

# 2018 Draft Budget

## Information for Member Municipalities

September 2017



## About NVCA

For 57 years, the Nottawasaga Valley Conservation Authority (NVCA) has worked with municipal, provincial and federal partners as well as local stakeholders to deliver excellence in watershed planning and management. Like Ontario's other 35 conservation authorities, NVCA operates under three fundamental principles:

- Watershed jurisdiction
- Local decision making
- Funding partnerships

As your municipal partner, NVCA provides the expertise to help protect our water, our land, our future.



**Vision** - Innovative watershed management supporting a healthy environment, communities and lifestyles.



**Mission** - Working together to lead, promote, support and inspire innovative watershed management.



**Guiding Principles** - We are committed to carrying out our responsibilities, providing services to our customers and working with our partners in a professional, accountable, responsible and dedicated manner.

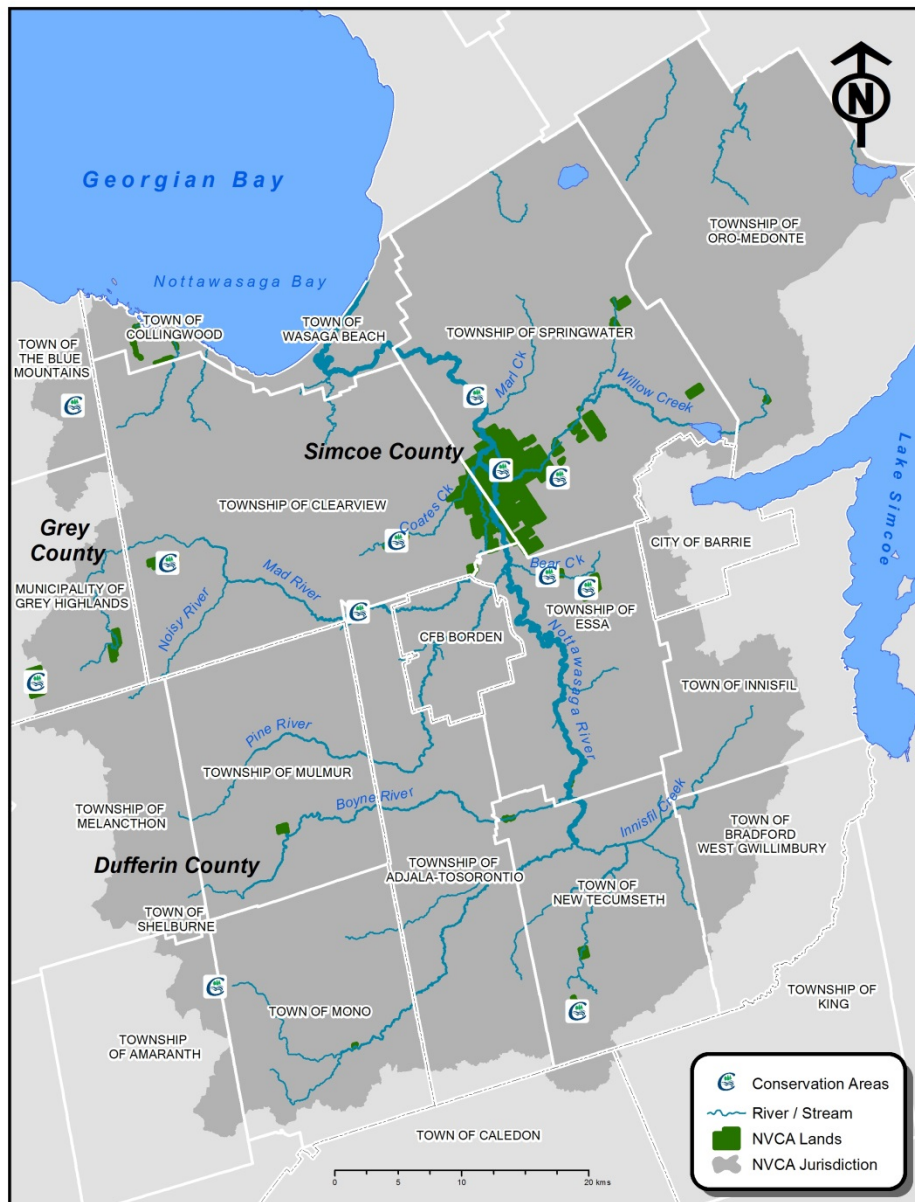
We are:

- an adaptive organization - constantly striving to improve; committed to anticipating change and thinking strategically
- a "can-do" organization - collaborative, decisive and efficient, committed to finding solutions that work for all
- a science-based organization - committed to using the best available watershed science and knowledge to inform decisions



- a professional organization - authentic and credible, respectful of all and receptive to the ideas of others
- an open organization - approachable, committed to customer service excellence, honest, open, transparent and effective
- a responsible organization - trustworthy, committed to fiscal prudence and the responsible use of resources

Our watershed encompasses a large geographic area of 3,700 sq. km, with jurisdiction in 18 municipalities. One representative from each municipality is appointed as a member of our Board of Directors. Our members play a key role in governing the authority. They have a responsibility to represent the interests of their municipalities, to consider the interests of the authority and the watershed as a whole, and to act as a liaison between their municipalities and NVCA.



## Member Municipalities

- Township of Adjala-Tosorontio
- Township of Amaranth
- City of Barrie
- Town of the Blue Mountains
- Bradford/West Gwillimbury
- Clearview Township
- Town of Collingwood
- Township of Essa
- Municipality of Grey Highlands
- Town of Innisfil
- Township of Melancthon
- Town of Mono
- Mulmur Township
- Town of New Tecumseth
- Township of Oro-Medonte
- Town of Shelburne
- Township of Springwater
- Town of Wasaga Beach



## Budget Process

In August 2017, Board members approved a staff report on the budget pressures projected for 2018 and directed staff to prepare a 2018 budget for consideration based on a 4.1% increase to general levy. This draft budget is to be reviewed at the September 22, 2017 Board of Directors meeting. Pending Board approval, the draft budget will be circulated to NVCA watershed municipalities for comments. The Board of Directors will vote on the budget and associated municipal levy at the December 15, 2017 Board meeting.

## Budget Vote

Directors of the Board will vote on the budget and levy using a weighted vote based on the Current Value Assessment (CVA) levy apportionment formula from the next page.



## 2018 Draft Budget

The 2018 draft operation budget is organized into business units and departments and is intended to reflect all associated costs. Operating programs have been maintained at the previous years' service levels.

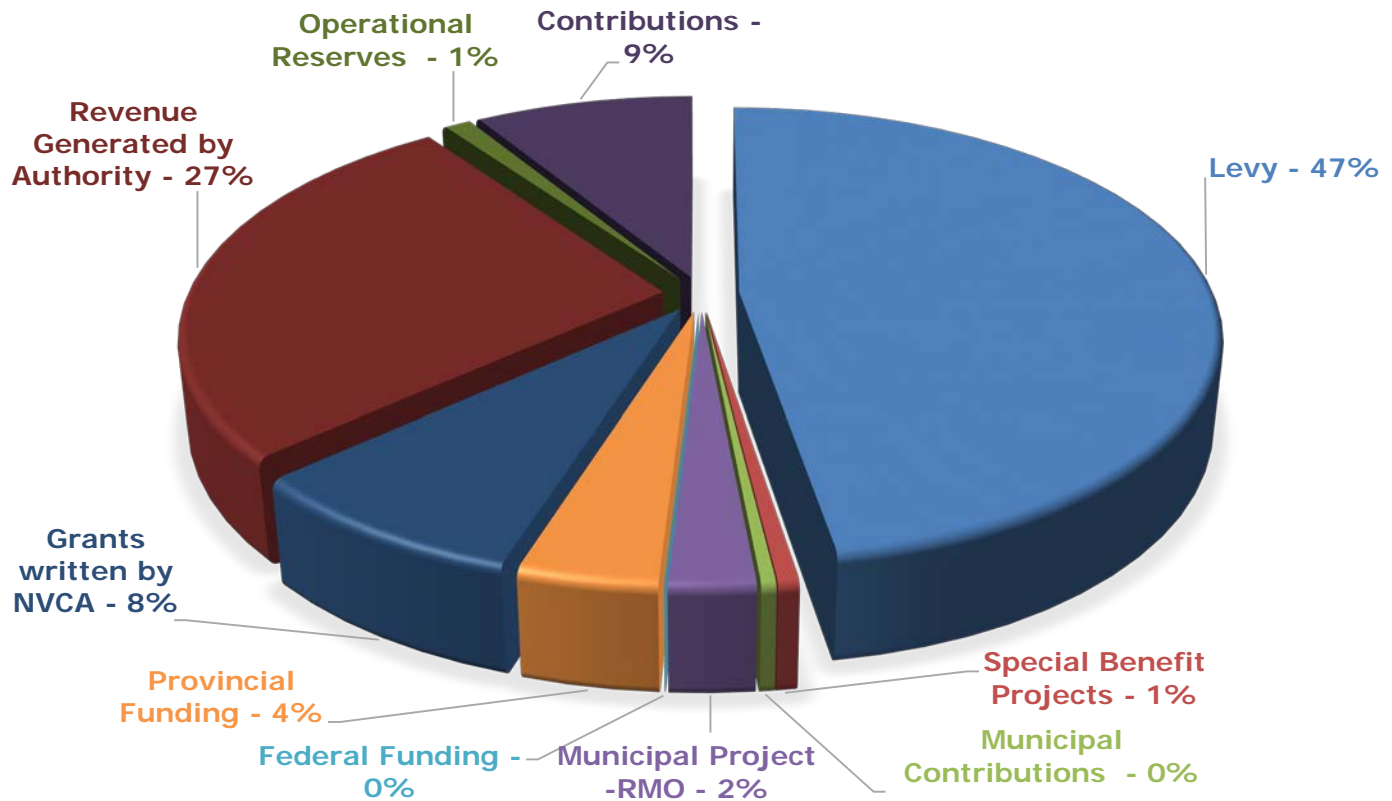
A 4.1% increase in municipal levy, or a total increase of \$89,956, is needed to support the operating expenditures. The operating levy is shared by NVCA member municipalities based on the CVA apportionment percentages provided by the Ministry of Natural Resources and Forestry.

### Summary of Municipal Levy Contribution

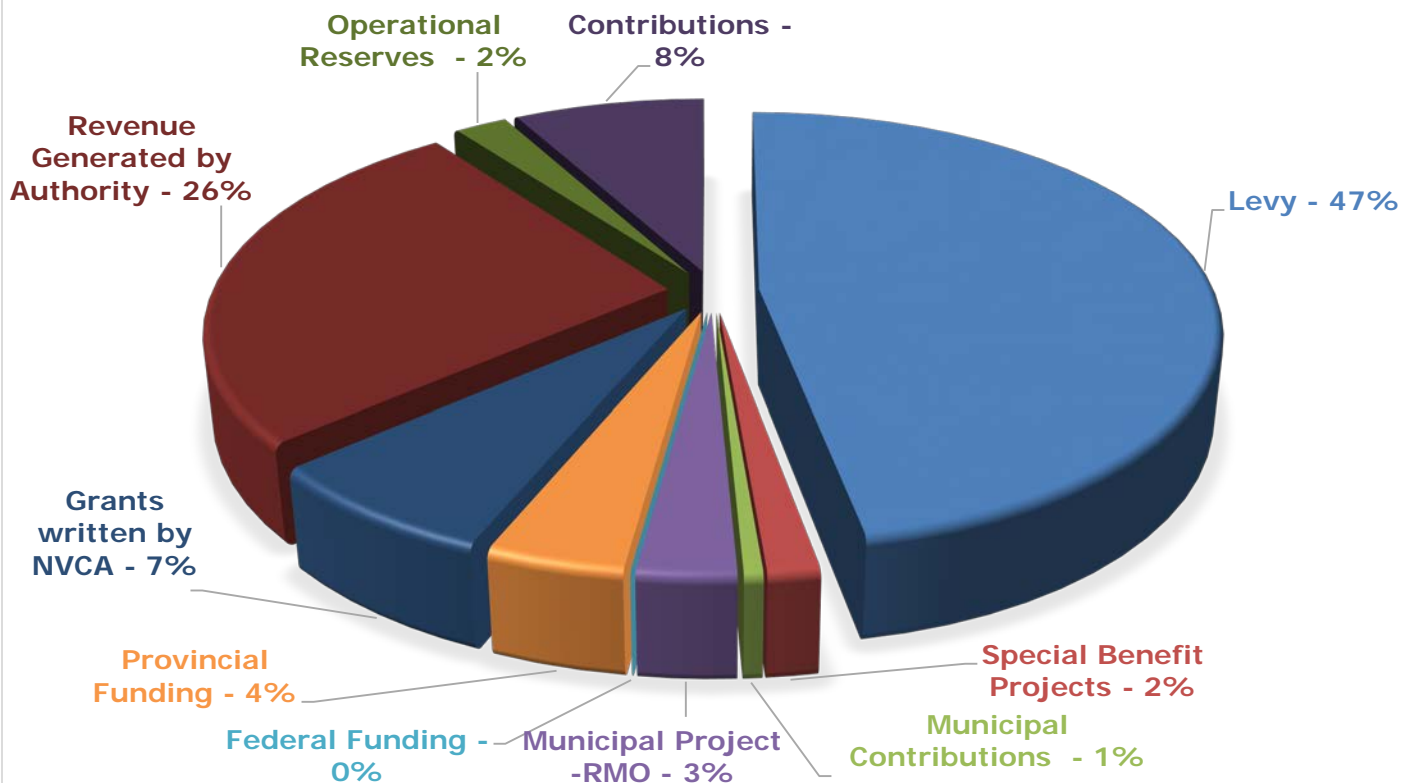
Municipality	2017 CVA Apportionment Percentage	2018 CVA Apportionment Percentage	2017 Operating Levy	2018 Draft Operating Levy	\$ Increase	% Increase
			\$2,196,487.39	\$2,286,443.25	\$89,955.86	4.10%
Township of Adjala-Tosorontio	4.2632%	4.2689%	\$93,640.65	\$97,606.27	\$3,965.62	4.23%
Township of Amaranth	0.2233%	0.2235%	\$4,904.76	\$5,109.08	\$204.32	4.17%
City of Barrie	15.4277%	15.4948%	\$338,867.48	\$354,279.76	\$15,412.28	4.55%
Town of The Blue Mountains	1.5577%	1.4703%	\$34,214.68	\$33,617.95	(\$596.73)	-1.74%
Bradford/West Gwillimbury	3.5896%	3.8174%	\$78,845.11	\$87,283.77	\$8,438.66	10.70%
Clearview Township	5.3554%	5.2013%	\$117,630.69	\$118,924.61	\$1,293.92	1.10%
Town of Collingwood	10.5235%	10.3451%	\$231,147.35	\$236,534.41	\$5,387.06	2.33%
Township of Essa	6.7510%	6.7363%	\$148,284.86	\$154,021.54	\$5,736.68	3.87%
Municipality of Grey Highlands	0.3890%	0.3705%	\$8,544.34	\$8,472.40	(\$71.94)	-0.84%
Town of Innisfil	6.4471%	6.4739%	\$141,609.74	\$148,022.65	\$6,412.91	4.53%
Township of Melancthon	0.4841%	0.4846%	\$10,633.20	\$11,079.00	\$445.80	4.19%
Town of Mono	3.8373%	3.8523%	\$84,285.81	\$88,081.18	\$3,795.37	4.50%
Mulmur Township	1.8044%	1.7510%	\$39,633.42	\$40,034.53	\$401.11	1.01%
Town of New Tecumseth	12.3239%	12.7683%	\$270,692.91	\$291,940.15	\$21,247.24	7.85%
Township of Oro-Medonte	7.7913%	7.7282%	\$171,134.92	\$176,700.09	\$5,565.17	3.25%
Town of Shelburne	1.9382%	2.0606%	\$42,572.32	\$47,114.22	\$4,541.90	10.67%
Township of Springwater	7.2227%	7.2250%	\$158,645.69	\$165,196.58	\$6,550.89	4.13%
Town of Wasaga Beach	10.0706%	9.7280%	\$221,199.46	\$222,425.05	\$1,225.59	0.55%

## Sources of Revenue

2018 - \$4,744,148



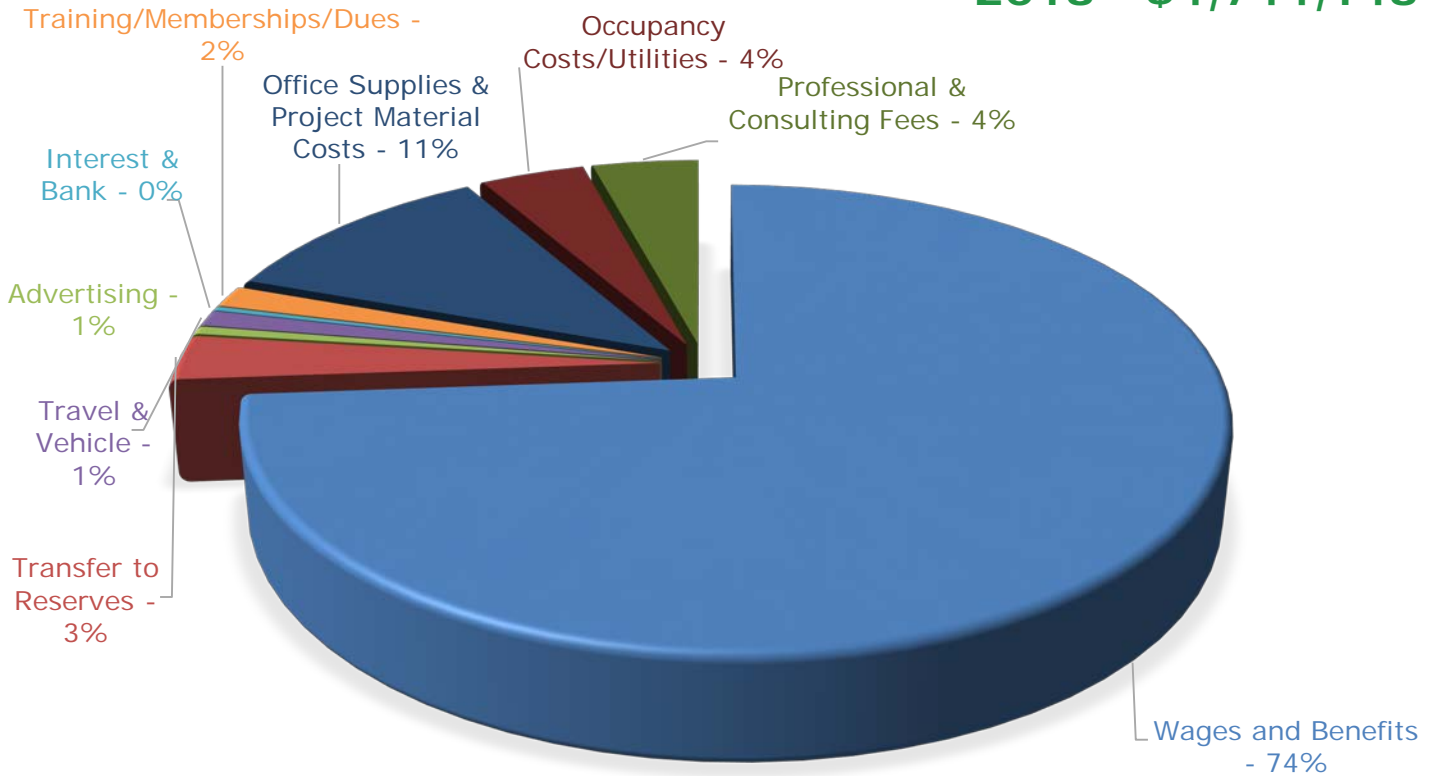
2017 - \$4,591,014



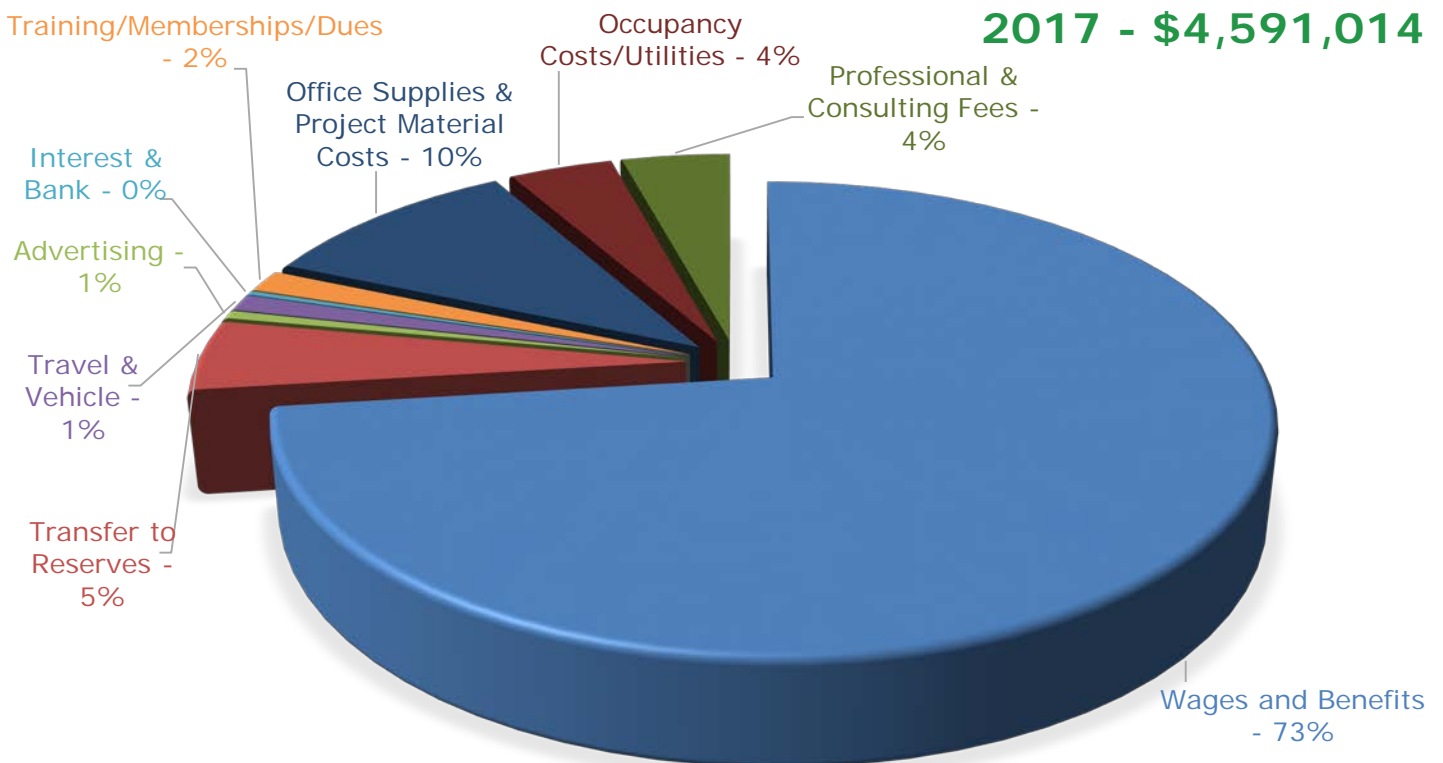


## Expenditures

2018 - \$4,744,148



2017 - \$4,591,014





## Asset Management

The capital asset levy, which funds the asset management plan (AMP), is shared by the municipal partners based on their apportionment percentage.

When the capital asset levy was introduced in 2017, some municipalities chose to phase in their contributions over five years while others chose to contribute their full amount starting in year one. To be fair to those that are contributing in full, the AMP will continue to be updated during the phase in period, but municipalities will only pay the fees as established in year one until the phase-in-period is complete.

Below are the contributions for 2018 based on the municipalities' choice:

### Capital Asset Levy - Phased-In Municipalities

Municipality	2018 CVA Apportionment Percentage	2017 Capital Levy (33%)	2018 Capital Levy (66% + CVA Adjustment)
City of Barrie	15.4948%	\$6,614.73	\$13,287.02
Town of The Blue Mountains	1.4703%	\$667.89	\$1,260.82
Bradford/West Gwillimbury	3.8174%	\$1,539.08	\$3,273.52
Town of Collingwood	10.3451%	\$4,512.03	\$8,871.06
Township of Essa	6.7363%	\$2,894.53	\$5,776.47
Town of Innisfil	6.4739%	\$2,764.24	\$5,551.49
Town of Mono	3.8523%	\$1,645.29	\$3,303.42
Town of New Tecumseth	12.7683%	\$5,283.95	\$10,949.02
Township of Oro-Medonte	7.7282%	\$3,340.59	\$6,627.02
Township of Springwater	7.2250%	\$3,096.77	\$6,195.58

### Capital Asset Levy - Full Contributing Municipalities

Municipality	2018 CVA Apportionment Percentage	2017 Capital Levy	2018 Capital Levy with CVA Adjustment
Township of Adjala-Tosorontio	4.2689%	\$5,539.03	\$5,546.45
Township of Amaranth	0.2235%	\$290.13	\$290.32
Clearview Township	5.2013%	\$6,958.08	\$6,757.86
Municipality of Grey Highlands	0.3705%	\$505.41	\$481.44
Township of Melancthon	0.4846%	\$628.97	\$629.56
Mulmur Township	1.7510%	\$2,344.39	\$2,274.95
Town of Shelburne	2.0606%	\$2,518.24	\$2,677.25
Town of Wasaga Beach	9.7280%	\$13,084.38	\$12,639.24

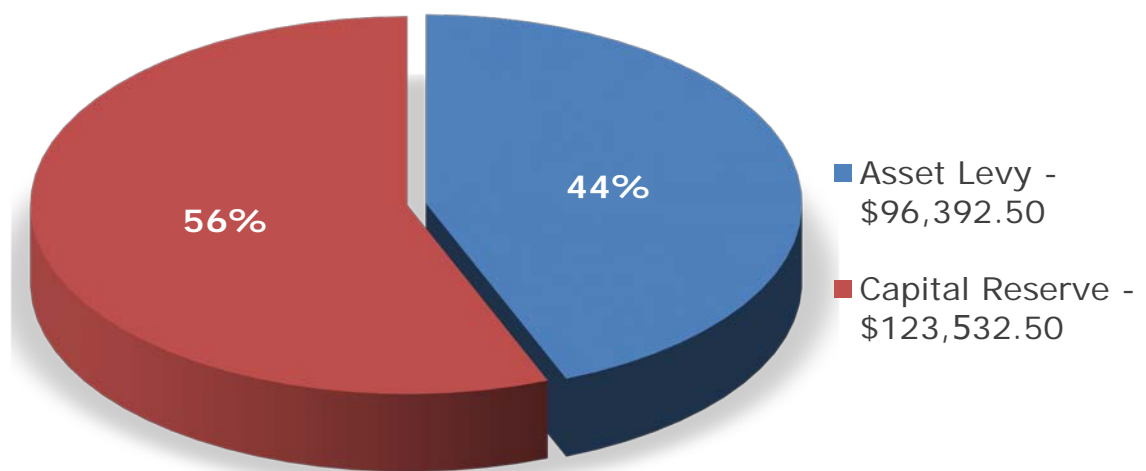
These amounts will be put into reserves to pay for the repair maintenance and replacement of the assets as identified in the 2016 Asset Management Plan.

2018 Expenditures as per the Asset Management Plan:

1. Replacement of exterior doors on the John Hix Administration Building
2. Computer/server replacements/upgrades
3. Replacement of two vehicles at end of life
4. Replacement of evaporator for maple syrup program
5. Repair of the New Lowell dam
6. Replacement of some groundwater, flood and monitoring equipment at end of life
7. Other small repairs/replacements as per plan

### Funding for Asset Management Plan

2018 Total Cost - \$219,925



\*\*In years where the capital asset levy is more than the required in expenditures, excess funds will replenish the capital reserve use happening now. Capital reserve use is forecast to balance out over a ten-year period.

# Nottawasaga Valley Conservation Authority Proposed 2018 Budget

## Consolidated

	2017	BUDGET 2018	% CHANGE
<b>REVENUE:</b>			
Municipal Levy Non Match	2,007,997.42	2,097,953.25	4.48%
Matching Municipal Levy (Flood)	188,489.99	188,490.00	0.00%
Special Benefit Projects	70,950.00	20,500.00	-71.11%
Oro-Medonte MOU	(32,960.03)	(34,311.39)	4.10%
Municipal Contributions	26,080.00	28,000.00	7.36%
Municipal Project - RMO	134,000.00	115,844.95	-13.55%
Total Municipal Revenue	2,394,557.38	2,416,476.81	0.92%
MNR Transfer Payment-Flood	188,489.99	188,490.00	0.00%
Other Provincial Sources	166,600.00	144,000.00	-13.57%
Federal Sources	167,700.00	253,000.00	50.86%
Total Government Grants	522,789.99	585,490.00	11.99%
Contributions	365,922.00	415,080.00	13.43%
User Fees			
Reforestation	52,500.00	52,500.00	0.00%
Healthy Waters	-	4,000.00	0
Conservation Lands	20,050.00	21,000.00	4.74%
Planning	755,500.00	820,500.00	8.60%
Environmental Monitoring	13,000.00	13,000.00	0.00%
Environmental Education	225,500.00	230,500.00	2.22%
Tiffin Operations	90,500.00	93,500.00	3.31%
Conservation Land Leases	28,960.00	29,590.00	2.18%
Investment Income	22,000.00	13,000.00	-40.91%
Total Contributions and User Fees	1,573,932.00	1,692,670.00	7.54%
Operational Reserves	99,735.03	49,511.39	-50.36%
TOTAL REVENUE	4,591,014.40	4,744,148.20	3.34%
<b>EXPENSES:</b>			
Wages and Interprogram Charges	3,353,034.40	3,502,813.20	4.47%
	3,353,034.40	3,502,813.20	4.47%
Other Expenses			
Staff Cost	11,450.00	11,450.00	0.00%
Memberships/Professional Dues	41,225.00	43,500.00	5.52%
Educations and Training	29,500.00	29,000.00	-1.69%
Materials & Supplies - General	271,950.00	327,200.00	20.32%



# Nottawasaga Valley Conservation Authority

## Proposed 2018 Budget

### Consolidated

Materials & Supplies - Cost of Trees	130,000.00	142,100.00	9.31%
Vehicles & Large Equipment Costs	42,150.00	42,450.00	0.71%
Office Expenses	27,250.00	26,750.00	-1.83%
Equipment Costs	9,250.00	9,000.00	-2.70%
Transportation Costs	11,000.00	11,000.00	0.00%
Legal	37,000.00	37,000.00	0.00%
Consultants	139,500.00	144,500.00	3.58%
Insurance	77,500.00	77,900.00	0.52%
Taxes	21,560.00	23,865.00	10.69%
Heat and Hydro	32,000.00	33,000.00	3.13%
Telephones and Internet Access	26,000.00	23,000.00	-11.54%
Audit Fees	17,500.00	17,500.00	0.00%
Interest and Bank Charges	13,000.00	14,200.00	9.23%
Maintenance Expense	30,400.00	31,700.00	4.28%
Uniform Expense	4,525.00	5,000.00	10.50%
Leases	14,000.00	14,000.00	0.00%
Advertisement and Communications	25,720.00	26,720.00	3.89%
Bad Debt Expense	500.00	500.00	0.00%
Transfer to Reserves	225,000.00	150,000.00	-33.33%
	<u>1,237,980.00</u>	<u>1,241,335.00</u>	<u>0.27%</u>
TOTAL EXPENSES	<u>4,591,014.40</u>	<u>4,744,148.20</u>	<u>3.34%</u>
SURPLUS (DEFICIT)	<u>-</u>	<u>-</u>	<u>0</u>