



Development Charges Background Study

Town of St. Marys

October 11, 2022

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List of Acronyms and Abbreviations

Acronym	Full Description of Acronym
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.L.T.	Ontario Land Tribunal
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 Town of St. Marys required by the *Development Charges Act, 1997*, as amended (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 Town;
 - Chapter 3 – Summary of the residential and non-residential growth forecasts for the Town;
 - 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;
 - 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.



- 6) Net costs divided by growth to provide the D.C.
3. A number of changes to the D.C.A. have occurred since the passage of the Town's 2017 D.C. By-law. These changes were introduced through four bills passed in the Ontario legislature: Bill 108, Bill 138, Bill 197, and Bill 213. The following provides a brief summary of the proposed changes.

Bill 108: More Homes, More Choice: Ontario's Housing Supply Action Plan

In May 2019, the Province introduced Bill 108, More Homes, More Choice Act, 2019 which would make changes to the current D.C. legislation. The Bill was passed and given Royal Assent on June 6, 2019. While the legislation has been passed, much of the detailed changes were to be implemented by Regulation, however, these changes were not implemented (subject to Bill 197 discussed later). The following items are currently in effect:

- a. Effective January 1, 2020, rental housing and institutional developments shall pay D.C.s in six (6) equal annual payments commencing at first occupancy. Non-profit housing developments shall pay D.C.s in 21 equal annual payments. Interest may be charged on the instalments, and any unpaid amounts inclusive of interest payable shall be added to the property tax roll and collected in the same manner as taxes.
- b. 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 applications made after January 1, 2020), shall be determined based on the D.C. by-law in effect on the day of Site Plan or Zoning By-law Amendment application.

Other key elements of the changes that were not proclaimed and were dealt with subsequently through Bill 197 are provided below:

- The D.C. would be refined to only allow for the following services to remain within the D.C.: water, wastewater, storm water, roads, fire, policing, ambulance, waste diversion, parks development, recreation, public libraries, long-term care, and public health.
- The mandatory 10% deduction would be removed for all services that remain eligible in the D.C.



- A new community benefits charge (C.B.C.) would be introduced to include formerly eligible D.C. services that are not included in the above listing, parkland dedication, and bonus zoning contributions.

Bill 138: Plan to Build Ontario Together Act, 2019

On November 6, 2019, the Province released Bill 138 which provided further amendments to the D.C.A. and Planning Act. This Bill received Royal Assent on December 10, 2019 and was proclaimed which resulted in sections related to the D.C.A. (schedule 10) becoming effective on January 1, 2020. With respect to the D.C.A., this Bill removed instalment payments for commercial and industrial developments that were originally identified in Bill 108.

Bill 197: COVID-19 Economic Recovery Act, 2020

In March 2020, Canada was impacted by the COVID-19 global pandemic. As a result, the economy was put into a state of emergency in an effort to slow the spread of the virus. In response, the Province tabled legislation on July 8, 2020 which amended a number of Acts, including the D.C.A. and the Planning Act. With Bill 197, many changes proposed in Bill 108 have now been revised. With respect to the above noted changes from Bill 108, the following changes are provided in Bill 197:

- **Eligible Services:** The list of eligible services for the D.C. has now been expanded to include most services eligible under the D.C.A. prior to Bill 108. For the Town of St. Marys, this means that services currently provided in the D.C. by-law remain eligible.
- **Mandatory 10% Deduction:** The mandatory 10% deduction is removed (consistent with Bill 108). This applies to all D.C.-eligible services.
- **Community Benefits Charges:** Based on the wording in the legislation, it appears that Upper-tier governments will not be able to impose a C.B.C.

Bill 213: Better for People, Smarter for Business Act, 2020

On December 8, 2020, Bill 213 received Royal Assent. One of the changes of the Bill that took effect upon Royal Assent included amending the Ministry of Training, Colleges and Universities Act by introducing a new section that would exempt the



payment of D.C.s for developments of land intended for use by a university that receives operating funds from the Government.

These changes to the D.C.A. were proclaimed on September 18, 2020 and are further discussed in Section 1.3.4 of this report.

4. The growth forecast (Chapter 3) on which the Town-wide D.C. is based, projects the following population, housing, and non-residential floor area for the 10-year (2022 to 2031) and 23-year (2022 to 2044) periods.

Table ES-1
Summary of Growth Forecast by Planing Period

Measure	10-year 2022 to 2031	23-year 2022 to 2044
(Net) Population Increase	1,444	3,042
Residential Unit Increase	876	1,845
Non-Residential Gross Floor Area Increase (sq. ft.)	560,900	1,178,400

Source Watson & Associates Economists Ltd. Forecast 2022

5. On November 28, 2017, the Town of St. Marys passed By-law 99-2017 under the D.C.A. The by-law imposes D.C.s on residential uses, however non-residential uses were exempt. This by-law will expire on January 1, 2023. The Town 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 November 22, 2022 with adoption of the by-law on December 13, 2022.
6. The Town's D.C. currently in effect is \$9,840 for single detached dwelling units for full services. The non-residential charge is exempt. This report has undertaken a recalculation of the charges based on future identified needs (presented in Schedule ES-3 for residential and non-residential development). Charges have been provided on a Town-wide basis for all services. The corresponding single detached unit charge is \$10,154. The non-residential charge is \$4.60 per sq.ft. of building area. These rates are submitted to Council for its consideration.



7. 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 6-15. A summary of these costs is provided below:

Table ES-2
Summary of Expenditures Anticipated Over the Life of the By-law

Summary of Expenditures Anticipated Over the Life of the By-law	Expenditure Amount
Total gross expenditures planned over the next five years	\$16,683,686
Less: Benefit to existing development	\$3,480,815
Less: Post planning period benefit	\$2,451,867
Less: Ineligible re: Level of Service	\$11,850
Less: Grants, subsidies and other contributions	\$300,000
Net costs to be recovered from development charges	\$10,439,154

This suggests that for the non-D.C. cost over the five-year D.C. by-law (benefit to existing development, and grants, subsidies and other contributions), \$3.79 million (or an annual amount of \$0.76 million) will need to be contributed from taxes and rates, or other sources. With respect to the post period benefit amount of \$2.45 million, 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 Town plans to spend \$16.68 million over the next five years, of which \$10.44 million (63%) is recoverable from D.C.s. Of this net amount, \$7.59 million is recoverable from residential development and \$2.85 million from non-residential development. It is noted also that any exemptions or reductions in the charges would reduce this recovery further.

8. 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 a 23-year forecast:

- Services Related to a Highway;
- Policing Services;
- Fire Protection Services;



- Water Services; and
- Wastewater Services.

The following service is calculated based on a 5-year forecast:

- Child Care and Early Years Programs.

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

- Parks and Recreation Services;
- Library Services;
- Housing Services; and
- Waste Diversion.

In addition, classes of services have been established for Growth Studies (which is calculated based on a Town-wide 10-year forecast) and Public Works (which is calculated based on a Town-wide 23-year forecast).

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).



Table ES-3
Schedule of Development Charges

Service/Class of Service	Single and Semi-Detached Dwelling	Other Multiples	Apartments 2+ Bedrooms	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	Non-Residential (per sq.ft. of Gross Floor Area)
Services Related to a Highway	1,348	1,083	863	630	575	0.82
Public Works	132	106	85	62	56	0.08
Fire Protection Services	351	282	225	164	150	0.21
Policing Services	98	79	63	46	42	0.06
Parks and Recreation Services	1,781	1,431	1,141	833	760	0.13
Library Services	1,057	849	677	494	451	0.07
Growth Studies	536	431	343	251	229	0.32
Child Care and Early Years Programs	60	48	38	28	26	0.00
Waste Diversion	18	14	12	8	8	0.00
Water Services - Treatment plants and storage	460	370	295	215	196	0.28
Water Services - Distribution systems	409	328	262	191	174	0.25
Wastewater Services - Sewers	15	12	10	7	6	0.01
Wastewater Services - Treatment	3,889	3,124	2,491	1,819	1,659	2.37
Total Town-Wide Services	10,154	8,157	6,505	4,748	4,332	4.60



Report



Chapter 1

Introduction



1. Introduction

1.1 Purpose of this Document

This background study has been prepared pursuant to the requirements of the *Development Charges Act, 1997*, as amended, (D.C.A.) (section 10) and, accordingly, recommends new development charges (D.C.s) and policies for the Town of St. Marys.

The Town retained Watson & Associates Economists Ltd. (Watson), to undertake the D.C. study process throughout 2022. Watson worked with Town staff in 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 Town'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), St. Marys' 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 November 22, 2022. 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 Town'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 October 11, 2022.

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 Town of St. Marys

Schedule of Study Milestone	Dates
1. Data collection, staff review, engineering work, D.C. calculations and policy work	December 2021 to August 2022
2. Public release of final D.C. Background study and proposed by-law	October 11, 2022
3. Stakeholder Engagement Session	October 2022 (date to be determined)
4. Public meeting advertisement placed in newspaper(s)	No later than November 2, 2022
5. Public meeting of Council	November 22, 2022
6. Council Workshop	November 25, 2022
7. Council considers adoption of background study and passage of by-law	December 13, 2022
8. Newspaper notice given of by-law passage	By 20 days after passage
9. Last day for by-law appeal	40 days after passage



Schedule of Study Milestone	Dates
10. Town makes pamphlet available (where by-law not appealed)	By 60 days after in force date

1.3 Changes to the D.C.A.: Bill 108, 138, 197, and 213

1.3.1 *Bill 108: More Homes, More Choice Act – An Act to Amend Various Statutes with Respect to Housing, Other Development, and Various Matters*

On May 2, 2019, the Province introduced Bill 108, which proposed changes to the D.C.A. The Bill was 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. would not come into effect until they are proclaimed by the Lieutenant Governor (many of these changes were revised through Bill 197). At the time of writing, the following provisions have been proclaimed:

- 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 instalments, 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 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. 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.

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 – Prior to Bill 108, the D.C.A. provided a list of ineligible services whereby municipalities could include growth related costs for any service that was not listed. With Bill 108, the changes to the D.C.A. would now specifically list the services that are eligible for inclusion in the by-law. Further, the initial list of eligible services under Bill 108 was limited to "hard services", with the "soft services" being 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. As noted in the next section this list of services has been amended through Bill 197.

Mandatory 10% deduction - The amending legislation would have removed 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. was 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.

1.3.2 Bill 138: Plan to Build Ontario Together Act, 2019

On November 6, 2019, the Province release Bill 138 which provided further amendments to the D.C.A. and Planning Act. This Bill received Royal Assent on December 10, 2019 and was proclaimed which resulted in sections related to the D.C.A. (schedule 10) becoming effective on January 1, 2020. The amendments to the D.C.A. included removal of instalment payments for commercial and industrial developments that were originally included in Bill 108.

1.3.3 Bill 197: COVID-19 Economic Recovery Act, 2020

In response to the global pandemic that began affecting Ontario in early 2020, the Province released Bill 197 which provided amendments to a number of Acts, including the D.C.A. and Planning Act. This Bill also revised some of the proposed changes identified in Bill 108. Bill 197 was tabled on July 8, 2020, received Royal Assent on July 21, 2020, and was proclaimed on September 18, 2020. The following provides a summary of the changes:



1.3.3.1 D.C. Related Changes

List of D.C. Eligible Services

- As noted above, under Bill 108 some services were to be included under the D.C.A. and some would be included under the C.B.C. authority. Bill 197, however, revised this proposed change and has included all services (with some exceptions) under the D.C.A. These services are as follows:
 - Water supply services, including distribution and treatment services;
 - Wastewater services, including sewers and treatment services.
 - Storm water drainage and control services.
 - Services related to a highway.
 - Electrical power services.
 - Toronto-York subway extension.
 - Transit services.
 - Waste diversion services.
 - Policing services.
 - Fire protection services.
 - Ambulance services.
 - Library services.
 - Long-term Care services
 - Parks and Recreation services, but not the acquisition of land for parks.
 - Public Health services.
 - Childcare and early years services.
 - Housing services.
 - Provincial Offences Act services.
 - Services related to emergency preparedness.
 - Services related to airports, but only in the Regional Municipality of Waterloo.
 - Additional services as prescribed.

Classes of Services – D.C.

Pre-Bill 108/197 legislation (i.e., D.C.A., 1997) allowed for categories of services to be grouped together into a minimum of two categories (90% and 100% services).



The Act (as amended) repeals and replaces the above with the four following subsections:

- A D.C. by-law may provide for any eligible service or capital cost related to any eligible service to be included in a class, set out in the by-law.
- A class may be composed of any number or combination of services and may include parts or portions of the eligible services or parts or portions of the capital costs in respect of those services.
- A D.C. by-law may provide for a class consisting of studies in respect of any eligible service whose capital costs are described in paragraphs 5 and 6 of s. 5 of the D.C.A.
- A class of service set out in the D.C. by-law is deemed to be a single service with respect to reserve funds, use of monies, and credits.

Note: An initial consideration of “class” appears to mean any group of services.

Mandatory 10% Deduction

As well, the removal of the 10% deduction for soft services under Bill 108 has been maintained.

1.3.3.2 C.B.C. Related Changes

C.B.C. Eligibility

- The C.B.C. is limited to lower-tier and single tier municipalities; upper-tier municipalities will not be allowed to impose this charge.

1.3.3.3 Combined D.C. and C.B.C. Impacts

D.C. vs. C.B.C. Capital Cost

- A C.B.C. may be imposed with respect to the services listed in s. 2 (4) of the D.C.A. (eligible services), “provided that the capital costs that are intended to be funded by the community benefits charge are not capital costs that are intended to be funded under a development charge by-law.”



As a result of the passage of Bill 197, and subsequent proclamation on September 18, 2020, this report has provided the D.C. calculations without the 10% mandatory deduction.

1.3.4 Bill 213: Better for People, Smarter for Business Act, 2020

On December 8, 2020, Bill 213 received Royal Assent. One of the changes of the Bill that took effect upon Royal Assent included amending the Ministry of Training, Colleges and Universities Act by introducing a new section that would exempt the payment of D.C.s for developments of land intended for use by a university that receives operating funds from the Government. As a result, this mandatory exemption will be included in the D.C. by-law.



Chapter 2

Current Town of St. Marys Policy



2. Current Town of St. Marys Policy

2.1 Schedule of Charges

On November 28, 2017, the Town of St. Marys passed By-law 99-2017 under the D.C.A., with an enforcement date of January 1, 2018.

This by-law imposes D.C.s for residential and non-residential uses, however non-residential D.C.s are exempt as per direction from council. The table below provides the rates currently in effect, as of January 1, 2022.

Table 2-1
Town of St. Marys
Current D.C. Rates
January 1, 2022

Services	Single & Semi-Detached Dwelling	Multiple Dwellings	Apartments 2 Bedrooms +	Apartments Bachelor & 1 Bedroom	Non-Residential (per sq. ft. of Gross Floor Area)
Services Related to a Highway	1,658	1,132	987	683	-
Fire Protection Services	444	302	263	183	-
Policing Services	92	64	55	39	-
Indoor & Outdoor Recreation Services	-	-	-	-	-
Library Services	1,163	794	690	478	-
Administration	235	162	139	96	-
Childcare	96	66	57	40	-
Waste Diversion	7	5	4	3	-
Wastewater Services	4,908	3,353	2,922	2,022	-
Water Services	1,237	844	736	509	-
Total	9,840	6,722	5,853	4,053	-

2.2 Services Covered

The following services are covered under By-law 99-2017:

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



- Policing Services;
- Parks and Recreation Services (Indoor & Outdoor Recreation Services);
- Library Services;
- Growth Studies (Administration);
- Child Care (and Early Years Programs);
- Waste Diversion;
- Wastewater Services; and
- Water Services.

2.3 Timing of D.C. Calculation and Payment

D.C.s are payable at the time of first building permit issuance and are collected by the Town of St. Marys Building Department.

2.4 Indexing

Rates shall be adjusted, without amendment to the By-law, annually on January 1, in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index (Table 18-10-0135-01)¹.

2.5 Redevelopment Allowance

As a result of the redevelopment of land, a building or structure existing on the same land within 60 months 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:

¹ 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.



- (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. 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 by the gross floor area (G.F.A.) 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 99-2017:

- Lands, buildings or structures 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;
- Non-residential farm buildings constructed for bona fide farm uses;
- An accessory building;
- A Home Occupation;
- A temporary use permitted under municipal zoning by-law enacted in accordance with section 39 of the Planning Act;
- A temporary building without foundation defined in the Building Code for a period not exceeding six consecutive months and not more than six months in any one calendar year on a site for which development charges have been previously paid; and
- Non-residential development.



Chapter 3

Anticipated Development in the Town of St. Marys



3. Anticipated Development in the Town of St. Marys

3.1 Requirement of the Act

Chapter 4 provides the methodology for calculating a D.C. as per the D.C.A. Figure 4-1 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 subsection 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.”

The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the Town of St. Marys will be required to provide services over a 10-year (2022 to 2032) and a longer term (2022 to 2044) time horizon.

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 Town over the forecast period, including:

- Town of St. Marys DEV 38-2021 Official Plan Review Project Update Report, August 24, 2021;
- Town of St Marys Development Charges Background Study, September 29, 2017, Watson & Associates Economists Ltd.
- 2011, 2016 and 2021 population and household Census data;
- 2006, 2011 and 2016 employment Census data;
- Historical residential building permit data over the 2012 to 2021 period;
- Residential and non-residential supply opportunities as identified by Town staff; and
- Discussions with Town staff regarding anticipated residential and non-residential development in the Town of St. Marys.

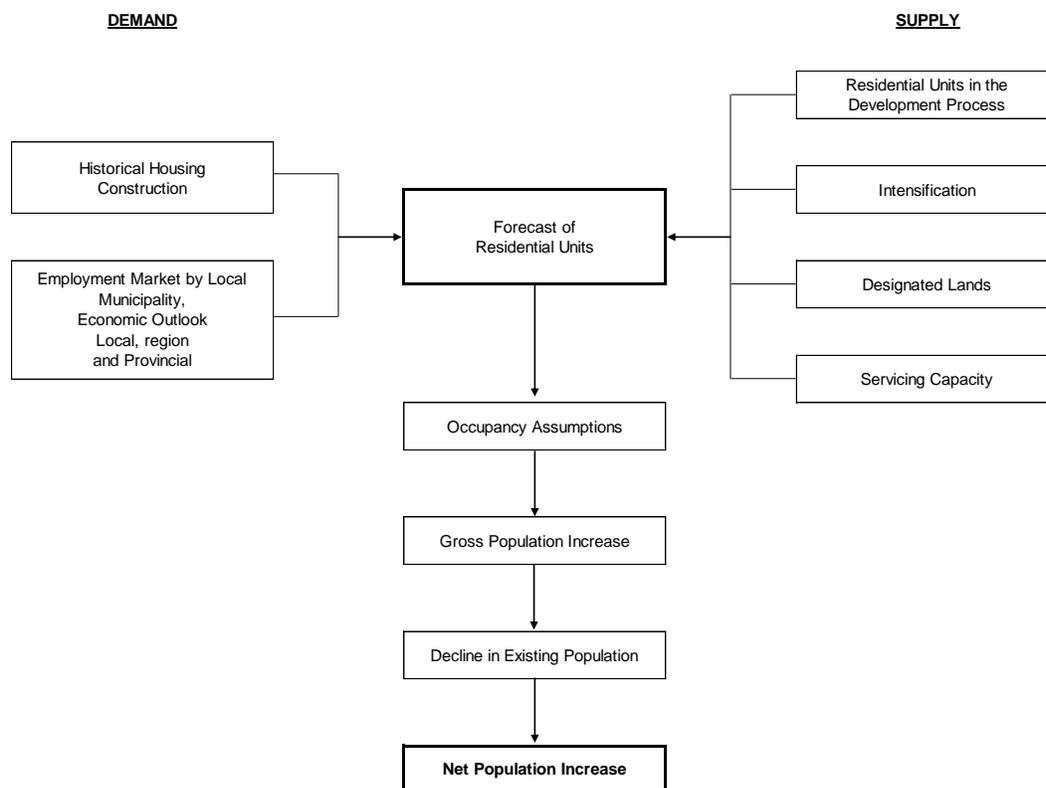


3.3 Summary of Growth Forecast

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 Town of St. Marys 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 St. Marys is anticipated to reach approximately 8,970 by mid-2032, and 10,550 by mid-2044, resulting in an increase of 1,440 and 3,020 persons, respectively.¹

Figure 3-1
Household Formation-based Population and Household Projection Model



¹ The population figures used in the calculation of the 2022 D.C. exclude the net Census undercount, which is estimated at approximately 2.8%.



**Table 3-1
Town of St. Marys
Residential Growth Forecast Summary**

	Year	Population (Including Census Undercount) ^[1]	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 ^[2]	Apartments ^[3]	Other	Total Households		Equivalent Institutional Households
Historical	<i>Mid 2011</i>	6,840	6,655	155	6,500	2,119	213	291	108	2,731	141	2.437
	<i>Mid 2016</i>	7,470	7,265	230	7,035	2,400	175	445	5	3,025	209	2.402
	<i>Mid 2021</i>	7,600	7,386	236	7,150	2,480	240	400	5	3,125	215	2.364
Forecast	<i>Mid 2022</i>	7,740	7,523	241	7,282	2,496	280	412	5	3,193	219	2.356
	<i>Mid 2032</i>	9,220	8,967	336	8,631	3,041	417	520	5	3,983	305	2.251
	<i>Mid 2044</i>	10,850	10,547	386	10,161	3,615	619	667	5	4,906	351	2.150
Incremental	Mid 2011 - Mid 2016	630	610	75	535	281	-38	154	-103	294	68	
	Mid 2016 - Mid 2021	130	121	6	115	80	65	-45	0	100	6	
	Mid 2021 - Mid 2022	140	137	5	132	16	40	12	0	68	4	
	Mid 2022 - Mid 2032	1,480	1,444	95	1,349	545	137	108	0	790	86	
	Mid 2022 - Mid 2044	3,110	3,024	145	2,879	1,119	339	255	0	1,713	132	

^[1] Census undercount estimated at approximately 2.8%.

^[2] Includes townhouses and apartments in duplexes.

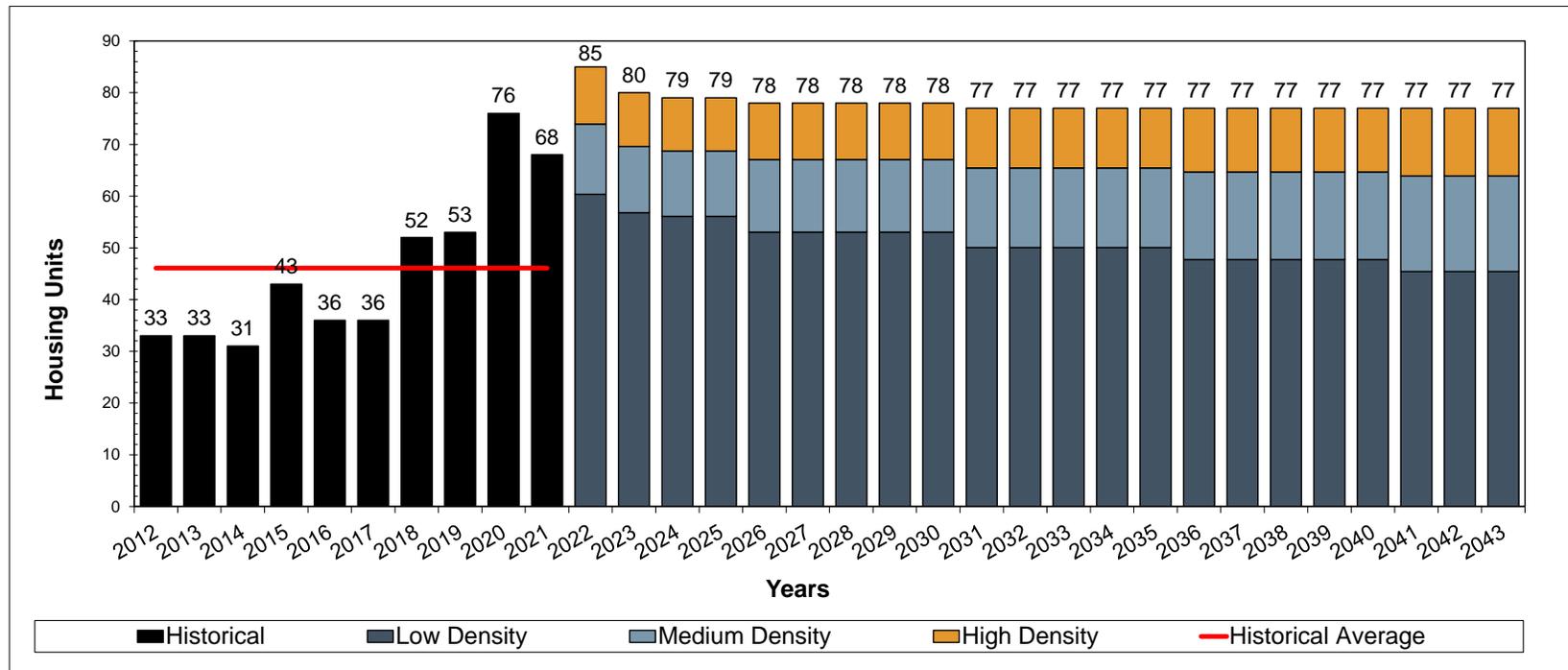
^[3] Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Population including the undercount has been rounded.

Source: Derived from Town of St. Marys DEV 38-2021 Official Plan Review Project Update Report, August 24, 2021, by Watson & Associates Economists Ltd.



Figure 3-2
Town of St. Marys
Annual Housing Forecast



[1] Growth forecast represents calendar year.

Source: Historical housing activity derived from Statistics Canada building permit data for the Town of St. Marys, 2012-2021.



Provided below is a summary of the key assumptions and findings regarding the Town of St. Marys D.C. growth forecast:

1. Unit Mix (Appendix A – Schedules 1, 5, and 6)

- The unit mix for the Town of St. Marys was derived from a detailed review of historical development activity (as per Schedule 6), as well as active residential development applications (as per Schedule 5) and discussions with Town of St. Marys staff regarding anticipated development trends for St. Marys.
- Based on the above indicators, the 2022 to 2044 household growth forecast is comprised of a unit mix of 65% low density (single detached and semi-detached), 20% medium density (multiples except apartments) and 15% high density (bachelor, 1-bedroom, and 2-bedroom apartments).

2. Planning Period

- Short- and longer-term time horizons are required for the D.C. process. The D.C.A. limits the planning horizon for transit services to a 10-year planning horizon. All other services can utilize a longer planning period if the municipality has identified the growth-related capital infrastructure needs associated with the longer-term growth planning period.

3. Population in New Units (Appendix A – Schedules 2, 3 and 4)

- The number of housing units to be constructed by 2044 in the Town of St. Marys over the forecast period is presented in **Error! Reference source not found.** Over the 2022 to 2044 forecast period, the Town of St. Marys is anticipated to average 78 new housing units per year.
- Population in new units is derived from Schedules 2, 3, and 4, which incorporate historical development activity, anticipated units (see unit mix discussion), and average persons per unit by dwelling type for new units.
- Schedule 7a summarizes the average P.P.U. assumed for new housing units by age and type of dwelling based on Statistics Canada 2016 custom Census data for the Town of St. Marys. Due to data limitations, medium and high density P.P.U. data was derived from Perth County which includes the Town of St. Marys and is outlined in Schedule 7b. The total



calculated P.P.U. for all density types has been adjusted accordingly to account for the P.P.U. trends which has been recently experienced in both new and older units. Forecasted 25-year average P.P.U.s by dwelling type are as follows:

- Low density: 2.579
- Medium density: 2.072
- High density: 1.516

4. Existing Units and Population Change (Appendix A – Schedules 2, 3, and 4)

- Existing households for mid-2022 are based on the 2021 Census households, plus estimated residential units constructed between mid-2021 to the beginning of the forecast period, assuming a 6-month lag between construction and occupancy (see Schedule 2).
- The decline in average occupancy levels for existing housing units is calculated in Schedules 2 through 4, by aging the existing population over the forecast period. The forecast population decline in existing households over the 2022 to 2044 forecast period is approximately 1,100.

5. Employment (Appendix A – Schedules 9a, 9b and 10)

- The employment projections provided herein are largely based on the activity rate method, which is defined as the number of jobs in the Town of St. Marys 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 data¹ (place of work) for the Town of St. Marys is outlined in Schedule 9a. The 2016 employment base is comprised of the following sectors:
 - 145 primary (3%);
 - 260 work at home employment (6%);
 - 1,998 industrial (47%);
 - 1,108 commercial/population-related (26%); and
 - 735 institutional (17%).

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



- The 2016 employment by usual place of work, including work at home, is 4,245.
- Total employment, including work at home for the Town of St. Marys is anticipated to reach approximately 5,040 by mid-2032 and 5,800 by mid-2044. This represents an employment increase of approximately 680 for the 10-year forecast period and 1,440 for the longer-term forecast period.
- Schedule 9b, Appendix A, summarizes the employment forecast, excluding work at home 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.
- Total employment for the Town of St. Marys (excluding work at home employment) is anticipated to reach approximately 4,710 by mid-2032, and 5,410 by mid-2044. This represents an employment increase of approximately 630 for the 10-year forecast period and 1,330 for the longer-term forecast period.

7. Non-Residential Sq.ft. Estimates (G.F.A.), Appendix A –Schedule 9b)

- Square footage estimates were calculated in Schedule 10 based on the following employee density assumptions:
 - 3,000 sq.ft. per employee for primary;
 - 1,300 sq.ft. per employee for industrial;
 - 400 sq.ft. per employee for commercial/population-related; and
 - 700 sq.ft. per employee for institutional employment.
- The Town-wide incremental Gross Floor Area (G.F.A.) is anticipated to increase by 0.6 million sq.ft. over the 10-year forecast period and 1.2 million sq.ft. over the longer-term forecast period.
- In terms of percentage growth, the 2022 to 2044 incremental G.F.A. forecast by sector is broken down as follows:
 1. Primary – 6%;
 2. Industrial – 61%;
 3. Commercial/population-related – 15%; and
 4. Institutional – 18%.



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 services that are provided within the Town.

A number of these services are not listed as eligible services for inclusion in the D.C. by-law as per subsection 2 (4) of the D.C.A. 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 that are potentially eligible for inclusion in the Town’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 Town 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.



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
	Yes	1.7 Active transportation	100
2. Other Transportation Services	No	2.1 Transit vehicles ¹ & facilities	100
	No	2.2 Other transit infrastructure	100
	Ineligible	2.3 Municipal parking spaces - indoor	0
	Ineligible	2.4 Municipal parking spaces - outdoor	0
	Yes	2.5 Works yards	100
	Yes	2.6 Rolling stock ¹	100
	n/a	2.7 Ferries	100
	n/a	2.8 Airport	100

¹with 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 ¹	100
	Yes	4.3 Small equipment and gear	100
5. Parks 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	100
	n/a	5.3 Development of district parks	100
	Yes	5.4 Development of municipal-wide parks	100
	Yes	5.5 Development of special purpose parks	100
	Yes	5.6 Parks rolling stock ¹ and yards	100
6. Recreation Services	Yes	6.1 Arenas, indoor pools, fitness facilities, community centres, etc. (including land)	100
	Yes	6.2 Recreation vehicles and equipment ¹	100
7. Library Services	Yes	7.1 Public library space (incl. furniture and equipment)	100
	n/a	7.2 Library vehicles ¹	100
	Yes	7.3 Library materials	100
8. Provision of Cultural, Entertainment and Tourism Facilities and Convention Centres	Ineligible	8.1 Cultural space (e.g. art galleries, museums and theatres)	0
	Ineligible	8.2 Tourism facilities and convention centres	0

¹with 7+ year life-time



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
9. Wastewater Services	Yes	9.1 Treatment plants	100
	Yes	9.2 Sewage trunks	100
	n/a	9.3 Local systems	0
	n/a	9.4 Vehicles and equipment ¹	100
10. Water Supply Services	Yes	10.1 Treatment plants	100
	Yes	10.2 Distribution systems	100
	n/a	10.3 Local systems	0
	n/a	10.4 Vehicles and equipment ¹	100
11. Waste Management Services	Ineligible	11.1 Landfill collection, transfer vehicles and equipment	0
	Ineligible	11.2 Landfills and other disposal facilities	0
	Yes	11.3 Waste diversion facilities	100
	Yes	11.4 Waste diversion vehicles and equipment ¹	100
12. Policing Services	Yes	12.1 Policing detachments	100
	No	12.2 Policing rolling stock ¹	100
	No	12.3 Small equipment and gear	100
13. Homes for the Aged	Yes	13.1 Homes for the aged space	100
	No	13.2 Vehicles ¹	100
14. Child Care	Yes	14.1 Child care space	100
	No	14.2 Vehicles ¹	100
15. Health	No	15.1 Health department space	100
	No	15.2 Health department vehicles ¹	100
16. Social Housing	Yes	16.1 Social housing space	100
17. Provincial Offences Act (P.O.A.)	n/a	17.1 P.O.A. space	100
18. Social Services	No	18.1 Social service space	100
19. Ambulance	No	19.1 Ambulance station space	100
	No	19.2 Vehicles ¹	100
20. Hospital Provision	Ineligible	20.1 Hospital capital contributions	0

¹with 7+ year life-time



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
21. Provision of Headquarters for the General Administration of Municipalities and Area Municipal Boards	Ineligible	21.1 Office space	0
	Ineligible	21.2 Office furniture	0
	Ineligible	21.3 Computer equipment	0
22. Other Services	Yes	22.1 Studies in connection with acquiring buildings, rolling stock, materials and equipment, and improving land ² and facilities, including the D.C. background study cost	0-100
	Yes	22.2 Interest on money borrowed to pay for growth-related capital	0-100

¹with a 7+ year life-time

²same 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. The Town’s detailed Local Service Policy is provided in Appendix E.

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, Town 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 Town’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 D.C.s,” 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. There are no outstanding credit obligations to be included in the D.C. calculations.



4.7 Classes of Services

Section 7 of the D.C.A. states that a D.C. by-law may provide for any D.C. eligible service or the capital costs with respect to those services. Further, a class may be composed of any number or combination of services and may include parts or portions of each D.C. eligible service. With respect to growth-related studies, Section 7(3) of the D.C.A. states that:

“For greater certainty, a development charge by-law may provide for a class consisting of studies in respect of any service listed in subsection 2 (4) whose capital costs are described in paragraphs 5 and 6 of subsection 5 (3).”

These provisions allow for services to be grouped together to create a class for the purposes of the D.C. by-law and D.C. reserve funds. The D.C. calculations and by-law provided herein include classes of services for growth studies and public works. These classes are comprised of the following services:

- Growth Studies:
 - Policing Services;
 - Services Related to a Highway;
 - Public Works;
 - Services Related to Public Health;
 - P.O.A. including by-law Enforcement Services;
 - Ambulance Services;
 - Long-term Care Services;
 - Housing Services;
 - Child Care and Early Years Programs and Services;
 - Waste Diversion Services;
 - Water Services; and
 - Wastewater Services.
- Public Works:
 - Services Related to a Highway;
 - Water Services; and
 - Wastewater Services.



4.8 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 7 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 that 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 Town spending all reserve fund monies prior to renewing each by-law, which would not be a sound basis for capital budgeting. Thus, the Town will use these reserve funds for the Town’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 that contributed them (rather than to future development, which will generate the need for additional facilities directly proportionate to future growth).

The Town’s D.C. Reserve Fund balances by service at December 31, 2021 are shown below:

¹ Reserve balance to be combined with administration studies.



Table 4-2
Summary of Development Charges Reserve Fund Balances
As of December 31, 2021

Service/Class of Service	Reserve Fund Balances at December 31, 2021
Growth Studies	156,285
Policing Services	(27,515)
Services Related to a Highway	1,049,901
Wastewater Services	1,153,468
Water Services	(518,184)
Library Services	228,157
Parks and Recreation Services	264,120
Child Care and Early Years Programs	(22,591)
Fire Protection Services	60,872
Waste Diversion Services	1,728
Total	\$2,346,241

Note: Amounts in brackets are deficit balances.

4.9 Deductions

The D.C.A. potentially requires that four 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; and
- anticipated grants, subsidies, and other contributions.

The requirements behind each of these reductions are addressed below.

4.9.1 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” (D.C.A., subsection 5 (1) 4). 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 factors 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 service 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.

4.9.2 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 Town’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.



4.9.3 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 service cap in section 4.9.1 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 long-term care, child care and early years, etc., the service is typically provided on a Town-wide system basis. For example, with respect to child care and early years, facilities of the same type may provide different functions (i.e. daily childcare vs. after-school programs).



4.9.4 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).

4.10 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.

4.11 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.

4.12 Asset Management

The legislation now requires that a D.C. background study must include an asset management plan (A.M.P.) (subsection 10 (2) c. 2). The 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.

4.13 Transit

In 2015, significant changes were made to the D.C.A. for transit services. 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 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 D.C. over the 10-year period immediately following the preparation of the background study, categorized by development types, and whether the forecast 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) requires the following:
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, a summary of how to achieve the proposed level of service, discussion on procurement measures and risk are required.

St. Marys currently utilizes Perth County Connect bus system to provide residents with transportation options. The Town does not currently, and in the near future does not intend to include these costs in the D.C. calculation. Therefore, the above calculation 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 7 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, Town projects and Council priorities change; accordingly, Council's intentions may alter and different capital projects (and timing) may be necessary to meet the need for services required by new growth.

5.2 Service Levels and 5-Year Capital Costs for D.C. Calculation

This section evaluates the development-related capital requirements for child care and early years programs over a 5-year planning period. The 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 *Child Care and Early Years Programs and Services*

The Town currently provides child care services at Little Falls Holy Name of Mary Catholic School, totalling 6,323 sq.ft. of space. In 2017, the Town moved the daycare space from the 121 Ontario Street location which had 5,442 sq.ft. of space. Over the 10-year period, these facilities provide for an average level of service of 0.81 sq.ft. per capita, equating to a level of investment of \$322 per capita. This level of service provides the Town with \$232,491 for eligible D.C. funding over the 5-year forecast period.



Through discussions with Town staff, no capital needs have been identified at this time. However, \$22,591 has been added to the calculations to reflect the deficit in the reserve fund.

The growth-related capital costs have been allocated 100% to residential development for the 5-year forecast period.



Table 5-1
Infrastructure Cost Included in the Development Charges Calculation
Child Care and Early Years Programs and Services

Project Number	Increased Service Needs Attributable to Anticipated Development 2022 to 2026	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 100%	Non-Residential Share 0%
n/a	Reserve Fund Adjustment	n/a	22,591	0	0	22,591	0	0	22,591	22,591	0
	Total		22,591	0	0	22,591	0	0	22,591	22,591	0



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

This section evaluates the development-related capital requirements for parks and recreation services, library services, waste diversion services, housing services, and growth studies 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. For the growth studies class of service, the infrastructure cost calculation, which determines the potential D.C. recoverable cost is provided.

5.3.1 Parks and Recreation Services

The Town currently provides a variety of parks and recreation-related assets to service the community and is summarized below:

- Approximately 57 acres of parkland (consisting of various sized town parks, neighbourhood parks, and parkettes);
- 38 parkland amenities that include items such as baseball diamonds, soccer fields, tennis courts, playground structures, bleachers, etc.;
- 11 parks and recreation related vehicles and equipment (trucks, resurfacers, tractors, floor scrubbers, etc.);
- 18,800 linear meters of trails and bridges; and
- 131,240 sq.ft. of recreation facility space (youth centre, sportsplex, recreation centre, etc.).

In total, the Town’s parks and recreation service has provided a 10-year historical level of service that equates to an investment of \$9,259 per capita. This level of investment provides the Town with a D.C. eligible amount of approximately \$13.37 million towards future parks and recreation capital.

Based on the projected growth over the 10-year forecast period, the Town has identified \$1.98 million in future growth capital costs for Parks & Recreation. The projects include provisions for additional parkland development and recreation needs, additional playground equipment, and upgrading and expanding the current skateboard park. Of



this amount, a deduction of \$300,000 was made to reflect a donation the Town received to upgrade the skateboard park. Additionally, a deduction of approximately \$264,120 has been made to account for the balance in the reserve fund. After the deductions, the net growth-related costs included in the D.C. calculation totals approximately \$1.42 million.

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



Table 5-2
Infrastructure Cost Included in the Development Charges Calculation
Parks and Recreation Services

Project Number	Increased Service Needs Attributable to Anticipated Development 2022 to 2031	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 95%	Non-Residential Share 5%
1	Provision for Additional Recreation Needs	2022 to 2031	500,000	0	0	500,000	0	0	500,000	475,000	25,000
2	Provision for Additional Parkland Development	2022 to 2031	1,000,000	0	0	1,000,000	0	0	1,000,000	950,000	50,000
3	Upgrade and Expand Skateboard Park	2023	400,000	0	0	400,000	0	300,000	100,000	95,000	5,000
4	Additional Playground Equipment	2022	80,000	0	0	80,000	0	0	80,000	76,000	4,000
n/a	Reserve Fund Adjustment	n/a	0	0	0	0	264,120	0	(264,120)	(250,914)	(13,206)
	Total		1,980,000	0	0	1,980,000	264,120	300,000	1,415,880	1,345,086	70,794



5.3.2 Library Services

The Town provides one library facility which totals 5,005 sq.ft. in library space. Over the past 10 years, the average level of service was 0.7 sq.ft. of space per capita or an investment of \$224 per capita. Based on the service standard over the past 10 years, the Town would be eligible to collect a total of \$323,456 from D.C.s for library facilities.

The Town has a current inventory of library collection materials totalling 158,001 items that are available to the public. The collection includes various materials including books, an e-collection through a consortium with Waterloo, Kitchener and Cambridge, CDs, DVDs, etc., all of which have a total value of approximately \$4.97 million. Over the past 10 years, the average level of service is approximately 17.38 collection items per capita, or an investment of \$517 per capita. Based on the service standard, the Town would be eligible to collect \$746,086 from D.C.s for library collection items (over the 10-year period).

The total D.C. eligible amount for library services is approximately \$1.07 million.

To service the growth in the Town, the Town previously purchased space in a building located directly across the street from the St. Marys Public Library. A provision totaling approximately \$1.07 million has been recognized to purchase equipment, furniture, and technology for the new library space. A deduction of \$228,157 was made to account for the Town's existing library reserve fund balance. Therefore, the net growth-related capital cost to be included in the D.C. is \$840,843.

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 of the growth-related capital costs have been allocated 95% residential and 5% non-residential.



Table 5-3
Infrastructure Cost Included in the Development Charges Calculation
Library Services

Project Number	Increased Service Needs Attributable to Anticipated Development 2022 to 2031	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 95%	Non-Residential Share 5%
1	Provision for new building furniture, equipment, and technology	2022 to 2031	1,069,000	0	0	1,069,000	0	0	1,069,000	1,015,550	53,450
n/a	Reserve Fund Adjustment	n/a	0	0	0	0	228,157	0	(228,157)	(216,749)	(11,408)
	Total		1,069,000	0	0	1,069,000	228,157	0	840,843	798,801	42,042



5.3.3 Waste Diversion Services

With respect to Waste Diversion, the Town utilizes a contracted service to provide recycling collection. The value of the capital portion of the Town's contract has been utilized on a per household basis. The contract currently provides for pick-up at 3,125 households. Over the previous 10-year period, the average investment was \$6 per capita. Based on this service standard, the Town would be eligible to collect \$9,068 from D.C.s for the waste diversion contract.

Further, the Town provides 0.46 acres of land for waste diversion services. This land includes the space for public drop-off at the St. Marys landfill. The average service level over the past 10 years was 0.1 acres per 1,000 population, or an average investment of \$3 per capita. Based on this, the Town would be eligible to collect an additional \$4,650 from D.C.s for waste diversion land. Within the space at the landfill, the Town has an inventory of waste diversion related drop-off bins including four (4) for recycling, and two (2) for electronic waste. The waste diversion bins provided over the previous 10-year period results in an average level of service of 0.8 items per 1000 population, or an investment of \$2 per capita. Based on this service standard, the Town would be eligible to collect \$3,235 from D.C.s for waste diversion bins.

Based on these service standard calculations, the total D.C.-eligible amount over the 10-year forecast period related to Waste Diversion is \$16,953.

The Town has identified a need for an expansion of waste diversion space at the St. Marys landfill. The total gross capital cost of this provision is \$16,000. A deduction of \$1,728 has been made to reflect the balance in the reserve fund. The resulting net growth-related capital cost of \$14,272 has been included in the D.C. calculation.

While waste diversion is predominately residential based, there is some use by non-residential users. To acknowledge this use, the growth-related capital costs have been allocated 95% residential and 5% non-residential.



Table 5-4
Infrastructure Cost Included in the Development Charges Calculation
Waste Diversion Services

Project Number	Increased Service Needs Attributable to Anticipated Development 2022 to 2031	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 95%	Non-Residential Share 5%
1	Provision for Expansion of Waste Diversion space at the Landfill	2022 to 2031	16,000	0	0	16,000	0	0	16,000	15,200	800
n/a	Reserve Fund Adjustment	n/a	0	0	0	0	1,728	0	(1,728)	(1,642)	(86)
	Total		16,000	0	0	16,000	1,728	0	14,272	13,558	714



5.3.4 Housing Services

The Town of St. Marys provides Social Housing services with the Municipality of North Perth, Township of Perth East, Municipality of Perth West, and City of Stratford through a cost sharing agreement.

As of 2021, the Town of St. Marys and the partner municipalities maintain an inventory of 663 housing units. Based on the Town's cost sharing agreement with the other municipalities, the Town is currently responsible for 8% of the housing units. Based on this information, of the total 663 units, the Town's share represents approximately 53 social housing units. The average historical level of service for the previous ten years for the Town has provided an average level of investment of \$1,308 per capita. Based on this service standard, the Town would be eligible to collect approximately \$1.89 million from D.C.s for social housing.

Through discussions with Town staff, no capital needs have been identified at this time.



Table 5-5
Infrastructure Cost Included in the Development Charges Calculation
Housing Services

Project Number	Increased Service Needs Attributable to Anticipated Development 2022 to 2031	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 100%	Non-Residential Share 0%
	No Capital Needs Identified.										
	Total		-	-	-	-	-	-	-	-	-



5.3.5 Growth Studies

The D.C.A. permits the inclusion of studies undertaken to facilitate the completion of the Town's capital works program. As discussed in Section 4.7, these studies have been allocated as a class of service based on each service to which the study relates.

For planning related studies (i.e. Official Plan updates, Urban Design Guidelines, etc.), a deduction of 10% has been applied to recognize the extent to which the studies relate to non-D.C.-eligible services. All planning studies have been allocated to the class of services in the following manner:

- Services Related to a Highway – 15%;
- Public Works – 5%;
- Fire Protection Services – 5%;
- Policing Services – 5%;
- Parks and Recreation Services – 10%;
- Library Services – 5%;
- Child Care and Early Years Programs and Services – 5%;
- Housing Services – 5%;
- Waste Diversion Services – 5%;
- Water Services – 20%; and
- Wastewater Services – 20%.

In addition, the capital costs of D.C. studies have been allocated across the different services based on the proportion of the total net growth-related capital costs. The following provides a breakdown of the allocation of D.C. study updates to each service:

- Services Related to a Highway – 17.53%;
- Public Works – 1.71%;
- Fire Protection Services – 4.56%;
- Policing Services – 1.27%;
- Parks and Recreation Services – 7.95%;
- Library Services – 4.72%;
- Child Care and Early Years Programs and Services – 0.13%;
- Housing Services – 0.00%;
- Waste Diversion Services – 0.08%;
- Water Services – 11.29%; and
- Wastewater Services – 50.76%.



The Master Servicing Plan – Roads, Water, Wastewater, Stormwater cost has been allocated 33.33% to each of the following:

- Services Related to a Highway;
- Water Services; and
- Wastewater Services.

The remainder of the growth studies have been allocated 100% to the service to which they relate, and are identified as follows:

- Park St. Extension – Class EA;
- Recreation and Parks Master Plan;
- Active Transportation Study; and
- Child Care Needs Study.

The total cost of these studies is \$654,660, of which \$180,500 is attributable to existing benefit. A deduction of \$23,000 has been made to recognize the portion of planning studies related to D.C.-ineligible services. In addition, the existing reserve fund balance of \$156,285 has been deducted from the calculations. The resultant net growth-related capital cost of \$294,875 has been included in the D.C. calculation.

These costs have been allocated 70% residential and 30% non-residential based on the incremental growth in population to employment for the 10-year forecast period.



Table 5-6
Infrastructure Cost Included in the Development Charges Calculation
Growth Studies

Project Number	Increased Service Needs Attributable to Anticipated Development 2022 to 2031	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 70%	Non-Residential Share 30%
1	Development Charges Study	2022	37,730	0	0	37,730	0	0	37,730	26,411	11,319
2	Development Charges Study	2027	37,730	0	0	37,730	0	0	37,730	26,411	11,319
3	Official Plan	2025	100,000	0	10,000	90,000	25,400	0	64,600	45,220	19,380
4	Official Plan	2030	100,000	0	10,000	90,000	25,400	0	64,600	45,220	19,380
5	Park St. Extension - Class EA	2028 to 2031	50,000	0	0	50,000	25,000	0	25,000	17,500	7,500
6	Recreation & Parks Master Plan	2027	89,200	0	0	89,200	22,300	0	66,900	46,830	20,070
7	Urban Design Guidelines	2023	30,000	0	3,000	27,000	22,400	0	4,600	3,220	1,380
8	Master Servicing Plan - Roads, Water, Wastewater, Stormwater	2024 to 2027	150,000	0	0	150,000	37,500	0	112,500	78,750	33,750
9	Active Transportation Study	2025	30,000	0	0	30,000	7,500	0	22,500	15,750	6,750
10	Child Care Needs Study	2023	30,000	0	0	30,000	15,000	0	15,000	10,500	4,500
n/a	Reserve Fund Adjustment	n/a	0	0	0	0	156,285	0	(156,285)	(109,399)	(46,885)
	Total		654,660	0	23,000	631,660	336,785	0	294,875	206,413	88,463



5.4 Service Levels and 23-Year Capital Costs for St. Marys' D.C. Calculation

This section evaluates the development-related capital requirements for those services with 23-year capital costs.

5.4.1 Services Related to a Highway

The Town of St. Marys currently owns and maintains:

- 22.75 km of arterial roads;
- 25.75 km of collector roads;
- 24.73 km of concrete sidewalks;
- 13 traffic signals;
- 417 streetlights; and
- 2 pedestrian crossings.

The level of service provided over the historical 10-year period translates to an average investment of \$8,586 per capita and a maximum D.C.-eligible amount of approximately \$25.96 million for recovery over the 23-year forecast period.

With respect to future needs, the forecasted road program is predominately based on the capital works identified in the previous D.C. study. The Town's engineering staff reviewed each of the projects and assigned updated costing and timing. Based on this information, the total gross capital cost estimate totals approximately \$5.74 million. The capital projects include road extensions and improvements, signalizations, pedestrian crossings, etc. Deductions totalling approximately \$1.57 million, and \$1.05 million were made to recognize existing benefit and the existing reserve fund balance, respectively. The resulting net D.C. eligible amount to be recovered over the forecast period is approximately \$3.12 million.

The residential/non-residential allocation for all services related to a highway is 69% residential and 31% non-residential based on the forecast population to employment anticipated over the forecast period.



Table 5-7
Infrastructure Cost Included in the Development Charges Calculation
Services Related to a Highway

Project Number	Increased Service Needs Attributable to Anticipated Development 2022 to 2044	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 69%	Non-Residential Share 31%
1	Park Street Extension 200m	2029 to 2030	2,500,000	0	0	2,500,000	625,000	0	1,875,000	1,293,750	581,250
2	Emily St. Improvement (Pumping station to Thamesview Crescent)	2022 to 2026	1,490,000	0	0	1,490,000	372,500	0	1,117,500	771,075	346,425
3	Queen Street/James Street Signalization	2026 to 2030	457,600	0	0	457,600	274,600	0	183,000	126,270	56,730
4	Wellington Street N (Parkview to Egan)	2022 to 2025	946,900	0	0	946,900	236,700	0	710,200	490,038	220,162
5	Church St N (Widder to Egan) road base	2025 to 2029	247,100	0	0	247,100	61,800	0	185,300	127,857	57,443
6	James St N Type 1 Pedestrian Crossing	2023	100,000	0	0	100,000	0	0	100,000	69,000	31,000
n/a	Reserve Fund Adjustment	n/a	0	0	0	0	1,049,901	0	(1,049,901)	(724,432)	(325,469)
	Total		5,741,600	0	0	5,741,600	2,620,501	0	3,121,099	2,153,558	967,541



5.4.2 Public Works Facilities, Fleet & Equipment

The Town operates its public works department out of several facilities. Currently the facilities provide a total of 32,074 sq.ft. of building area. The sq.ft. of facility space provided over the previous 10-year period results in an average level of service of 4.4 sq.ft. per capita, which equates to an investment of \$1,147 per capita. Based on this service standard, the Town would be eligible to collect approximately \$3.47 million from D.C.s for public works facility space.

The public works service has a variety of vehicles and major equipment totalling approximately \$3.57 million. The number of vehicle and equipment provided over the previous 10-year period results in an average level of service of 2.90 vehicles and equipment per 1,000 population or a per capita level of investment of \$488. Over the forecast period, the D.C.-eligible amount for vehicles and equipment is approximately \$1.48 million. Therefore, based on these service standard calculations, the total D.C.-eligible amount over the 23-year forecast period related to public works is approximately \$4.95 million.

Based on the projected growth over the 23-year forecast period, the Town has identified \$305,000 for the purchase of a pickup truck for infrastructure services, and a lean-to-pole structure. Therefore, the net D.C.-eligible amount to be recovered over the forecast period is \$305,000.

The residential and non-residential capital cost allocation for public works of 69% residential and 31% non-residential is based on the incremental growth in population to employment for the 23-year forecast period.



Table 5-8
Infrastructure Cost Included in the Development Charges Calculation
Public Works

Project Number	Increased Service Needs Attributable to Anticipated Development 2022 to 2044	Service to which Project Relates	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 69%	Non-Residential Share 31%
1	Lean-to Pole Structure	Services Related to a Highway	2022 to 2026	255,000	0	0	255,000	0	0	255,000	175,950	79,050
2	Pickup for Infrastructure Services	Services Related to a Highway	2028	50,000	0	0	50,000	0	0	50,000	34,500	15,500
	Total			305,000	0	0	305,000	0	0	305,000	210,450	94,550



5.4.3 Policing Services

The Town of St. Marys previously utilized the services of the Ontario Provincial Police (O.P.P.) to police the Town. The O.P.P. operated out of two different facilities over the historical 10-year period, one being 4,450 sq.ft. in building area, and the other being 500 sq. ft. In 2017 the Town switched from utilizing O.P.P. services to the services of the Stratford Police. The Stratford Police operate from a 500 sq. ft. facility in the Town. The total sq.ft. provided over the previous 10-year period results in a per capita average level of service of 0.24 sq.ft. or an average level of investment of \$75 per capita. This level of service provides the Town with a maximum D.C.-eligible amount for recovery over the 20-year forecast period of \$226,679.

The Town has identified the need for a provision of \$226,000 for additional space, which includes the recovery of the reserve fund deficit of \$27,515. The net growth-related amount included in the D.C. calculation is \$226,000.

The residential and non-residential allocation for policing services is based on the relationship between population and employment resulting in an allocation of 69% to residential development and 31% to non-residential development.



Table 5-9
Infrastructure Cost Included in the Development Charges Calculation
Policing Services

Project Number	Increased Service Needs Attributable to Anticipated Development 2022 to 2044	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 69%	Non-Residential Share 31%
1	Provision for Additional Space	2022 to 2041	226,000	0	0	226,000	0	0	226,000	155,940	70,060
	Total		226,000	0	0	226,000	0	0	226,000	155,940	70,060

The provision above includes recovery of the reserve fund deficit of \$27,515



5.4.4 Fire Protection Services

St. Marys currently operates its fire services out of one newly expanded fire station, totalling 9,225 sq.ft. of facility space. Over the historical 10-year period, the per capita average level of service was 0.83 sq.ft. which equates to an investment of \$316 per capita. This level of service provides the Town with a maximum D.C.-eligible amount of \$956,431 for recovery over the forecast period.

The fire department has a current inventory of 5 vehicles, resulting in a calculated average level of service of 0.7 vehicles per 1,000 population, and an average level of investment of \$393 per capita. This level of service provides for a D.C. eligible amount of \$1.19 million over the forecast period.

In addition to the vehicles, the Town also provides 375 items of equipment and gear for use in the fire services, with a total value of approximately \$702,900. This results in a calculated average level of service for the historical 10-year period of \$101 per capita, providing for a D.C.-eligible amount over the forecast period of \$306,694 for equipment and gear.

Based on the above, the maximum D.C.-eligible amount for recovery over the 23-year forecast period for fire services is approximately \$2.45 million.

Through discussions with staff, and as a result of the recently completed fire station, no additional capital needs have been identified. The outstanding debt payments related to the fire hall have been included in the D.C. calculations. In total, \$1,009,502 in discounted debt payments have been identified. Of this amount, deductions totalling \$136,300 for post-period benefit have been made. Additionally, the existing reserve fund balance of \$60,872 has been deducted from the calculations. As a result, the net growth-related costs of \$812,330 have been included in the D.C. calculations.

These costs are shared between residential and non-residential based on the population to employment ratio over the forecast period, resulting in 69% being allocated to residential development and 31% being allocated to non-residential development.



Table 5-10
Infrastructure Cost Included in the Development Charges Calculation
Fire Protection Services

Project Number	Increased Service Needs Attributable to Anticipated Development 2022 to 2044	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 69%	Non-Residential Share 31%
1	Growth Related Principal – Firehall Expansion	2022 to 2045	979,200	132,200	0	847,000	0	0	847,000	584,430	262,570
2	Discounted Growth Related Interest – Firehall Expansion	2022 to 2045	30,302	4,100	0	26,202	0	0	26,202	18,080	8,123
n/a	Reserve Fund Adjustment	n/a	0	0	0	0	60,872	0	(60,872)	(42,002)	(18,870)
	Total		1,009,502	136,300	0	873,202	60,872	0	812,330	560,508	251,822



5.4.5 Water Services

5.4.5.1 Water Facilities

Based on the 23-year forecast period, the Town has identified three water facility capital projects to service the expected future growth. The projects include an additional ground level storage cell, upgrades to the reservoir control, and a provision for upgrades to the booster pump station and water main. The total gross cost of these projects is \$793,900, of which \$24,700 is attributable to existing development. Additionally, \$296,177 has been included to recover the current reserve fund deficit, resulting in a net growth-related amount of \$1,065,377 for inclusion 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 23-year forecast period for water services. The resulting allocation is 69% to residential, and 31% to non-residential.

5.4.5.2 Water Distribution

Based on the 23-year forecast period, the Town has identified six water distribution capital projects to service the expected future growth. The total gross cost of these projects is approximately \$1.16 million, of which \$432,800 is attributable to existing development. Additionally, \$222,007 has been included to recover the current reserve fund deficit, resulting in a net growth-related amount of \$945,898 for inclusion 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 23-year forecast period for water services. The resulting allocation is 69% to residential, and 31% to non-residential.



Table 5-11-A
Infrastructure Cost Included in the Development Charges Calculation
Water Facilities

Project Number	Increased Service Needs Attributable to Anticipated Development 2022 to 2044	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 69%	Non-Residential Share 31%
f1	Additional Ground Level Storage Cell	2031	411,600	0	0	411,600	20,600	0	391,000	269,790	121,210
2	Reservoir Control Upgrades	2023	82,300	0	0	82,300	4,100	0	78,200	53,958	24,242
3	Provision for Upgrades to Booster Pump Station and Water Main	2024 to 2030	300,000	0	0	300,000	0	0	300,000	207,000	93,000
n/a	Reserve Fund Adjustment	n/a	296,177	0	0	296,177	0	0	296,177	204,362	91,815
	Total		1,009,077	0	0	1,009,077	24,700	0	1,065,377	735,110	330,267



Table 5-11-B
Infrastructure Cost Included in the Development Charges Calculation
Water Distribution

Project Number	Increased Service Needs Attributable to Anticipated Development 2022 to 2044	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 69%	Non-Residential Share 31%
1	Wellington St N (Queen to Bridge)	2022	358,691	0	0	358,691	239,100	0	119,591	82,518	37,073
2	Ingersoll N (Queen to Widder)	2030	86,200	0	0	86,200	57,500	0	28,700	19,803	8,897
3	Wellington St. N. (Parkview to Egan)	2022 to 2026	209,900	0	0	209,900	52,500	0	157,400	108,606	48,794
4	Victoria Street (Water to Church)	2022	233,300	0	0	233,300	11,700	0	221,600	152,904	68,696
5	Samual Street (Railway to Carling)	2022	68,600	0	0	68,600	0	0	68,600	47,334	21,266
6	Huron Street S Upgrade (Jones to Elizabeth)	2022	200,000	0	0	200,000	72,000	0	128,000	88,320	39,680
n/a	Reserve Fund Adjustment	n/a	222,007	0	0	222,007	0	0	222,007	153,185	68,822
	Total		1,378,698	0	0	1,378,698	432,800	0	945,898	652,670	293,228



5.4.6 Wastewater Services

5.4.6.1 Wastewater Treatment

In the 2011 Development Charges Background Study, as amended by O.M.B. decision DC130004 (note, the amending by-law was passed in January 2012), the Town identified a wastewater treatment expansion with a total gross capital cost estimate of \$9.68 million. Of this amount, \$1.67 million was deemed benefit to existing and \$2.48 million was deemed to benefit development in the post-forecast period. Therefore, the net growth-related D.C. amount to be included in the calculations was approximately \$5.53 million. These costs were further updated in the 2017 D.C. background study which provided for a total gross capital cost estimate of \$11.08 million. After deductions, the net growth-related cost included in the D.C. calculations was \$5.77 million.

Since the 2017 D.C. background study, the Town has undertaken a review of the capital needs for the treatment plant expansion. A number of components have now been completed and the remaining works have been separated into two phases. The remaining components of the expansion are identified in further detail below.

Phase 1 Works

Administration Building

In the previous studies, the existing administration building was anticipated to be renovated and expanded. However, Town staff are now anticipating that the administration building will be demolished and replaced with a new facility. The current size of the building is 195 sq.m and the new building will be 327 sq.m. As a result, the benefit to existing deduction is based on the size of the existing facility relative to the new facility.

Grit Removal System & Odour Control

Previously, the scope of the odour control works was for a retrofit of existing infrastructure. The odour control works will be demolished and replaced and will capture odours from a new grit removal facility. As the infrastructure is sized for growth



and will provide the same capacity requirements as the previous scope, the benefit to existing allocation has remained the same.

Phase 2 Works

General Works

Some of the cost related to this item was funded with grant funding therefore the estimated capital cost has decreased. The benefit to existing share remains the same.

Anoxic & Aerobic Tank Additions

The works included in previous D.C. studies related to a new aeration basin to accommodate growth. The updated plans require new tank additions rather than an aeration basin, however, as the capacity impacts are the same, these costs are included as 100% growth-related.

Headworks Upgrades

No change in scope of the project. Costs have been updated and the benefit to existing share remains the same.

Biosolids Management Production

Not included in previous cost estimate. The current Lystek System will be twinned and expanded, and a secondary drum thickener will be added. The benefit to existing share of these costs is based on the current capacity relative to the future capacity to be added.

Aeration Blower Upgrades

No change in scope of the project. Costs have been updated and the benefit to existing share remains the same.

Final Disinfection Improvements

No change in scope of the project. Costs have been updated and the benefit to existing share remains the same.



Electrical System Upgrades

Not included in previous cost estimate. These costs reflect upgrades throughout the plant. The benefit to existing share of these costs is based on the current capacity relative to the future capacity to be added.

System Control Works

No change in scope of the project. Costs have been updated and the benefit to existing share remains the same.

Financing Costs

To finance the capital works, the Town anticipates issuing \$5.00 million in debt in 2024. The incremental growth-related financing costs have been included in the D.C. calculations.

Summary

Based on the above, the total gross cost of these projects (including financing costs) is \$17.77 million, of which approximately \$3.17 million is attributable to existing development. Deductions totalling approximately \$4.47 million have been made to recognize the share of the costs that will benefit growth post 2044. Further, a deduction in the amount of \$1,119,749 has been applied to reflect the balance in the D.C. reserve fund. Therefore the net growth-related capital costs of \$9,004,872 have 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 23-year forecast period for water services. The resulting allocation is 69% to residential, and 31% to non-residential.

5.4.6.2 Wastewater Collection

Based on the 23-year forecast period, the Town identified the need for an inflow and infiltration program to accommodate growth and provide for additional capacity in the collection system. The total gross cost of this project is approximately \$137,000, of which \$68,500 is attributable to existing development. The balance of \$33,719 in the



D.C. reserve fund has been deducted from the calculations, resulting in \$34,781 being 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 23-year forecast period for water services. The resulting allocation is 69% to residential, and 31% to non-residential.



Table 5-12-A
Infrastructure Cost Included in the Development Charges Calculation
Wastewater Treatment

Project Number	Project Number from Previous Study	Increased Service Needs Attributable to Anticipated Development 2022 to 2044	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 69%	Non-Residential Share 31%
1	2	Administration Building	2022 to 2024	2,891,000	727,400	0	2,163,600	1,724,000	0	439,600	303,324	136,276
2	12	Grit Removal System & Odour Control	2022 to 2024	5,422,000	1,364,300	0	4,057,700	325,300	0	3,732,400	2,575,356	1,157,044
3	1	General Works	2026 to 2031	625,000	157,300	0	467,700	0	0	467,700	322,713	144,987
4	4	Anoxic & Aerobic Tank Additions	2026 to 2031	3,613,000	909,100	0	2,703,900	0	0	2,703,900	1,865,691	838,209
5	11	Headworks Upgrades	2026 to 2031	486,000	122,300	0	363,700	34,200	0	329,500	227,355	102,145
6	n/a	Biosolids Management Production	2026 to 2031	757,000	190,500	0	566,500	495,200	0	71,300	49,197	22,103
7	5	Aeration Blower Upgrades	2026 to 2031	486,000	122,300	0	363,700	0	0	363,700	250,953	112,747
8	6	Final Disinfection Improvements	2026 to 2031	785,000	197,500	0	587,500	0	0	587,500	405,375	182,125
9	n/a	Electrical System Upgrades	2026 to 2031	794,000	199,800	0	594,200	519,400	0	74,800	51,612	23,188
10	14	System Control Works	2026 to 2031	1,042,000	262,200	0	779,800	72,900	0	706,900	487,761	219,139
n/a	n/a	Financing Costs	2024 to 2038	864,921	217,600	0	647,321	0	0	647,321	446,651	200,669
n/a	n/a	Reserve Fund Adjustment	n/a	0	0	0	0	1,119,749	0	(1,119,749)	(772,627)	(347,122)
		Total		17,765,921	4,470,300	0	13,295,621	4,290,749	0	9,004,872	6,213,362	2,791,510



Table 5-12-B
Infrastructure Cost Included in the Development Charges Calculation
Wastewater Collection

Project Number	Increased Service Needs Attributable to Anticipated Development 2022 to 2044	Timing (year)	Gross Capital Cost Estimate (2022\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 69%	Non-Residential Share 31%
1	Inflow and Infiltration Program	2024	137,000	0	0	137,000	68,500	0	68,500	47,265	21,235
n/a	Reserve Fund Adjustment	n/a	0	0	0	0	33,719	0	(33,719)	(23,266)	(10,453)
	Total		137,000	0	0	137,000	102,219	0	34,781	23,999	10,782



Chapter 6

D.C. Calculation



6. D.C. Calculation

Tables 6-1 to 6-7 calculate the proposed uniform D.C. to be imposed on anticipated development in the Town for Town-wide services over a 23-year planning horizon. Tables 6-8 to 6-12 calculate the proposed uniform D.C. to be imposed on anticipated development in the Town for Town-wide services over a 10-year planning horizon. Table 6-13 calculates the proposed uniform D.C. to be imposed on anticipated development in the Town for Town-wide services over a 5-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, apartments 2+ bedrooms, apartments 1 bedroom, all other multiples, and special care/special dwelling units). The non-residential D.C. has been calculated on a per sq.ft. of G.F.A. basis for all types of non-residential development.

The D.C.-eligible costs for each service component were developed in Chapter 5 for all Town 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 to 6-13.

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 G.F.A.

Table 6-14 summarizes the total D.C. that is applicable for municipal-wide services and Table 6-15 summarizes the gross capital expenditures and sources of revenue for works to be undertaken during the 5-year life of the by-law.



Table 6-1a
D.C. Calculation – Town-wide Services – Wastewater Services - 2022 to 2044
Residential D.C. per capita and Non-residential D.C. per sq.ft.

Service/Class of Service	Residential 2022\$ D.C.-Eligible Cost	Non-Residential 2022\$ D.C.-Eligible Cost
1.1 Wastewater Services - Treatment	\$6,213,362	\$2,791,510
Total	\$6,213,362	\$2,791,510
23 Year Gross Population/G.F.A. Growth (sq.ft.)	4,120	1,178,400
Cost Per Capita/Non-Residential G.F.A. (sq.ft.)	\$1,508.10	\$2.37

Table 6-1b
D.C. Calculation – Town-wide Services – Wastewater Services - 2022 to 2044
Residential D.C. by Unit Type

Residential Unit Type	Persons per Unit	D.C. per Unit
Single and Semi-Detached Dwelling	2.579	\$3,889
Other Multiples	2.072	\$3,125
Apartments - 2 Bedrooms +	1.652	\$2,491
Apartments - Bachelor and 1 Bedroom	1.206	\$1,819
Special Care/Special Dwelling Units	1.100	\$1,659

Table 6-2a
D.C. Calculation – Town-wide Services – Wastewater Services – 2022 to 2044
Residential D.C. per capita and Non-residential D.C. per sq. ft.

Service/Class of Service	Residential 2022\$ D.C.-Eligible Cost	Non-Residential 2022\$ D.C.-Eligible Cost
2.1 Wastewater Services - Sewers	\$23,999	\$10,782
Total	\$23,999	\$10,782
23 Year Gross Population/G.F.A. Growth (sq.ft.)	4,120	1,178,400
Cost Per Capita/Non-Residential G.F.A. (sq.ft.)	\$5.82	\$0.01

Table 6-2b
D.C. Calculation – Town-wide Services – Wastewater Services - 2022 to 2044
Residential D.C. by Unit Type

Residential Unit Type	Persons per Unit	D.C. per Unit
Single and Semi-Detached Dwelling	2.579	\$15
Other Multiples	2.072	\$12
Apartments - 2 Bedrooms +	1.652	\$10
Apartments - Bachelor and 1 Bedroom	1.206	\$7
Special Care/Special Dwelling Units	1.100	\$6

Table 6-3a
D.C. Calculation – Town-wide Services – Water Services - 2022 to 2044
Residential D.C. per capita and Non-residential D.C. per sq.ft.

Service/Class of Service	Residential 2022\$ D.C.-Eligible Cost	Non-Residential 2022\$ D.C.-Eligible Cost
3.1 Water Services - Treatment plants and storage	\$735,110	\$330,267
3.2 Water Services - Distribution systems	\$652,670	\$293,228
Total	\$1,387,780	\$623,495
23 Year Gross Population/G.F.A. Growth (sq.ft.)	4,120	1,178,400
Cost Per Capita/Non-Residential G.F.A. (sq.ft.)	\$336.84	\$0.53



Table 6-3b
D.C. Calculation – Town-wide Services – Water Services - 2022 to 2044
Residential D.C. by Unit Type

Residential Unit Type	Persons per Unit	D.C. per Unit
Single and Semi-Detached Dwelling	2.579	\$869
Other Multiples	2.072	\$698
Apartments - 2 Bedrooms +	1.652	\$556
Apartments - Bachelor and 1 Bedroom	1.206	\$406
Special Care/Special Dwelling Units	1.100	\$371

Table 6-4a
D.C. Calculation Town-wide Services – Services Related to a Highway -
2022 to 2044
Residential D.C. per capita and Non-residential D.C. per sq.ft.

Service/Class of Service	Residential 2022\$ D.C.-Eligible Cost	Non-Residential 2022\$ D.C.-Eligible Cost
4.1 Services Related to a Highway - Roads and Related	\$2,153,558	\$837,341
Total	\$2,153,558	\$967,541
23 Year Gross Population/G.F.A. Growth (sq.ft.)	4,120	1,178,400
Cost Per Capita/Non-Residential G.F.A. (sq.ft.)	\$522.71	\$0.82

Table 6-4b
D.C. Calculation Town-wide Services – Services Related to a Highway - 2022 to 2044
Residential D.C. by Unit Type

Residential Unit Type	Persons per Unit	D.C. per Unit
Single and Semi-Detached Dwelling	2.579	\$1,348
Other Multiples	2.072	\$1,083
Apartments - 2 Bedrooms +	1.652	\$864
Apartments - Bachelor and 1 Bedroom	1.206	\$630
Special Care/Special Dwelling Units	1.100	\$575

Table 6-5a
D.C. Calculation Town-wide Services – Public Works -
2022 to 2044
Residential D.C. per capita and Non-residential D.C. per sq.ft.

Service/Class of Service	Residential 2022\$ D.C.-Eligible Cost	Non-Residential 2022\$ D.C.-Eligible Cost
5.1 Public Works - Services Related to a Highway	\$210,450	\$94,550
Total	\$210,450	\$94,550
23 Year Gross Population/G.F.A. Growth (sq.ft.)	4,120	1,178,400
Cost Per Capita/Non-Residential G.F.A. (sq.ft.)	\$51.08	\$0.08

Table 6-5b
D.C. Calculation Town-wide Services – Public Works - 2022 to 2044
Residential D.C. by Unit Type

Residential Unit Type	Persons per Unit	D.C. per Unit
Single and Semi-Detached Dwelling	2.579	\$132
Other Multiples	2.072	\$106
Apartments - 2 Bedrooms +	1.652	\$84
Apartments - Bachelor and 1 Bedroom	1.206	\$62
Special Care/Special Dwelling Units	1.100	\$56



Table 6-6a
D.C. Calculation Town-wide Services – Fire Protection Services -
2022 to 2044
Residential D.C. per capita and Non-residential D.C. per sq.ft.

Service/Class of Service	Residential 2022\$ D.C.-Eligible Cost	Non-Residential 2022\$ D.C.-Eligible Cost
6.1 Fire Protection Services - Fire facilities, vehicles & equipment	\$560,508	\$251,822
Total	\$560,508	\$251,822
23 Year Gross Population/G.F.A. Growth (sq.ft.)	4,120	1,178,400
Cost Per Capita/Non-Residential G.F.A. (sq.ft.)	\$136.05	\$0.21

Table 6-6b
D.C. Calculation Town-wide Services – Fire Protection Services - 2022 to 2044
Residential D.C. by Unit Type

Residential Unit Type	Persons per Unit	D.C. per Unit
Single and Semi-Detached Dwelling	2.579	\$351
Other Multiples	2.072	\$282
Apartments - 2 Bedrooms +	1.652	\$225
Apartments - Bachelor and 1 Bedroom	1.206	\$164
Special Care/Special Dwelling Units	1.100	\$150

Table 6-7a
D.C. Calculation Town-wide Services – Policing Services -
2022 to 2044
Residential D.C. per capita and Non-residential D.C. per sq.ft.

Service/Class of Service	Residential 2022\$ D.C.-Eligible Cost	Non-Residential 2022\$ D.C.-Eligible Cost
7.1 Policing Services - Facilities, vehicles and equipment, small equipment and gear	\$155,940	\$70,060
Total	\$155,940	\$70,060
23 Year Gross Population/G.F.A. Growth (sq.ft.)	4,120	1,178,400
Cost Per Capita/Non-Residential G.F.A. (sq.ft.)	\$37.85	\$0.06

Table 6-7b
D.C. Calculation Town-wide Services – Policing Services - 2022 to 2044
Residential D.C. by Unit Type

Residential Unit Type	Persons per Unit	D.C. per Unit
Single and Semi-Detached Dwelling	2.579	\$98
Other Multiples	2.072	\$78
Apartments - 2 Bedrooms +	1.652	\$63
Apartments - Bachelor and 1 Bedroom	1.206	\$46
Special Care/Special Dwelling Units	1.100	\$42



Table 6-8a
D.C. Calculation Town-wide Services – Parks and Recreation Services -
2022 to 2031
Residential D.C. per capita and Non-residential D.C. per sq.ft.

Service/Class of Service	Residential 2022\$ D.C.-Eligible Cost	Non-Residential 2022\$ D.C.-Eligible Cost
8.1 Parks and Recreation Services - Park development, amenities, trails, vehicles, equipment and recreation facilities	\$1,345,086	\$70,794
Total	\$1,345,086	\$70,794
10-Year Gross Population/G.F.A. Growth (sq.ft.)	1,948	560,900
Cost Per Capita/Non-Residential G.F.A. (sq.ft.)	\$690.50	\$0.13

Table 6-8b
D.C. Calculation Town-wide Services – Parks and Recreation Services - 2022 to 2031
Residential D.C. by Unit Type

Residential Unit Type	Persons per Unit	D.C. per Unit
Single and Semi-Detached Dwelling	2.579	\$1,781
Other Multiples	2.072	\$1,431
Apartments - 2 Bedrooms +	1.652	\$1,141
Apartments - Bachelor and 1 Bedroom	1.206	\$833
Special Care/Special Dwelling Units	1.100	\$760

Table 6-9a
D.C. Calculation Town-wide Services – Library Services -
2022 to 2031
Residential D.C. per capita and Non-residential D.C. per sq.ft.

Service/Class of Service	Residential 2022\$ D.C.-Eligible Cost	Non-Residential 2022\$ D.C.-Eligible Cost
9.1 Library Services - Library facilities, materials and vehicles	\$798,801	\$42,042
Total	\$798,801	\$42,042
10-Year Gross Population/G.F.A. Growth (sq.ft.)	1,948	560,900
Cost Per Capita/Non-Residential G.F.A. (sq.ft.)	\$410.06	\$0.07

Table 6-9b
D.C. Calculation Town-wide Services – Library Services - 2022 to 2031
Residential D.C. by Unit Type

Residential Unit Type	Persons per Unit	D.C. per Unit
Single and Semi-Detached Dwelling	2.579	\$1,058
Other Multiples	2.072	\$850
Apartments - 2 Bedrooms +	1.652	\$677
Apartments - Bachelor and 1 Bedroom	1.206	\$495
Special Care/Special Dwelling Units	1.100	\$451



Table 6-10a
D.C. Calculation – Town-wide Services – Growth Studies - 2022 to 2031
Residential D.C. per capita and Non-residential D.C. per sq.ft.

Service/Class of Service	Residential 2022\$ D.C.-Eligible Cost	Non-Residential 2022\$ D.C.-Eligible Cost
10.1 Growth Studies - Water Services	\$70,346	\$30,148
10.2 Growth Studies - Wastewater Services	\$99,063	\$42,455
10.3 Growth Studies - Services Related to a Highway	\$105,528	\$48,863
10.4 Growth Studies - Waste Diversion Services	\$4,697	\$2,013
10.5 Growth Studies - Policing Services	\$7,372	\$3,159
10.6 Growth Studies - Fire Protection Services	\$9,685	\$4,151
10.7 Growth Studies - Library Services	\$9,877	\$4,233
10.8 Growth Studies - Parks and Recreation Services	\$83,163	\$35,641
10.9 Growth Studies - Child Care and Early Years Programs and Services	\$15,155	\$4,500
10.10 Growth Studies - Housing Services	\$0	\$0
Total	\$404,885	\$175,137
10-Year Gross Population/G.F.A. Growth (sq.ft.)	1,948	560,900
Cost Per Capita/Non-Residential G.F.A. (sq.ft.)	\$207.85	\$0.31

Table 6-10b
D.C. Calculation Town-wide Services – Growth Studies - 2022 to 2031
Residential D.C. by Unit Type

Residential Unit Type	Persons per Unit	D.C. per Unit
Single and Semi-Detached Dwelling	2.579	\$536
Other Multiples	2.072	\$431
Apartments - 2 Bedrooms +	1.652	\$343
Apartments - Bachelor and 1 Bedroom	1.206	\$251
Special Care/Special Dwelling Units	1.100	\$229

Table 6-11a
D.C. Calculation Town-wide Services – Housing Services -
2022 to 2031
Residential D.C. per capita and Non-residential D.C. per sq.ft.

Service/Class of Service	Residential 2022\$ D.C.-Eligible Cost	Non-Residential 2022\$ D.C.-Eligible Cost
11.1 Housing Services - Facilities	\$0	\$0
Total	\$0	\$0
10-Year Gross Population/G.F.A. Growth (sq.ft.)	1,948	560,900
Cost Per Capita/Non-Residential G.F.A. (sq.ft.)	\$0.00	\$0.00

Table 6-11b
D.C. Calculation Town-wide Services – Housing Services - 2022 to 2031
Residential D.C. by Unit Type

Residential Unit Type	Persons per Unit	D.C. per Unit
Single and Semi-Detached Dwelling	2.579	\$0
Other Multiples	2.072	\$0
Apartments - 2 Bedrooms +	1.652	\$0
Apartments - Bachelor and 1 Bedroom	1.206	\$0
Special Care/Special Dwelling Units	1.100	\$0



Table 6-12a
D.C. Calculation Town-wide Services – Waste Diversion -
2022 to 2031
Residential D.C. per capita and Non-residential D.C. per sq.ft.

Service/Class of Service	Residential 2022\$ D.C.-Eligible Cost	Non-Residential 2022\$ D.C.-Eligible Cost
12.1 Waste Diversion Services - Waste diversion facilities, vehicles, equipment and other	\$13,558	\$714
Total	\$13,558	\$714
10-Year Gross Population/G.F.A. Growth (sq.ft.)	1,948	560,900
Cost Per Capita/Non-Residential G.F.A. (sq.ft.)	\$6.96	\$0.00

Table 6-12b
D.C. Calculation Town-wide Services – Waste Diversion - 2022 to 2031
Residential D.C. by Unit Type

Residential Unit Type	Persons per Unit	D.C. per Unit
Single and Semi-Detached Dwelling	2.579	\$18
Other Multiples	2.072	\$14
Apartments - 2 Bedrooms +	1.652	\$11
Apartments - Bachelor and 1 Bedroom	1.206	\$8
Special Care/Special Dwelling Units	1.100	\$8

Table 6-13a
D.C. Calculation Town-wide Services – Child Care and Early Years Programs -
2022 to 2026
Residential D.C. per capita and Non-residential D.C. per sq.ft.

Service/Class of Service	Residential 2022\$ D.C.-Eligible Cost	Non-Residential 2022\$ D.C.-Eligible Cost
13.1 Child Care and Early Years Programs and Services - Facilities, vehicles and equipment	\$22,591	\$0
Total	\$22,591	\$0
5-Year Gross Population/G.F.A. Growth (sq.ft.)	974	280,450
Cost Per Capita/Non-Residential G.F.A. (sq.ft.)	\$23.19	\$0.00

Table 6-13b
D.C. Calculation Town-wide Services – Child Care and Early Years Programs - 2022 to
2026
Residential D.C. by Unit Type

Residential Unit Type	Persons per Unit	D.C. per Unit
Single and Semi-Detached Dwelling	2.579	\$60
Other Multiples	2.072	\$48
Apartments - 2 Bedrooms +	1.652	\$38
Apartments - Bachelor and 1 Bedroom	1.206	\$28
Special Care/Special Dwelling Units	1.100	\$26



Table 6-14
Town of St. Marys
Development Charge Calculation
Total All Services

Service/Class of Service	Residential 2022\$ D.C.- Eligible Cost	Non-Residential 2022\$ D.C.- Eligible Cost	D.C. per S.D.U	D.C. per sq.ft.
Town-wide Services/Classes 23-year	\$10,705,596	\$4,809,761	\$6,702	\$4.08
Town-wide Services/Classes 10-year	\$2,562,330	\$288,687	\$3,392	\$0.52
Town-wide Services/Classes 5-year	\$22,591	\$0	\$60	\$0
Total	\$13,290,517	\$5,098,447	\$10,154	\$4.60



Table 6-15
Town of St. Marys
Gross Expenditure and Sources of Revenue Summary
For Costs to be Incurred over the Life of the By-law

Service/Class of Service	Total Gross Cost	Other Deductions	Benefit to Existing	Other Funding	Post D.C. Period Benefit	Residential D.C.	Non-Residential D.C.
1.1 Wastewater Services: Treatment	9,744,333	0	2,236,250	0	2,451,867	3,488,790	1,567,427
2.1 Wastewater Services: Collection	137,000	0	68,500	0	0	47,265	21,235
3.1 Water Services: Treatment plants and storage	622,471	0	24,700	0	0	412,462	185,309
3.2 Water Services: Distribution systems	1,070,491	0	375,300	0	0	479,682	215,509
4.1 Services Related to a Highway: Roads and Related	2,727,260	0	688,840	0	0	1,406,510	631,910
5.1 Public Works: Services Related to a Highway	255,000	0	0	0	0	175,950	79,050
6.1 Fire Protection Services: Fire facilities, vehicles, and equipment	0	0	0	0	0	0	0
7.1 Policing Services: Facilities, vehicles and equipment, small equipment and gear	56,500	0	0	0	0	38,985	17,515
8.1 Parks and Recreation Services: Park development, amenities, trails, vehicles, equipment, and recreation facilities	1,230,000	0	0	300,000	0	883,500	46,500
9.1 Library Services: Library facilities, materials, and vehicles	534,500	0	0	0	0	507,775	26,725
10.1 Growth Studies: Water Services	67,800	2,600	18,875	0	0	32,428	13,898
10.2 Growth Studies: Wastewater Services	82,700	2,600	18,875	0	0	42,858	18,368
10.3 Growth Studies: Services Related to a Highway	63,600	1,950	16,575	0	0	31,553	13,523
10.4 Growth Studies: Waste Diversion Services	6,530	650	2,400	0	0	2,436	1,044
10.5 Growth Studies: Policing Services	7,000	650	2,400	0	0	2,765	1,185



Service/Class of Service	Total Gross Cost	Other Deductions	Benefit to Existing	Other Funding	Post D.C. Period Benefit	Residential D.C.	Non-Residential D.C.
10.6 Growth Studies: Fire Protection Services	8,200	650	2,400	0	0	3,605	1,545
10.7 Growth Studies: Library Services	8,300	650	2,400	0	0	3,675	1,575
10.8 Growth Studies: Parks and Recreation Services	16,000	1,300	4,800	0	0	6,930	2,970
10.9 Growth Studies: Child Care and Early Years Programs and Services	36,500	650	17,400	0	0	12,915	5,535
10.10 Growth Studies: Housing Services	1,500	150	1,100	0	0	175	75
11.1 Housing Services: Facilities	0	0	0	0	0	0	0
12.1 Waste Diversion Services: Waste diversion facilities, vehicles, equipment and other	8,000	0	0	0	0	7,600	400
13.1 Child Care and Early Years Programs and Services: Facilities, vehicles, and equipment	0	0	0	0	0	0	0
Total Expenditures & Revenues	\$16,683,686	\$11,850	\$3,480,815	\$300,000	\$2,451,867	\$7,587,857	\$2,851,297



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 subsection 5 (1) 2-7 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 Town’s existing policies; with some modifications and consideration for the changes to the D.C.A. resulting from Bills 108, 197, and 213.



7.2 D.C. By-law Structure

It is recommended that:

- classes of services be established for growth studies and public works;
- the Town uses a uniform Town-wide D.C. calculation for all municipal services; 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 G.F.A. 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 growth studies, the costs have been based on a population vs. employment growth ratio (70%/30%) for residential and non-residential, respectively) over the 10-year forecast period;
 - for parks and recreation services, library services, and waste diversion services, a 5% non-residential attribution has been made to recognize use by the non-residential sector;
 - for services related to a highway, public works, policing services, fire protection services, water services, and wastewater services, a 69% residential/31% non-residential attribution has been made based on a population vs. employment growth ratio over the 23-year forecast period; and
 - for child care and early years programs and services, and housing services, a 100% residential attribution has been made to recognize use by the residential sector only.

7.3.3 Application to Redevelopment of Land (Demolition and Conversion)

If a development involves the demolition and replacement of a building or structure on the same site (within 60 months 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 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 G.F.A. of the building demolished/converted multiplied by the current non-residential D.C. in place at the time the D.C. is payable;

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

7.3.4 Exemptions (full or partial)

a) Statutory exemptions:

- industrial building additions of up to and including 50% of the existing G.F.A. (defined in O. Reg. 82/98, section 1) of the building; for industrial building additions that exceed 50% of the existing G.F.A., 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 in existing buildings: 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);
- residential development in new dwellings: development that includes the creation of up to two detached dwelling units (based on prescribed limits set out in section 2 of O. Reg. 82/98); and
- a university in Ontario that receives direct, regular, and ongoing operating funding from the Government of Ontario.

b) Non-statutory exemptions:

- Lands, buildings or structures 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;
- non-residential farm buildings constructed for bona fide farm uses;
- an accessory building;
- a home occupation;



- a temporary use permitted under municipal zoning by-law enacted in accordance with section 39 of the Planning Act;
- a temporary building without foundation defined in the Building Code for a period not exceeding six consecutive months and not more than six months in any one calendar year on a site for which development charges have been previously paid.

7.3.5 Phasing in

A phase-in of the development charges has not been considered at this time.

7.3.6 Timing of Collection

The D.C.s for all services and classes are calculated, payable, and collected upon issuance of the first building permit for the development. In accordance with s. 27 of the D.C.A., council from time to time, and at any time, may enter into agreements providing for all or any part of a development charge to be paid before or after it would otherwise be payable.

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 two (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. in effect on the day of the applicable Site Plan or Zoning By-law Amendment application.

Instalment payments and payments determined at the time of Site Plan or Zoning By-law Amendment application are subject to annual interest charges calculated based on the Town's D.C. Interest Rate Policy, as may be amended from time to time.

7.3.7 Indexing

Indexing of the D.C.s shall be implemented on a mandatory basis annually commencing on January 1st of each year, in accordance with the Statistics Canada Quarterly, Non-



Residential Building Construction Price Index (Table 18-10-0135-01)¹ for the most recent year-over-year period.

7.3.8 The Applicable Areas

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

- all Town-wide services – the full residential and non-residential charge will be imposed on all lands within the Town.

7.4 Other D.C. By-law Provisions

It is recommended that:

7.4.1 Categories of Services/Classes of Services for Reserve Fund and Credit Purposes

The Town's D.C. collections are currently reserved in ten (10) separate reserve funds: services related to a highway, water services, wastewater services, police services, fire protection services, recreation services, library services, administration, child care, and waste diversion.

It is recommended that the Town rename the police services reserve fund to "Policing Services", recreation services to "Parks and Recreation Services", administration to "Growth Studies", and child care to "Child Care and Early Years Programs and Services". Further, it is recommended that the Town create a new reserve fund for "Public Works" related to the classes of services required under the D.C.A. as amended.

¹ 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.



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, or at a later date, determined 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 D.C.A. 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 Town’s by-law provides for all services to be recovered based on a uniform, Town-wide basis. There have been several reasons why area-specific charges for these services have not been imposed:

1. All Town services require that the average 10-year service standard be calculated. This average service standard, multiplied by growth in the Town, establishes an upper ceiling on the amount of funds that 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 Town, 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 Town-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 D.C.s 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 provided (roads, library services, child care, etc.) are not restricted to one specific area and are often used by all residents.

For the reasons noted above, it is recommended that Council continue the approach of providing all services/classes of services on a uniform Town-wide basis.

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;”

“Classes of services be established for growth studies and public works;”

“Continue the D.C. approach to calculate the charges on a uniform Town-wide basis for all services;”



“Approve the capital project listing set out in Chapter 5 of the D.C.s Background Study dated October 11, 2022, subject to further annual review during the capital budget process;”

“Approve the D.C.s Background Study dated October 11, 2022, 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 8.2 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 Ontario Land Tribunal (O.L.T.) (formerly the Local Planning Appeal Tribunal (LPAT)).

8.1.3 Other Consultation Activity

There are three broad groupings of the public who are generally the most concerned with Town 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 Town 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 Town D.C. policy. Their primary concern is frequently with the quantum of the charge, G.F.A. 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 Town 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 Town 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 that follow present an overview of 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 Town 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 that the notice must cover.

8.3.3 By-law Pamphlet

In addition to the "notice" information, the Town 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 O.L.T., the pamphlet must be readied within 60 days after the by-law comes into force. Later dates apply to appealed by-laws.

The Town 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 O.L.T. hearing in response to an appeal. Any person or organization may appeal a D.C. by-law to the O.L.T. by filing a notice of appeal with the Town 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 Town 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 Town 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 Town Council to the O.L.T.



8.3.6 Credits

Sections 38 to 41 of the D.C.A. set out a number of credit requirements, which apply where a Town 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 Town agrees to expand the credit to other services for which a D.C. is payable.

8.3.7 Front-Ending Agreements

The Town and one or more landowners may enter into a front-ending agreement that provides for the costs of a project which will benefit an area in the Town 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 Town assesses whether this mechanism is appropriate for its use, as part of funding projects prior to Town 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 Town 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 Town D.C.s related to the site.

If the Town 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 that 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



Schedule 1 Town of St. Marys Residential Growth Forecast Summary

	Year	Population (Including Census Undercount) ^[1]	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 ^[2]	Apartments ^[3]	Other	Total Households	Equivalent Institutional Households	
Historical	Mid 2011	6,840	6,655	155	6,500	2,119	213	291	108	2,731	141	2.437
	Mid 2016	7,470	7,265	230	7,035	2,400	175	445	5	3,025	209	2.402
	Mid 2021	7,600	7,386	236	7,150	2,480	240	400	5	3,125	215	2.364
Forecast	Mid 2022	7,740	7,523	241	7,282	2,496	280	412	5	3,193	219	2.356
	Mid 2032	9,220	8,967	336	8,631	3,041	417	520	5	3,983	305	2.251
	Mid 2044	10,850	10,547	386	10,161	3,615	619	667	5	4,906	351	2.150
Incremental	Mid 2011 - Mid 2016	630	610	75	535	281	-38	154	-103	294	68	
	Mid 2016 - Mid 2021	130	121	6	115	80	65	-45	0	100	6	
	Mid 2021 - Mid 2022	140	137	5	132	16	40	12	0	68	4	
	Mid 2022 - Mid 2032	1,480	1,444	95	1,349	545	137	108	0	790	86	
	Mid 2022 - Mid 2044	3,110	3,024	145	2,879	1,119	339	255	0	1,713	132	

Source: Derived from Town of St. Marys DEV 38-2021 Official Plan Review Project Update Report, August 24, 2021, by Watson & Associates Economists Ltd.

¹ Census undercount estimated at approximately 2.8%. Note: Population including the undercount has been rounded.

² Includes townhouses and apartments in duplexes.

³ Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

[1] Census undercount estimated at approximately 2.8%.

[2] Includes townhouses and apartments in duplexes.

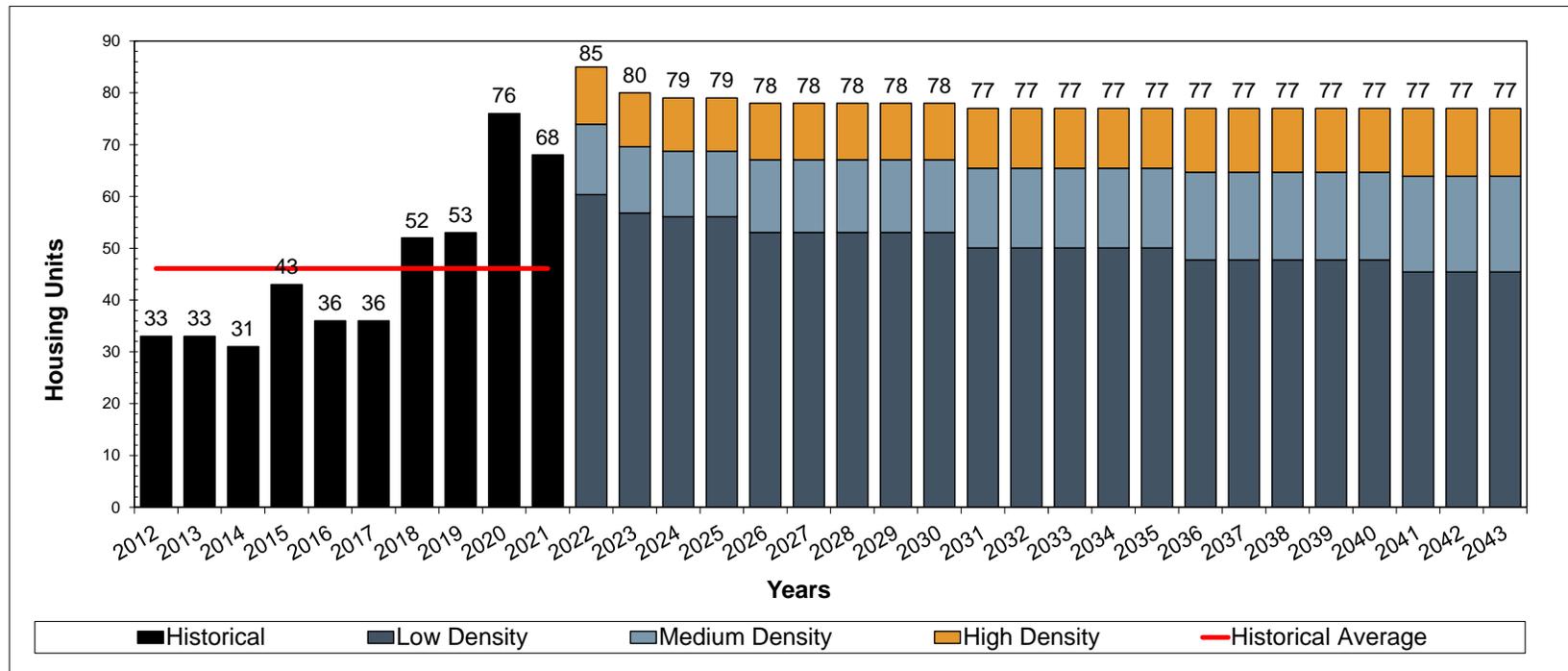
[3] Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Population including the undercount has been rounded.

Source: Derived from Town of St. Marys DEV 38-2021 Official Plan Review Project Update Report, August 24, 2021, by Watson & Associates Economists Ltd.



Figure A-1
Town of St. Marys
Annual Housing Forecast ^[1]



^[1] Growth forecast represents calendar year.

Source: Historical housing activity derived from Statistics Canada building permit data for the Town of St. Marys, 2012-2021.



Schedule 2
Town of St. Marys
Current Year Growth Forecast
Mid-2021 to Mid-2022

		Population
Mid 2021 Population		7,265
Occupants of New Housing Units, Mid 2021 to Mid 2022	<i>Units (2)</i>	68
	<i>multiplied by P.P.U. (3)</i>	2,021
	<i>gross population increase</i>	137
Occupants of New Equivalent Institutional Units, Mid 2021 to Mid 2022	<i>Units</i>	4
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	4
Decline in Housing Unit Occupancy, Mid 2021 to Mid 2022	<i>Units (4)</i>	3,125
	<i>multiplied by P.P.U. decline rate (5)</i>	0.037
	<i>total decline in population</i>	117
Population Estimate to Mid 2022		7,523
<i>Net Population Increase, Mid 2021 to Mid 2022</i>		258

(1) 2016 population based on Statistics Canada Census unadjusted for Census undercount.

(2) Estimated residential units constructed, Mid-2021 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 ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.590	24%	0.609
<i>Multiples (6)</i>	1.889	59%	1.111
<i>Apartments (7)</i>	1.704	18%	0.301
Total		100%	2.021

¹ Based on 2016 Census custom database

² Based on Building permit/completion activity

(4) 2021 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 3
Town of St. Marys
10-Year Growth Forecast
Mid-2022 to Mid-2032**

		Population
Mid 2022 Population		7,523
Occupants of New Housing Units, Mid 2022 to Mid 2032	<i>Units (2)</i>	790
	<i>multiplied by P.P.U. (3)</i>	2,346
	<i>gross population increase</i>	1,853
Occupants of New Equivalent Institutional Units, Mid 2022 to Mid 2032	<i>Units</i>	86
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	95
Decline in Housing Unit Occupancy, Mid 2022 to Mid 2032	<i>Units (4)</i>	3,193
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.158
	<i>total decline in population</i>	-504
Population Estimate to Mid 2032		8,967
<i>Net Population Increase, Mid 2022 to Mid 2032</i>		<i>1,444</i>

(1) Mid 2022 Population based on:

2021 Population (7,265) + 2021 to Mid 2022 estimated housing units to beginning of forecast period (68 x 2.021 = 137) + (4 x 1.1 = 4) + (3,125 x 0.037 = 117) = 7,523

(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 ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.579	69%	1.778
<i>Multiples (6)</i>	2.072	17%	0.360
<i>Apartments (7)</i>	1.516	14%	0.207
<i>one bedroom or less</i>	1.206		
<i>two bedrooms or more</i>	1.652		
Total		100%	2.346

¹ Persons per unit based on adjusted Statistics Canada Custom 2016 Census database.

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

(4) Mid 2022 households based upon 2021 Census (3,125 units) + Mid 2021 to Mid 2022 unit estimate (68 units) = 3,193 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 4
Town of St. Marys
Long-Term Growth Forecast
Mid-2022 to Mid-2044**

		Population	
Mid 2022 Population		7,523	
Occupants of New Housing Units, Mid 2022 to Mid 2044	<i>Units (2)</i>	1,713	
	<i>multiplied by P.P.U. (3)</i>	2,321	
	<i>gross population increase</i>	3,975	3,975
Occupants of New Equivalent Institutional Units, Mid 2022 to Mid 2044	<i>Units</i>	132	
	<i>multiplied by P.P.U. (3)</i>	1,100	
	<i>gross population increase</i>	145	145
Decline in Housing Unit Occupancy, Mid 2022 to Mid 2044	<i>Units (4)</i>	3,193	
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.343	
	<i>total decline in population</i>	-1,096	-1,096
Population Estimate to Mid 2044		10,547	
<i>Net Population Increase, Mid 2022 to Mid 2044</i>		3,024	

(1) Mid 2022 Population based on:

2021 Population (7,265) + 2021 to Mid 2022 estimated housing units to beginning of forecast period (68 x 2.021 = 137) + (4 x 1.1 = 4) + (3,125 x 0.037 = 117) = 7,523

(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 ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.579	65%	1.686
<i>Multiples (6)</i>	2.072	20%	0.409
<i>Apartments (7)</i>	1.516	15%	0.226
<i>one bedroom or less</i>	1.206		
<i>two bedrooms or more</i>	1.652		
Total		100%	2.321

¹ Persons per unit based on Statistics Canada Custom 2016 Census database.

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

(4) Mid 2022 households based upon 2021 Census (3,125 units) + Mid 2021 to Mid 2022 unit estimate (68 units) = 3,193 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 5
Town of St. Marys
Summary of Housing Units in the Development Approvals Process as of March 2022
Town of St. Marys

Percentage Share by Density Type	Singles & Semi-Detached	Multiples ^[1]	Apartments ^[2]	Total
Total	176	99	44	319
% Breakdown	55%	31%	14%	100%

^[1] Includes Townhouses and apartments in duplexes.

^[2] Includes bachelor, 1-bedroom, and 2-bedroom+ apartment units.

Note: Includes planning act applications which are registered unbuilt, approved, and under review.

Source: Derived from data received from Town of St. Marys staff as of March 2022, by Watson & Associates Economists Ltd..



Schedule 6
Town of St. Marys
Historical Residential Building Permits
Years 2012 to 2021

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples ^[1]	Apartments ^[2]	Total
2012	33	0	0	33
2013	31	0	2	33
2014	28	0	3	31
2015	29	9	5	43
2016	13	8	15	36
Sub-total	134	17	25	176
Average (2012 - 2016)	27	3	5	35
% Breakdown	76.1%	9.7%	14.2%	100.0%
2017	20	3	13	36
2018	36	0	16	52
2019	25	18	10	53
2020	36	34	6	76
2021	16	40	12	68
Sub-total	133	95	57	285
Average (2017 - 2021)	27	19	11	57
% Breakdown	46.7%	33.3%	20.0%	100.0%
2012 - 2021				
Total	267	112	82	461
Average	27	11	8	46
% Breakdown	57.9%	24.3%	17.8%	100.0%

^[1] Includes Townhouses and apartments in duplexes.

^[2] Includes bachelor, 1-bedroom, and 2-bedroom+ apartment units.

Source: Historical housing activity derived from Statistics Canada building permit data for the Town of St. Marys, 2012-2021.



Schedule 7a
Town of St. Marys
Person Per Unit by Age and Type of Dwelling
(2016 Census)

Age of Dwelling	Singles and Semi-Detached						25 Year Average	25 Year Average Adjusted ^[1]
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	2.765	-	2.590		
6-10	-	-	-	2.739	-	2.645		
11-15	-	-	-	2.967	-	2.795		
16-20	-	-	-	2.640	-	2.270		
20-25	-	-	-	3.053	-	2.857	2.632	2.579
25-35	-	-	-	2.813	-	2.943		
35+	-	1.167	1.770	2.598	-	2.371		
Total	-	1.143	1.602	2.700	3.571	2.500		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	-	-	2.639	-	2.524
6-10	-	-	1.375	2.909	-	2.410
11-15	-	-	-	2.906	-	2.681
16-20	-	-	-	2.633	-	2.341
20-25	-	-	-	2.913	-	2.516
25-35	-	-	1.467	2.811	-	2.386
35+	-	1.200	1.736	2.660	2.545	2.224
Total	-	1.204	1.612	2.721	3.083	2.331

^[1] Adjusted based on 2001 to 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 7b
County of Perth
Person Per Unit by Age and Type of Dwelling
(2016 Census)

Age of Dwelling	Multiples ^[1]						25 Year Average	25 Year Average Adjusted ^[3]
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	1.727	2.360	-	1.889		
6-10	-	-	1.286	-	-	2.000		
11-15	-	-	1.722	2.571	-	2.387		
16-20	-	-	1.588	2.733	-	2.088		
20-25	-	-	1.647	2.462	-	1.943	2.061	2.072
25-35	-	-	1.583	2.619	-	2.135		
35+	-	1.283	1.765	2.662	-	1.957		
Total	-	1.211	1.674	2.592	3.500	2.011		

Age of Dwelling	Apartments ^[2]						25 Year Average	25 Year Average Adjusted ^[3]
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	1.500	-	-	1.704		
6-10	-	1.118	1.423	-	-	1.391		
11-15	-	-	1.652	-	-	1.500		
16-20	-	-	1.333	-	-	1.485		
20-25	-	1.231	1.435	-	-	1.333	1.483	1.516
25-35	-	1.116	1.635	-	-	1.495		
35+	0.929	1.157	1.671	2.582	-	1.500		
Total	0.682	1.166	1.617	2.739	-	1.492		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	1.214	1.667	2.832	4.000	2.526
6-10	-	1.238	1.653	3.065	4.458	2.704
11-15	-	1.091	1.698	3.088	4.545	2.775
16-20	-	1.267	1.586	2.812	3.958	2.543
20-25	-	1.095	1.623	2.874	4.105	2.581
25-35	-	1.216	1.708	2.686	4.154	2.401
35+	1.182	1.203	1.757	2.654	3.920	2.387
Total	1.333	1.201	1.725	2.727	4.021	2.447

[1] Includes Townhouses and apartments in duplexes.

[2] Includes bachelor, 1-bedroom, and 2-bedroom+ apartment units.

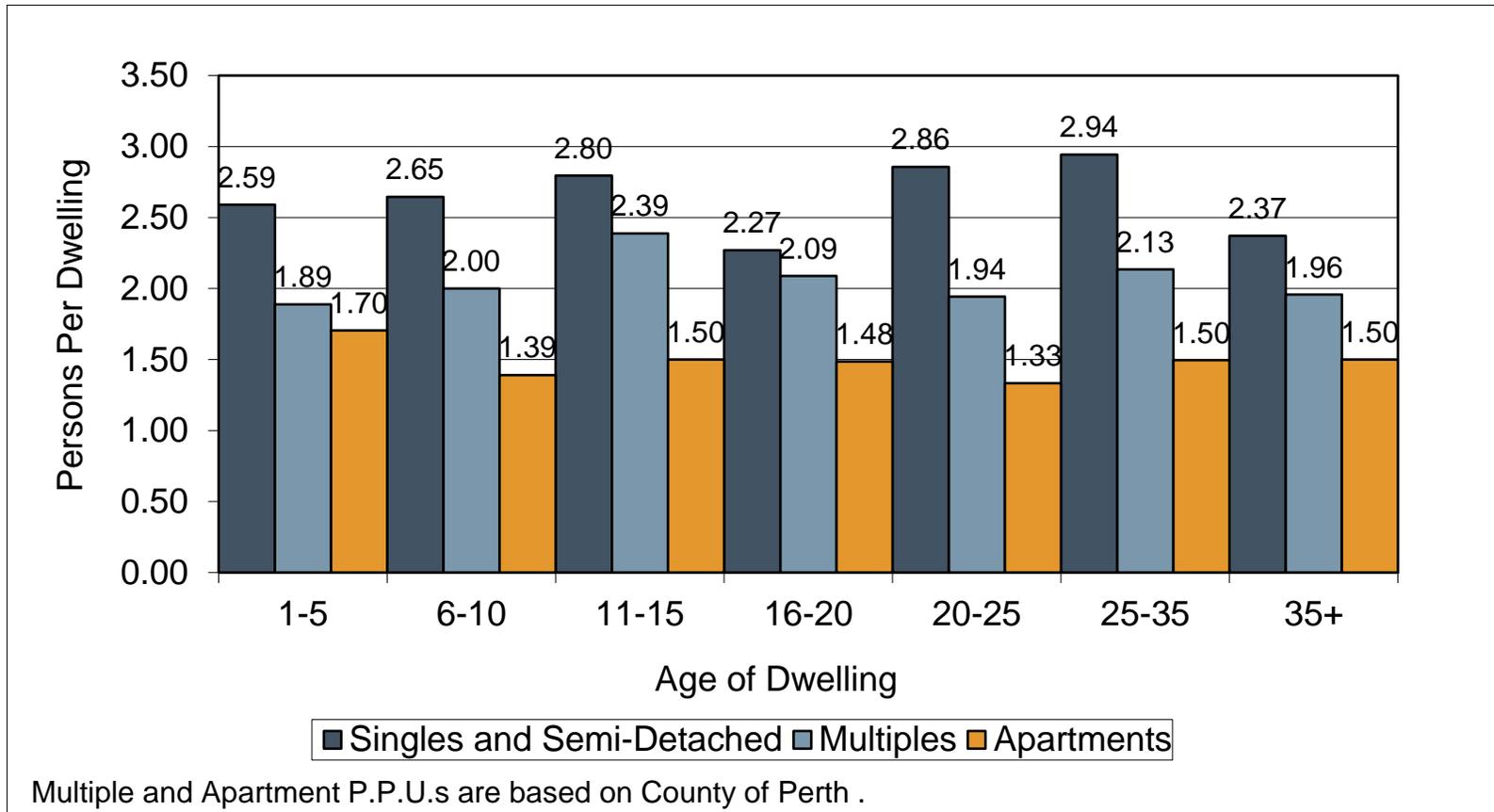
[3] Adjusted based on 2001 to 2016 historical trends.

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 8
Town of St. Marys
Person Per Unit Structural Type and Age of Dwelling
(2016 Census)





Schedule 9a
Town of St. Marys
Employment Forecast, 2022 to 2044

Period	Population	Activity Rate						Employment					
		Primary	Work at Home	Industrial	Commercial/Population Related	Institutional	Total	Primary	Work at Home	Industrial	Commercial/Population Related	Institutional	Total
Mid 2006	6,617	0.027	0.029	0.351	0.184	0.081	0.672	180	195	2,320	1,215	535	4,445
Mid 2011	6,655	0.015	0.013	0.289	0.165	0.130	0.611	100	85	1,920	1,095	865	4,065
Mid 2016	7,265	0.020	0.036	0.275	0.152	0.101	0.584	145	260	1,998	1,108	735	4,245
Mid 2022	7,523	0.021	0.037	0.270	0.149	0.102	0.579	160	277	2,033	1,118	770	4,357
Mid 2032	8,967	0.019	0.037	0.255	0.149	0.102	0.562	174	330	2,286	1,332	918	5,040
Mid 2044	10,547	0.017	0.037	0.245	0.149	0.102	0.550	182	388	2,583	1,567	1,080	5,800
Incremental Change													
Mid 2006 - Mid 2011	38	-0.012	-0.017	-0.062	-0.019	0.049	-0.061	-80	-110	-400	-120	330	-380
Mid 2011 - Mid 2016	610	0.005	0.023	-0.014	-0.012	-0.029	-0.027	45	175	78	13	-130	180
Mid 2016 - Mid 2022	258	0.001	0.001	-0.005	-0.004	0.001	-0.005	15	17	35	10	35	112
Mid 2022 - Mid 2032	1,444	-0.002	0.000	-0.015	0.000	0.000	-0.017	14	53	254	215	148	683
Mid 2022 - Mid 2044	3,024	-0.004	0.000	-0.025	0.000	0.000	-0.029	22	111	551	450	310	1,443
Annual Average													
Mid 2006 - Mid 2011	8	-0.002	-0.003	-0.012	-0.004	0.010	-0.012	-16	-22	-80	-24	66	-76
Mid 2011 - Mid 2016	122	0.001	0.005	-0.003	-0.002	-0.006	-0.005	9	35	16	3	-26	36
Mid 2016 - Mid 2022	43	0.000	0.000	-0.001	-0.001	0.000	-0.001	3	3	6	2	6	19
Mid 2022 - Mid 2032	144	0.000	0.000	-0.002	0.000	0.000	-0.002	1	5	25	21	15	68
Mid 2022 - Mid 2044	137	0.000	0.000	-0.001	0.000	0.000	-0.001	1	5	25	20	14	66

Source: Watson & Associates Economists Ltd.



Schedule 9b
Town of St. Marys
Employment and Gross Floor Area (G.F.A.) Forecast, 2022 to 2044

Period	Population	Employment					Gross Floor Area in Square Feet (Estimated) ¹				
		Primary ^[2]	Industrial	Commercial/ Population Related	Institutional	Total	Primary	Industrial	Commercial/ Population Related	Institutional	Total
Mid 2006	6,617	180	2,320	1,215	535	4,250					
Mid 2011	6,655	100	1,920	1,095	865	3,980					
Mid 2016	7,265	145	1,998	1,108	735	3,985					
Mid 2022	7,523	160	2,033	1,118	770	4,080					
Mid 2032	8,967	174	2,286	1,332	918	4,710					
Mid 2044	10,547	182	2,583	1,567	1,080	5,412					
Incremental Change											
Mid 2006 - Mid 2011	38	-80	-400	-120	330	-270					
Mid 2011 - Mid 2016	610	45	78	13	-130	5					
Mid 2016 - Mid 2022	258	15	35	10	35	95					
Mid 2022 - Mid 2032	1,444	14	254	215	148	630	42,000	329,500	85,800	103,600	560,900
Mid 2022 - Mid 2044	3,024	22	551	450	310	1,332	66,000	715,600	179,800	217,000	1,178,400
Annual Average											
Mid 2006 - Mid 2011	8	-16	-80	-24	66	-54					
Mid 2011 - Mid 2016	122	9	16	3	-26	1					
Mid 2016 - Mid 2022	43	3	6	2	6	16					
Mid 2022 - Mid 2032	144	1	25	21	15	63	8,400	32,950	8,580	10,360	56,090
Mid 2022 - Mid 2044	137	1	25	20	14	61	3,000	32,527	8,173	9,864	53,564

^[1] Square Foot Per Employee Assumptions

Primary 3,000
Industrial 1,300
Commercial/Population-Related 550
Institutional 700

^[2] Primary industry includes bona-fide, non bona-fide farming and cannabis growing operation employment.

Note: Numbers may not add precisely due to rounding.

Source: Watson & Associates Economists Ltd.



Schedule 10
Town of St. Marys
Employment to Population Ratio by Major Employment Sector, 2006 to 2016

NAICS		Year			Change		Comments
		2006	2011	2016	06-11	11-16	
Employment by industry							
	Primary Industry Employment						Categories which relate to local land-based resources
11	<i>Agriculture, forestry, fishing and hunting</i>	195	125	135	-70	10	
21	<i>Mining and oil and gas extraction</i>	0	0	20	0	20	
	Sub-total	195	125	155	-70	30	
	Industrial and Other Employment						Categories which relate primarily to industrial land supply and demand
22	<i>Utilities</i>	0	0	0	0	0	
23	<i>Construction</i>	115	130	130	15	0	
31-33	<i>Manufacturing</i>	1,570	1,305	1,370	-265	65	
41	<i>Wholesale trade</i>	525	320	395	-205	75	
48-49	<i>Transportation and warehousing</i>	95	130	80	35	-50	
56	<i>Administrative and support</i>	50	35	40	-15	5	
	Sub-total	2,355	1,920	2,015	-435	95	
	Population Related Employment						Categories which relate primarily to population growth within the municipality
44-45	<i>Retail trade</i>	415	485	460	70	-25	
51	<i>Information and cultural industries</i>	40	55	35	15	-20	
52	<i>Finance and insurance</i>	90	55	115	-35	60	
53	<i>Real estate and rental and leasing</i>	65	20	25	-45	5	
54	<i>Professional, scientific and technical services</i>	95	80	180	-15	100	
55	<i>Management of companies and enterprises</i>	10	0	0	-10	0	
56	<i>Administrative and support</i>	50	35	40	-15	5	
71	<i>Arts, entertainment and recreation</i>	90	65	85	-25	20	
72	<i>Accommodation and food services</i>	250	230	180	-20	-50	
81	<i>Other services (except public administration)</i>	220	110	155	-110	45	
	Sub-total	1,325	1,135	1,275	-190	140	
	Institutional						
61	<i>Educational services</i>	140	185	215	45	30	
62	<i>Health care and social assistance</i>	355	505	490	150	-15	
91	<i>Public administration</i>	75	195	95	120	-100	
	Sub-total	570	885	800	315	-85	
	Total Employment	4,445	4,065	4,245	-380	180	
	Population	6,617	6,655	7,265	38	610	
	Employment to Population Ratio						
	Industrial and Other Employment	0.36	0.29	0.28	-0.07	-0.01	
	Population Related Employment	0.20	0.17	0.18	-0.03	0.00	
	Institutional Employment	0.09	0.13	0.11	0.05	-0.02	
	Primary Industry Employment	0.03	0.02	0.02	-0.01	0.00	
	Total	0.67	0.61	0.58	-0.06	-0.03	

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

Source: Statistics Canada Employment by Place of Work.



Appendix B

Level of Service



Appendix B: Level of Service

Service Category and Sub-Component	Cost (per capita)	Quantity (per capita)	Quantity Unit of Measure	Quality (per capita)	Quality Unit of Measure	Maximum Ceiling LOS
Services Related to a Highway - Roads	\$7,307.90	0.0066	km of roadways	1,107,258	per km	22,099,090
Services Related to a Highway - Sidewalks and Active Transportation	\$615.00	0.0034	km of sidewalks and active transportation	180,882	per km	1,859,760
Services Related to a Highway - Traffic Signals & Streetlights	\$662.90	0.0602	No. of Traffic Signals	11,012	per signal	2,004,610
Public Works - Facilities	\$1,147.49	4.3954	sq.ft. of building area	261	per sq.ft.	3,470,010
Public Works - Vehicles & Equipment	\$487.93	0.0029	No. of vehicles and equipment	168,252	per vehicle	1,475,500
Fire Protection Services - Facilities	\$316.28	0.8323	sq.ft. of building area	380	per sq.ft.	956,431
Fire Protection Services - Vehicles & Equipment	\$392.92	0.0007	No. of vehicles	561,314	per vehicle	1,188,190
Fire Protection Services - Small Equipment and Gear	\$101.42	0.0553	No. of equipment and gear	1,834	per item	306,694
Policing Services - Facilities	\$74.96	0.2418	sq.ft. of building area	310	per sq.ft.	226,679
Parkland Development	\$715.90	0.0080	Acres of Parkland	89,488	per acre	1,033,760
Parkland Amenities	\$575.63	0.0053	No. of parkland amenities	108,609	per amenity	831,210
Parkland Trails	\$1,260.47	2.5600	Linear Metres of Paths, Trails, and Bridges	492	per linear m	1,820,119
Recreation Facilities	\$6,634.68	18.4578	sq.ft. of building area	359	per sq.ft.	9,580,478
Parks & Recreation Vehicles and Equipment	\$72.14	0.0017	No. of vehicles and equipment	42,435	per vehicle	104,170
Library Services - Facilities	\$224.00	0.7000	sq.ft. of building area	320	per sq.ft.	323,456



Service Category and Sub-Component	Cost (per capita)	Quantity (per capita)	Quantity Unit of Measure	Quality (per capita)	Quality Unit of Measure	Maximum Ceiling LOS
Library Services - Collection Materials	\$516.68	17.3833	No. of library collection items	30	per collection item	746,086
Child Care and Early Years Programs - Facilities	\$322.01	0.8050	sq.ft. of building area	400	per sq.ft.	232,491
Housing Services - Facilities	\$1,307.79	0.01	No. Units	176,728	per sq.ft.	1,888,449
Waste Diversion - Contract	\$6.28	0.4189	No. of serviced properties	15	per vehicle	9,068
Waste Diversion - Recycling Bins	\$2.24	0.0008	No. of items	2,800	per Item	3,235
Waste Diversion - Land	\$3.22	0.0001	Acres of Land	32,200	per acre	4,650



**Town of St. Marys
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Roads
Unit Measure: km of roadways

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Value (\$/lane km)
Arterial Roads	22.62	22.62	22.62	22.62	22.75	22.75	22.75	22.75	22.75	22.75	\$1,325,300
Collector Roads	23.91	23.91	23.91	23.91	23.91	25.75	25.75	25.75	25.75	25.75	\$893,600
Total	46.53	46.53	46.53	46.53	46.66	48.50	48.50	48.50	48.50	48.50	

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.0069	0.0067	0.0066	0.0065	0.0064	0.0067	0.0067	0.0067	0.0066	0.0066

10 Year Average	2012-2021
Quantity Standard	0.0066
Quality Standard	\$1,107,258
Service Standard	\$7,308

D.C. Amount (before deductions)	23 Year
Forecast Population	3,024
\$ per Capita	\$7,308
Eligible Amount	\$22,099,090



**Town of St. Marys
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Sidewalks and Active Transportation

Unit Measure: km of sidewalks and active transportation

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Value (\$/km)
Concrete Sidewalk	24.10	24.10	24.10	24.10	24.10	24.41	24.41	24.41	24.41	24.73	\$181,100
Total	24.10	24.10	24.10	24.10	24.10	24.41	24.41	24.41	24.41	24.73	

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.0036	0.0035	0.0034	0.0034	0.0033	0.0034	0.0034	0.0034	0.0033	0.0033

10 Year Average	2012-2021
Quantity Standard	0.0034
Quality Standard	\$180,882
Service Standard	\$615

D.C. Amount (before deductions)	23 Year
Forecast Population	3,024
\$ per Capita	\$615
Eligible Amount	\$1,859,760



**Town of St. Marys
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Traffic Signals & Streetlights
Unit Measure: No. of Traffic Signals

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Value (\$/item)
Traffic Signals	12	12	12	12	12	12	12	12	12	13	\$189,200
Streetlights	417	417	417	417	417	417	417	417	417	417	\$5,600
Type 1 Pedestrian Crossing	1	1	1	1	1	1	1	1	1	1	\$100,000
Type 2 Pedestrian Crossing	-	-	-	-	-	-	-	1	1	1	\$50,000
Total	430	431	431	432							

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.0635	0.0623	0.0613	0.0603	0.0592	0.0593	0.0594	0.0592	0.0590	0.0585

10 Year Average	2012-2021
Quantity Standard	0.0602
Quality Standard	\$11,012
Service Standard	\$663

D.C. Amount (before deductions)	23 Year
Forecast Population	3,024
\$ per Capita	\$663
Eligible Amount	\$2,004,610



**Town of St. Marys
Service Standard Calculation Sheet**

Class of Service: Public Works - Facilities
Unit Measure: sq.ft. of building area

Description	Service to Which Facility Relates	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Sand/Salt Dome	Services Related to a Highway	8,080	8,080	8,080	8,080	8,080	8,080	8,080	8,080	8,080	8,080	\$100	\$150
Public Works Facility	Services Related to a Highway	18,600	18,600	18,600	18,600	18,600	18,600	18,600	18,600	18,600	18,600	\$300	\$330
Pumphouse #1 Storage Facility - St. George St. North	Water & Wastewater	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	\$164	\$180
St. Mariah Pumphouse Storage Facility	Water & Wastewater	624	624	624	624	624	624	624	624	624	624	\$164	\$180
Public Works Garage (located at Landfill)	Services Related to a Highway	-	-	-	-	-	732	732	732	732	732	\$164	\$180
Cemetery Storage Building	Services Related to a Highway	-	-	-	-	-	538	538	538	538	538	\$164	\$180
Total		30,804	30,804	30,804	30,804	30,804	32,074	32,074	32,074	32,074	32,074		

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	4.5467	4.4663	4.3899	4.3203	4.2401	4.4228	4.4277	4.4076	4.3901	4.3425

10 Year Average	2012-2021
Quantity Standard	4.3954
Quality Standard	\$261
Service Standard	\$1,147

D.C. Amount (before deductions)	23 Year
Forecast Population	3,024
\$ per Capita	\$1,147
Eligible Amount	\$3,470,010



**Town of St. Marys
Service Standard Calculation Sheet**

Class of Service: Public Works - Vehicles & Equipment
Unit Measure: No. of vehicles and equipment

Description	Service to which the Vehicle Relates	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Value (\$/Vehicle)
J-20 - Kubota Tractor	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$68,600
J-30- Case Loader	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$381,300
J-40- Sweeper	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$413,000
J-50 - Trackless	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$199,000
J-90 - Trackless	Services Related to a Highway	-	-	-	-	1	1	1	1	1	1	\$199,000
J-60 - Backhoe	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$150,000
J-75 - Dozer	Services Related to a Highway	-	-	-	-	-	-	-	-	1	1	\$261,000
T-10 - Dump/Plow 1 Tonne Truck	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$120,000
T-20 - International Dump/Plow Truck	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$281,300
T-30 - Freightliner Dump/Plow Truck	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$378,700
T-40 - Freightliner Dump/Plow Truck	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$343,200
T-60 - Ford Dump/Plow 1 Tonne	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$120,000
R-10- Flusher	Water & Wastewater	1	1	1	1	1	1	1	1	1	1	\$500,000
R-20 - Chipper	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$45,800
R-30 - Wacker Roller	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$20,600
L-10 - GMC Pickup	Services Related to a Highway	4	4	4	4	4	4	4	4	4	4	\$50,000
L-20 - Dodge 1/2 Tonne Pickup	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$50,000
L-30 - Chev Pickup	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$50,000
L-80 - Pickup	Services Related to a Highway	1	1	1	1	1	1	1	1	1	1	\$50,000
Total		20	20	20	20	21	21	21	21	22	22	

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.0030	0.0029	0.0029	0.0028	0.0029	0.0029	0.0029	0.0029	0.0030	0.0030

10 Year Average	2012-2021
Quantity Standard	0.0029
Quality Standard	\$168,252
Service Standard	\$488

D.C. Amount (before deductions)	23 Year
Forecast Population	3,024
\$ per Capita	\$488
Eligible Amount	\$1,475,500



**Town of St. Marys
Service Standard Calculation Sheet**

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

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Fire Station	5,600	5,600	5,600	5,600	5,600	5,600	5,600	5,600	5,600	9,225	\$294	\$380
Total	5,600	9,225										

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.8266	0.8119	0.7981	0.7854	0.7708	0.7722	0.7731	0.7695	0.7665	1.2490

10 Year Average	2012-2021
Quantity Standard	0.8323
Quality Standard	\$380
Service Standard	\$316

D.C. Amount (before deductions)	23 Year
Forecast Population	3,024
\$ per Capita	\$316
Eligible Amount	\$956,431



**Town of St. Marys
Service Standard Calculation Sheet**

Service: Fire Protection Services - Vehicles & Equipment
Unit Measure: No. of vehicles

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Value (\$/Vehicle)
2008 Freightliner Rescue	1	1	1	1	1	1	1	1	1	1	\$515,000
1999 Freightliner Pumper	1	1	1	1	1	1	1	1	1	1	\$620,000
1991 Pierce Arrow Aerial	1	1	1	1	1	1	1	-	-	-	\$1,200,000
2019 E-One 75' Aerial Ladder	-	-	-	-	-	-	-	1	1	1	\$1,200,000
1996 GMC Pick-Up	1	1	1	1	1	-	-	-	-	-	\$62,000
2015 Ford F150 Pick-up	-	-	-	1	1	1	1	1	1	1	\$62,000
2012 Freightliner M2 Water Tanker	1	1	1	1	1	1	1	1	1	1	\$400,000
Total	5	5	5	6	6	5	5	5	5	5	

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.0007	0.0007	0.0007	0.0008	0.0008	0.0007	0.0007	0.0007	0.0007	0.0007

10 Year Average	2012-2021
Quantity Standard	0.0007
Quality Standard	\$561,314
Service Standard	\$393

D.C. Amount (before deductions)	23 Year
Forecast Population	3,024
\$ per Capita	\$393
Eligible Amount	\$1,188,190



**Town of St. Marys
Service Standard Calculation Sheet**

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

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Value (\$/item)
Self-Contained Breathing Apparatus	22	22	22	22	20	20	20	20	20	20	\$10,200
SCBA Bottles	60	60	60	60	40	40	40	40	40	40	\$1,900
Masks	25	25	25	25	25	25	25	25	25	25	\$500
Lengths of 4" Hi-Vol Hose	30	30	30	30	20	20	20	20	20	20	\$700
Lengths of 38mm Hose	78	78	78	78	73	73	73	73	73	73	\$200
Lengths of 65mm Hose	80	80	80	80	67	67	67	67	67	67	\$400
Breathing Air Compressor	1	1	1	1	1	1	1	1	1	1	\$68,600
Sets of Bunker Gear	25	25	25	25	25	25	25	25	25	25	\$2,700
Boots and Helmets	25	25	25	25	25	25	25	25	25	25	\$900
Pagers	25	25	25	25	25	25	25	25	25	25	\$1,000
Radios	19	19	19	19	16	16	16	16	16	16	\$1,700
Portable Pumps	3	3	3	3	3	3	3	3	3	3	\$6,900
Low Pressure Air Bags	3	3	3	3	3	3	3	3	3	3	\$3,000
Cut-Off Saw	1	1	1	1	1	1	1	1	1	1	\$4,100
Ram Fan	1	1	1	1	1	1	1	1	1	1	\$6,900
Thermal Imaging Camera	1	1	1	1	1	1	1	1	1	1	\$19,900
Generator	1	1	1	1	1	1	1	1	1	1	\$4,800
Extrication Equipment	1	1	1	1	1	1	1	1	1	1	\$48,000
Stationwear	25	25	25	25	26	26	26	26	26	26	\$800
Washer & Dryer	-	-	-	-	-	-	-	-	-	1	\$10,000
Total	426	426	426	426	374	374	374	374	374	375	

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.0629	0.0618	0.0607	0.0597	0.0515	0.0516	0.0516	0.0514	0.0512	0.0508

10 Year Average	2012-2021
Quantity Standard	0.0553
Quality Standard	\$1,834
Service Standard	\$101

D.C. Amount (before deductions)	23 Year
Forecast Population	3,024
\$ per Capita	\$101
Eligible Amount	\$306,694



**Town of St. Marys
Service Standard Calculation Sheet**

Service: Policing Services - Facilities
Unit Measure: sq.ft. of building area

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
OPP Station	4,450	4,450	4,450	500	500	-	-	-	-	-	\$266	\$310
Stratford Police	-	-	-	-	-	500	500	500	500	500	\$266	\$310
Total	4,450	4,450	4,450	500								

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.6568	0.6452	0.6342	0.0701	0.0688	0.0689	0.0690	0.0687	0.0684	0.0677

10 Year Average	2012-2021
Quantity Standard	0.2418
Quality Standard	310
Service Standard	\$75

D.C. Amount (before deductions)	23 Year
Forecast Population	3,024
\$ per Capita	\$75
Eligible Amount	\$226,679



**Town of St. Marys
Service Standard Calculation Sheet**

Service: Parkland Development
Unit Measure: Acres of Parkland

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Value (\$/Acre)
Town Parks											
Cadzow Park	2.20	2.20	2.20	2.20	2.20	2.20	2.20	2.20	2.20	2.20	\$90,000
St. Marys Quarry	5.39	5.39	5.39	5.39	5.39	5.39	5.39	5.39	5.39	5.39	\$90,000
Milt Dunnell Field	10.73	10.73	10.73	10.73	10.73	10.73	10.73	10.73	10.73	10.73	\$90,000
Neighbourhood Parks											
Centennial Park	2.72	2.72	2.72	2.72	2.72	2.72	2.72	2.72	2.72	2.72	\$90,000
Early Learning Centre	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49	\$90,000
East Ward Park	2.82	2.82	2.82	2.82	2.82	2.82	2.82	2.82	2.82	2.82	\$90,000
Junction Station Dog Park	3.21	3.21	3.21	3.21	3.21	3.21	3.21	3.21	3.21	3.21	\$90,000
Kin Park	8.65	8.65	8.65	8.65	8.65	8.65	8.65	8.65	8.65	8.65	\$90,000
Meadowridge Park	4.94	4.94	4.94	4.94	4.94	4.94	4.94	4.94	4.94	4.94	\$90,000
North Ward Park	1.73	1.73	1.73	1.73	1.73	1.73	1.73	1.73	1.73	1.73	\$90,000
Skateboard Park	1.48	1.48	1.48	1.48	1.48	1.48	1.48	1.48	1.48	1.48	\$90,000
Solis Park	8.20	8.20	8.20	8.20	8.20	8.20	8.20	8.20	8.20	8.20	\$90,000
Southvale Park	2.22	2.22	2.22	2.22	2.22	2.22	2.22	2.22	2.22	2.22	\$90,000
Tennis Court	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	\$90,000
West Ward Park	0.99	0.99	0.99	0.99	0.99	0.99	0.99	0.99	0.99	0.99	\$90,000
Parkettes											
Lind Park	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49	\$90,000
Millennium Park	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	\$90,000
Total	56.87										

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.0084	0.0082	0.0081	0.0080	0.0078	0.0078	0.0079	0.0078	0.0078	0.0077

10 Year Average	2012-2021
Quantity Standard	0.0080
Quality Standard	\$89,488
Service Standard	\$716

D.C. Amount (before deductions)	10 Year
Forecast Population	1,444
\$ per Capita	\$716
Eligible Amount	\$1,033,760



**Town of St. Marys
Service Standard Calculation Sheet**

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

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Value (\$/item)
Soccer Fields - Full Size - Unlit	3	3	3	3	3	3	3	3	3	3	\$137,000
Soccer Fields - Full Size - Lit	1	1	1	1	1	1	1	1	1	1	\$343,000
Soccer Fields - Youth Size - Unlit	2	2	2	2	2	2	2	2	2	2	\$69,000
Baseball Diamond - Lit	1	1	1	1	1	1	1	1	1	1	\$458,000
Baseball Diamond - Unlit	4	4	4	4	4	4	4	4	4	4	\$117,000
Splash Pad	1	1	1	1	1	1	1	2	2	2	\$117,000
Tennis Courts - Lit (4 courts)	1	1	1	1	1	1	1	1	1	1	\$551,000
Active Playground Structures	9	9	9	9	9	9	9	9	9	9	\$79,000
Cadzow Pool & Filter Building	1	1	1	1	1	1	1	-	-	-	\$555,000
Maintenance/Storage Buildings	1	1	1	1	1	1	1	1	1	1	\$109,000
Bleachers	11	11	11	11	11	11	11	11	11	11	\$6,000
Gazebo	1	1	1	1	1	1	1	1	1	1	\$65,000
Picnic Shelter	1	1	1	1	1	1	1	1	1	1	\$46,000
Skate Board Park	1	1	1	1	1	1	1	1	1	1	\$206,000
Total	38										

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.0056	0.0055	0.0054	0.0053	0.0052	0.0052	0.0052	0.0052	0.0052	0.0051

10 Year Average	2012-2021
Quantity Standard	0.0053
Quality Standard	\$108,609
Service Standard	\$576

D.C. Amount (before deductions)	10 Year
Forecast Population	1,444
\$ per Capita	\$576
Eligible Amount	\$831,210



**Town of St. Marys
Service Standard Calculation Sheet**

Service: Parkland Trails
Unit Measure: Linear Metres of Paths, Trails, and Bridges

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Value (\$/ Linear Metre)
Riverview Walkway	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	\$30
Grand Trunk Trail	2,470	2,470	2,470	2,470	2,470	2,470	2,470	2,470	2,970	2,970	\$30
The Loop trail	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	\$30
Taylor Trail	-	-	-	300	300	300	300	300	300	300	\$30
Sarnia Bridge (Grand Trunk Trail)	220	220	220	220	220	220	220	220	220	220	\$37,000
Emily St Overpass (Grand Trunk Trail)	10	10	10	10	10	10	10	10	10	10	\$33,000
Total	18,000	18,000	18,000	18,300	18,300	18,300	18,300	18,300	18,800	18,800	

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	2.6568	2.6098	2.5652	2.5666	2.5189	2.5234	2.5262	2.5148	2.5732	2.5454

10 Year Average	2012-2021
Quantity Standard	2.5600
Quality Standard	\$492
Service Standard	\$1,260

D.C. Amount (before deductions)	10 Year
Forecast Population	1,444
\$ per Capita	\$1,260
Eligible Amount	\$1,820,119



**Town of St. Marys
Service Standard Calculation Sheet**

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

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Pyramid Recreation Centre	115,000	115,000	115,000	115,000	115,000	115,000	115,000	115,000	115,000	115,000	\$335	\$370
Youth Centre (217 Park Street)	3,498	3,498	-	-	-	-	-	-	-	-	\$320	\$360
Lawn Bowling Clubhouse	775	775	775	775	775	775	775	775	775	775	\$116	\$130
Kinsmen Hall (Pavilion at PRC)	3,165	3,165	3,165	3,165	3,165	3,165	3,165	3,165	3,165	3,165	\$24	\$30
Lind Sportsplex	12,300	12,300	12,300	12,300	12,300	12,300	12,300	12,300	12,300	12,300	\$325	\$360
Total	134,738	134,738	131,240									

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	19.8875	19.5357	18.7031	18.4067	18.0646	18.0970	18.1170	18.0348	17.9633	17.7687

10 Year Average	2012-2021
Quantity Standard	18.4578
Quality Standard	\$359
Service Standard	\$6,635

D.C. Amount (before deductions)	10 Year
Forecast Population	1,444
\$ per Capita	\$6,635
Eligible Amount	\$9,580,478



**Town of St. Marys
Service Standard Calculation Sheet**

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

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Value (\$/Vehicle)
L-40 - Pick-up	1	1	1	1	1	1	1	1	1	1	\$50,000
L-50 - Pick-up	1	1	1	1	1	1	1	1	1	1	\$50,000
L-70 - Pick-up	1	1	1	1	1	1	1	1	1	1	\$50,000
J-5 Kubota Tractor	1	1	1	1	1	1	1	1	1	1	\$68,600
Ice Resurfacer (Olympia Millenium series)	1	1	1	1	-	-	-	-	-	-	\$114,400
Zamboni Resurfacer (Model 525)	1	1	1	1	1	1	1	1	1	-	\$114,400
Zamboni Ice Edger	1	1	1	1	1	1	1	1	1	1	\$7,700
Olympia Ice Edger	1	1	1	1	-	-	-	-	-	-	\$7,700
Floor Scrubber-Convertamatic 24DC	1	1	1	1	1	1	-	-	-	-	\$22,600
Floor Scrubber-Nobles SS2001 equivalent	2	2	2	2	2	-	-	-	-	-	\$4,500
Floor Scrubber - Viper Fang 26T	-	1	1	1	1	1	1	1	1	1	\$11,000
Floor Scrubber - Nobles Speed Scrub	-	-	-	-	1	1	1	1	1	1	\$10,300
Scissor Lift	1	1	1	1	1	1	1	1	1	1	\$12,000
Karcher B60 Scrubber	-	-	-	-	-	-	1	1	1	1	\$22,600
Zamboni Resurfacer (2016)	-	-	-	-	1	1	1	1	1	1	\$120,100
Zamboni Resurfacer (2021)	-	-	-	-	-	-	-	-	-	1	\$105,000
Total	12	13	13	13	13	11	11	11	11	11	

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.0018	0.0019	0.0019	0.0018	0.0018	0.0015	0.0015	0.0015	0.0015	0.0015

10 Year Average	2012-2021
Quantity Standard	0.0017
Quality Standard	\$42,435
Service Standard	\$72

D.C. Amount (before deductions)	10 Year
Forecast Population	1,444
\$ per Capita	\$72
Eligible Amount	\$104,170



**Town of St. Marys
Service Standard Calculation Sheet**

Service: Library Services - Facilities
Unit Measure: sq.ft. of building area

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
St. Marys Public Library	5,005	5,005	5,005	5,005	5,005	5,005	5,005	5,005	5,005	5,005	\$266	\$320
Total	5,005											

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.7387	0.7257	0.7133	0.7020	0.6889	0.6902	0.6909	0.6878	0.6851	0.6776

10 Year Average	2012-2021
Quantity Standard	0.7000
Quality Standard	\$320
Service Standard	\$224

D.C. Amount (before deductions)	10 Year
Forecast Population	1,444
\$ per Capita	\$224
Eligible Amount	\$323,456



**Town of St. Marys
Service Standard Calculation Sheet**

Service: Library Services - Collection Materials
Unit Measure: No. of library collection items

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Value (\$/item)
Books	29,576	28,846	28,846	26,516	26,516	30,341	30,812	29,619	28,854	27,947	\$40
E-collection	45,223	29,677	29,677	42,598	42,598	47,225	51,515	56,968	68,913	77,293	\$45
Databases	14	14	14	18	18	17	19	22	12	12	\$1,200
CD ROM and DVDs	3,952	3,673	3,673	4,805	4,805	1,075	1,097	3,338	3,065	3,620	\$25
E-Periodicals	20,998	30,375	39,752	49,129	49,129	49,129	49,129	49,129	49,129	49,129	\$5.54
Total	99,763	92,585	101,962	123,066	123,066	127,787	132,572	139,076	149,973	158,001	

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	14.7252	13.4240	14.5307	17.2603	16.9396	17.6209	18.3009	19.1117	20.5274	21.3920

10 Year Average	2012-2021
Quantity Standard	17.3833
Quality Standard	\$30
Service Standard	\$517

D.C. Amount (before deductions)	10 Year
Forecast Population	1,444
\$ per Capita	\$517
Eligible Amount	\$746,086



**Town of St. Marys
Service Standard Calculation Sheet**

Service: Child Care and Early Years Programs - Facilities
Unit Measure: sq.ft. of building area

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Daycare Building 121 Ontario St	5,442	5,442	5,442	5,442	5,442	-	-	-	-	-	\$357	\$400
Little Falls Holy Name of Mary Catholic School	-	-	-	-	-	6,023	6,023	6,023	6,023	6,323	\$357	\$400
Total	5,442	5,442	5,442	5,442	5,442	6,023	6,023	6,023	6,023	6,323		

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.8032	0.7890	0.7755	0.7633	0.7491	0.8305	0.8314	0.8277	0.8244	0.8561

10 Year Average	2012-2021
Quantity Standard	0.8050
Quality Standard	\$400
Service Standard	\$322

D.C. Amount (before deductions)	5 Year
Forecast Population	722
\$ per Capita	\$322
Eligible Amount	\$232,491



**Town of St. Marys
Service Standard Calculation Sheet**

Service: Housing Services - Facilities
Unit Measure: No. Units

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Bld'g Value (\$/sq. ft.)	Value/sq. ft. with land, site works, etc.
14 Mill Street West	19	19	19	19	19	19	19	19	19	19	\$150,000	\$167,000
170 Queen Street East	24	24	24	24	24	24	24	24	24	24	\$150,000	\$154,000
173 St. David Street	18	18	18	18	18	18	18	18	18	18	\$150,000	\$161,000
175 St. David Street	11	11	11	11	11	11	11	11	11	11	\$150,000	\$158,000
180 Queen Street East	12	12	12	12	12	12	12	12	12	12	\$150,000	\$153,000
180 Wellington Street	26	26	26	26	26	26	26	26	26	26	\$150,000	\$150,000
185 Ellen Street	12	12	12	12	12	12	12	12	12	12	\$150,000	\$158,000
190 Queen Street East	6	6	6	6	6	6	6	6	6	6	\$150,000	\$184,000
224 Charles / 62 Cawston St.	40	40	40	40	40	40	40	40	40	40	\$150,000	\$150,000
270 Queen St. West	32	32	32	32	32	32	32	32	32	32	\$150,000	\$152,000
29 Buckingham Dr.	51	51	51	51	51	51	51	51	51	51	\$150,000	\$151,000
329 Jones Street West	33	33	33	33	33	33	33	33	33	33	\$150,000	\$152,000
45 Buckingham Dr.	102	102	102	102	102	102	102	102	102	102	\$150,000	\$151,000
60 Cawston Street	25	25	25	25	25	25	25	25	25	25	\$150,000	\$161,000
61 Cawston Street	50	50	50	50	50	50	50	50	50	50	\$150,000	\$153,000
645 Derry Street East	27	27	27	27	27	27	27	27	27	27	\$150,000	\$156,000
9 Fulton Street	11	11	11	11	11	11	11	11	11	11	\$150,000	\$157,000
Canterbury Avenue / Willow Street	10	10	10	10	10	10	10	10	10	10	\$250,000	\$255,000
Davidson Avenue North	10	10	10	10	10	10	10	10	10	10	\$250,000	\$264,000
Franklin Drive	30	30	30	30	30	30	30	30	30	30	\$200,000	\$204,000
Graham / Maple	8	8	8	8	8	8	8	8	8	8	\$250,000	\$281,000
Home / Maple / Wilson Court	40	40	40	40	40	40	40	40	40	40	\$250,000	\$251,000
Kent / Arthur Street	10	10	10	10	10	10	10	10	10	10	\$250,000	\$289,000
Princess St. & Glastonbury Dr.	22	22	22	22	22	22	22	22	22	22	\$250,000	\$255,000
St. Vincent Street S.	20	20	20	20	20	20	20	20	20	20	\$200,000	\$216,000
Warwick Rd./ Arthur St. / Glastonbury Dr.	14	14	14	14	14	14	14	14	14	14	\$250,000	\$259,000
Total	663											
Eligible Portion	8%	8%	8%	8%	8%	8%	8%	8%	8%	8%		
Total	53											

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.0078	0.0077	0.0076	0.0074	0.0073	0.0073	0.0073	0.0073	0.0073	0.0072

10 Year Average	2012-2021
Quantity Standard	0.0074
Quality Standard	\$176,728
Service Standard	\$1,308

D.C. Amount (before deductions)	10 Year
Forecast Population	1,444
\$ per Capita	\$1,308
Eligible Amount	\$1,888,449



**Town of St. Marys
Service Standard Calculation Sheet**

Service: Waste Diversion - Contract
Unit Measure: No. of serviced properties

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Value (\$/Household)
Recycling Contract (Capital Portion)	2,788	2,851	2,914	2,977	3,025	3,045	3,065	3,085	3,105	3,125	\$15
Total	2,788	2,851	2,914	2,977	3,025	3,045	3,065	3,085	3,105	3,125	
Percentage attributable to Eligible Portion	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
Total Eligible Portion of Facilities	2,788	2,851	2,914	2,977	3,025	3,045	3,065	3,085	3,105	3,125	

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.4115	0.4134	0.4153	0.4175	0.4164	0.4199	0.4231	0.4239	0.4250	0.4231

10 Year Average	2012-2021
Quantity Standard	0.4189
Quality Standard	\$15
Service Standard	\$6

D.C. Amount (before deductions)	10 Year
Forecast Population	1,444
\$ per Capita	\$6
Eligible Amount	\$9,068



**Town of St. Marys
Service Standard Calculation Sheet**

Service: Waste Diversion - Recycling Bins
Unit Measure: No. of items

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Value (\$/Item)
Public Dropoff Bins (Recycling)	4	4	4	4	4	4	4	4	4	4	\$2,000
Electronic Waste Bins	2	2	2	2	2	2	2	2	2	2	\$4,000
Total	6										
Percentage attributable to Eligible Portion	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
Total Eligible Portion of Facilities	6										

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.0009	0.0009	0.0009	0.0008	0.0008	0.0008	0.0008	0.0008	0.0008	0.0008

10 Year Average	2012-2021
Quantity Standard	0.0008
Quality Standard	\$2,800
Service Standard	\$2

D.C. Amount (before deductions)	10 Year
Forecast Population	1,444
\$ per Capita	\$2
Eligible Amount	\$3,235



**Town of St. Marys
Service Standard Calculation Sheet**

Service: Waste Diversion - Land
Unit Measure: Acres of Land

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 Value (\$/Acre)
Waste Diversion Portion of Landfill Site	0.46	0.46	0.46	0.46	0.46	0.46	0.46	0.46	0.46	0.46	\$50,000
Total	0.46										
Percentage attributable to Eligible Portion	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
Total Eligible Portion	0.46										

Population	6,775	6,897	7,017	7,130	7,265	7,252	7,244	7,277	7,306	7,386
Per Capita Standard	0.0001	0.0001	0.0001	0.0001	0.0001	0.0001	0.0001	0.0001	0.0001	0.0001

10 Year Average	2012-2021
Quantity Standard	0.0001
Quality Standard	\$32,200
Service Standard	\$3

D.C. Amount (before deductions)	10 Year
Forecast Population	1,444
\$ per Capita	\$3
Eligible Amount	\$4,650



Appendix C

Long-Term Capital and Operating Cost Examination



Appendix C: Long-Term Capital and Operating Cost Examination

Town of St. Marys Annual Capital and Operating Cost Impact

As a requirement of the *Development Charges Act, 1997*, as amended, 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 development charge. As part of this analysis, it was deemed necessary to isolate the incremental operating expenditures directly associated with these capital projects, factor in cost savings 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 Town's approved 2020 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 lifecycle cost. By definition, lifecycle 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 lifecycle 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:

Table C-1
Town of St. Marys
Lifecycle Cost Factors and Average Useful Lives

Asset Type	Average Useful Life	Lifecycle Factor
Water and Wastewater Infrastructure	80	0.005160705
Facilities	50	0.01182321
Services Related to a Highway	50	0.01182321
Parkland Development	40	0.016555748



Asset Type	Average Useful Life	Lifecycle Factor
Vehicles	15	0.057825472
Small Equipment & Gear	10	0.091326528
Library Materials	10	0.091326528

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 Town 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-2
Town of St. Marys
Operating and Capital Expenditure Impacts for Future Capital Expenditures

SERVICE/CLASS OF SERVICE	GROSS COST LESS BENEFIT TO EXISTING	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
1.1 Wastewater Services: Treatment	13,475,172	436,935	540,721	977,656
2.1 Wastewater Services: Collection	34,781	1,589	279,771	281,360
3.1 Water Services: Treatment plants and storage	1,065,377	20,625	409,475	430,100
3.2 Water Services: Distribution systems	945,898	16,797	139,423	156,220
4.1 Services Related to a Highway: Roads and Related	3,121,099	132,730	886,572	1,019,302
5.1 Public Works: Services Related to a Highway	305,000	14,886	148,019	162,905
6.1 Fire Protection Services: Fire facilities, vehicles, and equipment	948,630	0	246,921	246,921
7.1 Policing Services: Facilities, vehicles and equipment, small equipment, and gear	226,000	7,847	435,137	442,984
8.1 Parks and Recreation Services: Park development, amenities, trails, vehicles, equipment, and recreation facilities	1,715,880	84,190	552,137	636,327
9.1 Library Services: Library facilities, materials, and vehicles	840,843	47,730	132,339	180,069
10.1 Growth Studies: Water Services	77,600	0	0	0
10.2 Growth Studies: Wastewater Services	107,400	0	0	0
10.3 Growth Studies: Services Related to a Highway	121,700	0	0	0
10.4 Growth Studies: Waste Diversion Services	0	0	0	0
10.5 Growth Studies: Policing Services	8,800	0	0	0
10.6 Growth Studies: Fire Protection Services	11,200	0	0	0
10.7 Growth Studies: Library Services	11,400	0	0	0
10.8 Growth Studies: Parks and Recreation Services	88,600	0	0	0
10.9 Growth Studies: Child Care and Early Years Programs and Services	0	0	0	0
10.10 Growth Studies: Housing Services	7,800	0	0	0
11.1 Housing Services: Facilities	0	0	2,575	2,575



SERVICE/CLASS OF SERVICE	GROSS COST LESS BENEFIT TO EXISTING	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
12.1 Waste Diversion Services: Waste diversion facilities, vehicles, equipment and other	14,272	510	48,482	48,992
13.1 Child Care and Early Years Programs and Services: Facilities, vehicles, and equipment	22,591	0	268,869	268,869
Total	23,150,043	763,839	4,090,442	4,854,281



Appendix D

D.C. Reserve Fund Policy



Appendix D: D.C. Reserve Fund Policy

D.1 Legislative Requirements

The *Development Charges Act, 1997*, as amended (D.C.A.) requires development charge (D.C.) collections (and associated interest) to be placed in separate reserve funds. Sections 33 through 36 of the D.C.A. 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, however, allows services to be grouped into categories of services for reserve fund (and credit) purposes, and for classes of services to be established.
- The municipality shall pay each D.C. 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) 2-7).
- 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 used as an interim financing source for capital undertakings for which D.C.s 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 asset's 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 D.C.s, 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 the beginning of the year, given in the year, and outstanding at the end of the year by the 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.

Recent changes arising from Bill 109 (More Homes for Everyone Act, 2022) provide that the Council shall make the statement available to the public by posting the statement on the website or, if there is no such website, in the municipal office and that other posting requirements may be provided in the regulations. As of April 24, 2022 no regulations have been provided.

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 7 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 D.C. may be spent.



Figure 1
Town of St. Marys
Annual Treasurer's Statement of Development Charge Reserve Funds

Description	Services to which the Development Charge Relates													Total	
	Services Related to a Highway	Public Works	Water Services - Treatment plants and storage	Water Services - Distribution systems	Wastewater Services - Treatment	Wastewater Services - Sewers	Policing Services	Fire Protection Services	Parks and Recreation Services	Library Services	Growth Studies	Child Care and Early Years Programs and Services	Waste Diversion Services		
Opening Balance, January 1, _____															0
Plus:															
Development Charge Collections															0
Accrued Interest															0
Repayment of Monies Borrowed from Fund and Associated Interest ¹															0
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Less:															
Amount Transferred to Capital (or Other) Funds ²															0
Amounts Refunded															0
Amounts Loaned to Other D.C. Service Category for Interim Financing															0
Credits ³															0
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Closing Balance, December 31, _____	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

¹ Source of funds used to repay the D.C. reserve fund

² See Attachment 1 for details

³ 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
Town of St. Marys
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 Contributions
		D.C. Reserve Fund Draw	D.C. Debt Financing	Grants, Subsidies Other Contributions	Post-Period Benefit/ Capacity Interim Financing	Grants, Subsidies Other Contributions					
Services Related to a Highway											
Capital Cost A											
Capital Cost B											
Capital Cost C											
Sub-Total - Services Related to Highways	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Services - Treatment plants and storage											
Capital Cost D											
Capital Cost E											
Capital Cost F											
Sub-Total - Water	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Wastewater Services - Treatment											
Capital Cost G											
Capital Cost H											
Capital Cost I											
Sub-Total - Wastewater	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Amount Transferred to Operating (or Other) Funds - Operating Fund Transactions

Operating Fund Transactions	Annual Debt Repayment Amount	D.C. Reserve Fund Draw		Post D.C. Forecast Period			Non-D.C. Recoverable Cost Share		
		Principal	Interest	Principal	Interest	Source	Principal	Interest	Source
Services Related to a Highway									
Capital Cost J									
Capital Cost K									
Capital Cost L									
Sub-Total - Services Related to a Highway	\$0	\$0	\$0	\$0	\$0		\$0	\$0	
Water Services - Treatment plants and storage									
Capital Cost M									
Capital Cost N									
Capital Cost O									
Sub-Total - Water	\$0	\$0	\$0	\$0	\$0		\$0	\$0	
Wastewater Services - Treatment									
Capital Cost P									
Capital Cost Q									
Capital Cost R									
Sub-Total - Wastewater	\$0	\$0	\$0	\$0	\$0		\$0	\$0	



Attachment 2
Town of St. Marys
Statement of Credit Holder Transactions

Credit Holder	Applicable D.C. Reserve Fund	Credit Balance Outstanding Beginning of Year _____	Additional Credits Granted During Year	Credits Used by Holder During Year	Credit Balance Outstanding End of Year _____
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

This Appendix sets out the Town's General Policy Guidelines on Development Charges (D.C.) and local service funding for Services Related to a Highway, Stormwater Management, Transit Bus Stops and Amenities, Parkland Development, and Underground Linear Services. The guidelines outline, in general terms, the size and nature of engineered infrastructure that is included in the study as a development charge project, versus infrastructure that is considered as a local service, to be emplaced separately by landowners, pursuant to a development agreement.

The following policy guidelines are general principles by which staff will be guided in considering development applications. However, each application will be considered, in the context of these policy guidelines as subsection 59(2) of the Development Charges Act, 1997, as amended, on its own merits having regard to, among other factors, the nature, type and location of the development and any existing and proposed development in the surrounding area, as well as the location and type of services required and their relationship to the proposed development and to existing and proposed development in the area.

A. Services Related to a Highway

A highway and services related to a highway are intended for the transportation of people and goods via many different modes including, but not limited to passenger automobiles, commercial vehicles, transit vehicles, bicycles and pedestrians. The highway shall consist of all land and associated infrastructure built to support (or service) this movement of people and goods regardless of the mode of transportation employed, thereby achieving a complete street. A complete street is the concept whereby a highway is planned, designed, operated and maintained to enable pedestrians, cyclists, public transit users and motorists to safely and comfortably be moved, thereby allowing for the efficient movement of persons and goods.

The associated infrastructure to achieve this concept shall include, but is not limited to: road pavement structure and curbs; grade separation/bridge structures (for any vehicles, railways and/or pedestrians); grading, drainage and retaining wall features; culvert structures; storm water drainage systems; utilities; traffic control systems; signage; gateway features; street furniture; active transportation facilities (e.g. sidewalks, bike lanes, multi-use trails which interconnect the transportation network,



etc.); transit lanes & lay-bys; roadway illumination systems; boulevard and median surfaces (e.g. sod & topsoil, paving, etc.); street trees and landscaping; parking lanes & lay-bys; (excluding on-street parking in the downtown) and driveway entrances; noise attenuation systems; railings and safety barriers.

1) Local and Collector Roads (including land)

a) Collector Roads Internal to Development, inclusive of all land and associated infrastructure – direct developer responsibility under s.59 of the D.C.A. as a local service.

b) Collector Roads External to Development, inclusive of all land and associated infrastructure – if needed to support a specific development or required to link with the area to which the plan relates, direct developer responsibility under s.59 of the D.C.A.; otherwise, included in D.C. calculation to the extent permitted under s.5(1) of the D.C.A. (dependent on local circumstances).

c) Road works required for stream crossing and rail crossing – include in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

d) All local roads internal to the development are considered to be the developer's responsibility.

e) Other local roads adjacent and/or external but related to the development may be included in the D.C. calculations to the extent permitted under s.5(1) of the D.C.A.

2) Arterial Roads

a) New, widened, extended or upgraded arterial roads, inclusive of all associated infrastructure: Included as part of road costing funded through D.C.A., s.5(1).

b) Land acquisition for arterial roads on existing rights-of-way to achieve a complete street: dedication under the Planning Act provisions (s. 41, 51 and s. 53) through development lands; in area with limited development: included in D.C.'s.

c) Land acquisition for arterial roads on new rights-of-way to achieve a complete street: dedication, where possible, under the Planning Act provisions (s. 51 and s. 53) through development lands up to the R.O.W. specified in the Official Plan.



d) Land acquisition beyond normal dedication requirements to achieve transportation corridors as services related to highways including grade separation infrastructure for the movement of pedestrians, cyclists, public transit and/or railway vehicles: included in D.C.'s.

3) Traffic Control Systems, Signals and Intersection Improvements

a) On new arterial roads and arterial road improvements unrelated to a specific development: included as part of road costing funded through D.C.'s.

b) On non-arterial roads, or for any private site entrances or entrances to specific development: direct developer responsibility under s.59 of D.C.A. (as a local service).

c) Intersection improvements, new or modified signalization, signal timing & optimization plans, area traffic studies for highways attributed to growth and unrelated to a specific development: included in D.C. calculation as permitted under s.5(1) of the D.C.A.

4) Streetlights

a) Streetlights on external roads – Include in D.C. calculations to the extent permitted under s. 5(1) if the D.C.A.

b) Streetlights internal to development – Direct developer responsibility under s.59 of D.C.A. (as a local service).

5) Transportation Related Pedestrian and Cycling Facilities

a) Sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within arterial roads, Town roads and provincial highway corridors: considered part of the complete street and included in D.C.'s, or, in exceptional circumstances, may be direct developer responsibility through local service provisions (s.59 of D.C.A.).

b) Sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within or linking to non-arterial road corridors internal to development: considered part of the complete street and include in D.C.'s.



c) Other sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within non-arterial road corridors external to development and needed to support a specific development or required to link with the area to which the plan relates: direct developer responsibility under s.59 of D.C.A. (as a local service).

d) Multi-use trails (not associated with a road), inclusive of all land and required infrastructure, that go beyond the function of a (parkland) recreational trail and form part of the Town's active transportation network for cycling and/or walking: included in D.C.'s

6) Noise Abatement Measures

a) Noise abatement measures external and internal to development where it is related to, or a requirement of a specific development: direct developer responsibility under s.59 of D.C.A. (as a local service).

b) Noise abatement measures on new arterial roads and arterial road improvements abutting an existing community and unrelated to a specific development: included as part of road costing funded through D.C.'s .

B. Stormwater Management

a) Stormwater facilities for quality and/or quantity management, including downstream erosion works, inclusive of land and all associated infrastructure, such as landscaping and perimeter fencing: direct developer responsibility under s.59 of D.C.A. (as a local service).

b) Over-sizing cost of stormwater facilities capacity, excluding land, to accommodate runoff from new, widened, extended or upgraded Town arterial roads that are funded as a development charges project: included as part of road costing funded through D.C.'s.

c) Erosion works, inclusive of all restoration requirements, related to a development application: direct developer responsibility under s. 59 of the D.C.A. (as a local service).

d) Monitoring works: included in D.C.'s consistent with the D.C.A., s.5(1).



e) Storm sewer systems and drainage works that are required for a specific development, either internal or external to the area to which the plan relates: direct developer responsibility under s. 59 of the D.C.A. (as a local service).

f) Note: for stormwater minimum pipe sizes, refer to the Town's municipal engineering standards.

C. Transit Bus Stops and Amenities

a) Transit bus stops and amenities internal to development: direct developer responsibility under s.59 of D.C.A. (as a local service).

b) Transit bus stops and amenities on arterial roads: included in Town's Transit D.C.'s consistent with D.C.A., s.5(1).

D. Parkland Development

1. Recreational Trails

a) Recreational trails (Multi-use trails) that do not form part of the Town's active transportation network, and their associated infrastructure (landscaping, bridges, trail surface, etc.), is included in area Town parkland D.C.'s.

2. Parkland

a) Parkland Development for Community Parks, District Parks, Neighbourhood Parks and Village Squares: direct developer responsibility to provide at base condition, as defined in the Town's Recreation and Parkland Paper in the Official Plan, as a local service provision.

b) Program facilities, amenities, and furniture, within parkland: are included in D.C.'s.

3. Landscape Buffer Blocks, Features, Cul-De-Sac Islands, Berms, Grade Transition Areas, Walkway Connections To Adjacent Arterial Roads, Open Space, etc.

a) The cost of developing all landscape buffer blocks, landscape features, cul- de-sac islands, berms, grade transition areas, walkway connections to adjacent arterial roads, open space and other remnant pieces of land conveyed to the Town shall be



a direct developer responsibility as a local service. Such costs include but are not limited to:

- Pre-grading, sodding or seeding, supply and installation of amended topsoil, (to the Town's required depth), landscape features, perimeter fencing and amenities and all planting.
- Perimeter fencing to the Town standard located on the public property side of the property line adjacent land uses (such as but limited to arterial roads) as directed by the Town.

4. Natural Heritage System (N.H.S.)

N.H.S. includes engineered and in situ stream corridors, natural buffers for woodlots, wetland remnants, etc. as well as subwatersheds within the boundaries of the Town.

Direct developer responsibility as a local service provision including but not limited to the following:

a) Riparian planting and landscaping requirements (as required by the Town, Conservation Authority or other authorities having jurisdiction) as a result of creation of, or construction within in the N.H.S. and associated buffers.

b) Perimeter fencing of the N.H.S. to the Town standard located on the public property side of the property line adjacent land uses (residential, industrial, commercial) as required by the Town.

c) all works for stream corridors, natural buffers, and subwatershed areas to be in conformance with the directive of the Upper Thames River Conservation Authority (U.T.R.C.A.).

5. Infrastructure Assets Constructed by Developers

a) All infrastructure assets constructed by Developers must be designed in accordance with the Town's Engineering and Parks Standards, as revised

b) All infrastructure assets shall be conveyed in accordance with the Town's Engineering and Parks Standards, as revised



c) Any Parks and Open Space infrastructure assets approved to be built by the developer on behalf of the Municipality shall be in accordance with the Town's Park Development Standards.

E. Underground Services (Stormwater, Water and Sanitary Sewers)

Underground services (linear infrastructure for stormwater, water, and sanitary services) within the road allowance are not included in the cost of road infrastructure and are treated separately. The responsibility for such services as well as stormwater management ponds and pumping stations, which are undertaken as part of new developments or redevelopments, will be determined by the following principles:

1. The costs of the following items shall be direct developer responsibilities as a local service:

- a) providing all underground services internal to the development, including storm, water and sanitary services;
- b) providing service connections from existing underground services to the development;
- c) providing new underground services or upgrading existing underground services external to the development if the services are required to service the development, and if the pipe sizes do not exceed 200 mm for water and sanitary services. If external services are required by two or more developments, the developer for the first development will be responsible for the cost of the external services and may enter into front-ending/cost-sharing agreements with other developers independent of the Town;
- d) providing stormwater management ponds and other facilities required by the development including all associated features such as landscaping and fencing;
- e) water booster pumping stations, reservoir pumping stations and/or sanitary pumping stations serving individual developments;



f) Water treatment, storage facilities, transmission mains, re-chlorination/sampling stations and Wells associated with municipal service areas to be included within the D.C.; and

g) Wastewater treatment plants and transmission mains associated with municipal service areas shall be included in the D.C.

2. The costs of the following items shall be paid through development charges:

a) external underground services involving trunk infrastructure and pipe sizes exceeding 200mm for water and sanitary services; and

b) water, reservoir and/or sanitary pumping stations not required for the individual development.



Appendix F

Asset Management Plan



Appendix F: Asset Management Plan

The recent changes to the Development Charges Act, 1997, as amended (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:

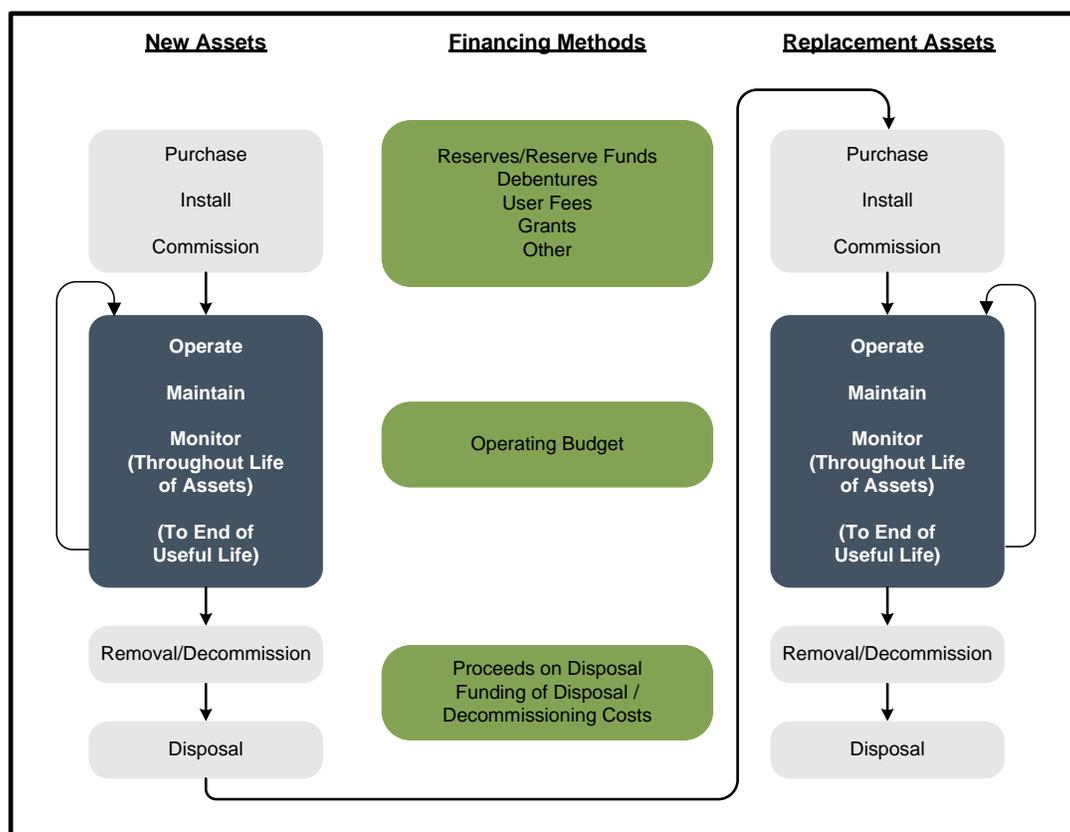
“The asset management plan shall,

- (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 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 in 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 development charge (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 2022 for core municipal services and 2024 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 Town prepared an A.M.P. in 2016, and undertook an update the A.M.P in 2018 for its existing assets; however, it 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 2022 \$) 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 Town'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 that 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 2022 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 \$5.55 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 \$7.80 million. This amount, totalled with the existing operating revenues of \$25.68 million, provide annual revenues of \$33.47 million by the end of the period.



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

Town of St. Marys
Asset Management – Future Expenditures and Associated Revenues
2022\$

Future Expenditures and Associated Revenues	2044 (Total)
Annual Debt Payment on Non-Growth Related Capital ¹	\$387,599
Annual Debt Payment on Post Period Capital ²	\$312,921
Annual Lifecycle - Town-wide Services	\$763,839
Incremental Operating Costs (for D.C. Services)	\$4,090,442
Total Expenditures	\$5,554,801
Total Existing Revenue ³	\$25,676,951
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	\$7,797,688
Total Revenues	\$33,474,639

1 Non-Growth-Related component of Projects

2 Interim Debt Financing for Post Period Benefit

3 As per Sch. 10 of FIR



Appendix G

Proposed D.C. By-law



Appendix G: Proposed D.C. By-law

BY-LAW ----

THE CORPORATION OF THE TOWN OF ST. MARYS

A by-law for the imposition of development charges

WHEREAS the Town of St. Marys has and will continue to experience growth through development;

AND WHEREAS development requires the provision of physical and other services by the Town;

AND WHEREAS Council desires to ensure that the capital cost of meeting growth related demands for, or the burden on, Town services does not place an undue financial burden on the Town or its taxpayers;

AND WHEREAS the Development Charges Act, 1997, as amended (the “Act”) provides that the council of a municipality may by by-law impose development charges against land to pay for increased capital costs required because of increased needs for services;

AND WHEREAS a development charge background study has been completed in accordance with the Act;

AND WHEREAS Council has before it a report entitled “Town of St. Marys Development Charge Background Study” prepared by Watson and Associates Economists Ltd. dated October 11, 2022, as amended;

AND WHEREAS the Council of The Town of St. Marys has given notice of and held a public meeting on the 22nd day of November 2022 in accordance with the Act and the regulations thereto;

AND WHEREAS the Council of The Town of St. Marys 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 November 22, 2022;

AND WHEREAS the Council of The Corporation of the Town of St. Marys on November 22, 2022 determined that no additional public meeting was required to be held as part of the approval process;



NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF ST. MARYS HEREBY ENACTS AS FOLLOWS:

1. DEFINITIONS

1.1 In this By-law the following items shall have the corresponding meanings:

“Accessory use” means where used to describe a use, building, or structure that the use, building or structure is naturally and normally incidental, subordinate in purpose of floor area or both, and exclusively devoted to a principal use, building or structure;

“Act” means the Development Charges Act, 1997, S.O. 1997, c.27, as amended, or any successor thereof;

“Agricultural use” means a bona fide farming operation;

“Apartment Dwelling” means a Residential Dwelling within a building containing five or more Dwelling Units where access to each residential unit is obtained through a common entrance or entrances from the street level and the residential units are connected by an interior corridor;

“Bedroom” means a habitable room larger than seven square meters, including a den, study, or other similar area, which can be used as sleeping quarters, but does not include a bathroom, living room, dining room or kitchen;

“Benefiting area” means an area defined by map, plan or legal description in a front-ending agreement as an area that will receive a benefit from the construction of a service;

“Board of Education” has the same meaning as set out in the Education Act, R.S.O. 1990, c. E.2, as amended, or any successor thereof;

“Bona Fide Farm Use” 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 on lands assessed in the Farmland Realty Tax Class by the Municipal Property Assessment Corporation pursuant to the Assessment Act, R.S.O. 1990, c.A.31, as amended;

“Building Code Act” means the Building Code Act, 1992, S.O. 1992, c.23, as amended, or any successor thereof;

“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, as required for provision of services designate in this by-law within or outside the Town,



- (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 including,
 - (i) rolling stock with an estimated life of seven years or more,
 - (ii) furniture and equipment other than computer equipment, and
 - (iii) material acquired for circulation, reference or information purposes by a library board as defined in the Public Libraries Act, R.S.O. 1990, c. P.44, as amended, or any successor thereof;
- (e) to undertake studies in connection with any matter under the Act and any of the matters in clauses (a) to (d) above, including the development charge background study required for the provision of services designated in this By-law within or outside the municipality;
- (f) interest on borrowing for those expenditures under clauses (a) to (e) above that are growth-related;

"Charitable dwelling" means a residential building, a part of a residential building or the residential portion of a mixed-use building maintained and operated by a corporation approved under the Charitable Institutions Act, R.S.O. 1990, c. C.9, for persons requiring residential, specialized or group care and charitable dwelling includes a children's residence under the Child, Youth and Family Services Act, 2017, S.O. 2017, C. 14, Sched. 1, a psychiatric facility under the Mental Health Act, R.S.O. 1990, c. M.7, long-term care home under the Long-Term Care Homes Act, 2007, S.O. 2007, c. 8, c. N.7, and a home for special care under the Homes for Special Care Act, R.S.O. 1990, c. H.12;

"Class" means a grouping of services combined to create a single service for the purposes of this By-law and as provided in section 7 of the Development Charges Act;

"Commercial" means any use of land, structures or buildings or portions thereof used, designed or intended for use for the purposes of buying or selling commodities and services, but does not include industrial or agricultural uses, but does include hotels, motels, motor inns and boarding, lodging and rooming houses;

"Council" means the Council of the Town of St. Marys;



“Development” means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that the effect of increasing the size of usability thereof, and includes redevelopment;

“Development charge” means a charge imposed with respect to this By-law;

“Dwelling unit” means any part of a building or structure used, designed or intended to be used as a domestic establishment in which one or more persons may sleep and are provided with culinary and sanitary facilities for their exclusive use;

“Dwelling, senior citizens” means a dwelling unit used for the purpose of providing accommodation and related facilities for persons of retirement age, and which is owned and operating by a private or government authority, but does not include a nursing home or a home for the aged as defined by the Town of St. Marys Comprehensive Zoning By-law;

“Existing” means the number, use and size that existed as of the date this by-law was passed;

“Existing industrial building” means a building or buildings existing on a site in the Town of St. Marys on January 1st, 2012 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 January 1, 2012 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;

“farm building” means that part of a bona fide farming operation encompassing barns, silos and other ancillary development to an agricultural use, but does not include a residential use;

“Grade” means the average level of finished ground adjoining a building or structure at all exterior walls;

“Gross floor area” means:

(a) in the case of a residential building or structure, the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of party walls dividing the dwelling unit from any other dwelling unit or other portion of a building; and

(b) in the case of a non-residential building or structure, or in the case of a mixed-use building or structure in respect of the non-residential portion thereof, the total area of all building floors above or below grade measured between the outside surfaces of the exterior walls, or between the outside surfaces of exterior walls and the centre line of party walls dividing a non-residential use and a residential use, except for:

(i) a room or enclosed area within the building or structure above or below that is used exclusively for the accommodation of heating, cooling, ventilating, electrical, mechanical or telecommunications equipment that service the building;

(ii) loading facilities above or below grade; and

(iii) a part of the building or structure below grade that is used for the parking of motor vehicles or for storage or other accessory use;

“hospice” means a building or portion of a mixed-use building designed and intended to provide palliative care and emotional support to the terminally ill in a home or homelike setting so that quality of life is maintained, and family members may be active participants in care;

“industrial” means lands, buildings or structures used or designed or intended for use for manufacturing, processing, fabricating or assembly of raw goods, warehousing or bulk storage of goods, and includes office uses and the sale of commodities to the general public where such uses are accessory to an industrial



use, but does not include the sale of commodities to the general public through a warehouse club;

“institutional” means land, buildings, structures or any part thereof used by any organization, group or association for promotion of charitable, educational or benevolent objectives and not for profit or gain;

“Local Board” means a school board, public utility, commission, transportation commission, public library board, board of park management, local board of health, board of commissioners of police, planning board, or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes, including school purposes, of the municipality or any part or parts thereof or any local board as defined in the Development Charges Act, 1997, S.O. 1997, c.27, as amended;

“local services” means those services, facilities or things which are under the jurisdiction of the Town and are related to a plan under Sections 41, 51 or 53 of the Planning Act, R.S.O. 1990, c. P.13, as amended, or any successor thereof, or are within the area to which the plan relates in respect of the lands;

“multiple dwellings” means all dwellings other than single-detached, semi-detached and apartment unit dwellings;

“municipality” means the Corporation of the Town of St. Marys;

"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, or any successor legislation.

“non-profit organization” means:

i) a "registered charity" as defined in subsection 248(1) of the Income Tax Act, R.S.C. 1985, c. 1 (5th Supp.), as amended;



ii) a corporation that is a non-profit organization for the purposes of paragraph 57(1)(b) of the Corporations Tax Act, R.S.O. 1990, c. C.40;

“non-residential use” means a building or structure of any kind whatsoever used, designed or intended to be used for other than a residential use;

“nursing home” means any premises maintained and operated for persons requiring nursing care or in which such care is provided to two or more unrelated persons, but does not include any premises falling under the jurisdiction of Acts as provided for in the Town Comprehensive Zoning By-law;

“Official Plan” means the Official Plan adopted for the Town, as amended and approved;

“Owner” means the owner of land or a person who has made application for an approval for the development of land upon which a development charge is imposed’

“place of worship” means that part of a building or structure 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;

“Planning Act” means the Planning Act, 1990, R.S.O. 1990, c.P.13, as amended;

“Rate” means the interest rate established weekly by the Bank of Canada based on Treasury Bills having a term of 91 days;

“regulation” means any regulation made pursuant to the Act;

“Residential Dwelling” means a building, occupied or capable of being occupied as a home, residence or sleeping place by one or more persons, containing one or more Dwelling Units but not including motels, hotels, tents, truck campers, tourist trailers, mobile camper trailers or boarding, lodging or rooming houses;

“residential use” means the use of a building or structure or portion thereof for one or more Dwelling Units. This also includes a Dwelling Unit on land that is used for an Agricultural Use;

"retirement home or lodge" means a residential building or the portion of a mixed-use building which provides accommodation primarily for retired persons or couples where each private bedroom or living accommodation has a separate private bathroom and separate entrance from a common hall, but do not include private culinary facilities and instead where common facilities for the preparation and consumption of food are provided, and common lounges, recreation rooms and medical care facilities may also be provided;



“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;

“semi-detached dwelling” means a dwelling unit in a residential building consisting of two dwelling units having one vertical wall or one horizontal wall, but not other parts attached or another dwelling units where the residential units are not connected by an interior corridor;

“service” means a service designed in Schedule “A” to this By-law, and “services” shall have a corresponding meaning;

“servicing agreement” means an agreement between a landowner and the Town relative to the provision of municipal services to specified land within the jurisdiction of the Town;

“single detached dwelling unit” means a residential building consisting of one dwelling unit and is not attached to another structure;

“special care/special dwelling” means:

a) a building containing two or more dwelling units, which units have a common entrance from street level:

i) where the occupants have the right to use in common, halls, stairs, yards, common rooms and accessory buildings;

ii) which may or may not have exclusive sanitary and/or culinary facilities;

iii) that is designed to accommodate persons with specific needs, including, but not limited to, independent permanent living arrangements; and

iv) where support services such as meal preparation, grocery shopping, laundry, housekeeping, nursing, respite care and attendant services are provided at various levels;

and includes but is not limited to, retirement homes or lodges, nursing homes, charitable dwellings, group homes (including correctional group homes) and hospices;

b) a building that is a student residence.

“Town” means the area within the geographic limits of the Town of St. Marys; and

“Zoning By-Law” means the Zoning By-Law of the Town of St. Marys, or any successor thereof passed pursuant to Section 34 of the Planning Act, S.O. 1998.



2. DESIGNATION OF SERVICES

2.1 The categories of services for which development charges are imposed under this By-law are as follows:

- a) Services Related to a Highway
- b) Public Works
- c) Fire Protection Services
- d) Policing Services
- e) Parks and Recreation Services
- f) Library Services
- g) Growth Studies
- h) Child Care and Early Years Programs
- i) Waste Diversion
- j) Water Services - Treatment plants and storage
- k) Water Services - Distribution systems
- l) Wastewater Services – Sewers; and
- m) Wastewater Services – Treatment.

2.2 The components of the services designated in section 2.1 are described in Schedule A.

3. APPLICATION OF BY-LAW RULES

3.1 Development charges shall be payable in the amounts set out in this By-law where:

- (a) the lands are located in the area described in section 3.2; and
- (b) the development of the lands requires any of the approvals set out in subsection 3.4(a).



Area to Which By-law Applies

- 3.2 Subject to section 3.3, this By-law applies to all lands in the Town of St. Marys whether or not the land or use thereof is exempt from Development Charges under section 3 of this by-law or from taxation under the Assessment Act, R.S.O. 1990, c.A.31, as amended.
- 3.3. Notwithstanding clause 3.2 above, this by-law shall not apply to lands that are owned by and used for the purposes of:
- (a) a municipality or a local board thereof;
 - (b) a board of education as defined by the Education Act;
 - (c) the Corporation of the County of Perth or a local board thereof;
 - (d) the Crown in right of Ontario or the Crown in right of Canada;
 - (e) a dwelling unit used exclusively for the purposes of non-profit assisted rental housing which is 100% funded by the County of Perth or the Crown in the right of Ontario or Canada;
 - (f) land vested in or leased to a university that receives regular and ongoing operating funds from the government for the purposes of post-secondary education is exempt from development charges imposed under the Development Charges Act, 1997 if the development in respect of which development charges would otherwise be payable is intended to be occupied and used by the university. 2020, c. 34, Sched. 10, s. 1
- 3.4. (a) Development charges shall be imposed on all lands, buildings or structures that are developed for residential or non-residential uses if the development requires:
- (i) the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the Planning Act;
 - (ii) the approval of a minor variance under section 45 of the Planning Act;
 - (iii) a conveyance of land to which a by-law passed under subsection 50(7) of the Planning Act applies;
 - (iv) the approval of a plan of subdivision under section 51 of the Planning Act;
 - (v) a consent under section 53 of the Planning Act;



- (vi) the approval of a description under section 50 of the Condominium Act, R.S.O. 1990, Chap. C.26, as amended, or any successor thereof; or
 - (vii) the issuing of a permit under the Building Code Act in relation to a building or structure.
- (b) No more than one development charge for each service designated in subsection 2.1 shall be imposed upon any lands, buildings or structures to which this By-law applies even though two or more of the actions described in subsection 3.4(a) are required before the lands, buildings or structures can be developed.
- (c) Despite subsection 3.4(b), if two or more of the actions described in subsection 3.4(a) occur at different times, additional development charges shall be imposed if the subsequent action has the effect of increasing the need for services.

Exemptions

- 3.5 Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to:
- (a) an enlargement to an existing dwelling unit;
 - (b) one or two additional dwelling units in an existing single detached dwelling; or
 - (c) the creation of additional dwelling units equal to the greater of one or 1% of the existing dwelling units in an existing residential rental building containing four or more dwelling units or prescribed ancillary structure to the existing residential building;
 - (d) the creation of one additional dwelling unit in any other existing residential building already containing at least one dwelling unit or prescribed ancillary structure to the existing residential building; or
 - (e) the creation of a second dwelling unit in prescribed classes of proposed new residential buildings, including structures ancillary to dwellings, subject to the following restrictions:



Item	Name of Class of Proposed New Residential Buildings	Description of Class of Proposed New Residential Buildings	Restrictions
1	Proposed new detached dwellings	Proposed new residential buildings that would not be attached to other buildings and that are permitted to contain a second dwelling unit, that being either of the two dwelling units, if the units have the same gross floor area, or the smaller of the dwelling units.	The proposed new detached dwelling must only contain two dwelling units. The proposed new detached dwelling must be located on a parcel of land on which no other detached dwelling, semi-detached dwelling or row dwelling would be located.
2	Proposed new semi-detached dwellings or row dwellings	Proposed new residential buildings that would have one or two vertical walls, but no other parts, attached to other buildings and that are permitted to contain a second dwelling unit, that being either of the two dwelling units, if the units have the same gross floor area, or the smaller of the dwelling units.	The proposed new semi-detached dwelling or row dwelling must only contain two dwelling units. The proposed new semi-detached dwelling or row dwelling must be located on a parcel of land on which no other detached dwelling, semi-detached dwelling or row dwelling would be located.
3	Proposed new residential buildings that would be ancillary to a proposed new detached dwelling, semi-detached dwelling or row dwelling	Proposed new residential buildings that would be ancillary to a proposed new detached dwelling, semi-detached dwelling or row dwelling and that are permitted to contain a single dwelling unit.	The proposed new detached dwelling, semi-detached dwelling or row dwelling, to which the proposed new residential building would be ancillary, must only contain one dwelling unit. The gross floor area of the dwelling unit in the proposed new residential building must be equal to or less than the gross floor area of the detached dwelling, semi-detached dwelling or row dwelling to which the proposed new residential building is ancillary.

3.6 Notwithstanding section 3.5(b), development charges shall be imposed if the total gross floor area of the additional one or two units exceeds the gross floor area of the existing dwelling unit.

3.7 Notwithstanding section 3.5, development charges shall be imposed if the additional unit has a gross floor area greater than

- i. in the case of a semi-detached or row dwelling, the gross floor area of the existing dwelling unit; and
- ii. in the case of any other residential building, the gross floor area of the smallest dwelling unit contained in the residential building.

3.8 Exemption for Industrial Development:

3.8.1 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.



- 3.8.2 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:
- 1) determine the amount by which the enlargement exceeds 50 percent of the gross floor area before the enlargement;
 - 2) divide the amount determined under subsection 1) by the amount of the enlargement
- 3.9 For the purpose of section 3.8 herein, “existing industrial building” is used as defined in section 1 herein.

3.10 Other Exemptions:

Notwithstanding the provision of this by-law, development charges shall not be imposed with respect to:

- a) lands, buildings or structures 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;
- b) non-residential farm buildings constructed for bona fide farm uses;
- c) an accessory building;
- d) a Home Occupation;
- e) a temporary use permitted under municipal zoning by-law enacted in accordance with section 39 of the Planning Act; or
- f) a temporary building without foundation defined in the Building Code for a period not exceeding six consecutive months and not more than six months in any one calendar year on a site for which development charges have been previously paid;

Amount of Charges

Residential

- 3.11 The development charges set out in Schedules B shall be imposed on residential uses of lands, buildings or structures, including a dwelling unit accessory to a non-residential use and, in the case of a mixed use building or structure, on the residential uses in the mixed use building or structure, according to the type of



residential unit, and calculated with respect to each of the services according to the type of residential use.

Non-Residential

- 3.12 The development charges described in Schedule B to this by-law shall be imposed on non-residential uses of lands, buildings or structures, and, in the case of a mixed use building or structure, on the non-residential uses in the mixed use building or structure, and calculated with respect to each of the services according to the total floor area of the non-residential use.

Reduction of Development Charges for Redevelopment

- 3.13 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 60 months 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:

- (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 development charge under subsection 3.11 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 development charges under subsection 3.12, 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.

Time of Payment of Development Charges

- 3.14 Development charges imposed under this By-law are calculated, payable, and collected upon issuance of the first building permit for the development.
- 3.15 Notwithstanding subsection 3.14 development charges for rental housing and institutional developments are due and payable in 6 equal annual payments commencing with the first instalment payable on the earlier of the date the first occupancy permit is granted or the date of first occupancy, and each subsequent



instalment, including interest calculated in accordance with the Town's D.C. Interest Rate Policy.

- 3.16 Notwithstanding subsection 3.14 development charges for non-profit housing developments are due and payable in 21 equal annual payments commencing with the first instalment payable on the earlier of the date the first occupancy permit is granted or the date of first occupancy, and each subsequent instalment, including interest calculated in accordance with the Town's D.C. Interest Rate Policy, continuing on the anniversary of that date.
- 3.17 Where the development of land results from the approval of a site plan or zoning by-law amendment received on or after January 1, 2020, and the approval of the application occurred within two years of building permit issuance, the development charges under subsections 3.11 and 3.12 shall be calculated on the rates set out in Schedule "B" on the date of the planning application, including interest as per the Town's D.C. Interest Rate Policy. Where both planning applications apply, development charges under subsections 3.11 and 3.12 shall be calculated on the rates, including interest as provided in the Town's D.C. Interest Rate Policy, payable on the anniversary date each year thereafter, set out in Schedule "B" on the date of the later planning application, including interest.
- 3.18 Despite sections 3.14 to 3.17, Council from time to time, and at any time, may enter into agreements providing for all or any part of a development charge to be paid before or after it would otherwise be payable, in accordance with section 27 of the Act.

4. PAYMENT BY SERVICES

- 4.1 Despite the payment required under subsections 3.11 and 3.12, Council may, by agreement, give a credit towards a development charge in exchange for work that relates to a service to which a development charge relates under this By-law.

5. INDEXING

- 5.1 Development charges imposed pursuant to this By-law shall be adjusted annually, without amendment to this By-law, commencing on the 1st of January, 2023 and each year thereafter, in accordance with the prescribed index in the Act.

6. SCHEDULES

- 6.1 The following schedules shall form part of this By-law:

Schedule A - Components of Services Designated in section 2.1



Schedule B - Residential and Non-Residential Development Charges

7. CONFLICTS

- 7.1 Where the Town of St. Marys and an owner or former owner have entered into an agreement with respect to land within the area to which this By-law applies, and a conflict exists between the provisions of this By-law and such agreement, the provisions of the agreement shall prevail to the extent that there is a conflict.
- 7.2 Notwithstanding section 7.1, where a development which is the subject of an agreement to which section 7.1 applies, is subsequently the subject of one or more of the actions described in subsection 3.4(a), an additional development charge in respect of the development permitted by the action shall be calculated, payable and collected in accordance with the provisions of this By-law if the development has the effect of increasing the need for services, unless such agreement provides otherwise.

8. SEVERABILITY

- 8.1 If, for any reason, any provision of this By-law is held to be invalid by a court of competent jurisdiction, it is hereby declared to be the intention of Council that such provision be severable and the remainder of this By-law shall continue in full force and effect until repealed, re-enacted, amended or modified.

9. DATE BY-LAW IN FORCE

- 9.1 This By-law shall come into effect at 12:01 AM on January 1, 2023 and will be indexed as per section 5.1.

10. DATE BY-LAW EXPIRES

- 10.1 This By-law will expire at 12:01 AM on January 1, 2028 unless it is repealed by Council at an earlier date.

11. EXISTING BY-LAW REPEALED

- 11.1 By-law 99-2017 is hereby repealed as of the date and time of this By-law coming into force.

Read a first and second time this 13th day of December, 2022.

Read a third and final time and passed this 13th day of December, 2022.

Mayor



Clerk



SCHEDULE “A” TO BY-LAW __-____

COMPONENTS OF SERVICES DESIGNATED IN SUBSECTION 2.1

Services Related to a Highway (Roads, Sidewalks, Traffic Signals and Streetlights)

Public Works Facilities and Vehicles

Fire Protection Services (Fire Facilities, vehicles, and equipment)

Policing Services (Police Facilities)

Parks and Recreation Services (Parkland Development, Amenities, Trails, Vehicles, and Recreation Facilities).

Library (Facilities and Collection Materials)

Growth Related Studies (Water, Wastewater, Services Related to a Highway, Public Works, Fire, Policing, Parks and Recreation Services, Library, Child Care and Early Years, Housing, and Waste Diversion)

Child Care and Early Years (Facilities)

Waste Diversion (Contract and Land)

Water Services (Treatment and Storage)

Water Services (Distribution)

Wastewater Services (Sewers)

Wastewater Services (Treatment)



SCHEDULE “B”

BY-LAW NUMBER __ - ____

SCHEDULE OF DEVELOPMENT CHARGES

Service/Class of Service	Single and Semi-Detached Dwelling	Other Multiples	Apartments 2+ Bedrooms	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	Non-Residential (per sq.ft. of Gross Floor Area)
Services Related to a Highway	1,348	1,083	863	630	575	0.82
Public Works	132	106	85	62	56	0.08
Fire Protection Services	351	282	225	164	150	0.21
Policing Services	98	79	63	46	42	0.06
Parks and Recreation Services	1,781	1,431	1,141	833	760	0.13
Library Services	1,057	849	677	494	451	0.07
Growth Studies	536	431	343	251	229	0.32
Child Care and Early Years Programs	60	48	38	28	26	0.00
Waste Diversion	18	14	12	8	8	0.00
Water Services - Treatment plants and storage	460	370	295	215	196	0.28
Water Services - Distribution systems	409	328	262	191	174	0.25
Wastewater Services - Sewers	15	12	10	7	6	0.01
Wastewater Services - Treatment	3,889	3,124	2,491	1,819	1,659	2.37
Total Town-Wide Services	10,154	8,157	6,505	4,748	4,332	4.60