



 **Watson**  
& Associates  
ECONOMISTS LTD.

# Development Charges Background Study

Municipality of Central Elgin

March 25, 2020

Watson & Associates Economists Ltd.  
905-272-3600  
[info@watsonecon.ca](mailto:info@watsonecon.ca)



# Table of Contents

	Page
<b>Executive Summary .....</b>	<b>i</b>
<b>1. Introduction.....</b>	<b>1-1</b>
1.1 Purpose of this Document.....	1-1
1.2 Summary of the Process.....	1-2
1.3 Changes to the D.C.A.: Bill 73 – Smart Growth for our Communities Act, 2015.....	1-3
1.3.1 Area Rating.....	1-3
1.3.2 Asset Management Plan for New Infrastructure.....	1-3
1.3.3 60-Day Circulation of D.C. Background Study .....	1-4
1.3.4 Timing of Collection of D.C.s.....	1-4
1.3.5 Other Changes.....	1-4
1.4 Proposed Changes to the D.C.A.: Bill 108 – An Act to Amend Various Statutes with Respect to Housing, Other Development and Various Other Matters.....	1-5
<b>2. Current Municipality of Central Elgin Policy .....</b>	<b>2-1</b>
2.1 Schedule of Charges .....	2-1
2.2 Services Covered .....	2-2
2.3 Timing of D.C. Calculation and Payment .....	2-3
2.4 Indexing .....	2-3
2.5 Redevelopment Allowance .....	2-3
2.6 Exemptions .....	2-4
<b>3. Anticipated Development in the Municipality of Central Elgin .....</b>	<b>3-1</b>
3.1 Requirement of the Act .....	3-1
3.2 Basis of Population, Household and Non-Residential Gross Floor Area Forecast .....	3-1
3.3 Summary of Growth Forecast.....	3-2
<b>4. The Approach to the Calculation of the Charge .....</b>	<b>4-1</b>



# Table of Contents (Cont'd)

	Page
4.1	Introduction ..... 4-1
4.2	Services Potentially Involved ..... 4-1
4.3	Increase in the Need for Service..... 4-1
4.4	Local Service Policy..... 4-6
4.5	Capital Forecast..... 4-6
4.6	Treatment of Credits ..... 4-7
4.7	Existing Reserve Funds ..... 4-8
4.8	Deductions..... 4-9
4.8.1	Reduction Required by Level of Service Ceiling ..... 4-9
4.8.2	Reduction for Uncommitted Excess Capacity ..... 4-10
4.8.3	Reduction for Benefit to Existing Development ..... 4-10
4.8.4	Reduction for Anticipated Grants, Subsidies and Other Contributions..... 4-12
4.8.5	The 10% Reduction ..... 4-12
4.9	Municipal-wide vs. Area Rating..... 4-12
4.10	Allocation of Development ..... 4-12
4.11	Asset Management..... 4-13
4.12	Transit..... 4-13
<b>5.</b>	<b>D.C.-Eligible Cost Analysis by Service..... 5-2</b>
5.1	Introduction..... 5-2
5.2	Service Levels and 10-Year Capital Costs for D.C. Calculation..... 5-2
5.2.1	Parking Services ..... 5-2
5.2.2	Parks & Recreation Services ..... 5-4
5.2.3	Library Services ..... 5-6
5.2.4	Administration Studies (Municipal-Wide) ..... 5-8
5.2.5	Administration Studies (Urban Services) ..... 5-10
5.3	Service Levels and Capital Costs to 2036 for Central Elgin's D.C. Calculation ..... 5-12
5.3.1	Services Related to a Highway ..... 5-12
5.3.2	Fire Protection Services..... 5-16
5.4	Service Levels and Urban Build-out Capital Costs for Central Elgin's D.C. Calculation ..... 5-18
5.4.1	Water Services..... 5-18
5.4.2	Wastewater Services ..... 5-20
<b>6.</b>	<b>D.C. Calculation..... 6-1</b>
<b>7.</b>	<b>D.C. Policy Recommendations and D.C. By-law Rules..... 7-1</b>
7.1	Introduction..... 7-1
7.2	D.C. By-law Structure ..... 7-2
7.3	D.C. By-law Rules..... 7-2



# Table of Contents (Cont'd)

	Page
7.3.1	Payment in any Particular Case..... 7-2
7.3.2	Determination of the Amount of the Charge..... 7-3
7.3.3	Application to Redevelopment of Land (Demolition and Conversion)..... 7-4
7.3.4	Exemptions (full or partial) ..... 7-4
7.3.5	Phasing in ..... 7-5
7.3.6	Timing of Collection ..... 7-5
7.3.7	Indexing ..... 7-6
7.3.8	The Applicable Areas..... 7-7
7.4	Other D.C. By-law Provisions ..... 7-7
7.4.1	Categories of Services for Reserve Fund and Credit Purposes..... 7-7
7.4.2	By-law In-force Date ..... 7-8
7.4.3	Minimum Interest Rate Paid on Refunds and Charged for Inter-Reserve Fund Borrowing ..... 7-8
7.4.4	Area Rating..... 7-8
7.5	Other Recommendations ..... 7-10
<b>8.</b>	<b>By-law Implementation ..... 8-1</b>
8.1	Public Consultation Process ..... 8-1
8.1.1	Introduction ..... 8-1
8.1.2	Public Meeting of Council..... 8-1
8.1.3	Other Consultation Activity..... 8-1
8.2	Anticipated Impact of the Charge on Development..... 8-2
8.3	Implementation Requirements ..... 8-3
8.3.1	Introduction ..... 8-3
8.3.2	Notice of Passage..... 8-3
8.3.3	By-law Pamphlet..... 8-3
8.3.4	Appeals..... 8-4
8.3.5	Complaints..... 8-4
8.3.6	Credits ..... 8-5
8.3.7	Front-Ending Agreements..... 8-5
8.3.8	Severance and Subdivision Agreement Conditions ..... 8-5
<b>Appendix A</b>	<b>Background Information on Residential and Non-Residential Growth Forecast..... A-1</b>
<b>Appendix B</b>	<b>Level of Service ..... B-1</b>
<b>Appendix C</b>	<b>Long-Term Capital and Operating Cost Examination..... C-1</b>
<b>Appendix D</b>	<b>D.C. Reserve Fund Policy ..... D-1</b>
<b>Appendix E</b>	<b>Local Service Policy ..... E-1</b>



# Table of Contents (Cont'd)

	Page
<b>Appendix F Asset Management Plan.....</b>	<b>F-1</b>
<b>Appendix G Proposed D.C. By-law.....</b>	<b>G-1</b>



## List of Acronyms and Abbreviations

<b>Acronym</b>	<b>Full Description of Acronym</b>
A.M.P.	Asset management plan
CANSIM	Canadian Socio-Economic Information Management System (Statistics Canada)
D.C.	Development charge
D.C.A.	Development Charges Act, 1997, as amended
F.I.R.	Financial Information Return
G.F.A.	Gross floor area
LPAT	Local Planning Appeal Tribunal
M.O.E.C.P.	Ministry of the Environment, Conservation and Parks
N.F.P.O.W.	No Fixed Place of Work
O.M.B.	Ontario Municipal Board
O.P.A.	Official Plan Amendment
O. Reg.	Ontario Regulation
P.O.A.	Provincial Offences Act
P.P.U.	Persons per unit
S.D.E.	Single detached equivalent
S.D.U.	Single detached unit
S.W.M.	Stormwater management
sq.ft.	square foot
sq.m	square metre





# Executive Summary





# Executive Summary

1. The report provided herein represents the Development Charges (D.C.) Background Study for the Municipality of Central Elgin required by the Development Charges Act, 1997 (D.C.A.). This report has been prepared in accordance with the methodology required under the D.C.A. The contents include the following:
  - Chapter 1 – Overview of the legislative requirements of the Act;
  - Chapter 2 – Review of present D.C. policies of the Municipality;
  - Chapter 3 – Summary of the residential and non-residential growth forecasts for the Municipality;
  - Chapter 4 – Approach to calculating the D.C.;
  - Chapter 5 – Review of historical service standards and identification of future capital requirements to service growth and related deductions and allocations;
  - Chapter 6 – Calculation of the D.C.s;
  - Chapter 7 – D.C. policy recommendations and rules; and
  - Chapter 8 – By-law implementation.
  
2. D.C.s provide for the recovery of growth-related capital expenditures from new development. The D.C.A. is the statutory basis to recover these charges. The methodology is detailed in Chapter 4; a simplified summary is provided below:
  - 1) Identify amount, type and location of growth;
  - 2) Identify servicing needs to accommodate growth;
  - 3) Identify capital costs to provide services to meet the needs;
  - 4) Deduct:
    - Grants, subsidies and other contributions;
    - Benefit to existing development;
    - Statutory 10% deduction (soft services);
    - Amounts in excess of 10-year historical service calculation;
    - D.C. reserve funds (where applicable);



- 5) Net costs are then allocated between residential and non-residential benefit;  
and
  - 6) Net costs divided by growth to provide the D.C. charge.
3. A number of changes to the D.C. process need to be addressed as a result of the Smart Growth for our Communities Act, 2015 (Bill 73). These changes have been incorporated throughout the report and in the updated draft by-law, as necessary. These items include:
- a. Area-rating: Council must consider the use of area-specific charges.
  - b. Asset Management Plan for New Infrastructure: The D.C. background study must include an asset management plan that deals with all assets proposed to be funded, in whole or in part, by D.C.s. The asset management plan must show that the assets are financially sustainable over their full lifecycle.
  - c. 60-day Circulation Period: The D.C. background study must be released to the public at least 60-days prior to passage of the D.C. by-law.
  - d. Timing of Collection of Development Charges: The D.C.A. now requires D.C.s to be collected at the time of the first building permit.
4. Another change to the D.C.A. was introduced on May 2, 2019 through Bill 108, *More Homes, More Choice Act*. While having received royal assent on June 6, 2019, many of the amendments to the D.C.A. do not come into effect until they are proclaimed by the Lieutenant Governor. The changes that have come into effect are incorporated throughout the report and in the updated draft by-law. These items include:
- a. Effective January 1, 2020, rental housing and institutional developments will pay D.C.s in six equal annual payments commencing at occupancy. Non-profit housing developments will pay D.C.s in 21 equal annual payments. Interest may be charged on the installments, and any unpaid amounts may be added to the property and collected as taxes.
  - b. Effective January 1, 2020 the D.C. amount for all developments occurring within 2 years of a Site Plan or Zoning By-law Amendment planning



approval (for application submitted after this section is proclaimed), shall be determined based on the D.C. charge in effect on the day of Site Plan or Zoning By-law Amendment application. If the development is not proceeding via these planning approvals, then the amount is determined the earlier of the date of issuance of a building permit or occupancy.

Further changes are suggested by the province through Bill 108 and the draft regulations. Most significant is the removal of certain services from D.C. eligibility which will be included within a newly created charge under the *Planning Act* called a Community Benefit Charge. This is described in more detail in section 1.4. It should be noted that this report only addresses the D.C. as provided by current legislation and does not include the proposed Community Benefit Charges as proposed by draft legislation.

- The growth forecast (Chapter 3) on which the Municipal-wide D.C. is based, projects the following population, housing and non-residential floor area for the 10-year (2020 to 2029), Long-Term (2020 to 2036) and urban build out periods. The urban service area calculations are forecasted by buildout area.

Measure	10 Year	Long-Term	Urban Build Out
	2020-2029	2020-2036	2020-Total Urban Build Out
(Net) Population Increase	2,010	3,145	12,128
Residential Unit Increase	895	1,422	5,119
Non-Residential Gross Floor Area Increase (ft <sup>2</sup> )	365,100	511,600	1,303,900

Measure	Port Stanley	Lynhurst	Belmont	Norman/Lyndale	Union	Yarmouth
	2020 - Urban Build Out					
(Net) Population Increase	2,213	84	659	5,754	3,518	-
Residential Unit Increase	1,134	147	325	2,224	1,264	-
Non-Residential Gross Floor Area Increase (ft <sup>2</sup> )	129,600	13,300	488,600	159,900	90,200	322,300

- On May 25, 2015, the Municipality of Central Elgin passed By-law 1880 under the D.C.A. The by-law imposes D.C.s on residential and non-residential uses. This by-law was amended on March 12, 2018 via By-law 2241. This by-law will expire on May 26, 2020. The Municipality is undertaking a D.C. public process and anticipates passing a new by-law in advance of the expiry date. The



mandatory public meeting has been set for April 27, 2020 with adoption of the by-law on May 25, 2020.

7. The Municipality charges Municipal-wide D.C.s as well as urban area specific D.C.s. The urban services areas are subject to charges for water, wastewater and administration studies services in addition to the Municipal-wide D.C.s. Each area identified is subject to the D.C.s based on its own mix of urban services. The following tables shows the current charges for both Municipal-wide and urban services D.C.s.

Municipal Wide Services	Residential			Non-Residential
	Single & Semi Detached	Multiples	Apartments	per sq.ft.
Services Related to a Highway	1,045	913	635	0.78
Fire Protection Services	1,842	1,610	1,119	0.88
Parks & Recreation	1,580	1,380	959	0.15
Library Services	59	51	36	0.01
Administration	253	221	153	0.20
<b>Total</b>	<b>4,780</b>	<b>4,177</b>	<b>2,902</b>	<b>2.02</b>

Urban Area Services	Residential			Non-Residential
	Single & Semi Detached	Multiples	Apartments	per sq.ft.
<b>Belmont</b>				
Water Services	474	414	288	0.46
Wastewater Services	9,741	8,512	5,914	3.84
Administration	-	-	-	-
<b>Sub-Total Belmont</b>	<b>10,215</b>	<b>8,926</b>	<b>6,202</b>	<b>4.30</b>
<b>Norman</b>				
Water Services	-	-	-	-
Wastewater Services	9,741	8,512	5,914	3.84
Administration	-	-	-	-
<b>Sub-Total Norman</b>	<b>9,741</b>	<b>8,512</b>	<b>5,914</b>	<b>3.84</b>
<b>Port Stanley</b>				
Water Services	474	414	288	0.46
Wastewater Services	9,741	8,512	5,914	3.84
Administration	195	171	119	0.18
<b>Sub-Total Port Stanley</b>	<b>10,410</b>	<b>9,097</b>	<b>6,320</b>	<b>4.48</b>
<b>Lynhurst and South Block</b>				
Water Services	474	414	288	-
Wastewater Services	9,741	8,512	5,914	-
Administration	195	171	119	-
<b>Sub-Total Lynhurst and South Block</b>	<b>10,410</b>	<b>9,097</b>	<b>6,320</b>	<b>-</b>
<b>Meadow Green Subdivision</b>				
Water Services	474	414	288	-
Wastewater Services	-	-	-	-
Administration	195	171	118	-
<b>Sub-Total Meadow Green Subdivision</b>	<b>669</b>	<b>585</b>	<b>406</b>	<b>-</b>



8. The Municipal-wide D.C.s currently in effect are \$4,780 for single detached dwelling units and non-residential charges are \$2.02 per square foot. This report has undertaken a recalculation of the charge based on future identified needs (presented in Schedule ES-1 for residential and non-residential). Charges have been provided on a Municipal-wide basis for all services except water services, wastewater services and administration studies related to the urban areas, which are provided on an urban area specific basis. The municipal-wide single detached unit charge is \$6,291 for residential development and the non-residential charge is \$2.37 per square foot of building area.

The current urban area specific D.C.s for water, wastewater and urban related administration studies are imposed based on the specific services provided in each service area. The identified areas and their calculated charges are listed in Schedule ES-2. These charges, along with the municipal-wide charges are submitted to Council for its consideration.

9. The D.C.A. requires a summary be provided of the gross capital costs and the net costs to be recovered over the life of the by-law. This calculation is provided by service and is presented in Table 6-7. A summary of these costs is provided below:

Total gross expenditures planned over the next five years	\$18,836,497
Less:	
Benefit to existing development	\$ 1,732,900
Post planning period benefit	\$ 41,250
Ineligible re: Level of Service	\$ -
Mandatory 10% deduction for certain services	\$ 243,375
Grants, subsidies and other contributions	\$ -
<b>Net Costs to be recovered from development charges</b>	<b>\$16,818,972</b>

This suggests that for the non-D.C. cost over the five-year D.C. by-law (benefit to existing development, mandatory 10% deduction, and the grants, subsidies and other contributions), \$1.98 million (or an annual amount of \$0.40 million) will need to be contributed from taxes and rates, or other sources. With respect to the post period benefit amount of approximately \$41,000, it will be included in subsequent D.C. study updates to reflect the portion of capital that benefits growth in the post period D.C. forecasts.



Based on the above table, the Municipality plans to spend \$18.84 million over the next five years, of which \$16.82 million (89%) is recoverable from D.C.s. Of this net amount, \$14.74 million is recoverable from residential development and \$2.08 million from non-residential development. It is noted also that any exemptions or reductions in the charges would reduce this recovery further.

10. Considerations by Council – The background study represents the service needs arising from residential and non-residential growth over the forecast periods.

The following services are calculated based on an urban build-out forecast for Belmont, Port Stanley, Union, and Southblock:

- Wastewater Services;

The following services are calculated based on an urban build-out forecast for Belmont, Port Stanley, and Southblock:

- Water Services;

The following services are calculated based on an urban 10-year forecast for all urban areas:

- Administration Studies – Urban Services;

The following services are calculated based on an long-term (2020-2036) forecast:

- Services Related to a Highway; and
- Fire Protection Services.

All other services are calculated based on a 10-year forecast. These include:

- Parks & Recreation Services;
- Library Services; and
- Administration Studies.

Council will consider the findings and recommendations provided in the report and, in conjunction with public input, approve such policies and rates it deems



appropriate. These directions will refine the draft D.C. by-law which is appended in Appendix G. These decisions may include:

- adopting the charges and policies recommended herein;
- considering additional exemptions to the by-law; and
- considering reductions in the charge by class of development (obtained by removing certain services on which the charge is based and/or by a general reduction in the charge).



Schedule ES-1  
Municipality of Central Elgin  
Schedule of Municipal Wide D.C.s

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
<b>Municipal Wide Services:</b>						
Services Related to a Highway	958	568	364	727	367	0.52
Fire Protection Services	2,187	1,296	830	1,659	839	1.19
Parks and Recreation Services	2,276	1,349	864	1,727	873	0.26
Library Services	133	79	51	101	51	0.02
Administration	737	437	280	559	283	0.38
<b>Total Municipal Wide Services</b>	<b>6,291</b>	<b>3,729</b>	<b>2,389</b>	<b>4,773</b>	<b>2,413</b>	<b>2.37</b>



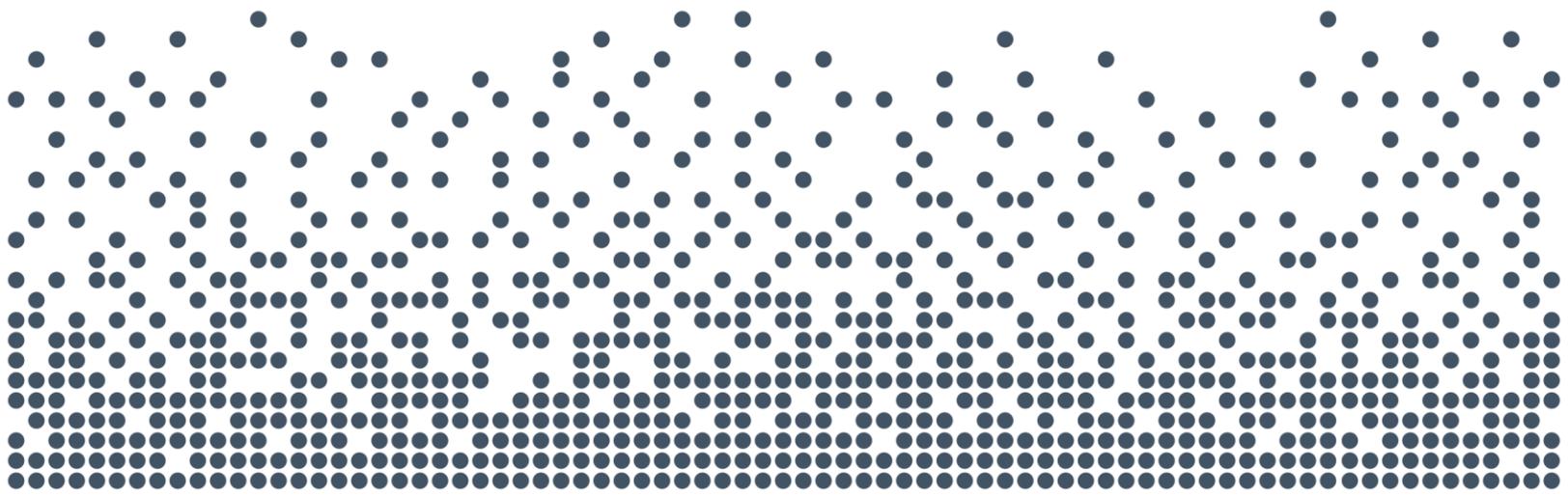
Schedule ES-2  
Municipality of Central Elgin  
Schedule of Urban Area D.C.s

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
<b>Urban Area Services</b>						
Administration Studies - Urban	229	136	87	174	88	0.10
<b>Total Urban Area Services</b>	<b>229</b>	<b>136</b>	<b>87</b>	<b>174</b>	<b>88</b>	<b>0.10</b>

Note: Urban Areas are municipally serviced with water and/or wastewater

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
<b>Belmont Area Specific Services:</b>						
Water Services	512	303	194	388	196	0.25
Wastewater Services	5,725	3,393	2,174	4,344	2,196	3.39
<b>Total Belmont Area Specific Services</b>	<b>6,237</b>	<b>3,696</b>	<b>2,368</b>	<b>4,732</b>	<b>2,392</b>	<b>3.64</b>
<b>Port Stanley Area Specific Services:</b>						
Water Services	512	303	194	388	196	0.25
Wastewater Services	5,725	3,393	2,174	4,344	2,196	3.39
<b>Total Port Stanley Area Specific Services</b>	<b>6,237</b>	<b>3,696</b>	<b>2,368</b>	<b>4,732</b>	<b>2,392</b>	<b>3.64</b>
<b>Union Area Specific Services:</b>						
Water Services	-	-	-	-	-	0.00
Wastewater Services	5,725	3,393	2,174	4,344	2,196	3.39
<b>Total Union Area Specific Services</b>	<b>5,725</b>	<b>3,393</b>	<b>2,174</b>	<b>4,344</b>	<b>2,196</b>	<b>3.39</b>
<b>Southblock Area Specific Services:</b>						
Water Services	512	303	194	388	196	0.00
Wastewater Services	5,725	3,393	2,174	4,344	2,196	0.00
<b>Total Southblock Area Specific Services</b>	<b>6,237</b>	<b>3,696</b>	<b>2,368</b>	<b>4,732</b>	<b>2,392</b>	<b>0.00</b>





# Report





# Chapter 1

## Introduction





# 1. Introduction

## 1.1 Purpose of this Document

---

This background study has been prepared pursuant to the requirements of the D.C.A. (section 10) and, accordingly, recommends new D.C.s and policies for the Municipality of Central Elgin.

The Municipality retained Watson & Associates Economists Ltd. (Watson), to undertake the D.C.s (D.C.) study process throughout 2020. Watson worked with Municipal staff preparing the D.C. analysis and policy recommendations.

This D.C. background study, containing the proposed D.C. by-law, will be distributed to members of the public in order to provide interested parties with sufficient background information on the legislation, the study's recommendations and an outline of the basis for these recommendations.

This report has been prepared, in the first instance, to meet the statutory requirements applicable to the Municipality's D.C. background study, as summarized in Chapter 4. It also addresses the requirement for "rules" (contained in Chapter 7) and the proposed by-law to be made available as part of the approval process (included as Appendix G).

In addition, the report is designed to set out sufficient background on the legislation (Chapter 4), Central Elgin's current D.C. policies (Chapter 2) and the policies underlying the proposed by-law, to make the exercise understandable to those who are involved.

Finally, it addresses post-adoption implementation requirements (Chapter 8) which are critical to the successful application of the new policy.

The Chapters in the report are supported by Appendices containing the data required to explain and substantiate the calculation of the charge. A full discussion of the statutory requirements for the preparation of a background study and calculation of a D.C. is provided herein.



## 1.2 Summary of the Process

---

The public meeting required under section 12 of the D.C.A., has been scheduled for April 27, 2020. Its purpose is to present the study to the public and to solicit public input. The meeting is also being held to answer any questions regarding the study's purpose, methodology and the proposed modifications to the Municipality's D.C.s.

In accordance with the legislation, the background study and proposed D.C. by-law will be available for public review on March 25, 2020.

The process to be followed in finalizing the report and recommendations includes:

- consideration of responses received prior to, at, or immediately following the Public Meeting; and
- finalization of the report and Council consideration of the by-law subsequent to the public meeting.

Figure 1-1 outlines the proposed schedule to be followed with respect to the D.C. by-law adoption process.

Figure 1-1  
Schedule of Key D.C. Process Dates for the Municipality of Central Elgin

1. Data collection, staff review, engineering work, D.C. calculations and policy work	January 2020 to March 2020
2. Background study and proposed by-law available to public	March 25, 2020
3. Public meeting advertisement placed in newspaper(s)	No later than April 6, 2020
4. Public meeting of Council	April 27, 2020
5. Council considers adoption of background study and passage of by-law	May 25, 2020
6. Newspaper notice given of by-law passage	By 20 days after passage
7. Last day for by-law appeal	40 days after passage
8. Municipality makes pamphlet available (where by-law not appealed)	By 60 days after in force date



## **1.3 Changes to the D.C.A.: Bill 73 – Smart Growth for our Communities Act, 2015**

---

With the amendment of the D.C.A. (as a result of Bill 73 and O. Reg. 428/15), there are a number of areas that must be addressed to ensure that the Municipality is in compliance with the D.C.A., as amended. The following provides an explanation of the changes to the Act that affect the Municipality's background study and how they have been dealt with to ensure compliance with the amended legislation.

### **1.3.1 Area Rating**

Bill 73 has introduced two new sections where Council must consider the use of area-specific charges:

- 1) Section 2 (9) of the Act now requires a municipality to implement area-specific D.C.s for either specific services which are prescribed and/or for specific municipalities which are to be regulated. (Note that at this time, no municipalities or services are prescribed by the Regulations.)
- 2) Section 10 (2) c.1 of the D.C.A. requires that, "the development charges background study shall include consideration of the use of more than one development charge by-law to reflect different needs for services in different areas."

In regard to the first item, there are no services or specific municipalities identified in the regulations which must be area-rated. The second item requires Council to consider the use of area rating.

### **1.3.2 Asset Management Plan for New Infrastructure**

The new legislation now requires that a D.C. background study must include an Asset Management Plan (subsection 10 (2) (c.2)). The asset management plan must deal with all assets that are proposed to be funded, in whole or in part, by D.C.s. The current regulations provide very extensive and specific requirements for the asset management plan related to transit services; however, they are silent with respect to how the asset management plan is to be provided for all other services. As part of any asset management plan, the examination should be consistent with the municipality's existing assumptions, approaches and policies on asset management planning. This



examination may include both qualitative and quantitative measures such as examining the annual future lifecycle contributions needs (discussed further in Appendix F of this report).

### **1.3.3 60-Day Circulation of D.C. Background Study**

Previously the legislation required that a D.C. background study be made available to the public at least two weeks prior to the public meeting. The amended legislation now provides that the D.C. background study must be made available to the public (including posting on the municipal website) at least 60 days prior to passage of the D.C. by-law. No other changes were made to timing requirements for such things as notice of the public meeting and notice of by-law passage.

This D.C. study is being provided to the public on March 25, 2020 to ensure the new requirements for release of the study is met.

### **1.3.4 Timing of Collection of D.C.s**

The D.C.A. has been refined by Bill 73 to require that D.C.s are collected at the time of the first building permit. For the majority of development, this will not impact the Municipality's present process. There may be instances, however, where several building permits are to be issued and either the size of the development or the uses will not be definable at the time of the first building permit. In these instances, the Municipality may enter into a delayed payment agreement in order to capture the full development.

### **1.3.5 Other Changes**

It is also noted that a number of other changes were made through Bill 73 and O. Reg. 428/15, including changes to the way in which transit D.C. service standards are calculated, the inclusion of waste diversion and the ability for collection of additional levies; however, these sections do not impact the Municipality's D.C.



## 1.4 Proposed Changes to the D.C.A.: Bill 108 – An Act to Amend Various Statutes with Respect to Housing, Other Development and Various Other Matters

---

On May 2, 2019, the Province introduced Bill 108, which proposes changes to the D.C.A. The Bill has been introduced as part of the Province's *"More Homes, More Choice: Ontario's Housing Supply Action Plan."* The Bill received Royal Assent on June 6, 2019

While having received royal assent, many of the amendments to the D.C.A. do not come into effect until they are proclaimed by the Lieutenant Governor. At the time of writing, the following provisions have been proclaimed:

- Transitional provisions with respect to services that are no longer eligible under the D.C.A., as well as other provisions clarifying definitions and administrative powers to make regulations, are in effect as of the date of royal assent. Regarding the transitional provisions for soft services, as noted below, services not identified under the new subsection 2 (4) will no longer be eligible to be included in D.C. by-law once proclaimed. These D.C.-ineligible services within an existing D.C. by-law can remain in effect, even if the by-law expires, until the earlier of the prescribed date (one year from the date the C.B.C. authority is in effect), the date a community benefits charge by-law is passed, or the date when the existing D.C. by-law is repealed.
- Effective January 1, 2020, rental housing and institutional developments will pay D.C.s in six equal annual payments commencing at occupancy. Non-profit housing developments will pay D.C.s in 21 equal annual payments. Interest may be charged on the installments, and any unpaid amounts may be added to the property and collected as taxes.
- Effective January 1, 2020 the D.C. amount for all developments occurring within two years of a site plan or zoning by-law amendment planning approval (for application submitted after this section is proclaimed), shall be determined based on the D.C. charge in effect on the day of Site Plan or Zoning By-law Amendment application. If the development is not proceeding via these planning approvals, then the amount is determined the earlier of the date of issuance of a building permit or occupancy.



On February 28, 2020, the Province released updated draft regulations related to the D.C.A. and the *Planning Act*. A summary of these changes to take effect upon proclamation by the Lieutenant Governor is provided below:

**Changes to Eligible Services** – The initial draft regulations allowed for the following services to remain within the D.C.A with the remaining “soft services” to be removed from the D.C.A. These services would be considered as part of a new *community benefits charge* (discussed below) imposed under the *Planning Act*. The initial eligible services were as follows:

- Water supply services, including distribution and treatment services;
- Wastewater services, including sewers and treatment services;
- Stormwater drainage and control services;
- Services related to a highway as defined in subsection 1 (1) of the *Municipal Act, 2001* or subsection 3 (1) of the *City of Toronto Act, 2006*, as the case may be;
- Electrical power services;
- Policing services;
- Fire protection services;
- Toronto-York subway extension, as defined in subsection 5.1 (1) of the D.C.A.;
- Transit services other than the Toronto-York subway extension;
- Waste diversion services;
- Ambulance services; and
- Other services as prescribed.

The new draft regulation will also allow the following services to continue with the D.C.

- Parks development (not including land);
- Recreation;
- Public libraries;
- Long-term care; and
- Public health.

**Mandatory 10% deduction** – The new draft regulation will remove the mandatory 10% deduction for all services that remain eligible under the D.C.A.

**Remaining Services to be Included in a New Community Benefits Charge (C.B.C.) Under the Planning Act** – It is proposed that a municipality may, by by-law, impose a



C.B.C. against land to pay for the capital costs of facilities, services and matters required because of development or redevelopment in the area to which the by-law applies. The C.B.C. is proposed to include formerly eligible D.C. services that are not included in the above listing, in addition to parkland dedication and bonus zoning contributions. Various provisions are proposed as follows:

- The C.B.C. will be imposed as a percentage based on the market value of the land the day before building permit issuance. The maximum percentages for the C.B.C. are as follows:
  - Single-tier municipalities: 15%
  - Lower-tier municipalities: 10%
  - Upper-tier municipalities: 5%
- A C.B.C strategy must be prepared to support the percentage to be imposed. Elements of the strategy include:
  - The C.B.C. strategy will have to set out the amount, type and location of growth;
  - There will need to be a parks plan included which would identify the amount of parkland needed for growth;
  - The strategy will need to identify the amount of parkland per person currently being provided in the municipality;
  - The strategy will need to identify the anticipated increase in need for the service;
  - There will need to be deductions for excess capacity;
  - The strategy will need to consider benefit to existing development;
  - Grants, subsidies & other contributions will need to be deducted.
- Public notice of C.B.C by-law passage will be required (same requirements for D.C. by-law passage notice);
- The interest rate for C.B.C. refunds upon successful LPAT appeal will be the Bank of Canada rate on the date the by-law comes into force or quarterly;
- Municipalities will have one year from the date the C.B.C authority is in effect to remove ineligible services from the D.C. and implement a C.B.C. strategy; and
- Also removes the 10% deduction.





# Chapter 2

## Current Municipality of Central Elgin Policy





## 2. Current Municipality of Central Elgin Policy

### 2.1 Schedule of Charges

On May 25, 2015, the Municipality of Central Elgin passed By-law 1880 under the D.C.A. This by-law was amended on March 12, 2018 via By-law 2241.

This by-law (as amended) imposes D.C.s for residential and non-residential uses. The table below provides the rates currently in effect, as at May 1, 2019.

Table 2-1  
Municipality of Central Elgin  
Current D.C. Rates

Service	Residential			Non-Residential
	Single & Semi Detached	Multiples	Apartments	per sq.ft.
Services Related to a Highway	1,045	913	635	0.78
Fire Protection Services	1,842	1,610	1,119	0.88
Parks & Recreation	1,580	1,380	959	0.15
Library Services	59	51	36	0.01
Administration	253	221	153	0.20
<b>Total</b>	<b>4,780</b>	<b>4,177</b>	<b>2,902</b>	<b>2.02</b>

Service	Residential			Non-Residential
	Single & Semi Detached	Multiples	Apartments	per sq.ft.
<b>Belmont</b>				
Water Services	474	414	288	0.46
Wastewater Services	9,741	8,512	5,914	3.84
Administration	-	-	-	-
<b>Sub-Total Belmont</b>	<b>10,215</b>	<b>8,926</b>	<b>6,202</b>	<b>4.30</b>
<b>Norman</b>				
Water Services	-	-	-	-
Wastewater Services	9,741	8,512	5,914	3.84
Administration	-	-	-	-
<b>Sub-Total Norman</b>	<b>9,741</b>	<b>8,512</b>	<b>5,914</b>	<b>3.84</b>
<b>Port Stanley</b>				
Water Services	474	414	288	0.46
Wastewater Services	9,741	8,512	5,914	3.84
Administration	195	171	119	0.18
<b>Sub-Total Port Stanley</b>	<b>10,410</b>	<b>9,097</b>	<b>6,320</b>	<b>4.48</b>
<b>Lynhurst and South Block</b>				
Water Services	474	414	288	-
Wastewater Services	9,741	8,512	5,914	-
Administration	195	171	119	-
<b>Sub-Total Lynhurst and South Block</b>	<b>10,410</b>	<b>9,097</b>	<b>6,320</b>	<b>-</b>
<b>Meadow Green Subdivision</b>				
Water Services	474	414	288	-
Wastewater Services	-	-	-	-
Administration	195	171	118	-
<b>Sub-Total Meadow Green Subdivision</b>	<b>669</b>	<b>585</b>	<b>406</b>	<b>-</b>



## 2.2 Services Covered

---

The following services are covered under By-law 1880 (as amended):

Municipal-wide services:

- Roads & related;
- Fire Protection Services;
- Parks and Recreation;
- Library Services; and
- Administration Studies.

Area-specific services:

- Belmont:
  - Water Services; and
  - Wastewater Services.
- Norman:
  - Wastewater Services.
- Port Stanley:
  - Water Services;
  - Wastewater Services; and
  - Administration Studies.
- Lynhurst Sewage Area:
  - Water Services;
  - Wastewater Services; and
  - Administration Studies.
- Lynhurst Secondary Sewage Area:
  - Water Services;
  - Wastewater Services; and
  - Administration Studies.
- Meadowgreen Subdivision:
  - Water Services; and
  - Administration Studies.
- South Block (Lyndale & Southdale):
  - Water Services;



- Wastewater Services; and
- Administration Studies.

## 2.3 Timing of D.C. Calculation and Payment

---

D.C.s are payable on the date the first permit is issued under the *Building Code Act, 1992* in relation to a building or structure on land to which the D.C. applies.

## 2.4 Indexing

---

Rates shall be indexed annually every May 1<sup>st</sup>, in accordance with the most recent twelve month change in the Statistics Canada Quarterly, “Construction Price Statistics.”

## 2.5 Redevelopment Allowance

---

As a result of the redevelopment of land, a building or structure existing on the same land within five years prior to the date of payment of D.C.s in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the D.C.s otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

- (a) in the case of a residential building or structure, or in the case of a mixed-use building or structure, the residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable D.C. under subsections 2.2(a) of the by-law by the number, according to type, of dwelling units that have been or will be demolished or converted to another principal use; and
- (b) in the case of a non-residential building or structure or, in the case of mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable D.C.s under subsection 2.2(b) of the by-law by the gross floor area that has been or will be demolished or converted to another principal use;

provided that such amounts shall not exceed, in total, the amount of the D.C.s otherwise payable with respect to the redevelopment.



## 2.6 Exemptions

---

The following non-statutory exemptions are provided under By-law 1880 (as amended).

- Land that is used for the purposes of industrial uses;
- Non-residential farm buildings constructed for bona fide farm uses; and
- Lands or buildings used or to be used for a place of worship or for the purposes of a cemetery or burial ground exempt from taxation under the *Assessment Act*.



# Chapter 3

## Anticipated Development in the Municipality of Central Elgin





## 3. Anticipated Development in the Municipality of Central Elgin

### 3.1 Requirement of the Act

---

The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the Municipality of Central Elgin will be required to provide services, over a 10-year (early 2020 to early 2030), and a buildout horizon (early 2020 to buildout).

Chapter 4 provides the methodology for calculating a D.C. as per the D.C.A. Figure 3-1 presents this methodology graphically. It is noted in the first box of the schematic that in order to determine the D.C. that may be imposed, it is a requirement of section 5 (1) of the D.C.A. that “the anticipated amount, type and location of development, for which development charges can be imposed, must be estimated.”

### 3.2 Basis of Population, Household and Non-Residential Gross Floor Area Forecast

---

The D.C. growth forecast has been derived by Watson. In preparing the growth forecast, the following information sources were consulted to assess the residential and non-residential development potential for the Municipality of Central Elgin over the forecast period, including:

- Municipality of Central Elgin Population, Housing & Employment Projections, 2011-2036, Medium Growth Scenario, Revised Draft, prepared by Lapointe Consulting;
- 2006, 2011 and 2016 population, household, and employment Census data;
- Historical residential and non-residential building permit data over the 2010 to 2019 period;
- Residential wastewater servicing capacity as provided by the Municipality of Central Elgin;
- Residential supply opportunities as provided by the Municipality of Central Elgin; and



- Discussions with Municipality staff regarding anticipated residential and non-residential development in the Municipality of Central Elgin.

We would note that the growth forecast provided herein does not include the Port Stanley Secondary Plan (i.e. Harbour Lands).

### **3.3 Summary of Growth Forecast**

---

A detailed analysis of the residential and non-residential growth forecasts is provided in Appendix A and the methodology employed is illustrated in Figure 3-1. The discussion provided herein summarizes the anticipated growth for the Municipality and describes the basis for the forecast. The results of the residential growth forecast analysis are summarized in Table 3-1 below, and Schedule 1 in Appendix A.

As identified in Table 3-1 and Appendix A, Schedule 1, population in Central Elgin is anticipated to reach approximately 15,900 by early-2030 and 26,500 by buildout, resulting in an increase of approximately 2,100 and 12,700 persons, respectively.<sup>1</sup>

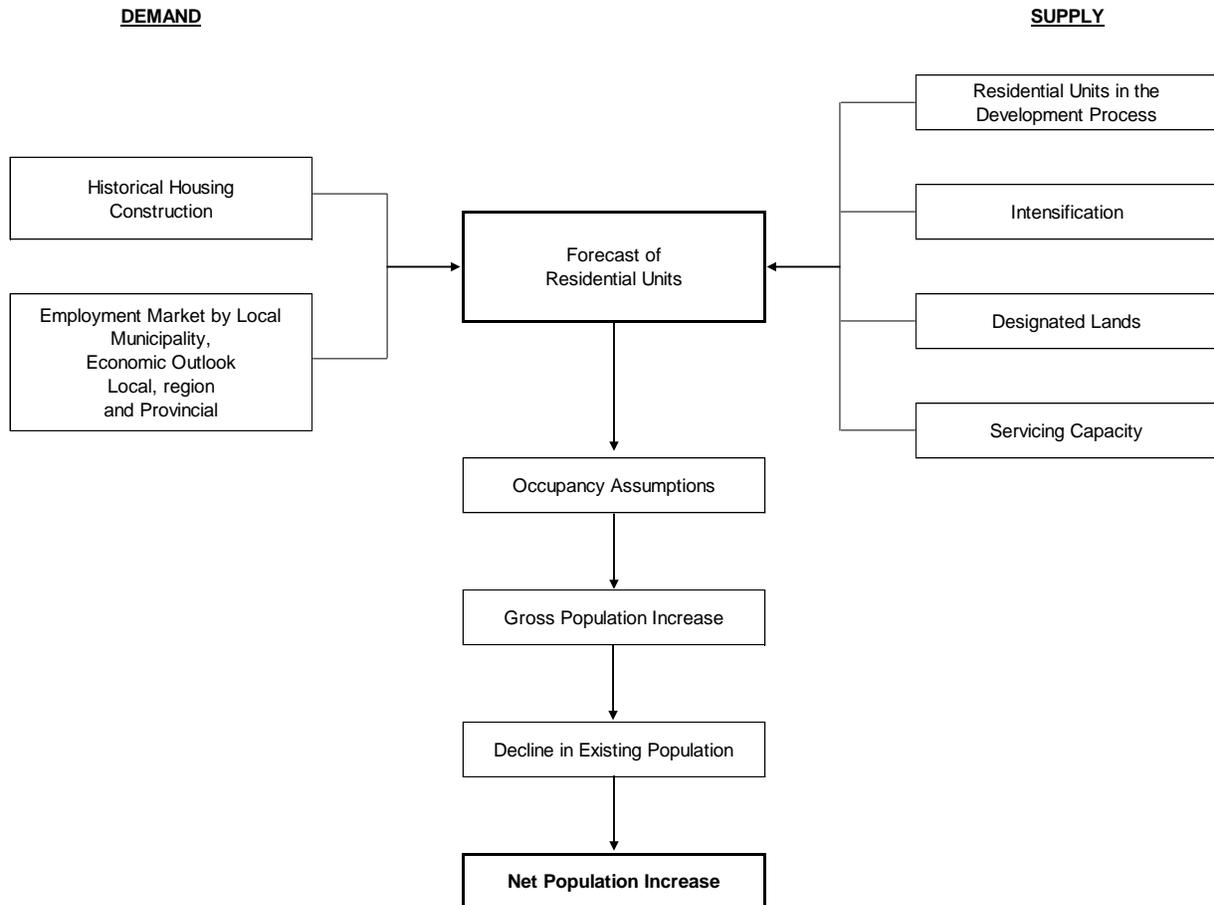
---

<sup>1</sup> The population figures used in the calculation of the 2020 D.C. including the net Census undercount, which staff have estimated at approximately 2.7%.

---



Figure 3-1  
Population and Household Forecast Model





**Table 3-1  
Municipality of Central Elgin  
Residential Growth Forecast Summary**

	Year	Population (Including Census Undercount) <sup>1</sup>	Excluding Census Undercount			Housing Units						Person Per Unit (P.P.U.): Total Population/ Total Households
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi- Detached	Multiple Dwellings <sup>2</sup>	Apartments <sup>3</sup>	Other	Total Households	Equivalent Institutional Households	
Historical	<i>Mid 2006</i>	13,070	12,723	183	12,540	4,430	170	145	40	4,785	166	2.659
	<i>Mid 2011</i>	13,090	12,743	193	12,550	4,513	140	113	15	4,781	175	2.665
	<i>Mid 2016</i>	12,950	12,607	72	12,535	4,640	155	105	25	4,925	65	2.560
Forecast	<i>Early 2020</i>	13,820	13,461	77	13,384	5,001	159	114	25	5,299	70	2.540
	<i>Early 2030</i>	15,890	15,471	89	15,382	5,659	243	267	25	6,195	81	2.498
	<i>Mid 2031</i>	16,190	15,763	95	15,668	5,751	254	292	25	6,322	86	2.493
	<i>Mid 2036</i>	17,050	16,607	98	16,509	6,038	290	368	25	6,721	89	2.471
	<i>Buildout</i>	26,485	25,789	151	25,638	9,436	515	801	25	10,777	137	2.393
Incremental	<b>Mid 2006 - Mid 2011</b>	<b>20</b>	<b>20</b>	<b>10</b>	<b>10</b>	<b>83</b>	<b>-30</b>	<b>-32</b>	<b>-25</b>	<b>-4</b>	<b>9</b>	
	<b>Mid 2011 - Mid 2016</b>	<b>-140</b>	<b>-136</b>	<b>-121</b>	<b>-15</b>	<b>127</b>	<b>15</b>	<b>-8</b>	<b>10</b>	<b>144</b>	<b>-110</b>	
	<b>Mid 2016 - Early 2020</b>	<b>870</b>	<b>854</b>	<b>5</b>	<b>849</b>	<b>361</b>	<b>4</b>	<b>9</b>	<b>0</b>	<b>374</b>	<b>5</b>	
	<b>Early 2020 - Early 2030</b>	<b>2,070</b>	<b>2,010</b>	<b>12</b>	<b>1,998</b>	<b>658</b>	<b>84</b>	<b>153</b>	<b>0</b>	<b>895</b>	<b>11</b>	
	<b>Early 2020 - Mid 2031</b>	<b>2,370</b>	<b>2,302</b>	<b>18</b>	<b>2,284</b>	<b>750</b>	<b>95</b>	<b>178</b>	<b>0</b>	<b>1,023</b>	<b>16</b>	
	<b>Early 2020 - Mid 2036</b>	<b>3,230</b>	<b>3,146</b>	<b>21</b>	<b>3,125</b>	<b>1,037</b>	<b>131</b>	<b>254</b>	<b>0</b>	<b>1,422</b>	<b>19</b>	
	<b>Early 2020 - Buildout</b>	<b>12,665</b>	<b>12,328</b>	<b>74</b>	<b>12,254</b>	<b>4,435</b>	<b>356</b>	<b>687</b>	<b>0</b>	<b>5,478</b>	<b>67</b>	

Source: From Municipality of Central Elgin Population, Housing & Employment Projections, 2011-2036, Medium Growth Scenario, Revised Draft, prepared by Lapointe Consulting, February 5, 2015. Derived by Watson & Associates Economists Ltd., 2020.

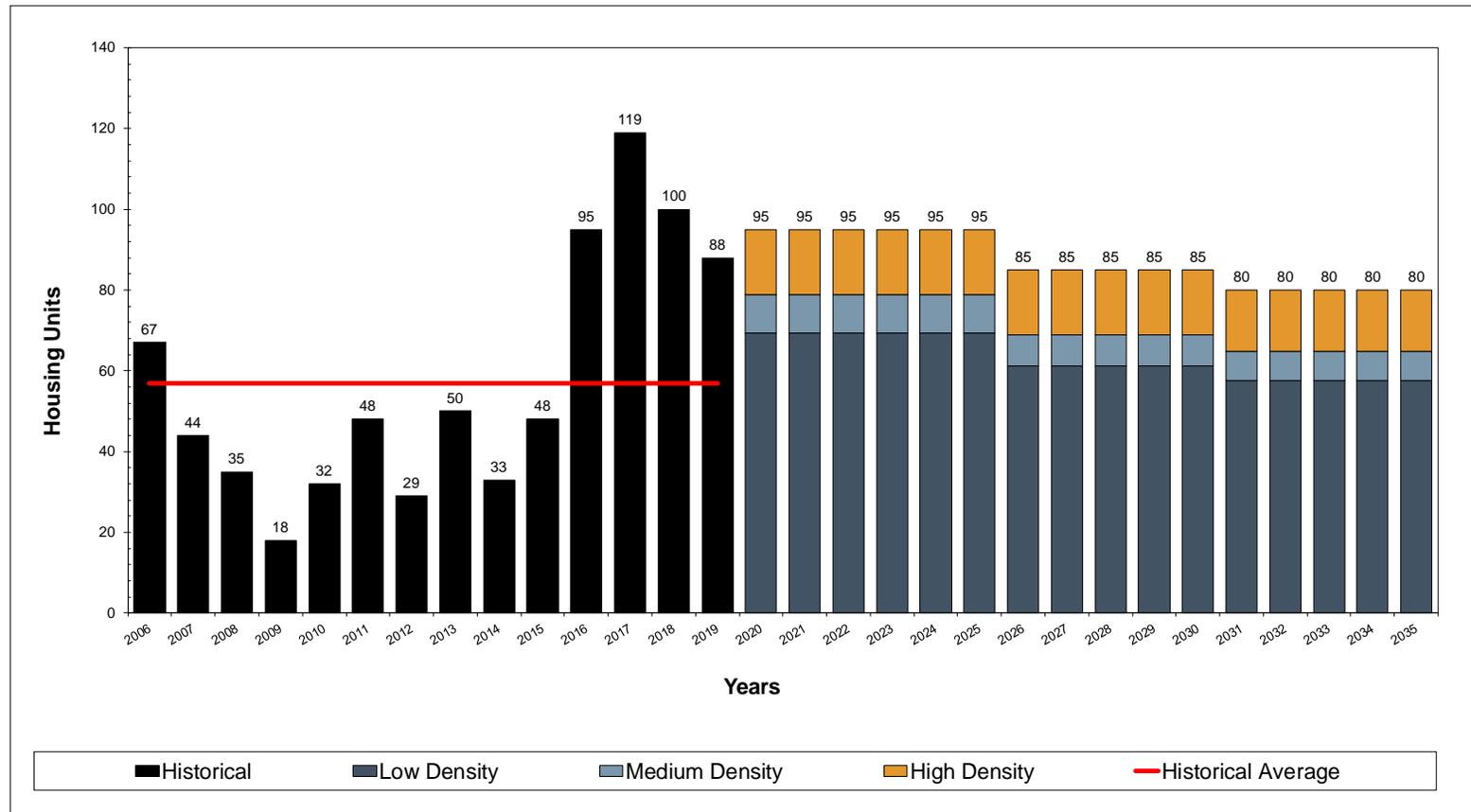
<sup>1</sup> Census undercount estimated at approximately 2.7%. Note: Population including the undercount has been rounded.

<sup>2</sup> Includes townhouses and apartments in duplexes.

<sup>3</sup> Includes bachelor, 1-bedroom and 2-bedroom+ apartments.



Figure 3-2  
Municipality of Central Elgin  
Annual Housing Forecast



Source: Historical housing activity derived from Statistics Canada building permit data for the Municipality of Central Elgin , 2007-2019.

<sup>1</sup> Growth forecast represents calendar year.



Provided below is a summary of the key assumptions and findings regarding the Municipality of Central Elgin D.C. growth forecast.

1. Housing Unit Mix (Appendix A – Schedules 1 and 6)

- The housing unit mix for the Municipality was derived from a detailed review of residential supply data for the Municipality (as per Schedule 6), and historical development activity (as per Schedule 7).
- Based on the above indicators, the 10-year household growth forecast for the Municipality is comprised of a unit mix of 74% low density units (single detached and semi-detached), 9% medium density (multiples except apartments) and 17% high density (bachelor, 1-bedroom and 2-bedroom apartments).

2. Geographic Location of Residential Development (Appendix A – Schedule 2)

- Schedule 2 summarizes the anticipated amount, type, and location of development by servicing area for the Municipality of Central Elgin.
- In accordance with forecast demand, wastewater capacity and available land supply, the amount and percentage of forecast housing growth between 2020 and 2030 by development location is summarized below.

Development Location	Approximate Amount of Housing Growth, 2020 to 2030	Percentage of Housing Growth, 2020 to 2030
Port Stanley	400	44%
Lynhurst	70	8%
Belmont	220	24%
Norman/Lyndale	40	5%
Union	100	11%
Rural	70	8%
<b>Municipality Total</b>	<b>900</b>	<b>100%</b>



### 3. Planning Period

- Short and longer-term time horizons are required for the D.C. process. The D.C.A. limits the planning horizon for certain services, such as parks, recreation and libraries, to a 10-year planning horizon. Services related to a highway, public works, fire, police, stormwater, water and wastewater services can utilize a longer planning period.

### 4. Population in New Housing Units (Appendix A – Schedules 3, 4 and 5)

- The number of housing units to be constructed by 2030 in the Municipality of Central Elgin over the forecast period is presented in Figure 3-2. Over the 2020 to 2030 forecast period, the Municipality is anticipated to approximately average 90 new housing units per year.
- Institutional population<sup>1</sup> is anticipated to increase by 12 people between 2020 to 2030.
- Population in new units is derived from Schedules 3, 4, and 5, which incorporate historical development activity, anticipated units (see unit mix discussion) and average persons per unit (P.P.U.) by dwelling type for new units.
- Schedule 8 summarizes the P.P.U. for the new housing units by age and type of dwelling based on a 2016 custom Census data for Central Elgin. The total calculated 20-year average P.P.U.s by dwelling type are as follows:
  - Low density: 2.868
  - Medium density: 2.176
  - High density<sup>2</sup>: 1.491

### 5. Existing Units and Population Change (Appendix A – Schedules 3, 4 and 5)

- Existing households for early-2020 are based on the 2016 Census households, plus estimated residential units constructed between mid-2016 and mid-2019 assuming a 6-month lag between construction and occupancy (see Schedule 3).
- The decline in average occupancy levels for existing housing units is calculated in Schedules 3 through 5, by aging the existing population over the forecast

---

<sup>1</sup> Institutional includes special care facilities such as nursing home or residences for senior citizens. A P.P.U. of 1.100 depicts 1-bedroom and 2- or more bedroom units in these special care facilities.

<sup>2</sup> Includes bachelor, 1-bedroom and 2- or more bedroom apartments.



period. The forecast population decline in existing households over the 2020 to 2030 forecast period is 300.

## 6. Employment (Appendix A – Schedules 10a, 10b, 10c, 11 and 12)

- The employment projections provided herein are largely based on the activity rate method, which is defined as the number of jobs in a municipality divided by the number of residents. Key employment sectors include primary, industrial, commercial/ population-related, institutional, and work at home, which are considered individually below.
- 2016 employment data<sup>1</sup> (place of work) for the Municipality of Central Elgin is outlined in Schedule 10a. The 2016 employment base is comprised of the following sectors:
  - 255 primary (8%);
  - 590 work at home employment (19%);
  - 585 industrial (18%);
  - 1,025 commercial/population related (33%); and
  - 680 institutional (22%).
- The 2016 employment by usual place of work, including work at home, is 3,135. An additional 710 employees have been identified for the Municipality in 2016 that have no fixed place of work (N.F.P.O.W.).<sup>2</sup>
- Total employment, including work at home and N.F.P.O.W. for the Municipality is anticipated to reach approximately 4,650 by early-2030 and 7,790 by buildout. This represents an employment increase of approximately 640 for the 10-year forecast period and 3,780 for the longer-term forecast period.
- Schedule 10b, Appendix A, summarizes the employment forecast, excluding work at home employment and N.F.P.O.W. employment, which is the basis for the D.C. employment forecast. The impact on municipal services from work at home employees has already been included in the population forecast. The need for municipal services related to N.F.P.O.W. employees has largely been

---

<sup>1</sup> 2016 employment is based on Statistics Canada 2016 Place of Work Employment dataset by Watson & Associates Economists Ltd.

<sup>2</sup> No fixed place of work is defined by Statistics Canada as "persons who do not go from home to the same work place location at the beginning of each shift". Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc.



included in the employment forecast by usual place of work (i.e. employment and gross floor area generated from N.F.P.O.W. construction employment).

Furthermore, since these employees have no fixed work address, they cannot be captured in the non-residential gross floor area (G.F.A.) calculation.

- Total employment for the Municipality of Central Elgin (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 3,110 by early-2030 and 5,070 by buildout.<sup>1</sup> This represents an employment increase of approximately 460 and 2,420 over the 10-year and buildout forecast periods, respectively.

#### 7. Non-Residential Sq.ft. Estimates (G.F.A., Appendix A – Schedule 10b)

- Square footage estimates were calculated in Schedule 10b based on the following employee density assumptions:
  - 4,000 sq.ft. per employee for primary - non-bona fide farming;<sup>2</sup>
  - 1,000 sq.ft. per employee for industrial;
  - 400 sq.ft. per employee for commercial/population-related; and
  - 685 sq.ft. per employee for institutional employment.
- The Municipal-wide incremental G.F.A. is anticipated to increase by 365,200 sq.ft. over the 10-year forecast period and 1,571,500 sq.ft. over the buildout forecast period.
- In terms of percentage growth, the 2020 to 2030 incremental G.F.A. forecast by sector is broken down as follows:
  - primary – non-bona fide farming – 27%
  - industrial – 31%;
  - commercial/population-related – 27%; and
  - institutional – 15%.

#### 8. Geography of Non-Residential Development (Appendix A – Schedule 10c)

---

<sup>1</sup> G.F.A. and employment associated within special care institutional dwellings treated as residential, resulting in an institutional employment difference between Schedules 10a and 10b. Total employment growth in Schedule 10b (excluding work at home and N.F.P.O.W. employment) has been downwardly adjusted to account for institutional employment associated with special care facilities.

<sup>2</sup> Non-bona fide farming is defined as cannabis growing operation related employment for G.F.A. purposes in Schedules 10b and 10c.



- Schedule 10c summarizes the anticipated amount, type and location of non-residential development by servicing area for Municipality of Central Elgin by area.
- In accordance with forecast demand and available land supply, the amount and percentage of forecast total non-residential growth between 2020 and 2030 by development location is summarized below.

<b>Development Location</b>	<b>Amount of Non-Residential G.F.A., 2020 to 2030</b>	<b>Percentage of Non-Residential G.F.A., 2020 to 2030</b>
Port Stanley	36,100	10%
Lynhurst	5,000	1%
Belmont	102,200	28%
Norman/Lyndale	2,700	1%
Union	6,700	2%
Yarmouth Industrial & Commercial Lands	161,500	44%
Rural	28,900	8%
Unallocated	22,000	6%
<b><i>Municipality Total</i></b>	<b>365,100</b>	<b>100%</b>



# Chapter 4

## The Approach to the Calculation of the Charge





## 4. The Approach to the Calculation of the Charge

### 4.1 Introduction

---

This chapter addresses the requirements of subsection 5 (1) of the D.C.A. with respect to the establishment of the need for service which underpins the D.C. calculation. These requirements are illustrated schematically in Figure 4-1.

### 4.2 Services Potentially Involved

---

Table 4-1 lists the full range of municipal service categories which are provided within the Municipality.

A number of these services are defined in subsection 2 (4) of the D.C.A. as being ineligible for inclusion in D.C.s. These are shown as “ineligible” on Table 4-1. Two ineligible costs defined in subsection 5 (3) of the D.C.A. are “computer equipment” and “rolling stock with an estimated useful life of (less than) seven years...” In addition, local roads are covered separately under subdivision agreements and related means (as are other local services). Services which are potentially eligible for inclusion in the Municipality’s D.C. are indicated with a “Yes.”

### 4.3 Increase in the Need for Service

---

The D.C. calculation commences with an estimate of “the increase in the need for service attributable to the anticipated development,” for each service to be covered by the by-law. There must be some form of link or attribution between the anticipated development and the estimated increase in the need for service. While the need could conceivably be expressed generally in terms of units of capacity, subsection 5 (1) 3, which requires that Municipal Council indicate that it intends to ensure that such an increase in need will be met, suggests that a project-specific expression of need would be most appropriate.



Figure 4-1  
The Process of Calculating a Development Charge under the Act  
that must be followed

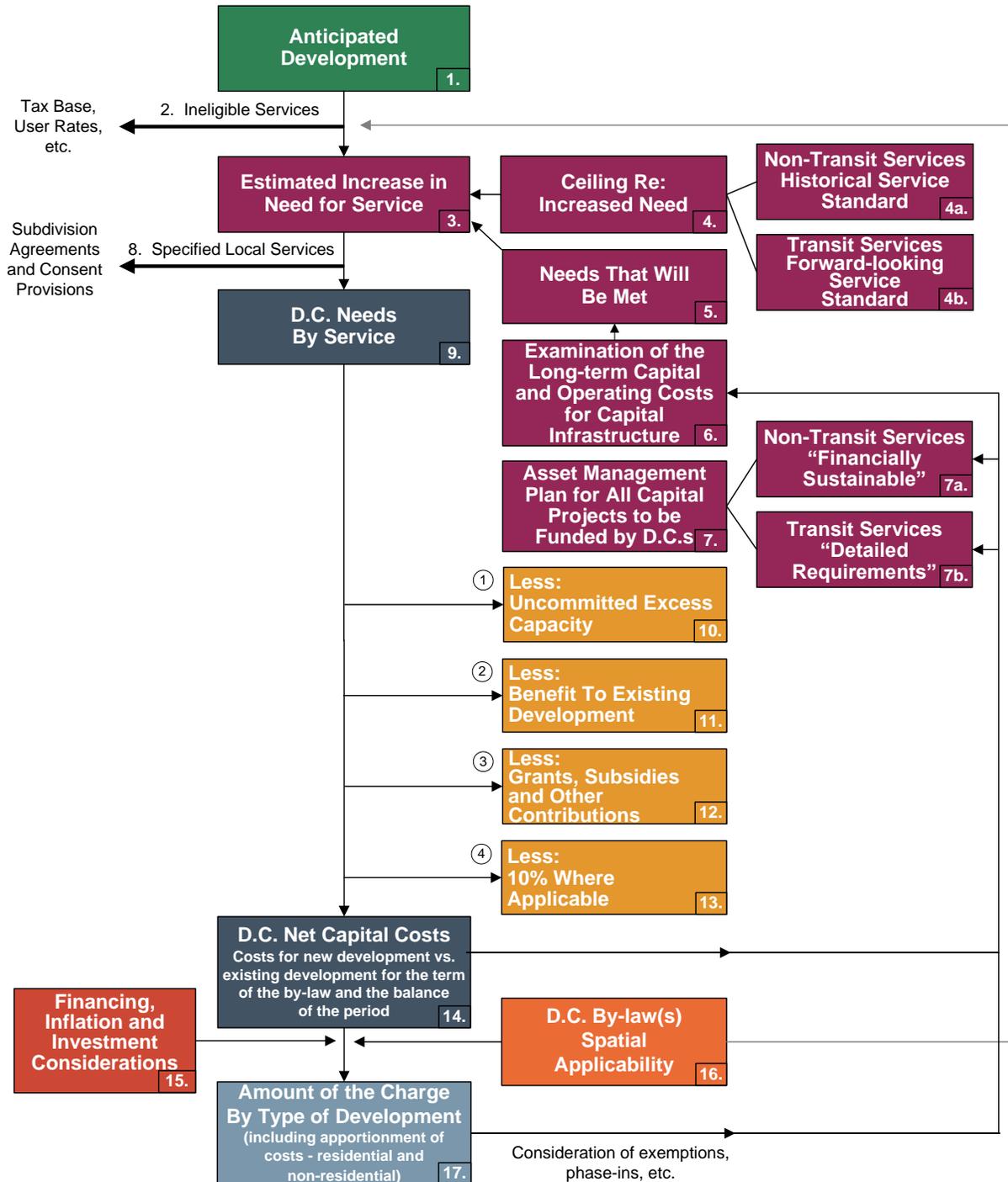




Table 4-1  
Categories of Municipal Services to be Addressed as Part of the Calculation

Eligibility for Inclusion in the D.C. Calculation	Description
Yes	Municipality provides the service – service has been included in the D.C. calculation.
No	Municipality provides the service – service has not been included in the D.C. calculation.
n/a	Municipality does not provide the service.
Ineligible	Service is ineligible for inclusion in the D.C. calculation.

Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
1. Services Related to a Highway	Yes	1.1 Arterial roads	100
	Yes	1.2 Collector roads	100
	Yes	1.3 Bridges, Culverts and Roundabouts	100
	No	1.4 Local municipal roads	0
	Yes	1.5 Traffic signals	100
	Yes	1.6 Sidewalks and streetlights	100
	n/a	1.7 Active Transportation	100
2. Other Transportation Services	n/a	2.1 Transit vehicles <sup>1</sup> & facilities	100
	n/a	2.2 Other transit infrastructure	100
	n/a	2.3 Municipal parking spaces - indoor	90
	Yes	2.4 Municipal parking spaces - outdoor	90
	Yes	2.5 Works Yards	100
	Yes	2.6 Rolling stock <sup>1</sup>	100
	n/a	2.7 Ferries	90
	n/a	2.8 Airport	90

<sup>1</sup>with 7+ year life time

\*same percentage as service component to which it pertains  
computer equipment excluded throughout



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
3. Stormwater Drainage and Control Services	No	3.1 Main channels and drainage trunks	100
	No	3.2 Channel connections	100
	No	3.3 Retention/detention ponds	100
4. Fire Protection Services	Yes	4.1 Fire stations	100
	Yes	4.2 Fire pumpers, aerials and rescue vehicles <sup>1</sup>	100
	Yes	4.3 Small equipment and gear	100
5. Outdoor Recreation Services (i.e. Parks and Open Space)	Ineligible	5.1 Acquisition of land for parks, woodlots and E.S.A.s	0
	Yes	5.2 Development of area municipal parks	90
	Yes	5.3 Development of district parks	90
	Yes	5.4 Development of municipal-wide parks	90
	Yes	5.5 Development of special purpose parks	90
	Yes	5.6 Parks rolling stock <sup>1</sup> and yards	90
6. Indoor Recreation Services	Yes	6.1 Arenas, indoor pools, fitness facilities, community centres, etc. (including land)	90
	Yes	6.2 Recreation vehicles and equipment <sup>1</sup>	90
7. Library Services	Yes	7.1 Public library space (incl. furniture and equipment)	90
	n/a	7.2 Library vehicles <sup>1</sup>	90
	n/a	7.3 Library materials	90
8. Electrical Power Services	Ineligible	8.1 Electrical substations	0
	Ineligible	8.2 Electrical distribution system	0
	Ineligible	8.3 Electrical system rolling stock	0

---

<sup>1</sup>with 7+ year life time



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
9. Provision of Cultural, Entertainment and Tourism Facilities and Convention Centres	Ineligible	9.1 Cultural space (e.g. art galleries, museums and theatres)	0
	Ineligible	9.2 Tourism facilities and convention centres	0
10. Wastewater Services	Yes	10.1 Treatment plants	100
	Yes	10.2 Sewage trunks	100
	n/a	10.3 Local systems	0
	Yes	10.4 Vehicles and equipment <sup>1</sup>	100
11. Water Supply Services	Yes	11.1 Treatment plants	100
	Yes	11.2 Distribution systems	100
	n/a	11.3 Local systems	0
	Yes	11.4 Vehicles and equipment <sup>1</sup>	100
12. Waste Management Services	Ineligible	12.1 Landfill collection, transfer vehicles and equipment	0
	Ineligible	12.2 Landfills and other disposal facilities	0
	No	12.3 Waste diversion facilities	90
	No	12.4 Waste diversion vehicles and equipment <sup>1</sup>	90
13. Police Services	n/a	13.1 Police detachments	100
	n/a	13.2 Police rolling stock <sup>1</sup>	100
	n/a	13.3 Small equipment and gear	100
14. Homes for the Aged	n/a	14.1 Homes for the aged space	90
	n/a	14.2 Vehicles <sup>1</sup>	90
15. Child Care	n/a	15.1 Child care space	90
	n/a	15.2 Vehicles <sup>1</sup>	90
16. Health	n/a	16.1 Health department space	90
	n/a	16.2 Health department vehicles <sup>1</sup>	90
17. Social Housing	n/a	17.1 Social Housing space	90
18. Provincial Offences Act (P.O.A.)	n/a	18.1 P.O.A. space	90
19. Social Services	n/a	19.1 Social service space	90

<sup>1</sup>with 7+ year life time



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
20. Ambulance	n/a n/a	20.1 Ambulance station space 20.2 Vehicles <sup>1</sup>	90 90
21. Hospital Provision	Ineligible	21.1 Hospital capital contributions	0
22. Provision of Headquarters for the General Administration of Municipalities and Area Municipal Boards	Ineligible Ineligible Ineligible	22.1 Office space 22.2 Office furniture 22.3 Computer equipment	0 0 0
23. Other Services	Yes  Yes	23.1 Studies in connection with acquiring buildings, rolling stock, materials and equipment, and improving land <sup>2</sup> and facilities, including the D.C. background study cost 23.2 Interest on money borrowed to pay for growth-related capital	  0-100 0-100

<sup>1</sup>with a 7+ year life

<sup>2</sup>same percentage as service component to which it pertains

## 4.4 Local Service Policy

Some of the need for services generated by additional development consists of local services related to a plan of subdivision. As such, they will be required as a condition of subdivision agreements or consent conditions.

## 4.5 Capital Forecast

Paragraph 7 of subsection 5 (1) of the D.C.A. requires that “the capital costs necessary to provide the increased services must be estimated.” The Act goes on to require two



potential cost reductions and the Regulation sets out the way in which such costs are to be presented. These requirements are outlined below.

These estimates involve capital costing of the increased services discussed above. This entails costing actual projects or the provision of service units, depending on how each service has been addressed.

The capital costs include:

- a) costs to acquire land or an interest therein (including a leasehold interest);
- b) costs to improve land;
- c) costs to acquire, lease, construct or improve buildings and structures;
- d) costs to acquire, lease or improve facilities, including rolling stock (with a useful life of 7 or more years), furniture and equipment (other than computer equipment), materials acquired for library circulation, reference or information purposes;
- e) interest on money borrowed to pay for the above-referenced costs;
- f) costs to undertake studies in connection with the above-referenced matters; and
- g) costs of the D.C. background study.

In order for an increase in need for service to be included in the D.C. calculation, Municipal Council must indicate "...that it intends to ensure that such an increase in need will be met" (subsection 5 (1) 3). This can be done if the increase in service forms part of a Council-approved Official Plan, capital forecast or similar expression of the intention of Council (O. Reg. 82/98 section 3). The capital program contained herein reflects the Municipality's approved and proposed capital budgets and master servicing/needs studies.

## 4.6 Treatment of Credits

---

Section 8, paragraph 5, of O. Reg. 82/98 indicates that a D.C. background study must set out "the estimated value of credits that are being carried forward relating to the service." Subsection 17, paragraph 4, of the same Regulation indicates that "the value of the credit cannot be recovered from future development charges," if the credit pertains to an ineligible service. This implies that a credit for eligible services can be recovered from future D.C.s. As a result, this provision should be made in the

---



calculation, in order to avoid a funding shortfall with respect to future service needs. Outstanding credit obligations have been included in the D.C. calculations.

## 4.7 Existing Reserve Funds

---

Section 35 of the D.C.A. states that:

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 8 of subsection 5 (1).”

There is no explicit requirement under the D.C.A. calculation method set out in subsection 5 (1) to net the outstanding reserve fund balance as part of making the D.C. calculation; however, section 35 does restrict the way in which the funds are used in future.

For services which are subject to a per capita based, service level “cap,” the reserve fund balance should be applied against the development-related costs for which the charge was imposed once the project is constructed (i.e. the needs of recent growth). This cost component is distinct from the development-related costs for the next 10-year period, which underlie the D.C. calculation herein.

The alternative would involve the Municipality spending all reserve fund monies prior to renewing each by-law, which would not be a sound basis for capital budgeting. Thus, the Municipality will use these reserve funds for the Municipality’s cost share of applicable development-related projects, which are required but have not yet been undertaken, as a way of directing the funds to the benefit of the development which contributed them (rather than to future development, which will generate the need for additional facilities directly proportionate to future growth).

The Municipality’s D.C. Reserve Fund Balance by service at December 31, 2019 (adjusted) is shown below:



Service	Balance	Commitments	Adjusted Balance
Services Related to a Highway	\$701,684	\$7,035	\$694,649
Fire Protection Services	\$425,750	\$743,575	(\$317,825)
Parks and Recreation Services	\$183,733	\$240,282	(\$56,549)
Library Services	\$63,124	\$175,409	(\$112,285)
Administration	\$136,747	\$86,545	\$50,202
Administration - Urban	\$58,808	\$0	\$58,808
Wastewater Services	\$1,513,297	\$2,297,139	(\$783,841)
Water Services	\$51,657	\$0	\$51,657
<b>Total</b>	<b>\$3,134,799</b>	<b>\$3,549,985</b>	<b>(\$415,186)</b>

Note: Amounts in brackets are Deficit balances.

## 4.8 Deductions

---

The D.C.A. potentially requires that five deductions be made to the increase in the need for service. These relate to:

- the level of service ceiling;
- uncommitted excess capacity;
- benefit to existing development;
- anticipated grants, subsidies and other contributions; and
- 10% reduction for certain services.

The requirements behind each of these reductions are addressed as follows:

### **4.8.1 Reduction Required by Level of Service Ceiling**

This is designed to ensure that the increase in need included in section 4.3 does “not include an increase that would result in the level of service (for the additional development increment) exceeding the average level of the service provided in the municipality over the 10-year period immediately preceding the preparation of the background study.” O. Reg. 82.98 (section 4) goes further to indicate that “both the quantity and quality of a service shall be taken into account in determining the level of service and the average level of service.”

In many cases, this can be done by establishing a quantity measure in terms of units as floor area, land area or road length per capita and a quality measure, in terms of the average cost of providing such units based on replacement costs, engineering



standards or recognized performance measurement systems, depending on circumstances. When the quantity and quality factor are multiplied together, they produce a measure of the level of service, which meets the requirements of the Act, i.e. cost per unit.

With respect to transit services, the changes to the Act as a result of Bill 73 have provided for an alternative method for calculating the services standard ceiling. Transit services must now utilize a forward-looking service standard analysis, described later in this section.

The average service level calculation sheets for each service component in the D.C. calculation are set out in Appendix B.

#### ***4.8.2 Reduction for Uncommitted Excess Capacity***

Paragraph 5 of subsection 5 (1) requires a deduction from the increase in the need for service attributable to the anticipated development that can be met using the Municipality's "excess capacity," other than excess capacity which is "committed."

"Excess capacity" is undefined, but in this case must be able to meet some or all of the increase in need for service, in order to potentially represent a deduction. The deduction of uncommitted excess capacity from the future increase in the need for service would normally occur as part of the conceptual planning and feasibility work associated with justifying and sizing new facilities, e.g. if a road widening to accommodate increased traffic is not required because sufficient excess capacity is already available, then widening would not be included as an increase in need, in the first instance.

#### ***4.8.3 Reduction for Benefit to Existing Development***

Section 5 (1) 6 of the D.C.A. provides that, "The increase in the need for service must be reduced by the extent to which an increase in service to meet the increased need would benefit existing development." The general guidelines used to consider benefit to existing development included:

- the repair or unexpanded replacement of existing assets that are in need of repair;



- an increase in average service level of quantity or quality (compare water as an example);
- the elimination of a chronic servicing problem not created by growth; and
- providing services where none previously existed (generally considered for water or wastewater services).

This step involves a further reduction in the need, by the extent to which such an increase in service would benefit existing development. The level of services cap in section 4.4 is related but is not the identical requirement. Sanitary, storm and water trunks are highly localized to growth areas and can be more readily allocated in this regard than other services such as services related to a highway, which do not have a fixed service area.

Where existing development has an adequate service level which will not be tangibly increased by an increase in service, no benefit would appear to be involved. For example, where expanding existing library facilities simply replicates what existing residents are receiving, they receive very limited (or no) benefit as a result. On the other hand, where a clear existing service problem is to be remedied, a deduction should be made accordingly.

In the case of services such as recreation facilities, community parks, libraries, etc., the service is typically provided on a Municipal-wide system basis. For example, facilities of the same type may provide different services (i.e. leisure pool vs. competitive pool), different programs (i.e. hockey vs. figure skating) and different time availability for the same service (i.e. leisure skating available on Wednesday in one arena and Thursday in another). As a result, residents will travel to different facilities to access the services they want at the times they wish to use them, and facility location generally does not correlate directly with residence location. Even where it does, displacing users from an existing facility to a new facility frees up capacity for use by others and generally results in only a very limited benefit to existing development. Further, where an increase in demand is not met for a number of years, a negative service impact to existing development is involved for a portion of the planning period.



#### **4.8.4 Reduction for Anticipated Grants, Subsidies and Other Contributions**

This step involves reducing the capital costs necessary to provide the increased services by capital grants, subsidies and other contributions (including direct developer contributions required due to the local service policy) made or anticipated by Council and in accordance with various rules such as the attribution between the share related to new vs. existing development. That is, some grants and contributions may not specifically be applicable to growth or where Council targets fundraising as a measure to offset impacts on taxes (O. Reg. 82/98 section 6).

#### **4.8.5 The 10% Reduction**

Paragraph 8 of subsection 5 (1) of the D.C.A. requires that, “the capital costs must be reduced by 10 per cent.” This paragraph does not apply to water supply services, wastewater services, stormwater drainage and control services, services related to a highway, police and fire protection services. The primary services to which the 10% reduction does apply include services such as parks, recreation, libraries, childcare/ social services, the *Provincial Offences Act*, ambulance, homes for the aged, and health.

The 10% is to be netted from the capital costs necessary to provide the increased services, once the other deductions have been made, as per the infrastructure costs sheets in Chapter 5.

### **4.9 Municipal-wide vs. Area Rating**

---

This step involves determining whether all of the subject costs are to be recovered on a uniform municipal-wide basis or whether some or all are to be recovered on an area-specific basis. Under the amended D.C.A., it is now mandatory to “consider” area-rating of services (providing charges for specific areas and services), however, it is not mandatory to implement area-rating. Further discussion is provided in section 7.4.4.

### **4.10 Allocation of Development**

---

This step involves relating the costs involved to anticipated development for each period under consideration and using allocations between residential and non-residential

---



development and between one type of development and another, to arrive at a schedule of charges.

## 4.11 Asset Management

---

The new legislation now requires that a D.C. background study must include an asset management plan (subsection 10 (2) c. 2). The asset management plan (A.M.P.) must deal with all assets that are proposed to be funded, in whole or in part, by D.C.s. The current regulations provide very extensive and specific requirements for the A.M.P. related to transit services (as noted in the subsequent subsection); however, they are silent with respect to how the A.M.P. is to be provided for all other services. As part of any A.M.P., the examination should be consistent with the municipality's existing assumptions, approaches and policies on the asset management planning. This examination has been included in Appendix F.

## 4.12 Transit

---

The most significant changes to the Act relate to the transit service. These changes relate to four areas of the calculations, as follows:

- A. Transit no longer requires the statutory 10% mandatory deduction from the net capital cost (subsection 5.2 (i) of the D.C.A.).
- B. The background study requires the following in regard to transit costs (as per subsection 8 (2) of the Regulations):
  1. The calculations that were used to prepare the estimate for the planned level of service for the transit services, as mentioned in subsection 5.2 (3) of the Act.
  2. An identification of the portion of the total estimated capital cost relating to the transit services that would benefit,
    - i. the anticipated development over the 10-year period immediately following the preparation of the background study, or
    - ii. the anticipated development after the 10-year period immediately following the preparation of the background study.



3. An identification of the anticipated excess capacity that would exist at the end of the 10-year period immediately following the preparation of the background study.
  4. An assessment of ridership forecasts for all modes of transit services proposed to be funded by the development charge over the 10-year period immediately following the preparation of the background study, categorized by development types, and whether the forecasted ridership will be from existing or planned development.
  5. An assessment of the ridership capacity for all modes of transit services proposed to be funded by the development charge over the 10-year period immediately following the preparation of the background study.
- C. A new forward-looking service standard (as per subsection 6.1 (2) of the Regulations):
1. The service is a discrete service.
  2. No portion of the service that is intended to benefit anticipated development after the 10-year period immediately following the preparation of the background study may be included in the estimate.
  3. No portion of the service that is anticipated to exist as excess capacity at the end of the 10-year period immediately following the preparation of the background study may be included in the estimate.
- D. A very detailed asset management strategy and reporting requirements (subsection 6.1 (3) of the Regulation) that includes lifecycle costs, action plans that will enable the assets to be sustainable, summary of how to achieve the proposed level of service, discussion on procurement measures and risk.

The Municipality does not currently plan to have undertake any transit related capital in the future. Therefore, the above calculations and reporting requirements are not required.



# Chapter 5

## D.C.-Eligible Cost Analysis by Service





## 5. D.C.-Eligible Cost Analysis by Service

### 5.1 Introduction

---

This chapter outlines the basis for calculating eligible costs for the D.C.s to be applied on a uniform basis. In each case, the required calculation process set out in subsection 5 (1) paragraphs 2 to 8 in the D.C.A. and described in Chapter 4, was followed in determining D.C.-eligible costs.

The nature of the capital projects and timing identified in the Chapter reflects Council's current intention. Over time, however, Municipal projects and Council priorities change and accordingly, Council's intentions may alter and different capital projects (and timing) may be required to meet the need for services required by new growth.

### 5.2 Service Levels and 10-Year Capital Costs for D.C. Calculation

---

This section evaluates the development-related capital requirements for all of the “softer” services over a 10-year planning period. Each service component is evaluated on two format sheets: the average historical 10-year level of service calculation (see Appendix B), which “caps” the D.C. amounts; and, the infrastructure cost calculation, which determines the potential D.C. recoverable cost.

#### 5.2.1 *Parking Services*

The Municipality currently provides 586 parking spaces, made up of a mix of gravel and hard surface spaces. This equates to \$280/capita in parking services which provides \$563,765 in D.C.-eligible funding over the 10-year forecast period.

The Municipality has identified the need for 100 parking spots at East Headland with a gross capital cost of \$400,000. However, as this is planned for 2030, this is outside of the forecast period and has been allocated as 100% attributable to growth beyond 2029. Therefore, there are no capital costs for inclusion in the D.C. calculation related to parking services.



**Infrastructure Costs Included in the Development Charges Calculation**

Municipality of Central Elgin  
Service Parking Spaces

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2020\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share	Non- Residential Share
	2020-2029											81%	19%
1	Parking on East Headland (100 spots)	2030	400,000	400,000		-	-		-	-	-	-	-
	<b>Total</b>		<b>400,000</b>	<b>400,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



## **5.2.2 Parks & Recreation Services**

The Municipality currently provides 102.8 acres of parkland and 55 parks-related amenities (e.g. baseball diamonds, skate parks, splash pads, etc.) to service the community. Based on the current level of service over the historical 10-year period, the Municipality has provided an average of 7.7 acres of parkland and 4.4 parkland amenities items per 1,000 population. In addition to the parks, the Municipality also provides 24,947 sq.ft. of recreation facility space and 7 recreation-related vehicles.

Therefore, the level of service provided from parkland development, parkland amenities, recreation facilities, and recreation vehicles and equipment equal \$1,171 per capita. When applied over the forecast period, this average level of service translates into a D.C.-eligible amount of \$2,353,308.

Based on the projected growth over the 10-year forecast period, the Municipality has identified \$4,970,000 in future growth capital costs for parkland development. These projects include, the development of additional parks, amenities and trails, as well as the East Headland waterfront development. The reserve fund deficit of \$56,549 has also been included for recovery. Deductions have been made to recognize the amount that will benefit the post 10-year period of \$2.3 million and a benefit to existing development of \$600,000. Therefore, the net growth capital cost after the mandatory 10% deduction is \$1,919,549 which is the amount for inclusion in the D.C.

As the predominant users of outdoor recreation tend to be residents of the Municipality, the forecast growth-related costs have been allocated 95% to residential and 5% to non-residential.





### **5.2.3 Library Services**

The Municipality currently operates out of the Belmont Library which totals 4,428 sq.ft. Over the past ten years, the average level of service was 0.23 sq.ft. of space per capita or an investment of \$61 per capita. Based on the service standard over the past 10 years, the Municipality would be eligible to collect a total of \$122,389 from D.C.s for library services.

The Municipality has not identified any additional growth-related needs related to library services over the forecast period, however, the reserve fund deficit of \$112,285 has been included in the D.C. calculations to recovery the costs associated to the recent library expansion.

While library usage is predominately residential based, there is some use of the facilities by non-residential users, for the purpose of research. To acknowledge this use, the growth-related capital costs have been allocated 95% residential and 5% non-residential.





#### **5.2.4 Administration Studies (Municipal-Wide)**

The D.C.A. permits the inclusion of studies undertaken to facilitate the completion of the Municipality's capital works program. The Municipality has made provision for the inclusion of new studies undertaken to facilitate this D.C. process, as well as other studies which benefit growth (in whole or in part). The list of studies includes such studies as the following:

- D.C. studies;
- Official plan updates;
- Zoning by-law updates;
- Fire master plan;
- Trails master plan;
- Parking study;
- Parks and recreation master plan;
- Harbour waterfront open public space master plan;
- Long term financial plan; and
- Harbour secondary plan.

The cost of these studies is \$1,230,000, of which \$330,000 is attributable to existing benefit and \$41,250 is attributable to growth beyond the forecast period. An additional \$50,202 has been deducted to account for the existing reserve fund balance.

Therefore, the net growth-related capital cost, after the mandatory 10% deduction, is \$728,673 and has been included in the D.C.

These costs have been allocated 81% residential and 19% non-residential based on the incremental growth in population to employment for the 10-year forecast period.



### Infrastructure Costs Included in the Development Charges Calculation

Municipality of Central Elgin  
Service Administration Studies

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2020\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share	Non-Residential Share
	2020-2029											81%	19%
1	DC Study	2020	45,000	-		45,000	-		45,000	4,500	40,500	32,805	7,695
2	DC Study	2025	45,000	-		45,000	-		45,000	4,500	40,500	32,805	7,695
3	Official Plan Update	2020	50,000	-		50,000	12,500		37,500	3,750	33,750	27,338	6,413
4	Official Plan Update	2025	50,000	-		50,000	12,500		37,500	3,750	33,750	27,338	6,413
5	Zoning By-law Update	2022	50,000	-		50,000	12,500		37,500	3,750	33,750	27,338	6,413
6	Zoning By-law Update	2027	50,000	-		50,000	12,500		37,500	3,750	33,750	27,338	6,413
7	Fire Master Plan	2025	60,000	-		60,000	-		60,000	-	60,000	48,600	11,400
8	Trails Master Plan	2026	60,000	-		60,000	45,000		15,000	1,500	13,500	10,935	2,565
9	Parking Study	2023	35,000	-		35,000	26,250		8,750	875	7,875	6,379	1,496
10	Parks and Recreation Master Plan	2024	35,000	-		35,000	17,500		17,500	1,750	15,750	12,758	2,993
11	Harbour Waterfront Open Public Space Master Plan	2020	125,000	41,250		83,750	41,250		42,500	4,250	38,250	30,983	7,268
12	Long Term Financial Plan	2022	200,000	-		200,000	150,000		50,000	5,000	45,000	36,450	8,550
13	Harbour Secondary Plan	2020	425,000	-		425,000	-		425,000	42,500	382,500	309,825	72,675
14	Reserve Fund Adjustment	Reserve	-	-		-	50,202		(50,202)	-	(50,202)	(40,663)	(9,538)
	<b>Total</b>		<b>1,230,000</b>	<b>41,250</b>	<b>-</b>	<b>1,188,750</b>	<b>380,202</b>	<b>-</b>	<b>808,548</b>	<b>79,875</b>	<b>728,673</b>	<b>590,225</b>	<b>138,448</b>



### **5.2.5 Administration Studies (Urban Services)**

The Municipality has provided for a capital provision to undertake studies related to roads, water, and wastewater in the urban areas of the Municipality. The total cost of this provision is \$200,000 and has been included in the D.C. calculations.

The allocation between residential and non-residential growth is calculated based on incremental growth in population to employment, for the 10-year urban forecast period. This results in an 84% residential/16% non-residential split.



**Infrastructure Costs Included in the Development Charges Calculation**

Municipality of Central Elgin  
 Service Administration Studies - Urban

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Location	Gross Capital Cost Estimate (2020\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
								Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
	2020-2029										84%	16%
1	Provision for Related Studies	2020	Urban Area	200,000	-		200,000	-		200,000	168,000	32,000
	<b>Total</b>			<b>200,000</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	<b>168,000</b>	<b>32,000</b>



## 5.3 Service Levels and Capital Costs to 2036 for Central Elgin's D.C. Calculation

---

This section evaluates the development-related capital requirements for those services with capital costs in the long-term (2020-2036).

### 5.3.1 Services Related to a Highway

#### 5.3.1.1 Roads and Related

Central Elgin owns and maintains 162 km of gravel surfaced and hard surfaced roads. This provides an average level of investment of \$10,479 per capita, resulting in a D.C.-eligible recovery amount of \$32.96 million over the long-term forecast period.

In addition to the roads, the Municipality also maintains bridges, culverts, sidewalks and streetlights which have an estimated value of \$14.2 million. This equates to \$1,074 per capita and a D.C.-eligible amount of \$3.4 million.

In total, the D.C. recoverable amount for roads services over the forecast period equals to \$36,334,185.

With respect to future needs, the identified capital projects include various works related to urbanization of streets and sidewalk additions. These projects total \$2,295,900. A deduction for existing benefit of \$489,000 has been made along with a deduction of the existing reserve fund balance of \$694,649, resulting in a D.C. eligible amount of \$1,112,251 to be recovered over the current forecast period (2020-2036).

The residential/non-residential allocation for all services related to a highway is based on the ratio of population to employment over the 2036 forecast period. The split for the Municipality is 82% residential and 18% non-residential.



### Infrastructure Costs Included in the Development Charges Calculation

Municipality of Central Elgin  
Service: Roads

Prj .No	Increased Service Needs Attributable to Anticipated Development  2020-2036	Location	Timing (year)	Gross Capital Cost Estimate (2020\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
								Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 82%	Non-Residential Share 18%
1	Seventh Ave - Kettle Creek Drive west 590 m - Belmont Upgrade from Rural to Urban Standard	Belmont	2022	1,154,000	-		1,154,000	489,000		665,000	545,300	119,700
2	Seventh Ave Sidewalk-Kettle Creek West 590 m	Belmont	2022	70,000	-		70,000	-		70,000	57,400	12,600
3	East Road Sidewalk - Erie Heights Way to Hill St. - Port Stanley	Port Stanley	2021	152,900	-		152,900	-		152,900	125,378	27,522
4	R3 - Railway Crossing Protection / Signals (City-wide DC)	South Block	2020	75,000	-		75,000	-		75,000	61,500	13,500
5	R4 - Southdale Minor Collector from Sunset to Shawside (City-wide DC)	South Block	2020	545,000	-		545,000	-		545,000	446,900	98,100
6	Sidewalk - George St. from Front St westerly 220m	Port Stanley	2021	33,000	-		33,000	-		33,000	27,060	5,940
7	Sidewalk-Sparta Line Sunset Drive westerly 475m	Union	2024	72,000	-		72,000	-		72,000	59,040	12,960
8	Sidewalk Elm St. to St.Thomas Boundary (680 m)	Eastwood	2020	110,000	-		110,000	-		110,000	90,200	19,800
9	Sidewalk to James Glover Development - (160 m)	Port Stanley	2023	24,000	-		24,000	-		24,000	19,680	4,320
10	Sidewalk on East Road Hill Street to Dexter Line (225 m)	Port Stanley	2025	34,000	-		34,000	-		34,000	27,880	6,120
11	Wellington Road Sidewalk - Cresnet to St. George (200m)	Lynhurst	2021	26,000	-		26,000	-		26,000	21,320	4,680
12	Reserve Fund Adjustment		Reserve	-	-		-	694,649		(694,649)	(569,612)	(125,037)
	<b>Total</b>			<b>2,295,900</b>	<b>-</b>	<b>-</b>	<b>2,295,900</b>	<b>1,183,649</b>	<b>-</b>	<b>1,112,251</b>	<b>912,046</b>	<b>200,205</b>



### *5.3.1.2 Public Works Facilities, Fleet & Equipment*

The Municipality operates their Public Works services out of five facilities, totalling 44,850 sq.ft. of building area. This provides for an average level of service of 3.5 sq.ft. per capita or \$596 per capita. Based on the current level of service, the Municipality can recover a maximum D.C. eligible amount of \$1,873,665 over the long-term forecast period.

In addition to the facilities, the Public Works Department has a variety of vehicles and major equipment to service the Municipality, totalling approximately \$10.71 million. The inventory provides for a per capita standard of \$682. Over the forecast period, the D.C.-eligible amount for vehicles and equipment is \$2,146,054.

In total, the maximum D.C. eligible amount for Public Works is \$4,019,719.

The Municipality has identified a need for an additional tandem dump truck/snow plow, amounting to \$370,000. This cost has been included in the D.C. calculations.

Similar to roads, the residential/non-residential allocation for all services related to a highway is based on the ratio of population to employment over the 2036 forecast period. The split for the Municipality is 82% residential and 18% non-residential.



**Infrastructure Costs Included in the Development Charges Calculation**

Municipality of Central Elgin  
 Service: Roads and Related Vehicles

Prj .No	Increased Service Needs Attributable to Anticipated Development  2020-2036	Timing (year)	Gross Capital Cost Estimate (2020\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 82%	Non-Residential Share 18%
1	Tandem Dump Truck/Snow Plow	2020	370,000	-		370,000	-		370,000	303,400	66,600
	<b>Total</b>		<b>370,000</b>	<b>-</b>	<b>-</b>	<b>370,000</b>	<b>-</b>	<b>-</b>	<b>370,000</b>	<b>303,400</b>	<b>66,600</b>



### **5.3.2 Fire Protection Services**

The Central Elgin Fire Department currently operates its fire services from 18,774 sq.ft. of facility space, providing for a per capita average level of service of 1.17 sq.ft. per capita or \$340 per capita. This level of service provides the Municipality with a maximum D.C.-eligible amount for recovery over the forecast period of \$1,067,979 for fire facilities.

The Fire Department currently has 16 fire vehicles in operation to service its citizens. Based on the historical 10-year (2010-2019) forecast period, this amounts to a per capita level of service of \$511 and a maximum D.C. eligible amount of recoverable over the forecast period of \$1,607,661 for fire vehicles.

In addition to the vehicles, the Fire Department maintains an inventory of 1,048 items of equipment and gear (e.g. hoses, bunker gear, thermal cameras, etc.). This results in a calculated average level of service for the historical 10-year period of \$164 per capita, providing for a D.C.-eligible amount over the forecast period of \$516,346 for small equipment and gear.

Based on the above, the D.C. eligible amount related to fire services over the forecast period is \$3,191,986.

Staff have identified growth-related capital costs for a flashover simulator, a sea doo lift, the outstanding amount related to the Port Stanley Fire Station land, and growth-related debt for the Port Stanley Fire Station (principal and discounted interest). The gross capital cost for these items is \$3,087,466. In addition, the existing reserve fund deficit of \$317,825 has been added to the D.C. calculation for recovery. A deduction in the amount of \$22,400 has been made to account for the benefit to existing development resulting in a D.C. eligible amount of \$3,382,891 to be included in the calculations. Note, although the service standard ceiling is \$3,191,986, the D.C. calculations have included \$3,382,891 because the discounted interest related to the Port Stanley Fire Station debt (\$222,433) is not counted towards the service standard ceiling.

These costs are shared between residential and non-residential based on the population to employment ratio over the forecast period, resulting in 82% being allocated to residential development and 18% being allocated to non-residential development.



## Infrastructure Costs Included in the Development Charges Calculation

Municipality of Central Elgin  
Service: Fire Services

Prj .No	Increased Service Needs Attributable to Anticipated Development  2020-2036	Timing (year)	Gross Capital Cost Estimate (2020\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share  82%	Non- Residential Share  18%
1	New Port Stanley Fire Station - Growth Related Principal	2020-2029	2,814,433	-		2,814,433	-		2,814,433	2,307,835	506,598
2	New Port Stanley Fire Station - Growth Related Discounted Interest	2020-2029	222,433	-		222,433	-		222,433	182,395	40,038
3	New Port Stanley Fire Station Land (Outstanding Amount)	2020	7,400	-		7,400	2,400		5,000	4,100	900
4	Flashover Simulator	2020	40,000	-		40,000	20,000		20,000	16,400	3,600
5	Sea Doo Lift	2020	3,200	-		3,200	-		3,200	2,624	576
6	Reserve Fund Adjustment	Reserve	317,825	-		317,825	-		317,825	260,617	57,209
	<b>Total</b>		<b>3,405,291</b>	<b>0</b>	<b>0</b>	<b>3,405,291</b>	<b>22,400</b>	<b>0</b>	<b>3,382,891</b>	<b>2,773,971</b>	<b>608,920</b>



## 5.4 Service Levels and Urban Build-out Capital Costs for Central Elgin's D.C. Calculation

---

This section evaluates the development-related capital requirements for water, wastewater and related administration services over the build-out planning period for each urban service area. Staff have reviewed and updated the outstanding needs for water and wastewater to service growth in the Belmont, Port Stanley, Union and Southblock areas. The Municipality has undertaken a combined approach to the calculation of these services.

### 5.4.1 Water Services

For this D.C. study, staff have identified that the capital works provided in this section are attributable to the areas of Belmont, Port Stanley, and Southblock. Therefore, the capital provided herein will be recovered on an area specific basis for those aforementioned areas.

Based on the identified needs in the Belmont, Port Stanley, and Southblock areas, the total cost of the identified projects is \$1,307,171. A deduction to account for benefit to existing development related to the Port Stanley projects in the amount of \$325,000 has been made. A further deduction in the amount of \$51,657 has been made to account for the reserve fund surplus. Therefore, the net D.C. recoverable amount is \$1,033,827.

The allocation between residential and non-residential growth is calculated based on incremental growth in population to employment for the urban build-out forecast period in the serviced areas of Belmont, Port Stanley, and Southblock. This results in the following residential/non-residential splits:

- Belmont – 52% residential, 48% non-residential;
- Port Stanley – 90% residential, 10% non-residential; and
- Southblock – 100% residential, 0% non-residential.



### Infrastructure Costs Included in the Development Charges Calculation

Municipality of Central Elgin  
Service: Water Services Summary

Prj.No	Increased Service Needs Attributable to Anticipated Development	Location	Timing (year)	Gross Capital Cost Estimate (2020\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
								Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
<b>2020-Total - Urban Build Out</b>												
1	Belmont Elevated Storage Debt Principal (Growth Share)	Belmont	2020-2025	213,809	-	-	213,809	-	-	213,809	111,181	102,628
2	Belmont Elevated Storage Debt Interest (Discounted) (Growth Share)	Belmont	2020-2025	23,462	-	-	23,462	-	-	23,462	12,200	11,262
3	Water Supply - Sunset East Road to Warren (Unfunded Growth Amount)	Port Stanley	2020	123,100	-	-	123,100	-	-	123,100	110,790	12,310
4	Elgin Primary Booster Station Connection - PS	Port Stanley	2021	400,000	-	-	400,000	300,000	-	100,000	90,000	10,000
5	Pressure Reducing Valve Relocation - PS	Port Stanley	2022	100,000	-	-	100,000	25,000	-	75,000	67,500	7,500
6	W1 - 400 dia New Development Main East of Fairview from Elm to Raven (oversizing)	Southblock	2020+	12,900	-	-	12,900	-	-	12,900	12,900	-
7	W2 - 300 dia Bill Martyn from Sauve to Southdale	Southblock	2020+	25,800	-	-	25,800	-	-	25,800	25,800	-
8	W3 - 400 dia Southdale from Fairview to existing 200 dia at Lake Margaret Tr.	Southblock	2020+	107,900	-	-	107,900	-	-	107,900	107,900	-
9	W5 - 400 dia Southdale from Lake Margaret Tr. To Sunset Drive	Southblock	2020+	110,200	-	-	110,200	-	-	110,200	110,200	-
10	W6 - 400 dia Southdale from Fairview east to City Limit	Southblock	2020+	51,600	-	-	51,600	-	-	51,600	51,600	-
11	W7 - 300 dia Southdale from Sunset Drive west to Shaw Valley Drive	Southblock	2020+	42,200	-	-	42,200	-	-	42,200	42,200	-
12	Financing Costs	Southblock	2020+	96,200	-	-	96,200	-	-	96,200	96,200	-
13	Reserve Fund Adjustment	Urban Area	Reserve	-	-	-	-	(51,657)	-	51,657	42,875	8,782
	<b>Total</b>			<b>1,307,171</b>	<b>-</b>	<b>-</b>	<b>1,307,171</b>	<b>273,343</b>	<b>-</b>	<b>1,033,827</b>	<b>881,346</b>	<b>152,481</b>

Note: Reserve Fund has been allocated to Residential and Non-Residential shares based on the population and employment of Belmont, Port Stanley, and Southblock



## **5.4.2 Wastewater Services**

Similar to water, staff have identified that the wastewater capital works provided in this section are attributable to the areas of Belmont, Port Stanley, Union, and Southblock. Therefore, the capital provided herein will be recovered on an area specific basis for those aforementioned areas.

The Municipality has provided capital projects totalling \$19.84 million for wastewater work. Of this amount, the growth-related debentures for the Belmont Sewage Plant (\$1.36 million principal and discounted interest) and the Port Stanley Wastewater Treatment Plant (\$8.56 million principal and discounted interest) have been included for recovery. In addition, \$783,841 has been included for recovery to account for the reserve fund deficit. After a reduction to recognize the benefit to existing development of \$1.14 million, the total amount of D.C. eligible costs for recovery is \$19,486,373.

The allocation between residential and non-residential growth is calculated based on incremental growth in population to employment for the urban build-out forecast period in the serviced areas of Belmont, Port Stanley, Union, and Southblock. For wastewater, these allocations result in the following residential/non-residential splits:

- Belmont – 52% Residential, 48% Non-residential;
- Port Stanley – 90% Residential, 10% Non-residential;
- Union – 96% Residential, 4% Non-residential; and
- Southblock – 100% Residential, 0% Non-residential.



### Infrastructure Costs Included in the Development Charges Calculation

Municipality of Central Elgin  
Service: Wastewater Services Summary

Prj.No	Increased Service Needs Attributable to Anticipated Development	Location	Timing (year)	Gross Capital Cost Estimate (2020\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
								Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
<b>2020-Total - Urban Build Out</b>												
1	Belmont Sewage Plant Debt Principal (Growth Share)	Belmont	2020-2025	1,227,352	-	-	1,227,352	-	-	1,227,352	638,223	589,129
2	Belmont Sewage Plant Debt Interest (Discounted) (Growth Share)	Belmont	2020-2025	134,679	-	-	134,679	-	-	134,679	70,033	64,646
3	Sewage Forcemain (Belmont)	Belmont	2025	780,000	-	-	780,000	-	-	780,000	405,600	374,400
4	Pumping Station 71 (pump install)	Belmont	2022	75,000	-	-	75,000	-	-	75,000	39,000	36,000
5	New Trunk Sanitary Sewers (Colborne Stanley Sewer Upgrades) - Port Stanley	Port Stanley	2025	1,500,000	-	-	1,500,000	500,000	-	1,000,000	900,000	100,000
6	Debt - Growth Related Principal of Port Stanley WWTP	Port Stanley	2020-2042	7,472,653	-	-	7,472,653	-	-	7,472,653	6,725,387	747,265
7	Debt - Growth Related Discounted Interest of Port Stanley WWTP	Port Stanley	2020-2042	1,092,147	-	-	1,092,147	-	-	1,092,147	982,933	109,215
8	Sunset Road Sanitary Sewer Extension - Port Stanley. East Road Southerly	Port Stanley	2020	450,000	-	-	450,000	-	-	450,000	405,000	45,000
9	Port Stanley Sanitary Sewer lining	Port Stanley	2020	350,000	-	-	350,000	-	-	350,000	315,000	35,000
10	Union Area Pumping Station & Forcemain	Union	2023	3,500,000	-	-	3,500,000	371,300	-	3,128,700	3,003,552	125,148
11	Union Area Sanitary Trunk Mains	Union	2024	2,500,000	-	-	2,500,000	265,200	-	2,234,800	2,145,408	89,392
11	Outstanding Credits related to S2 - Shaw Valley P.S. and Forcemain	South Block	2021+	369,400	-	-	369,400	-	-	369,400	369,400	-
12	S4 - Trunk sewer from P.S. to Southdale Road - Developer to build	South Block	2020	191,600	-	-	191,600	-	-	191,600	191,600	-
13	Financing Costs	South Block	Future	196,200	-	-	196,200	-	-	196,200	196,200	-
14	Reserve Fund Adjustment	Urban Area	Reserve	783,841	-	-	783,841	-	-	783,841	697,619	86,223
	<b>Total</b>			<b>20,622,873</b>	<b>-</b>	<b>-</b>	<b>20,622,873</b>	<b>1,136,500</b>	<b>-</b>	<b>19,486,373</b>	<b>17,084,955</b>	<b>2,401,418</b>

Note: Reserve Fund has been allocated to Residential and Non-Residential shares based on the population and employment of Belmont, Port Stanley, Union, and Southblock



# Chapter 6

## D.C. Calculation





## 6. D.C. Calculation

The following tables provide for the D.C. calculations based on different service areas and growth forecasts:

- Table 6-1 calculates the D.C.s in the urban serviced areas of Belmont, Port Stanley, and Southblock for water services over their respective buildout forecasts.
- Table 6-2 calculates the D.C.s in the urban serviced areas of Belmont, Port Stanley, Union, and Southblock for wastewater services over their respective buildout forecasts.
- Table 6-3 calculates the D.C.s for urban-related administration studies over a 10-year planning horizon of urban areas.
- Table 6-4 calculates the D.C.s for services related to a highway and fire protection services over the long-term (2036) planning horizon.
- Table 6-5 calculates the uniform D.C.s to be imposed on anticipated development for parks and recreation services, library services and administration (municipal-wide) services over a 10-year planning horizon.

The calculation for residential development is generated on a per capita basis and is based upon five forms of housing types (singles and semi-detached, multiples, apartments 2+ bedrooms, apartments bachelor and 1 bedroom, and special care/special dwelling units). The non-residential D.C. has been calculated on a per sq.ft. of gross floor area basis for all types of non-residential development (industrial, commercial and institutional).

The D.C.-eligible costs for each service component were developed in Chapter 5 for all Municipality services, based on their proposed capital programs.

For the residential calculations, the total cost is divided by the “gross” (new resident) population to determine the per capita amount. The eligible D.C. cost calculations set out in Chapter 5 are based on the net anticipated population increase (the forecast new unit population less the anticipated decline in existing units). The cost per capita is then multiplied by the average occupancy of the new units (Appendix A, Schedule 5) to calculate the charge in Tables 6-1 through 6-5.



With respect to non-residential development, the total costs in the uniform charge allocated to non-residential development (based on need for service) have been divided by the anticipated development over the planning period to calculate a cost per sq.ft. of gross floor area.

Table 6-6 summarizes the total D.C. that is applicable for the Municipality and Table 6-7 summarizes the gross capital expenditures and sources of revenue for works to be undertaken during the 5-year life of the by-law.



Table 6-1  
Municipality of Central Elgin  
D.C. Calculation  
Water Area Specific Services (Belmont, Port Stanley, and Southblock)  
2020-Total Urban Build Out

SERVICE	2020\$ D.C.-Eligible Cost		2020\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
1. <u>Water Services</u>				
1.1 Treatment, storage and distribution systems	881,346	152,481	512	0.25
	881,346	152,481	512	0.25
<b>TOTAL</b>	<b>\$881,346</b>	<b>\$152,481</b>	<b>\$512</b>	<b>\$0.25</b>
D.C.-Eligible Capital Cost	\$881,346	\$152,481		
Buildout of Belmont, Port Stanley, and Southblock Gross Population/GFA Growth (sq.ft.)	4,933	618,200		
<b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>	<b>\$178.66</b>	<b>\$0.25</b>		
<b>By Residential Unit Type</b>	<b>P.P.U.</b>			
Single and Semi-Detached Dwelling	2.868	\$512		
Apartments - 2 Bedrooms +	1.700	\$304		
Apartments - Bachelor and 1 Bedroom	1.089	\$195		
Multiples	2.176	\$389		
Special Care/Special Dwelling Units	1.100	\$197		

Table 6-2  
Municipality of Central Elgin  
D.C. Calculation  
Wastewater Area Specific Services (Belmont, Port Stanley, Union, and Southblock)  
2020-Total Urban Build Out

SERVICE	2020\$ D.C.-Eligible Cost		2020\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
2. <u>Wastewater Services</u>				
2.1 Treatment plants & Sewers	17,084,955	2,401,418	5,725	3.39
	17,084,955	2,401,418	5,725	3.39
<b>TOTAL</b>	<b>\$17,084,955</b>	<b>\$2,401,418</b>	<b>\$5,725</b>	<b>\$3.39</b>
D.C.-Eligible Capital Cost	\$17,084,955	\$2,401,418		
Buildout of Belmont, Port Stanley, Union, and Southblock Gross Population/GFA Growth (sq.ft.)	8,559	708,400		
<b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>	<b>\$1,996.14</b>	<b>\$3.39</b>		
<b>By Residential Unit Type</b>	<b>P.P.U.</b>			
Single and Semi-Detached Dwelling	2.868	\$5,725		
Apartments - 2 Bedrooms +	1.700	\$3,393		
Apartments - Bachelor and 1 Bedroom	1.089	\$2,174		
Multiples	2.176	\$4,344		
Special Care/Special Dwelling Units	1.100	\$2,196		



Table 6-3  
Municipality of Central Elgin  
D.C. Calculation  
Urban Area Specific Services  
2020-2029

SERVICE	2020\$ D.C.-Eligible Cost		2020\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
3. <u>Administration Studies - Urban</u>				
3.1 Urban Area Related Studies	168,000	32,000	229	0.10
	168,000	32,000	229	0.10
<b>TOTAL</b>	<b>\$168,000</b>	<b>\$32,000</b>	<b>\$229</b>	<b>\$0.10</b>
D.C.-Eligible Capital Cost	\$168,000	\$32,000		
10-Year Urban Areas Gross Population/GFA Growth (sq.ft.)	2,103	314,200		
<b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>	<b>\$79.89</b>	<b>\$0.10</b>		
<b>By Residential Unit Type</b>	<b>P.P.U.</b>			
Single and Semi-Detached Dwelling	2.868	\$229		
Apartments - 2 Bedrooms +	1.700	\$136		
Apartments - Bachelor and 1 Bedroom	1.089	\$87		
Multiples	2.176	\$174		
Special Care/Special Dwelling Units	1.100	\$88		

Table 6-4  
Municipality of Central Elgin  
D.C. Calculation  
Municipal-wide Services  
2020-2036

SERVICE	2020\$ D.C.-Eligible Cost		2020\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
4. <u>Services Related to a Highway</u>				
4.1 PW Rolling Stock	303,400	66,600	239	0.13
4.2 Roads and Related	912,046	200,205	719	0.39
	1,215,446	266,805	958	0.52
5. <u>Fire Protection Services</u>				
5.1 Fire facilities, vehicles & equipment	2,773,971	608,920	2,187	1.19
	2,773,971	608,920	2,187	1.19
<b>TOTAL</b>	<b>\$3,989,417</b>	<b>\$875,726</b>	<b>\$3,145</b>	<b>\$1.71</b>
D.C.-Eligible Capital Cost	\$3,989,417	\$875,726		
2036-Year Gross Population/GFA Growth (sq.ft.)	3,638	511,600		
<b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>	<b>\$1,096.60</b>	<b>\$1.71</b>		
<b>By Residential Unit Type</b>	<b>P.P.U.</b>			
Single and Semi-Detached Dwelling	2.868	\$3,145		
Apartments - 2 Bedrooms +	1.700	\$1,864		
Apartments - Bachelor and 1 Bedroom	1.089	\$1,194		
Multiples	2.176	\$2,386		
Special Care/Special Dwelling Units	1.100	\$1,206		



Table 6-5  
Municipality of Central Elgin  
D.C. Calculation  
Municipal-wide Services  
2020-2029

SERVICE	2020\$ D.C.-Eligible Cost		2020\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
6. <u>Parks and Recreation Services</u>				
6.1 Recreation facilities, vehicles and equipment	1,823,571	95,977	2,276	0.26
	1,823,571	95,977	2,276	0.26
7. <u>Library Services</u>				
7.1 Library facilities	106,671	5,614	133	0.02
	106,671	5,614	133	0.02
8. <u>Administration</u>				
8.1 Studies	590,225	138,448	737	0.38
<b>TOTAL</b>	<b>\$2,520,468</b>	<b>\$240,040</b>	<b>\$3,146</b>	<b>\$0.66</b>
D.C.-Eligible Capital Cost	\$2,520,468	\$240,040		
10-Year Gross Population/GFA Growth (sq.ft.)	2,298	365,100		
<b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>	<b>\$1,096.81</b>	<b>\$0.66</b>		
<b>By Residential Unit Type</b>	<b>P.P.U.</b>			
Single and Semi-Detached Dwelling	2.868	\$3,146		
Apartments - 2 Bedrooms +	1.700	\$1,865		
Apartments - Bachelor and 1 Bedroom	1.089	\$1,194		
Multiples	2.176	\$2,387		
Special Care/Special Dwelling Units	1.100	\$1,206		

Table 6-6  
Municipality of Central Elgin  
D.C. Calculation  
Total All Services

	2020\$ D.C.-Eligible Cost		2020\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
<b>Municipal-wide Services 2036 Year</b>	3,989,417	875,726	3,145	1.71
<b>Municipal-wide Services 10 Year</b>	2,520,468	240,040	3,146	0.66
<b>TOTAL MUNICIPAL WIDE</b>	<b>6,509,885</b>	<b>1,115,765</b>	<b>6,291</b>	<b>2.37</b>
<b>Urban-wide Studies 10 Year</b>	168,000	32,000	229	0.10
<b>TOTAL URBAN AREA</b>	<b>168,000</b>	<b>32,000</b>	<b>229</b>	<b>0.10</b>
<b>Water Area Specific - Build out</b>	881,346	152,481	512	0.25
<b>Wastewater Area Specific - Build out</b>	17,084,955	2,401,418	5,725	3.39
<b>TOTAL URBAN AREA - AREA SPECIFIC</b>	<b>17,966,301</b>	<b>2,553,899</b>	<b>6,237</b>	<b>3.64</b>



**Table 6-7**  
**Municipality of Central Elgin**  
**Gross Expenditure and Sources of Revenue Summary for Costs to be Incurred over the Life of the By-law**

Service	Total Gross Cost	Sources of Financing						
		Tax Base or Other Non-D.C. Source				Post D.C. Period Benefit	D.C. Reserve Fund	
		Other Deductions	Benefit to Existing	Other Funding	Legislated Reduction		Residential	Non-Residential
1. Water Services 1.1 Treatment, storage and distribution systems	1,267,625	0	325,000	0	0	0	817,907	124,718
2. Wastewater Services 2.1 Treatment plants & Sewers	10,432,939	0	636,500	0	0	0	8,734,895	1,061,544
3. Administration Studies - Urban 3.1 Urban Area Related Studies	200,000	0	0	0	0	0	168,000	32,000
4. Services Related to a Highway 4.1 PW Rolling Stock	370,000	0	0	0	0	0	303,400	66,600
4.2 Roads and Related	2,261,900	0	489,000	0	0	0	1,453,778	319,122
5. Fire Protection Services 5.1 Fire facilities, vehicles & equipment	1,569,033	0	22,400	0	0	0	1,268,239	278,394
6. Parks and Recreation Services 6.1 Recreation facilities, vehicles and equipment	1,770,000	0	0	0	177,000	0	1,513,350	79,650
7. Library Services 7.1 Library facilities	0	0	0	0	0	0	0	0
8. Administration 8.1 Studies	965,000	0	260,000	0	66,375	41,250	483,874	113,501
<b>Total Expenditures &amp; Revenues</b>	<b>\$18,836,497</b>	<b>\$0</b>	<b>\$1,732,900</b>	<b>\$0</b>	<b>\$243,375</b>	<b>\$41,250</b>	<b>\$14,743,443</b>	<b>\$2,075,529</b>



# Chapter 7

## D.C. Policy Recommendations and D.C. By-law Rules





## 7. D.C. Policy Recommendations and D.C. By-law Rules

### 7.1 Introduction

---

Subsection 5 (1) 9 states that rules must be developed:

“...to determine if a development charge is payable in any particular case and to determine the amount of the charge, subject to the limitations set out in subsection 6.”

Paragraph 10 of the section goes on to state that the rules may provide for exemptions, phasing in and/or indexing of D.C.s.

Subsection 5 (6) establishes the following restrictions on the rules:

- the total of all D.C.s that would be imposed on anticipated development must not exceed the capital costs determined under 5(1) 2-8 for all services involved;
- if the rules expressly identify a type of development, they must not provide for it to pay D.C.s that exceed the capital costs that arise from the increase in the need for service for that type of development; however, this requirement does not relate to any particular development; and
- if the rules provide for a type of development to have a lower D.C. than is allowed, the rules for determining D.C.s may not provide for any resulting shortfall to be made up via other development.

With respect to “the rules,” section 6 states that a D.C. by-law must expressly address the matters referred to above re subsection 5 (1) paragraphs 9 and 10, as well as how the rules apply to the redevelopment of land.

The rules provided are based on the Municipality’s existing policies; with consideration for the updates from Bill 108. However, there are items under consideration at this time and these may be refined prior to adoption of the by-law.



## 7.2 D.C. By-law Structure

---

### It is recommended that:

- the Municipality uses a uniform Municipal-wide development charge calculation for all Municipal services except water, wastewater and urban-related administration studies;
- urban-related administration studies be imposed on the urban area of the Municipality;
- water and wastewater services be imposed on an urban area-specific basis; and
- one Municipal D.C. by-law be used for all services.

## 7.3 D.C. By-law Rules

---

The following subsections set out the recommended rules governing the calculation, payment and collection of D.C.s in accordance with section 6 of the D.C.A.

### It is recommended that the following sections provide the basis for the D.C.s.:

#### ***7.3.1 Payment in any Particular Case***

In accordance with the D.C.A., subsection 2 (2), a D.C. be calculated, payable and collected where the development requires one or more of the following:

- “(a) the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the Planning Act;
- (b) the approval of a minor variance under section 45 of the Planning Act;
- (c) a conveyance of land to which a by-law passed under subsection 50 (7) of the Planning Act applies;
- (d) the approval of a plan of subdivision under section 51 of the Planning Act;
- (e) a consent under section 53 of the Planning Act;
- (f) the approval of a description under section 9 of the Condominium Act, 1998; or



- (g) the issuing of a permit under the Building Code Act, 1992 in relation to a building or structure.”

### **7.3.2 Determination of the Amount of the Charge**

The following conventions be adopted:

- 1) Costs allocated to residential uses will be assigned to different types of residential units based on the average occupancy for each housing type constructed during the previous decade. Costs allocated to non-residential uses will be assigned based on the amount of square feet of gross floor area constructed for eligible uses (i.e. industrial, commercial and institutional).
- 2) Costs allocated to residential and non-residential uses are based upon a number of conventions, as may be suited to each municipal circumstance, e.g.
  - for municipal wide administration studies, the costs have been based on a population vs. employment growth ratio (81%/19%) for residential and non-residential, respectively) over the 10-year forecast period;
  - for urban-related administration studies, the costs have been based on a population vs. employment growth ratio (84%/16%) for residential and non-residential, respectively) over the 10-year urban-area forecast period;
  - for parks and recreation and library services, a 5% non-residential attribution has been made to recognize use by the non-residential sector;
  - for services related to a highway and fire protection services, an 82% residential/18% non-residential attribution has been made based on a population vs. employment growth ratio over the long-term (2036) forecast period; and
  - for water and wastewater services, the residential/non-residential splits are based on the population vs. employment ratio for the urban buildout of the following areas:
    - Belmont: 52% residential / 48% non-residential
    - Port Stanley: 90% residential / 10% non-residential
    - Union: 96% residential / 4% non-residential
    - Southblock: 100% residential / 0% non-residential



### **7.3.3 Application to Redevelopment of Land (Demolition and Conversion)**

If a development involves the demolition of and replacement of a building or structure on the same site, or the conversion from one principal use to another, the developer shall be allowed a credit equivalent to:

- 1) the number of dwelling units demolished/converted multiplied by the applicable residential D.C. in place at the time the D.C. is payable; and/or
- 2) the gross floor area of the building demolished/converted multiplied by the current non-residential D.C. in place at the time the D.C. is payable.

The demolition credit is allowed only if the land was improved by occupied structures and if the demolition permit related to the site was issued less than 5 years prior to the issuance of a building permit. The credit can, in no case, exceed the amount of D.C.s that would otherwise be payable.

### **7.3.4 Exemptions (full or partial)**

a) Statutory exemptions:

- industrial building additions of up to and including 50% of the existing gross floor area (defined in O. Reg. 82/98, section 1) of the building; for industrial building additions which exceed 50% of the existing gross floor area, only the portion of the addition in excess of 50% is subject to D.C.s (subsection 4 (3) of the D.C.A.);
- buildings or structures owned by and used for the purposes of any municipality, local board or Board of Education (section 3);
- residential development that results only in the enlargement of an existing dwelling unit, or that results only in the creation of up to two additional dwelling units (based on prescribed limits set out in section 2 of O. Reg. 82/98).

b) Non-statutory exemptions (for Council's consideration):

- Land that is used for the purposes of industrial uses;
- Non-residential farm buildings constructed for bona fide farm uses; and



- Lands or buildings used or to be used for a place of worship or for the purposes of a cemetery or burial ground exempt from taxation under the *Assessment Act*.

### **7.3.5 Phasing in**

No provisions for phasing in the D.C. are provided in the D.C. by-law.

### **7.3.6 Timing of Collection**

The D.C.s for all services are payable upon issuance of a building permit for each dwelling unit, building, or structure, subject to early or late payment agreements entered into by the Municipality and an owner under s.27 of the D.C.A., 1997.

Commencing January 1, 2020, rental housing and institutional developments will pay D.C.s in six equal annual payments commencing at occupancy. Non-profit housing developments will pay D.C.s in 21 equal annual payments. Moreover, the D.C. amount for all developments occurring within 2 years of a Site Plan or Zoning By-law Amendment planning approval (for applications submitted after January 1, 2020), shall be determined based on the D.C. charge in effect on the day of the Site Plan or Zoning By-law Amendment application.

Installment payments and payments determined at the time of Site Plan or Zoning By-law Amendment application are subject to annual interest charges. The setting of the interest rate was presented to Council in a staff report (AMDS-05-20) dated February 5, 2020. The report recommended that the interest rate be set at 1.25% per month.

For the purposes of administering the By-law, the following definitions are provided as per O. Reg. 454-19:

“Rental housing” means development of a building or structure with four or more dwelling units all of which are intended for use as rented residential premises.

“Institutional development” means development of a building or structure intended for use,

- a) as a long-term care home within the meaning of subsection 2 (1) of the *Long-Term Care Homes Act, 2007*;



- b) as a retirement home within the meaning of subsection 2 (1) of the *Retirement Homes Act, 2010*;
- c) by any of the following post-secondary institutions for the objects of the institution:
  - i. a university in Ontario that receives direct, regular and ongoing operating funding from the Government of Ontario,
  - ii. a college or university federated or affiliated with a university described in subclause (i), or
  - iii. an Indigenous Institute prescribed for the purposes of section 6 of the *Indigenous Institutes Act, 2017*;
- d) as a memorial home, clubhouse or athletic grounds by an Ontario branch of the Royal Canadian Legion; or
- e) as a hospice to provide end of life care.

“Non-profit housing development” means development of a building or structure intended for use as residential premises by,

- a) a corporation without share capital to which the *Corporations Act* applies, that is in good standing under that Act and whose primary object is to provide housing;
- b) a corporation without share capital to which the *Canada Not-for-profit Corporations Act* applies, that is in good standing under that Act and whose primary object is to provide housing; or
- c) a non-profit housing co-operative that is in good standing under the *Co-operative Corporations Act*.

Despite the above, Council, from time to time and at any time, may enter into agreements providing for all or any part of a D.C. to be paid before or after it would otherwise be payable.

### **7.3.7 Indexing**

Indexing of the D.C.s shall be implemented on a mandatory basis annually commencing on May 1<sup>st</sup> 2021 and each May 1<sup>st</sup> thereafter, in accordance with the Statistics Canada



Quarterly, Non-Residential Building Construction Price Index (Table 18-10-0135-01)<sup>1</sup> for the most recent year-over-year period.

### **7.3.8 The Applicable Areas**

The charges developed herein provide for varying charges within the Municipality, as follows:

- All Municipal-wide Services – the full residential and non-residential charge will be imposed on all lands within the Municipality.
- Urban Area Services – the full administration studies related to urban services be imposed on all urban serviced areas of the Municipality.
- Area Specific - Urban Services:
  - Belmont – the full water and wastewater residential and non-residential D.C.s will be imposed on all lands within Belmont;
  - Port Stanley – the full water and wastewater residential and non-residential D.C.s will be imposed on all lands within Port Stanley;
  - Union – the full wastewater residential and non-residential D.C.s will be imposed on all lands within the Union Area; and
  - Southblock – the full water and wastewater residential D.C.s will be imposed within the Southblock area.

## **7.4 Other D.C. By-law Provisions**

---

**It is recommended that:**

### **7.4.1 Categories of Services for Reserve Fund and Credit Purposes**

The Municipality's D.C. collections are currently reserved in eight separate reserve funds: water services, wastewater services, administration studies (municipal-wide), administration studies (urban), services related to a highway, fire protections services,

---

<sup>1</sup> O. Reg. 82/98 referenced "The Statistics Canada Quarterly, Construction Price Statistics, catalogue number 62-007" as the index source. Since implementation, Statistics Canada has modified this index twice and the above-noted index is the most current. The draft by-law provided herein refers to O. Reg. 82/98 to ensure traceability should this index continue to be modified over time.

---



parks and recreation services, and library services. Appendix D outlines the reserve fund policies that the Municipality is required to follow as per the D.C.A.

#### **7.4.2 By-law In-force Date**

A by-law under the D.C.A. comes into force on the day after which the by-law is passed by Council.

#### **7.4.3 Minimum Interest Rate Paid on Refunds and Charged for Inter-Reserve Fund Borrowing**

The minimum interest rate is the Bank of Canada rate on the day on which the by-law comes into force (as per section 11 of O. Reg. 82/98).

#### **7.4.4 Area Rating**

As noted earlier, Bill 73 has introduced two new sections where Council must consider the use of area specific charges:

1. Section 2 (9) of the Act now requires a municipality to implement area-specific D.C.s for either specific services which are prescribed and/or for specific municipalities which are to be regulated (note that at this time, no municipalities or services are prescribed by the Regulations).
2. Section 10 (2) c.1 of the D.C.A. requires that “the development charges background study shall include consideration of the use of more than one development charge by-law to reflect different needs for services in different areas.”

In regard to the first item, there are no services or specific municipalities identified in the regulations which must be area-rated. The second item requires Council to consider the use of area-rating.

At present, the Municipality’s by-law provides for area rating for water, wastewater and urban related administration studies. All other Municipal services are recovered based on a uniform, Municipal-wide basis. There have been several reasons why they have not been imposed for these services including:



1. All Municipal services, with the exception of water, wastewater and stormwater, require that the average 10-year service standard be calculated. This average service standard multiplied by growth in the Municipality, establishes an upper ceiling on the amount of funds which can be collected from all developing landowners. Section 4 (4) of O. Reg. 82/98 provides that "...if a development charge by-law applies to a part of the municipality, the level of service and average level of service cannot exceed that which would be determined if the by-law applied to the whole municipality." Put in layman terms, the average service standard multiplied by the growth within the specific area, would establish an area specific ceiling which would significantly reduce the total revenue recoverable for the Municipality hence potentially resulting in D.C. revenue shortfalls and impacts on property taxes.
2. Extending on item 1, attempting to impose an area charge potentially causes equity issues in transitioning from a Municipal-wide approach to an area specific approach. For example, if all services were now built (and funded) within Area A (which is 75% built out) and this was funded with some revenues from Areas B and C, moving to an area rating approach would see Area A contribute no funds to the costs of services in Areas B and C. The development charges would be lower in Area A (as all services are now funded) and higher in Areas B and C. As well, funding shortfalls may then potentially encourage the municipality to provide less services to Areas B and C due to reduced revenue.
3. Many services which are provided (roads, parks, recreation facilities, library) are not restricted to one specific area and are often used by all residents. For example, arenas located in different parts of the Municipality will be used by residents from all areas depending on the programming of the facility (i.e. a public skate is available each night, but at a different arena; hence usage of any one facility at any given time is based on programming availability).

For the reasons noted above, it is recommended that Council continue the D.C. approach to calculate the charges on a uniform Municipal-wide basis for all services other than water, wastewater and urban related administration studies.



## 7.5 Other Recommendations

---

### **It is recommended that Council:**

“Whenever appropriate, request that grants, subsidies and other contributions be clearly designated by the donor as being to the benefit of existing development or new development, as applicable;”

“Adopt the assumptions contained herein as an ‘anticipation’ with respect to capital grants, subsidies and other contributions;”

“Continue the D.C. approach to calculate the charges on a uniform Municipal-wide basis for all services (except urban related studies, water, and wastewater), a uniform urban-area basis for urban related administration studies, and on an area-specific basis for water and wastewater services;”

“Approve the capital project listing set out in Chapter 5 of the D.C.s Background Study dated March 25, 2020, subject to further annual review during the capital budget process;”

“Approve the D.C.s Background Study dated March 25, 2020, as amended (if applicable);”

“Determine that no further public meeting is required;” and

“Approve the D.C. By-law as set out in Appendix G.”



# Chapter 8

## By-law Implementation





## 8. By-law Implementation

### 8.1 Public Consultation Process

---

#### **8.1.1 Introduction**

This chapter addresses the mandatory, formal public consultation process (section 8.1.2), as well as the optional, informal consultation process (section 8.1.3). The latter is designed to seek the co-operation and participation of those involved, in order to produce the most suitable policy. Section 8.1.4 addresses the anticipated impact of the D.C. on development from a generic viewpoint.

#### **8.1.2 Public Meeting of Council**

Section 12 of the D.C.A. indicates that before passing a D.C. by-law, Council must hold at least one public meeting, giving at least 20 clear days' notice thereof, in accordance with the Regulation. Council must also ensure that the proposed by-law and background report are made available to the public at least two weeks prior to the (first) meeting.

Any person who attends such a meeting may make representations related to the proposed by-law.

If a proposed by-law is changed following such a meeting, Council must determine whether a further meeting (under this section) is necessary (i.e. if the proposed by-law which is proposed for adoption has been changed in any respect, Council should formally consider whether an additional public meeting is required, incorporating this determination as part of the final by-law or associated resolution. It is noted that Council's decision, once made, is final and not subject to review by a Court or the Local Planning Appeal Tribunal (LPAT) (formerly the Ontario Municipal Board (O.M.B.)).

#### **8.1.3 Other Consultation Activity**

There are three broad groupings of the public who are generally the most concerned with Municipality D.C. policy:

1. The first grouping is the residential development community, consisting of land developers and builders, who are typically responsible for generating the majority



of the D.C. revenues. Others, such as realtors, are directly impacted by D.C. policy. They are, therefore, potentially interested in all aspects of the charge, particularly the quantum by unit type, projects to be funded by the D.C. and the timing thereof, and Municipality policy with respect to development agreements, D.C. credits and front-ending requirements.

2. The second public grouping embraces the public at large and includes taxpayer coalition groups and others interested in public policy.
3. The third grouping is the industrial/commercial/institutional development sector, consisting of land developers and major owners or organizations with significant construction plans, such as hotels, entertainment complexes, shopping centres, offices, industrial buildings and institutions. Also involved are organizations such as Industry Associations, the Chamber of Commerce, the Board of Trade and the Economic Development Agencies, who are all potentially interested in Municipality D.C. policy. Their primary concern is frequently with the quantum of the charge, gross floor area exclusions such as basements, mechanical or indoor parking areas, or exemptions and phase-in or capping provisions in order to moderate the impact.

## **8.2 Anticipated Impact of the Charge on Development**

---

The establishment of sound D.C. policy often requires the achievement of an acceptable balance between two competing realities. The first is that high non-residential D.C.s can, to some degree, represent a barrier to increased economic activity and sustained industrial/commercial growth, particularly for capital intensive uses. Also, in many cases, increased residential D.C.s can ultimately be expected to be recovered via higher housing prices and can impact project feasibility in some cases (e.g. rental apartments).

On the other hand, D.C.s or other Municipality capital funding sources need to be obtained in order to help ensure that the necessary infrastructure and amenities are installed. The timely installation of such works is a key initiative in providing adequate service levels and in facilitating strong economic growth, investment and wealth generation.



## 8.3 Implementation Requirements

---

### 8.3.1 Introduction

Once the Municipality has calculated the charge, prepared the complete background study, carried out the public process and passed a new by-law, the emphasis shifts to implementation matters.

These include notices, potential appeals and complaints, credits, front-ending agreements, subdivision agreement conditions and finally the collection of revenues and funding of projects.

The sections which follow overview the requirements in each case.

### 8.3.2 Notice of Passage

In accordance with section 13 of the D.C.A., when a D.C. by-law is passed, the Municipality clerk shall give written notice of the passing and of the last day for appealing the by-law (the day that is 40 days after the day it was passed). Such notice must be given no later than 20 days after the day the by-law is passed (i.e. as of the day of newspaper publication or the mailing of the notice).

Section 10 of O. Reg. 82/98 further defines the notice requirements which are summarized as follows:

- notice may be given by publication in a newspaper which is (in the Clerk's opinion) of sufficient circulation to give the public reasonable notice, or by personal service, fax or mail to every owner of land in the area to which the by-law relates;
- subsection 10 (4) lists the persons/organizations who must be given notice; and
- subsection 10 (5) lists the eight items which the notice must cover.

### 8.3.3 By-law Pamphlet

In addition to the "notice" information, the Municipality must prepare a "pamphlet" explaining each D.C. by-law in force, setting out:

- a description of the general purpose of the D.C.s;



- the “rules” for determining if a charge is payable in a particular case and for determining the amount of the charge;
- the services to which the D.C.s relate; and
- a description of the general purpose of the Treasurer’s statement and where it may be received by the public.

Where a by-law is not appealed to the LPAT, the pamphlet must be readied within 60 days after the by-law comes into force. Later dates apply to appealed by-laws.

The Municipality must give one copy of the most recent pamphlet without charge, to any person who requests one.

### **8.3.4 Appeals**

Sections 13 to 19 of the D.C.A. set out the requirements relative to making and processing a D.C. by-law appeal and LPAT Hearing in response to an appeal. Any person or organization may appeal a D.C. by-law to the LPAT by filing a notice of appeal with the Municipality clerk, setting out the objection to the by-law and the reasons supporting the objection. This must be done by the last day for appealing the by-law, which is 40 days after the by-law is passed.

The Municipality is carrying out a public consultation process, in order to address the issues that come forward as part of that process, thereby avoiding or reducing the need for an appeal to be made.

### **8.3.5 Complaints**

A person required to pay a D.C., or his agent, may complain to the Municipality Council imposing the charge that:

- the amount of the charge was incorrectly determined;
- the reduction to be used against the D.C. was incorrectly determined; or
- there was an error in the application of the D.C.

Sections 20 to 25 of the D.C.A. set out the requirements that exist, including the fact that a complaint may not be made later than 90 days after a D.C. (or any part of it) is payable. A complainant may appeal the decision of Municipality Council to the LPAT



### **8.3.6 Credits**

Sections 38 to 41 of the D.C.A. set out a number of credit requirements, which apply where a Municipality agrees to allow a person to perform work in the future that relates to a service in the D.C. by-law.

These credits would be used to reduce the amount of D.C.s to be paid. The value of the credit is limited to the reasonable cost of the work which does not exceed the average level of service. The credit applies only to the service to which the work relates, unless the Municipality agrees to expand the credit to other services for which a D.C. is payable.

### **8.3.7 Front-Ending Agreements**

The Municipality and one or more landowners may enter into a front-ending agreement which provides for the costs of a project which will benefit an area in the Municipality to which the D.C. by-law applies. Such an agreement can provide for the costs to be borne by one or more parties to the agreement who are, in turn, reimbursed in future by persons who develop land defined in the agreement.

Part III of the D.C.A. (sections 44 to 58) addresses front-ending agreements and removes some of the obstacles to their use which were contained in the D.C.A., 1989. Accordingly, the Municipality assesses whether this mechanism is appropriate for its use, as part of funding projects prior to Municipality funds being available.

### **8.3.8 Severance and Subdivision Agreement Conditions**

Section 59 of the D.C.A. prevents a municipality from imposing directly or indirectly, a charge related to development or a requirement to construct a service related to development, by way of a condition or agreement under section 51 or section 53 of the Planning Act, except for:

- “local services, related to a plan of subdivision or within the area to which the plan relates, to be installed or paid for by the owner as a condition of approval under section 51 of the Planning Act;” and
- “local services to be installed or paid for by the owner as a condition of approval under section 53 of the Planning Act.”



It is also noted that subsection 59 (4) of the D.C.A. requires that the municipal approval authority for a draft plan of subdivision under subsection 51 (31) of the Planning Act, use its power to impose conditions to ensure that the first purchaser of newly subdivided land is informed of all the D.C.s related to the development, at the time the land is transferred.

In this regard, if the Municipality in question is a commenting agency, in order to comply with subsection 59 (4) of the D.C.A. it would need to provide to the approval authority, information regarding the applicable Municipality D.C.s related to the site.

If the Municipality is an approval authority for the purposes of section 51 of the Planning Act, it would be responsible to ensure that it collects information from all entities which can impose a D.C.

The most effective way to ensure that purchasers are aware of this condition would be to require it as a provision in a registered subdivision agreement, so that any purchaser of the property would be aware of the charges at the time the title was searched prior to closing a transaction conveying the lands.



# Appendices





# Appendix A

## Background Information on Residential and Non- Residential Growth Forecast





# Appendix A: Background Information on Residential and Non-Residential Growth Forecast

**Schedule 1**  
**Municipality of Central Elgin**  
**Residential Growth Forecast Summary**

	Year	Population (Including Census Undercount) <sup>1</sup>	Excluding Census Undercount			Housing Units						Person Per Unit (P.P.U.): Total Population/ Total Households
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi-Detached	Multiple Dwellings <sup>2</sup>	Apartments <sup>3</sup>	Other	Total Households	Equivalent Institutional Households	
Historical	Mid 2006	13,070	12,723	183	12,540	4,430	170	145	40	4,785	166	2.659
	Mid 2011	13,090	12,743	193	12,550	4,513	140	113	15	4,781	175	2.665
	Mid 2016	12,950	12,607	72	12,535	4,640	155	105	25	4,925	65	2.560
Forecast	Early 2020	13,820	13,461	77	13,384	5,001	159	114	25	5,299	70	2.540
	Early 2030	15,890	15,471	89	15,382	5,659	243	267	25	6,195	81	2.498
	Mid 2031	16,190	15,763	95	15,668	5,751	254	292	25	6,322	86	2.493
	Mid 2036	17,050	16,607	98	16,509	6,038	290	368	25	6,721	89	2.471
	Buildout	26,485	25,789	151	25,638	9,436	515	801	25	10,777	137	2.393
Incremental	Mid 2006 - Mid 2011	20	20	10	10	83	-30	-32	-25	-4	9	
	Mid 2011 - Mid 2016	-140	-136	-121	-15	127	15	-8	10	144	-110	
	Mid 2016 - Early 2020	870	854	5	849	361	4	9	0	374	5	
	Early 2020 - Early 2030	2,070	2,010	12	1,998	658	84	153	0	895	11	
	Early 2020 - Mid 2031	2,370	2,302	18	2,284	750	95	178	0	1,023	16	
	Early 2020 - Mid 2036	3,230	3,146	21	3,125	1,037	131	254	0	1,422	19	
	Early 2020 - Buildout	12,665	12,328	74	12,254	4,435	356	687	0	5,478	67	

Source: From Municipality of Central Elgin Population, Housing & Employment Projections, 2011-2036, Medium Growth Scenario, Revised Draft, prepared by Lapointe Consulting, February 5, 2015. Derived by Watson & Associates Economists Ltd., 2020.

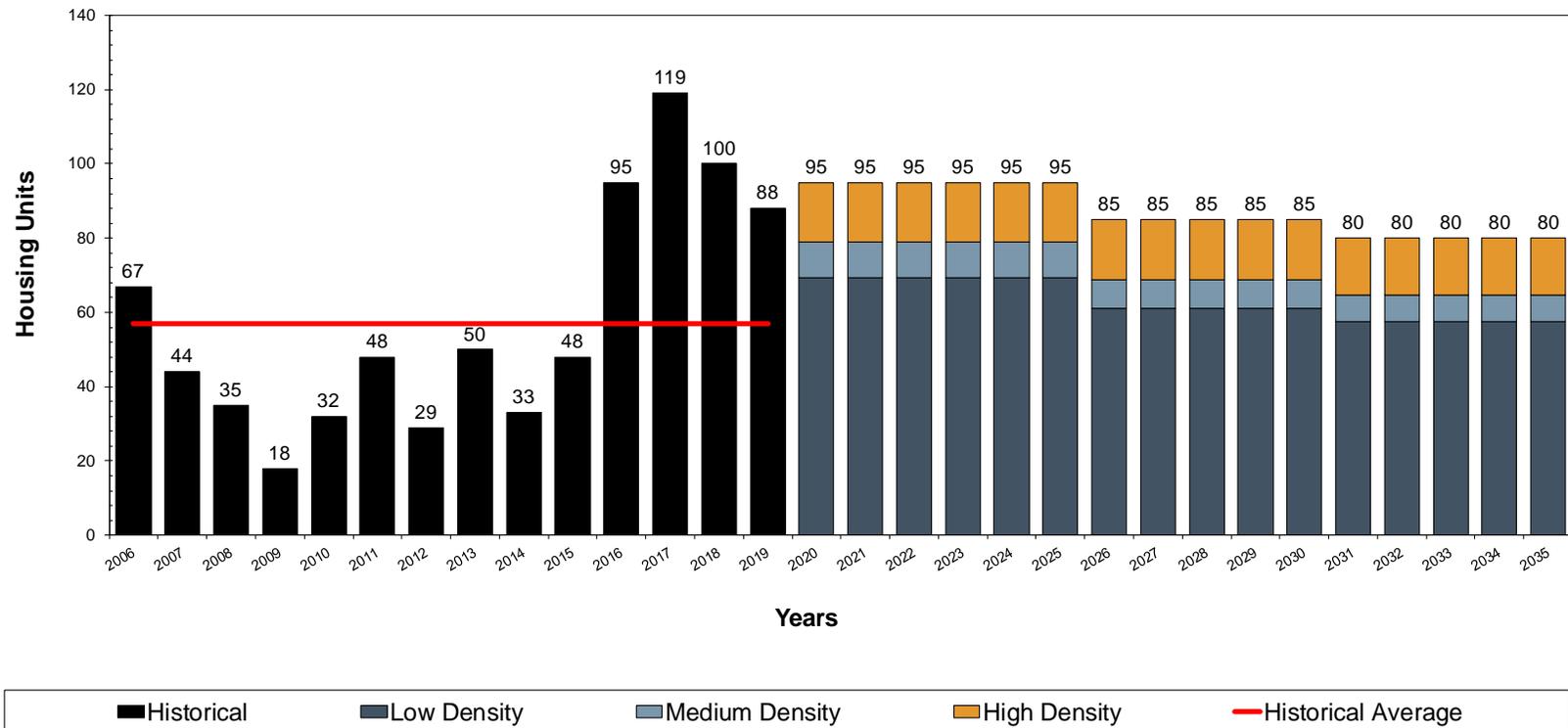
<sup>1</sup> Census undercount estimated at approximately 2.7%. Note: Population including the undercount has been rounded.

<sup>2</sup> Includes townhouses and apartments in duplexes.

<sup>3</sup> Includes bachelor, 1-bedroom and 2-bedroom+ apartments.



**Figure A-1**  
**Annual Housing Forecast<sup>1</sup>**



Source: Historical housing activity derived from Statistics Canada building permit data for the Municipality of Central Elgin, 2007-2019.

<sup>1</sup> Growth forecast represents calendar year.



**Schedule 2**  
**Municipality of Central Elgin**  
**Estimate of the Anticipated Amount, Type and Location of**  
**Residential Development for Which Development Charges can be Imposed**

Development Location	Timing	Single & Semi-Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total Residential Units	Gross Population In New Units	Existing Unit Population Change	Net Population Increase, Excluding Institutional	Institutional Population	Net Population Including Institutional
Port Stanley	Early 2020 - Early 2030	159	84	153	396	867	(65)	802	12	814
	Early 2020 - Mid 2031	172	95	178	445	966	(74)	892	18	910
	Early 2020 - Mid 2036	194	131	254	579	1,220	(112)	1,109	21	1,130
	Early 2020 - Buildout	601	164	369	1,134	2,631	(492)	2,139	74	2,213
Lynhurst <sup>3</sup>	Early 2020 - Early 2030	74	0	0	74	212	(45)	168	0	168
	Early 2020 - Mid 2031	89	0	0	89	255	(51)	205	0	205
	Early 2020 - Mid 2036	147	0	0	147	422	(77)	345	0	345
	Early 2020 - Buildout	147	0	0	147	422	(338)	84	0	84
Belmont	Early 2020 - Early 2030	217	0	0	217	622	(36)	586	0	586
	Early 2020 - Mid 2031	235	0	0	235	674	(41)	633	0	633
	Early 2020 - Mid 2036	265	0	0	265	760	(62)	698	0	698
	Early 2020 - Buildout	325	0	0	325	932	(273)	659	0	659
Norman/Lyndale <sup>4</sup>	Early 2020 - Early 2030	40	0	0	40	115	(7)	108	0	108
	Early 2020 - Mid 2031	43	0	0	43	123	(8)	115	0	115
	Early 2020 - Mid 2036	48	0	0	48	138	(12)	125	0	125
	Early 2020 - Buildout	1,714	192	318	2,224	5,809	(55)	5,754	0	5,754
Union	Early 2020 - Early 2030	100	0	0	100	287	(14)	273	0	273
	Early 2020 - Mid 2031	138	0	0	138	396	(16)	380	0	380
	Early 2020 - Mid 2036	300	0	0	300	861	(24)	836	0	836
	Early 2020 - Buildout	1,264	0	0	1,264	3,626	(108)	3,518	0	3,518
Eastwood Subdivision	Early 2020 - Early 2030	0	0	0	0	0	(21)	(21)	0	(21)
	Early 2020 - Mid 2031	0	0	0	0	0	(24)	(24)	0	(24)
	Early 2020 - Mid 2036	0	0	0	0	0	(37)	(37)	0	(37)
	Early 2020 - Buildout	25	0	0	25	72	(161)	(89)	0	(89)
Yarmouth Industrial & Commercial Lands	Early 2020 - Early 2030	0	0	0	0	0	(1)	(1)	0	(1)
	Early 2020 - Mid 2031	0	0	0	0	0	(2)	(2)	0	(2)
	Early 2020 - Mid 2036	0	0	0	0	0	(2)	(2)	0	(2)
	Early 2020 - Buildout	0	0	0	0	0	(11)	(11)	0	(11)
Total Urban	Early 2020 - Early 2030	590	84	153	827	2,103	(190)	1,913	12	1,925
	Early 2020 - Mid 2031	677	95	178	950	2,414	(215)	2,199	18	2,217
	Early 2020 - Mid 2036	954	131	254	1,339	3,400	(326)	3,074	21	3,095
	Early 2020 - Buildout	4,076	356	687	5,119	13,491	(1,437)	12,054	74	12,128
Rural	Early 2020 - Early 2030	68	0	0	68	195	(110)	85	0	85
	Early 2020 - Mid 2031	73	0	0	73	209	(124)	85	0	85
	Early 2020 - Mid 2036	83	0	0	83	238	(188)	50	0	50
	Early 2020 - Buildout	359	0	0	359	1,030	(830)	200	0	200
Municipality of Central Elgin	Early 2020 - Early 2030	658	84	153	895	2,298	(300)	1,998	12	2,010
	Early 2020 - Mid 2031	750	95	178	1,023	2,624	(339)	2,285	18	2,303
	Early 2020 - Mid 2036	1,037	131	254	1,422	3,638	(514)	3,124	21	3,145
	Early 2020 - Buildout	4,435	356	687	5,478	14,521	(2,267)	12,254	74	12,328

Source: Discussions with Municipal staff regarding land supply and servicing capacity, by Watson & Associates Economists Ltd., 2020.

<sup>1</sup> Includes townhouses and apartments in duplexes.

<sup>2</sup> Includes accessory apartments, bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



**Schedule 3  
Municipality of Central Elgin  
Current Year Growth Forecast  
Mid 2016 to Early 2020**

		Population
Mid 2016 Population		12,607
Occupants of New Housing Units, Mid 2016 to Early 2020	<i>Units (2)</i>	374
	<i>multiplied by P.P.U. (3)</i>	2,920
	<i>gross population increase</i>	1,093
Occupants of New Equivalent Institutional Units, Mid 2016 to Early 2020	<i>Units</i>	5
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	5
Decline in Housing Unit Occupancy, Mid 2016 to Early 2020	<i>Units (4)</i>	4,925
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.050
	<i>total decline in population</i>	-244
Population Estimate to Early 2020		13,461
<i>Net Population Increase, Mid 2016 to Early 2020</i>		<i>854</i>

- (1) 2016 population based on Statistics Canada Census unadjusted for Census undercount.
- (2) Estimated residential units constructed, Mid-2016 to the beginning of the growth period assuming a six-month lag between construction and occupancy.
- (3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.963	97%	2.860
<i>Multiples (6)</i>	2.176	1%	0.023
<i>Apartments (7)</i>	1.542	2%	0.037
Total		100%	2.920

<sup>1</sup> Based on 2016 Census custom database

<sup>2</sup> Based on Building permit/completion activity

- (4) 2016 households taken from Statistics Canada Census.
- (5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.
- (6) Includes townhouses and apartments in duplexes.
- (7) Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



**Schedule 4a  
Municipality of Central Elgin  
Ten Year Growth Forecast  
Mid 2020 to Early 2030**

		Population
Early 2020 Population		13,461
Occupants of New Housing Units, Mid 2020 to Early 2030	<i>Units (2)</i>	895
	<i>multiplied by P.P.U. (3)</i>	2,568
	<i>gross population increase</i>	2,298
Occupants of New Equivalent Institutional Units, Mid 2020 to Early 2030	<i>Units</i>	11
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	12
Decline in Housing Unit Occupancy, Mid 2020 to Early 2030	<i>Units (4)</i>	5,299
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.057
	<i>total decline in population</i>	-300
Population Estimate to Early 2030		15,471
<i>Net Population Increase, Mid 2020 to Early 2030</i>		<i>2,010</i>

(1) Early 2020 Population based on:

2016 Population (12,607) + Mid 2016 to Early 2020 estimated housing units to beginning of forecast period (374 x 2.92 = 1,093) + (5 x 1.1 = 5) + (4,925 x -0.05 = -244) = 13,461

(2) Based upon forecast building permits/completions assuming a lag between construction and occupancy.

(3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.868	74%	2.108
<i>Multiples (6)</i>	2.176	9%	0.204
<i>Apartments (7)</i>	1.491	17%	0.256
<i>one bedroom or less</i>	1.089		
<i>two bedrooms or more</i>	1.700		
<b>Total</b>		100%	2.568

<sup>1</sup> Persons per unit based on adjusted Statistics Canada Custom 2016 Census database.

<sup>2</sup> Forecast unit mix based upon historical trends and housing units in the development process.

(4) Early 2020 households based upon 2016 Census (4,925 units) + Mid 2016 to Early 2020 unit estimate (374 units) = 5,299 units.

(5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(6) Includes townhouses and apartments in duplexes.

(7) Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



**Schedule 4b  
Municipality of Central Elgin  
Early 2020 to Mid 2031**

		Population
<b>Early 2020 Population</b>		<b>13,461</b>
Occupants of New Housing Units, Early 2020 to Mid 2031	<i>Units (2)</i>	1,023
	<i>multiplied by P.P.U. (3)</i>	2,565
	<i>gross population increase</i>	2,624
Occupants of New Equivalent Institutional Units, Early 2020 to Mid 2031	<i>Units</i>	16
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	18
Decline in Housing Unit Occupancy, Early 2020 to Mid 2031	<i>Units (4)</i>	5,299
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.064
	<i>total decline in population</i>	-339
<b>Population Estimate to Mid 2031</b>		<b>15,763</b>
<i>Net Population Increase, Early 2020 to Mid 2031</i>		<i>2,302</i>

(1) Early 2020 Population based on:

2016 Population (12,607) + Mid 2016 to Early 2020 estimated housing units to beginning of forecast period (374 x = 1,085) + (4,925 x - 0.0469 = -231) = 13,461

(2) Based upon forecast building permits/completions assuming a lag between construction and occupancy.

(3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.868	73%	2.103
<i>Multiples (6)</i>	2.176	9%	0.203
<i>Apartments (7)</i>	1.491	17%	0.259
<i>one bedroom or less</i>	1.089		
<i>two bedrooms or more</i>	1.700		
<b>Total</b>		100%	2.565

<sup>1</sup> Persons per unit based on Statistics Canada Custom 2016 Census database.

<sup>2</sup> Forecast unit mix based upon historical trends and housing units in the development process.

(4) Early 2020 households based upon 4,925 (2016 Census) + 374 (Mid 2016 to Early 2020 unit estimate) = 5,299

(5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(6) Includes townhouses and apartments in duplexes.

(7) Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



**Schedule 4c  
Municipality of Central Elgin  
Early 2020 to Mid 2036**

		Population
<b>Early 2020 Population</b>		<b>13,461</b>
Occupants of New Housing Units, Early 2020 to Mid 2036	<i>Units (2)</i>	1,422
	<i>multiplied by P.P.U. (3)</i>	2,559
	<i>gross population increase</i>	3,639
Occupants of New Equivalent Institutional Units, Early 2020 to Mid 2036	<i>Units</i>	19
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	21
Decline in Housing Unit Occupancy, Early 2020 to Mid 2036	<i>Units (4)</i>	5,299
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.097
	<i>total decline in population</i>	-514
<b>Population Estimate to Mid 2036</b>		<b>16,607</b>
<b>Net Population Increase, Early 2020 to Mid 2036</b>		<b>3,146</b>

(1) Early 2020 Population based on:

2016 Population (12,607) + Mid 2016 to Early 2020 estimated housing units to beginning of forecast period (374 x = 1,085) + (4,925 x - 0.0469 = -231) = 13,461

(2) Based upon forecast building permits/completions assuming a lag between construction and occupancy.

0

(3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.868	73%	2.092
<i>Multiples (6)</i>	2.176	9%	0.201
<i>Apartments (7)</i>	1.491	18%	0.266
<i>one bedroom or less</i>	1.089		
<i>two bedrooms or more</i>	1.700		
<b>Total</b>		100%	2.559

<sup>1</sup> Persons per unit based on Statistics Canada Custom 2016 Census database.

<sup>2</sup> Forecast unit mix based upon historical trends and housing units in the development process.

(4) Early 2020 households based upon 4,925 (2016 Census) + 374 (Mid 2016 to Early 2020 unit estimate) = 5,299

(5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(6) Includes townhouses and apartments in duplexes.

(7) Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



**Schedule 5  
Municipality of Central Elgin  
Early 2020 to Buildout**

		Population
<b>Early 2020 Population</b>		<b>13,461</b>
Occupants of New Housing Units, Early 2020 to Buildout	<i>Units (2)</i>	5,478
	<i>multiplied by P.P.U. (3)</i>	2,651
	<i>gross population increase</i>	14,522
Occupants of New Equivalent Institutional Units, Early 2020 to Buildout	<i>Units</i>	67
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	74
Decline in Housing Unit Occupancy, Early 2020 to Buildout	<i>Units (4)</i>	5,299
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.428
	<i>total decline in population</i>	-2,267
<b>Population Estimate to Buildout</b>		<b>25,790</b>
<b>Net Population Increase, Early 2020 to Buildout</b>		<b>12,329</b>

(1) Early 2020 Population based on:

2016 Population (12,607) + Mid 2016 to Early 2020 estimated housing units to beginning of forecast period (374 x = 1,085) + (4,925 x - 0.0469 = -231) = 13,461

(2) Based upon forecast building permits/completions assuming a lag between construction and occupancy.

(3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.868	81%	2.322
<i>Multiples (6)</i>	2.176	6%	0.141
<i>Apartments (7)</i>	1.491	13%	0.187
<i>one bedroom or less</i>	1.089		
<i>two bedrooms or more</i>	1.700		
<b>Total</b>		100%	2.651

<sup>1</sup> Persons per unit based on Statistics Canada Custom 2016 Census database.

<sup>2</sup> Forecast unit mix based upon historical trends and housing units in the development process.

(4) Early 2020 households based upon 4,925 (2016 Census) + 374 (Mid 2016 to Early 2020 unit estimate) = 5,299

(5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(6) Includes townhouses and apartments in duplexes.

(7) Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



**Schedule 6  
Summary of Residential Housing Supply**

Development Location	Stage of Development	Density Type			Total
		Singles & Semi-Detached	Multiples <sup>2</sup>	Apartments <sup>3</sup>	
Port Stanley	Registered Not Built	74	0	0	74
	Draft Plans Approved	203	88	428	719
	Application Pending	0	0	120	120
	<b>Total</b>	<b>277</b>	<b>88</b>	<b>548</b>	<b>913</b>
	<b>Share</b>	<b>30%</b>	<b>10%</b>	<b>60%</b>	<b>100%</b>
Lynhurst	Registered Not Built	147	0	0	147
	Draft Plans Approved	0	0	0	0
	Application Pending	0	0	0	0
	<b>Total</b>	<b>147</b>	<b>0</b>	<b>0</b>	<b>147</b>
	<b>Share</b>	<b>100%</b>	<b>0%</b>	<b>0%</b>	<b>100%</b>
Belmont	Registered Not Built	45	0	0	45
	Draft Plans Approved	349	0	0	349
	Application Pending	0	0	0	0
	<b>Total</b>	<b>394</b>	<b>0</b>	<b>0</b>	<b>394</b>
	<b>Share</b>	<b>100%</b>	<b>0%</b>	<b>0%</b>	<b>100%</b>
Norman/Lyndale	Registered Not Built	0	0	0	0
	Draft Plans Approved	65	0	0	65
	Application Pending	0	0	0	0
	<b>Total</b>	<b>65</b>	<b>0</b>	<b>0</b>	<b>65</b>
	<b>Share</b>	<b>100%</b>	<b>0%</b>	<b>0%</b>	<b>100%</b>
Union	Registered Not Built	0	0	0	0
	Draft Plans Approved	0	0	0	0
	Application Pending	0	0	0	0
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Share</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
Eastwood Subdivision	Registered Not Built	0	0	0	0
	Draft Plans Approved	0	0	0	0
	Application Pending	0	0	0	0
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Share</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
Rural	Registered Not Built	0	0	0	0
	Draft Plans Approved	0	0	0	0
	Application Pending	0	0	0	0
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Share</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
Municipality of Central Elgin	Registered Not Built	266	0	0	266
	Draft Plans Approved	617	88	428	1,133
	Application Pending	0	0	120	120
	<b>Total</b>	<b>883</b>	<b>88</b>	<b>548</b>	<b>1,519</b>
	<b>Share</b>	<b>58%</b>	<b>6%</b>	<b>36%</b>	<b>100%</b>

<sup>1</sup> Municipality of Central Elgin Land Supply, as of February 2019.

<sup>2</sup> Includes townhomes and apartments in duplexes.

<sup>3</sup> Includes bachelor, 1 bedroom and 2 bedroom+ apartments.



**Schedule 7**  
**Municipality of Central Elgin**  
**Historical Residential Building Permits**  
**Years 2007 to 2019**

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total
2007	43	0	1	44
2008	35	0	0	35
2009	18	0	0	18
2010	31	0	1	32
2011	47	0	1	48
<b>Average (2007 - 2011)</b>	<b>35</b>	<b>0</b>	<b>1</b>	<b>35</b>
% Breakdown	98.3%	0.0%	1.7%	100.0%
2012	29	0	0	29
2013	50	0	0	50
2014	33	0	0	33
2015	48	0	0	48
2016	86	0	9	95
Sub-total	246	0	9	255
<b>Average (2012 - 2016)</b>	<b>49</b>	<b>0</b>	<b>2</b>	<b>51</b>
% Breakdown	96.5%	0.0%	3.5%	100.0%
2017	115	4	0	119
2018	100	0	0	100
2019	88	0	0	88
Sub-total	303	4	0	307
<b>Average (2017 - 2019)</b>	<b>101</b>	<b>1</b>	<b>0</b>	<b>102</b>
% Breakdown	98.7%	1.3%	0.0%	100.0%
2007 - 2019				
Total	723	4	12	739
<b>Average</b>	<b>56</b>	<b>0</b>	<b>1</b>	<b>57</b>
% Breakdown	97.8%	0.5%	1.6%	100.0%

Source: Statistics Canada Publication, 64-001XIB & Municipality Building Permits.

<sup>1</sup> Includes townhouses and apartments in duplexes.

<sup>2</sup> Includes bachelor, 1 bedroom and 2 bedroom+ apartments.



**Schedule 8a - 20 Year Average  
Municipality of Central Elgin  
Persons Per Unit By Age and Type of Dwelling  
(2016 Census)**

Age of Dwelling	Singles and Semi-Detached						20 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	-	-	3,041	-	<b>2,963</b>	
6-10	-	-	-	3,333	-	<b>3,415</b>	
11-15	-	-	-	2,582	-	<b>2,388</b>	
16-20	-	-	-	2,750	-	<b>2,708</b>	2.868
20-25	-	-	-	2,270	-	<b>2,469</b>	
25-35	-	-	-	3,104	3,727	<b>3,156</b>	
35+	-	-	1,953	2,533	3,273	<b>2,450</b>	
<b>Total</b>	-	<b>1,714</b>	<b>1,977</b>	<b>2,666</b>	<b>3,365</b>	<b>2,601</b>	

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	-	-	2,941	-	<b>2,893</b>
6-10	-	-	-	3,194	-	<b>3,415</b>
11-15	-	-	-	2,500	-	<b>2,412</b>
16-20	-	-	-	2,773	-	<b>2,640</b>
20-25	-	-	-	2,325	-	<b>2,418</b>
25-35	-	-	-	2,941	3,636	<b>2,889</b>
35+	-	1,368	1,910	2,545	3,273	<b>2,414</b>
<b>Total</b>	-	<b>1,300</b>	<b>1,891</b>	<b>2,643</b>	<b>3,403</b>	<b>2,546</b>

<sup>1</sup> Includes townhouses and apartments in duplexes.

<sup>2</sup> Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

<sup>3</sup> Adjusted based on 2001-2016 historical trends.

*Note: Does not include Statistics Canada data classified as 'Other'*

*P.P.U. Not calculated for samples less than or equal to 50 dwelling units, and does not include institutional population.*



**Schedule 8b  
Elgin County  
Persons Per Unit By Age and Type of Dwelling  
(2016 Census)**

Age of Dwelling	Multiples <sup>1</sup>					Total	20 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR		
1-5	-	-	-	-	-	-	
6-10	-	-	-	-	-	-	
11-15	-	-	-	-	-	-	
16-20	-	-	-	2.308	-	<b>2.176</b>	2.176
20-25	-	-	-	3.583	-	<b>2.720</b>	
25-35	-	-	1.962	3.071	-	<b>2.597</b>	
35+	-	1.282	2.072	2.916	-	<b>2.286</b>	
<b>Total</b>	-	<b>1.292</b>	<b>2.008</b>	<b>2.955</b>	-	<b>2.393</b>	

Age of Dwelling	Apartments <sup>2</sup>					Total	20 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR		
1-5	-	-	1.583	-	-	<b>1.542</b>	
6-10	-	-	1.600	-	-	<b>1.381</b>	
11-15	-	-	-	-	-	-	
16-20	-	-	1.846	-	-	<b>1.550</b>	1.491
20-25	-	1.077	1.708	-	-	<b>1.545</b>	
25-35	-	1.193	1.645	-	-	<b>1.448</b>	
35+	-	1.133	1.723	2.833	-	<b>1.480</b>	
<b>Total</b>	<b>1.250</b>	<b>1.144</b>	<b>1.705</b>	<b>2.833</b>	-	<b>1.487</b>	

Age of Dwelling	All Density Types					Total
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	
1-5	-	1.273	1.957	2.962	5.000	<b>2.779</b>
6-10	-	-	1.857	3.006	5.057	<b>2.928</b>
11-15	-	-	1.864	2.839	3.971	<b>2.753</b>
16-20	-	1.167	1.780	2.920	4.556	<b>2.838</b>
20-25	-	1.286	1.800	2.647	3.581	<b>2.468</b>
25-35	-	1.242	1.801	2.923	4.034	<b>2.630</b>
35+	0.900	1.218	1.840	2.658	3.739	<b>2.368</b>
<b>Total</b>	<b>0.857</b>	<b>1.231</b>	<b>1.840</b>	<b>2.752</b>	<b>4.021</b>	<b>2.503</b>

<sup>1</sup> Includes townhouses and apartments in duplexes.

<sup>2</sup> Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

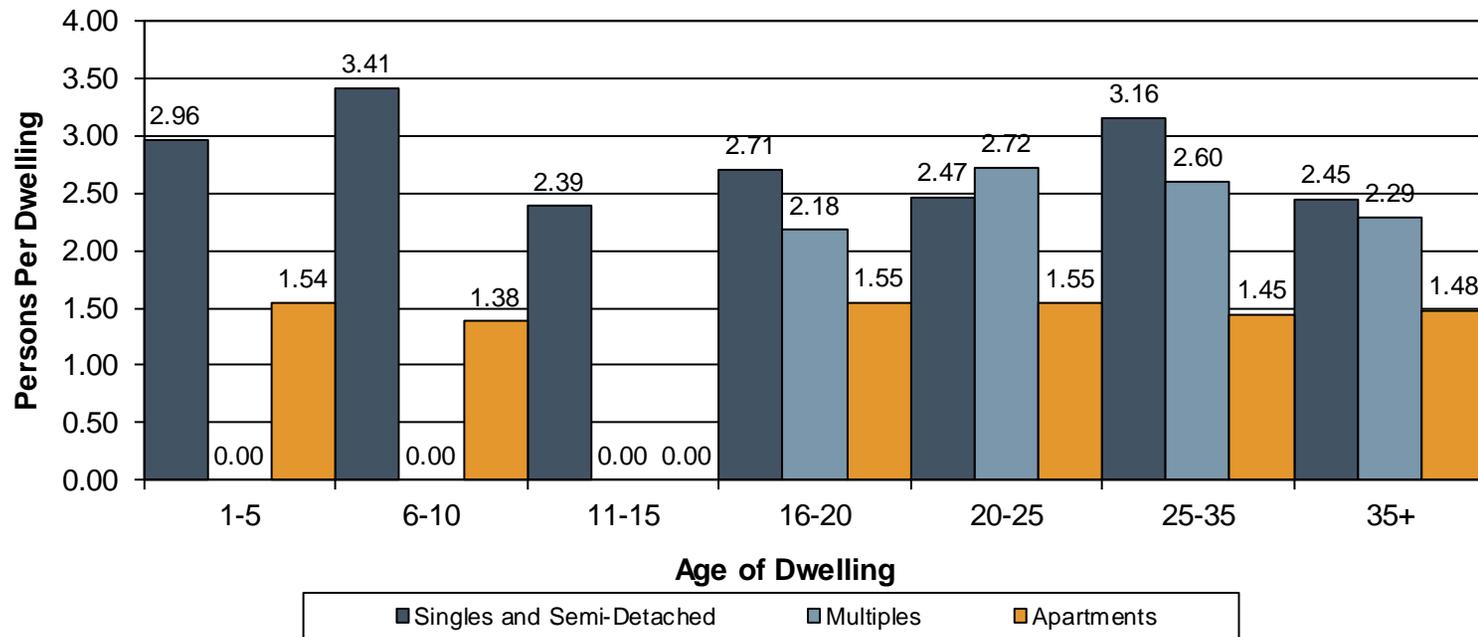
<sup>3</sup> Adjusted based on 2001-2016 historical trends.

*Note: Does not include Statistics Canada data classified as 'Other'*

*P.P.U. Not calculated for samples less than or equal to 50 dwelling units, and does not include institutional population.*



**Schedule 9  
Municipality of Central Elgin  
Persons Per Unit By Structural Type and Age of Dwelling  
(2016 Census)**



Multiple and Apartment P.P.U.s are based on Elgin County.



**Schedule 10a  
Municipality of Central Elgin  
2020 Employment Forecast**

Period	Population	Activity Rate								Employment								Total Employment (including N.F.P.O.W.)	Employment Total (Excluding Work at Home and N.F.P.O.W.)
		Primary <sup>1</sup>	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. <sup>2</sup>	Total Including NPOW	Primary <sup>1</sup>	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. <sup>2</sup>			
Mid 2006	12,723	0.020	0.055	0.049	0.063	0.065	0.252	0.049	0.301	255	700	623	803	825	3,205	625	3,830	2,505	
Mid 2011	12,743	0.022	0.035	0.031	0.068	0.052	0.208	0.064	0.271	285	445	390	865	660	2,645	810	3,455	2,200	
Mid 2016	12,607	0.020	0.047	0.046	0.081	0.054	0.249	0.056	0.305	255	590	585	1,025	680	3,135	710	3,845	2,545	
Early 2020	13,461	0.019	0.045	0.046	0.081	0.051	0.241	0.056	0.298	255	601	614	1,088	690	3,248	758	4,006	2,647	
Early 2030	15,471	0.018	0.041	0.047	0.086	0.050	0.242	0.058	0.300	280	637	727	1,329	778	3,751	897	4,648	3,114	
Mid 2031	15,758	0.018	0.041	0.047	0.087	0.050	0.243	0.058	0.301	280	645	735	1,374	789	3,823	914	4,737	3,178	
Mid 2036	16,616	0.017	0.042	0.047	0.088	0.050	0.244	0.059	0.303	280	691	778	1,466	838	4,053	980	5,033	3,362	
Buildout	25,788	0.011	0.043	0.047	0.091	0.049	0.241	0.061	0.302	280	1,109	1,212	2,347	1,264	6,212	1,573	7,785	5,103	
<b>Incremental Change</b>																			
Mid 2006 - Mid 2011	20	0.002	-0.020	-0.018	0.005	-0.013	-0.044	0.014	-0.030	30	-255	-233	63	-165	-560	185	-375	-305	
Mid 2011 - Mid 2016	-136	-0.0021	0.0119	0.0158	0.0134	0.0021	0.0411	-0.0072	0.0339	-30	145	195	160	20	490	-100	390	345	
Mid 2016 - Early 2020	854	-0.0013	-0.0022	-0.0008	-0.0005	-0.0027	-0.0074	0.0000	-0.0074	0	11	29	63	10	113	48	161	102	
Early 2020 - Early 2030	2,010	-0.0008	-0.0035	0.0014	0.0051	-0.0010	0.0012	0.0017	0.0028	25	36	113	241	88	503	139	642	467	
Early 2020 - Mid 2031	2,297	-0.0012	-0.0037	0.0010	0.0064	-0.0012	0.0013	0.0017	0.0030	25	44	121	286	99	575	156	731	531	
Early 2020 - Mid 2036	3,155	-0.0021	-0.0031	0.0012	0.0074	-0.0008	0.0026	0.0027	0.0053	25	90	164	378	148	805	222	1,027	715	
Early 2020 - Buildout	12,327	-0.0081	-0.0016	0.0014	0.0102	-0.0023	-0.0004	0.0047	0.0043	25	508	598	1,259	574	2,964	815	3,779	2,456	
<b>Annual Average</b>																			
Mid 2006 - Mid 2011	4	0.00046	-0.00402	-0.00366	0.00096	-0.00261	-0.00887	0.00289	-0.00598	6	-51	-47	13	-33	-112	37	-75	-61	
Mid 2011 - Mid 2016	-27	-0.0004	0.0024	0.0032	0.0027	0.0004	0.0082	-0.0014	0.0068	-6	29	39	32	4	98	-20	78	69	
Mid 2016 - Early 2020	244	-0.0004	-0.0006	-0.0002	-0.0001	-0.0008	-0.0021	0.0000	-0.0021	0	3	8	18	3	32	14	46	29	
Early 2020 - Early 2030	201	-0.00008	-0.00035	0.00014	0.00051	-0.00010	0.00012	0.00017	0.00028	3	4	11	24	9	50	14	64	47	
Early 2020 - Mid 2031	200	-0.00010	-0.00032	0.00009	0.00055	-0.00010	0.00011	0.00015	0.00026	2	4	11	25	9	50	14	64	46	
Early 2020 - Mid 2036	191	-0.00013	-0.00019	0.00007	0.00045	-0.00005	0.00016	0.00016	0.00032	2	5	10	23	9	49	13	62	43	
Early 2020 - Buildout	176	-0.00012	-0.00002	0.00002	0.00015	-0.00003	-0.00001	0.00007	0.00006	0	7	9	18	8	42	12	54	35	

Source: From Municipality of Central Elgin Population, Housing & Employment Projections, 2011-2036, Medium Growth Scenario, Revised Draft, prepared by Lapointe Consulting, February 5, 2015. Derived by Watson & Associates Economists Ltd., 2020.

<sup>1</sup> Primary industry includes cannabis growing operation related employment.

<sup>2</sup> Statistics Canada defines no fixed place of work (N.F.P.O.W.) employees as "persons who do not go from home to the same work place location at the beginning of each shift". Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc.



**Schedule 10b**  
**Municipality of Central Elgin**  
**Employment & Gross Floor Area (G.F.A) Forecast, 2020 to Buildout**

Period	Population	Employment					Gross Floor Area in Square Feet (Estimated) <sup>1</sup>				
		Primary <sup>2</sup>	Industrial	Commercial/ Population Related	Institutional <sup>3</sup>	Total	Primary - Non- Bona Fide Farming <sup>4</sup>	Industrial	Commercial/ Population Related	Institutional	Total
Mid 2006	12,723	255	623	803	825	2,505					
Mid 2011	12,743	285	390	865	660	2,200					
Mid 2016	12,607	255	585	1,025	680	2,545					
Early 2020	13,461	255	614	1,088	687	2,644					
Early 2030	15,471	280	727	1,329	769	3,105					
Mid 2031	15,758	280	735	1,374	780	3,169					
Mid 2036	16,616	280	778	1,466	827	3,351					
Buildout	25,788	280	1,212	2,347	1,227	5,066					
<b>Incremental Change</b>											
Mid 2006 - Mid 2011	20	30	-233	63	-165	-305					
Mid 2011 - Mid 2016	-136	-30	195	160	20	345					
Mid 2016 - Early 2020	854	0	29	63	7	99					
Early 2020 - Early 2030	2,010	25	113	241	82	461	100,000	113,000	96,400	55,800	365,200
Early 2020 - Mid 2031	2,297	25	121	286	93	525	100,000	121,000	114,400	63,600	399,000
Early 2020 - Mid 2036	3,155	25	164	378	140	707	100,000	164,000	151,200	96,300	511,500
Early 2020 - Buildout	12,327	25	598	1,259	540	2,422	100,000	598,000	503,600	369,900	1,571,500
<b>Annual Average</b>											
Mid 2006 - Mid 2011	4	6	-47	13	-33	-61					
Mid 2011 - Mid 2016	-27	-6	39	32	4	69					
Mid 2016 - Early 2020	244	0	8	18	2	28					
Early 2020 - Early 2030	201	3	11	24	8	46	10,000	11,300	9,640	5,580	36,520
Early 2020 - Mid 2031	200	2	11	25	8	46	8,696	10,522	9,948	5,530	34,696
Early 2020 - Mid 2036	191	2	10	23	8	43	6,061	9,939	9,164	5,836	31,000
Early 2020 - Buildout	176	0	9	18	8	35	1,429	8,543	7,194	5,284	22,450

Source: From Municipality of Central Elgin Population, Housing & Employment Projections, 2011-2036, Medium Growth Scenario, Revised Draft, prepared by Lapointe Consulting, February 5, 2015. Derived by Watson & Associates Economists Ltd., 2020.

<sup>1</sup> Square Foot Per Employee Assumptions

Primary - Non-Bona Fide Farming 4,000

Industrial 1,000

Commercial/ Population Related 400

Institutional 685

<sup>2</sup> Primary industry includes cannabis growing operation related employment.

<sup>3</sup> Forecast institutional employment and gross floor area has been adjusted downward to account for employment associated with special care units.

<sup>4</sup> Non-bona fide farming is defined as cannabis growing operation related employment for G.F.A. purposes in Schedules 10b and 10c.

Note: Numbers may not add to totals due to rounding.



**Schedule 10c**  
**Estimate of the Anticipated Amount, Type and Location of**  
**Non-Residential Development for Which Development Charges can be Imposed**

Development Location	Timing	Primary - Non-Bona Fide Farming G.F.A. S.F. <sup>1,2</sup>	Industrial G.F.A. S.F. <sup>1</sup>	Commercial G.F.A. S.F. <sup>1</sup>	Institutional G.F.A. S.F. <sup>1</sup>	Total Non-Residential G.F.A. S.F.	Employment Increase <sup>3</sup>
Port Stanley	2020 - 2030	-	-	9,400	26,700	36,100	63
	2020 - 2031	-	-	11,100	29,800	40,900	71
	2020 - 2036	-	-	14,700	41,600	56,300	97
	2020 - Buildout	-	-	48,900	80,700	129,600	240
Lynhurst	2020 - 2030	-	-	-	5,000	5,000	7
	2020 - 2031	-	-	-	6,000	6,000	9
	2020 - 2036	-	-	-	10,600	10,600	15
	2020 - Buildout	-	-	-	13,300	13,300	19
Belmont	2020 - 2030	-	73,400	14,200	14,600	102,200	130
	2020 - 2031	-	78,600	16,800	15,700	111,100	144
	2020 - 2036	-	106,600	22,300	19,100	148,000	190
	2020 - Buildout	-	388,700	74,100	25,800	488,600	612
Norman/Lyndale	2020 - 2030	-	-	-	2,700	2,700	4
	2020 - 2031	-	-	-	2,900	2,900	4
	2020 - 2036	-	-	-	3,500	3,500	5
	2020 - Buildout	-	-	-	159,900	159,900	233
Union	2020 - 2030	-	-	-	6,700	6,700	10
	2020 - 2031	-	-	-	9,200	9,200	14
	2020 - 2036	-	-	-	21,600	21,600	31
	2020 - Buildout	-	-	-	90,200	90,200	132
Eastwood Subdivision	2020 - 2030	-	-	-	-	-	-
	2020 - 2031	-	-	-	-	-	-
	2020 - 2036	-	-	-	-	-	-
	2020 - Buildout	-	-	-	-	-	-
Yamouth Industrial & Commercial Lands	2020 - 2030	100,000	18,200	43,300	-	161,500	152
	2020 - 2031	100,000	19,400	51,500	-	170,900	173
	2020 - 2036	100,000	26,300	67,900	-	194,200	221
	2020 - Buildout	100,000	95,700	226,600	-	422,300	687
Total Urban	2020 - 2030	100,000	91,600	66,900	55,700	314,200	366
	2020 - 2031	100,000	98,000	79,400	63,600	341,000	415
	2020 - 2036	100,000	132,900	104,900	96,400	434,200	560
	2020 - Buildout	100,000	484,400	349,600	369,900	1,303,900	1,923
Rural	2020 - 2030	-	12,400	16,500	-	28,900	54
	2020 - 2031	-	13,300	19,600	-	32,900	62
	2020 - 2036	-	18,000	25,900	-	43,900	83
	2020 - Buildout	-	65,800	86,100	-	151,900	281
Unallocated	2020 - 2030	-	9,000	13,000	-	22,000	42
	2020 - 2031	-	9,700	15,400	-	25,100	48
	2020 - 2036	-	13,100	20,400	-	33,500	64
	2020 - Buildout	-	47,800	67,900	-	115,700	217
Municipality of Central Elgin Total	2020 - 2030	100,000	113,000	96,400	55,700	365,100	461
	2020 - 2031	100,000	121,000	114,400	63,600	399,000	525
	2020 - 2036	100,000	164,000	151,200	96,400	511,600	707
	2020 - Buildout	100,000	598,000	503,600	369,900	1,571,500	2,422

Source: From Municipality of Central Elgin Population, Housing & Employment Projections, 2011-2036, Medium Growth Scenario, Revised Draft, prepared by Lapointe Consulting, February 5, 2015. Derived by Watson & Associates Economists Ltd., 2020.

<sup>1</sup> Square feet per employee assumptions:

Primary - Non-Bona Fide Farming	4,000
Industrial	1,000
Commercial	400
Institutional	685

<sup>2</sup> Non-bona fide farming is defined as cannabis growing operation related employment for G.F.A. purposes in Schedules 10b and 10c.

<sup>3</sup> Employment Increase does not include No Fixed Place of Work.

Note: Forecast institutional employment and gross floor area has been adjusted downward to account for employment associated with special care units.



**Schedule 11**  
**Municipality of Central Elgin**  
**Non-Residential Construction Value**  
**Years 2007 to 2016**  
**(000's 2018 \$)**

YEAR	Industrial				Commercial				Institutional				Total			
	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total
2007	1,012	169	0	1,180	901	944	0	1,845	29	582	0	611	1,942	1,695	0	3,636
2008	5,407	163	0	5,570	661	482	0	1,143	0	213	0	213	6,068	858	0	6,927
2009	1,175	62	0	1,237	514	122	0	636	0	525	0	525	1,689	710	0	2,399
2010	943	68	0	1,011	1,477	1,092	0	2,569	0	0	0	0	2,421	1,160	0	3,580
2012	1,327	467	0	1,795	643	115	0	758	0	88	461	549	1,970	670	461	3,101
2013	692	279	631	1,602	405	116	1,557	2,078	0	487	0	487	1,097	882	2,188	4,167
2014	10,434	208	282	10,924	6	155	0	161	0	0	0	0	10,440	363	282	11,085
2015	220	162	0	382	0	381	0	381	0	17	225	243	220	560	225	1,005
2016	804	60	0	864	421	76	0	497	0	2	0	2	1,224	138	0	1,362
<b>Subtotal</b>	<b>23,382</b>	<b>1,880</b>	<b>913</b>	<b>26,175</b>	<b>5,954</b>	<b>3,701</b>	<b>1,557</b>	<b>11,211</b>	<b>151,765</b>	<b>1,929</b>	<b>686</b>	<b>154,380</b>	<b>181,101</b>	<b>7,510</b>	<b>3,156</b>	<b>191,767</b>
Percent of Total	89%	7%	3%	100%	53%	33%	14%	100%	98%	1%	0%	100%	94%	4%	2%	100%
<b>Average</b>	<b>2,338</b>	<b>188</b>	<b>456</b>	<b>2,618</b>	<b>662</b>	<b>370</b>	<b>1,557</b>	<b>1,121</b>	<b>75,882</b>	<b>241</b>	<b>343</b>	<b>19,297</b>	<b>18,110</b>	<b>751</b>	<b>789</b>	<b>19,177</b>
2007 - 2011 Period Total				10,609				7,337				153,100				171,046
<b>2007 - 2011 Average</b>				<b>2,122</b>				<b>1,467</b>				<b>30,620</b>				<b>34,209</b>
% Breakdown				6.2%				4.3%				89.5%				100.0%
2012 - 2016 Period Total				15,566				3,874				1,280				20,721
<b>2012 - 2016 Average</b>				<b>3,113</b>				<b>775</b>				<b>256</b>				<b>4,144</b>
% Breakdown				75.1%				18.7%				6.2%				100.0%
2007 - 2016 Period Total				26,175				11,211				154,380				191,767
<b>2007 - 2016 Average</b>				<b>2,618</b>				<b>1,121</b>				<b>15,438</b>				<b>19,177</b>
% Breakdown				13.6%				5.8%				80.5%				100.0%

Source: Statistics Canada Publication, 64-001-XIB

Note: Inflated to year-end 2017 (January, 2018) dollars using Reed Construction Cost Index



**Schedule 12**  
**Municipality of Central Elgin**  
**Employment to Population Ratio by Major Employment Sector, 2006 to 2016**

NAICS		Year			Change	
		2006	2011	2016	06-11	11-16
<b>Employment by industry</b>						
	<b><u>Primary Industry Employment</u></b>					
11	<i>Agriculture, forestry, fishing and hunting</i>	460	455	365	-5	-90
21	<i>Mining and oil and gas extraction</i>	0	0	0	0	0
	<b>Sub-total</b>	<b>460</b>	<b>455</b>	<b>365</b>	<b>-5</b>	<b>-90</b>
	<b><u>Industrial and Other Employment</u></b>					
22	<i>Utilities</i>	25	15	30	-10	15
23	<i>Construction</i>	135	145	250	10	105
31-33	<i>Manufacturing</i>	320	125	220	-195	95
41	<i>Wholesale trade</i>	135	125	115	-10	-10
48-49	<i>Transportation and warehousing</i>	150	45	65	-105	20
56	<i>Administrative and support</i>	40	20	40	-20	20
	<b>Sub-total</b>	<b>805</b>	<b>475</b>	<b>720</b>	<b>-330</b>	<b>245</b>
	<b><u>Population Related Employment</u></b>					
44-45	<i>Retail trade</i>	280	280	350	0	70
51	<i>Information and cultural industries</i>	15	40	30	25	-10
52	<i>Finance and insurance</i>	25	80	65	55	-15
53	<i>Real estate and rental and leasing</i>	30	10	30	-20	20
54	<i>Professional, scientific and technical services</i>	135	150	210	15	60
55	<i>Management of companies and enterprises</i>	0	0	10	0	10
56	<i>Administrative and support</i>	40	20	40	-20	20
71	<i>Arts, entertainment and recreation</i>	165	120	150	-45	30
72	<i>Accommodation and food services</i>	245	215	270	-30	55
81	<i>Other services (except public administration)</i>	100	85	150	-15	65
	<b>Sub-total</b>	<b>1,035</b>	<b>1,000</b>	<b>1,305</b>	<b>-35</b>	<b>305</b>
	<b><u>Institutional</u></b>					
61	<i>Educational services</i>	150	90	85	-60	-5
62	<i>Health care and social assistance</i>	625	515	485	-110	-30
91	<i>Public administration</i>	130	110	175	-20	65
	<b>Sub-total</b>	<b>905</b>	<b>715</b>	<b>745</b>	<b>-190</b>	<b>30</b>
	<b>Total Employment</b>	<b>3,205</b>	<b>2,645</b>	<b>3,135</b>	<b>-560</b>	<b>490</b>
	<b>Population</b>	<b>12,723</b>	<b>12,743</b>	<b>12,607</b>	<b>20</b>	<b>-136</b>
	<b><u>Employment to Population Ratio</u></b>					
	<b>Industrial and Other Employment</b>	<b>0.06</b>	<b>0.04</b>	<b>0.06</b>	<b>-0.03</b>	<b>0.02</b>
	<b>Population Related Employment</b>	<b>0.08</b>	<b>0.08</b>	<b>0.10</b>	<b>0.00</b>	<b>0.03</b>
	<b>Institutional Employment</b>	<b>0.07</b>	<b>0.06</b>	<b>0.06</b>	<b>-0.02</b>	<b>0.00</b>
	<b>Primary Industry Employment</b>	<b>0.04</b>	<b>0.04</b>	<b>0.03</b>	<b>0.00</b>	<b>-0.01</b>
	<b>Total</b>	<b>0.25</b>	<b>0.21</b>	<b>0.25</b>	<b>-0.04</b>	<b>0.04</b>

Source: Statistics Canada Employment by Place of Work

Note: 2006-2016 employment figures are classified by North American Industry Classification System (NAICS) Code



# Appendix B

## Level of Service





## Appendix B: Level of Service

SUMMARY OF SERVICE STANDARDS AS PER DEVELOPMENT CHARGES ACT, 1997, AS AMENDED							
Service Category	Sub-Component	10 Year Average Service Standard					Maximum Ceiling LOS
		Cost (per capita)	Quantity (per capita)		Quality (per capita)		
Services Related to a Highway	Roads	\$10,478.70	0.0126	km of roadways	831,643	per lane km	32,955,512
	Bridges & Culverts	\$905.40	0.0454	Number of Bridges, Culverts & Structures	19,943	per item	2,847,483
	Sidewalks	\$144.30	0.9630	lin.m of sidewalks	150	per km	453,824
	Streetlights	\$24.60	0.0244	No. of Streetlights	1,008	per signal	77,367
	Depots and Domes	\$595.76	3.5018	ft² of building area	170	per sq.ft.	1,873,665
	Roads and Related Vehicles	\$682.37	0.0060	No. of vehicles and equipment	113,728	per vehicle	2,146,054
Fire	Fire Facilities	\$339.58	1.1686	sq.ft. of building area	291	per sq.ft.	1,067,979
	Fire Vehicles	\$511.18	0.0011	No. of vehicles	464,709	per vehicle	1,607,661
	Fire Small Equipment and Gear	\$164.18	0.0693	No. of equipment and gear	2,369	per Firefighter	516,346
Parking	Parking Spaces	\$280.48	0.0432	No. of spaces	6,493	per space	563,765
Parks & Recreation	Parkland Development	\$348.56	0.0077	Acres of Parkland	45,268	per acre	700,606
	Parkland Amenities	\$301.53	0.0044	No. of parkland amenities	68,530	per amenity	606,075
	Indoor Recreation Facilities	\$490.09	1.9649	ft² of building area	249	per sq.ft.	985,081
	Recreation Vehicles and Equipment	\$30.62	0.0005	No. of vehicles and equipment	61,240	per vehicle	61,546
Library	Library Facilities	\$60.89	0.2333	ft² of building area	261	per sq.ft.	122,389



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Roads  
Unit Measure: km of roadways

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/km)
Gravel Surface	61	61	59	51	50	49	46	46	46	46	\$746,000
Rural Hard Surfaced	95	95	97	105	106	107	110	110	110	110	\$829,000
Urban Hard Surfaced	6	6	6	6	6	6	6	6	6	6	\$1,528,000
<b>Total</b>	<b>162</b>										

Population	12,760	12,743	12,733	12,671	12,668	12,617	12,608	12,825	13,124	13,370
Per Capita Standard	0.0127	0.0127	0.0127	0.0128	0.0128	0.0128	0.0128	0.0126	0.0123	0.0121

10 Year Average	2010-2019
Quantity Standard	0.0126
Quality Standard	\$831,643
Service Standard	\$10,479

D.C. Amount (before deductions)	2036
Forecast Population	3,145
\$ per Capita	\$10,479
Eligible Amount	\$32,955,512



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Bridges & Culverts  
Unit Measure: Number of Bridges, Culverts & Structures

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/item)
Bridges (m)	278.2	278.2	278.2	278.2	278.2	278.2	278.2	278.2	278.2	278.2	\$25,300
Culverts (m)	303.9	303.9	303.9	303.9	303.9	303.9	303.9	303.9	303.9	303.9	\$15,000
<b>Total</b>	<b>582</b>										

Population	12,760	12,743	12,733	12,671	12,668	12,617	12,608	12,825	13,124	13,370
Per Capita Standard	0.0456	0.0457	0.0457	0.0459	0.0459	0.0461	0.0462	0.0454	0.0444	0.0435

10 Year Average	2010-2019
Quantity Standard	0.0454
Quality Standard	\$19,943
Service Standard	\$905

D.C. Amount (before deductions)	2036
Forecast Population	3,145
\$ per Capita	\$905
Eligible Amount	\$2,847,483







**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Depots and Domes  
Unit Measure: ft<sup>2</sup> of building area

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Whites Station Works Yard - Building #1 Main Building	10,600	10,600	10,600	10,600	10,600	10,600	10,600	10,600	10,600	10,600	\$191	\$218
Whites Station Works Yard - Building #2 Vehicles Storage	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	\$156	\$179
Whites Station Works Yard - Building #3 Vehicles Storage	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	\$156	\$179
Whites Station Works Yard - Building #4 Salt Storage	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	\$102	\$120
Whites Station Works Yard - Building #5 Salt/Sand Storage	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	\$102	\$120
<b>Total</b>	<b>44,850</b>											

Population	12,760	12,743	12,733	12,671	12,668	12,617	12,608	12,825	13,124	13,370
Per Capita Standard	3.5149	3.5196	3.5223	3.5396	3.5404	3.5547	3.5573	3.4971	3.4174	3.3545

10 Year Average	2010-2019
Quantity Standard	3.5018
Quality Standard	\$170
Service Standard	\$596

D.C. Amount (before deductions)	2036
Forecast Population	3,145
\$ per Capita	\$596
Eligible Amount	\$1,873,665



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Roads and Related Vehicles  
Unit Measure: No. of vehicles and equipment

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/Vehicle)
<b>Pick-ups:</b>											
Ford Ranger Supercab (1/36)	1	1	1	1	1	-	-	-	-	-	\$34,000
Truck #36 - 2014 Chevrolet Silverado	-	-	-	-	-	1	1	1	1	1	\$35,300
Dodge Dakota 4x4 Crew Cab (20)	1	1	1	1	1	1	1	-	-	-	\$43,300
Truck #20 - 2017 Dodge Ram 1500 4x4	-	-	-	-	-	-	-	1	1	1	\$52,000
Chrysler Dakota Clubcab (2)	1	1	1	1	1	1	1	1	1	-	\$47,400
Truck #2 - 2019 Dodge Ram	-	-	-	-	-	-	-	-	-	1	\$41,800
Chevrolet Silverado (2)	-	-	-	-	1	1	1	1	1	-	\$33,400
Truck #13 - 2019 Ford Ranger XL	-	-	-	-	-	-	-	-	-	1	\$64,300
Truck #50 - Dodge Ram 1500 Crew Cab 4x4	-	1	1	1	1	1	1	1	1		\$31,000
Truck #50 - 2019 Ford Ranger XL	-	-	-	-	-	-	-	-	-	1	\$64,300
Truck #45 - Dodge Ram 2x4 (Crew Cab)	-	-	1	1	1	1	1	1	1	1	\$69,500
Chrysler Ram 2X4 Crewcab (3)	1	1	-	-	-	-	-	-	-	-	\$69,400
Truck #53 - 2017 Dodge Ram 1500 4x4	-	-	-	-	-	-	1	1	1	1	\$52,000
Truck #51 - 2017 Dodge Ram 1500 4x4	-	-	-	-	-	-	1	1	1	1	\$35,800
Truck #3 - 2012 Dodge Ram 3500 4x4 Crew Cab	-	-	1	1	1	1	1	1	1	1	\$65,300
Ford F250 Pickup (10)	1	1	1	1	1	1	1	1	1	1	\$75,200
Chrysler Dakota Extndcab (4)	1	-	-	-	-	-	-	-	-	-	\$46,400
Truck #4 - Dodge Ram 1500 Crew Cab 4x4	-	1	1	1	1	1	1	1	1	1	\$31,200
Ford F250 Pickup (44)	1	1	1	1	1	1	1	1	1	1	\$54,200



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Roads and Related Vehicles  
Unit Measure: No. of vehicles and equipment

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/Vehicle)
Chrysler Ram4X4 Crewcab (16)	1	1	1	1	1	1	1	-	-	-	\$52,200
Truck #16 - 2017 Dodge Ram 1500	-	-	-	-	-	-	-	1	1	1	\$34,800
Chrysler Dakota Crewcab (5)	1	1	1	1	1	1	-	-	-	-	\$52,200
Truck #5 - 2016 Ford F250	-	-	-	-	-	-	1	1	1	1	\$44,500
Dodge Ram1500 Quadcab (30)	1	1	1	1	1	1	1	1	1	-	\$47,500
Truck #30 - 2019 Ford F250	-	-	-	-	-	-	-	-	-	1	\$43,000
Ford Ranger Extndcab (6)	1	1	1	1	-	-	-	-	-	-	\$46,100
Truck #6 Chevrolet Silverado	-	-	-	-	1	1	1	1	1	1	\$38,400
Truck #9 Dodge Dakota 4x4 Crew Cab	1	1	1	1	1	1	1	-	-	-	\$36,800
Truck #9 - 2017 Dodge Ram 1500	-	-	-	-	-	-	-	1	1	1	\$38,100
Ford Ranger Pickup (7)	1	1	1	1	-	-	-	-	-	-	\$34,000
Truck #7 - Chevrolet Silverado	-	-	-	-	1	1	1	1	1	1	\$38,200
Dodge Rpc Pickup (39)	1	-	-	-	-	-	-	-	-	-	\$44,800
Truck 39 - Dodge Ram 1500 Reg Cab 4x2	-	1	1	1	1	1	1	1	1	1	\$25,800
Ford F450 Superduty (34)	1	1	1	-	-	-	-	-	-	-	\$66,000
Truck #34 - Ford F550 Boom Truck	-	-	-	1	1	1	1	1	1	1	\$144,900
Dodge Ram3500 1Ton (10)	1	1	1	1	1	-	-	-	-	-	\$62,500
Truck #10 - 2015 Ford F350	-	-	-	-	-	1	1	1	1	1	\$49,400
Ford F350 Supercab (8)	1	1	1	1	1	1	-	-	-	-	\$68,100
Truck #8 - 2016 Ford F250	-	-	-	-	-	-	1	1	1	1	\$23,000
Truck 12 - Dodge 3500 4x2	1	1	1	1	-	-	-	-	-	-	\$50,100
Truck #12 - 2019 Dodge Ram RTR	-	-	-	-	-	-	-	-	-	1	\$47,400
Truck #49 - Ford F350 (1 ton Dual)	1	1	1	1	1	1	-	-	-	-	\$66,300
Truck # 49 - 2017 Dodge Ram 1500 4x4	-	-	-	-	-	-	1	1	1	1	\$33,700
Ford F350 1 Ton dual (14)	1	1	1	-	-	-	-	-	-	-	\$66,800



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Roads and Related Vehicles  
Unit Measure: No. of vehicles and equipment

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/Vehicle)
Truck #14 - Ford F550 4x2 Super Crew	-	-	-	1	1	1	1	1	1	1	\$72,900
Ford Econoline Van (38)	1	1	1	1	1	-	-	-	-	-	\$53,000
Truck #38 - 2015 Ford F250 4x4	-	-	-	-	-	1	1	1	1	1	\$64,700
Ford Escape Hybrid (1)	1	1	1	1	-	-	-	-	-	-	\$53,800
Truck #1 - GMC Terrain	-	-	-	-	1	1	1	1	1	1	\$34,200
Truck #46 - 2013 Ford F150 4x4 S	-	-	-	1	1	1	1	1	1	1	\$31,600
Truck #48 - 2013 Ford F150 4x4 S	-	-	-	1	1	1	1	1	1	1	\$30,700
Truck #54 - 2016 Ford F250	-	-	-	-	-	-	1	1	1	1	\$36,900
<b>Dumps and Trucks:</b>											
Freightliner 5 Ton Single Axle, "U" body Box	1	1	1	1	1	1	1	1	1	1	\$287,300
International Tandem	1	1	1	1	1	1	1	1	1	1	\$317,800
Sterling Tandem Axle Dump, "U" body Box	1	1	1	1	1	1	1	1	1	1	\$363,500
Sterling Tandem Axle Dump, "U" body Box	1	1	1	1	1	1	1	1	1	1	\$345,900
Freightliner 5 Ton Single Axle, "U" body Box	1	1	1	1	1	1	1	1	1	1	\$296,700
Sterling Tandem Axle Dump, "U" body Box	1	1	1	1	1	1	1	1	1	1	\$378,800
Sterling Tandem Axle Dump, "U" body Box	1	1	1	1	1	1	1	1	1	1	\$363,500
Sterling Single Actera	1	1	1	1	1	1	1	1	1	1	\$266,200
Volvo Tandem	1	1	1	1	1	1	1	1	1	1	\$317,800
Truck #11 - 2015 International P	-	-	-	-	-	-	1	1	1	1	\$182,200
Truck #15 - 2012 Freightliner M2	-	-	-	1	1	1	1	1	1	1	\$247,300
Truck #17 - 2004 Sterling LT 950	1	1	1	1	1	1	1	1	1	1	\$346,000



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Roads and Related Vehicles  
Unit Measure: No. of vehicles and equipment

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/Vehicle)
Truck #18 - 2010 International 7	-	1	1	1	1	1	1	1	1	1	\$338,500
Truck #19 - 2009 Volvo VHD 64F20	1	1	1	1	1	1	1	1	1	1	\$305,900
Truck #33 - 2014 International	-	-	-	-	1	1	1	1	1	1	\$235,300
Truck #35 - 2016 International	-	-	-	-	-	-	1	1	1	1	\$234,400
Truck #37 - 2018 International 7	-	-	-	-	-	-	-	1	1	1	\$336,400
Truck #40 - 2015 International 7	-	-	-	-	-	-	1	1	1	1	\$288,600
Truck #56 - 1996 Ford/Elgin Sweeper	-	-	-	-	-	-	-	1	1	1	\$22,500
<b>Graders:</b>											
Champion Model 740 Grader 1993	1	1	1	1	1	1	1	1	1	1	\$253,300
Caterpillar Model 140H Grader	1	1	1	1	1	1	1	1	1	1	\$483,200
<b>Tractor/Backhoes/Loaders:</b>											
Tractor #26 Ford 5610 4x4 Tractor	1	1	1	1	1	1	1	1	1	1	\$89,100
Case 590SN Backhoe (23)	1	1	1	1	1	1	1	1	1	1	\$133,700
Tiger Flail Mower	1	1	1	1	1	1	1	1	1	1	\$12,900
Bomford Mower	-	-	-	-	-	-	1	1	1	1	\$49,600
Tractor #55 - 2016 John Deere 61	-	-	-	-	-	-	1	1	1	1	\$31,700
											\$0
John Deere 1070 Tractor (Parks)	1	1	1	1	1	1	1	1	1	1	\$31,700
Tractor # 31 2018 Kubota 37 HP L	-	-	-	-	-	-	-	-	1	1	\$44,900
New Idea Disc Mower	1	1	1	1	1	1	1	1	1	1	\$5,200
Mott Knife Mower	1	1	1	1	1	1	1	1	1	1	\$6,400
New Holland TC 30	1	1	1	1	1	1	1	1	1	1	\$6,300
John Deere LT 155	1	1	1	1	1	1	1	1	1	1	\$46,900
John Deere 2510	1	1	1	1	1	1	1	1	1	1	\$44,600
John Deere 410 L	1	1	1	1	1	1	1	1	1	1	\$171,400



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Roads and Related Vehicles  
Unit Measure: No. of vehicles and equipment

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/Vehicle)
John Deere 430 (Loader)											\$8,200
Loader: John Deere 544K	1	1	1	1	1	1	1	1	1	1	\$182,700
Varmeer Vac Unit	1	1	1	1	1	1	1	1	1	1	\$156,000
Salt and Sand Spreader	1	1	1	1	1	1	1	1	1	1	\$8,100
<b>Miscellaneous:</b>											
Trackless Sidewalk Plow (28) (snow blower, broom, sander)	1	1	1	1	1	1	1	1	1	1	\$151,300
Trackless #28 2018 MT7 Off-Road Vehic	-	-	-	-	-	-	-	-	1	1	\$147,900
Trackless Sidewalk Plow (47) (snow blower, broom, sander)	1	1	1	1	1	1	1	1	1	1	\$191,800
Bomag BW 212D-2 - 10.5 Vibratory Packer	1	1	1	1	1	1	1	1	1	1	\$139,600
Ingersoll Rand Compressor	1	1	1	1	1	1	1	1	1	1	\$31,700
Beach Cleaner	1	1	1	1	1	1	1	1	1	1	\$116,100
Vermeer Brush Chipper	1	1	1	1	1	1	1	1	1	1	\$82,100
Vermeer Brush Chipper	1	1	1	1	1	1	1	1	1	1	\$66,800
Arctic Snowplow	1	-	-	-	-	-	-	-	-	-	\$9,500
Walco Scraper Blade	-	1	1	1	1	1	1	1	1	1	\$1,200
Champion Windrow Eliminator						1	1	1	1	1	\$16,400
Champion Windrow Eliminator	1	1	1	1	1	1	1	1	1	1	\$16,400
Zodiac 14ft Life Boat w 50hp Merc Engine	1	1	1	1	1	1	1	1	1	1	\$31,700
2TINGA Rescue boat with 60hp Engine	1	1	1	1	1	1	1	1	1	1	\$29,300
Zodiac RIB 24 Foot Rescue Boat	1	1	1	1	1	1	1	1	1	1	\$62,100
Honda 5000w Generator	1	1	1	1	1	1	1	1	1	1	\$5,000



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Roads and Related Vehicles  
Unit Measure: No. of vehicles and equipment

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/Vehicle)
Trailking TK40LP Float Trailer	1	1	1	1	1	1	1	1	1	1	\$31,700
Trailer # 41-2015 20T Tag Trailer	1	1	1	1	1	1	1	1	1	1	\$29,200
Trailer #70, 2015 Miska 5 Tonne	-	-	-	-	-	1	1	1	1	1	\$6,200
Intruder Road Clipper Trailer	-	-	-	-	-	1	1	1	1	1	\$2,300
Intruder Competition Trailer	1	1	1	1	1	1	1	1	1	1	\$3,700
John Deere HPX Gator	-	-	-	-	1	1	1	1	1	1	\$17,300
Water Valve Exercising Trailer	-	1	1	1	1	1	1	1	1	1	\$72,400
Truck #57 - 2019 Freightliner EX WASTE	-	-	-	-	-	-	-	-	-	1	\$420,400
Truck #58 - 2019 FREIGHTLINER EX WASTE	-	-	-	-	-	-	-	-	-	1	\$420,400
<b>Total</b>	<b>64</b>	<b>67</b>	<b>68</b>	<b>71</b>	<b>73</b>	<b>76</b>	<b>84</b>	<b>86</b>	<b>88</b>	<b>91</b>	

Population	12,760	12,743	12,733	12,671	12,668	12,617	12,608	12,825	13,124	13,370
Per Capita Standard	0.0050	0.0053	0.0053	0.0056	0.0058	0.0060	0.0067	0.0067	0.0067	0.0068

10 Year Average	2010-2019
Quantity Standard	0.0060
Quality Standard	\$113,728
Service Standard	\$682

D.C. Amount (before deductions)	2036
Forecast Population	3,145
\$ per Capita	\$682
Eligible Amount	\$2,146,054



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Fire Facilities  
Unit Measure: sq.ft. of building area

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Belmont Firehall	2,800	2,800	2,800	2,800	2,800	4,270	4,270	4,270	4,270	4,270	\$250	\$296
Port Stanley Firehall	3,200	3,200	3,200	3,200	3,200	3,200	3,200	3,200	3,200	3,200	\$250	\$296
Union Firehall	3,900	3,900	3,900	3,900	3,900	3,900	3,900	3,900	3,900	3,900	\$250	\$296
Yarmouth Centre Firehall	4,012	4,012	4,012	4,012	4,012	4,012	4,012	4,012	4,012	4,012	\$250	\$296
Yarmouth Training Room	-	-	-	-	-	-	-	-	-	3,392	\$47	\$47
<b>Total</b>	<b>13,912</b>	<b>13,912</b>	<b>13,912</b>	<b>13,912</b>	<b>13,912</b>	<b>15,382</b>	<b>15,382</b>	<b>15,382</b>	<b>15,382</b>	<b>18,774</b>		

Population	12,760	12,743	12,733	12,671	12,668	12,617	12,608	12,825	13,124	13,370
Per Capita Standard	1.0903	1.0917	1.0926	1.0979	1.0982	1.2191	1.2200	1.1994	1.1721	1.4042

10 Year Average	2010-2019
Quantity Standard	1.1686
Quality Standard	\$291
Service Standard	\$340

D.C. Amount (before deductions)	2036
Forecast Population	3,145
\$ per Capita	\$340
Eligible Amount	\$1,067,979



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Fire Vehicles  
Unit Measure: No. of vehicles

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/Vehicle)
<b>Port Stanley</b>											
Pump 11	1	1	1	1	1	1	1	1	1	1	\$683,000
Pump 12	1	1	1	1	1	1	1	1	1	-	\$492,000
Rescue 14	1	1	1	1	1	1	1	1	1	1	\$276,000
E-One Cyclone Aerial 1	-	-	-	-	-	-	-	-	-	1	\$1,700,000
Zodiac MR1	-	-	-	-	-	-	1	1	1	1	\$300,000
Sea Doo MR2	-	-	-	-	-	-	-	1	1	1	\$12,000
<b>Union</b>											
Pump 21	1	1	1	1	1	1	1	1	1	1	\$683,000
Pumper/Tanker 22	1	1	1	1	1	1	1	1	1	1	\$442,000
Rescue 23	1	1	1	1	1	1	1	1	1	1	\$442,000
<b>Yarmouth Centre</b>											
Pump 31	-	-	-	-	-	-	-	-	-	1	\$683,000
Pumper/Tanker 32	1	1	1	1	1	1	1	1	1	1	\$369,000
Rescue 33	1	1	1	1	1	1	1	1	1	1	\$591,000
<b>Belmont Station</b>											
Pump 41	1	1	1	1	1	1	1	1	1	1	\$683,000
Pumper/Tanker 42	1	1	1	1	1	1	1	1	1	1	\$497,000
Rescue 43	1	1	1	1	1	1	1	1	1	1	\$353,000
FPO'S Truck (Car - 2)	1	1	1	1	1	1	1	1	1	1	\$50,000
<b>Other</b>											
Spare (Old Pump 31)	1	1	1	1	1	1	1	1	1	1	\$683,000
<b>Total</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>15</b>	<b>16</b>	

Population	12,760	12,743	12,733	12,671	12,668	12,617	12,608	12,825	13,124	13,370
Per Capita Standard	0.0010	0.0010	0.0010	0.0010	0.0010	0.0010	0.0011	0.0012	0.0011	0.0012

10 Year Average	2010-2019
Quantity Standard	0.0011
Quality Standard	\$464,709
Service Standard	\$511

D.C. Amount (before deductions)	2036
Forecast Population	3,145
\$ per Capita	\$511
Eligible Amount	\$1,607,661



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Fire Small Equipment and Gear  
Unit Measure: No. of equipment and gear

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/item)
Firefighter Bunker Gear (Pants/Coat)	100	100	100	100	100	100	100	100	100	120	\$2,500
Boots	100	100	100	100	100	100	100	100	120	120	\$300
Helmets	100	100	100	100	100	100	100	100	120	120	\$300
Gloves	100	100	100	100	100	100	100	100	120	120	\$100
Nomex Balaclava	100	100	100	100	100	100	100	100	120	120	\$100
Pass Alarms	40	40	40	40	40	40	40	40	40	40	\$1,100
Pagers	120	120	120	120	120	120	120	120	120	120	\$600
Portable Radios	10	10	10	10	10	10	10	10	10	55	\$4,600
Mobile Radios	17	17	17	17	17	17	17	17	17	17	\$2,900
Carbon Monoxide Detectors	4	4	4	4	4	4	4	4	4	4	\$1,600
Multi Gas Detectors	1	1	1	1	1	1	1	1	1	5	\$5,800
Chainsaws	4	4	4	4	4	4	4	4	4	4	\$800
Cut Off Saws	4	4	4	4	4	4	4	4	4	4	\$800
Defib Units	4	4	4	4	4	4	4	4	4	5	\$11,100
Medical Kits	5	5	5	5	5	5	5	5	5	6	\$3,700
Extrication Set	3	3	3	3	3	3	3	3	3	5	\$37,400
Generators	5	5	5	5	5	5	5	5	5	5	\$4,200
Portable Pumps	5	5	5	5	5	5	5	5	5	5	\$5,100
Positive Pressure Fan	4	4	4	4	4	4	4	4	4	4	\$3,800
SCBA	47	47	47	47	47	47	47	47	47	47	\$11,000
SCBA Bottles	43	43	43	43	43	43	43	60	60	60	\$1,100
Water Rescue Equipment	2	2	2	2	2	2	2	2	2	2	\$8,200
Tower Site - Belmont	1	1	1	1	1	1	1	1	1	1	\$49,200
Tower Site - Port Stanley	1	1	1	1	1	1	1	1	1	1	\$49,200
Tower Sites - Union	1	1	1	1	1	1	1	1	1	1	\$49,200
Tower Site - Yarmouth	1	1	1	1	1	1	1	1	1	1	\$49,200
Tower Site Repeaters - Belmont	1	1	1	1	1	1	1	1	1	1	\$16,400
Tower Site Repeaters - Fruitridge Line	1	1	1	1	1	1	1	1	1	1	\$16,400
Tower Site Repeaters - on Port Stanley Water Tower	1	1	1	1	1	1	1	1	1	1	\$16,400



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Fire Small Equipment and Gear  
Unit Measure: No. of equipment and gear

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/item)
Thermal Cameras	4	4	4	4	4	4	4	4	4	4	\$9,900
Porta Tanks	5	5	5	5	5	5	5	5	5	5	\$2,500
Gas Monitors	5	5	5	5	5	5	5	5	5	5	\$6,500
Water Rescue Kit	1	1	1	1	1	1	1	1	1	1	\$37,400
Confined Space Equipment	1	1	1	1	1	1	1	1	1	1	\$1,100
Boat Lift MR1								1	1	1	\$6,600
Stretcher basket	-	-	-	-	-	1	1	1	1	1	\$1,800
Ball valve w/ pressure relief	-	-	-	-	-	2	2	2	2	2	\$2,900
Camera and Kit	-	-	-	-	-	1	1	1	1	1	\$18,900
Key proflow	-	-	-	-	-	14	14	14	14	14	\$7,400
Pump/house couplings	-	-	-	-	-	1	1	1	1	1	\$4,100
Dry Hydrant	-	-	-	-	-	1	1	1	1	1	\$10,600
Hose	-	-	-	-	-	1	1	1	1	1	\$200
Sure grip wrench	-	-	-	-	-	1	1	1	1	1	\$1,100
Imperial Ice Suits	-	-	-	-	-	8	8	8	8	8	\$8,300
Auto Crib Set	-	-	-	-	-	2	2	2	2	3	\$5,300
Cascade	2	2	2	2	2	2	3	3	3	3	\$83,100
<b>Total</b>	<b>843</b>	<b>843</b>	<b>843</b>	<b>843</b>	<b>843</b>	<b>875</b>	<b>876</b>	<b>894</b>	<b>974</b>	<b>1,048</b>	

Population	12,760	12,743	12,733	12,671	12,668	12,617	12,608	12,825	13,124	13,370
Per Capita Standard	0.0661	0.0662	0.0662	0.0665	0.0665	0.0694	0.0695	0.0697	0.0742	0.0784

10 Year Average	2010-2019
Quantity Standard	0.0693
Quality Standard	\$2,369
Service Standard	\$164

D.C. Amount (before deductions)	2036
Forecast Population	3,145
\$ per Capita	\$164
Eligible Amount	\$516,346





**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Parkland Development  
Unit Measure: Acres of Parkland

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/Acre)
Union Ball Diamond (Millpond Lane)	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	\$45,000
Sparta Ball Diamond (Sparta Ln)	2.6	2.6	2.6	2.6	2.6	2.6	2.6	2.6	2.6	2.6	\$45,000
Belmont Arena (Belmont Rd)	23.9	23.9	23.9	23.9	23.9	23.9	23.9	23.9	23.9	23.9	\$45,000
Recreational Sports Club (Elizabeth St.)	0.1	0.1	0.1	0.1	0.1	-	-	-	-	-	\$45,000
Municipal Park (Colborne W/S)	2.2	2.2	2.2	2.2	2.2	2.2	2.2	2.2	2.2	2.2	\$45,000
Municipal Park (Bridge S/S)	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	\$45,000
Municipal Park (Carlow Rd) Lions Landing	2.7	2.7	2.7	2.7	2.7	2.7	2.7	2.7	2.7	2.7	\$45,000
Stanley Park	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	\$45,000
Erie Rest Beach (Edith Cavell S/S)	4.3	4.3	4.3	4.3	4.3	4.3	4.3	4.3	4.3	4.3	\$45,000
Main Beach (Edith Cavell S/S)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	\$45,000
Pumphouse Beach (Edith Cavell S/S)	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	\$45,000
Little Beach (Edith Cavell S/S)	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	\$45,000
Vacant land (William W/S)	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	\$45,000
Beamish St. Park	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	\$45,000
Eastwood Park	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	\$45,000
Lawton Park	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	\$45,000
Stone Church Parkette	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	\$45,000
Turvey Park	24.2	24.2	24.2	25.7	25.7	25.7	25.7	25.7	25.7	25.7	\$45,000
Union St. Park	8.3	8.3	8.3	8.3	8.3	8.3	8.3	8.3	8.3	8.3	\$45,000
Craigholme Park	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	\$45,000
Little Creek Park	-	-	-	2.2	2.2	2.2	2.2	2.2	2.2	2.2	\$45,000
Hofhuis Park	-	-	-	-	-	6.0	6.0	6.0	6.0	6.0	\$50,000
Whittle Beach	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	\$45,000
<b>Total</b>	<b>93.1</b>	<b>93.1</b>	<b>95.3</b>	<b>96.8</b>	<b>96.8</b>	<b>102.8</b>	<b>102.8</b>	<b>102.8</b>	<b>102.8</b>	<b>102.8</b>	

Population	12,760	12,743	12,733	12,671	12,668	12,617	12,608	12,825	13,124	13,370
Per Capita Standard	0.0073	0.0073	0.0075	0.0076	0.0076	0.0081	0.0082	0.0080	0.0078	0.0077

10 Year Average	2010-2019
Quantity Standard	0.0077
Quality Standard	\$45,268
Service Standard	\$349

D.C. Amount (before deductions)	10 Year
Forecast Population	2,010
\$ per Capita	\$349
Eligible Amount	\$700,606



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Parkland Amenities  
Unit Measure: No. of parkland amenities

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/item)
Ball Diamond Lights	21	21	21	21	21	21	21	21	21	21	\$7,500
Ball Diamond Backstops	5	5	5	5	5	5	5	5	5	5	\$6,300
Ball Diamond Fence (5 parks - 14,560 ft)	5	5	5	5	5	5	5	5	5	5	\$33,400
Creative Playground	11	11	12	12	13	13	13	13	13	14	\$60,000
Multi Purpose Courts	2	2	3	3	4	4	4	4	4	5	\$79,400
Skate Park	1	1	1	1	2	2	2	2	2	2	\$117,300
Splash Pads	-	-	-	-	1	1	1	1	1	1	\$293,800
Soccer Pitches (Full Size Unlit)	8	8	8	8	8	8	8	8	8	2	\$285,000
<b>Total</b>	<b>53</b>	<b>53</b>	<b>55</b>	<b>55</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>55</b>	

Population	12,760	12,743	12,733	12,671	12,668	12,617	12,608	12,825	13,124	13,370
Per Capita Standard	0.0042	0.0042	0.0043	0.0043	0.0047	0.0047	0.0047	0.0046	0.0045	0.0041

10 Year Average	2010-2019
Quantity Standard	0.0044
Quality Standard	\$68,530
Service Standard	\$302

D.C. Amount (before deductions)	10 Year
Forecast Population	2,010
\$ per Capita	\$302
Eligible Amount	\$606,075



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Indoor Recreation Facilities  
Unit Measure: ft<sup>2</sup> of building area

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Belmont Ball Park Concession Building	2,320	2,320	2,320	2,320	2,320	2,320	2,320	2,320	2,320	2,320	\$252	\$285
Selbourne Park Concession Building	668	668	668	668	668	668	668	668	668	668	\$293	\$330
Union Park Concession Building	544	544	544	544	-	-	-	-	-	-	\$293	\$330
Sparta Park Concession Building	495	495	495	495	495	495	495	495	495	495	\$294	\$331
Belmont Community Centre and Arena	10,544	10,544	10,544	10,544	10,544	10,544	10,544	10,544	10,544	10,544	\$226	\$256
Port Stanley Arena	8,320	8,320	8,320	8,320	8,320	8,320	8,320	8,320	8,320	8,320	\$226	\$256
Main Beach Washrooms and Changehouse	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600	\$127	\$127
<b>Total</b>	<b>25,491</b>	<b>25,491</b>	<b>25,491</b>	<b>25,491</b>	<b>24,947</b>	<b>24,947</b>	<b>24,947</b>	<b>24,947</b>	<b>24,947</b>	<b>24,947</b>		

Population	12,760	12,743	12,733	12,671	12,668	12,617	12,608	12,825	13,124	13,370
Per Capita Standard	1.9977	2.0004	2.0020	2.0118	1.9693	1.9773	1.9787	1.9452	1.9009	1.8659

10 Year Average	2010-2019
Quantity Standard	1.9649
Quality Standard	\$249
Service Standard	\$490

D.C. Amount (before deductions)	10 Year
Forecast Population	2,010
\$ per Capita	\$490
Eligible Amount	\$985,081



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Recreation Vehicles and Equipment  
Unit Measure: No. of vehicles and equipment

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/Vehicle)
Belmont Arena Ice Resurfacer	1	1	1	1	1	1	1	1	1	1	\$100,000
Port Stanley Arena Ice Resurfacer	1	1	1	1	1	1	1	1	1	1	\$100,000
Floor Scrubber	2	2	2	2	2	2	2	2	2	2	\$6,700
3/4 Tonne Pickup	2	2	2	2	2	2	2	2	2	2	\$46,900
Beach Cleaner	1	1	1	1	1	1	1	1	1	1	\$85,000
<b>Total</b>	<b>7</b>										

Population	12,760	12,743	12,733	12,671	12,668	12,617	12,608	12,825	13,124	13,370
Per Capita Standard	0.0005	0.0005	0.0005	0.0006	0.0006	0.0006	0.0006	0.0005	0.0005	0.0005

10 Year Average	2010-2019
Quantity Standard	0.0005
Quality Standard	\$61,240
Service Standard	\$31

D.C. Amount (before deductions)	10 Year
Forecast Population	2,010
\$ per Capita	\$31
Eligible Amount	\$61,546



**Municipality of Central Elgin  
Service Standard Calculation Sheet**

Service: Library Facilities  
Unit Measure: ft<sup>2</sup> of building area

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Bld'g Value (\$/sq.ft.)	Value/sq.ft . with land, site works, etc.
Belmont Library	2,048	2,048	2,048	2,048	2,048	2,048	4,428	4,428	4,428	4,428	\$230	\$261
<b>Total</b>	<b>2,048</b>	<b>2,048</b>	<b>2,048</b>	<b>2,048</b>	<b>2,048</b>	<b>2,048</b>	<b>4,428</b>	<b>4,428</b>	<b>4,428</b>	<b>4,428</b>		

Population	12,760	12,743	12,733	12,671	12,668	12,617	12,608	12,825	13,124	13,370
Per Capita Standard	0.1605	0.1607	0.1608	0.1616	0.1617	0.1623	0.3512	0.3453	0.3374	0.3312

10 Year Average	2010-2019
Quantity Standard	0.2333
Quality Standard	\$261
Service Standard	\$61

D.C. Amount (before deductions)	10 Year
Forecast Population	2,010
\$ per Capita	\$61
Eligible Amount	\$122,389



# Appendix C

## Long-Term Capital and Operating Cost Examination





# Appendix C: Long-Term Capital and Operating Cost Examination

## Municipality of Central Elgin Annual Capital and Operating Cost Impact

As a requirement of the D.C.A. under subsection 10 (2) (c), an analysis must be undertaken to assess the long-term capital and operating cost impacts for the capital infrastructure projects identified within the D.C. As part of this analysis, it was deemed necessary to isolate the incremental operating expenditures directly associated with these capital projects, factor in cost saving attributable to economies of scale or cost sharing where applicable and prorate the cost on a per unit basis (i.e. sq.ft. of building space, per vehicle, etc.). This was undertaken through a review of the Municipality’s approved 2018 Financial Information Return (F.I.R.).

In addition to the operational impacts, over time the initial capital projects will require replacement. This replacement of capital is often referred to as life cycle cost. By definition, life cycle costs are all the costs which are incurred during the life of a physical asset, from the time its acquisition is first considered, to the time it is taken out of service for disposal or redeployment. The method selected for life cycle costing is the sinking fund method which provides that money will be contributed annually and invested, so that those funds will grow over time to equal the amount required for future replacement. The following factors were utilized to calculate the annual replacement cost of the capital projects (annual contribution = factor X capital asset cost) and are based on an annual growth rate of 2% (net of inflation) over the average useful life of the asset:

Asset	Lifecycle Cost Factors	
	Average Useful Life	Factor
Water and Wastewater Infrastructure	80	0.00516071
Facilities	40	0.01655575
Roads	20	0.04115672
Parkland Development	30	0.02464992
Vehicles	10	0.09132653
Fire Vehicles	15	0.05782547
Small Equipment and Gear	10	0.09132653

Table C-1 depicts the annual operating impact resulting from the proposed gross capital projects at the time they are all in place. It is important to note that, while Municipality



program expenditures will increase with growth in population, the costs associated with the new infrastructure (i.e. facilities) would be delayed until the time these works are in place.

**Table C-1**  
**Municipality of Central Elgin**  
**Operating and Capital Expenditure Impacts for Future Capital Expenditures**

SERVICE	GROSS COST LESS BENEFIT TO EXISTING	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
<b>1. Water Services</b>				
1.1 Treatment, storage and distribution systems	1,033,827	34,703	11,666	46,369
<b>2. Wastewater Services</b>				
2.1 Treatment plants & Sewers	19,486,373	438,574	11,514	450,088
<b>3. Administration Studies - Urban</b>				
3.1 Urban Area Related Studies	200,000		-	-
<b>4. Services Related to a Highway</b>				
4.1 PW Rolling Stock	370,000	33,333	290,895	324,228
4.2 Roads and Related	1,112,251	97,581	1,189,666	1,287,247
<b>5. Fire Protection Services</b>				
5.1 Fire facilities, vehicles & equipment	3,382,891	1,775	512,602	514,377
<b>6. Parks and Recreation Services</b>				
6.1 Recreation facilities, vehicles and equipment	4,426,549	226,501	219,713	446,214
<b>7. Library Services</b>				
7.1 Library facilities	112,285		5,144	5,144
<b>8. Administration</b>				
8.1 Studies	849,798		-	-
<b>Total</b>	<b>30,973,975</b>	<b>832,467</b>	<b>2,241,198</b>	<b>3,073,665</b>



# Appendix D

## D.C. Reserve Fund Policy





# Appendix D: D.C. Reserve Fund Policy

## D.1 Legislative Requirements

The Development Charges Act, 1997 (D.C.A.) requires development charge collections (and associated interest) to be placed in separate reserve funds. Sections 33 through 36 of the Act provide the following regarding reserve fund establishment and use:

- A municipality shall establish a reserve fund for each service to which the D.C. by-law relates; subsection 7 (1), however, allows services to be grouped into categories of services for reserve fund (and credit) purposes, although only 100% eligible and 90% eligible services may be combined (minimum of two reserve funds).
- The municipality shall pay each development charge it collects into a reserve fund or funds to which the charge relates.
- The money in a reserve fund shall be spent only for the “capital costs” determined through the legislated calculation process (as per subsection 5 (1) 2-8).
- Money may be borrowed from the fund but must be paid back with interest (O. Reg. 82/98, subsection 11 (1) defines this as Bank of Canada rate either on the day the by-law comes into force or, if specified in the by-law, the first business day of each quarter).
- D.C. reserve funds may not be consolidated with other municipal reserve funds for investment purposes and may only be as an interim financing source for capital undertakings for which development charges may be spent (section 37).

Annually, the Treasurer of the municipality is required to provide Council with a financial statement related to the D.C. by-law(s) and reserve funds. This statement must be made available to the public and may be requested to be forwarded to the Minister of Municipal Affairs and Housing. The D.C.A. does not prescribe how the statement is to be made available to the public. We would recommend that a resolution of Council make the statement available on the municipality’s website or upon request.

Subsection 43 (2) and O. Reg. 82/98 prescribes the information that must be included in the Treasurer’s statement, as follows:

- opening balance;



- closing balance;
- description of each service and/or service category for which the reserve fund was established (including a list of services within a service category);
- transactions for the year (e.g. collections, draws) including each assets capital costs to be funded from the D.C. reserve fund and the manner for funding the capital costs not funded under the D.C. by-law (i.e. non-D.C. recoverable cost share and post-period D.C. recoverable cost share);
- for projects financed by development charges, the amount spent on the project from the D.C. reserve fund and the amount and source of any other monies spent on the project.
- amounts borrowed, purpose of the borrowing and interest accrued during previous year;
- amount and source of money used by the municipality to repay municipal obligations to the D.C. reserve fund;
- list of credits by service or service category (outstanding at beginning of the year, given in the year and outstanding at the end of the year by holder);
- for credits granted under section 14 of the previous D.C.A., a schedule identifying the value of credits recognized by the municipality, the service to which it applies and the source of funding used to finance the credit; and
- a statement as to compliance with subsection 59 (1) of the D.C.A., whereby the municipality shall not impose, directly or indirectly, a charge related to a development or a requirement to construct a service related to development, except as permitted by the D.C.A. or another Act.

Based upon the above, Figure 1, and Attachments 1 and 2, set out the format for which annual reporting to Council should be provided.

## **D.2 D.C. Reserve Fund Application**

Section 35 of the D.C.A. states that:

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 8 of subsection 5(1).”

This provision clearly establishes that reserve funds collected for a specific service are only to be used for that service, or to be used as a source of interim financing of capital undertakings for which a development charge may be spent.



**Figure 1**  
**Municipality of Central Elgin**  
**Annual Treasurer's Statement of D.C. Reserve Funds**

Description	Services to which the Development Charge Relates								Total
	Non-Discounted Services - Municipal Wide		Non-Discounted Services - Urban Area			Discounted Services			
	Services Related to a Highway	Fire Protection Services	Wastewater	Water	Administration Studies (urban)	Parks and Recreation Services	Library Services	Administration	
<b>Opening Balance, January 1, _____</b>									<b>0</b>
<u>Plus:</u>									
Development Charge Collections									0
Accrued Interest									0
Repayment of Monies Borrowed from Fund and Associated Interest <sup>1</sup>									0
<b>Sub-Total</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<u>Less:</u>									
Amount Transferred to Capital (or Other) Funds <sup>2</sup>									0
Amounts Refunded									0
Amounts Loaned to Other D.C. Service Category for Interim Financing									0
Credits <sup>3</sup>									0
<b>Sub-Total</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Closing Balance, December 31, _____</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<sup>1</sup> Source of funds used to repay the D.C. reserve fund

<sup>2</sup> See Attachment 1 for details

<sup>3</sup> See Attachment 2 for details

The Municipality is compliant with s.s. 59.1 (1) of the *Development Charges Act*, whereby charges are not directly or indirectly imposed on development nor has a requirement to construct a service related to development been imposed, except as permitted by the *Development Charges Act* or another Act.



Attachment 1  
Municipality of Central Elgin  
Amount Transferred to Capital (or Other) Funds – Capital Fund Transactions

Capital Fund Transactions	Gross Capital Cost	D.C. Recoverable Cost Share					Non-D.C. Recoverable Cost Share				
		D.C. Forecast Period			Post D.C. Forecast Period		Other Reserve/Reserve Fund Draws	Tax Supported Operating Fund Contributions	Rate Supported Operating Fund Contributions	Debt Financing	Grants, Subsidies Other
		D.C. Reserve Fund Draw	D.C. Debt Financing	Grants, Subsidies Other Contributions	Post-Period Benefit/Capacity Interim Financing	Grants, Subsidies Other Contributions					
<b>Services Related to a Highway</b>											
Capital Cost A											
Capital Cost B											
Capital Cost C											
<b>Sub-Total - Services Related to Highways</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Water Services</b>											
Capital Cost D											
Capital Cost E											
Capital Cost F											
<b>Sub-Total - Water</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Wastewater Services</b>											
Capital Cost G											
Capital Cost H											
Capital Cost I											
<b>Sub-Total - Wastewater</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0



Attachment 2  
Municipality of Central Elgin  
Statement of Credit Holder Transactions

<b>Credit Holder</b>	<b>Applicable D.C. Reserve Fund</b>	<b>Credit Balance Outstanding Beginning of Year _____</b>	<b>Additional Credits Granted During Year</b>	<b>Credits Used by Holder During Year</b>	<b>Credit Balance Outstanding End of Year _____</b>
Credit Holder A					
Credit Holder B					
Credit Holder C					
Credit Holder D					
Credit Holder E					
Credit Holder F					





# Appendix E

## Local Service Policy





# Appendix E: Local Service Policy

## Municipality of Central Elgin

### General policy guidelines on development charge and local service funding for road related, stormwater management, water and sanitary sewer works

1. Collector Roads
  - 1.1 Collector roads internal to development – Direct developer responsibility under s. 59 of the D.C.A. (as a local service).
  - 1.2 Collector roads external to development – Include in D.C. calculation to the extent permitted under s. 5 (1) of the D.C.A. (dependent on local circumstances).
  - 1.3 Stream crossing and rail crossing road works, excluding underground utilities but including all other works within lands to be dedicated to the Central Elgin or rail corridors – Include in D.C. calculation to the extent permitted under s. 5 (1) of the D.C.A. (dependent on local circumstances).
2. Traffic Signals
  - 2.1 Traffic signalization, including control systems, within or external to development – Direct developer responsibility under s. 59 of D.C.A. (as a local service).
3. Intersection Improvements
  - 3.1 New roads (collector and arterial) and road (collector and arterial) improvements – Include as part of road costing noted in item 1, to limits of right-of-way.
  - 3.2 Intersections improvements within specific developments and all works necessary to connect to entrances (private and specific subdivision) to the roadway – Direct developer responsibility under s. 59 of D.C.A. (as a local service).



- 3.3 Intersection improvements on other roads due to development growth increasing traffic – Include in D.C. calculation.
4. Streetlights
  - 4.1 Streetlights on external roads – Include in area municipal D.C. calculations (linked to collector road funding source in item 1).
  - 4.2 Streetlights within specific developments – Direct developer responsibility under s. 59 of D.C.A. (as a local service).
5. Sidewalks
  - 5.1 Sidewalks on MTO and county roads – Include in area municipal D.C. or, in exceptional circumstances, may be local improvement or direct developer responsibility through local service provisions (s. 59 of D.C.A.).
  - 5.2 Sidewalks on area municipal roads – Linked to collector road funding source in item 1.
  - 5.3 Other sidewalks external to development (which are a local service within the area to which the plan relates) – Direct developer responsibility as a local service provision (under s. 59 of D.C.A.).
6. Bike Routes/Bike Lanes/Bike Paths/Multi-Use Trails/Naturalized Walkways
  - 6.1 Bike routes and bike lanes, within road allowance, external to development – Include in D.C. road costs (county and area municipal), consistent with the service standard provisions of the D.C.A., s. 5 (1).
  - 6.2 Bike paths/multi-use trails/naturalized walkways external to development – Include in area municipal D.C.s consistent with the service standard provisions of the D.C.A., s. 5 (1).
  - 6.3 Bike lanes, within road allowance, internal to development – Direct developer responsibility under s. 59 of the D.C.A. (as a local service).
  - 6.4 Bike paths/multi-use trails/naturalized walkways internal to development – Direct developer responsibility under s. 59 of the D.C.A. (as a local service).



- 6.5 Trail Bridges/Underpasses and associated works – Include in area municipal D.C. calculations consistent with the service standard provisions of the D.C.A., s. 5 (1).
- 7. Noise Abatement Measures
  - 7.1 Internal to Development – Direct developer responsibility through local service provisions (s. 59 of D.C.A.).
- 8. Traffic Control Systems
  - 8.1 Include in the D.C. calculation
- 9. Land Acquisition for Road Allowances
  - 9.1 Land acquisition for arterial roads – Dedication under the *Planning Act* subdivision provisions (s. 51) through development lands; in areas with limited or no development, include in county or area municipal D.C. calculations (to the extent eligible).
  - 9.2 Land acquisition for collector roads – Dedication under the *Planning Act* subdivision provision (s. 51) through development lands (up to 27 metre right-of-way); in areas with limited or no development, include in area municipal D.C. calculations (to the extent eligible).
  - 9.3 Land acquisition for grade separations (beyond normal dedication).
- 10. Land Acquisition for Easements
  - 10.1 Easement costs external to subdivisions – Included in the D.C. calculation.
- 11. Storm Water Management
  - 11.1 Quality and quantity works – Direct developer responsibility through local service provisions (s. 59 of the D.C.A.).
- 12. Water
  - 12.1 Pumping stations and reservoirs – Included in the D.C. calculations.



- 12.2 Water transmission mains with limited service connections and external to subdivisions – Included in the D.C. calculations.
  - 12.3 Marginal costs of waterworks within the subdivision – Included in the D.C. calculations 250 mm and above nominal diameter.
  - 12.4 Connections to trunk mains and pumping stations to service specific areas – Direct developer responsibility.
13. Sanitary Sewer
- 13.1 Pumping stations and forcemains – Included in the D.C. calculations.
  - 13.2 Sanitary sewer trunk mains upstream from pump stations and external to subdivisions – Included in the D.C. calculations.
  - 13.3 Connections to trunk mains and pumping stations to service specific areas – Direct developer responsibility.
  - 13.4 Marginal costs of sanitary sewer works within the subdivision, which benefits upstream developers – Included in the D.C. calculations from 300 mm and above



# Appendix F

## Asset Management Plan





## Appendix F: Asset Management Plan

The recent changes to the D.C.A. (new subsection 10 (2) (c.2)) require that the background study must include an asset management plan (A.M.P.) related to new infrastructure. Section 10 (3) of the D.C.A. provides:

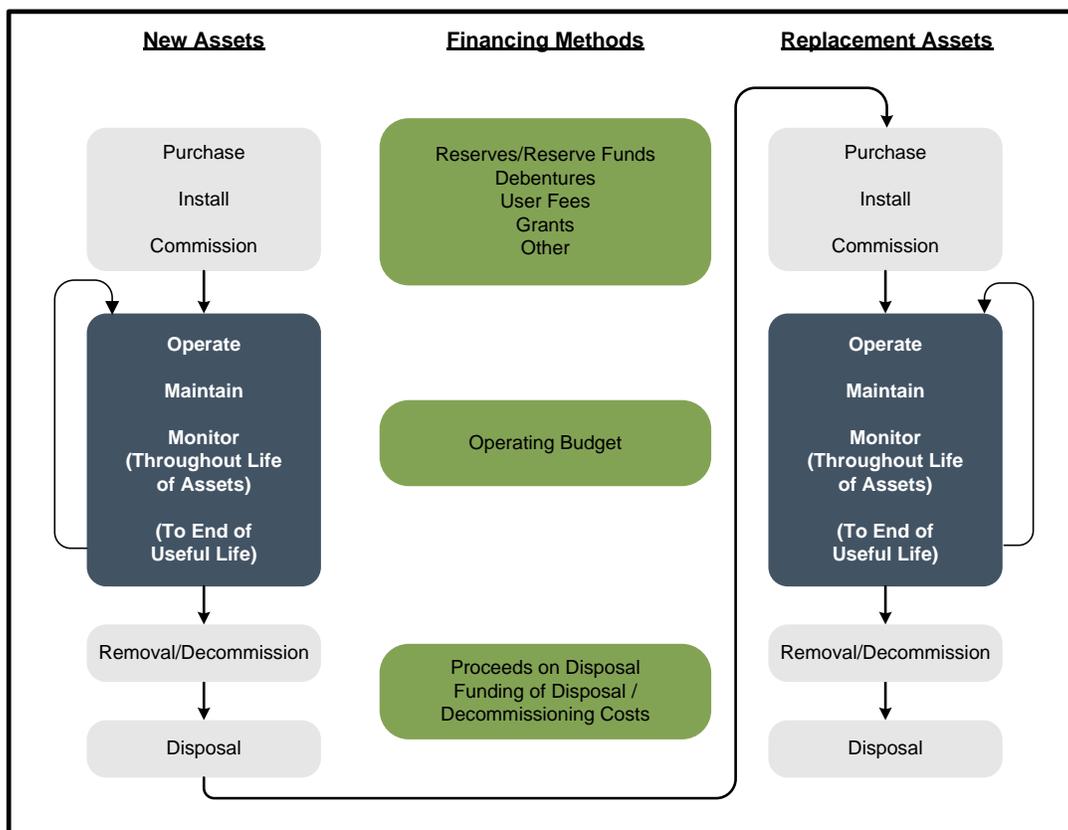
“The asset management plan shall,

- (a) deal with all assets whose capital costs are proposed to be funded under the development charge by-law;
- (b) demonstrate that all the assets mentioned in clause (a) are financially sustainable over their full life cycle;
- (c) contain any other information that is prescribed; and
- (d) be prepared in the prescribed manner.”

In regard to the above, section 8 of the Regulations was amended to include subsections (2), (3) and (4) which set out for specific detailed requirements for transit (only). For all services except transit, there are no prescribed requirements at this time thus requiring the municipality to define the approach to include within the background study.

At a broad level, the A.M.P. provides for the long-term investment in an asset over its entire useful life along with the funding. The schematic below identifies the costs for an asset through its entire lifecycle. For growth-related works, the majority of capital costs will be funded by the D.C. Non-growth-related expenditures will then be funded from non-D.C. revenues as noted below. During the useful life of the asset, there will be minor maintenance costs to extend the life of the asset along with additional program related expenditures to provide the full services to the residents. At the end of the life of the asset, it will be replaced by non-D.C. financing sources.

It should be noted that with the recent passing of the Infrastructure for Jobs and Prosperity Act (I.J.P.A.) municipalities are now required to complete A.M.P.s, based on certain criteria, which are to be completed by 2021 for core municipal services and 2023 for all other services. The amendments to the D.C.A. do not require municipalities to complete these A.M.P.s (required under I.J.P.A.) for the D.C. background study, rather the D.C.A. requires that the D.C. background study include information to show the assets to be funded by the D.C. are sustainable over their full lifecycle.



In 2012, the Province developed Building Together: Guide for municipal asset management plans which outlines the key elements for an A.M.P., as follows:

**State of local infrastructure:** asset types, quantities, age, condition, financial accounting valuation and replacement cost valuation.

**Desired levels of service:** defines levels of service through performance measures and discusses any external trends or issues that may affect expected levels of service or the municipality's ability to meet them (for example, new accessibility standards, climate change impacts).

**Asset management strategy:** the asset management strategy is the set of planned actions that will seek to generate the desired levels of service in a sustainable way, while managing risk, at the lowest lifecycle cost.

**Financing strategy:** having a financial plan is critical for putting an A.M.P. into action. By having a strong financial plan, municipalities can also demonstrate that they have



made a concerted effort to integrate the A.M.P. with financial planning and municipal budgeting and are making full use of all available infrastructure financing tools.

Commensurate with the above, the Municipality prepared an A.M.P. in 2013 for its existing assets, however, did not take into account future growth-related assets. As a result, the asset management requirement for the D.C. must be undertaken in the absence of this information.

In recognition to the schematic above, the following table (presented in 2020 \$) has been developed to provide the annualized expenditures and revenues associated with new growth. Note that the D.C.A. does not require an analysis of the non-D.C. capital needs or their associated operating costs so these are omitted from the table below. As well, as all capital costs included in the D.C.-eligible capital costs are not included in the Municipality's A.M.P., the present infrastructure gap and associated funding plan have not been considered at this time. Hence the following does not represent a fiscal impact assessment (including future tax/rate increases) but provides insight into the potential affordability of the new assets:

1. The non-D.C. recoverable portion of the projects which will require financing from municipal financial resources (i.e. taxation, rates, fees, etc.). This amount has been presented on an annual debt charge amount based on 20-year financing.
2. Lifecycle costs for the 2020 D.C. capital works have been presented based on a sinking fund basis. The assets have been considered over their estimated useful lives.
3. Incremental operating costs for the D.C. services (only) have been included.
4. The resultant total annualized expenditures are \$3.28 million.
5. Consideration was given to the potential new taxation and user fee revenues which will be generated as a result of new growth. These revenues will be available to finance the expenditures above. The new operating revenues are \$3.28 million. This amount, totalled with the existing operating revenues of \$29.49 million, provide annual revenues of \$32.77 million by the end of the period.



6. In consideration of the above, the capital plan is deemed to be financially sustainable.

Municipality of Central Elgin  
Asset Management – Future Expenditures and Associated Revenues  
2020\$

	2036 (Total)
<b>Expenditures (Annualized)</b>	
Annual Debt Payment on Non-Growth Related Capital <sup>1</sup>	204,373
Annual Debt Payment on Post Period Capital <sup>2</sup>	198,671
<b>Lifecycle:</b>	
Annual Lifecycle - Town Wide Services	\$359,190
Annual Lifecycle - Area Specific Services <sup>3</sup>	\$473,277
<b>Sub-Total - Annual Lifecycle</b>	<b>\$832,467</b>
<b>Incremental Operating Costs (for D.C. Services)</b>	<b>\$2,241,198</b>
<b>Total Expenditures</b>	<b>\$3,278,038</b>
<b>Revenue (Annualized)</b>	
Total Existing Revenue <sup>4</sup>	\$29,494,460
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	\$3,279,637
<b>Total Revenues</b>	<b>\$32,774,097</b>

<sup>1</sup> Non-Growth Related component of Projects including 10% mandatory deduction on soft services

<sup>2</sup> Interim Debt Financing for Post Period Benefit

<sup>3</sup> All infrastructure costs included in Area Specific by-laws have been included

<sup>4</sup> As per Sch. 10 of FIR



# Appendix G

## Proposed D.C. By-law





# Appendix G: Proposed D.C. By-law

## THE CORPORATION OF THE MUNICIPALITY OF CENTRAL ELGIN BY-LAW NUMBER \_\_\_\_\_

### **A by-law to establish development charges for the Corporation of the Municipality of Central Elgin**

**WHEREAS** subsection 2(1) of the *Development Charges Act, 1997* c. 27 (hereinafter called "the Act") provides that the council of a municipality may pass by-laws for the imposition of development charges against land for increased capital costs required because of the need for services arising from development in the area to which the by-law applies;

**AND WHEREAS** the Council of The Corporation of the Municipality of Central Elgin ("the Municipality") has given Notice in accordance with section 12 of the *Development Charges Act, 1997*, of its intention to pass a by-law under section 2 of the said Act;

**AND WHEREAS** the Council of the Municipality has heard all persons who applied to be heard no matter whether in objection to, or in support of, the development charge proposal at a public meeting held on April 27, 2020;

**AND WHEREAS** the Council of the Municipality had before it a report entitled Development Charges Background Study, dated March 25, 2020 prepared by Watson & Associates Economists Ltd., wherein it is indicated that the development of any land within the Municipality will increase the need for services as defined herein;

**AND WHEREAS** the Council of the Municipality on May 25, 2020 approved the applicable Development Charges Background Study, dated March 25, 2020, in which certain recommendations were made relating to the establishment of a development charge policy for the Municipality of Central Elgin pursuant to the Development Charges Act, 1997;

**AND WHEREAS** the Council of the Municipality on May 25, 2020 determined that no additional public meeting was required.

### **NOW THEREFORE THE COUNCIL OF THE MUNICIPALITY OF CENTRAL ELGIN ENACTS AS FOLLOWS:**

#### DEFINITIONS

1. In this by-law,
  - (1) "Act" means the *Development Charges Act, S.O. 1997, c. 27*;



- (2) "Administration Service" means any and all studies carried out by the municipality that are with respect to eligible services for which a development charge by-law may be imposed under the *Development Charges Act, 1997*;
- (3) "Apartment dwelling" means a building containing three or more dwelling units, each of which has an entrance through a common hall, common vestibule or other common entrance. This includes a stacked townhouse;
- (4) "Back-to-back townhouse" means a building containing more than two dwelling units separated vertically by a common wall, including a rear common wall, that do not have rear yards;
- (5) "Bedroom" means a habitable room larger than seven square metres, including a den, study, or other similar area, but does not include a living room, dining room or kitchen;
- (6) "Board of education" means a board defined in s.s. 1(1) of the *Education Act*;
- (7) "Bona fide farm uses" means the proposed development will qualify as a farm business operating with a valid Farm Business Registration Number issued by the Ontario Ministry of Agriculture, Food and Rural Affairs and be assessed in the Farmland Realty Tax Class by the Ontario Property Assessment Corporation, but excludes uses related to marijuana;
- (8) "Building Code Act" means the *Building Code Act, R.S.O. 1990, c.B.-13*, as amended;
- (9) "Capital cost" means costs incurred or proposed to be incurred by the municipality or a local board thereof directly or by others on behalf of, and as authorized by, the municipality or local board,
  - (a) to acquire land or an interest in land, including a leasehold interest;
  - (b) to improve land;
  - (c) to acquire, lease, construct or improve buildings and structures;
  - (d) to acquire, lease, construct or improve facilities,
  - (e) to undertake studies in connection with any of the matters referred to in clauses (a) to (d);
  - (f) to complete the development charge background study under section 10 of the Act;



- (g) interest on money borrowed to pay for costs in (a) to (d);  
required for provision of services designated in this by-law within or outside the municipality.
- (9) "Council" means the Council of The Corporation of the Municipality of Central Elgin;
- (10) "Corporation" means The Corporation of the Municipality of Central Elgin;
- (11) "Development" means any activity or proposed activity in respect of land that requires one or more of the actions referred to in section 6 of this by-law and including the redevelopment of land or the redevelopment, expansion, extension or alteration of a use, building or structure except interior alterations to an existing building or structure which do not change or intensify the use of land;
- (12) "Development charge" or "Development charges" means a charge imposed against land to pay for increased capital costs required because of increased needs for services arising from development of the area to which this by-law;
- (13) "Dwelling unit" means one or more habitable rooms occupied or designed to be occupied by one or more persons as an independent and separate housekeeping establishment in which separate kitchen and sanitary facilities are provided for the use of such person or persons;
- (14) "Existing industrial building" means a building or buildings existing on a site in the Municipality of Central Elgin on May 26, 2010 or the buildings or structures constructed and occupied on a vacant site pursuant to site plan approval under section 41 of the Planning Act, R.S.O. 1990, c. P. 13 (the "Planning Act") subsequent to May 26, 2010 for which full development charges were paid, and is used for or in connection with,
- (a) the production, compounding, processing, packaging, crating, bottling, packaging or assembling of raw or semi-processed goods or materials ("manufacturing") in not less than seventy-five per cent of the total gross floor area of the building or buildings on a site ("manufacturing") or warehousing related to the manufacturing use carried on in the building or buildings,
  - (b) research or development in connection with manufacturing in not less than seventy-five per cent of the total gross floor area of the building or buildings on a site,



- (c) retail sales by a manufacturer, if the retail sales are at the site where the manufacturing is carried out, such retail sales are restricted to goods manufactured at the site, and the building or part of a building where such retail sales are carried out does not constitute greater than twenty-five per cent of the total gross floor area of the building or buildings on the site, or
- (d) office or administrative purposes, if they are,
  - (i) carried out with respect to the manufacturing or warehousing; and,
  - (ii) in or attached to the building or structure used for such manufacturing or warehousing;
- (15) "farm building" means that part of a bona fide farming operation that is located upon land which is assessed and used for farm purposes encompassing barns, silos and other ancillary development to an agricultural use, but excluding a residential use and marijuana facilities;
- (16) "Grade" means the average level of finished ground adjoining a building or structure at all exterior walls;
- (17) "Gross floor area" means the total floor area measured between the outside of exterior walls, or between the outside of exterior walls and the centre line of party walls dividing the building from another building, of all floors above the average level of finished ground adjoining the building at its exterior walls.
- (18) "High density residential unit" means a dwelling unit in an apartment dwelling of five or more storeys;
- (19) "Industrial" means a building or structure, or that part of a building or structure, used for industrial uses;
- (20) "Institutional" means the development of a building or structure intended for use,
  - (a) as a long-term care home within the meaning of subsection 2 (1) of the Long-Term Care Homes Act, 2007;
  - (b) as a retirement home within the meaning of subsection 2 (1) of the Retirement Homes Act, 2010;
  - (c) by any of the following post-secondary institutions for the objects of the institution:



- (i) a university in Ontario that receives direct, regular and ongoing operating funding from the Government of Ontario,
  - (ii) a college or university federated or affiliated with a university described in subclause (i), or
  - (iii) an Indigenous Institute prescribed for the purposes of section 6 of the Indigenous Institutes Act, 2017;
- (d) as a memorial home, clubhouse or athletic grounds by an Ontario branch of the Royal Canadian Legion; or
- (e) as a hospice to provide end of life care.
- (21) "Interest rate" means the rate of interest determined by Council, which is 1.25% per month;
- (22) "Local board" means a local board as defined in section 1 of the *Municipal Affairs Act*, other than a board of education;
- (23) "Local services" means those services or facilities which are under the jurisdiction of the municipality and are related to a plan of subdivision or within the area to which the plan relates, required as a condition of approval under s.51 of the *Planning Act*, or as a condition of approval under s.53 of the *Planning Act*;
- (24) "Low and medium density residential unit" means a dwelling unit in a single detached, semi-detached, townhouse, duplex, triplex or multiple dwelling, or in an apartment dwelling of four storeys or less;
- (25) "Marijuana facilities" means a building used, designed or intended for growth, producing, testing, destroying, storing or distribution, excluding retail sales, of medical marijuana or cannabis authorized by a license issued by the federal Minister of Health pursuant to section 25 of the *Marihuana for Medical Purposes Regulations*, SOR/2013-119, under the *Controlled Drugs and Substances Act*, S.C. 1996, c.19
- (26) "Multiple dwelling" means a building containing three or more attached dwelling units not in a single row, each of which dwelling units has an independent entrance from the outside and a masonry wall or walls vertically separating it from any abutting dwelling;
- (27) "Municipality" means The Corporation of the Municipality of Central Elgin;



- (28) "Non-Profit Housing" means development of a building or structure intended for use as residential premises by,
- (a) a corporation without share capital to which the Corporations Act applies, that is in good standing under that Act and whose primary object is to provide housing;
  - (b) a corporation without share capital to which the Canada Not-for-profit Corporations Act applies, that is in good standing under that Act and whose primary object is to provide housing; or
  - (c) a non-profit housing co-operative that is in good standing under the Co-operative Corporations Act.
- (29) "Non-residential uses" means commercial, industrial, institutional uses, and includes all other non-residential uses;
- (30) "Owner" means the owner(s) of land or a person(s) who has made application for an approval for the development of land upon which a development charge is imposed;
- (31) "Place of Worship" means that part of a building that is exempt from taxation as a place of worship under the Assessment Act, R.S.O. 1990, Chap. A.31, as amended, or any successor thereof;
- (32) "Planning Act" means the *Planning Act*, R.S.O. 1990, c.P.-13, as amended;
- (33) "Regulation" means any regulation made pursuant to the Act;
- (34) "Rental Housing" means the development of a building or structure with four or more dwelling units all of which are intended for use as rented residential premises;
- (35) "Residential uses" means lands, buildings or structures or portions thereof used, or designed or intended for use as a home or residence of one or more individuals, and shall include a single detached dwelling, a semi-detached dwelling, a multiple dwelling, an apartment dwelling, and the residential portion of a mixed-use building or structure;
- (36) "Semi-detached dwelling" means a building containing two dwelling units that are separated vertically, each of which has an independent entrance either directly or through a common vestibule;
- (37) "Service" or "Services" means services set out in Schedule "A" to this By-law;



- (38) "Single detached dwelling" means a building containing one dwelling unit used, designated or intended to be used for occupancy as one dwelling unit;
- (39) "Special care/special dwelling" means a residential portion of special care facilities containing rooms or suites of rooms designed or intended to be used for sleeping and living accommodation that have a common entrance from street level:
- (a) Where the occupants have the right to use in common, halls, stairs, yards, common rooms and accessory buildings;
  - (b) Which may or may not have exclusive sanitary and/or culinary facilities;
  - (c) That is designed to accommodate persons with specific needs, including, but not limited to, independent permanent living arrangements; and
  - (d) Where support services such as meal preparation, grocery shopping, laundry, housekeeping, nursing, respite care and attendant services may be provided at various levels
- (40) "Stacked townhouse" means a building containing two or more dwelling units where each dwelling unit is separated horizontally and/or vertically from another dwelling unit by a common wall or floor;
- (41) "Storey" means that portion of a building above grade between the surface of any floor and the ceiling immediately above it which portion has a height of not less than 2.25 meters and includes an attic having not less than 2.25 meters head room for at least fifty percent (50%) of the attic floor area;
- (42) "Townhouse or row dwelling" means a building containing three or more attached dwelling units in a single row, each of which dwelling units has an independent entrance from the outside and is vertically separated from any abutting dwelling unit. This includes back-to-back townhouses;
- (43) "Triplex dwelling" means a building containing three dwelling units that are separated horizontally, each of which dwelling units has an independent entrance or an entrance through a common vestibule.

## CALCULATION OF DEVELOPMENT CHARGES

2. (1) Subject to the provisions of this by-law, development charges against land shall be imposed, calculated and collected in accordance with the charges



set out in Schedule "B-1" and "B-2", which relate to the services set out in Schedule "A."

- (2) The development charge with respect to the uses of any land, building or structure shall be calculated as follows:
  - (a) in the case of residential development or redevelopment or the residential portion of a mixed use development or redevelopment, as the sum of the product of the number of dwelling units of each type multiplied by the corresponding total amount for such dwelling unit type, as set out in Schedule "B-1" and "B-2";
  - (b) in the case of non-residential development or redevelopment, or the non-residential portion of a mixed use development or redevelopment, as the sum of the product of the gross floor area multiplied by the corresponding total amount for such gross floor area as set out in Schedule "B-1" and "B-2".
- (3) Council hereby determines that the development or redevelopment of land, buildings or structures for residential and non-residential uses will require the provision, enlargement or expansion of the services referenced in Schedule "A".

### APPLICABLE LANDS

3. (1) Subject to sections 5 and 6, this by-law applies to all lands in the Central Elgin, whether or not the land or use is exempt from taxation under section 3 of the *Assessment Act, R.S.O. 1990, c.A.-31*.
- (2) This by-law shall not apply to land that is owned by and used for the purposes of:
  - (a) a board of education;
  - (b) any municipality or local board thereof;
  - (c) land that is used for the purposes of industrial uses;
  - (d) non-residential farm buildings constructed for bona fide farm uses;
  - (e) lands or buildings used or to be used for a place of worship or for the purposes of a cemetery or burial ground exempt from taxation under the *Assessment Act*;
- (3) Notwithstanding subsection (1), in Port Stanley any residential unit or non-residential use which exists before October 27, 2008, and which is



connected to the municipal water supply and distribution system but is not connected to the municipal wastewater collection and treatment system, shall pay the applicable development charge for wastewater collection and treatment upon receiving a plumbing permit for connection to the municipal wastewater collection and treatment system, but shall be exempt from the payment of development charges for water supply and distribution, highway construction, related studies, and the development charge background study.

## RULES WITH RESPECT TO EXEMPTIONS FOR INTENSIFICATION OF EXISTING HOUSING

5. (1) Notwithstanding section 4 above, no development charge shall be imposed with respect to developments or portions of developments as follows:
  - (a) the enlargement of an existing residential dwelling unit;
  - (b) the creation of one or two additional residential dwelling units in an existing single detached dwelling where the total gross floor area of the additional unit(s) does not exceed the gross floor area of the existing dwelling unit;
  - (c) the creation of one additional dwelling unit in any other existing residential building provided the gross floor area of the additional unit does not exceed the smallest existing dwelling unit already in the building.
- (2) Notwithstanding subsection 5 (1) (b), development charges shall be calculated and collected in accordance with Schedule "B-1" and "B-2" where the total residential gross floor area of the additional one or two dwelling units is greater than the total gross floor area of the existing single detached dwelling unit.
- (3) Notwithstanding subsection 5 (1) (c), development charges shall be calculated and collected in accordance with Schedule "B-1" and "B-2" where the additional dwelling unit has a residential gross floor area greater than,
  - (a) in the case of semi-detached house or multiple dwelling, the gross floor area of the existing dwelling unit, and
  - (b) in the case of any other residential building, the residential gross floor area of the smallest existing dwelling unit.



## EXEMPTION FOR INDUSTRIAL DEVELOPMENT

6. (1) Notwithstanding any other provision of this by-law, there shall be an exemption from the payment of development charges for one or more enlargements of an existing industrial building on its site, whether attached or separate from the existing industrial building, up to a maximum of fifty per cent of the gross floor area before the first enlargement for which an exemption from the payment of development charges was granted pursuant to the *Development Charges Act* or this section. Development charges shall be imposed in accordance with this by-law with respect to the amount of the floor area of an enlargement that results in the gross floor area of the industrial building being increased by greater than fifty per cent of the gross floor area of the existing industrial building.
- (2) If the gross floor area of an existing industrial building is enlarged by greater than 50 percent, the amount of the development charge payable in respect of the enlargement is the amount of the development charge that would otherwise be payable multiplied by the fraction determined as follows:
- (a) determine the amount by which the enlargement exceeds 50 percent of the gross floor area before the enlargement;
  - (b) divide the amount determined under subsection (1) by the amount of the enlargement

## DEVELOPMENT CHARGES IMPOSED

7. (1) Subject to subsection (2), development charges shall be calculated and collected in accordance with the provisions of this by-law and be imposed on land to be developed for residential and non-residential uses, where, the development requires,
- (a) the passing of a zoning by-law or an amendment thereto under section 34 of the *Planning Act*;
  - (b) the approval of a minor variance under section 45 of the *Planning Act*;
  - (c) a conveyance of land to which a by-law passed under subsection 50 (7) of the *Planning Act* applies;
  - (d) the approval of a plan of subdivision under section 51 of the *Planning Act*,
  - (e) a consent under section 53 of the *Planning Act*;



- (f) the approval of a description under section 50 of the *Condominium Act*, R.S.O. 1990, c.C.-26; or
  - (g) the issuing of a permit under the *Building Code Act*, in relation to a building or structure.
- (2) Subsection (1) shall not apply in respect to:
- (a) local services installed or paid for by the owner within a plan of subdivision or within the area to which the plan relates, as a condition of approval under section 51 of the *Planning Act*,
  - (b) local services installed or paid for by the owner as a condition of approval under section 53 of the *Planning Act*.

### LOCAL SERVICE INSTALLATION

8. Nothing in this by-law prevents Council from requiring, as a condition of an agreement under section 51 or 53 of the *Planning Act* that the owner, at his or her own expense, shall install or pay for such local services, within the Plan of Subdivision or within the area to which the plan relates, as Council may require.

### MULTIPLE CHARGES

9. (1) Where two or more of the actions described in subsection 6 (1) are required before land to which a development charge applies can be developed, only one development charge shall be calculated and collected in accordance with the provisions of this by-law.
- (2) Notwithstanding subsection (1), if two or more of the actions described in subsection 6 (1) occur at different times, and if the subsequent action has the effect of increasing the need for municipal services as set out in Schedule "A", an additional development charge on the additional residential units and additional gross floor area shall be calculated and collected in accordance with the provisions of this by-law.

### SERVICES IN LIEU

10. (1) Council may authorize an owner, through an agreement under section 38 of the Act, to substitute such part of the development charge applicable to the owner's development as may be specified in the agreement, by the provision at the sole expense of the owner, of services in lieu. Such agreement shall further specify that where the owner provides services in lieu in accordance with the agreement, Council shall give to the owner a credit against the development charge in accordance with the agreement



provisions and the provisions of section 39 of the Act, equal to the reasonable cost to the owner of providing the services in lieu. In no case shall the agreement provide for a credit that exceeds the total development charge payable by an owner to the municipality in respect of the development to which the agreement relates.

- (2) In any agreement under subsection (1), Council may also give a further credit to the owner equal to the reasonable cost of providing services in addition to, or of a greater size or capacity, than would be required under this by-law.
- (3) The credit provided for in subsection (2) shall not be charged to any development charge reserve fund.

#### RULES WITH RESPECT TO RE-DEVELOPMENT

11. Despite any other provisions of this by-law, where, as a result of the redevelopment of land, a building or structure existing on the same land within five years prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:
  - (1) in the case of a residential building or structure, or in the case of a mixed-use building or structure, the residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charge under subsection 2 (2) a) by the number, according to type, of dwelling units that have been or will be demolished or converted to another principal use; and
  - (2) in the case of a non-residential building or structure or, in the case of mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the greater of the applicable development charges under subsection 2(2)b) by the gross floor area that has been or will be demolished or converted to another principal use;

provided that such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.



## TIMING OF CALCULATION AND PAYMENT

12. (1) The development charges shall be payable on the date a building permit is issued under the *Building Code Act, 1992* in relation to a building or structure on land to which the development charge applies.
- (2) Notwithstanding Subsection 12(1), Development Charges for rental housing and institutional developments are due and payable in 6 installments commencing with the first installment payable on the date of occupancy, and each subsequent installment, including interest, payable on the anniversary date each year thereafter.
- (3) Notwithstanding Subsection 12(1), Development Charges for non-profit housing developments are due and payable in 21 installments commencing with the first installment payable on the date of occupancy, and each subsequent installment, including interest, payable on the anniversary date each year thereafter.
- (4) Where the development of land results from the approval of a Site Plan or Zoning Bylaw Amendment received on or after January 1, 2020, and the approval of the application occurred within 2 years of building permit issuance, the Development Charges under Subsections 12(1), 12(2) and 12(3) shall be calculated on the rates set out in Schedules "B" and "C" on the date of the planning application, including interest. Where both planning applications apply Development Charges under Subsections 12(1), 12(2) and 12(3) shall be calculated on the rates, including interest, set out in Schedules "B-1" and "B-2" on the date of the later planning application, including interest.
- (5) Notwithstanding subsection 12(1), the Corporation may, by agreement, allow a person to perform work that relates to a service to which this by-law relates, and give the person a credit towards the payment of development charges in accordance with the agreement, the amount of the credit to be determined in accordance with the Act.
- (6) Notwithstanding subsection 12(1), the Corporation may enter into an agreement for payment of the development charges under Section 27 of the Act, that relates to the services that are imposed in this by-law.

## RESERVE FUNDS

13. (1) Monies received from payment of development charges under this by-law shall be maintained in eight separate reserve funds as follows: roads, fire, parks and recreation, library, administration (municipal wide), water, wastewater and administration (urban).



- (2) Monies received for the payment of development charges shall be used only in accordance with the provisions of section 35 of the Act.
- (3) Where any development charge, or part thereof, remains unpaid after the due date, the amount unpaid shall be added to the tax roll and shall be collected as taxes.
- (4) Where any unpaid development charges are collected as taxes under subsection (4), the monies so collected shall be credited to the development charge reserve funds referred to in subsection (1).
- (5) The Treasurer of the Municipality shall, in each year, furnish to Council a statement in respect of the reserve funds established hereunder for the prior year, containing the information set out in section 12 of O. Reg. 82/98.

#### BY-LAW AMENDMENT OR APPEAL

14. (1) Where this by-law or any development charge prescribed there under is amended or repealed either by order of the Ontario Municipal Board or by resolution of the Municipal Council, the Municipal Treasurer shall calculate forthwith the amount of any overpayment to be refunded as a result of said amendment or repeal.
- (2) Refunds that are required to be paid under subsection (1) shall be paid with interest to be calculated as follows:
  - (a) Interest shall be calculated from the date on which the overpayment was collected to the date on which the refund is paid;
  - (b) The Bank of Canada interest rate in effect on the date of enactment of this by-law shall be used.
- (3) Refunds that are required to be paid under subsection (1) shall include the interest owed under this section.

#### BY-LAW INDEXING

15. The development charges set out in Schedule B-1" and "B-2" to this by-law shall be adjusted annually as of May 1 of each year commencing May 1, 2021, without amendment to the by-law, in accordance with the most recent twelve month change in the Statistics Canada Quarterly, "Construction Price Statistics".



## SEVERABILITY

16. In the event any provision, or part thereof, of this by-law is found by a court of competent jurisdiction to be ultra vires, such provision, or part thereof, shall be deemed to be severed, and the remaining portion of such provision and all other provisions of this by-law shall remain in full force and effect.

## HEADINGS FOR REFERENCE ONLY

17. The headings inserted in this by-law are for convenience of reference only and shall not affect the construction of interpretation of this by-law.

## BY-LAW REGISTRATION

18. A certified copy of this by-law may be registered on title to any land to which this by-law applies.

## BY-LAW ADMINISTRATION

19. This by-law shall be administered by the Municipal Treasurer.

## SCHEDULES TO THE BY-LAW

20. The following Schedules to this by-law form an integral part of this by-law:
- Schedule A - Schedule of Designated Municipal Services
  - Schedule B-1 - Schedule of Municipal Wide Development Charges
  - Schedule B-2 - Schedule of Urban Area and Area Specific Development Charges
  - Schedules C-1 to C-6 - Map denoting the Urban Areas of the Municipality

## REPEAL OF BY-LAWS

21. By-law 1880 is hereby repealed on the date this by-law comes into effect.

## DATE BY-LAW EFFECTIVE

22. This by-law shall come into force and effect on the day following the day of its approval by Council.

READ A FIRST AND A SECOND TIME THIS 25th DAY OF MAY, 2020.



READ A THIRD TIME AND FINALLY PASSED THIS 25th DAY OF MAY, 2020.

---

Mayor

---

Clerk



SCHEDULE "A" TO BY-LAW NO. \_\_\_\_\_  
DESIGNATED MUNICIPAL SERVICES UNDER THIS BY-LAW

**Municipal Wide Services**

100% Eligible Services

- Services Related to a Highway
  - Depots and Domes
  - Public Works Rolling Stock
- Fire Protection Services
  - Fire Facilities
  - Fire Vehicles
  - Fire Equipment and Gear

90% Eligible Services

- Parks and Recreation Services
  - Parkland Development, Amenities & Trails
  - Recreation Facilities
  - Recreation Vehicle
- Library Services
  - Library Facilities
- Administration (Municipal Wide)
  - Studies

**Urban Services**

100% Eligible Services

- Administration (Urban)
  - Studies
- Water
  - Water Distribution
- Wastewater
  - Wastewater Treatment
  - Wastewater Collection



**SCHEDULE B-1  
SCHEDULE OF MUNICIPAL WIDE DEVELOPMENT CHARGES**

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
<b>Municipal Wide Services:</b>						
Services Related to a Highway	958	568	364	727	367	0.52
Fire Protection Services	2,187	1,296	830	1,659	839	1.19
Parks and Recreation Services	2,276	1,349	864	1,727	873	0.26
Library Services	133	79	51	101	51	0.02
Administration	737	437	280	559	283	0.38
<b>Total Municipal Wide Services</b>	<b>6,291</b>	<b>3,729</b>	<b>2,389</b>	<b>4,773</b>	<b>2,413</b>	<b>2.37</b>



**SCHEDULE B-2  
SCHEDULE OF URBAN AREA DEVELOPMENT CHARGES**

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
<b>Urban Area Services</b>						
Administration Studies - Urban	229	136	87	174	88	0.10
<b>Total Urban Area Services</b>	<b>229</b>	<b>136</b>	<b>87</b>	<b>174</b>	<b>88</b>	<b>0.10</b>

Note: Urban Areas are municipally serviced with water and/or wastewater

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
<b>Belmont Area Specific Services:</b>						
Water Services	512	303	194	388	196	0.25
Wastewater Services	5,725	3,393	2,174	4,344	2,196	3.39
<b>Total Belmont Area Specific Services</b>	<b>6,237</b>	<b>3,696</b>	<b>2,368</b>	<b>4,732</b>	<b>2,392</b>	<b>3.64</b>
<b>Port Stanley Area Specific Services:</b>						
Water Services	512	303	194	388	196	0.25
Wastewater Services	5,725	3,393	2,174	4,344	2,196	3.39
<b>Total Port Stanley Area Specific Services</b>	<b>6,237</b>	<b>3,696</b>	<b>2,368</b>	<b>4,732</b>	<b>2,392</b>	<b>3.64</b>
<b>Union Area Specific Services:</b>						
Water Services	-	-	-	-	-	0.00
Wastewater Services	5,725	3,393	2,174	4,344	2,196	3.39
<b>Total Union Area Specific Services</b>	<b>5,725</b>	<b>3,393</b>	<b>2,174</b>	<b>4,344</b>	<b>2,196</b>	<b>3.39</b>
<b>Southblock Area Specific Services:</b>						
Water Services	512	303	194	388	196	0.00
Wastewater Services	5,725	3,393	2,174	4,344	2,196	0.00
<b>Total Southblock Area Specific Services</b>	<b>6,237</b>	<b>3,696</b>	<b>2,368</b>	<b>4,732</b>	<b>2,392</b>	<b>0.00</b>

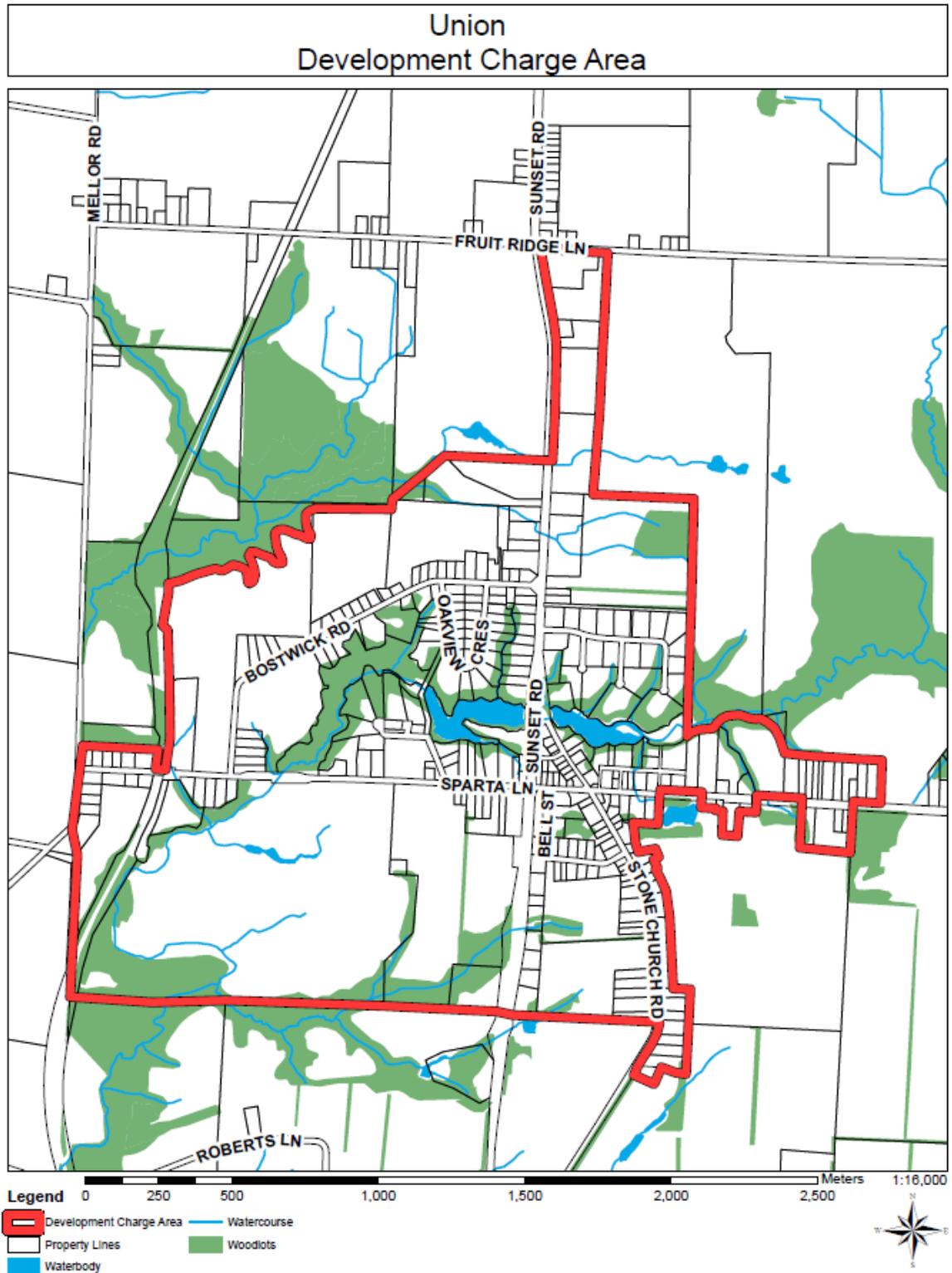


### Schedule "C-1" Map of the Port Stanley Area



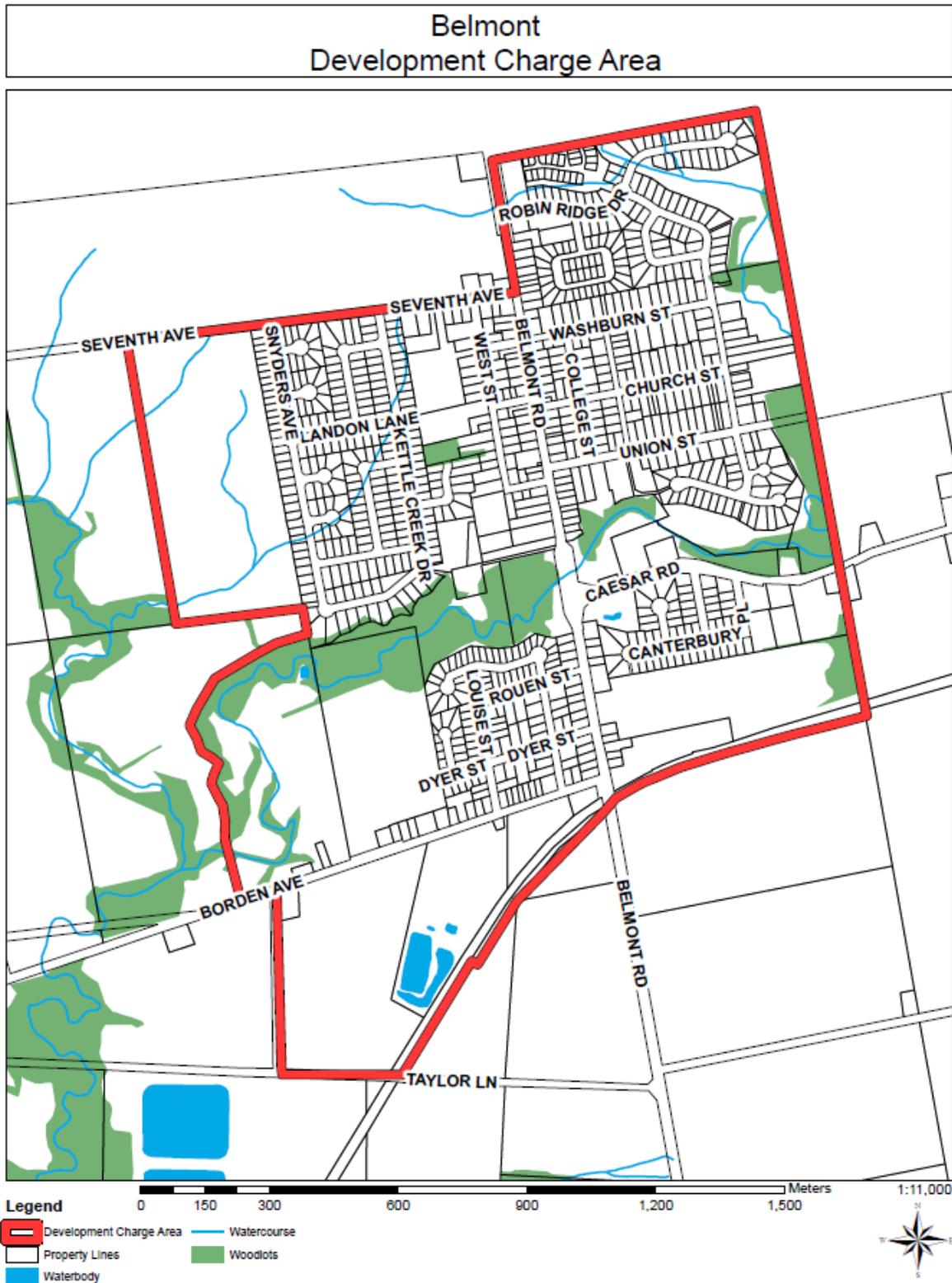


### Schedule "C-2" Map of the Union Area



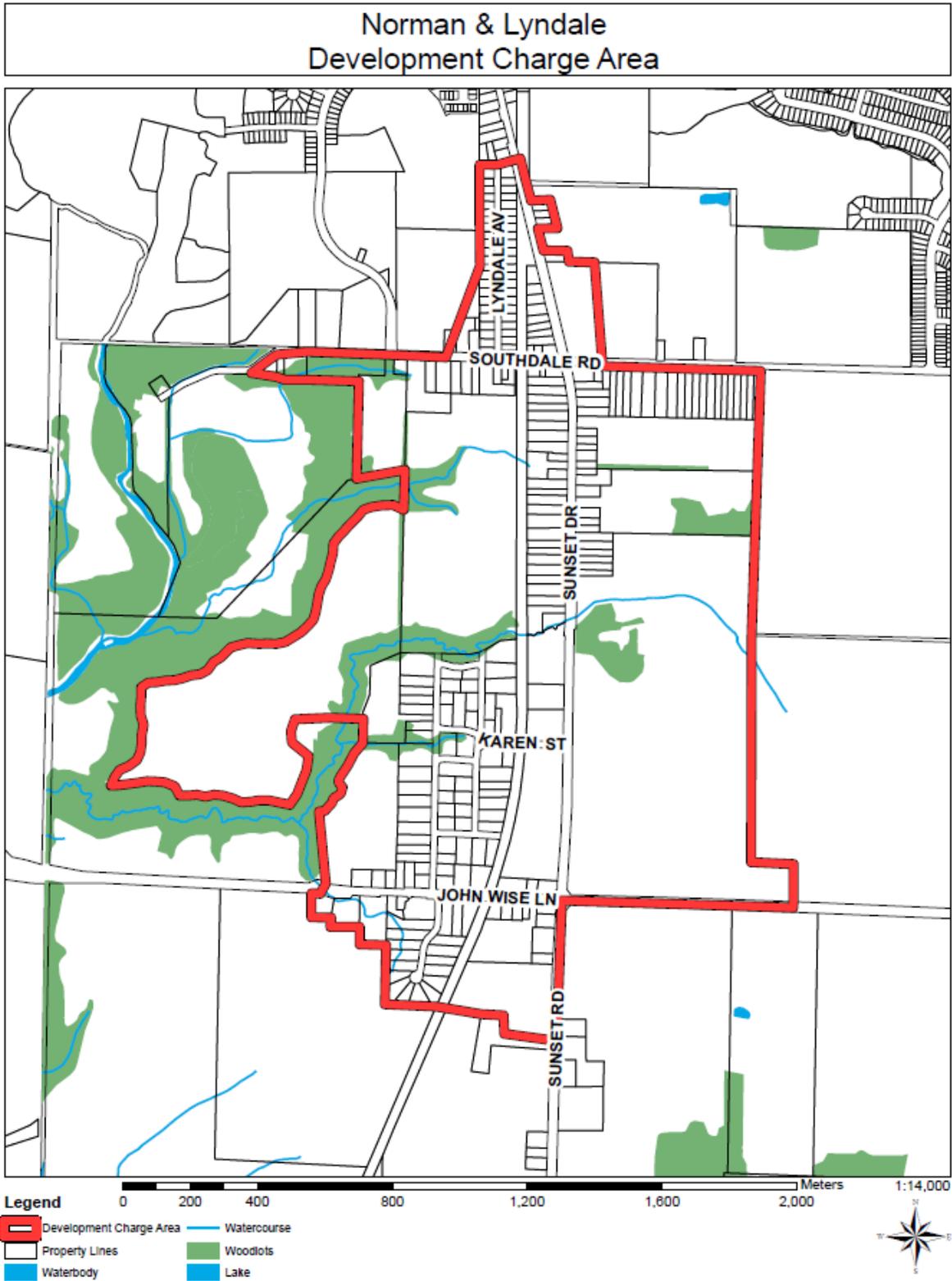


### Schedule "C-3" Map of the Belmont Area



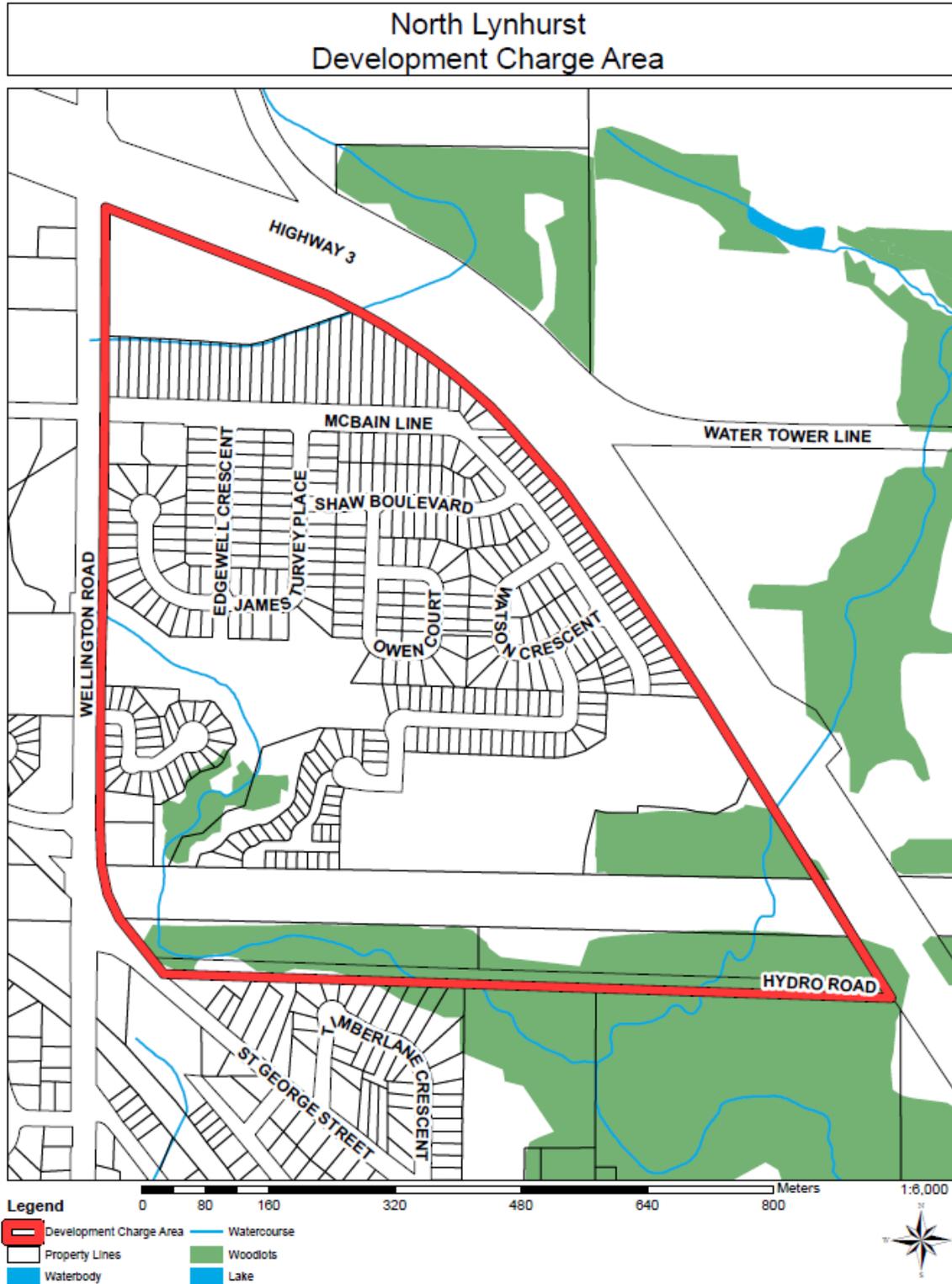


Schedule "C-4" Map of the Norman & Lyndale Area



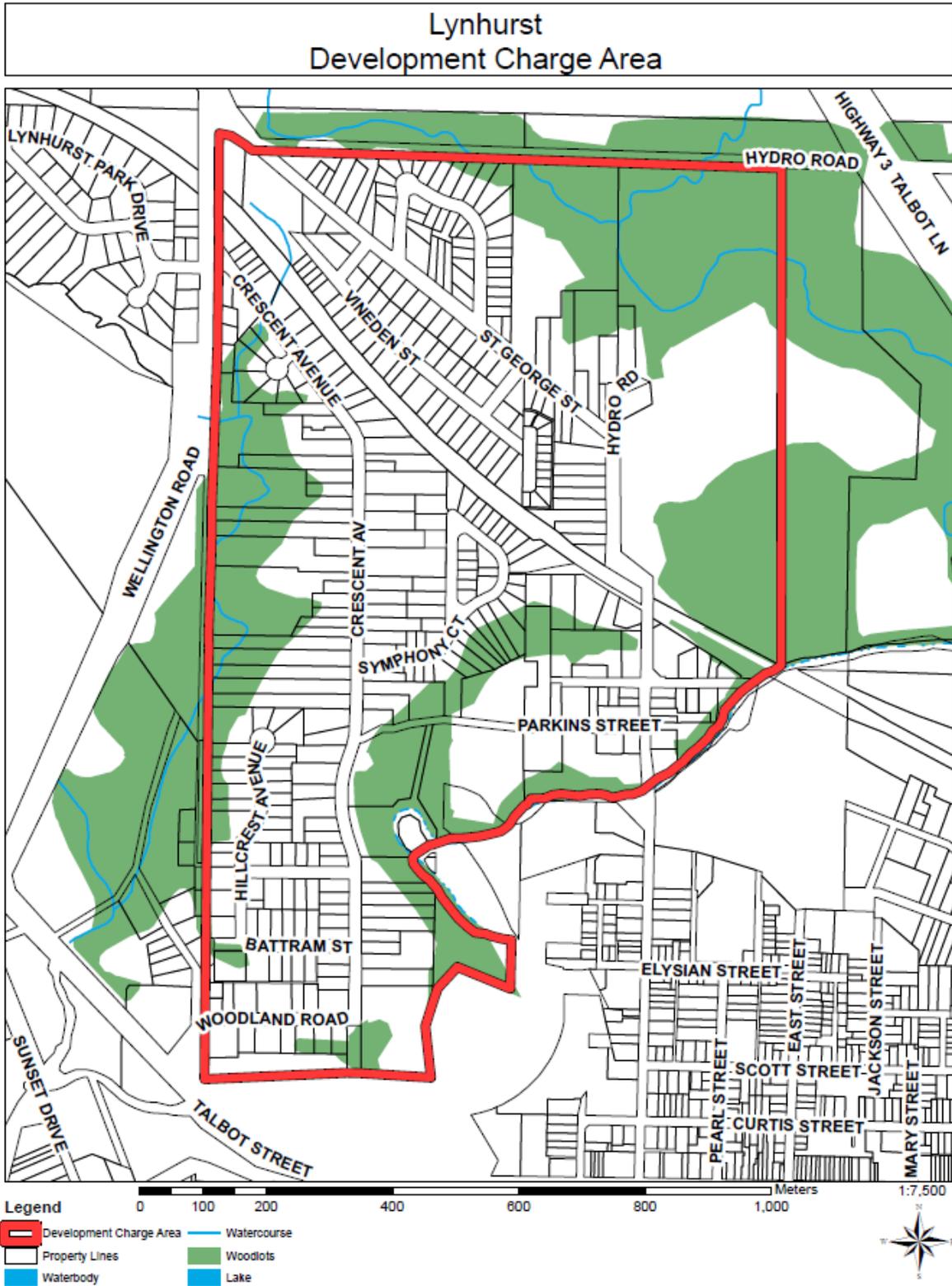


Schedule "C-5" Map of the North Lynhurst Area





Schedule "C-6" Map of the Lynhurst Area





Schedule "C-7" Map of the Southblock Area

