

2025 Budget

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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 in Ontario and was established under the Conservation Authorities Act in 1972 by member municipalities. NBMCA is a member of Conservation Ontario. NBMCA is governed by a 12-member Board of Directors, appointed by the 10 member municipalities.

The 2025 Budget is \$4,174,009.

2. Status of Reserves and Deferred Revenue

Below is a brief look at the NBMCA reserve accounts and deferred revenue as of November 1, 2024, and an estimate to end of year 2024. These figures are unaudited.

Table 1: Reserve Accounts

Reserve Account	As of Nov. 1, 2024 (UNAUDITED)
NBMCA Lands Acquisition - Capital	\$21,984
NBMCA Onsite Sewage System (OSS) Program (under the Ontario Building Code Part 8) - Operating	\$279,788
Laurentian Snowboarding Club and Ski Hill - Operating	\$50,789
Laurentian Snowboarding Club and Ski Hill - Capital	\$127,852

Table 2: Deferred Revenue Status and Estimates

Program	As of Nov 1, 2024 (UNAUDITED)	Estimated at Dec. 31, 2024
Water and Erosion Control Infrastructure (WECI) - Capital/Special Projects	\$100,000	\$100,000

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 NBMCA has two offices: the head administrative office in North Bay, which is owned by NBMCA, and office space rented from a separate property owner in Parry Sound. The TD Bank mortgage loan on the North Bay administrative office building was renegotiated in June 2022 at an interest rate of 4.65%, and expires June 22, 2027.

The mortgage principal outstanding as of November 1, 2024 was \$520,400 and is estimated to decrease to \$490,650 by the end of 2025. The blended payments comprise of principal and interest amounts and will be expensed monthly to the Corporate Services operating budget as follows.

- **Principal payments in 2025:** estimated mortgage principal payment: \$18,500.
- **Interest payments in 2025:** estimated mortgage interest payment: \$25,000.

4. Revenue Sources

4.1 General Information

Generally, NBMCA funding comes from several sources:

- **Transfer Payments** (if applications submitted are approved) from the Ministry of Natural Resources (MNR) and Ministry of Environment, Conservation and Parks (MECP)
 - 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
 - Administrative Overhead Charges
 - Canada Summer Jobs funding
 - Northern Ontario Heritage Fund Corporation (NOHFC) funding
 - Other

4.2 All Revenue Sources

The 2025 Budget is \$4,174,009. An overview of revenue sources for 2025 is provided below.

Table 3: 2025 Budget Revenue Sources

Source	Amount
Transfer Payments	\$475,492
Municipal Levy	\$1,496,527
Self Generated Revenue	\$1,214,735
Other Grants/Revenue	\$628,825
Deferred Revenue	\$100,000
Reserves	\$258,430
TOTAL	\$4,174,009

4.3 Municipal Levy Amounts

The 2025 Budget proposes a 0% increase in general levy compared to 2024.

Helpful definitions are provided below.

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

The total municipal levy proposed for 2025 is \$1,496,527:

- A general levy of \$961,544 applied to all member municipalities.
- A sole-benefitting levy of \$504,983 to the City of North Bay for additional water resources management support, including the maintenance and operation of the Parks Creek Backflow Control Structure, Ice Management, WECl projects, Emerald Ash Borer Management, Encampment Cleanup on CA lands, increased parks support, and operation of the Laurentian Ski Hill.
- A sole-benefitting levy of \$30,000 to the Municipality of Callander for Floodplain Mapping projects.

The following tables outline the calculation of levy amounts for all participating municipalities for both operating and capital expenses.

Table 4: 2025 Budget – Municipal Levy Overview

Municipality	Area % in CA	MCVA Percentage	TOTAL LEVY 2025	OPERATING			Capital	
				General Levy	Sole-benefit Levy	Total Operating Levy	Sole-benefit Levy	Total Capital Levy
Bonfield	100	3.45	\$33,143	\$33,143		\$34,950		\$ -
Calvin	100	1.23	\$11,850	\$11,850		\$12,496		\$ -
Chisholm	94	1.51	\$14,499	\$14,499		\$15,290		\$ -
East Ferris	83	6.39	\$61,438	\$61,438		\$64,789		\$ -
Mattawa	71	0.99	\$9,475	\$9,475		\$9,992		\$ -
Mattawan	19	0.06	\$597	\$597		\$630		\$ -
North Bay	100	79.07	\$1,265,289	\$760,306	\$342,000	\$1,143,774	\$162,983	\$ 162,983
Papineau-Cameron	35	0.80	\$7,712	\$7,712		\$8,132		\$ -
Callander	100	6.46	\$92,131	\$62,131	\$30,000	\$95,520		\$ -
Powassan	1	0.04	\$393	\$393		\$414		\$ -
		Total	\$ 1,496,527	\$ 961,544	\$372,000	\$1,385,987	\$162,983	\$ 162,983

Table 5: 2024-2025 Budget Comparison – Municipal Levy Overview

Municipality	Area % in CA	MCVA 2025	General Levy 2025	MCVA 2024	General Levy 2024	Diff '25-'24
Bonfield	100	3.45	\$33,143	3.43	\$32,988	<i>\$155</i>
Calvin	100	1.23	\$11,850	1.23	\$11,871	<i>-\$21</i>
Chisholm	94	1.51	\$14,499	1.50	\$14,383	<i>\$116</i>
East Ferris	83	6.39	\$61,438	6.29	\$60,528	<i>\$909</i>
Mattawa	71	0.99	\$9,475	0.98	\$9,385	<i>\$90</i>
Mattawan	19	0.06	\$597	0.06	\$597	<i>\$0</i>
North Bay	100	79.07	\$760,306	79.23	\$761,790	<i>-\$1,484</i>
Papineau-Cameron	35	0.80	\$7,712	0.80	\$7,691	<i>\$21</i>
Callander	100	6.46	\$62,131	6.44	\$61,917	<i>\$215</i>
Powassan	1	0.04	\$393	0.04	\$395	<i>-\$2</i>
		Total	\$961,544		\$961,544	\$0
		2025 General Levy	\$961,544			
		2024 General Levy	\$961,544			

5. Expenditures

5.1 Overview of Expenditures

An overview of the 2025 Budget expenditures is provided below.

- Annual programming/operations and administration:
 - Corporate Services/ “General Functions” including:
 - Administration of staff and operations
 - Governance (Board of Directors, related committees) support
 - Finance
 - Human Resources
 - Communications
 - Geographic Information Systems (GIS)
 - Information Technology (IT)
 - Water Resources Management including:
 - On-site Sewage Systems Program
 - Flood Forecasting and Warning
 - Flood and Erosion Control
 - Ice Management
 - Low Water Response
 - Watershed Monitoring
 - Drinking Water Source Protection
 - Conservation Areas and Lands including public parks maintenance, natural resources conservation and stewardship partnerships
 - Planning and Regulations including plan input and review, Section 28 regulations and permitting
- Capital improvements:
 - North Bay main office – HVAC control unit, boiler, hot water tank, exterior lighting, windows (phase 1), vinyl siding (phase 1)
 - Kinsmen Bridge repair in North Bay
 - Culvert repair/replacement at Kinsmen/Kate Pace Way
 - Signage for conservation areas
- Special projects and studies:
 - Asset Management Plan (multi-year)
 - Floodplain mapping (multi-year)
 - Parks Creek Backflow Control Structure Capacity Upgrade Study (multi-year)
 - 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 2025 Budget reflects the annual objectives of the NBMCA and also considers long-term requirements to support the health and climate resiliency of watershed residents.

5.2 Estimated Use of Reserves and Deferred Revenue

Budget 2025 estimates modest use of reserve, surplus, and deferred revenue amounts. The table below provides an overview of the usage estimated for 2025.

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 5: Estimated Use Deferred Revenue in 2025

Reserve, Surplus, and Deferred Revenue	As of Nov 1, 2024 (UNAUDITED)	Estimated at Dec. 31, 2024	Proposed Budget 2025	Program Details
Lands Capital Acquisition - Reserve	\$21,984	\$21,984	\$ -	
On-site Sewage System (OSS) Program - Reserve	\$279,788	\$213,815	\$ -	Decrease due to Anticipated Operating Deficit in FY 2024
Water and Erosion Control Infrastructure (WECl) - Capital/ Special Projects	\$ -	\$100,000	\$100,000	Deferred Revenue for WECl projects
		Total	\$302,931	

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 2025 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.

6. 2025 Budget Summary

Following changes in the Conservation Authorities Act, Budget 2025 follows the same procedures as Budget 2024 in the allocation of funding for Category 1, 2, and 3 program areas.

Program budgets are presented as follows:

- Category 1 (mandatory),
- Category 2 (delegated by municipalities) and
- Category 3 (non mandatory) programs and services.

The Table below provides a summary of the program areas.

Table 6: NBMCA Programs and Services

Program Area	Description
Category 1 (Mandatory)	
A. Corporate Services (“General Functions” per O. Reg. 402/22) Category 1 (Mandatory)	These are operating expenses and capital costs that are not related to the provision of a specific program or service, but rather provide a corporate-wide supporting function. Includes: governance support, finance, human resources, geographical information systems (GIS), information technology (IT), communications, legal expenses, office equipment and supplies, administrative office buildings, vehicle fleet, asset management, etc. These were previously called Administration (operating), Interpretive Centre (operating), Outreach (operating), Central Services (capital) and Mortgage Principal Repayment programs in the 2023 NBMCA budget book.
B. Planning and Regulations Category 1 (Mandatory)	These are operating expenses. The main goal is to protect life and property from natural hazards specified in O. Reg. 686/21. Includes: natural hazard input and review for member municipalities, planning boards, and unincorporated areas; Section 28 permitting process; and technical studies such as updating the regulated areas. These were previously called Section 28 (operating), Watershed Planning (operating), and S. 28 DIA Technical (special studies) programs in the 2023 NBMCA budget book.
C. Water Resources Management Category 1 (Mandatory)	These are operating expenses and capital costs. The main goal is to protect life and property from natural hazards specified in O. Reg. 686/21. Includes: flood forecasting and warning, flood and erosion control, ice management, natural hazard infrastructure operational plan and asset management plan, low water response, watershed-based resource management strategy, and watershed monitoring (provincial partnership surface water and groundwater monitoring programs). These were previously called Flood Forecasting, Flood Control, Erosion Control, Ice Management, Water Quality (operating programs) and S. 28

Program Area	Description
	DIA Technical, Integrated Watershed Management (IWM), and Water Erosion Control Infrastructure (WECI) (capital programs) in the 2023 NBMCA budget book.
D. Conservation Areas and Lands Category 1 (Mandatory)	<p>These are operating expenses and capital costs. The main goal is to protect, conserve and manage conservation areas and lands owned by NBMCA, including providing safe, passive recreation to the public. Includes: management of NBMCA owned lands including public parks and trails, Section 29 enforcement, maintenance of assets such as bridges, benches, pavilions, etc., tree planting on NBMCA lands, land inventory, conservation area strategy, policy for land acquisition and disposition, Planning Act comments as the landowner. These were previously called Lands and Properties (operating and capital programs) in the 2023 NBMCA budget book.</p>
E. Source Protection Authority (SPA) Category 1 (Mandatory)	<p>These are operating expenses. The main goal is to protect existing and future municipal drinking water sources in the North Bay-Mattawa Source Protection Authority (NBMSPA) per the Clean Water Act, 2006. Includes: governance support to a Source Protection Committee and to the NBMSPA, technical studies, policy updates/development, proposal review and comments, plan input and review, and significant threat policy implementation. This was previously called Source Water Protection (operating program) in the 2023 NBMCA budget book.</p>
F. On-site Sewage System (OSS) Program Category 1 (Mandatory)	<p>These are operating expenses. The main goal is to regulate existing and new septic systems to protect the environment per the Building Code Act, 1992, Part 8. Includes: permitting and compliance for on-site sewage systems (septic systems) in municipalities and unorganized townships, and mandatory maintenance inspections to over 500 properties identified under the Clean Water Act, 2006. This was previously called the same (OSS operating program) in the 2023 NBMCA budget book.</p>
Category 2 (Delegated by a Municipality)	
G. Watershed-Municipal Programs Category 2 (Delegated by a Municipality)	<p>These are operating expenses. Includes: watershed-wide monitoring that supplement the mandatory watershed monitoring (under Water Resources Management program area), and septic system reinspection program under the Trout Lake Management Plan. This was previously Integrated Watershed Management (special studies/capital program) and Water Quality (operating program) in the 2023 NBMCA budget book.</p>
Category 3 (Non mandatory; advisable by NBMCA)	
H. Watershed- Support Programs Category 3 (Non mandatory; advisable by NBMCA)	<p>These are operating expenses and capital costs. These are programs and services that NBMCA has determined are advisable to provide to further the purposes of the Conservation Authorities Act. Includes: benthic monitoring, watershed report card, land acquisition and disposition, land lease and agreement management, stewardship and restoration, Miskwaadesi (Painted Turtle site), septic systems related plan input and</p>

Program Area	Description
	review, Mattawa River Canoe Race. This was previously Integrated Watershed Management (special studies/capital program), Water Quality (operating), Outreach (operating), Lands and Property (operating and capital) in the 2023 NBMCA budget book.
I. Ski Hill Category 3 (Non mandatory; advisable by NBMCA)	These are operating expenses and capital costs. Supports the Laurentian Ski Hill Snowboarding Club which is operated by a separate Board and staff. NBMCA owns most of the major capital assets as well as the land on which the ski hill operates.