential	1100
Alternative Solutions	1300
Tank only	425
Decommission	160
Change of Owner	125
Permit Extension	175
Amendment	175
Conditional Notice of Completion	175
Additional Inspection due to deficiencies	200
Ontario Building Code (OBC) Clearance	150
OBC Clearance with site inspection	300
Copy of permit	90
Legal inquiry (lawyer - real estate)	175
File Review with Permit provided by owner	200
Additional fee for copy of use permit (File Review + price of permit)	290
Planning Act review ($300 for application, plus $100 for each additional lot, min. $400. For lots >4ha, $200)	400
Planning - no inspection	200
Subdivision Vacant Land Condo 10 lots	1300
Additional lots	75
Review of lands to be sold or developed	300
Review lands to be sold developed with DIA permit	560
Mandatory Maintenance Inspection (MMI)	140
Late fee for MMI	50

The Minister's direction for a fee freeze is in effect in 2023 for the other planning and development programs and services including plan review and Section 28 permits. Staff are exploring creative ways to sustainably increase self generated revenue for other program areas. Staff also continue to apply for funding opportunities such as: FedNor, NOHFC, ECO, Hydro One, TD Bank, Project Learning Tree, Canada Summer Jobs and Enbridge funds working with our partners including the North Bay Indigenous Friendship Centre and Clean Green Beautiful.

5. Expenditures

5.1 Overview of Expenditures

An overview of the 2023 Budget expenditures is provided below.

- Annual programming/operations:
  - Planning and Development
  - Flood Forecasting and Warning
  - Ice Management
  - Low Water Response
  - Environmental Monitoring
  - Drinking Water Source Protection
  - Conservation Lands (includes managing homeless encampments)
  - Communications and Outreach.
- Capital improvements:
  - North Bay main office major repairs
  - Kinsmen Bridge repair in North Bay
  - Culvert repair/replacement at Kinsman/Kate Pace Way
  - Signage for conservation areas and properties
  - Lighting at Parks Creek
  - Kate Pace Way land exchange.
- Special projects and studies:
  - Asset Management Plan
  - Floodplain mapping - Lansdowne Creek (multi-year), Chippewa Creek, Jessup Creek, Parks Creek, La Vase River
  - Parks Creek Backflood Control Structure Capacity Upgrade Study
  - Chippewa Creek Erosion Control Project (multi-year)
  - Mattawa Natural Hazard Risk Study Terms of Reference (multi-year)
  - Conservation Areas Inventory and Strategy Projects (legislated, multi-year)
  - Watershed Based Resource Management Strategy (legislated, multi-year).
- Corporate services/Administration:
  - Administration of staff and operations
  - Governance (Board of Directors, related committees) support
  - Strategic Planning and Budgeting
  - Finance
  - Human Resources
  - Geographic Information Systems (GIS)
  - Information Technology (IT).

5.2 Increased Expenditures

Financial pressures anticipated in 2023 include:

- Significant increases to insurance (by at least 10%), fuel (potentially by 40%), and goods and services due to inflation. Per Statistics Canada, the Consumer Price Index (CPI) rose 6.8% on an annual average basis in 2022, a 40 year high.
- Costs of major, priority repairs for the main office building in North Bay including tower deck repairs, tower roof shingles, replacement of two HVAC units by crane, replacement of one boiler unit (around $250,000)
- Managing the increasing occurrences of encampments on NBMCA owned properties (around $70,000).

Other factors for increased expenditures and efforts include:

- Implementing the updated wage grid approved in summer 2022 based on a wage rate and pay equity analysis conducted by a third-party consultant
- An increase in mortgage loan interest payment (by around $500 per month) due to interest rate renewal
- Preparing an Asset Management Plan as a building block of sound financial planning, to help estimate when assets need repairs and replacements
- Leading a technical study to determine the Parks Creek Backflood Control Structure capacity upgrade needs (around $80,000)
- Potential for use of three rental pumps at the Parks Creek Backflood Control Structure along with associated costs such as hydro, etc. (around $110,000). Two rental pumps were used in the 2019 flood; however two may not be enough capacity based on the water levels and weather event.
- New, legislated Conservation Authorities Act deliverables due by December 31, 2024 (to increase staff resources capacity in 2023, grant funding opportunities such as NOHFC which provided up to 90% costs are being applied to)
- New requirements of the OMERS pension plan (to be offered to all employees)
- Reinstating an Employee and Family Assistance Program (EAP/EFAP) to support the health and wellness of staff (the EFAP has not been subscribed to since 2018)
- Retaining the services of a consultant guided by a Human Resources committee of the Board of Directors to support change management.

In order to bridge the gap between estimated revenue and expenses for 2023, net surplus, reserves, and deferred revenue amounts are being used. Table 7 provides an overview of the usage estimated for 2023. Note that deferred revenue is for committed projects spanning multiple years; for programs funded on a different fiscal year (usually provincial or federal initiatives); and planned activities that were not completed in the year budgeted for various reasons.

Table 7: Estimated Use of Net Surplus, Reserves, and Deferred Revenue in 2023

Program Area	Type of Funds	Available at start of 2023	Proposed to be used in 2023	Remainder
Net surplus from 2022	Net surplus from 2022	$22,862.00	$22,862.00	$0.00
Lands Capital Acquisition	Reserve	$76,781.00	$61,000.00	$15,781.00
On-site Sewage System Program	Reserve	$464,461.00	$143,780.00	$320,681.00
Ice Management Operations	Deferred revenue	$4,250.00	$4,250.00	$0.00
Central Services Capital	Deferred revenue	$45,235.00	$43,924.00	$1,311.00
Lands Capital	Deferred revenue	$166,239.00	$166,239.00	$0.00
Water and Erosion Control Infrastructure (WECI) Capital	Deferred revenue	$488,540.00	$324,950.00	$163,590.00
S. 28 DIA Capital	Deferred revenue	$96,056.00	$62,218.00	$33,838.00
IWM Capital	Deferred revenue	$112,278.00	$55,243.00	$57,035.00
On-site Sewage System Program	Deferred revenue	$85,000.00	$85,000.00	$0.00
	Totals	**$1,561,702.00**	**$969,466.00**	**$592,236.00**

5.3 Tangible Capital Assets 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 2023 budget includes both methods of capital acquisition. The cost recovery over time method is being used to replace computers, laptops and most tablets. The use of the one-time cost recovery method is part of the capital and special projects program budgets.

5.4 Ten-Year Capital Budget Projection

In the 2022 budget, the ten-year capital budget projection (2022 to 2031) did not factor in the significant increase in relevant costs such as materials and labour since the start of the COVID-19 pandemic. For example in 2022, the main office's tower deck repair was initially projected to be around $200,000; however actual expenditures are in the $350,000 range (spread over 2022 and 2023) which necessitate the use of another line item in the budget to make up the shortfall.

For the draft 2023 budget, the ten-year capital budget projection (2023– 2032) is provided in **Appendix A**. As indicated above, the ten-year capital projections in 2022 and prior years are based on pre-pandemic costs and this must be corrected to reflect the significant rise in costs, which are anticipated to continue through 2023. Without the correction, the ten-year projection will cease to be reasonable. Based on Statistics Canada information including the CPI and staff's experience with increased costs post-pandemic, it is recommended that a projected annual increase of at least 3% be applied (rather than 1-2%). The projections can be revisited each year.

6. Budget 2023 Summary

The Table 8 below provides a summary of Budget 2023 compared to Budget 2022.

Table 8: Budget Summary

OPERATIONS	2022 Budget	2023 Budget
A) Programs Eligible for Transfer Payments		
Administration Operating	$295,568	$327,963
Watershed Planning Operating	$123,500	$134,438
Flood Control Operating	$143,735	$146,720
Erosion Control Operating	$59,380	$60,647
Flood Forecasting Operating	$100,951	$103,059
Ice Management Operating	$11,078	$13,479
Source Water Protection Operating	$196,685	$199,564
Sub-Total	**$930,897**	**$985,870**
B) Other Programs		
On-site Sewage Systems Program Operating	$1,063,896	$1,242,780
Section 28 Regulations Operating	$56,804	$62,125
Water Quality Operating	$9,851	$9,997
Interpretive Centre Operating	$198,050	$223,632
Lands and Property Operating	$112,945	$183,932
Outreach Operating	$176,749	$111,404
Ski Hill Operating	$60,000	$60,000
Sub-Total	**$1,678,295**	**$1,893,870**
CAPITAL PROJECTS AND STUDIES		
A) Capital Projects		
Lands and Property	$522,750	$542,934
Water and Erosion Control Infrastructure (WECI)	$708,002	$500,050
Central Services	$86,860	$77,892
Sub-Total	**$1,317,612**	**$1,120,876**
B) Studies and Special Projects		
Section 28 Technical	$298,189	$242,932
Integrated Watershed Management (IWM)	$369,430	$456,988
Mortgage Principal Repayment		$19,100
Sub-Total	**$667,619**	**$719,020**
NBMCA BUDGET TOTAL	**$4,594,423**	**$4,719,635**
OTHER		
Ski Hill Capital Request	$65,000	$65,000
NBMCA BUDGET TOTAL including Ski Hill Request	**$4,659,423**	**$4,784,635**

Note: this table does not include the estimated $110,000 sole-benefitting levy to be applied to the City of North Bay if needed for the operation of the Parks Creek Backflood control structure in an extreme weather event. This structure has only been used a few times since its construction in the mid 1990s.

Table 9 shows the municipal levy apportionment details for operating and capital costs.

Table 9: Municipal Levy Apportionment for Operating and Capital Costs – Budget 2023

Municipality	Area % in CA	MCVA Based Apportionment Percentage	TOTAL LEVY 2023	OPERATING			CAPITAL			Ski Hill Request for Capital Costs	Parks Creek Backflood Control Use
				General Levy	Sole-benefitting Levy	Total Operating Levy	General Levy	Sole-benefitting Levy	Total Capital Levy		
Bonfield	100	3.4402	**$31,504**	$17,261		$17,261	$14,243		$14,243	$2,236	
Calvin	100	1.2457	**$11,408**	$6,250		$6,250	$5,157		$5,157	$810	
Chisholm	94	1.4676	**$13,440**	$7,364		$7,364	$6,076		$6,076	$954	
East Ferris	83	6.2544	**$57,275**	$31,381		$31,381	$25,894		$25,894	$4,065	
Mattawa	71	0.9891	**$9,058**	$4,963		$4,963	$4,095		$4,095	$643	
Mattawan	19	0.0626	**$573**	$314		$314	$259		$259	$41	
North Bay	100	79.2088	**$1,492,809**	$397,428	$144,000	$541,428	$327,932	$623,450	$951,382	$51,486	$110,000
Papineau-Cameron	35	0.8018	**$7,343**	$4,023		$4,023	$3,320		$3,320	$521	
Callander	100	6.4893	**$89,426**	$32,560		$32,560	$26,866	$30,000	$56,866	$4,218	
Powassan	1	0.0405	**$371**	$203		$203	$168		$168	$26	
		Total	**$1,713,206**			**$645,747**			**$1,067,459**	**$65,000**	**$110,000**

Terminology:

- **Modified Current Value Assessment (MCVA):** data provided by MNRF annually and used to calculate the general levy for each member municipality.
- **General Levy:** apportioned to all municipalities using the MCVA provided by MNRF.
- **Sole-benefitting Levy:** applied to a municipality for work undertaken by NBMCA that solely benefits that municipality.

Notes:

- **Operating Levy:** (a) The general operating levy is applied to all member municipalities using the Modified Current Value Assessment (MCVA) apportionment method by Ministry of Natural Resources and Forestry (MNRF). (b) The sole-benefitting operating levy applied to the City of North Bay is for Laurentian Ski Hill operating costs, encampments management at NBMCA parks and areas, and septic system re-inspections and monitoring related to the Trout Lake Management Plan.
- **Capital Levy:** (a) The general capital levy applied to all member municipalities is for works in conservation areas and on trails, Section 28 related technical studies and implementation, watershed management strategy initiatives including Conservation Authority Act deliverables. (b) The sole-benefitting capital levy applied to the City of North Bay is for the Kinsmen bridge repair, Kinsmen Trail asphalt repair, signage and brochures for parks, Laurier Woods boardwalk replacement, trails hazard tree removal, Oak Street Bridge replacement, Parks Street lighting, Parks Creek backflood control capacity upgrade study, Chippewa Creek erosion control project, floodplain mapping projects, etc. (c) The sole-benefitting capital levy applied to the Municipality of Callander is for the Lansdowne floodplain mapping project.
- **Ski Hill Request for Capital Costs:** This is for major upkeep of the NBMCA-owned fixed capital assets on the Laurentian ski hill. It is not a levy to member municipalities.
- **Parks Creek Backflood Control Use:** This is an estimated $110,000 sole-benefitting levy to be applied to the City of North Bay if needed for the operation of the Parks Creek Backflood control structure in an extreme weather event. This structure has only been used a few times since its construction in the mid 1990s.
- **Matching Levy:** In preparing the 2023 Budget, it is assumed that NBMCA will receive a transfer payment from MNRF for $133,490 and a matching municipal levy of $133,490 to support: administration, watershed planning, flood and erosion control, flood forecasting, ice management. The non-matching levy is therefore $1,579,715 (out of a total levy of $1,713,206).

Bus. Unit: NBMCA Operations (Eligible for Transfer Payment)
Name: Administration
Account No: 31-00

Summary: Administrative activities related to providing programs and services of NBMCA.

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
01	Transfer Payment	16,020.00
04	General Levy	123,191.00
13	Other Revenue	169,856.00
14	Interest Earned	18,896.00
	Total Revenue	**327,963.00**
Expense:		
30	Wages and Benefits	118,333.00
38	Per Diem	11,540.00
39	Members Mileage	5,500.00
40	Members Expense	2,200.00
41	Staff Mileage and Expense	3,200.00
42	Staff Certification and Training	4,487.00
43	Telephone	8,033.00
45	Insurance	9,891.00
48	Office Supplies	6,452.00
49	Postage	535.00
50	Equipment Purchase	250.00
51	Equpiment Rental	2,420.00
52	Publications and Printing	1,500.00
58	Audit	11,139.00
60	Materials and Supply	3,000.00
61	Cons. Ontario Levy	28,618.00
62	Services	18,000.00
70	Rental Expense	85,824.00
73	Vehicle Gas	658.00
74	Accounting Services	1,680.00
78	Internal Chargeback	4,703.00
	Total Expenses	**327,963.00**
	Net	**0**

Budget Notes:

Other Revenue:	Administrative Fee from capital budgets (WECI, Sect 28 Technical, Central Services, Lands Capital, IWM, DWSP)
Accounting Services:	Accounting Software and Professional Support
Services:	Employee & Family Assistance Program (EFAP), HR consultant, Actuarial services, subscriptions, memberships
Internal Chargeback	Chargebacks for purchased vehicles ($542) & computers ($4,161) - Tangible Capital Assets.

Bus. Unit: NBMCA Operations
Name: On-site Sewage Systems (OSS) Program
Account No: 32-00
Summary: Costs directly related to undertake private sewage system approvals, inquiries and investigations per Ontario Building Code Part 8.

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
05	Sole-benefitting Levy	9,000
06	Fees	1,050,000
13	Other Revenue	183,780
	Total Revenue	**1,242,780**
Expense:		
30	Wages and Benefits	983,956
41	Staff Mileage & Expense	3,000
42	Staff Certification & Training	10,000
43	Telephone	16,952
45	Insurance	19,782
47	Repair & Maintenance	10,000
48	Office Supplies	6,752
49	Postage	1,224
50	Equipment Purchase	5,000
51	Equipment Rental	4,493
52	Publications and Printing	500
54	Bank Charges	3,500
56	Credit Card Charges	24,000
58	Audit	4,774
59	Legal Services	1,500
60	Materials and Supplies	9,500
62	Services	23,000
64	Vehicle Lease	3,800
70	Rental Expense	62,450
73	Vehicle Gas	22,050
78	Internal Chargeback	26,547
	Total Expenses	**1,242,780**
	Net	**0**

Budget Notes:

Sole-benefitting Levy:	From City of North Bay ($9,000) for the re-inspection program as required by the City of North Bay Official Plan per the Trout Lake Management Plan.
Fees:	Based on a reasonable increase in fees to cover costs.
Other Revenue:	Deferred revenue, OSS Program Reserve
Rental:	NBMCA Office ($43,000) and Parry Sound Office is ($22,000).
Internal Chargeback:	Chargebacks for purchased vehicles ($21,652) & computers ($4,895) - Tangible Capital Assets.

Bus. Unit: NBMCA Operations
Name: Section 28 Regulations
Account No: 34-00

Summary: Actitvities required for undertaking Development, Interference and Alteration Regulations Program

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
06	Fees	62125
	Total Revenue	**62,125**
Expense:		
30	Wages and Benefits	54,200
42	Staff Certification & Training	1,000
49	Postage	101
60	Materials and Supplies	200
62	Services	800
73	Vehicle Gas	526
78	Internal Chargeback	5,298
	Total Expenses	**62,125**
	Net	**0**

Budget Notes:

Fees: Based on 2022 permit levels

Internal Chargeback: Chargebacks for purchased vehicles ($1,626) & computers ($3,672) - Tangible Capital Assets.

Bus. Unit: NBMCA Operations (Eligible for Transfer Payment)
Name: Watershed Planning
Account No: 35-00

Summary: Planning and Development: application review for natural hazards etc.

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
01	MNRF Transfer Payment	22,690
04	General Levy	56,748
06	Fees	55,000
	Total Revenue	**134,438**
Expense:		
30	Wages and Benefits	123,034
41	Staff mileage and expense	1,862
42	Staff Certification & Training	1,500
60	Materials and Supplies	500
62	Services	7,000
78	Internal Chargeback	542
	Total Expenses	**134,438**
	Net	**0**

Budget Notes:

Fees:	Based on 2022 permit levels
Internal Chargeback	Chargebacks for purchased vehicles ($542) - Tangible Capital Assets.

Bus. Unit: NBMCA Operations (Eligible for Transfer Payment)
Name: Operation and Maintence of Flood Control Structures
Account No: 36-00

Summary: Activities to operate, repair and maintain dams, weirs, pumps, and operate flood control lands

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
01	MNRF Transfer Payment	44,245
04	General Levy	102,475
	Total Revenue	**146,720**
Expense:		
30	Wages and Benefits	107,250
44	Taxes	11,880
45	Insurance	19,780
47	Repairs and Maintenance	1,000
60	Materials and Supplies	150
62	Services	300
72	Hydro	1,100
73	Vehicle Gas	3,420
78	Internal Chargeback	1,840
	Total Expenses	**146,720**
	Net	-

Budget Notes:
Internal Chargeback — Chargebacks for purchased vehicles ($1,843) - Tangible Capital Assets.

Bus. Unit: NBMCA Operations (Eligible for Transfer Payment)
Name: Erosion Control Maintenance
Account No: 37-00

Summary: Activities involving the operation, maintenance and repair of erosion control structures and associated lands

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
01	MNRF Transfer Payment	17,150
04	General Levy	43,497
	Total Revenue	**60,647**
Expense:		
30	Wages and Benefits	35,137
44	Taxes	6,789
45	Insurance	14,837
60	Materials and Supplies	500
72	Hydro	900
73	Vehicle Gas	1,183
78	Internal Chargeback	1,301
	Total Expenses	**60,647**
	Net	-

Budget Notes:
Internal Chargeback Chargebacks for purchased vehicles ($1,301) - Tangible Capital Assets.

Bus. Unit: NBMCA Operations (Eligible for Transfer Payment)
Name: Flood Forecasting
Account No: 38-00

Summary: Comprehensive flood forecasting and warning program to reduce risk of loss of life and property damage due to flooding. Includes the monitoring of weather and streamflow conditions, precipitation gauges, conducting snow surveys, decision making and issuing statements and warnings, member on spring freshet and dam safety related committees.

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
01	MNRF Transfer Payment	30,695
04	General Levy	72,364
	Total Revenue	**103,059**
Expense:		
30	Wages and Benefits	81,007
41	Staff Mileage & Expense	500
42	Staff Certification & Training	2,000
43	Telephone	8,354
47	Repairs and Maintenance	300
60	Materials and Supplies	900
62	Services	4,000
73	Vehicle Gas	1,050
78	Internal Chargeback	4,948
	Total Expenses	**103,059**
	Net	**-**

Budget Notes:

Internal Chargeback — Chargebacks for purchased vehicles ($542) & computers ($4,406) - Tangible Capital Assets.

Bus. Unit: NBMCA Operations (Eligible for Transfer Payment)
Name: Ice Management
Account No: 39-00

Summary: Activities involving the monitoring and removal of ice at the Parks Creek Backflood Control Structure area for flood forecasting and prevention.

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
01	MNR Transfer Payment	2,690
04	General Levy	6,539
13	Other Revenue	4,250
	Total Revenue	**13,479**
Expense:		
30	Wages and Benefits	5,542
60	Materials and Supplies	600
62	Services	7,337
	Total Expenses	**13,479**
	Net	**-** **0**

Budget Notes:
Other Revenue: From 2022 Deferred

Bus. Unit: NBMCA Operations
Name: Water Quality Monitoring
Account No: 42-00

Summary: Activities related to water quality monitoring program including trends analysis.

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
05	Sole-benefitting Levy	5,000
04	General Levy	4,997
	Total Revenue	**9,997**
Expense:		
32	Wages and Benefits	6,467
60	Materials and Supplies	1,500
62	Services	580
73	Vehicle Gas	1,450
	Total Expenses	**9,997**
	Net	-

Budget Notes:
Sole-benefitting Levy: City of North Bay amount of $5,000 related to the Trout Lake Management Plan.
Services: Analysis Expense

Bus. Unit: NBMCA Operations
Name: Interpretive Centre
Account No: 56-00

Summary: Revenue and Expenses associated with ownership, operation and maintenance of Interpretive Centre including Mortgage Loan Interest

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
09	Property Rental Revenue - Internal	143,622
10	Property Rental Revenue - External	48,785
13	Other Revenue	31,225
	Total Revenue	**223,632**
Expense:		
30	Wages and Benefits	103,053
45	Insurance	16,815
46	Natural Gas	16,500
47	Repairs and Maintenance	2,000
55	Interest Expense	25,464
60	Materials and Supplies	8,300
62	Services	32,000
71	Water	3,500
72	Hydro	16,000
	Total Expenses	**223,632**
	Net	**-**

Budget Notes:

Other Revenue	From solar panels ($6,225) and Central Services deferred revenue ($25,000)
Interest Expense	Mortgage Interest payments (North Bay office building "Intepretive Centre")
Services	HVAC, Security, Elevator Maintenance, Cleaners

Bus. Unit: NBMCA Operations
Name: Outreach
Account No: 57-00

Summary: Revenue and Expenses for Educational Outreach, Communications and Community Partnering

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
03	Grants from Others	90,000
04	General Levy	13,404
06	Fees	1,000
07	Donations	2,000
13	Other Revenue	5,000
	Total Revenue	**111,404**
Expense:		
30	Wages and Benefits	13,550
41	Staff Mileage and Expense	500
53	Advertising	500
60	Materials and Supplies	854
62	Services	500
66	Consulting Services	95,000
TBD	Awards and Scholarships	500
	Total Expenses	**111,404**
	Net	**-**

Budget Notes:

Grants from Others:	Tourism North Bay, North Bay Indigenous Friendship Centre
Other Revenue:	Sponsorships
Services:	Website consultant, printouts, banners, etc.
Consulting Services:	Miskwaadesi project

Bus. Unit: NBMCA Operations
Name: Lands and Properties Operations
Account No: 70-00

Summary: Revenue and Expenses for activities that maintain, protect, repair facilities and administer to NBMCA-owned properties and lands.

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
04	General Levy	78,532
05	Sole-benefitting Levy	70,000
07	Donations	1,000
10	Property Rental Revenue - External	21,400
20	Shared Costs	13,000
	Total Revenue	**183,932**
Expense:		
30	Wages and Benefits	70,373
44	Taxes	15,275
45	Insurance	14,985
47	Repairs and Maintenance	1,500
50	Shared Cost LSHSC	8,313
52	Publications & Printing	2,500
60	Materials and Supplies	13,000
62	Services	48,000
64	Vehicle Lease	3,800
73	Vehicle Gas	4,560
78	Internal Chargeback	1,626
	Total Expenses	**183,932**
	Net	-

Budget Notes:

Sole-benefitting Levy:	City of North Bay levy related to managing encampments on NBMCA properties in the City
Rental Revenue:	Pattison Signs $19,835, Arugula Rent $1,450, Day Care $200
Donations:	From Drop Boxes and other Donors
Shared Costs:	From LSHSC (ski hill) for Hydro, Property Taxes, Security
Services	Encampment response, Snow removal, Trail Pruning, Memberships
Internal Chargeback	Chargebacks for purchased vehicles ($1,626) - Tangible Capital Assets.

Bus. Unit: NBMCA Operations (Eligible for Transfer Payment)
Name: Source Water Protection
Account No: 83-00

Summary: Activities to prepare for implementing source protection planning for the watershed through the Drinking Water Act.

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
01	MOE Transfer Payment	199,563
	Total Revenue	**199,563**
Expense:		
30	Wages and Benefits	156,381
38	Per Diem	4,620
39	Members Mileage	1,680
40	Members Expenses	200
41	Staff Mileage & Expense	1,540
43	Telephone	2,892
45	Insurance	2,550
48	Office Supplies	630
49	Postage	255
51	Equipment Rental	503
53	Advertising/Communications	250
58	Audit	765
60	Materials and Supplies	2,352
62	Services	399
67	Admin Overhead	5,588
70	Rental Expense	14,886
73	Vehicle gas	261
78	Internal Chargeback	3,811
	Total Expenses	**199,563**
	Net	**0**

Budget Notes:

Internal Chargeback	Chargebacks for purchased vehicles ($400) & computers ($3411) - Tangible Capital Assets.

Bus. Unit: NBMCA Capital Project
Name: Lands and Property Capital for Conservation Areas/Trails
Account No: 86-00

Summary: Major Maintanence or Capital Expenditures on CA Lands or Properties as outlined in the Conservation Area Lands and Trails ten year capital forecast.

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
04	General Levy	131,583
05	Special Levy	149,350
13	Other Revenue	262,001
	Total Revenue	**542,934**
Expense:		
30	Wages and Benefits	119,300
41	Staff Mileage & Expense	1,200
50	Equipment Purchase	5,000
60	Materials and Supplies	71,838
62	Services	291,036
66	Consulting Services	1,000
67	Administrative Overhead	50,568
73	Vehicle Gas	1,582
78	Internal Chargeback	1,410
XX	Other Reserve	
XX	Other Surplus	
	Total Expenses	**542,934**
	Net	**-**

Budget Notes:

Other Revenue:	Deferred Revenue, Surplus 2022, OSS Reserve, Lands Capital Acquisition Reserve
Material and Supplies:	Safety, signage and brochures, Laurier Woods boardwalk repair, culvert replacement
Consulting Services:	Bridge Design/Construction, Forest Management Planning
Services:	Tower deck repair, tower roof shingles, 2 HVAC units, 1 boiler, Kinsmen bridge repair, hazard tree removal.
Internal Chargeback	Chargebacks for purchased vehicles ($1410) - Tangible Capital Assets.
Other Reserve:	$10,000 every year for approx. 900m of Kate Paceway trail
Other Surplus:	$4,000 every year for 8 years to recover purchase expense for Shields McLaren

Bus. Unit: NBMCA Capital Project
Name: Central Services
Account No: 97-00

Summary: Major Maintanence, Capital Expenditures, Upkeep of Authority wide facilities and services that benefit multiple program areas.

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
04	General Levy	58,967
13	Other Revenue	18,924
	Total Revenue	**77,891**
Expense:		
30	Wages and Benefits	21,639
50	Equipment Purchase	500
60	Materials and Supplies	13,080
62	Services	5,000
66	Consulting Services	25,000
67	Administrative Overhead	9,000
78	Internal Chargeback	3,672
	Total Expenses	**77,891**
	Net	**-** **0**

Budget Notes:

Other Revenue	Deferred revenue
Materials and Supplies	Software
Services	City of North Bay IT services
Consulting Services	Asset Management Plan
Internal Chargeback	Chargebacks for purchased computers ($3672) - Tangible Capital Assets.

Bus. Unit: NBMCA Study & Special Projects
Name: Section 28 Technical Project
Account No: 98-00

Summary: Preparation of Screening Maps of Regulated Areas (Generic Regulations) to control development, interference with wetlands and alteration to watercourses. This multi year project will result in hydrology delineation study, a comprehensive review of existing mapping and written policies.

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
01	Transfer Payment	-
04	General Levy	180,714
13	Other Revenue	62,218
	Total Revenue	**242,932**
Expense:		
30	Wages and Benefits	98,422
41	Staff Mileage and Expense	1,500
42	Staff Certification and Training	2,500
60	Materials and Supplies	2,360
50	Equipment Purchase	4,500
52	Publications and Printing	1,500
62	Services	5,000
66	Consulting Services	100,000
67	Administrative Overhead	27,150
	Total Expenses	**242,932**
	Net	**-**

Budget Notes:

Transfer Payment: NDMP (MMAH) Intake 6 for the La Vase River floodplain mapping project
Other Revenue: Deferred Revenue from 2022
Equipment Purchase: Water level monitoring equipment
Consulting Services: Consulting Services funding for La Vase River Flood Plain Mapping

Bus. Unit: NBMCA Capital Project
Name: Integrated Watershed Management
Account No: 99-00

Summary: Multi Year Implementation of the NBMCA Watershed Strategy GIS data management, Monitoring, Watershed Report Card, Mattawa flood risk assessment

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
01	Transfer Payment	30,000
04	General Levy	42,745
05	Sole-benefitting Levy	329,000
13	Other Revenue	55,243
	Total Revenue	**456,988**
Expense:		
30	Wages and Benefits	273,500
41	Staff Mileage and Expense	1,000
42	Certification and Training	2,000
50	Equipment Purchase	25,000
51	Equipment Rental	4,250
53	Advertising	5,000
60	Materials and Supply	11,856
62	Services	8,000
66	Consulting Services	70,000
67	Administrative Overhead	51,300
78	Internal Chargeback	5,082
	Total Expenses	**456,988**
	Net	**-**

Budget Notes:

Transfer Payment:	Anticipated in 2023
Sole-benefitting Levy:	City of North Bay ($299,000) and Callander ($30,000) floodplain mapping
Other Revenue:	Deferred Revenue from 2022
Equipment Purchase:	Climate change station support equipment and installation
Equipment Rental:	For Field Measurements (Surveying)
Advertising:	Workshops, floodplain mapping consultations
Materials and Supply:	Data software, water quality testing
Services:	Fee review, watershed report card, lab analysis
Consulting Services:	Callander floodplain mapping, Peer review of Kaibuskong River floodpain mapping
Administrative Overhead:	Chargeback
Internal Chargeback	Chargebacks for purchased vehicles ($1,410) and computers ($3,672) - Tangible Capital Assets.

Bus. Unit: NBMCA Capital Project
Name: WECI Project
Account No: 109-00

Summary: Water and Erosion Control Infrastructure projects for major maintenance of and studies on flood and erosion control structures.

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
01	MNR Transfer Payment	
05	Sole-benefitting Levy	175,100
13	Other Revenue	324,950
	Total Revenue	**500,050**
Expense:		
30	Wages and Benefits	29,800
47	Repairs and Maintanence	302,000
66	Consulting Services	142,000
67	Administrative Overhead	26,250
	Total Expenses	**500,050**
	Net	**0**

Budget Notes:

MNR Transfer Payment:	Application for 2023-24 fiscal year submitted to MNRF mid-Feb. 2023
Sole-benefitting Levy:	Applied to the City of North Bay
Other Revenue:	Deferred Revenue from 2022
Repairs and Maintenance	Oak Street bridge project, Parks Street lighting, Chippewa Creek erosion control
Consulting Services:	Oak Street bridge replacement consultant, Parks Creek backflood control capacity upgrade study

Bus. Unit: NBMCA Capital Project
Name: Mortgage Principal Repayment Capital
Account No: 110-00

Summary: Principal Repayment for the North Bay office mortgage loan

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
13	Other Revenue	19,100
	Total Revenue	**19,100**
Expense:		
90	Mortgage Principal	19,100
	Total Expenses	**19,100**
	Net	-

Budget Notes:

Other Revenue	Deferred revenue
Mortgage Principal	Principal repayment for the North Bay office mortgage loan
	Interest is paid through 56-Interpretive Centre Operations

Bus. Unit: Laurentian Ski Hill Operations
Name: Laurentian Ski Hill Operating
Account No: 114-00

Summary: Laurentian Ski Hill operations support

Object Code	Revenue/Expense Category	2023 Budget
Revenue:		
05	Sole-benefitting Levy	60,000
	Total Revenue	**60,000**
Expense:		
47	Ski Hill Operations	60,000
	Total Expenses	**60,000**
	Net	**-**

Budget Notes:
Sole-benefitting Levy: City of North Bay levy related to Laurentian Ski Hill operating costs