

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY  
MINUTES  
of the**

**TWELVETH** meeting of the North Bay-Mattawa Conservation Authority held at 4:00 p.m. on December 16, 2024 in the NBMCA’s Natural Classroom, 15 Janey Avenue, North Bay Ontario.

**MEMBERS PRESENT:**

Bonfield, Township of	-	Steve Featherstone
Callander, Municipality of	-	Grant McMartin
Calvin, Township of	-	Bill Moreton
Chisholm, Township of	-	Nunzio Scarfone
East Ferris, Municipality of	-	Steve Trahan
Mattawa, Town of	-	Loren Mick
Mattawan, Municipality of	-	Michelle Lahaye
North Bay, City of	-	Peter Chirico
Papineau–Cameron, Township of	-	Shelley Belanger

**MEMBER(S) ABSENT:**

North Bay, City of	-	Chris Mayne
North Bay, City of	-	Lana Mitchell
Powassan, Municipality of	-	Dave Britton

**ALSO PRESENT:**

Robin Allen, Interim CAO - Secretary Treasurer  
Rebecca Morrow, Human Resources Coordinator/Executive Assistant/Deputy CAO  
Aaron Loughheed, Manager, Finance  
Kevin Taylor, Senior Manager, Lands & Stewardship  
Kris Rivard, Deputy Chief Building Official, On-Site Sewage Systems  
Derek Airdrie, Building Official Inspector, On-site Sewage Systems  
Sara Swaine, Mandatory Maintenance Technician  
Shawn Kozmick, GIS Database department assistant  
Darrell O’Neill, Lands and Property Foreperson  
Layne Duquette, Lands and Property Technician  
Angela Mills, Water Resource Specialist  
Paula Loranger, Community Relations Coordinator

**1. Acknowledgement of Indigenous Traditional and Treaty Lands**

Michelle Lahaye read a statement acknowledging Indigenous and Treaty Lands.

**2. Approval of the Agenda**

After discussion the following resolution was presented:

Resolution No.147-24, Chirico-Scarfone

**THAT** the agenda be approved as presented.

**Carried Unanimously**

**3. Declaration of Pecuniary Interest**

None declared.

**4. Delegations**

None

**5. Correspondence**

Robin Allen presented the correspondence received from the Minister of Natural Resources – “Extension of Minister’s Direction to Not Change Fees”. After discussion, the members thanked Robin and the following resolution was presented:

Resolution No. 148-24, Moreton-Scarfone

**THAT** the Minister of Natural Resources – Extension of Ministers direction re: “Not Change Fees” be accepted as presented.

**Carried Unanimously**

**6. Draft 2025 Budget**

Aaron Loughheed presented the Draft 2025 Budget report to the Members. After discussion, the Members thanked Aaron and the following resolutions were presented:

Resolution No. 149-24, Featherstone-Trahan

**THAT** the members approve the final 2025 Budget as 0% increase to levy as amended;

**AND THAT** staff post the 2025 Budget on the NBMCA website.

**Carried Unanimously**

Resolution No. 150-24, Featherstone-Trahan

**THAT** the members approve the final 2025 Budget as 0% increase to levy as amended;

**AND THAT** staff post the 2025 Budget on the NBMCA website.

**Carried Unanimously**

Resolution No. 150-24, Belanger-Chirico

**THAT** the members receive and accept the member’s Report and that it be appended to the minutes of the meeting;

**AND THAT** as part of the 2025 Budget the members approve the amounts owed by municipalities (levy);

**AND THAT** as part of the 2025 Budget the members approve a matching levy of \$133,490 (i.e. matching a 50% cost share funding from the Ministry of Natural Resources and Forestry) and a non-matching levy of \$1,415,480;

**AND THAT** each member municipality is advised of their apportionment of the matching and non-matching levy amounts.

**Weighting Recorded Vote Results:**

<b>Municipality</b>	<b>Member</b>	<b>Vote %</b>	<b>Vote (Yes/No)</b>	<b>Present/Absent</b>
Powassan	Dave Britton	0.10	N/A	ABSENT
Mattawan	Michelle Lahaye	0.15	YES	PRESENT
Bonfield	Steve Featherstone	8.30	YES	PRESENT
North Bay	Chris Mayne	16.59	N/A	ABSENT
Mattawa	Loren Mick	2.32	YES	PRESENT
Papineau-Cameron	Shelley Belanger	1.89	YES	PRESENT
North Bay	Peter Chirico	16.61	YES	PRESENT
Callander	Grant McMartin	15.73	YES	PRESENT
Calvin	Bill Moreton	2.94	YES	PRESENT
Chisholm	Nunzio Scarfone	3.62	YES	PRESENT
North Bay	Lana Mitchell	16.61	N/A	ABSENT
East Ferris	Steve Trahan	15.23	YES	PRESENT

**Carried**

**7. New Business**

None.

**8. Adjournment (4:37 p.m.)**

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

Resolution No. 151-24, Scarfone-Chirico

**THAT** the meeting be adjourned, and the next meeting be held at 4:00pm on January 15, 2025 or the call of the Chair.

**Carried Unanimously**



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Michelle Lahaye, Chair



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Robin Allen, Interim Chief Administrative Officer,  
Secretary Treasurer



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

**ORIGIN:** Aaron Lougheed, Assistant Manager, Finance  
Robin Allen, Interim CAO and Secretary Treasurer

**DATE:** December 16th, 2024

**SUBJECT:** Draft 2025 Budget Comments and Changes

**Background:**

Following the approval of the draft budget at the November 13 meeting of the Board of Directors, the NBMCA staff posted the draft budget book to the NBMCA website and circulated the budget book to all member municipalities to being the CA Act mandated 30 day consultation period. This period concluded on December 13.

**Analysis:**

Comments received from the member municipalities included requests for additional information, including 2024 projections, and comparisons to budget 2024.

The City of North Bay requested, through CAO John Severino, that the NBMCA remove the \$25,000 sole-benefiting levy requested for administrative overhead related to the operations of the Ski Hill.

Mr. Severino made this request noting additional supports provided by the City of North Bay throughout 2024 that were provided at no cost to the NBMCA, these included payroll support, HR support, and the undertaking of a thorough third-party condition assessment of the Ski Hill assets, including those owned by the NBMCA.

As a result of the comments received, as well as approvals by the board regarding changes to the personnel policy, the draft budget has seen an overall reduction of \$61,851 and resulting decrease to the general and sole-benefiting levies. The general levy is now budgeted to increase by 5.17% year over year as opposed to the draft increase of 5.84%. It is important to note, that as there has been changes to the Modified Current Value Assessment provided by the province, used to calculate each municipalities share of the General Levy the resulting increases will vary on a individual basis.

**Recommended Resolution:**

**THAT** the members receive and accept the member's Report and that it be appended to the minutes of the meeting;

**AND THAT** the draft 2025 budget be approved as presented.

**Submitted by Aaron Lougheed, Assistant Manager, Finance**

**Reviewed by Robin Allen, Interim CAO and Secretary Treasurer**

# 2025 Draft Budget

**December 16, 2024**

Prepared by  
Robin Allen, Interim CAO, Secretary Treasurer  
Aaron Lougheed, Manager, Finance

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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**

<b>Reserve Account</b>	<b>As of Nov. 1, 2024 (UNAUDITED)</b>
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**

<b>Program</b>	<b>As of Nov 1, 2024 (UNAUDITED)</b>	<b>Estimated at Dec. 31, 2024</b>
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 \$4,235,860. An overview of revenue sources for 2024 is provided below. The ski hill request for capital cost support is shown separately.

**Table 3: 2024 Budget Revenue Sources**

Source	Amount
Transfer Payments	\$475,492
Municipal Levy	\$1,548,970
Self Generated Revenue	\$1,214,735
Other Grants/Revenue	\$628,825
Deferred Revenue	\$100,000
Reserves	\$205,987
<b>TOTAL</b>	<b>\$4,174,009</b>

## 4.3 Municipal Levy Amounts

The 2025 Budget proposes a 5.17% 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 \$1,548,970:

- A general levy of \$1,013,987 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	\$34,950	\$ 34,950		\$34,950		\$ -
Calvin	100	1.23	\$12,496	\$ 12,496		\$12,496		\$ -
Chisholm	94	1.51	\$15,290	\$ 15,290		\$15,290		\$ -
East Ferris	83	6.39	\$64,789	\$ 64,789		\$64,789		\$ -
Mattawa	71	0.99	\$9,992	\$ 9,992		\$9,992		\$ -
Mattawan	19	0.06	\$630	\$ 630		\$630		\$ -
North Bay	100	79.07	\$1,306,757	\$ 801,774	\$342,000	\$1,143,774	\$162,983	\$ 162,983
Papineau-Cameron	35	0.80	\$8,132	\$ 8,132		\$8,132		\$ -
Callander	100	6.46	\$95,520	\$ 65,520	\$30,000	\$95,520		\$ -
Powassan	1	0.04	\$414	\$ 414		\$414		\$ -
		<b>Total</b>	<b>\$1,548,970</b>	<b>\$1,013,987</b>	<b>\$372,000</b>	<b>\$1,385,987</b>	<b>\$162,983</b>	<b>\$ 162,983</b>

**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	<b>\$34,950</b>	3.43	<b>\$32,988</b>	<i>\$1,963</i>
Calvin	100	1.23	<b>\$12,496</b>	1.23	<b>\$11,871</b>	<i>\$626</i>
Chisholm	94	1.51	<b>\$15,290</b>	1.50	<b>\$14,383</b>	<i>\$907</i>
East Ferris	83	6.39	<b>\$64,789</b>	6.29	<b>\$60,528</b>	<i>\$4,260</i>
Mattawa	71	0.99	<b>\$9,992</b>	0.98	<b>\$9,385</b>	<i>\$607</i>
Mattawan	19	0.06	<b>\$630</b>	0.06	<b>\$597</b>	<i>\$33</i>
North Bay	100	79.07	<b>\$801,774</b>	79.23	<b>\$761,790</b>	<i>\$39,984</i>
Papineau-Cameron	35	0.80	<b>\$8,132</b>	0.80	<b>\$7,691</b>	<i>\$441</i>
Callander	100	6.46	<b>\$65,520</b>	6.44	<b>\$61,917</b>	<i>\$3,603</i>
Powassan	1	0.04	<b>\$414</b>	0.04	<b>\$395</b>	<i>\$20</i>
		<b>Total</b>	<b>\$1,013,987</b>		<b>\$961,544</b>	<b>\$52,443</b>
		2025 General Levy	\$1,013,987	<b>5.17%</b>		
		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
Surplus	\$621,306	\$819,154	\$202,931	Operating Surplus - includes balances previously allocated to Deferred Revenue
Water and Erosion Control Infrastructure (WECI) - Capital/ Special Projects	\$ -	\$100,000	\$100,000	Deferred Revenue for WECI projects
		<b>Total</b>	<b>\$302,931</b>	

### 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
<b>Category 1 (Mandatory)</b>	
<b>A. Corporate Services</b> ("General Functions" per O. Reg. 402/22)  <b>Category 1</b> <b>(Mandatory)</b>	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>B. Planning and Regulations</b>  <b>Category 1</b> <b>(Mandatory)</b>	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.
<b>C. Water Resources Management</b>	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

Program Area	Description
<b>Category 1 (Mandatory)</b>	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 DIA Technical, Integrated Watershed Management (IWM), and Water Erosion Control Infrastructure (WECI) (capital programs) in the 2023 NBMCA budget book.
<b>D. Conservation Areas and Lands</b>  <b>Category 1 (Mandatory)</b>	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 land owner. These were previously called Lands and Properties (operating and capital programs) in the 2023 NBMCA budget book.
<b>E. Source Protection Authority (SPA)</b>  <b>Category 1 (Mandatory)</b>	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.
<b>F. On-site Sewage System (OSS) Program</b>  <b>Category 1 (Mandatory)</b>	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.
<b>Category 2 (Delegated by a Municipality)</b>	
<b>G. Watershed-Municipal Programs</b>  <b>Category 2 (Delegated by a Municipality)</b>	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.
<b>Category 3 (Non mandatory; advisable by NBMCA)</b>	

Program Area	Description
<p><b>H. Watershed- Support Programs</b></p> <p><b>Category 3 (Non mandatory; advisable by NBMCA)</b></p>	<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: benthics 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 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.</p>
<p><b>I. Ski Hill</b></p> <p><b>Category 3 (Non mandatory; advisable by NBMCA)</b></p>	<p>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.</p>



**Category: 1 (Mandatory) Program Area: A. Corporate Services**

<u>Object Code</u>	<u>Revenue/Expense Category</u>	<u>2025 Budget</u>
<b>Revenue:</b>		
01	Transfer Payment	\$ 133,490
04	General Levy	\$ 269,115
06	Fees	\$ 3,500
07	Donations	\$ 500
09	Internal Rent	\$ 12,865
10	External Rent	\$ 36,005
14	Interest Earned	\$ 54,000
16	Admin Overhead	\$ 628,825
	<b>Total Revenue</b>	<b>\$ 1,138,300</b>
<b>Expense:</b>		
30	Wages and Benefits	\$ 611,340
38	Per Diem	\$ 10,000
39	Members Mileage	\$ 5,500
40	Members Expense	\$ 2,000
41	Staff Mileage and Expense	\$ 20,000
42	Staff Certification and Training	\$ 10,000
43	Telephone	\$ 31,000
45	Insurance	\$ 50,000
46	Natural Gas	\$ 20,000
48	Office Supplies	\$ 6,500
49	Postage	\$ 1,500
50	Equipment Purchase	\$ 1,000
51	Equipment Rental	\$ 8,000
54	Bank Charges	\$ 2,000
55	Interest Expense - Mortgage	\$ 25,000
57	Staff Appreciation and Clothing	\$ 20,000
58	Audit	\$ 26,945
59	Legal Services	\$ 75,000
60	Materials and Supply	\$ 15,000
61	Cons. Ontario Levy	\$ 26,815
62	Services	\$ 70,000
70	Rental Expense	\$ 36,000
71	Water	\$ 6,200
72	Hydro	\$ 25,000
73	Vehicle Gas	\$ 700
74	Accounting Services	\$ 1,800
78	Internal Chargeback	\$ 12,500
91	Mortgage Principal Repayment	\$ 18,500

**Total Expense**

**\$ 1,138,300**

**Category: 1 (Mandatory)**

**Program Area: A. Corporate Services Capital**

<u>Object Code</u>	<u>Revenue/Expense Category</u>	<u>2025 Budget</u>
<b>Revenue:</b>		
04	General Levy	\$ -
13	Other Revenue	\$ 205,987
	<b>Total Revenue</b>	<b>\$ 205,987</b>
<b>Expense:</b>		
30	Wages and Benefits	\$ 30,989
62	Services	\$ 161,700
67	Admin Overhead	\$ 13,298
	<b>Total Expenses</b>	<b>\$ 205,987</b>
	<b>Net</b>	<b>\$ 0</b>

**Category: 1 (Mandatory)**

**Program Area: B. Planning and Regulations**

<u>Object Code</u>	<u>Revenue/Expense Category</u>	<u>2025 Budget</u>
<b>Revenue:</b>		
04	General Levy	\$ 104,480
06	Fees	\$ 70,000
	<b>Total Revenue</b>	<b>\$ 174,480</b>
<b>Expense:</b>		
30	Wages and Benefits	\$ 119,857
41	Staff mileage and expense	\$ 2,000
42	Staff Certification & Training	\$ 5,000
67	Admin Overhead	\$ 41,795
78	Internal Chargeback	\$ 5,828
	<b>Total Expenses</b>	<b>\$ 174,480</b>
	<b>Net</b>	<b>\$ 0</b>

**Category: 1 (Mandatory) Program Area: C. Water Resources Management**

<u>Object Code</u>	<u>Revenue/Expense Category</u>	<u>2025 Budget</u>
<b>Revenue:</b>		
1	MNR Transfer Payment	\$ 30,000
4	General Levy	\$ 422,068
5	Sole-Benefitting Levy	\$ 50,000
13	Other Revenue	\$ -
	<b>Total Revenue</b>	<b>\$ 502,068</b>
<b>Expense:</b>		
30	Wages and Benefits	\$ 221,927
41	Staff Mileage and Expenses	\$ 1,500
42	Staff Cert. And Training	\$ 3,500
44	Taxes	\$ 20,572
45	Insurance	\$ 37,075
47	Repairs and Maintenance	\$ 10,000
62	Services	\$ 10,000
66	Consulting	\$ 60,000
67	Admin Overhead	\$ 125,385
72	Hydro	\$ 1,020
73	Vehicle Gas	\$ 3,000
78	Internal Chargeback	\$ 8,089
	<b>Total Expenses</b>	<b>\$ 502,068</b>
	<b>Net</b>	<b>\$ 0</b>

**Category: 1 (Mandatory) Program Area: C. Water Resources Management Capital**

<u>Object Code</u>	<u>Revenue/Expense Category</u>	<u>2025 Budget</u>
<b>Revenue:</b>		
01	MNR Transfer Payment	\$ 100,000
05	Sole-Benefitting Levy	\$ 17,983
13	Other Revenue	\$ 100,000
	<b>Total Revenue</b>	<b>\$ 217,983</b>
<b>Expense:</b>		
30	Wages and Benefits	\$ 39,673
66	Consulting Services	\$ 159,762
67	Administrative Overhead	\$ 13,298
78	Internal Chargeback	\$ 5,250
	<b>Total Expenses</b>	<b>\$ 217,983</b>
	<b>Net</b>	<b>\$ 0</b>

**Category: 1 (Mandatory) Program Area: D. Conservation Areas and Lands**

<u>Object Code</u>	<u>Revenue/Expense Category</u>	<u>2025 Budget</u>
<b>Revenue:</b>		
04	General Levy	\$ 218,324
05	Special Levy	\$ 250,000
07	Donations	\$ -
10	External Property Rental	\$ 40,000
13	Other Revenue	\$ -
	<b>Total Revenue</b>	<b>\$ 508,324</b>
<b>Expense:</b>		
30	Wages and Benefits	\$ 261,292
44	Taxes	\$ 17,251
45	Insurance	\$ 15,897
47	Repairs and Maintenance	\$ 25,000
60	Materials and Supplies	\$ 9,000
62	Services	\$ 40,000
64	Vehicle Lease	\$ -
67	Admin Overhead	\$ 134,884
73	Vehicle Gas	\$ 5,000
	<b>Total Expenses</b>	<b>\$ 508,324</b>
	<b>Net</b>	<b>\$ -</b>

**Category: 1 (Mandatory) Program Area: D.**

**Conservation Areas and Lands Capital**

<u>Object Code</u>	<u>Revenue/Expense Category</u>	<u>2025 Budget</u>
<b>Revenue:</b>		
04	General Levy	\$ -
05	Special Levy	\$ 80,000
	<b>Total Revenue</b>	<b>\$ 80,000</b>
<b>Expense:</b>		
30	Wages and Benefits	\$ 25,754
62	Services	\$ 42,847
67	Admin Overhead	\$ 11,399
	<b>Total Expenses</b>	<b>\$ 80,000</b>
	<b>Net</b>	<b>\$ 0</b>

**Category: 1 (Mandatory)**

**Program Area: E. Source Protection Authority**

<u>Object Code</u>	<u>Revenue/Expense Category</u>	<u>2025 Budget</u>
<b>Revenue:</b>		
01	MOECP Transfer Payment	\$ 212,002
	<b>Total Revenue</b>	<b>\$ 212,002</b>
<b>Expense:</b>		
30	Wages and Benefits	\$ 163,074
38	Per Diem	\$ 1,500
39	Members Mileage	\$ 2,000
40	Members Expenses	\$ 1,000
41	Staff Mileage & Expense	\$ 2,500
45	Insurance	\$ 2,600
53	Advertising/Communications	\$ 500
62	Services	\$ 3,500
67	Admin Overhead	\$ 18,998
70	Rental Expense	\$ 12,865
73	Vehicle gas	\$ 500
78	Internal Chargeback	\$ 2,965
	<b>Total Expenses</b>	<b>\$ 212,002</b>
	<b>Net</b>	<b>\$ 0</b>

**Category: 1 (Mandatory)**

**Program Area: F. On-site Sewage System Program**

<u>Object Code</u>	<u>Revenue/Expense Category</u>	<u>2025 Budget</u>
<b>Revenue:</b>		
06	Fees	\$ 948,365
13	Other Revenue	\$ 12,000
	<b>Total Revenue</b>	<b>\$ 960,365</b>
<b>Expense:</b>		
30	Wages and Benefits	\$ 635,347
41	Staff Mileage & Expense	\$ 3,000
42	Staff Certification & Training	\$ 5,000
56	Credit Card Charges	\$ 16,500
67	Admin Overhead	\$ 265,968
73	Vehicle Gas	\$ 8,000
78	Internal Chargeback	\$ 26,550
	<b>Total Expenses</b>	<b>\$ 960,365</b>
	<b>Net</b>	<b>\$ -</b>

**Category: 2 (Delegated by a Municipality)**

**Program Area: G. Watershed-Municipal Programs**

<u>Object Code</u>	<u>Revenue/Expense Category</u>	<u>2025 Budget</u>
<b>Revenue:</b>		
4	General Levy	\$ -
5	Sole-benefitting Levy	\$ 12,000
	<b>Total Revenue</b>	<b>\$ 12,000</b>
<b>Expense:</b>		
30	Wages and Benefits	\$ 12,000
67	Admin Overhead	\$ -
	<b>Total Expenses</b>	<b>\$ 12,000</b>
	<b>Net</b>	<b>\$ -</b>

**Category: 3 (non-mandatory; advisable by NBMCA)**

**Program Area: H. Watershed Support Programs**

<u>Object Code</u>	<u>Revenue/Expense Category</u>	<u>2025 Budget</u>
<b>Revenue:</b>		
4	General Levy	\$ -
6	Fees	\$ 15,000
7	Donations	\$ 22,500
	<b>Total Revenue</b>	<b>\$ 37,500</b>
<b>Expense:</b>		
30	Wages and Benefits	\$ 8,005
52	Publications and Printing	\$ 500
53	Advertising	\$ 2,000
60	Mat. & Supplies	\$ 7,500
62	Services	\$ 15,195
67	Admin Overhead	\$ 3,800
73	Vehicle Gas	\$ 500
	<b>Total Expenses</b>	<b>\$ 37,500</b>
	<b>Net</b>	<b>\$ -</b>

**Category: 3 (non-mandatory; advisable by NBMCA)**  
**Program Area: I. Ski Hill Operating**

<u>Object Code</u>	<u>Revenue/Expense Category</u>	<u>2025 Budget</u>
<b>Revenue:</b>		
05	Sole-benefitting Levy	\$ 60,000
	<b>Total Revenue</b>	<b>\$ 85,000</b>
<b>Expense:</b>		
47	Ski Hill Operations	\$ 60,000
	<b>Total Expenses</b>	<b>\$ 60,000</b>
	<b>Net</b>	<b>\$ -</b>

**Category: 3 (non-mandatory; advisable by NBMCA)**  
**Program Area: I. Ski Hill Capital**

<u>Object Code</u>	<u>Revenue/Expense Category</u>	<u>2025 Budget</u>
<b>Revenue:</b>		
05	Sole-benefitting Levy	\$ 65,000
	<b>Total Revenue</b>	<b>\$ 65,000</b>
<b>Expense:</b>		
47	Ski Hill Operations	\$ 65,000
	<b>Total Expenses</b>	<b>\$ 65,000</b>
	<b>Net</b>	<b>\$ -</b>

	<b>Revenue/Expense Category</b>	<b>TOTAL BUDGET 2025</b>
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<b>Revenue:</b>		
1	Transfer Payment (S. 39)	\$ 133,490
1	Transfer Payment (WECL)	\$ 100,000
1	Transfer Payment (DWSP)	\$ 212,002
1	Transfer Payment (FHIMP)	\$ 30,000
4	General Levy	\$ 1,013,987
5	Sole-benefitting Levy	\$ 534,983
6	Fees	\$ 1,036,865
7	Donations	\$ 23,000
9	Internal Rent Rev.	\$ 12,865
10	Rental Rev. External	\$ 76,005
13	Other Revenue	\$ 317,987
14	Interest Earned	\$ 54,000
16	Admin Overhead	\$ 628,825
	<b>Total Revenue</b>	<b>\$ 4,174,009</b>
<b>Expense:</b>		
30	Wages and Benefits	\$ 2,129,258
38	Per Diem	\$ 11,500
39	Members Mileage	\$ 7,500
40	Members Expense	\$ 3,000
41	Staff Mileage and Expense	\$ 29,000
42	Staff Certification and Training	\$ 23,500
43	Telephone	\$ 31,000
44	Property Taxes	\$ 37,823
45	Insurance	\$ 105,572
46	Natural Gas	\$ 20,000
47	Repair & Maintenance	\$ 35,000
48	Office Supplies	\$ 6,500
49	Postage	\$ 1,500
50	Equipment Purchase	\$ 1,000
51	Equipment Rental	\$ 8,000
52	Publications and Printing	\$ 500
53	Advertising	\$ 2,500
54	Bank Charges	\$ 2,000
55	Interest Expense - Mortgage	\$ 25,000
56	Credit Card Fees	\$ 16,500
57	Staff Appreciation and Clothing	\$ 20,000
58	Audit	\$ 26,945
59	Legal Services	\$ 75,000

60	Materials and Supply	\$ 31,500
61	Cons. Ontario Levy	\$ 26,815
62	Services	\$ 343,242
66	Consulting Services	\$ 219,762
67	Admin Overhead	\$ 628,825
70	Rental Expense	\$ 48,865
71	Water	\$ 6,200
72	Hydro	\$ 26,020
73	Vehicle Gas	\$ 17,700
74	Accounting Services	\$ 1,800
78	Internal Chargeback	\$ 61,182
90	Mortgage Principal Repayment	\$ 18,500
TBD	Ski Hill Operations	\$ 60,000
TBD	Ski Hill Capital	\$ 65,000
	<b>Total Expenses</b>	<b>\$ 4,174,009</b>
	<b>Net Surplus (-Deficit)</b>	<b>\$ -</b>