



 **Watson
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ECONOMISTS LTD.

2019 Development Charges Background Study

Municipality of Port Hope

For Public Circulation and Comment

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List of Acronyms and Abbreviations

Acronym	Full Description of Acronym
A.M.P.	Asset Management Plan
D.C.	Development charge
D.C.A.	Development Charges Act, 1997
G.F.A.	Gross floor area
L.P.A.T.	Local Planning Appeal Tribunal
N.A.I.C.S.	North American Industry Classification System
N.F.P.O.W.	No Fixed Place of Work
O.M.B.	Ontario Municipal Board
O.P.A.	Official Plan Amendment
O.Reg.	Ontario Regulation
P.O.A.	Provincial Offences Act
P.P.U.	Persons per unit
S.D.E.	Single detached equivalent
S.D.U.	Single detached unit
s.s.	Subsection
sq.ft.	square foot
sq.m.	square metre



Development Charges Background Study



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 (D.C.A.), 1997 (s.10), and accordingly, recommends new Development Charges (D.C.s) and policies for the Municipality of Port Hope (Municipality).

The Municipality retained Watson & Associates Economists Ltd. (Watson), in association with engineering consulting firm CIMA+, to undertake the D.C. study process in 2018. Watson worked with senior staff of the Municipality in preparing this D.C. analysis and the policy recommendations.

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

This report has been prepared, in the first instance, to meet the statutory requirements applicable to the Municipality's D.C. background study, as summarized in Chapter 4. It also addresses the forecast amount, type, and location of growth (Chapter 3), the requirement for "rules" governing the imposition of the charges (Chapter 7), and the proposed by-law to be made available as part of the approval process (Appendix E).

In addition, the report is designed to set out sufficient background on the legislation, the Municipality's current D.C. policy (Chapter 2) and the policies underlying the proposed by-law, to make the exercise understandable to interested parties. Finally, the D.C. background study addresses post-adoption implementation requirements (Chapter 9) 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

As required under Section 12 of the D.C.A., 1997, a Public Meeting has been scheduled for June 5, 2019. Its purpose is to present the study to the public and to solicit public input on the proposed D.C. by-law. The meeting is also being held to answer any questions regarding the study's purpose, methodology, and the proposed modifications to the Municipality's D.C. by-law. Table 1-1 outlines the proposed schedule to be followed with respect to the D.C. by-law adoption process.

In accordance with the legislation, the D.C. background study and proposed D.C. by-law will be available for public review on May 2, 2019.

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 study and Council consideration of the by-law.

Table 1-1
Schedule of Key D.C. Process Dates

Process Steps	Dates
1. Project initiation meetings with Municipal staff	January 21, 2019
2. Data collection, staff interviews, preparation of D.C. calculations	January 2019 - March 2019
3. Initial meeting with Development Industry	April 5, 2019
4. Preparation of draft D.C. background study and review of draft findings with Municipal staff	April 2019
5. Council workshop presentation	April 16, 2019
6. Presentation of findings to Development Industry	April 25, 2019



Process Steps	Dates
7. D.C. background study and proposed D.C. by-law available to public	May 2, 2019
8. Statutory notice of Public Meeting advertisement placed in newspaper(s)	20 days prior to public meeting
9. Public Meeting of Council	June 5, 2019
10. Council considers adoption of D.C. background study and passage of by-law	July 2, 2019
11. Newspaper notice given of by-law passage	By 20 days after passage
12. Last day for by-law appeal	40 days after passage
13. Municipality makes available D.C. pamphlet	By 60 days after in force date



Chapter 2

Municipality of Port Hope

Current D.C. Policy



2. Municipality of Port Hope Current D.C. Policy

2.1 By-law Enactment

On July 29, 2014, the Municipality passed By-law 54/2014 under the D.C.A, 1997. The by-law came into effect on August 4, 2014 and imposes uniform Municipal-wide for most services, and area-specific D.C.s for water and wastewater services within the urban serviced areas, and for municipal policing and Ontario Provincial Police services in their respective service areas. The Municipality's D.C. By-law is set to expire on August 4, 2019.

2.2 Services Covered

The following municipal services are included under By-law 54/2014:

Municipal-wide Services

- Roads and Related;
- Fire Protection;
- Parks and Recreation;
- Library; and
- Administration.

Urban Serviced Area Services

- Wastewater Treatment Plants (W.W.T.P.);
- Wastewater (excluding W.W.T.P.);
- Water Treatment Plants (W.T.P.); and
- Water (excluding W.T.P.).

Area-Specific – Urban Area

- Port Hope Police Services (P.H.P.S.); and

Area-Specific – Rural Area

- Police (Ontario Provincial Police).



The by-law provides for mandatory annual indexing of the charges on February 1st of each year. Table 2-1 provides the charges currently in effect, for residential and non-residential development types, as well as the breakdown of the charges by service.

2.3 Timing of D.C. Calculation and Payment

D.C.s are due and payable in full to the Municipality on the date the first building permit approving the construction of a foundation is issued for any land, buildings, or structures affected by the applicable D.C. The By-law also allows the Municipality to enter into alternative payment agreements with owners.

Table 2-1
Municipality of Port Hope
Schedule of D.C.s (as of February 1, 2019)

Service	Residential					Non-Residential
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal-Wide Services						
Roads and Related	\$ 4,685	\$ 3,532	\$ 1,775	\$ 3,566	\$ 1,775	\$ 2.06
Fire Protection Services	\$ 686	\$ 517	\$ 259	\$ 521	\$ 259	\$ 0.42
Parks and Recreation	\$ 3,460	\$ 2,608	\$ 1,311	\$ 2,634	\$ 1,311	\$ 0.23
Library Services	\$ 263	\$ 200	\$ 100	\$ 202	\$ 100	\$ 0.02
Administrative - Studies	\$ 78	\$ 60	\$ 29	\$ 61	\$ 29	\$ 0.03
Total Municipal-Wide Services	\$ 9,172	\$ 6,917	\$ 3,474	\$ 6,984	\$ 3,474	\$ 2.76
Area Specific Services (Urban)						
Police Services (Municipal)	\$ 225	\$ 170	\$ 84	\$ 171	\$ 84	\$ 0.11
Transit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Area Specific Services (Urban)	\$ 225	\$ 170	\$ 84	\$ 171	\$ 84	\$ 0.11
Area Specific Services (Rural)						
Police Services (OPP)	\$ 46	\$ 35	\$ 16	\$ 35	\$ 16	\$ 0.03
Total Area Specific Services (Rural)	\$ 46	\$ 35	\$ 16	\$ 35	\$ 16	\$ 0.03
Urban Services						
Sewage Treatment Plants	\$ 5,079	\$ 3,830	\$ 1,923	\$ 3,867	\$ 1,923	\$ 2.87
Wastewater	\$ 3,001	\$ 2,263	\$ 1,138	\$ 2,285	\$ 1,138	\$ 0.45
Water Treatments Plants	\$ 1,868	\$ 1,408	\$ 708	\$ 1,421	\$ 708	\$ 1.09
Water	\$ 1,176	\$ 887	\$ 445	\$ 895	\$ 445	\$ 0.69
Total Urban Services	\$ 11,124	\$ 8,388	\$ 4,214	\$ 8,468	\$ 4,214	\$ 5.10
Grand Total Rural Area	\$ 9,218	\$ 6,952	\$ 3,490	\$ 7,019	\$ 3,490	\$ 2.79
Grand Total Urban Area	\$ 20,521	\$ 15,475	\$ 7,772	\$ 15,623	\$ 7,772	\$ 7.97

2.4 Redevelopment Credit

The by-law provides for D.C. credits for residential and non-residential redevelopments for structures to be demolished or converted from one principal use to another. The credit for demolition of residential buildings or structures requires that a building permit have been issued within four years from the date the demolition permit was issued. The



amount of the credit provided cannot exceed the total development charge that would otherwise be payable. Additionally, the credit does not reduce the components of the charge pertaining to Wastewater Treatment Plants or Water Treatment Plants unless the redevelopment resulted in no additional residential units or non-residential gross floor area.

2.5 Exemptions

The Municipality's existing D.C. by-law includes statutory exemptions from payment of D.C.s with respect to:

- Industrial additions of up to and including 50% of the existing gross floor area (G.F.A.) of the building – for industrial additions which exceed 50% of the existing G.F.A., only the portion of the addition in excess of 50% is subject to D.C.s;
- Land used for Municipal or Board of Education purposes; and
- Residential development that results in only the enlargement of an existing dwelling unit, or that results only in the creation of up to two additional dwelling units (as specified by O.Reg. 82/98).

The D.C. by-law also provides non-statutory exemptions from payment of D.C.s with respect to:

- A place of worship and churchyards, cemeteries, or burial grounds exempt from taxation under the *Assessment Act*;
- Bona fide farm buildings;
- Hospital buildings as governed by the *Public Hospitals Act*; and
- Industrial uses are only responsible for the water and wastewater portions of the D.C.



Chapter 3

Anticipated Development in the Municipality of Port Hope



3. Anticipated Development in the Municipality of Port Hope

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 Section 5 (1) of the D.C.A. that “the anticipated amount, type and location of development, for which development charges can be imposed, must be estimated.”

The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the Municipality of Port Hope will be required to provide services, over a 10-year (2019-2029) and urban buildout¹ time horizon.

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

In compiling the growth forecast, the following specific information sources were consulted to assess the residential and non-residential development potential for the Municipality of Port Hope over the forecast period, including:

- Municipality of Port Hope 2014 Development Charge Background Study, in association with CIMA+, June 25, 2014;
- Northumberland County Housing Forecast by Area Municipality, 2011 to 2041, September 30, 2014;
- Northumberland County Official Plan, as approved by the Ontario Municipal Board on November 23, 2016 by Meridian Planning Consultants;
- Historical residential and non-residential building permit data for 2009 to 2018 period; and
- Available Census data regarding population, housing and employment.

¹ Urban buildout is based on the urban housing supply potential identified by the Municipality of Port Hope.

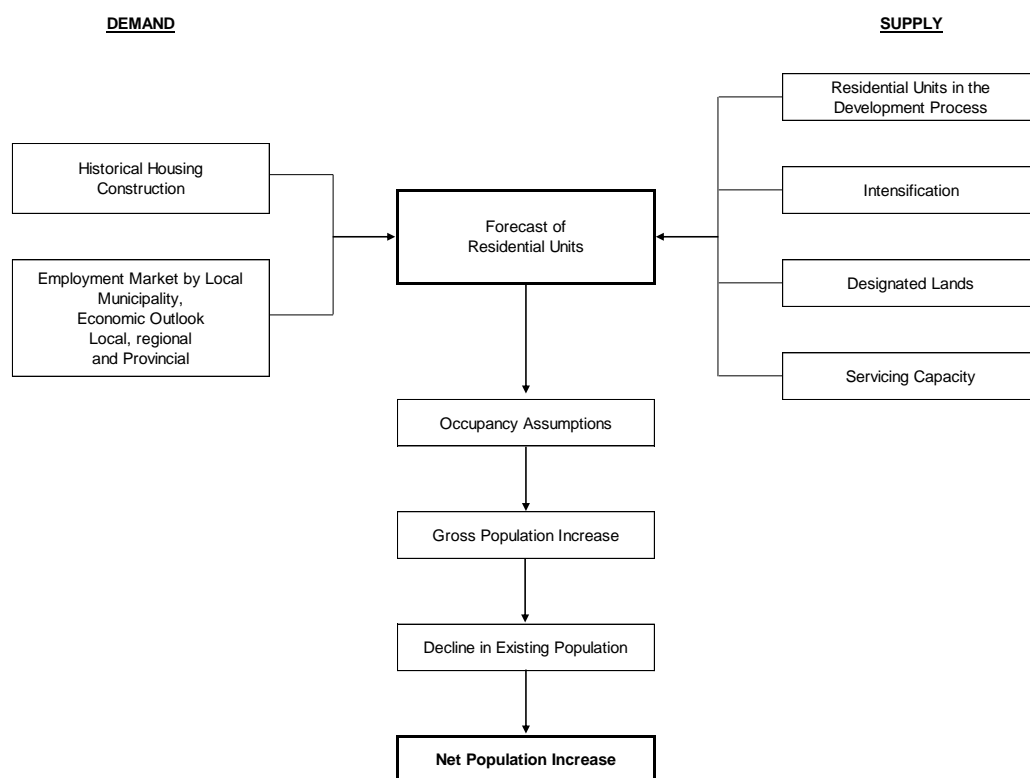


3.3 Summary of Growth Forecast

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

As identified in Table 3-1 and *Schedule 1*, the Municipality's population is anticipated to reach 19,930 by 2029 and approximately 20,160 by urban buildout, resulting in an increase of approximately 2,890 and 3,130 persons, respectively, over the 10-year and buildout forecast periods¹

Figure 3-1
Population and Household Forecast Model



¹ The population figures used in the calculation of the 2019 D.C. exclude the net Census undercount, which is estimated at approximately 3.4%.



Table 3-1
Municipality of Port Hope
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 2006</i>	16,950	16,390	685	15,705	4,960	335	965	25	6,285	623	2.608
	<i>Mid 2011</i>	16,770	16,214	504	15,710	5,140	411	968	33	6,552	458	2.475
	<i>Mid 2016</i>	17,330	16,753	468	16,285	5,455	490	1,105	25	7,075	425	2.368
Forecast	<i>Mid 2019</i>	17,620	17,036	477	16,559	5,557	538	1,120	25	7,240	434	2.353
	<i>Mid 2029</i>	20,610	19,930	1,092	18,838	6,240	1,052	1,258	25	8,575	993	2.324
	<i>Buildout</i>	20,850	20,163	1,100	19,063	6,320	1,070	1,260	25	8,675	1,000	2.324
Incremental	Mid 2006 - Mid 2011	-180	-176	-181	5	180	76	3	8	267	-165	
	Mid 2011 - Mid 2016	560	539	-36	575	315	79	137	-8	523	-33	
	Mid 2016 - Mid 2019	290	283	9	274	102	48	15	0	165	9	
	Mid 2019 - Mid 2029	2,990	2,894	615	2,279	683	514	138	0	1,335	559	
	Mid 2019 - Buildout	3,230	3,127	623	2,504	763	532	140	0	1,435	566	

Source: 10-year housing forecast based on Northumberland County Housing Forecast by Area Municipality, 2011-2041 forecast for the Municipality Port Hope and buildout based on housing supply potential identified by the Municipality of Port Hope by Watson & Associates Economists Ltd., 2019.

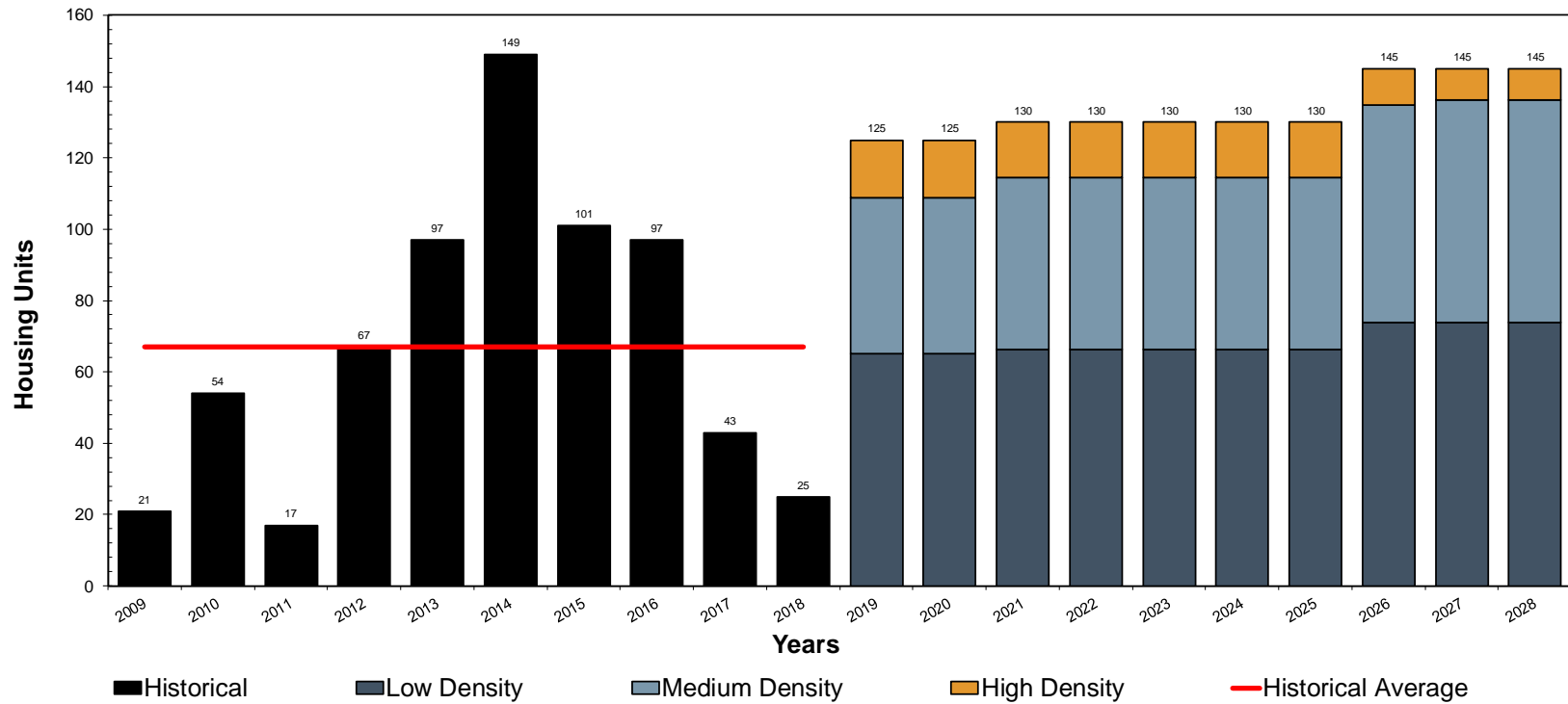
¹ Census undercount estimated at approximately 3.4%. Note: Population including the undercount has been rounded.

² Includes townhouses and apartments in duplexes.

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



Figure 3-2
Municipality of Port Hope
Annual Housing Forecast



Source: Historical housing activity derived from Statistics Canada building permit data for the Municipality Port Hope, 2009-2012 and the Municipality of Port Hope building permit data from 2013 to 2018.
¹ Growth forecast represents calendar year.



Provided below is a summary of the key assumptions and findings regarding the Municipality of Port Hope D.C. growth forecast update.

1. Housing Unit Mix (Appendix A – Schedules 1, 6 and 7)

- The housing unit mix for the Municipality was derived from the summary of urban housing supply (as per Schedule 6), as well as historical development activity (as per Schedule 7); and
- Based on the above indicators, the 2019 to urban buildout household growth forecast is comprised of a unit mix of 53% low density (single detached and semi-detached), 37% medium density (multiples except apartments) and 10% high density (bachelor, 1-bedroom and 2-bedroom apartments).

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

- *Schedule 2* in Appendix A summarizes the anticipated amount, type and location of development for the Municipality of Port Hope by urban and rural area; and
- The percentage of forecast housing growth between 2019 and urban buildout by development location is summarized below.

Development Location	Percentage Housing Growth, 2019 to Buildout
Urban Area	95%
Rural Area	5%
Total	100%

3. Planning Period

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



4. Population in New Housing Units (Appendix A - Schedules 2, 3, 4, 5, 8a and 8b)

- The number of permanent housing units to be constructed in the Municipality of Port Hope during the 10-year forecast period is presented on Figure 3-2. Over the 10-year forecast, the Municipality is anticipated to average approximately 129 new housing units per year;
- Institutional population¹ is anticipated to grow by approximately 710 persons between 2019 and urban buildout;
- Population in new housing units is derived from Schedules 3, 4, and 5, which incorporate historical development activity, anticipated housing units (see unit mix discussion) and average persons per unit by dwelling type for new units; and
- Schedule 8a and 8b summarizes the P.P.U. for the new housing units by age and type of dwelling based on a 2016 custom Census data. The total calculated P.P.U. for all density types has been adjusted to account for the P.P.U. trends which has been recently experienced in both new and older units. Adjusted 25-year average P.P.U.s by dwelling type are as follows:
 - Low density: 2.523
 - Medium density: 2.031
 - High density: 1.572
 - Institutional density: 1.100

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

- Existing households for 2019 are based on the 2016 Census households, plus estimated residential units constructed between 2017 and 2018 assuming a 6-month lag between construction and occupancy (see Schedule 3); and
- The decline in average occupancy levels for existing housing units is calculated in Schedules 3 through 5, by aging the existing population over the forecast period. The forecast population decline in existing

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



households over the 10-year and urban buildout forecast period is approximately 710 and 720, respectively.

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

- Employment projections are largely based on the activity rate method, which is defined as the number of jobs in a municipality divided by the number of residents. Key employment sectors include primary, industrial, commercial/ population-related, institutional, and work at home, which are considered individually below;
- 2016 employment data (place of work) for the Municipality of Port Hope is outlined in Schedule 10a. The 2016 employment base is comprised of the following sectors:
 - 135 primary (2%);
 - 670 work at home employment (12%);
 - 1,508 industrial (27%);
 - 2,048 commercial/population related (36%); and
 - 1,325 institutional (23%);
- The 2016 employment by usual place of work, including work at home, is estimated at 5,685. An additional 986 employees have been identified for the Municipality in 2016 that have no fixed place of work (N.F.P.O.W.).¹ The 2016 employment base, including N.F.P.O.W., totals 6,671;
- Total employment, including work at home and N.F.P.O.W., for the Municipality of Port Hope is anticipated to reach approximately 8,350 by 2029, and 9,020 by urban buildout. This represents an employment increase of approximately 1,550 for the 10-year forecast period, and 2,230 for the urban buildout forecast period;
- Schedule 10b, Appendix A, summarizes the employment forecast, excluding work at home employment and N.F.P.O.W. employment, which is the basis for the D.C. employment forecast. The need for municipal services related to N.F.P.O.W. employees has largely been included in the employment forecast by usual place of work (i.e. employment and gross

¹ Statistics Canada defines "No Fixed Place of Work" (N.F.P.O.W.) employees as, "persons who do not go from home to the same work place location at the beginning of each shift. Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc."



floor area generated from N.F.P.O.W. construction employment). Furthermore, since these employees have no fixed work address, they cannot be captured in the non-residential gross floor area (G.F.A.) calculation; and

- Total employment for the Municipality of Port Hope (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 6,390 by 2029 and 7,000 by urban buildout. This represents an employment increase of approximately 1,290 and 1,900 over the 10-year and urban buildout forecast periods, respectively.

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

- Square feet estimates were calculated in Schedule 10b based on the following employee density assumptions:
 - 1,400 sq.ft. per employee for industrial;
 - 550 sq.ft. per employee for commercial/population-related; and
 - 700 sq.ft. per employee for institutional employment.;
- The Municipal-wide incremental G.F.A. increase is anticipated to be 919,200 sq.ft. over the 10-year forecast period and approximately 1.5 million sq.ft. over the urban buildout forecast period;
- In terms of percentage growth, the longer term incremental G.F.A. forecast by sector is broken down as follows:
 - industrial – 77%;
 - commercial/population-related – 15%; and
 - institutional – 8%.;
- The percentage of forecast employment growth between 2019 and buildout by development location is summarized below.

Development Location	Percentage Employment Growth, 2019 to Buildout
Urban Area	86%
Rural Area	14%
Total	100%



Chapter 4

Approach to the Calculation of the Charge



4. Approach to the Calculation of the Charge

4.1 Introduction

This chapter addresses the requirements of s.s.5(1) of the D.C.A., 1997 with respect to the establishment of the need for service which underpins the D.C. calculation. These requirements are illustrated schematically in Figure 4-1.

4.2 Services Potentially Involved

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

A number of these services are defined in s.s.2(4) of the D.C.A., 1997 as being ineligible for inclusion in D.C.s. These are shown as “ineligible” on Table 4-1. In addition, two ineligible costs defined in s.s.5(3) of the D.C.A. are “computer equipment” and “rolling stock with an estimated useful life of [less than] seven years...” In addition, local roads are covered separately under subdivision agreements and related means (as are other local services). Services which are potentially eligible for inclusion in the Municipality’s D.C.s are indicated with a “Yes.”

4.3 Increase in 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, s.s.5(1)3, which requires that municipal council indicate that it intends to ensure that such an increase in need will be met, suggests that a project-specific expression of need would be most appropriate.



Figure 4-1
The Process of Calculating a D.C. under the Act

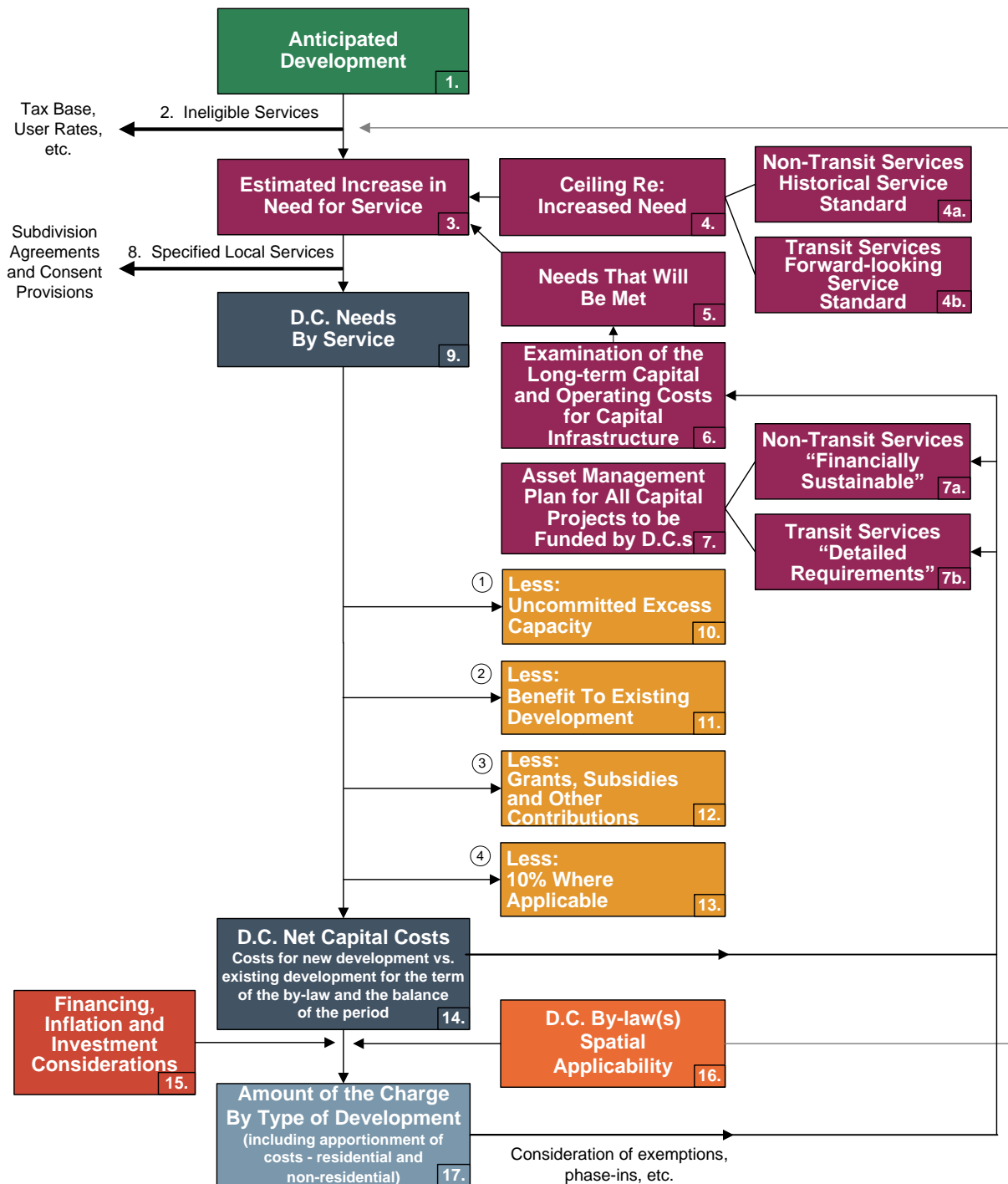




Table 4-1
Categories of Municipal Services
To Be Addressed as Part of the Calculation

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	Yes	2.1 Transit vehicles ¹ & facilities	100
	Yes	2.2 Other transit infrastructure	100
	Yes	2.3 Municipal parking spaces - indoor	90
	Yes	2.4 Municipal parking spaces - outdoor	90
	Yes	2.5 Works Yards	100
	Yes	2.6 Rolling stock ¹	100
	n/a	2.7 Ferries	90
	n/a	2.8 Airport	90
3. Stormwater Drainage and Control Services	Yes	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. Outdoor Recreation Services (i.e.	Ineligible	5.1 Acquisition of land for parks, woodlots and E.S.A.s	0
	Yes	5.2 Development of area municipal parks	90

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 %
Parks and Open Space)	Yes	5.3 Development of district parks	90
	Yes	5.4 Development of municipal-wide parks	90
	n/a	5.5 Development of special purpose parks	90
	Yes	5.6 Parks rolling stock ¹ and yards	90
6. Indoor Recreation Services	Yes	6.1 Arenas, indoor pools, fitness facilities, community centres, etc. (including land)	90
	Yes	6.2 Recreation vehicles and equipment ¹	90
7. Library Services	Yes	7.1 Public library space (incl. furniture and equipment)	90
	Yes	7.2 Library vehicles ¹	90
	Yes	7.3 Library materials	90
8. Electrical Power Services	Ineligible	8.1 Electrical substations	0
	Ineligible	8.2 Electrical distribution system	0
	Ineligible	8.3 Electrical system rolling stock	0
9. Provision of Cultural, Entertainment and Tourism Facilities and Convention Centres	Ineligible	9.1 Cultural space (e.g. art galleries, museums and theatres)	0
	Ineligible	9.2 Tourism facilities and convention centres	0
10. Wastewater Services	Yes	10.1 Treatment plants	100
	Yes	10.2 Sewage trunks	100
	No	10.3 Local systems	0
	Yes	10.4 Vehicles and equipment ¹	100
11. Water Supply Services	Yes	11.1 Treatment plants	100
	Yes	11.2 Distribution systems	100
	No	11.3 Local systems	0
	Yes	11.4 Vehicles and equipment ¹	100
12. Waste Management Services	Ineligible	12.1 Landfill collection, transfer vehicles and equipment	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 %
	Ineligible	12.2 Landfills and other disposal facilities	0
	n/a	12.3 Waste diversion facilities	90
	n/a	12.4 Waste diversion vehicles and equipment ¹	90
13. Police Services	Yes	13.1 Police detachments	100
	Yes	13.2 Police rolling stock ¹	100
	Yes	13.3 Small equipment and gear	100
14. Homes for the Aged	n/a	14.1 Homes for the aged space	90
	n/a	14.2 Vehicles ¹	90
15. Child Care	n/a	15.1 Child care space	90
	n/a	15.2 Vehicles ¹	90
16. Health	n/a	16.1 Health department space	90
	n/a	16.2 Health department vehicles ¹	90
17. Social Housing	n/a	17.1 Social Housing space	90
18. Provincial Offences Act (P.O.A.)	n/a	18.1 P.O.A. space	90
19. Social Services	n/a	19.1 Social service space	90
20. Ambulance	n/a	20.1 Ambulance station space	90
	n/a	20.2 Vehicles ¹	90
21. Hospital Provision	Ineligible	21.1 Hospital capital contributions	0
22. Provision of Headquarters for the General Administration of Municipalities and Area Municipal Boards	Ineligible	22.1 Office space	0
	Ineligible	22.2 Office furniture	0
	Ineligible	22.3 Computer equipment	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 %
23. Other Services	Yes	23.1 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	23.2 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

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.



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 Municipality's general policy guidelines on D.C. and local service funding is detailed in Appendix D to this report.

4.5 Capital Forecast

Paragraph 7 of s.s.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:

- costs to acquire land or an interest therein (including a leasehold interest);
- costs to improve land;
- costs to acquire, lease, construct or improve buildings and structures;
- 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;
- interest on money borrowed to pay for the above-referenced costs;
- costs to undertake studies in connection with the above-referenced matters; and
- costs of the D.C. background study.

In order for an increase in need for service to be included in the D.C. calculation, municipal council must indicate “...that it intends to ensure that such an increase in need will be met” (s.s.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 s.3). The capital program contained herein reflects the



Municipality’s approved and proposed capital budgets and master servicing/needs studies.

4.6 Treatment of Credits

Section 8 para. 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.” s.s.17 para. 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.

The Municipality currently has an agreement with AON Inc. (AON) for the provision of services on behalf of the Municipality. Under the terms of the agreement, AON is responsible for the emplacement of specific road, wastewater, and water service infrastructure. In return, AON receives development charge credits (including interest) against future payments. The outstanding DC credit obligations (including accrued interest) included in the calculation of the charge are summarized as follows:

Service	Credit Amount (\$)
Roads	(\$138,688)
Wastewater – Pumping Stations	\$924,641
Wastewater – Sewers	\$2,980,165

4.7 Eligible Debt and Committed Excess Capacity

Section 66 of the D.C.A., 1997 states that for the purposes of developing a D.C. by-law, a debt incurred with respect to an eligible service may be included as a capital cost, subject to any limitations or reductions in the Act. Similarly, s.18 of O.Reg. 82/98 indicates that debt with respect to an ineligible service may be included as a capital cost, subject to several restrictions.

In order for such costs to be eligible, two conditions must apply. First, they must have funded excess capacity which is able to meet service needs attributable to the



anticipated development. Second, the excess capacity must be “committed,” that is, either before or at the time it was created, Council must have expressed a clear intention that it would be paid for by D.C.s or other similar charges. For example, this may have been done as part of previous D.C. processes.

Outstanding debt payments related to the growth-related costs (i.e. committed excess capacity) of the expansion at Jack Burger Sports Complex, new Police station, the Water Treatment Plant, and the Wastewater Treatment Plant upgrades and expansion have been included in the 2019 DC calculations.

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 8 of subsection 5(1).”

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

The Municipality’s D.C. Reserve Funds balances, by service, are presented in Table 4-2 below. These balances have been applied against future spending requirements for all services.

Table 4-2
Municipality of Port Hope
Estimated D.C. Reserve Funds Balances (as at December 31, 2018)

Service	Totals
Transportation	1,910,209
Fire	377,701
Police Urban	(239,124)
Police Rural	5,713
Parks and Recreation	724,671
Library	67,068
Area Specific Services (Urban Area)	35,350
Wastewater Services	533,760
Wastewater Plant	(3,021,269)
Water Services	(1,911,762)
Water Plant	(2,500,722)
Total	(\$4,018,403)



4.9 Deductions

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

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

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

4.9.1 Reduction Required by Level of Service Ceiling

This is designed to ensure that the increase in need, for non-transit services, included in 4.2 does “...not include an increase that would result in the level of service (for the additional development increment) exceeding the average level of the service provided in the Municipality over the 10-year period immediately preceding the preparation of the background study...” O.Reg. 82.98 (s.4) goes further to indicate that, “...both the quantity and quality of a service shall be taken into account in determining the level of service and the average level of service.”

In many cases, this can be done by establishing a quantity measure in terms of units as floor area, land area or road length per capita, and a quality measure in terms of the average cost of providing such units based on replacement costs, engineering standards or recognized performance measurement systems, depending on circumstances. When the quantity and quality factor are multiplied together, they produce a measure of the level of service, which meets the requirements of the Act, i.e. cost per unit.

With respect to transit services, the D.C.A requires that the estimate for the increase in the need cannot exceed the planned level of service over the 10-year period immediately following the preparation of the background study. The planned level of service for transit must not include a portion of the service that is intended to benefit anticipated development after the 10-year period immediately following the preparation



of the background study or excess capacity at the end of the 10-year period immediately following the preparation of the background study.

Moreover, for transit services, the background study, must also include:

- a) 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 forecasted ridership will be from existing or planned development; and
- b) an assessment of the ridership capacity 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.

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 s.s.5(1) requires a deduction from the increase in the need for service attributable to the anticipated development that can be met using the Municipality's "excess capacity," other than excess capacity which is "committed" (discussed above in 4.6).

"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

This step involves a further reduction to the need, by the extent to which such an increase in service would benefit existing development. The level of services cap in section 4.9.1 is related, but is not the identical requirement.



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

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

4.9.4 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 made or anticipated by Council and in accordance with various rules such as the attribution between the share related to new vs. existing development O.Reg. 82.98, s.6. Where grant programs do not allow funds to be applied to growth-related capital needs, the proceeds can be applied to the non-growth share of the project exclusively. Moreover, Gas Tax revenues are typically used to fund non-growth-related works or the non-growth share of D.C. projects, given that the contribution is not being made in respect of specific growth-related capital projects.

4.9.5 The 10% Reduction

Paragraph 8 of s.s.(1) of the D.C.A. requires that, “the capital costs must be reduced by 10 percent.” This paragraph does not apply to water supply services, wastewater services, stormwater drainage and control services, services related to a highway,



police, and fire protection services. The primary services that the 10% reduction does apply to include services such as parks and recreation and libraries. The 10% is to be netted from the capital costs necessary to provide the increased services, once the other deductions have been made, as per the infrastructure cost sheets in Chapter 5.



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 D.C. eligible costs for the D.C.s to be applied on a uniform basis. The required calculation process set out in s.5(1) paragraphs 2 to 8 in the D.C.A., 1997, and described in Chapter 4, was followed in determining D.C. eligible costs.

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

A map showing the location of the various projects included in the calculation of the charge is included on the next page.

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

This section evaluates the development-related capital requirements for municipal-wide services over the 10-year planning period (mid-2019 to mid-2029). Each service component is evaluated on two format sheets: the average historical 10-year level of service calculation (see Appendix B), which "caps" the D.C. amounts; and the infrastructure cost calculation, which determines the potential D.C. recoverable cost.

5.2.1 Fire Protection Services

There are currently three fire stations located in the Municipality, with a combined gross floor area of 13,601 square feet (sq.ft.). The Municipality also maintains 19 vehicles, equipment for 75 firefighters, 40 breathing apparatus units, and 5 dry hydrants. In total, the average level of service provided through the capital infrastructure has been \$724 per capita. In aggregate, the maximum D.C. eligible amount that could be included in the calculation of the charge for Fire Protection Services is approximately \$2.1 million.





Based on discussions with Municipal staff, the anticipated capital needs include renovations and expansions to Stations 2 and 3, in addition to a new rescue/command unit, dry hydrant, water reservoir, 10 additional breathing apparatus units, and a Fire Master Plan. The gross capital costs for these needs total approximately \$2.6 million. Approximately \$1.3 million has been deducted to reflect the benefit to the existing community, and a further \$378,000 was deducted in recognition of the existing reserve fund balance. In total, approximately \$964,000 in growth-related needs have been included in the calculation of the D.C.

The allocation of net growth-related costs for Fire Services between residential and non-residential development is 78% residential and 22% non-residential, based on forecast incremental population and employment growth.

5.2.2 Parks and Recreation Services

The Municipality currently maintains approximately 385 acres of developed parkland, 70 kilometres of trails, 41 vehicle and equipment units, and 115,050 sq.ft. of indoor facility space maintained for the provision of parks and recreation services. The Municipality's level of service over the historical 10-year period averaged \$4,446 per capita. In total, the maximum D.C. eligible amount for Parks and Recreation Services over the 10-year forecast period is approximately \$12.9 million based on the established level of service.

The 10-year capital needs for Parks and Recreation Services to accommodate growth has a total gross capital cost of approximately \$12.2 million. These capital needs include development of the marina and waterfront, a new splashpad, additional paved and gravel trails, repayment of debt incurred for upgrades and expansion to the Jack Burger Sports Complex, expansion of the Seniors Centre, an additional play structure, trail maintenance equipment, outdoor adult park components, and several studies.

Approximately \$541,000 has been deduced as a post period benefit for the marina and waterfront development, debt repayment for the Jack Burger Sports Complex, and the additions to the Seniors Centre. Moreover, deductions of \$8.9 million have been made to reflect benefit to existing development, \$283,000 for the statutory 10% deduction applicable to these services, and approximately \$725,000 in recognition of D.Cs. already collected towards these needs, as represented by the uncommitted D.C. reserve fund balance.



The resulting net growth-related capital costs for inclusion in the D.C. calculation total approximately \$1.8 million.

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

5.2.3 Library Services

The Municipality's Library Services are provided through two branches, which provide a combined total 18,817 sq.ft. of library space. In addition, the Municipality currently maintains an inventory of 64,065 library collection items, 14 database subscriptions, and one e-resource/e-book license.

The average level of service over the past 10 years was approximately \$608 per capita. Based on the application of this level of service to the incremental forecast growth, the Municipality would be eligible to collect approximately \$1.8 million from D.C.s for library services over the forecast period.

The capital needs required to accommodate growth have a total gross capital cost estimate of \$482,000. These costs include a provision to maintain the current level of service for library collection materials, a provision for additional furnishings and equipment, and a service delivery and collections review. Deductions of \$11,500 for the benefit to existing development arising from the service delivery and collections review have also been applied. The statutory 10% deduction required for library services totals approximately \$47,000. Lastly, approximately \$67,000 has been deducted from the calculation of the charge in recognition of the funds collected from prior development charges and available in the D.C. reserve fund.

Resultantly, approximately \$339,000 of growth-related costs have been included in the calculation of the charge for the 10-year forecast period.

As with Parks and Recreation Services, the predominant users of Library Services are residents of the Municipality, and therefore, the forecast growth-related costs have been allocated 95% to residential and 5% to non-residential.



5.2.4 Administration Studies

The D.C.A. permits the inclusion of studies undertaken to facilitate the completion of the Municipality's capital works program and to support the preparation of future D.C. background studies. The Municipality has made provisions for the inclusion of two future D.C. background studies, an Official Plan and a Zoning By-law review, a Secondary Plan for the Wesleyville Area, community improvement plans for the waterfront and for affordable housing, a facility space needs assessment, a stormwater management study for the employment lands in the Pemberton Drive area, and an economic development plan in the calculation of the charge.

The costs of these projects total approximately \$529,000 over the 10-year forecast period. Deductions of approximately \$183,000 for benefit to existing development and \$35,000 for existing reserve fund balances have been applied. A further deduction of approximately \$28,000 is provided to satisfy the 10% statutory deduction requirement. The resultant net growth-related capital costs included in the calculation of the charge total approximately \$283,000.

The D.C. recoverable capital costs have been allocated 78% residential and 22% non-residential based on the incremental growth in population to employment for the 10-year forecast period.

5.2.5 Parking Services

The Municipality provides parking services through the provision of approximately 14,622 square metres of parking area, 219 parking meters, and 2 pay and display systems. The Municipality's level of service over the historical 10-year period averaged \$74 per capita. In total, the maximum D.C. eligible amount for Parking Services over the 10-year forecast period is approximately \$215,000 based on the established level of service.

The anticipated capital needs of the Municipality's Parking Services consist of a parking needs study, with a gross capital cost estimate of \$50,000. Deductions of \$25,000 for benefit to existing development, and \$2,500 to satisfy the 10% statutory deduction requirement have been made. As such, the net growth-related capital costs included in the calculation of the charge total \$22,500. These costs have been allocated 78% residential and 22% non-residential based on the incremental growth in population to employment for the 10-year forecast period.



Infrastructure Costs Covered in the D.C. Calculation – Fire Protection Services

Prj .No	Increased Service Needs Attributable to Anticipated Development 2019-2029	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 78%	Non-Residential Share 22%
1	Station 3 Renovations & Expansion (expansion from 2,664 sq.ft. to 4,738 sq.ft.)	2019	565,762	-		565,762	318,107		247,655	193,171	54,484
2	Station 2 Renovations & Expansion (incl. addition of approximately 3,032 sq.ft.)	2020	1,212,800	-		1,212,800	663,635		549,165	428,349	120,816
3	Rescue/Command Unit	2021	650,000	-		650,000	289,000		361,000	281,580	79,420
4	Dry Hydrant	2019	7,500	-		7,500	-		7,500	5,850	1,650
5	Water Reservoir	2019	20,000	-		20,000	-		20,000	15,600	4,400
6	Breathing Apparatus (10 additional units)	2023	100,000	-		100,000	-		100,000	78,000	22,000
7	Fire Master Plan	2027	75,000	-		75,000	18,750		56,250	43,875	12,375
	Reserve Fund Adjustment								(377,701)	(294,607)	(83,094)
	Total		2,631,062	-	-	2,631,062	1,289,492	-	963,869	751,818	212,051



Infrastructure Costs Covered in the D.C. Calculation – Parks and Recreation Services

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share	Non-Residential Share
2019-2029											95%	5%	
1	Marina & Waterfront Development		5,160,100	457,300		4,702,800	3,870,075		832,725	83,273	749,453	711,980	37,473
2	Splashpad		344,000	-		344,000	-		344,000	34,400	309,600	294,120	15,480
	Paved Trails												
3	East side of river from Peter Street to the Boardwalk south of Fish Cleaning Station (218m)		37,500	-		37,500	18,750		18,750	1,875	16,875	16,031	844
4	West side of river from Highland Drive to Old Cavan Street (650m)		111,800	-		111,800	55,900		55,900	5,590	50,310	47,795	2,516
5	From Rapley park south to lakeshore road as part of future development of Mason Homes (688m)		118,300	-		118,300	59,150		59,150	5,915	53,235	50,573	2,662
6	Gravel Trails (2,358m)		189,300	-		189,300	94,650		94,650	9,465	85,185	80,926	4,259
7	Jack Burger Sports Complex - Upgrades & Expansion (debt repayment)		2,734,767	52,017		2,682,750	2,036,668		646,082	64,608	581,474	552,400	29,074
8	Seniors Centre/addition 6,275 sq.ft. to TPRC and renovation of some TPRC areas		3,000,000	31,170		2,968,830	2,581,673		387,156	38,716	348,441	331,019	17,422
9	Additional Play Structure	2019	57,300	-		57,300	-		57,300	5,730	51,570	48,992	2,579
10	Trail Maintenance Equipment		91,700	-		91,700	-		91,700	9,170	82,530	78,404	4,127
11	Leisure Services Master Plan	2019-2020	80,000	-		80,000	20,000		60,000	6,000	54,000	51,300	2,700
12	Outdoor Adult Park Components	2020-2024	200,000	-		200,000	75,000		125,000	12,500	112,500	106,875	5,625
13	Waterfront Master Plan Update		50,000	-		50,000	25,000		25,000	2,500	22,500	21,375	1,125
14	Waterfront Implementation and Costing Strategy		75,000	-		75,000	37,500		37,500	3,750	33,750	32,063	1,688
	Reserve Fund Adjustment		-	-		-	-		(724,671)		(724,671)	(688,437)	(36,234)
	Total		12,249,767	540,487	-	11,709,280	8,874,367	-	2,110,243	283,491	1,826,751	1,735,414	91,338



Infrastructure Costs Covered in the D.C. Calculation – Library Services

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share	Non-Residential Share
2019-2029											95%	5%	
1	Library Collection Additions		453,200	-		453,200	-		453,200	45,320	407,880	387,486	20,394
2	Additional Furnishings and Equipment		6,000	-		6,000	-		6,000	600	5,400	5,130	270
3	Service Delivery and Collections Review	2019	22,900	-		22,900	11,450		11,450	1,145	10,305	9,790	515
	Reserve Fund Adjustment								(67,068)		(67,068)	(63,715)	(3,353)
Total			482,100	-	-	482,100	11,450	-	403,582	47,065	356,517	338,691	17,826



Infrastructure Costs Covered in the D.C. Calculation – Administration Studies

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share	Non-Residential Share
2019-2029											78%	22%	
1	Development Charge Study	2019	51,500	-		51,500	-		51,500	5,150	46,350	36,153	10,197
2	Development Charge Study	2024	51,500	-		51,500	-		51,500	5,150	46,350	36,153	10,197
3	Official Plan Review	2021	68,800	-		68,800	34,400		34,400	3,440	30,960	24,149	6,811
4	Zoning By-law Review	2020	65,000	-		65,000	32,500		32,500	3,250	29,250	22,815	6,435
5	Secondary Plan (Wesleyville Area)	2024	65,000	-		65,000	32,500		32,500	3,250	29,250	22,815	6,435
6	Waterfront CIP		31,000	-		31,000	15,500		15,500	1,550	13,950	10,881	3,069
7	Affordable Housing CIP		21,000	-		21,000	10,500		10,500	1,050	9,450	7,371	2,079
10	Facility Space Needs Assessment	2020	50,000	-		50,000	25,000		25,000	2,500	22,500	17,550	4,950
11	Stormwater Management Study (Pemberton Employment Lands)		75,000	-		75,000	7,500		67,500		67,500	52,650	14,850
12	Economic Development Plan		50,000	-		50,000	25,000		25,000	2,500	22,500	17,550	4,950
	Reserve Fund Adjustment										(35,350)	(27,573)	(7,777)
	Total		528,800	-	-	528,800	182,900	-	345,900	27,840	282,710	220,514	62,196



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

This section evaluates the development-related capital requirements for area-specific services over the 10-year planning period (mid-2019 to mid-2029) within the Municipality's urban and rural areas. Each service component is evaluated on two format sheets: the average historical 10-year level of service calculation (see Appendix B), which “caps” the D.C. amounts; and the infrastructure cost calculation, which determines the potential D.C. recoverable cost.

5.3.1 Port Hope Police Services (P.H.P.S.)

The Port Hope Police Service (P.H.P.S.) provides policing services in the Municipality's urban area. P.H.P.S. operates out of a 11,000 square foot police station and garage and provides outfitting and equipment for 24 uniformed officers. In total, the inventory of police assets provides a historical average level of service of \$202 per capita. The historical level of investment in police services provides for a D.C. eligible amount over the forecast period of approximately \$595,000.

The capital needs required to accommodate growth have a total gross capital cost estimate of approximately \$2.7 million. These costs include debt repayment related to the construction of the police station in 2016 (i.e. committed excess capacity), additional equipment and storage facilities, and unfunded amounts related to previously acquired growth-related capital. Deductions of \$752,000 for post period benefit related to the police station and \$1.3 million for the benefit to existing development have been applied. As such, approximately \$595,000 of growth-related costs have been included in the calculation of the charge for the 10-year forecast period.

The D.C. recoverable capital costs have been allocated 81% residential and 19% non-residential based on the incremental growth in population to employment within the urban area for the 10-year forecast period.

5.3.2 Ontario Provincial Police Service

The Ontario Provincial Police (O.P.P.) provides policing services in the Municipality's rural area. Through discussions with the Municipality's staff, no additional growth-



related capital needs have been identified over the next 10 years to accommodate new development. As such, a D.C. calculation is not provided for this service.



Infrastructure Costs Covered in the D.C. Calculation – Police Services (P.H.P.S.)

Prj .No	Increased Service Needs Attributable to Anticipated Development 2019-2029	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 81%	Non-Residential Share 19%
1	New Police Station (debt repayment)		2,278,973	752,240		1,526,733	1,319,405		207,328	167,935	39,392
2	Additional Officer Outfitting		47,040	-		47,040	-		47,040	38,102	8,938
3	C8 Carbine		1,800	-		1,800	-		1,800	1,458	342
4	External Storage Building		100,000	-		100,000	-		100,000	81,000	19,000
	Unfunded Capital Expenditures		239,124	-		239,124	-		239,124	193,690	45,433
	Total		2,666,936	752,240	-	1,914,697	1,319,405	-	595,291	482,186	113,105



5.4 Service Levels and Buildout Capital Costs for Municipal-wide D.C. Calculation

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

5.4.1 Roads and Related Services

The Municipality has 102 centreline-kilometres of arterial and collector roadways. In addition, the Municipality utilizes approximately 41,053 sq.ft. of facility space, and 37 vehicles in the provision of Roads and Related Services. This total inventory of assets over the past 10-years results in an invested historical level of service of \$7,192 per capita. When applied to the municipal-wide forecast population growth to buildout, a maximum D.C. eligible cost of approximately \$22.5 million could be expected to meet the future increase in needs for service.

CIMA+ reviewed the Municipality’s roads and related needs for the forecast period to rationalize the D.C. program and capital cost estimates. The assessment identified approximately \$18.3 million in gross capital costs. These costs include various road reconstruction, widening, oversizing, and resurfacing projects, as well as various intersection signalization and improvement projects, watercourse crossings, vehicles and equipment, and a transportation master plan to address the needs of future development. Recognizing the benefit to existing development through the resurfacing and replacement of existing infrastructure at the time of addressing growth needs, \$3.4 million has been deducted from the gross capital costs. Additionally, further deductions of \$80,000 for grants or subsidies attributable to new development and \$1.9 million reflective of the current D.C. reserve fund balance have been made. An adjustment of approximately \$139,000 has been made to reflect overpayment of outstanding D.C. credits to AON Inc. As a result, approximately \$12.9 million in growth-related needs have been included in the calculation of the D.C. The allocation of D.C. recoverable capital costs for Roads and Related Services between residential and non-residential development is 69% residential and 31% non-residential, based on forecast incremental population and employment growth over the buildout period.



Infrastructure Costs Covered in the D.C. Calculation – Roads and Related Services

Prj .No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
	2019-Buildout									69%	31%
R1	Reconstruction Lakeshore Road (Victoria Street North to East Limit of AON Development)		1,441,126	-		1,441,126	421,303	-	1,019,823	703,678	316,145
R2	Reconstruction & Widening Lavinia Street (Toronto Road to Victoria Street North)		859,765	-		859,765	276,685	-	583,081	402,326	180,755
R3	Victoria Street (Strachan Street to Ridout Street)		630,738	-		630,738	152,779	-	477,959	329,792	148,167
R4	Victoria Street (Trafalgar Street to Strachan Street)		635,562	-		635,562	145,230	-	490,333	338,330	152,003
R5	Trafalgar Street (Victoria Street South to Dorset Street)		545,950	-		545,950	117,666	-	428,285	295,516	132,768
R6	Cavan Street (Walton Street to Highland Drive)		1,889,954	-		1,889,954	716,949	-	1,173,005	809,373	363,632
R7a	Cavan Street (Highland Drive to Old Cavan Street)		893,624	-		893,624	468,331	-	425,293	293,452	131,841
R7b	Cavan Street (Old Cavan Street to Jocelyn Street)		241,903	-		241,903	28,850	-	213,053	147,007	66,046
R8	Rose Glen Road (TCS Entrance 125m North of Ward Street to Rose Glen Road Extension)		1,899,296	-		1,899,296	502,567	-	1,396,728	963,743	432,986
R9a	Collector Road Oversizing Strachan Street (25m East of Potts Lane to Victoria Street South)		403,216	-		403,216	-	-	403,216	278,219	124,997
R9b	Strachan Street (25m North Lakeshore Road to Future Lavinia Street)		403,216	-		403,216	-	-	403,216	278,219	124,997
R9c	Lavinia Street (West Urban Limit to Toronto Road)		448,578	-		448,578	-	-	448,578	309,519	139,059
R9d	Croft Street (Rose Glen Road to 90m West of Rose Glen Road)		180,276	-		180,276	-	-	180,276	124,391	55,886
R9e	Croft Street (198m West of Rose Glen Road to 172m East of Deblaquiere Street North)		586,899	-		586,899	-	-	586,899	404,961	181,939
R9f	Croft Street (172m East of Deblaquiere Street North to Deblaquiere Street North)		344,528	-		344,528	-	-	344,528	237,724	106,804
R10a	Pemberton Drive (Fox Road to Henderson Street)		90,333	-		90,333	-	-	90,333	62,330	28,003
R10b	Pemberton Drive (Henderson Street to 300m East of Henderson Drive)		82,121	-		82,121	-	-	82,121	56,663	25,458
R10c	Pemberton Drive (300m East of Henderson Drive to Victoria Street North)		62,138	-		62,138	-	-	62,138	42,875	19,263
R10d	Henderson Street (Jocelyn Street to North End)		153,293	-		153,293	-	-	153,293	105,772	47,521
R11	Widen & Resurface Mill Street (Garden Hill) (7th Line to Ganaraska Road (County Road 9))		1,297,711	-		1,297,711	243,414	-	1,054,297	727,465	326,832
R12	7th Line (Mill Street (Garden Hill) to County Road 10)		619,704	-		619,704	117,157	-	502,547	346,758	155,790



Prj .No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
	2019-Buildout									69%	31%
R13a	Collector Road Top Lift Asphalt Lakeshore Road (East Limit of AON Development to Urban Boundary (West Limit))		71,241	-		71,241	-	-	71,241	49,157	22,085
R13b	Strachan Street (25m East of Potts Lane to 25m North Lakeshore Road)		58,524	-		58,524	-	-	58,524	40,381	18,142
R14	Intersection Signalization Rose Glen Road & Croft Street Intersection		245,967	-		245,967	16,660	40,000	189,307	130,622	58,685
R15	Jocelyn Street & Victoria Street Intersection		390,027	-		390,027	44,918	-	345,109	238,125	106,984
R16	Lavinia Street & Victoria Street North Intersection		245,152	-		245,152	19,469	-	225,683	155,721	69,962
R17	Lavinia Street & Toronto Road Intersection		187,135	-		187,135	-	-	187,135	129,123	58,012
R18	Intersection Improvements Ridout Street/Lakeshore Road & Victoria Street/Toronto Road Intersection		198,407	-		198,407	20,807	-	177,600	122,544	55,056
R23	Rose Glen Road & Ward Street Intersection		141,653	-		141,653	-	40,000	101,653	70,140	31,512
R20	Watercourse Crossing Croft Street		96,428	-		96,428	-	-	96,428	66,535	29,893
R21	Lavinia Street		2,256,109	-		2,256,109	-	-	2,256,109	1,556,715	699,394
R22	Studies Transportation Master Plan		300,000	-		300,000	120,000	-	180,000	124,200	55,800
	Vehicles & Equipment Tandem Axle Snow Plow	2020	280,000	-		280,000	-	-	280,000	193,200	86,800
	1 Tonne with plow and sander	2021	70,000	-		70,000	-	-	70,000	48,300	21,700
	Tractor with snow blower attachment	2021	200,000	-		200,000	-	-	200,000	138,000	62,000
	AON Growth-Related Outstanding Credits and Net Interest Costs		(138,688)	-		(138,688)	-	-	(138,688)	(95,695)	(42,993)
	Reserve Fund Adjustment								(1,910,209)	(1,318,044)	(592,165)
	Total		18,311,889	-	-	18,311,889	3,412,784	80,000	12,908,896	8,907,138	4,001,758



5.5 Service Levels and Buildout Capital Costs for Area-Specific D.C. Calculation

This D.C. Background Study provides for the uniform application of wastewater and water charges within the municipally serviced urban area. The anticipated development-related capital requirements for these services have been considered over the buildout forecast period and have been developed by CIMA+, in consultation with Municipal staff.

5.5.1 Wastewater Treatment Plants

The Municipality will continue to recover committed excess capacity for new development within the wastewater treatment plant. This committed excess capacity is included within unfunded growth-related capital expenditures and future debt repayments for the Wastewater Treatment Plant upgrades and expansion, totaling approximately \$13.4 million.

The allocation of this cost to residential and non-residential development is 53% and 47% respectively, based on contributing equivalent-population flows.

5.5.2 Wastewater Services

Wastewater Services include wastewater pumping stations and sanitary sewers. The capital program includes upgrades to the pumping station access road and the Mill Street Pumping Station, various sanitary sewer projects, additional wastewater equipment, and a wastewater master plan. Furthermore, outstanding credits and associated financing costs related to the works emplaced by AON Inc. will continue to be recovered through the D.C.

In total, the gross capital cost estimates amount to \$7.7 million. Deductions of \$105,000 for benefit to existing development and approximately \$1.2 million for grants or subsidies attributable to new development have been included. Additionally, approximately \$534,000 has been deducted in recognition of funds collected through previous D.C.s and available in the D.C. reserve fund.

The net capital costs identified for inclusion in the calculation of the charge total approximately \$5.9 million.



For sanitary sewers, these costs have been allocated 78% residential and 22% non-residential, based on contributing equivalent-population flows. Costs related to wastewater pumping stations were allocated 95% to residential and 5% to non-residential development, due to this service being fundamentally directed towards residential users.

5.5.3 Water Treatment Plants

Similar to the wastewater treatment plant, the Municipality will continue to recover the committed excess capacity within the water treatment plant available to service new development. These costs include unfunded growth-related capital expenditures and future debt payments of the Water Treatment Plant upgrades and expansion. These capital costs total approximately \$4.0 million. A post-period benefit of \$709,000 has been recognized for express oversizing within the plant and deducted accordingly. Resulting in a D.C. recoverable capital cost of \$3.3 million.

The allocation of the D.C. recoverable capital cost to residential and non-residential development is 53% and 47% respectively, based on contributing equivalent-population flows.

5.5.4 Water Services

Water Services include water pumping stations, storage, and water distribution services. The capital program includes watermain replacement and oversizing projects, the installation of pressure reducing valves, and various equipment and studies. Furthermore, unfunded committed excess capacity amounts will continue to be recovered through the D.C. In total, the gross capital cost estimates for water services over the forecast period total \$3.9 million. A deduction of approximately \$513,000 for benefit to existing development has been included, resulting in net capital costs identified for inclusion in the calculation of the charge totaling \$3.4 million.

These D.C. recoverable capital costs have been allocated 53% to residential development, and 47% to non-residential development, based on contributing equivalent-population flows.



Infrastructure Costs Covered in the D.C. Calculation – Wastewater Treatment Plants

Prj.No	Increased Service Needs Attributable to Anticipated Development 2019-Buildout (Urban)	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 53%	Non- Residential Share 47%
1	WWTP Upgrades & Expansion (growth share of debt repayment)		10,394,571	-		10,394,571	-		10,394,571	5,464,804	4,929,767
	Unfunded Capital (WWTP Upgrades & Expansion)		3,021,269	-		3,021,269	-		3,021,269	1,588,391	1,432,878
	Total		13,415,840	-	-	13,415,840	-	-	13,415,840	7,053,194	6,362,645



Infrastructure Costs Covered in the D.C. Calculation – Wastewater Services

Prj.No	Increased Service Needs Attributable to Anticipated Development 2019-Buildout (Urban)	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
S2b	Sewers Henderson Street (MBP Servicing Corridor to Pemberton Drive)		2,958	-		2,958	-	-	2,958	2,320	638
S3a	Hope Street South/ Lake Street (Shuter Street to East End of ESCO Site)		1,061,072	-		1,061,072	-	414,282	646,790	507,265	139,524
S3b	Easement Through ESCO Site (East End of ESCO Site to Daylighting of Sewer)		722,222	-		722,222	-	281,982	440,239	345,272	94,968
S3c	North of Lake Street (Daylighting of Sewer to WWTP Headworks)		1,233,165	-		1,233,165	-	461,952	771,213	604,848	166,365
	Pumping Stations										
SP1	Pumping Station Access Road (South of Lakeshore Road)		539,234	-		539,234	-	-	539,234	509,719	29,516
SP2	Mill Street (Mill Street Pumping Station)		75,000	-		75,000	-	-	75,000	70,895	4,105
	Equipment										
WW1	New 2-ton Truck		85,000	-	-	85,000	65,000	-	20,000	15,686	4,314
WW2	Additional Portable Sewer Camera System		12,000	-	-	12,000	6,000	-	6,000	4,706	1,294
WW3	Upgraded Vehicle based Sewer Inspection Camera System		20,000	-	-	20,000	10,000	-	10,000	7,843	2,157
	Studies										
W6	Comprehensive Water/Wastewater Master Plan		60,000	-	-	60,000	24,000	-	36,000	28,234	7,766
	AON Growth-Related Outstanding Credits and Net Financing Costs (Sewers)		924,641	-		924,641	-		924,641	725,179	199,462
	AON Growth-Related Outstanding Credits and Net Financing Costs (Pumping Stations)		2,980,165	-		2,980,165	-		2,980,165	2,817,042	163,123
	Reserve Fund Adjustment			-		-	-		(533,760)	(466,485)	(67,274)
	Total		7,715,457	-	-	7,715,457	105,000	1,158,216	5,918,481	5,172,523	745,958



Infrastructure Costs Covered in the D.C. Calculation – Water Treatment Plants

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
	2019-Buildout (Urban)									53%	47%
1	WTP - Unfunded Capital Expenditures (debt repayment, net of Grant Funding)		1,511,317	709,125		802,192	-		802,192	421,741	380,450
	Unfunded Capital (WTP Construction)		2,500,722	-		2,500,722	-		2,500,722	1,314,720	1,186,001
	Total		4,012,039	709,125	-	3,302,913	-	-	3,302,913	1,736,462	1,566,452



Infrastructure Costs Covered in the D.C. Calculation – Water Services

Prj.No	Increased Service Needs Attributable to Anticipated Development 2019-Buildout (Urban)	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 53%	Non-Residential Share 47%
	Watermain Replacement										
W1	Victoria Street South (Ridout Street to Strachan Street)		205,717	-		205,717	144,539		61,178	32,164	29,015
W2	Toronto Road (Fraser Street to Ridout Street)		740,236	-		740,236	209,383		530,853	279,089	251,764
	PRV Installation										
W3a	Strachan Street (West of Victoria Street)		141,102	-		141,102	-		141,102	74,183	66,920
W3b	Strachan Street (South of Lavinia Street Ext.)		141,102	-		141,102	-		141,102	74,183	66,920
W3c	Lakeshore Road (Near Ridout Street)		120,452	-		120,452	-		120,452	63,326	57,126
W3d	Strachan Street (South of Lavinia Street Ext.)		141,102	-		141,102	-		141,102	74,183	66,920
	Watermain Oversizing										
W4b	Pemberton Drive (Fox Road to Henderson Street)		50,635	-		50,635	-		50,635	26,620	24,014
W4c	Pemberton Drive (Henderson Street to 300m East of Henderson Drive)		46,031	-		46,031	-		46,031	24,200	21,831
W4d	Pemberton Drive (300m East of Henderson Drive to Victoria Street North)		34,984	-		34,984	-		34,984	18,392	16,592
	Pumping Upgrades										
W7	Zone 2 Pumping Upgrades		200,000	-		200,000	40,000		160,000	84,118	75,882
	Equipment & Studies										
W5	Meter Reading System		50,000	-	-	50,000	38,274		11,726	6,165	5,561
W6	Comprehensive Water/Wastewater Master Plan		40,000	-	-	40,000	16,000		24,000	12,618	11,382
	2 Ton Truck		85,000	-		85,000	65,000		20,000	10,515	9,485
	Unfunded Capital		1,911,762	-		1,911,762	-		1,911,762	1,005,083	906,679
	Total		3,908,124	-	-	3,908,124	513,195	-	3,394,929	1,784,838	1,610,092



Chapter 6

D.C. Calculation



6. D.C. Calculation

Table 6-1 to Table 6-5 calculate the proposed D.C. for the growth-related capital costs identified in Chapter 5. Table 6-1 presents the Area-Specific D.C. calculation for Wastewater and Water-related services over the urban buildout planning horizon. Table 6-2 presents the Municipal-wide D.C. calculation for Roads and Related Services over the buildout planning period. Table 6-3 presents the Area-Specific (urban area) D.C. calculation for transit and P.H.P.S. over the 10-year planning horizon. Table 6-4 presents the Area-Specific (rural area) D.C. calculation for Ontario Provincial Police Services over the 10-year planning period. Table 6-5 presents the Municipal-wide D.C. calculation for all remaining services over the 10-year planning horizon.

The calculation for residential development is generated on a per capita basis and is based upon five forms of housing types (single and semi-detached, apartments 2+ bedrooms, bachelor and 1-bedroom apartments, other multiples, and special care/special dwelling units). The non-residential development charge has been calculated on a per square foot of gross floor area basis for non-residential development.

The D.C.-eligible costs for each service component are provided in Chapter 5 for all municipal services, based on their proposed capital programs.

Table 6-6 summarizes the calculated schedule of charges, reflecting the maximum D.C.s by residential dwelling type and per sq.ft. of G.F.A. for non-residential development.

Table 6-7 compares the Municipality's existing charges to the charges proposed herein (Table 6-6), for a single detached residential dwelling unit and per sq.ft. of G.F.A. for non-residential development. The calculated charges are \$19,125 for a single detached residential dwelling unit in the urban area, and \$11.17 per sq.ft. of non-residential G.F.A. in the urban area. The residential charges for an urban single detached dwelling unit represent a 7% (\$1,396) decrease relative to the current charge of \$20,521. The urban non-residential charge is 40% (\$3.20/sq.ft.) greater than the current charge of \$7.97 per sq.ft.



Table 6-1
Area-Specific Services D.C. Calculation
2019-Buildout (Urban)

SERVICE	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
1. Wastewater Treatment Plants	\$ 7,053,194	\$ 6,362,645	\$ 4,846	\$ 4.96
2. Wastewater	\$ 5,172,523	\$ 745,958	\$ 3,554	\$ 0.58
3. Water Treatment Plants	\$ 1,736,462	\$ 1,566,452	\$ 1,193	\$ 1.22
4. Water	\$ 1,784,838	\$ 1,610,092	\$ 1,226	\$ 1.26
TOTAL	\$ 15,747,017	\$ 10,285,146	\$ 10,819	\$ 8.02
Buildout (Urban) Gross Population/GFA Growth (sq.ft.)	3,672	1,282,500		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$ 4,288	\$ 8.02		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.523	\$ 10,820		
Apartments - 2 Bedrooms +	1.748	\$ 7,496		
Apartments - Bachelor and 1 Bedroom	1.284	\$ 5,506		
Other Multiples	2.031	\$ 8,710		
Special Care/Special Dwelling Units	1.100	\$ 4,717		



Table 6-2
Municipal-wide Services D.C. Calculation
2019-Buildout

SERVICE	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
5. Roads and Related	\$ 8,907,138	\$ 4,001,758	\$ 5,839	\$ 2.67
TOTAL	\$ 8,907,138	\$ 4,001,758	\$ 5,839	\$ 2.67
Buildout Gross Population/GFA Growth (sq.ft.)	3,849	1,499,400		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$ 2,314	\$ 2.67		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.523	\$ 5,839		
Apartments - 2 Bedrooms +	1.748	\$ 4,045		
Apartments - Bachelor and 1 Bedroom	1.284	\$ 2,971		
Other Multiples	2.031	\$ 4,700		
Special Care/Special Dwelling Units	1.100	\$ 2,546		



Table 6-3
Area-Specific (Urban) Services D.C. Calculation
2019-2029

SERVICE	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
6. Transit Services	\$ -	\$ -	\$ -	\$ -
7. Police Services (PHPS)	\$ 482,186	\$ 113,105	\$ 354	\$ 0.14
TOTAL	\$ 482,186	\$ 113,105	\$ 354	\$ 0.14
10-Year Gross Population (Urban)/GFA Growth (sq.ft.)	3,435	780,600		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$ 140	\$ 0.14		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.523	\$ 354		
Apartments - 2 Bedrooms +	1.748	\$ 245		
Apartments - Bachelor and 1 Bedroom	1.284	\$ 180		
Other Multiples	2.031	\$ 285		
Special Care/Special Dwelling Units	1.100	\$ 154		



Table 6-4
Area-Specific (Rural) Services D.C. Calculation
2019-2029

SERVICE	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
8. Police Services (OPP)	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -
10-Year Gross Population (Rural)/GFA Growth (sq.ft.)	165	138,600		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$ -	\$ -		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.523	\$ -		
Apartments - 2 Bedrooms +	1.748	\$ -		
Apartments - Bachelor and 1 Bedroom	1.284	\$ -		
Other Multiples	2.031	\$ -		
Special Care/Special Dwelling Units	1.100	\$ -		



Table 6-5
Municipal-wide Services D.C. Calculation
2019-2029

SERVICE	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
9. Fire Protection Services	\$ 751,818	\$ 212,051	\$ 493	\$ 0.14
10. Parks and Recreation Services	\$ 1,735,414	\$ 91,338	\$ 1,216	\$ 0.10
11. Library Services	\$ 338,691	\$ 17,826	\$ 237	\$ 0.02
12. Administration Services	\$ 220,514	\$ 62,196	\$ 155	\$ 0.07
13. Parking Services	\$ 17,550	\$ 4,950	\$ 12	\$ 0.01
TOTAL	\$ 3,063,987	\$ 388,361	\$ 2,113	\$ 0.34
10-Year Gross Population/GFA Growth (sq.ft.)	3,600	919,200		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$ 851	\$ 0.42		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.523	\$ 2,147		
Apartments - 2 Bedrooms +	1.748	\$ 1,488		
Apartments - Bachelor and 1 Bedroom	1.284	\$ 1,093		
Other Multiples	2.031	\$ 1,729		
Special Care/Special Dwelling Units	1.100	\$ 936		



Table 6-6
Schedule of Calculated D.C.s

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide Services						
Roads and Related	\$ 5,839	\$ 4,045	\$ 2,972	\$ 4,700	\$ 2,546	\$ 2.67
Fire Protection Services	\$ 493	\$ 342	\$ 251	\$ 397	\$ 215	\$ 0.14
Parks and Recreation Services	\$ 1,216	\$ 842	\$ 619	\$ 979	\$ 530	\$ 0.10
Library Services	\$ 237	\$ 164	\$ 121	\$ 191	\$ 103	\$ 0.02
Administration Services	\$ 155	\$ 107	\$ 79	\$ 125	\$ 68	\$ 0.07
Parking Services	\$ 12	\$ 8	\$ 6	\$ 10	\$ 5	\$ 0.01
Total Municipal Wide Services	\$ 7,952	\$ 5,508	\$ 4,048	\$ 6,402	\$ 3,467	\$ 3.01
Area Specific Services (Urban Area)						
Police Services (PHPS)	\$ 354	\$ 245	\$ 180	\$ 285	\$ 154	\$ 0.14
Transit Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Area Specific Services (Urban Area)	\$ 354	\$ 245	\$ 180	\$ 285	\$ 154	\$ 0.14
Area Specific Services (Rural Area)						
Police Services (OPP)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Area Specific Services (Rural Area)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Urban Services						
Wastewater Treatment Plants	\$ 4,846	\$ 3,357	\$ 2,466	\$ 3,901	\$ 2,113	\$ 4.96
Wastewater	\$ 3,554	\$ 2,462	\$ 1,809	\$ 2,861	\$ 1,550	\$ 0.58
Water Treatment Plants	\$ 1,193	\$ 827	\$ 607	\$ 960	\$ 520	\$ 1.22
Water	\$ 1,226	\$ 849	\$ 624	\$ 987	\$ 535	\$ 1.26
Total Urban Services	\$ 10,819	\$ 7,495	\$ 5,506	\$ 8,709	\$ 4,718	\$ 8.02
GRAND TOTAL RURAL AREA	\$ 7,952	\$ 5,508	\$ 4,048	\$ 6,402	\$ 3,467	\$ 3.01
GRAND TOTAL URBAN AREA	\$ 19,125	\$ 13,248	\$ 9,734	\$ 15,396	\$ 8,339	\$ 11.17



Table 6-7
Comparison of Current and Calculated D.C.s

Service	Residential (per Single Detached Dwelling)		Non-Residential (per sq.ft.)	
	Current	Calculated	Current	Calculated
Municipal Wide Services				
Roads and Related	\$ 4,685	\$ 5,839	\$ 2.06	\$ 2.67
Fire Protection Services	\$ 686	\$ 493	\$ 0.42	\$ 0.14
Parks and Recreation Services	\$ 3,460	\$ 1,216	\$ 0.23	\$ 0.10
Library Services	\$ 263	\$ 237	\$ 0.02	\$ 0.02
Administration Services	\$ 78	\$ 155	\$ 0.03	\$ 0.07
Parking Services	\$ -	\$ 12	\$ -	\$ 0.01
Total Municipal Wide Services	\$ 9,172	\$ 7,952	\$ 2.76	\$ 3.01
Area Specific Services (Urban Area)				
Police Services (PHPS)	\$ 225	\$ 354	\$ 0.11	\$ 0.14
Transit Services	\$ -	\$ -	\$ -	\$ -
Total Area Specific Services (Urban Area)	\$ 225	\$ 354	\$ 0.11	\$ 0.14
Area Specific Services (Rural Area)				
Police Services (OPP)	\$ 46	\$ -	\$ 0.03	\$ -
Total Area Specific Services (Rural Area)	\$ 46	\$ -	\$ 0.03	\$ -
Urban services				
Wastewater Treatment Plants	\$ 5,079	\$ 4,846	\$ 2.87	\$ 4.96
Wastewater	\$ 3,001	\$ 3,554	\$ 0.45	\$ 0.58
Water Treatment Plants	\$ 1,868	\$ 1,193	\$ 1.09	\$ 1.22
Water	\$ 1,176	\$ 1,226	\$ 0.69	\$ 1.26
Total Urban Services	\$ 11,124	\$ 10,819	\$ 5.10	\$ 8.02
GRAND TOTAL RURAL AREA	\$ 9,218	\$ 7,952	\$ 2.79	\$ 3.01
GRAND TOTAL URBAN AREA	\$ 20,521	\$ 19,125	\$ 7.97	\$ 11.17



Chapter 7

D.C. Policy Recommendations and D.C. By-Law Rules



7. D.C. Policy Recommendations and D.C. Policy Rules

7.1 Introduction

This chapter outlines the D.C. policy recommendations and by-law rules.

s.s.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 subsection 5(1) goes on to state that the rules may provide for exemptions, phasing in and/or indexing of D.C.s.

s.s.5(6) establishes the following restrictions on the rules:

- the total of all D.C.s that would be imposed on anticipated development must not exceed the capital costs determined under 5(1) 2-8 for all services involved;
- if the rules expressly identify a type of development, they must not provide for it to pay D.C.s that exceed the capital costs that arise from the increase in the need for service for that type of development; however, this requirement does not relate to any particular development;
- 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; and
- with respect to “the rules,” subsection 6 states that a D.C. by-law must expressly address the matters referred to above re s.s.5(1) para. 9 and 10, as well as how the rules apply to the redevelopment of land.



7.2 D.C. By-law Structure

It is recommended that:

- the Municipality impose a uniform municipal-wide D.C. calculation for all municipal services, except for Port Hope police service (P.H.P.S.), water, and wastewater services
- D.C.s for water and wastewater services be imposed in the municipal urban serviced area only;
- D.C.s for P.H.P.S. be imposed in the urban area only; and
- one municipal D.C. by-law be used for all services.

7.3 D.C. By-law Rules

The following sets out the recommended rules governing the calculation, payment and collection of D.C.s in accordance with subsection 6 of the D.C.A., 1997.

It is recommended that the following provides the basis for the D.C.s:

7.3.1 *Payment in any Particular Case*

In accordance with the D.C.A., 1997, s.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 Section 50(7) of the *Planning Act* applies;
- d) the approval of a plan of subdivision under Section 51 of the *Planning Act*;
- e) a consent under Section 53 of the *Planning Act*;
- f) the approval of a description under Section 50 of the *Condominium Act*; or
- g) the issuing of a building permit under the *Building Code Act* 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 15 years. Costs allocated to non-residential uses will be assigned to industrial, commercial, and institutional uses based on the G.F.A. constructed.
2. Costs allocated to residential and non-residential uses are based upon a number of conventions, as may be suited to each municipal circumstance. These are summarized in Chapter 5 herein.

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, or the conversion from one principal use to another, the developer shall be allowed a credit equivalent to:

- 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
- 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.

The demolition credit is allowed only if the land was improved by occupied structures, if the demolition permit has not been revoked. Additionally, demolition credits for residential buildings or structures is allowed only if the demolition permit related to the site was issued less than 48 months prior to the issuance of a building permit.

No credit shall be given with respect to the redevelopment, conversions, demolition, or change of use of a building or structure or part thereof where the existing building or structure or part thereof would have been exempt from D.C.s in accordance with the active by-law. The credit can, in no case, exceed the amount of D.C.s that would otherwise be payable.

Redevelopment credits will not be granted for wastewater treatment plant and water treatment plant services.



7.3.4 Exemptions (full or partial)

Statutory exemptions

- Industrial building additions of up to and including 50% of the existing G.F.A. (defined in O.Reg. 82/98, s.1) of the building; for industrial building additions which exceed 50% of the existing G.F.A., only the portion of the addition in excess of 50% is subject to D.C.s (s.4(3));
- Buildings or structures owned by and used for the purposes of any Municipality, local board or Board of Education (s.3); and
- Residential development that results in only 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 s.2 of O.Reg. 82/98).

Non-statutory exemptions

- Lands, buildings or structures used or to be used for a place of worship or for the purposes of a churchyard or cemetery exempt from taxation under the *Assessment Act*;
- The construction of a non-residential farm building or structure constructed for a bona fide farm operation;
- Buildings used as hospitals as governed by the *Public Hospitals Act*; and
- Partial exemption for industrial uses, only requiring payment of the water and wastewater portion of the development charge.

7.3.5 Phase in Provision(s)

The proposed D.C. By-law will come into effect at the time of By-law passage, and no transition policy has been proposed.

7.3.6 Timing of Collection

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



7.3.7 Indexing

All D.C.s will be subject to mandatory indexing annually on January 1st of each year, in accordance with provisions under the D.C.A.

7.4 Other D.C. By-law Provisions

7.4.1 Categories of Services for Reserve Fund and Credit Purposes

It is recommended that the Municipality's D.C. collections be contributed into eleven (11) separate reserve funds, including: Roads and Related; Fire Protection; Parks and Recreation; Library; Administration; Parking; Water; Water Treatment Plant; Wastewater; Wastewater Treatment Plant; and Port Hope Police (P.H.P.S.).

7.4.2 By-law In-force Date

The proposed by-law under D.C.A., 1997 will come into force on the date of by-law passage.

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 s.11 of O.Reg. 82/98).

7.5 Other Recommendations

It is recommended that Council:

“Approve the capital project listing set out in Chapter 5 of the D.C. Background Study dated May 2, 2019, subject to further annual review during the capital budget process;”

“Approve the D.C. Background Study dated May 2, 2019”

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

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



Chapter 8

Asset Management Plan



8. Asset Management Plan

8.1 Introduction

The changes to the D.C.A. (new section 10(c.2)) in 2016 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 A.M.P. 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, subsection 8(3) of the Regulations was amended to include specific detailed requirements for transit services A.M.P.s. As contained in this subsection there are specific requirements to the content of the A.M.P., particularly the state of local infrastructure, proposed level of service, asset management strategy, and financial strategy. For all services except transit, there are no prescribed requirements at this time, thus requiring municipalities to define the approach to include within the background study.

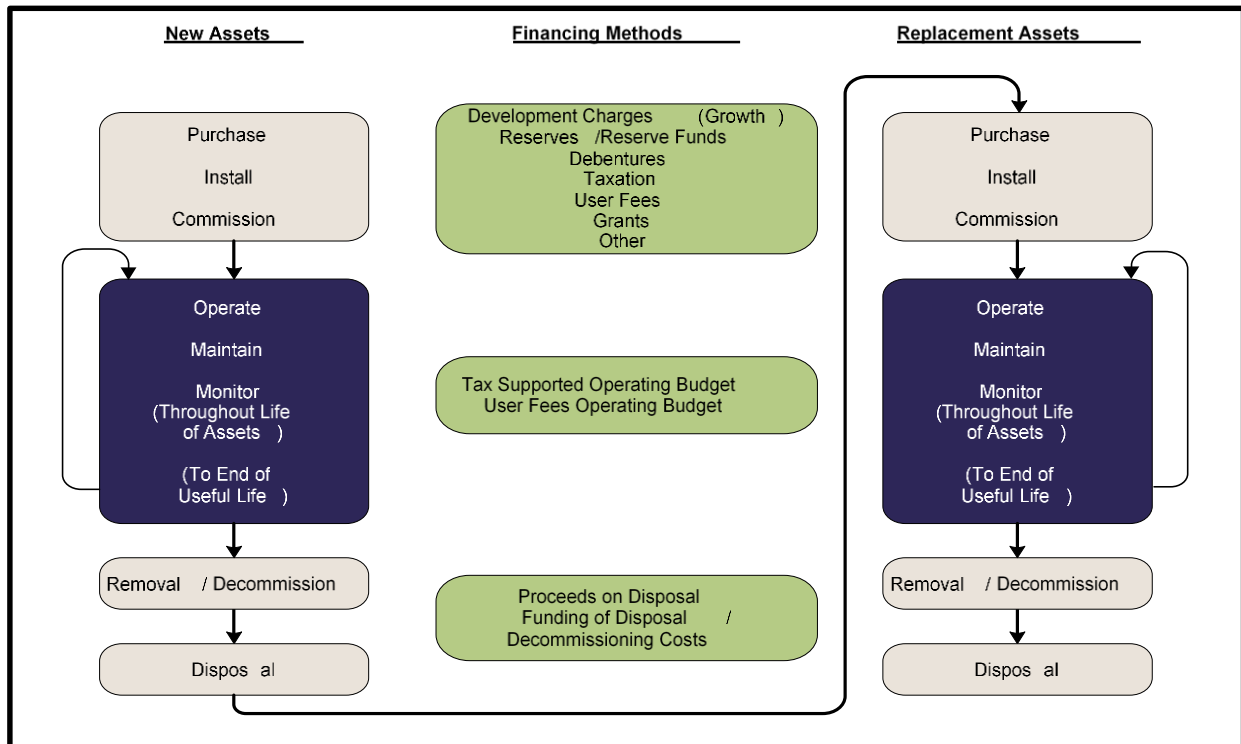
At a broad level, the A.M.P. provides for the long-term investment in an asset over its entire useful life along with the funding. The schematic below identifies the costs for an asset through its entire lifecycle. For growth-related works, the majority of capital costs will be funded by the D.C. Non-growth-related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

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.

The above provides for the general approach to be considered by Ontario municipalities. At this time, there is not a mandated approach for municipalities hence leaving discretion to individual municipalities as to how they plan for the long-term



replacement of their assets. The Municipality has previously completed its A.M.P. for all assets, but which does not address the impact of growth-related assets. As a result, the asset management requirement for this D.C. must be undertaken in the absence of this complete information.

In recognition to the schematic in Section 8.1, the following table (presented in 2019\$) 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. Furthermore, the following does not represent a fiscal impact assessment (including future tax/rate increases) but provides insight into the potential affordability of the new assets:

1. The non-D.C. recoverable portion of the projects which will require financing from municipal financial resources (i.e. taxation, rates, fees, etc.). This amount has been presented on an annual debt charge amount based on 20-year financing, totalling \$1.3 million.
2. Lifecycle costs for the 2019 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. Total incremental costs attributable to the growth-related expenditures (i.e. annual lifecycle costs and incremental operating costs) total approximately \$1.1 million.
5. The resultant total annualized expenditures are approximately \$2.4 million.
6. 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 \$5.3 million. This amount, totalled with the existing operating revenues of \$37.4 million, provide annual revenues of approximately \$42.7 million by the end of the forecast period.



7. The incremental operating revenues of \$5.3 million will adequately cover the incremental growth-related expenditures of approximately \$1.1 million and \$1.3 million of non-D.C. recoverable expenditures.
8. In consideration of the above, the capital plan is deemed to be financially sustainable.

Table 8-1
Municipality of Port Hope
Asset Management – Future Expenditures and Associated Revenues (2019\$)

	Buildout (Total)
Expenditures (Annualized)	
Annual Debt Payment on Non-Growth Related Capital ¹	1,331,398
Annual Debt Payment on Post Period Capital ²	95,121
Annual Lifecycle - Municipal-wide Services	588,938
Annual Lifecycle - Urban Services	108,295
Incremental Operating Costs (for D.C. Services)	\$282,215
Total Expenditures	\$2,405,967
Revenue (Annualized)	
Total Existing Revenue ³	\$37,393,207
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	\$5,296,067
Total Revenues	\$42,689,274

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

² Interim Debt Financing for Post Period Benefit

³ As per Sch. 10 of FIR



Chapter 9

By-Law Implementation



9. By-Law Implementation

9.1 Public Consultation

This chapter addresses the mandatory, formal public consultation process (subsection 9.1.2), as well as the optional, informal consultation process (subsection 9.1.3). The latter is designed to seek the co-operation and involvement of those involved, in order to produce the most suitable policy. Section 9.2 addresses the anticipated impact of the D.C. on development, from a generic viewpoint.

9.1.1 Public Meeting of Council

Section 12 of the D.C.A., 1997 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, the Council must determine whether a further meeting (under this section) is necessary. For example, if the by-law which is proposed for adoption has been changed in any respect, the Council should formally consider whether an additional public meeting is required, incorporating this determination as part of the final by-law or associated resolution. It is noted that Council's decision, once made, is final and not subject to review by a Court or the Local Planning Appeal Tribunal (L.P.A.T.) (formerly the Ontario Municipal Board (O.M.B.)).

9.1.2 Other Consultation Activity

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

1. 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 municipal 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 (e.g. in encouraging a higher non-automobile modal split).
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 municipal D.C. policy. Their primary concern is frequently with the quantum of the charge, G.F.A. exclusions such as basement, mechanical or indoor parking areas, or exemptions and phase-in or capping provisions in order to moderate the impact.

9.2 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 municipal 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.



9.3 Implementation Requirements

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

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

The following provides an overview of the requirements in each case.

9.3.1 *Notice of Passage*

In accordance with s.13 of the D.C.A., when a D.C. by-law is passed, the municipal 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 not 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;
- s.s.10 (4) lists the persons/organizations who must be given notice; and
- s.s.10 (5) lists the eight items which the notice must cover.

9.3.2 *By-law Pamphlet*

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

- a description of the general purpose of the D.C.s;
- the "rules" for determining if a charge is payable in a particular case and for determining the amount of the charge;



- the services to which the D.C.s relate; and
- a general 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 L.P.A.T., the pamphlet must be readied within 60 days after the by-law comes into force. Later dates apply to appealed by-laws.

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

9.3.3 Appeals

Sections 13 to 19 of the D.C.A., 1997 set out requirements relative to making and processing a D.C. by-law appeal and an L.P.A.T. Hearing in response to an appeal. Any person or organization may appeal a D.C. by-law to the L.P.A.T. by filing a notice of appeal with the municipal 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.

9.3.4 Complaints

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

- the amount of the charge was incorrectly determined;
- the credit 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., 1997 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 municipal council to the L.P.A.T.

9.3.5 Credits

Sections 38 to 41 of the D.C.A., 1997 set out a number of credit requirements, which apply where a municipality agrees to allow a person to perform work in the future that relates to a service in the D.C. by-law.



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

9.3.6 Front-Ending Agreements

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

Part III of the D.C.A., 1997 (Sections 44 to 58) addresses front-ending agreements and removes some of the obstacles to their use which were contained in the D.C.A., 1989. Accordingly, the Municipality assesses whether this mechanism is appropriate for its use, as part of funding projects prior to municipal funds being available.

9.3.7 Severance and Subdivision Agreement Conditions

Section 59 of the D.C.A., 1997 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 s.51 or s.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;”
- “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 s.s.59(4) of the D.C.A., 1997 requires that the municipal approval authority for a draft plan of subdivision under s.s.51(31) of the Planning Act, use its power to impose conditions to ensure that the first purchaser of newly subdivided land is informed of all the D.C.s related to the development, at the time the land is transferred.



In this regard, if the municipality in question is a commenting agency, in order to comply with subsection 59(4) of the D.C.A., 1997 it would need to provide to the approval authority, information regarding the applicable municipal D.C.s related to the site.

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

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



Appendices



Appendix A

Background Information on Residential and Non- Residential Growth Forecast



Schedule 1 Municipality of Port Hope Residential Growth Forecast Summary

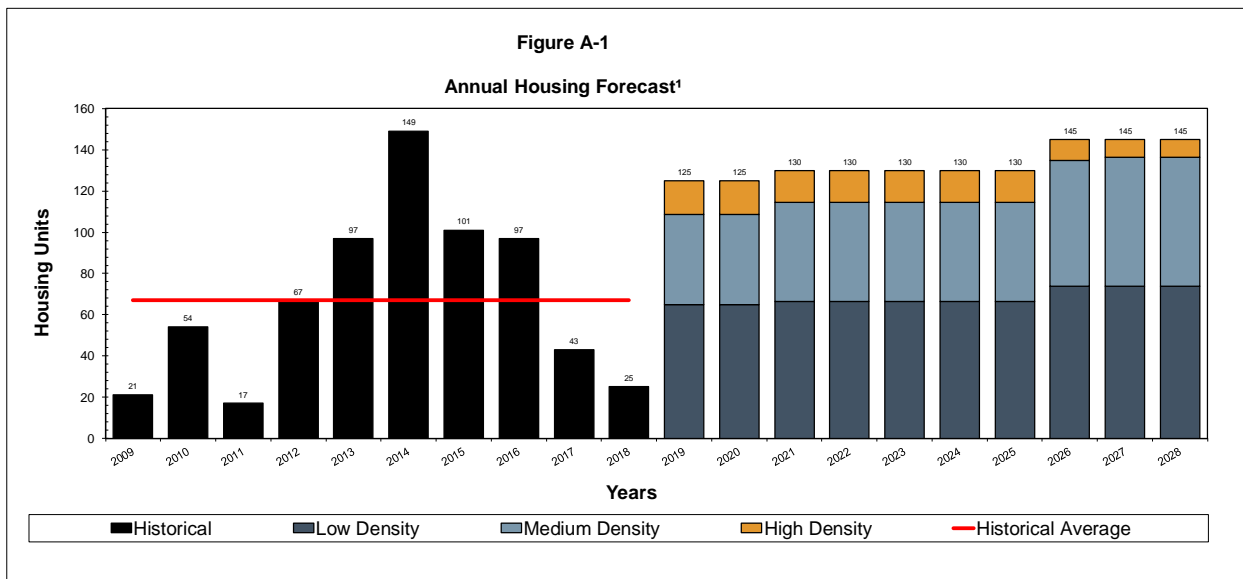
Year	Population (Including Census Undercount) ¹	Excluding Census Undercount			Housing Units						Person Per Unit (P.P.U.): Total Population/ Total Households	
		Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi-Detached	Multiple Dwellings ²	Apartments ³	Other	Total Households	Equivalent Institutional Households		
Historical	Mid 2006	16,950	16,390	685	15,705	4,960	335	965	25	6,285	623	2.608
	Mid 2011	16,770	16,214	504	15,710	5,140	411	968	33	6,552	458	2.475
	Mid 2016	17,330	16,753	468	16,285	5,455	490	1,105	25	7,075	425	2.368
Forecast	Mid 2019	17,620	17,036	477	16,559	5,557	538	1,120	25	7,240	434	2.353
	Mid 2029	20,610	19,930	1,092	18,838	6,240	1,052	1,258	25	8,575	993	2.324
	Buildout	20,850	20,163	1,100	19,063	6,320	1,070	1,260	25	8,675	1,000	2.324
Incremental	Mid 2006 - Mid 2011	-180	-176	-181	5	180	76	3	8	267	-165	
	Mid 2011 - Mid 2016	560	539	-36	575	315	79	137	-8	523	-33	
	Mid 2016 - Mid 2019	290	283	9	274	102	48	15	0	165	9	
	Mid 2019 - Mid 2029	2,990	2,894	615	2,279	683	514	138	0	1,335	559	
	Mid 2019 - Buildout	3,230	3,127	623	2,504	763	532	140	0	1,435	566	

Source: 10-year housing forecast based on Northumberland County Housing Forecast by Area Municipality, 2011-2041 forecast for the Municipality Port Hope and buildout based on housing supply potential identified by the Municipality of Port Hope by Watson & Associates Economists Ltd., 2019.

¹ Census undercount estimated at approximately 3.4%. Note: Population including the undercount has been rounded.

² Includes townhouses and apartments in duplexes.

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



Source: Historical housing activity derived from Statistics Canada building permit data for the Municipality Port Hope, 2009-2012 and the Municipality of Port Hope building permit data from 2013 to 2018.

¹ Growth forecast represents calendar year.



Schedule 2
Municipality of Port Hope
Estimate of the Anticipated Amount, Type and Location of Residential Development for which Development Charges Can Be Imposed

Development Location	Timing	Single & Semi-Detached	Multiples ¹	Apartments ²	Total Residential Units	Gross Population In New Units	Existing Unit Population Change	Net Population Increase, Excluding Institutional	Institutional Population	Net Population Including Institutional
Urban Area	2019 - 2029	618	514	138	1,270	2,820	-495	2,325	615	2,940
	2019 - Buildout	693	532	140	1,365	3,049	-506	2,543	623	3,167
Rural Area	2019 - 2029	65	-	-	65	165	-211	-46	-	-46
	2019 - Buildout	70	-	-	70	177	-216	-39	-	-39
Municipality Port Hope	2019 - 2029	683	514	138	1,335	2,985	-706	2,279	615	2,894
	2019 - Buildout	763	532	140	1,435	3,226	-722	2,504	623	3,127

Source: 10-year housing forecast based on Northumberland County Housing Forecast by Area Municipality, 2011-2041 forecast for the Municipality Port Hope and buildout based on housing supply potential identified by the Municipality of Port Hope by Watson & Associates Economists Ltd., 2019.

¹ Includes townhouses and apartments in duplexes.

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

Note: Figures may not add up precisely due to rounding.



Schedule 3
Municipality of Port Hope
Current Year Growth Forecast
Mid 2016 to Mid 2019

		Population
Mid 2016 Population		16,753
Occupants of New Housing Units, Mid 2016 to Mid 2019	<i>Units (2)</i>	165
	<i>multiplied by P.P.U. (3)</i>	2,301
	<i>gross population increase</i>	380
Occupants of New Equivalent Institutional Units, Mid 2016 to Mid 2019	<i>Units</i>	9
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	9
Decline in Housing Unit Occupancy, Mid 2016 to Mid 2019	<i>Units (4)</i>	7,075
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.015
	<i>total decline in population</i>	-106
Population Estimate to Mid 2019		17,036
<i>Net Population Increase, Mid 2016 to Mid 2019</i>		283

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

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.539	62%	1.570
<i>Multiples (6)</i>	2.000	29%	0.582
<i>Apartments (7)</i>	1.650	9%	0.150
Total		100%	2.301
<i>Institutional (8)</i>	1.100	100%	1.100

¹ Based on 2016 Census custom database

² Based on Building permit/completion activity

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



Schedule 4
Municipality of Port Hope
10-Year Growth Forecast
Mid 2019 to Mid 2029

		Population
Mid 2019 Population		17,036
Occupants of New Housing Units, Mid 2019 to Mid 2029	<i>Units (2)</i>	1,335
	<i>multiplied by P.P.U. (3)</i>	2,236
	<i>gross population increase</i>	2,985
Occupants of New Equivalent Institutional Units, Mid 2019 to Mid 2029	<i>Units</i>	559
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	615
Decline in Housing Unit Occupancy, Mid 2019 to Mid 2029	<i>Units (4)</i>	7,240
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.098
	<i>total decline in population</i>	-706
Population Estimate to Mid 2029		19,930
<i>Net Population Increase, Mid 2019 to Mid 2029</i>		<i>2,894</i>

(1) Mid 2019 Population based on:

$$2016 \text{ Population } (16,753) + \text{Mid 2016 to Mid 2019 estimated housing units to beginning of forecast period } (165 \times 2.301 = 380) + (9 \times 1.1 = 9) + (7,075 \times -0.015 = -106) = 17,036$$

(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>	2.523	51%	1.292
<i>Multiples (6)</i>	2.031	38%	0.781
<i>Apartments (7)</i>	1.572	10%	0.163
<i>one bedroom or less</i>	1.284		
<i>two bedrooms or more</i>	1.748		
Total		100%	2.236
<i>Institutional (8)</i>	1.100	100%	1.100

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 2019 households based upon 2016 Census (7,075 units) + Mid 2016 to Mid 2019 unit estimate (165 units) = 7,240 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.

(8) Includes 1-bedroom and 2-bedroom+ apartments in special care facilities.



Schedule 5
Municipality of Port Hope
Long Term Growth Forecast
Mid 2019 to Buildout

		Population
Mid 2019 Population		17,036
Occupants of New Housing Units, Mid 2019 to Buildout	<i>Units (2)</i>	1,435
	<i>multiplied by P.P.U. (3)</i>	2,248
	<i>gross population increase</i>	3,226
Occupants of New Equivalent Institutional Units, Mid 2019 to Buildout	<i>Units</i>	566
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	623
Decline in Housing Unit Occupancy, Mid 2019 to Buildout	<i>Units (4)</i>	7,240
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.100
	<i>total decline in population</i>	-722
Population Estimate to Buildout		20,163
<i>Net Population Increase, Mid 2019 to Buildout</i>		3,127

(1) Mid 2019 Population based on:

2016 Population (16,753) + Mid 2016 to Mid 2019 estimated housing units to beginning of forecast period (165 x = 380) + (7,075 x -0.0137 = -97) = 17,036

(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>	2.523	53%	1.342
<i>Multiples (6)</i>	2.031	37%	0.753
<i>Apartments (7)</i>	1.572	10%	0.153
<i>one bedroom or less</i>	1.284		
<i>two bedrooms or more</i>	1.748		
Total		100%	2.248
<i>Institutional (8)</i>	1.100	100%	1.100

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 2019 households based upon 2016 Census (7,075 units) + Mid 2016 to Mid 2019 unit estimate (165 units) = 7,240 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.

(8) Includes 1-bedroom and 2-bedroom+ apartments in special care facilities.



Schedule 6
Municipality of Port Hope
Summary of Housing Supply Potential for Urban Area as of 2019

Stage of Development	Density Type				
	Singles & Semi-Detached	Multiples ¹	Apartments ²	Institutional ³	Total
Sub-Total Registered/ Draft Approved	368	107	140	566	1,181
<i>% Breakdown</i>	<i>31%</i>	<i>9%</i>	<i>12%</i>	<i>48%</i>	<i>100%</i>
Vacant lands designated for Residential	325	425	0	0	750
<i>% Breakdown</i>	<i>43%</i>	<i>57%</i>	<i>0%</i>	<i>0%</i>	<i>100%</i>
Total	693	532	140	566	1,931
<i>% Breakdown</i>	<i>36%</i>	<i>28%</i>	<i>7%</i>	<i>29%</i>	<i>100%</i>

Source: Municipality of Port Hope, Planning Department updated by Watson & Associates Economists Ltd., 2019.

¹ Includes townhomes and apartments in duplexes.

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

³ Includes special care/special needs dwellings are collective dwellings that are a commercial, institutional or communal nature.



Schedule 7
Municipality of Port Hope
Historical Residential Building Permits
Years 2009 to 2018

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples ¹	Apartments ²	Total
2009	21	0	0	21
2010	27	0	27	54
2011	17	0	0	17
2012	67	0	0	67
2013	97	0	0	97
Sub-total	229	0	27	256
Average (2009 - 2013)	46	0	5	51
% Breakdown	89.5%	0.0%	10.5%	100.0%
2014	85	0	64	149
2015	85	16	0	101
2016	66	16	15	97
2017	27	16	0	43
2018	9	16	0	25
Sub-total	272	64	79	415
Average (2014 - 2018)	54	13	16	83
% Breakdown	65.5%	15.4%	19.0%	100.0%
2009 - 2018				
Total	501	64	106	714
Average	50	6	11	67
% Breakdown	70.2%	9.0%	14.8%	94.0%

Source: Statistics Canada Publication, 64-001XIB and Municipality of Port Hope building permit data.

¹ Includes townhouses and apartments in duplexes.

² Includes bachelor, 1 bedroom and 2 bedroom+ apartments and special care facilities.



Schedule 8a
Municipality of Port Hope
Person Per Unit by Age and Type of Dwelling
(2016 Census)

Age of Dwelling	Singles and Semi-Detached						Historical 25 Year Average	Adjusted 25 Year Average ³
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	1.895	2.406	-	2.269		
6-10	-	-	2.400	2.640	-	2.356		
11-15	-	-	1.885	2.547	-	2.353		
16-20	-	-	-	2.560	-	2.667		
20-25	-	-	-	2.737	-	2.756	2.480	2.523
25-35	-	-	-	2.829	3.923	2.863		
35+	-	1.500	1.804	2.480	3.343	2.375		
Total	-	1.333	1.898	2.550	3.627	2.452		

Age of Dwelling	Multiples ¹						Historical 25 Year Average	Adjusted 25 Year Average ³
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	-	-	2.381		
6-10	-	-	-	-	-	-		
11-15	-	-	-	-	-	-		
16-20	-	-	-	-	-	-		
20-25	-	-	-	-	-	-		
25-35	-	-	-	-	-	-		
35+	-	-	2.154	2.828	-	2.358		
Total	-	1.000	2.000	2.604	-	2.216		

Age of Dwelling	Apartments ²						Historical 25 Year Average	Adjusted 25 Year Average ³
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	-	-	1.500		
6-10	-	-	-	-	-	-		
11-15	-	-	-	-	-	-		
16-20	-	-	-	-	-	-		
20-25	-	-	-	-	-	-		
25-35	-	-	-	-	-	1.333		
35+	-	1.192	1.974	2.333	-	1.590		
Total	0.182	1.204	1.884	2.360	-	1.563		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	-	1.844	2.634	-	2.209
6-10	-	-	2.000	2.714	-	2.269
11-15	-	-	1.875	2.574	-	2.263
16-20	-	-	2.000	2.600	-	2.435
20-25	-	-	-	2.872	-	2.667
25-35	-	-	1.750	2.796	3.846	2.745
35+	-	1.229	1.863	2.496	3.441	2.222
Total	1.000	1.233	1.870	2.574	3.476	2.302

¹ Includes townhouses and apartments in duplexes.

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

³ Adjusted based on 2001-2016 historical trends.

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

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



Schedule 8b
Northumberland County
Person Per Unit by Age and Type of Dwelling
(2016 Census)

Age of Dwelling	Singles and Semi-Detached						Historical 25 Year Average	Adjusted 25 Year Average ³
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	2.056	2.678	4.364	2.485		
6-10	-	-	2.000	2.627	3.471	2.552		
11-15	-	-	1.789	2.877	3.829	2.720		
16-20	-	-	1.804	2.535	3.500	2.497		
20-25	-	1.083	1.750	2.692	3.400	2.632	2.577	2.595
25-35	-	-	1.803	2.620	3.667	2.646		
35+	-	1.557	1.849	2.471	3.313	2.368		
Total	-	1.528	1.865	2.557	3.484	2.471		

Age of Dwelling	Multiples ¹						Historical 25 Year Average	Adjusted 25 Year Average ³
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	1.826	2.400	-	2.000		
6-10	-	-	1.432	2.208	-	1.742		
11-15	-	-	1.333	-	-	1.536		
16-20	-	-	-	-	-	1.875		
20-25	-	-	1.909	-	-	2.500	1.931	2.031
25-35	-	-	2.000	2.933	-	2.289		
35+	-	1.179	2.064	2.640	-	2.244		
Total	-	1.200	1.790	2.586	2.700	2.084		

Age of Dwelling	Apartments ²						Historical 25 Year Average	Adjusted 25 Year Average ³
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	-	-	1.650		
6-10	-	1.190	1.559	-	-	1.418		
11-15	-	-	1.650	-	-	1.484		
16-20	-	1.182	1.765	-	-	1.433		
20-25	-	1.364	1.519	-	-	1.585	1.514	1.572
25-35	-	1.321	1.571	-	-	1.537		
35+	1.333	1.132	1.787	2.372	-	1.529		
Total	1.267	1.169	1.709	2.286	-	1.523		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	1.389	1.976	2.648	3.857	2.362
6-10	-	1.226	1.771	2.589	3.361	2.300
11-15	-	1.391	1.711	2.840	3.786	2.558
16-20	-	1.217	1.802	2.512	3.658	2.399
20-25	-	1.320	1.736	2.694	3.692	2.517
25-35	-	1.447	1.770	2.620	3.716	2.524
35+	1.467	1.242	1.839	2.479	3.264	2.245
Total	1.611	1.270	1.824	2.553	3.483	2.337

¹ Includes townhouses and apartments in duplexes.

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

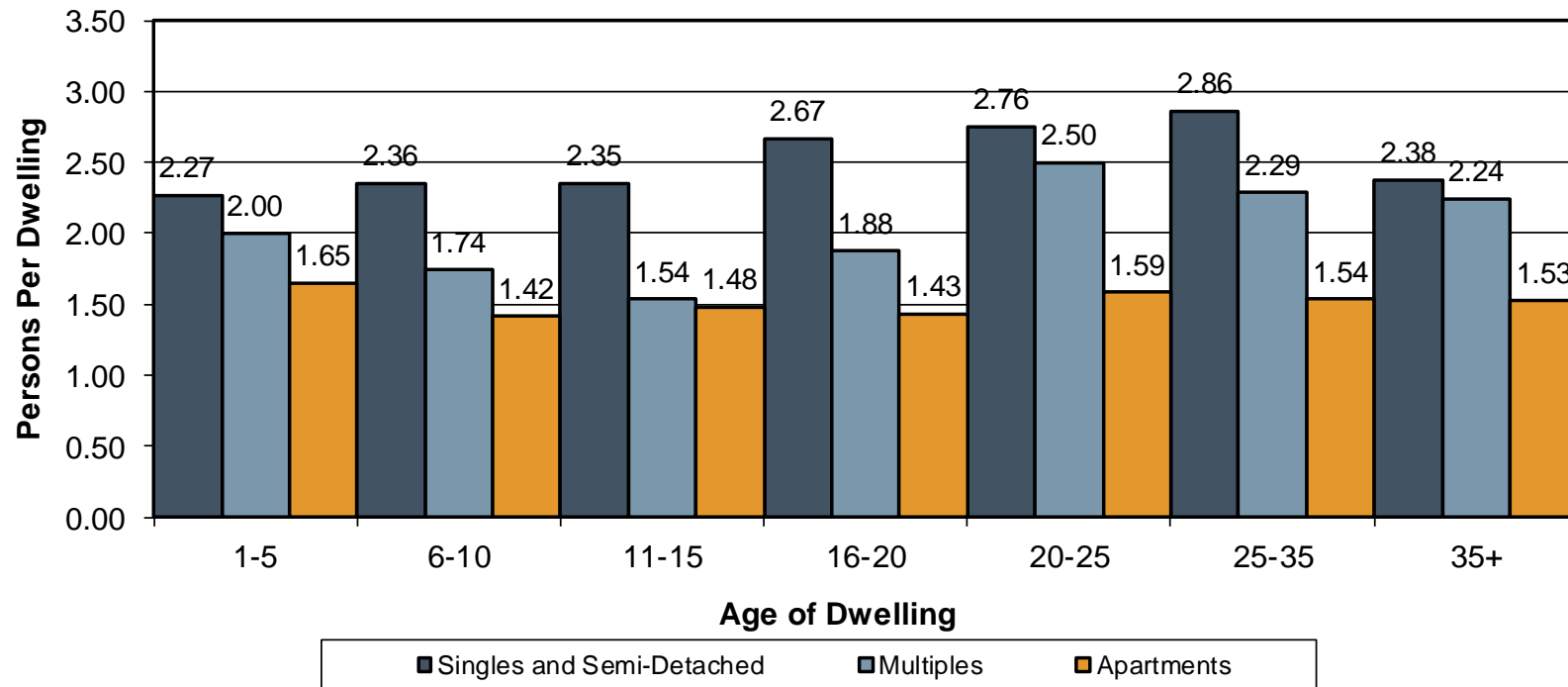
³ Adjusted based on 2001-2016 historical trends.

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

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



Schedule 9
Municipality of Port Hope
Person Per Unit Structural Type and Age of Dwelling
(2016 Census)



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



Schedule 10a Municipality of Port Hope Employment Forecast, 2019 to Buildout

Period	Population	Activity Rate								Employment								Employment Total (Excluding N.F.P.O.W. and Work at Home)
		Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ¹	Total Including N.F.P.O.W.	Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ¹	Total Employment (Including N.F.P.O.W.)	
Mid 2006	16,390	0.006	0.039	0.143	0.136	0.078	0.403	0.058	0.461	95	640	2,350	2,235	1,280	6,600	955	7,555	5,960
Mid 2011	16,214	0.011	0.038	0.101	0.115	0.108	0.373	0.062	0.436	180	610	1,645	1,870	1,750	6,055	1,009	7,064	5,445
Mid 2016	16,753	0.008	0.040	0.090	0.122	0.079	0.339	0.059	0.398	135	670	1,508	2,048	1,325	5,685	986	6,671	5,015
Mid 2019	17,036	0.008	0.040	0.090	0.123	0.079	0.339	0.059	0.399	135	679	1,532	2,094	1,340	5,780	1,012	6,792	5,101
Mid 2029	19,930	0.007	0.038	0.104	0.115	0.094	0.358	0.060	0.419	135	749	2,083	2,299	1,877	7,143	1,202	8,345	6,394
Buildout	20,163	0.007	0.040	0.117	0.124	0.099	0.387	0.061	0.447	135	798	2,359	2,505	1,998	7,795	1,227	9,022	6,997
Incremental Change																		
Mid 2006 - Mid 2011	-176	0.005	-0.001	-0.042	-0.021	0.030	-0.029	0.004	-0.025	85	-30	-705	-365	470	-545	54	-491	-515
Mid 2011 - Mid 2016	539	-0.003	0.002	-0.011	0.007	-0.029	-0.034	-0.003	-0.037	-45	60	-138	178	-425	-370	-23	-393	-430
Mid 2016 - Mid 2019	283	0.000	0.000	0.000	0.001	0.000	0.000	0.001	0.001	0	9	25	47	15	95	26	121	86
Mid 2019 - Mid 2029	2,894	-0.001	-0.002	0.015	-0.008	0.016	0.019	0.001	0.020	0	70	551	205	537	1,363	190	1,553	1,293
Mid 2019 - Buildout	3,127	-0.001	0.000	0.027	0.001	0.020	0.047	0.001	0.049	0	119	827	411	658	2,015	215	2,230	1,896
Annual Average																		
Mid 2006 - Mid 2011	-35	0.001	0.000	-0.008	-0.004	0.006	-0.006	0.001	-0.005	17	-6	-141	-73	94	-109	11	-98	-103
Mid 2011 - Mid 2016	108	-0.001	0.000	-0.002	0.001	-0.006	-0.007	-0.001	-0.007	-9	12	-28	36	-85	-74	-5	-79	-86
Mid 2016 - Mid 2019	94	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0	3	8	16	5	32	9	40	29
Mid 2019 - Mid 2029	289	0.000	0.000	0.001	-0.001	0.002	0.002	0.000	0.002	0	7	55	21	54	136	19	155	129
Mid 2019 - Buildout	313	0.000	0.000	0.003	0.000	0.002	0.005	0.000	0.005	0	12	83	41	66	202	22	223	190

Source: Watson & Associates Economists Ltd., 2019.

¹ Statistics Canada defines no fixed place of work (N.F.P.O.W.) employees as "persons who do not go from home to the same work place location at the beginning of each shift". Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc.



Schedule 10b
Municipality of Port Hope
Employment and Gross Floor Area (G.F.A.) Forecast, 2019 to Buildout

Period	Population	Employment					Gross Floor Area in Square Feet (Estimated) ¹			
		Primary	Industrial	Commercial/ Population Related	Institutional ²	Total	Industrial	Commercial/ Population Related	Institutional	Total
Mid 2006	16,390	95	2,350	2,235	1,280	5,960				
Mid 2011	16,214	180	1,645	1,870	1,750	5,445				
Mid 2016	16,753	135	1,508	2,048	1,325	5,015				
Mid 2019	17,036	135	1,532	2,094	1,332	5,093				
Mid 2029	19,930	135	2,083	2,299	1,382	5,899				
Buildout	20,163	135	2,359	2,505	1,497	6,496				
Incremental Change										
Mid 2006 - Mid 2011	-176	85	-705	-365	470	-515				
Mid 2011 - Mid 2016	539	-45	-138	178	-425	-430				
Mid 2016 - Mid 2019	283	0	25	47	7	78	34,300	25,600	4,900	64,800
Mid 2019 - Mid 2029	2,894	0	551	205	50	806	771,400	112,800	35,000	919,200
Mid 2019 - Buildout	3,127	0	827	411	165	1,403	1,157,800	226,100	115,500	1,499,400
Annual Average										
Mid 2006 - Mid 2011	-35	17	-141	-73	94	-103				
Mid 2011 - Mid 2016	108	-9	-28	36	-85	-86				
Mid 2016 - Mid 2019	94	0	8	16	2	26	11,433	8,533	1,633	21,600
Mid 2019 - Mid 2029	289	0	55	21	5	81	77,140	11,280	3,500	91,920
Mid 2019 - Buildout	313	0	83	41	17	140	115,780	22,610	11,550	149,940

Source: Watson & Associates Economists Ltd., 2019.

¹ Square Foot per employee assumptions

Industrial	1,400
Commercial/ Population Related	550
Institutional*	700

* Reflects Mid 2019 to Buildout forecast period

² Forecast institutional employment and gross floor area has been adjusted downward to account for employment associated with special care units.



Schedule 10c
Municipality of Port Hope
Estimate of the Anticipated Amount, Type and Location of Non-Residential Development for Which Development Charges Can be Imposed

Development Location	Timing	Industrial G.F.A. S.F. ¹	Commercial G.F.A. S.F. ¹	Institutional G.F.A. S.F. ¹	Total Non-Residential G.F.A. S.F.	Employment Increase ²
Urban Area	2019 - 2029	651,000	94,600	35,000	780,600	687
	2019 - Buildout	977,200	189,800	115,500	1,282,500	1,208
Rural Area	2019 - 2029	120,400	18,200	-	138,600	119
	2019 - Buildout	180,600	36,300	-	216,900	195
Municipality Port Hope	2019 - 2029	771,400	112,800	35,000	919,200	806
	2019 - Buildout	1,157,800	226,100	115,500	1,499,400	1,403

Source: Watson & Associates Economists Ltd., 2019.

¹ Employment increase does not include No Fixed Place of Work.

² Square feet per employee assumptions:

Industrial 1,400

Commercial 550

Institutional³ 700

* Reflects Mid 2019 to Buildout forecast period

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

Note: Numbers may not add up precisely due to rounding.



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

YEAR	Industrial				Commercial				Institutional				Total			
	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total
2007	31,164	792	0	31,955	2,359	1,296	0	3,655	1,120	1,794	0	2,913	34,643	3,881	0	38,524
2008	2,383	59	0	2,442	5,255	1,101	0	6,357	6,524	1,721	0	8,246	14,162	2,882	0	17,044
2009	0	664	5,885	6,549	1,558	545	0	2,103	3,807	2,254	0	6,061	5,365	3,463	5,885	14,714
2010	265	246	0	512	184	1,669	0	1,853	0	6	2,230	2,236	449	1,921	2,230	4,600
2012	162	2,495	0	2,656	0	1,140	0	1,140	0	463	0	463	162	4,097	0	4,259
2013	1,110	199	0	1,309	3,366	2,973	0	6,339	26	29	0	56	4,503	3,201	0	7,704
2014	54	50	0	103	335	634	5,263	6,232	2,683	106	6,708	9,497	3,072	789	11,971	15,833
2015	125	3	284	413	2,115	552	0	2,667	1,087	1,276	0	2,363	3,327	1,832	284	5,443
2016	2,506	1,209	0	3,714	326	1,737	8,028	10,090	65	1,625	0	1,690	2,897	4,571	8,028	15,495
Subtotal	38,801	6,462	6,169	51,433	17,240	13,294	13,291	43,825	15,629	9,341	10,026	34,996	71,671	29,096	29,486	130,253
Percent of Total	75%	13%	12%	100%	39%	30%	30%	100%	45%	27%	29%	100%	55%	22%	23%	100%
Average	4,311	646	3,085	5,143	1,916	1,329	6,645	4,382	1,954	934	3,342	3,500	7,167	2,910	4,914	13,025
2007 - 2011 Period Total				43,237				17,357				20,926				81,520
2007 - 2011 Average				8,647				3,471				4,185				16,304
% Breakdown				53.0%				21.3%				25.7%				100.0%
2012 - 2016 Period Total				8,195				26,468				14,070				48,733
2012 - 2016 Average				1,639				5,294				2,814				9,747
% Breakdown				16.8%				54.3%				28.9%				100.0%
2007 - 2016 Period Total				51,433				43,825				34,996				130,253
2007 - 2016 Average				5,143				4,382				3,500				13,025
% Breakdown				39.5%				33.6%				26.9%				100.0%

Source: Statistics Canada Publication, 64-001-XIB

Note: Inflated to year-end 2018 (January, 2019) dollars using Reed Construction Cost Index



Schedule 12
Municipality of Port Hope
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							
11	<i>Agriculture, forestry, fishing and hunting</i>	190	135	170	-55	35	Categories which relate to local land-based resources
21	<i>Mining and oil and gas extraction</i>	15	105	75	90	-30	
Sub-total		205	240	245	35	5	
Industrial and Other Employment							
22	<i>Utilities</i>	170	105	50	-65	-55	Categories which relate primarily to industrial land supply and demand
23	<i>Construction</i>	255	240	180	-15	-60	
31-33	<i>Manufacturing</i>	1,670	1,215	1,030	-455	-185	
41	<i>Wholesale trade</i>	120	65	150	-55	85	
48-49	<i>Transportation and warehousing</i>	145	85	125	-60	40	
56	<i>Administrative and support</i>	73	80	78	8	-3	
Sub-total		2,433	1,790	1,613	-643	-178	
Population Related Employment							
44-45	<i>Retail trade</i>	770	825	795	55	-30	Categories which relate primarily to population growth within the municipality
51	<i>Information and cultural industries</i>	45	65	55	20	-10	
52	<i>Finance and insurance</i>	130	80	160	-50	80	
53	<i>Real estate and rental and leasing</i>	95	30	70	-65	40	
54	<i>Professional, scientific and technical services</i>	370	260	380	-110	120	
55	<i>Management of companies and enterprises</i>	15	0	0	-15	0	
56	<i>Administrative and support</i>	73	80	78	8	-3	
71	<i>Arts, entertainment and recreation</i>	115	215	90	100	-125	
72	<i>Accommodation and food services</i>	615	440	560	-175	120	
81	<i>Other services (except public administration)</i>	385	210	260	-175	50	
Sub-total		2,613	2,205	2,448	-408	243	
Institutional							
61	<i>Educational services</i>	425	590	350	165	-240	
62	<i>Health care and social assistance</i>	765	965	830	200	-135	
91	<i>Public administration</i>	160	265	205	105	-60	
Sub-total		1,350	1,820	1,385	470	-435	
Total Employment		6,600	6,055	5,690	-545	-365	
Population		16,390	16,214	16,753	-176	539	
Employment to Population Ratio							
Industrial and Other Employment		0.15	0.11	0.10	-0.04	-0.01	
Population Related Employment		0.16	0.14	0.15	-0.02	0.01	
Institutional Employment		0.08	0.11	0.08	0.03	-0.03	
Primary Industry Employment		0.01	0.01	0.01	0.00	0.00	
Total		0.40	0.37	0.34	-0.03	-0.03	

Source: Statistics Canada Employment by Place of Work

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



Appendix B

Historical Level of Service Calculations



Service: Fire Facilities
 Unit Measure: ft² of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bid'g Value (\$/sq. ft.)	Value/sq. ft. with land
Fire Hall - Port Hope (Station #1)	7,273	7,273	7,273	7,273	7,273	7,273	7,273	7,273	7,273	7,273	\$400	\$406
Fire Hall - Welcome (Station #2)	3,664	3,664	3,664	3,664	3,664	3,664	3,664	3,664	3,664	3,664	\$400	\$406
Fire Hall - Garden Hill (Station #3) ¹	2,664	2,664	2,664	2,664	2,664	2,664	2,664	2,664	2,664	2,664	\$400	\$406
Total	13,601	13,601	13,601	13,601	13,601	13,601	13,601	13,601	13,601	13,601		

Population	16,372	16,264	16,214	16,159	16,235	16,389	16,601	16,752	16,936	17,007
Per Capita Standard	0.8307	0.8363	0.8388	0.8417	0.8378	0.8299	0.8193	0.8119	0.8031	0.7997

10 Year Average	2009-2018
Quantity Standard	0.8249
Quality Standard	\$406
Service Standard	\$335

D.C. Amount (before deductions)	10 Year
Forecast Population	2,894
\$ per Capita	\$335
Eligible Amount	\$969,258

Notes:

1. Garden Hill Fire Hall was a shared facility with the Garden Hill library branch until 2018. Only fire facility provided above.



Service: Fire Vehicles
 Unit Measure: No. of vehicles

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
Port Hope (Station #1)											
191 - 1996 Rescue - GMC Top Kick CC70C Van	1	1	1	1	1	1	1	1	1	1	\$289,000
195 - 2005 Chevrolet Kodiak C5500 Pumper	1	1	1	1	1	1	1	1	1	1	\$202,300
199 - 2008 Dependable/Crimson Aerial Platform	1	1	1	1	1	1	1	1	1	1	\$1,914,100
171 - 2012 Pumper Truck - International	1	1	1	1	1	1	1	1	1	1	\$514,100
101 - 2016 Dodge Journey	-	-	-	-	-	-	-	1	1	1	\$27,500
102 - 2008 Chevrolet Silverado	1	1	1	1	1	1	1	1	1	1	\$49,200
190 - 2013 Grand Caravan SE	1	1	1	1	1	1	1	1	1	1	\$32,800
Welcome (Station #2)											
184 - 1994 Tanker	1	1	1	1	1	1	1	1	1	1	\$315,000
192 - 2000 Rescue - Ford Van F550/V8	1	1	1	1	1	1	1	1	1	1	\$290,000
182 - 2002 Pumper/Tanker - Freightliner FL80	1	1	1	1	1	1	1	1	1	1	\$405,500
172 - 2011 Pumper Truck - International	-	-	1	1	1	1	1	1	1	1	\$514,100
Garden Hill (Station #3)											
173 - 1995 Pumper - GMC Top Kick	1	1	1	1	1	1	1	-	-	-	\$499,600
197 - 2003 Tahoe	1	1	1	1	1	1	1	-	-	-	\$45,000
193 - 2005 Chevrolet Kodiak C5500 Mini Pumper	1	1	1	1	1	1	1	1	1	1	\$202,300
183 - 2010 Station 3 Tanker	-	1	1	1	1	1	1	1	1	1	\$405,500
196 - 2011 Kubota ATV & Trailer	-	-	1	1	1	1	1	1	1	1	\$21,900
173 - 2016 Dependable Spartan Rescue Pumper	-	-	-	-	-	-	-	1	1	1	\$499,600
198 - 2017 Atlas 8x14' Enclosed Cargo Trailer	-	-	-	-	-	-	-	-	1	1	\$7,400
197 - 2019 Chevrolet Silverado	-	-	-	-	-	-	-	-	-	1	\$45,000
1976 Grass/Brush Truck	1	1	1	1	1	1	1	-	-	-	\$60,000
Fire Safety House & Trailer	1	1	1	1	1	1	1	1	1	1	\$7,000
Inflatable Fire Safety House	-	-	-	1	1	1	1	1	1	1	\$10,000
2008 Dodge Charger	1	1	1	1	1	1	1	-	-	-	\$40,000
Total	15	16	18	19	19	19	19	17	18	19	

Population	16,372	16,264	16,214	16,159	16,235	16,389	16,601	16,752	16,936	17,007
Per Capita Standard (per 1,000 population)	0.92	0.98	1.11	1.18	1.17	1.16	1.14	1.01	1.06	1.12

10 Year Average	2009-2018
Quantity Standard (per 1,000 population)	1.0855
Quality Standard	\$314,942
Service Standard	\$342

D.C. Amount (before deductions)	10 Year
Forecast Population	2,894
\$ per Capita	\$342
Eligible Amount	\$989,372



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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Fire Fighters - Port Hope Hall	27	27	27	27	27	27	28	29	29	30	\$5,000
Fire Fighters - Welcome Hall	22	22	22	22	22	22	23	24	24	25	\$5,000
Fire Fighters - Garden Hill Hall	22	22	22	22	22	21	21	21	20	20	\$5,000
Breathing Apparatus	40	40	40	40	40	40	40	40	40	40	\$10,000
Dry Hydrants	1	1	2	2	3	3	4	4	5	5	\$7,500
Total	111	111	112	112	113	113	116	118	118	120	

Population	16,372	16,264	16,214	16,159	16,235	16,389	16,601	16,752	16,936	17,007
Per Capita Standard (per 1,000 population)	6.78	6.82	6.91	6.93	6.96	6.89	6.99	7.04	6.97	7.06

10 Year Average	2009-2018
Quantity Standard (per 1,000 population)	6.9353
Quality Standard	\$6,814
Service Standard	\$47

D.C. Amount (before deductions)	10 Year
Forecast Population	2,894
\$ per Capita	\$47
Eligible Amount	\$136,770



Service: Parkland Development
 Unit Measure: Acres of Parkland

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Acre)
Community Parks	212.1	212.1	212.1	232.0	232.0	232.0	232.0	232.0	232.0	232.0	\$98,600
Neighbourhood Parks	60.8	60.8	60.8	60.8	60.8	60.8	60.8	60.8	60.8	62.1	\$45,900
Natural Environment Parks	90.1	90.1	90.1	90.1	90.1	90.1	90.1	90.1	90.1	90.1	\$4,200
Skate Park	-	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$435,700
Total	363.0	364.0	364.0	383.9	383.9	383.9	383.9	383.9	383.9	385.2	

Population	16,372	16,264	16,214	16,159	16,235	16,389	16,601	16,752	16,936	17,007
Per Capita Standard	0.0222	0.0224	0.0224	0.0238	0.0236	0.0234	0.0231	0.0229	0.0227	0.0226

10 Year Average	2009-2018
Quantity Standard	0.0229
Quality Standard	\$68,454
Service Standard	\$1,568

D.C. Amount (before deductions)	10 Year
Forecast Population	2,894
\$ per Capita	\$1,568
Eligible Amount	\$4,536,605



Service: Parkland Trails
 Unit Measure: Linear Kilometres of Paths and Trails

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/ Linear Kilometre)
Hiking Trails/kilometres	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	\$4,600
Paved Trail/kilometres	1.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.9	2.9	\$172,000
Gravel Trail/kilometres	29.0	30.0	30.0	31.0	33.0	33.0	33.0	33.0	32.6	32.6	\$80,300
Boardwalk Trail/kilometres	0.1	0.1	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	\$172,000
Total	64.1	66.1	66.3	67.3	69.3	69.3	69.3	69.3	69.8	69.8	

Population	16,372	16,264	16,214	16,159	16,235	16,389	16,601	16,752	16,936	17,007
Per Capita Standard (per 1,000 population)	3.92	4.07	4.09	4.16	4.27	4.23	4.17	4.14	4.12	4.10

10 Year Average	2009-2018
Quantity Standard (per 1,000 population)	4.1268
Quality Standard	\$45,619
Service Standard	\$188

D.C. Amount (before deductions)	10 Year
Forecast Population	2,894
\$ per Capita	\$188
Eligible Amount	\$544,824



Service: Indoor Recreation Facilities
 Unit Measure: ft² of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land
Jack Burger Sports Complex	46,000	46,000	46,000	46,000	46,000	46,000	46,000	61,330	61,330	61,330	\$450	\$456
Lions Recreation Centre	9,200	9,200	9,200	9,200	9,200	9,200	9,200	9,200	9,200	9,200	\$435	\$441
Ruth Clarke Activity Centre	5,400	5,400	5,400	5,400	5,400	5,400	5,400	5,400	5,400	5,400	\$435	\$441
Town Park Recreation Centre	13,500	13,500	13,500	13,500	13,500	13,500	13,500	13,500	13,500	13,500	\$435	\$441
Fall Fair Building	13,300	13,300	13,300	13,300	13,300	13,300	13,300	13,300	13,300	13,300	\$200	\$206
Vincent Massey (VMMC)	14,100	14,100	-	-	-	-	-	-	-	-	\$259	\$265
Canton Municipal Office (Parks and Rec. Space)	1,900	1,900	1,900	1,900	1,900	1,900	1,900	1,900	1,900	1,900	\$435	\$441
95 Mill Street South (Parks Storage)	1,152	1,152	1,152	1,152	1,152	1,152	1,152	1,152	1,152	-	\$86	\$92
Fish Cleaning Station	1,452	1,452	1,452	1,452	1,452	1,452	1,452	1,452	1,452	1,452	\$151	\$157
Joint Operation Centre - (Parks and Rec. Space)	-	5,668	5,668	5,668	5,668	5,668	5,668	5,668	5,668	5,668	\$435	\$441
Marina	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	\$300	\$306
Wladyka Park Washroom	500	500	500	500	500	500	500	500	500	700	\$300	\$306
Town Park Washroom	400	400	400	400	400	400	400	400	400	400	\$300	\$306
Alex Carruthers Memorial Park Washroom/Canteen	600	600	600	600	600	600	600	600	600	600	\$300	\$306
Total	109,104	114,772	100,672	100,672	100,672	100,672	100,672	116,002	116,002	115,050		

Population	16,372	16,264	16,214	16,159	16,235	16,389	16,601	16,752	16,936	17,007
Per Capita Standard	6.6641	7.0568	6.2090	6.2301	6.2009	6.1427	6.0642	6.9247	6.8494	6.7649

10 Year Average	2009-2018
Quantity Standard	6.5107
Quality Standard	\$403
Service Standard	\$2,625

D.C. Amount (before deductions)	10 Year
Forecast Population	2,894
\$ per Capita	\$2,625
Eligible Amount	\$7,595,535



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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
1978 Case Loader 580C	1	1	1	1	1	-	-	-	-	-	\$65,100
1991 Ford Tractor	1	1	1	1	1	1	1	1	1	1	\$54,700
1994 Chevrolet Crew Cab	1	1	1	1	1	1	1	1	1	1	\$52,100
1996 Polaris ATV	1	1	1	1	1	1	1	1	1	1	\$21,900
1997 Miska Trailer	1	1	1	1	1	1	1	1	1	1	\$13,100
1998 Kubota Lawn Tractor	1	1	1	1	1	1	1	1	-	-	\$28,700
1999 Chevrolet Silverado P/U	1	1	1	1	1	1	-	-	-	-	\$52,100
2000 Chevrolet Pickup	1	1	1	1	1	1	1	-	-	-	\$49,200
2000 Zamboni Ice Resurfacer S/5204246	1	1	1	1	1	1	1	1	1	1	\$98,400
2002 UT162 Utility Trailer	1	1	1	1	1	1	1	1	1	1	\$8,000
2003 New Holland TC40 Tractor	1	1	1	1	1	1	1	1	1	-	\$39,100
2005 Ventrac 4200 VXD Tractor	1	1	1	1	1	1	1	1	1	1	\$30,600
2007 Chevrolet Silverado (Dump Box)	1	1	1	1	1	1	1	1	1	1	\$54,700
2007 Toro Sandpro 5040 & attachments	1	1	1	1	1	1	1	1	1	1	\$25,200
2008 Advantage Landscape Trailer LS610	1	1	1	1	1	1	1	1	1	1	\$5,200
2008 Pickup GMC 1/2 ton	1	1	1	1	1	1	1	1	1	1	\$32,800
Toro Z Master Lawn Mower	1	1	1	1	1	1	-	-	-	-	\$19,600
Toro Z Master Mower	1	1	1	-	-	-	-	-	-	-	\$21,100
Toro Z Master Mower	1	1	1	1	-	-	-	-	-	-	\$21,100
Toro Riding Mower	1	1	1	1	1	1	1	1	1	1	\$9,500
Z-Master 48 Turbo Force Mower	1	1	1	1	1	1	1	1	1	1	\$13,100
Zamboni Model 525	-	1	1	1	1	1	1	1	1	1	\$98,400
2010 Chev Silverado s/n 239897	-	1	1	1	1	1	1	1	1	1	\$28,400
2010 GMC Sierra s/n 117161	-	1	1	1	1	1	1	1	1	1	\$41,600
2011 John Deere Mower	-	-	1	1	1	1	1	1	-	-	\$10,700
Natural Gas Refuelling Station	1	1	1	1	1	1	1	1	1	1	\$16,400
Walk Behind Floor Scrubber	1	1	1	1	1	1	1	1	1	1	\$7,700
Defibrillator - JBSC	1	1	1	1	1	1	1	1	-	-	\$5,800
Blademaster Skate Sharpening Machine	1	1	1	1	1	1	1	1	1	1	\$12,600
JBSC Arena Score Clock & Controller	1	1	1	1	1	1	1	1	1	1	\$35,000
Sand Spreader - Equifab	1	1	1	1	1	1	1	1	1	1	\$7,700
Defibrillator - TPRC	1	1	1	1	1	1	1	1	1	1	\$7,100
TPRC Score Clock	1	1	1	1	1	1	1	1	1	1	\$20,000
Snow Plow Attachment	1	1	1	1	1	1	1	1	1	1	\$9,300
Commercial Leaf Vacuum	1	1	1	1	1	1	1	1	1	1	\$21,900



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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
Garburator - Fish Cleaning Station	1	1	1	1	1	1	1	1	1	1	\$11,500
Aquatic Sound System	-	1	1	1	1	1	1	1	1	1	\$10,900
Casket Lowering Device	-	-	1	1	1	1	1	1	1	1	\$5,500
John Deere Parks Mower	-	-	-	1	1	1	1	1	1	1	\$26,300
GMC Pick Up Truck	-	-	-	-	1	1	1	1	1	1	\$29,500
Defibrillator at Ruth Clarke Centre	-	1	1	1	1	-	-	-	-	-	\$5,800
Z Master Cemetery Mower	-	-	-	-	1	1	1	1	1	1	\$13,100
JBSC Floor Scrubber	-	-	-	-	-	-	-	-	1	1	\$7,000
2014 Dodge Ram 2500 ST	-	-	-	-	-	1	1	1	1	1	\$38,300
Lawn Mower	-	-	-	-	-	-	1	1	1	1	\$21,900
John Deere Gas Mower	-	-	-	-	-	-	-	1	1	1	\$26,300
Boom Lift	-	-	-	-	-	-	-	1	1	1	\$27,300
2017 John Deere 4066M	-	-	-	-	-	-	-	-	1	1	\$55,000
2017 John Deere Z997R	-	-	-	-	-	-	-	-	1	1	\$25,000
2017 Chevrolet Silverado K2500	-	-	-	-	-	-	-	-	1	1	\$44,000
2017 New Holland Boomer 40	-	-	-	-	-	-	-	-	1	1	\$40,000
2014 Ford Sedan	-	-	-	-	-	-	-	-	1	1	\$35,000
Arena Sound System	1	1	1	1	1	1	1	1	1	1	\$30,000
TPRC Sound System	1	1	1	1	1	1	1	1	1	1	\$20,000
Total	34	39	41	41	42	39	38	39	42	41	

Population	16,372	16,264	16,214	16,159	16,235	16,389	16,601	16,752	16,936	17,007
Per Capita Standard (per 1,000 population)	2.08	2.40	2.53	2.54	2.59	2.38	2.29	2.33	2.48	2.41



Service: Library Facilities
 Unit Measure: ft² of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Mary J. Benson Branch	17,200	17,200	17,200	17,200	17,200	17,200	17,200	17,200	17,200	17,200	\$315	\$387
Garden Hill Branch ^A	1,617	1,617	1,617	1,617	1,617	1,617	1,617	1,617	1,617	1,617	\$400	\$489
Total	18,817	18,817	18,817	18,817	18,817	18,817	18,817	18,817	18,817	18,817		

Population	16,372	16,264	16,214	16,159	16,235	16,389	16,601	16,752	16,936	17,007
Per Capita Standard	1.1493	1.1570	1.1605	1.1645	1.1590	1.1481	1.1335	1.1233	1.1111	1.1064

10 Year Average	2009-2018
Quantity Standard	1.1413
Quality Standard	\$396
Service Standard	\$452

Footnotes:

^A The Garden Hill Branch relocated to Port Hope Community Hub at Canton in October 2018. This change will be reflected in the next DC Study. The new space is approximately 3,000 sq.ft.

D.C. Amount (before deductions)	10 Year
Forecast Population	2,894
\$ per Capita	\$452
Eligible Amount	\$1,307,162



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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Books	59,364	59,562	62,716	60,789	53,547	63,197	62,881	63,375	59,588	55,348	\$27
Periodicals	84	86	81	81	93	68	55	54	72	61	\$71
Videocassettes	3,910	4,966	5,368	6,637	6,850	-	-	-	-	-	\$48
CD/DVD	738	915	928	939	1,020	10,902	11,752	10,909	10,786	8,656	\$78
Database Subscriptions	-	-	-	16	16	18	18	15	21	14	\$31,763
E-Resources and E-Books (consortium licencing)	-	-	-	0.41	0.37	0.55	0.52	0.95	0.93	1.00	\$8,633
Total	64,096	65,529	69,093	68,462	61,526	74,186	74,707	74,354	70,468	64,080	

Population	16,372	16,264	16,214	16,159	16,235	16,389	16,601	16,752	16,936	17,007
Per Capita Standard	3.92	4.03	4.26	4.24	3.79	4.53	4.50	4.44	4.16	3.77

10 Year Average	2009-2018
Quantity Standard	4.1626
Quality Standard	\$38
Service Standard	\$157

D.C. Amount (before deductions)	10 Year
Forecast Population	2,894
\$ per Capita	\$157
Eligible Amount	\$453,200



Service: Parking Spaces
 Unit Measure: Parking Area (m²)

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/m ²)
Elias St (28 Paid)	1,898	1,898	1,898	1,898	1,898	1,898	1,898	1,898	1,898	1,898	\$131
Elias St (46 Free)	823	823	823	823	823	823	823	823	823	823	\$131
Town Hall (66 Free)	3,683	3,683	3,683	3,683	3,683	3,683	3,683	3,683	3,683	3,683	\$131
Cavan St (46 Free)	1,999	1,999	1,999	1,999	1,999	1,999	1,999	1,999	1,999	1,999	\$131
74 Queen St (66 Free)	-	-	-	-	-	-	-	-	-	2,942	\$131
Marina (Lot 1, 2, 3 - 30 Spaces, Free)	-	-	-	-	-	-	-	-	-	3,277	\$131
Total	8,403	8,403	8,403	8,403	8,403	8,403	8,403	8,403	8,403	14,622	

Population	16,372	16,264	16,214	16,159	16,235	16,389	16,601	16,752	16,936	17,007
Per Capita Standard (per 1,000 population)	513.2482	516.6564	518.2497	520.0136	517.5793	512.7158	506.1683	501.6058	496.1561	859.7519

10 Year Average	2009-2018
Quantity Standard	546.2145
Quality Standard	\$131
Service Standard	\$72

D.C. Amount (before deductions)	10 Year
Forecast Population	2,894
\$ per Capita	\$72
Eligible Amount	\$207,095



Service: Parking Meters & Equipment
 Unit Measure: No. of items

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Parking Meters	199	199	199	199	199	199	204	209	214	219	\$1,000
Parking Equipment - Pay & Display	1	1	1	1	1	1	1	1	1	2	\$7,500
Total	200	200	200	200	200	200	205	210	215	221	

Population	16,372	16,264	16,214	16,159	16,235	16,389	16,601	16,752	16,936	17,007
Per Capita Standard (per 1,000 population)	12.2160	12.2971	12.3350	12.3770	12.3191	12.2033	12.3487	12.5358	12.6949	12.9946

10 Year Average	2009-2018
Quantity Standard	12.4322
Quality Standard	\$219
Service Standard	\$3

D.C. Amount (before deductions)	10 Year
Forecast Population	2,894
\$ per Capita	\$3
Eligible Amount	\$7,872



Service: Police Facilities
 Unit Measure: ft² of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Police Station - 230 Walton	5,500	5,500	5,500	5,500	5,500	5,500	5,500	-	-	-	\$291	\$327
Police Station - 55 Fox Road N	-	-	-	-	-	-	-	10,000	10,000	10,000	\$282	\$323
Garage - 55 Fox Road N								1,000	1,000	1,000	\$282	\$323
Total	5,500	5,500	5,500	5,500	5,500	5,500	5,500	11,000	11,000	11,000		

Population (Urban Area)	12,295	12,214	12,177	12,103	12,128	12,335	12,447	12,587	12,778	12,869
Per Capita Standard	0.4473	0.4503	0.4517	0.4544	0.4535	0.4459	0.4419	0.8739	0.8609	0.8548

10 Year Average	2009-2018
Quantity Standard	0.5735
Quality Standard	\$325
Service Standard	\$186

D.C. Amount (before deductions)	10 Year (Urban Area)
Forecast Population	2,940
\$ per Capita	\$186
Eligible Amount	\$548,251



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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Police Officer Outfitting	26	26	26	25	23	23	23	23	24	24	\$8,155
Total	26	26	26	25	23	23	23	23	24	24	

Population (Urban Area)	12,295	12,214	12,177	12,103	12,128	12,335	12,447	12,587	12,778	12,869
Per Capita Standard (per 1,000 population)	2.11	2.13	2.14	2.07	1.90	1.86	1.85	1.83	1.88	1.86

10 Year Average	2009-2018
Quantity Standard (per 1,000 population)	1.9623
Quality Standard	\$8,154
Service Standard	\$16

D.C. Amount (before deductions)	10 Year (Urban Area)
Forecast Population	2,940
\$ per Capita	\$16
Eligible Amount	\$47,040



Service: Roads
 Unit Measure: Length of Major Road Network (centre line km)

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/km)
2 Lane Rural Arterial	13.9	13.9	13.9	13.9	13.9	13.9	13.9	13.9	13.9	13.9	\$794,000
2 Lane Semi-Urban Arterial	3.7	3.7	3.7	3.7	3.7	3.7	3.7	3.7	3.7	3.7	\$1,054,000
2 Lane Urban Arterial	5.7	5.7	5.7	5.7	5.7	5.7	5.7	5.7	5.7	5.7	\$2,023,000
3 Lane Urban Arterial	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	\$2,449,000
4 Lane Urban Arterial	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	\$2,892,000
2 Lane Rural Collector	49.9	49.9	49.9	49.9	49.9	49.9	49.9	49.9	49.9	49.9	\$660,000
2 Lane Semi-Urban Collector	9.0	8.0	8.0	8.5	8.5	8.3	8.3	8.3	8.3	8.3	\$915,000
2 Lane Urban Collector	15.4	16.5	16.5	16.5	16.5	16.8	16.9	16.9	16.9	16.9	\$1,729,000
4 Lane Urban Collector	-	-	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	\$2,517,000
Total	100.8	100.8	100.9	101.5	101.5	101.5	101.6	101.6	101.6	101.6	

Population	16,372	16,264	16,214	16,159	16,235	16,389	16,601	16,752	16,936	17,007
Per Capita Standard (per 1,000 population)	6.16	6.20	6.22	6.28	6.25	6.19	6.12	6.06	6.00	5.97

10 Year Average	2009-2018
Quantity Standard (per 1,000 population)	6.1449
Quality Standard	\$1,031,782
Service Standard	\$6,340

D.C. Amount (before deductions)	Buildout
Forecast Population	3,127
\$ per Capita	\$6,340
Eligible Amount	\$19,825,805



Service: Depots and Domes
 Unit Measure: ft² of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Victoria Works Garage - Urban Area	5,668	-	-	-	-	-	-	-	-	-	\$218	\$246
Victoria Works Storage Shed - Urban Area	2,000	-	-	-	-	-	-	-	-	-	\$44	\$55
Victoria Works Sand Storage Shed - Urban Area	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	\$44	\$55
Canton Works Garage - Rural Area	8,181	8,181	8,181	8,181	8,181	8,181	8,181	8,181	8,181	8,181	\$134	\$154
Canton Works Sand/Salt Dome - Rural Area	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	\$47	\$58
Canton Works Fuel Shed - Rural Area	240	240	240	240	240	240	240	240	240	240	\$775	\$860
Canton Works - South Storage Building	3,200	3,200	3,200	3,200	3,200	3,200	3,200	3,200	3,200	3,200	\$68	\$82
Joint Operations Centre	-	14,932	14,932	14,932	14,932	14,932	14,932	14,932	14,932	14,932	\$308	\$346
Total	33,789	41,053	41,053	41,053	41,053	41,053	41,053	41,053	41,053	41,053		

Population	16,372	16,264	16,214	16,159	16,235	16,389	16,601	16,752	16,936	17,007
Per Capita Standard	2.0638	2.5242	2.5319	2.5406	2.5287	2.5049	2.4729	2.4506	2.4240	2.4139

10 Year Average	2009-2018
Quantity Standard	2.4456
Quality Standard	\$182
Service Standard	\$446

D.C. Amount (before deductions)	Buildout
Forecast Population	3,127
\$ per Capita	\$446
Eligible Amount	\$1,394,423



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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
1976 Champion Grader	1	1	-	-	-	-	-	-	-	-	\$268,400
1982 Homemade Trailer - New Paint Trailer	1	1	1	1	1	1	1	1	1	1	\$54,700
1987 Dresser Loader	1	1	1	-	-	-	-	-	-	-	\$156,300
1988 John Deere 690D LC (Rural Excavator)	1	1	1	1	1	1	1	1	1	1	\$328,100
1990 JC Trailer	1	1	1	1	1	1	1	1	1	1	\$54,700
1994 Volvo Loader - #17	1	1	1	1	1	1	1	1	1	1	\$246,100
1996 John Deere Backhoe/Loader 310D	1	1	1	1	1	1	1	1	1	1	\$185,900
1996 John Deere Loader M/544G	1	1	1	1	1	1	1	1	1	1	\$246,100
1997 Champion Grader M/740	1	1	1	1	1	1	1	1	1	1	\$437,500
1997 Ford CC D/T - One Tonne - Truck #1	1	1	1	1	1	1	1	1	1	1	\$60,000
1998 Oshkosh P2526 Snow Plow	1	1	1	1	1	-	-	-	-	-	\$390,900
1998 Trackless - # 68	1	1	1	1	1	-	-	-	-	-	\$143,300
1999 Chevrolet Astrovan	1	1	1	-	-	-	-	-	-	-	\$36,500
1999 Volvo Loader - #13	1	1	1	1	1	1	1	1	1	1	\$246,100
2000 Dynaweld Float	1	1	1	1	1	1	1	1	1	1	\$54,700
2002 Johnson Sweeper- #14	1	1	1	1	1	1	1	1	1	1	\$410,200
2003 Massey Tractor M/481 with Laurin Cab - #15	1	1	1	1	1	1	1	1	1	1	\$76,600
2004 Chevrolet Pickup (Roads # 2)	3	3	3	3	3	3	3	3	3	1	\$32,800
2004 International Tandem Dump/Plow/Sander	3	3	3	3	3	3	3	3	3	2	\$280,000
2004 International Single Axle Dump	1	1	1	1	1	1	1	1	1	1	\$268,000
2004 John Deere M/6320 Tractor with flail mower	1	1	1	1	1	1	1	1	1	1	\$191,400
2005 Homemade Trailer (Fuel Trailer)	1	1	1	1	1	1	1	1	1	-	\$1,400
2006 Bush Hog Mower	1	-	-	-	-	-	-	-	-	-	\$26,800
2006 International Tandem Dump/Plow/Sander	2	2	2	2	2	2	2	2	2	2	\$280,000
2006 Komatsu WA250PT Loader - #70	1	1	1	1	1	1	1	1	1	1	\$246,100
2008 International 7600 Dump/Plow (#3-08, #9-08, #12-08)	3	3	3	3	3	3	3	3	3	3	\$280,000



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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
2008 Trackless - MT5T Tractor & Mower/Plow Attachments - #69	1	1	1	1	1	1	1	1	1	1	\$196,900
2009 Chevrolet Silverado Crew Cab	1	1	1	1	1	1	1	1	1	1	\$60,000
2010 John Deere Skid Steer - #72	-	1	1	1	1	1	1	1	1	1	\$109,400
2011 Chevrolet 3/4 ton HD #11-5	-	-	1	1	1	1	1	1	1	1	\$65,600
2012 Dodge Ram	-	-	-	1	1	1	1	1	1	1	\$60,000
2013 John Deere 544K	-	-	-	-	1	1	1	1	1	1	\$246,100
2014 International 7600 Plow/Wing	-	-	-	-	1	1	1	1	1	1	\$280,000
2015 GMC Sierra 2500 4x4 Pick up Truck	-	-	-	-	-	-	1	1	1	1	\$65,600
2017 Trackless MT7 Municipal Tractor	-	-	-	-	-	-	-	-	1	1	\$125,000
2018 International Tandem Axle Snow Plow	-	-	-	-	-	-	-	-	-	1	\$280,000
2018 International Single Axle Snow Plow	-	-	-	-	-	-	-	-	-	1	\$260,000
580SN/W Loader Backhoe	-	-	-	-	-	-	-	-	-	1	\$137,000
2017 Chevrolet Silverado WT 3500	-	-	-	-	-	-	-	-	-	1	\$60,000
2018 Chevrolet 3500 1 Tonne/Snow Plow	-	-	-	-	-	-	-	-	-	1	\$60,000
Total	35	35	35	34	36	34	35	35	36	37	

Population	16,372	16,264	16,214	16,159	16,235	16,389	16,601	16,752	16,936	17,007
Per Capita Standard (per 1,000 population)	2.14	2.15	2.16	2.10	2.22	2.07	2.11	2.09	2.13	2.18

10 Year Average	2009-2018
Quantity Standard (per 1,000 population)	2.1343
Quality Standard	\$190,062
Service Standard	\$406

D.C. Amount (before deductions)	Buildout
Forecast Population	3,127
\$ per Capita	\$406
Eligible Amount	\$1,268,468



Appendix C

Long-Term Capital and Operating Cost Examination



Appendix D: Long-Term Capital and Operating Cost Examination

As a requirement of the D.C.A., 1997 under subsection 10(2)(c), an analysis must be undertaken to assess the long-term capital and operating cost impacts for the capital infrastructure projects identified within the D.C. As part of this analysis, it was deemed necessary to isolate the incremental operating expenditures directly associated with these capital projects, factor in cost 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 Municipality's 2017 Financial Information Return.

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.

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



Table C-1
Operating and Capital Expenditure Impacts for Future Capital Expenditures

SERVICE	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
Roads and Related	356,552	102,579	459,131
Fire Services	50,304	28,762	79,066
Parks and Recreation	93,739	19,461	113,200
Library Services	57,917	5,773	63,690
Administration Studies	-	-	-
Parking Services	-	-	-
Police Services (Municipal)	30,427	90,056	120,483
Transit Services	-	-	-
Police Services (OPP)	-	-	-
Sewage Treatment Plants	-	-	-
Wastewater	78,372	27,677	106,049
Water Treatment Plants	-	-	-
Water	29,923	7,906	37,829
Total	697,233	282,215	979,448



Appendix D

Local Service Policy



Appendix D: Local Service Policy

This Appendix sets out the Municipality's General Policy Guidelines on Development Charges (D.C.) and local service funding. The guidelines outline, in general terms, the size and nature of engineered infrastructure that is included in the study as a D.C. 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 (D.C.A.) 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.

1. Collector and Internal Roads

- 1.1. Roads internal to development, abutting a development, or within the area to which the plan relates, up to 8.5m road width, plus one sidewalk, and two lifts of asphalt on residential roads and three lifts of asphalt on industrial/commercial roads – Direct developer responsibility under s.59 of the D.C.A. (as a local service).
- 1.2. Roads (collector and arterial) external to development and oversizing of collector roads beyond 1.1 above – Include in D.C. calculation to the extent permitted under s.5(1) of the D.C.A. (dependent on local circumstances).
- 1.3. Stream crossing and rail crossing road works, excluding underground utilities but including all other works within lands to be dedicated to the Municipality or rail corridors – Include in D.C. calculation to the extent permitted under s.5(1) of the D.C.A. (dependent on local circumstances).

2. Traffic Signals

- 2.1. Traffic signalization within or external to development – Include in D.C. calculation to the extent permitted under s.5(1) of the D.C.A.



3. Intersection Improvements

- 3.1. New roads (collector and arterial) and road (collector and arterial) improvements – Include as part of road costing noted in item 1, to limits of ROW.
- 3.2. Intersections improvements within specific developments and all works necessary to connect to entrances (private and specific subdivision) to the roadway – Direct developer responsibility under s.59 of D.C.A. (as a local service).
- 3.3. Intersection improvements on other roads due to development growth increasing traffic – Include in D.C. calculation.

4. Streetlights

- 4.1. Streetlights on external roads – Include in Municipal D.C. (linked to collector road funding source in item 1).
- 4.2. Streetlights within specific developments – Direct developer responsibility under s.59 of D.C.A. (as a local service).

5. Sidewalks

- 5.1. Sidewalks on Municipal roads – Linked to collector road funding source in item 1.
- 5.2. Other sidewalks external to development (which are a local service within the area to which the plan relates) – Direct developer responsibility as a local service provision (under s.59 of D.C.A.).

6. Bike Routes/Bike Lanes/Bike Paths/Multi-Use Trails/Naturalized Walkways

- 6.1. Bike routes and bike lanes, within road allowance, external to development – Include in D.C. road costs, consistent with the service standard provisions of the D.C.A., s.5(1).
- 6.2. Bike paths/multi-use trails/naturalized walkways external to development – Include in Municipal D.C.s consistent with the service standard provisions of the D.C.A., s.5(1).
- 6.3. Bike lanes, within road allowance, internal to development – Direct developer responsibility under s.59 of the D.C.A. (as a local service).

7. Noise Abatement Measures

- 7.1. Internal to Development – Direct developer responsibility though local service provisions (s.59 of D.C.A.).



8. Traffic Control Systems

- 8.1. Include in DC calculation.

9. Land Acquisition for Road Allowances

- 9.1. Land Acquisition for arterial roads – Dedication under the *Planning Act* subdivision provisions (s.51) through development lands; in areas with limited or no development, include in Municipal D.C. (to the extent eligible).
- 9.2. Land Acquisition for collector roads – Dedication under the *Planning Act* subdivision provision (s.51) through development lands (up to 27 metre right-of-way); in areas with limited or no development, include in Municipal D.C. (to the extent eligible).
- 9.3. Land Acquisition for grade separations (beyond normal dedication requirements) – Include in the Municipal D.C. to the extent eligible.

10. Land Acquisition for Easements

- 10.1. Easement costs external to subdivisions shall be included in D.C. calculation.

11. Storm Water Management

- 11.1. Quality and Quantity Works, direct developer responsibility through local service provisions (s. 59 of D.C.A.).
- 11.2. Oversizing of stormwater management works for development external to developments will be subject to best efforts clauses by Municipality.

12. Water

- 12.1. Pumping stations and works associated with Zone boundaries, external to plan of subdivision, to be included within the D.C.
- 12.2. Watermains external to subdivisions included in the D.C.
- 12.3. Marginal costs of waterworks within the subdivision included in D.C. at 300 mm nominal diameter or above.
- 12.4. Connections to trunk mains and pumping stations to service specific areas, to be direct developer responsibility.

13. Wastewater

- 13.1. Pumping stations shall be included in the D.C.
- 13.2. Sanitary sewers external to subdivisions included in the D.C.



- 13.3. Connections to trunk mains and pumping stations to service specific areas, to be direct developer responsibility.
- 13.4. Marginal costs of sanitary sewer works within the subdivision included in D.C. above 200mm nominal diameter and extra depth to accommodate external lands.



Appendix E

Proposed D.C. By-Law



THE CORPORATION OF THE MUNICIPALITY OF PORT HOPE
BY-LAW NO. XX/2019

A BY-LAW TO FOR THE IMPOSITION OF DEVELOPMENT CHARGES

WHEREAS the Municipality of Port Hope is expected to experience growth through development and re-development;

AND WHEREAS development and re-development require the provision of physical and social services by the Corporation of the Municipality of Port Hope, hereinafter referred to as the "Municipality";

AND WHEREAS Council desires to ensure that the capital cost of meeting growth-related demands for, or burden on, municipal services does not place an excessive financial burden on the Municipality of Port Hope or its existing taxpayers while at the same time ensuring new taxpayers contribute no more than the net capital cost attributable to providing the current level of municipal services;

AND WHEREAS the Development Charges Act, 1997 (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 Council retained the services of Watson & Associates Economists Ltd. to prepare a Development Charge Background Study and make recommendations with respect to a development charge policy;

AND WHEREAS Council has received and studied a report "Municipality of Port Hope 2019 Development Charge Background Study" prepared by Watson & Associates Economists Ltd., dated May 2, 2019 (hereinafter referred to as the "Watson Report");

AND WHEREAS the Council of The Corporation of the Municipality of Port Hope has given notice of, and held, a public meeting on the 5th day of July 2019 in accordance with the Act and the Regulations thereto;



AND WHEREAS Council has considered the comments of people at the said public meeting and comments subsequently received;

AND WHEREAS Council has complied with the pre-enactment requirements set out in Sections 10, 11 and 12 of the Act;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF PORT HOPE ENACTS AS FOLLOWS:

1. DEFINITIONS

- 1.1 In this By-law, unless a contrary intention appears, a term has the same meaning as that which exists in the Act or any Regulation made pursuant to Sections 60 or 68 of the Act, both as amended from time to time.
- 1.2 In this By-law:
 1. "Act" means the *Development Charges Act, 1997*, as amended, or any successor thereof.
 2. "accessory use" shall mean a use customarily incidental and subordinate to, and exclusively devoted to the principle or main use of the lot, building or structure and located on the same lot as such principal or main use.
 3. "accessory building or structure" shall mean a detached building or structure that is not used for human habitation and the use of which is customarily incidental and subordinate to a principal use, building or structure and located on the same lot therewith.
 4. "advance services" means services identified within the By-law relating to water treatment plants, water services (excluding WTP), wastewater treatment plants (WWTP), sanitary sewer services (excluding WWTP) and roads and related services.
 5. "agricultural use" means the use of land and/or buildings for the cultivation or foraging of crops, livestock or poultry production, raising or training of



horses, and orchards, market gardening, maple sugar bushes, tobacco crops or other forms of specialized crop production.

6. "bedroom" means a room over 4.65m² in area, used for sleeping, a computer room, den, recreation room, and a sunroom (more than 7 square metres in area), study or other similar area, but does not include a room with kitchen or sanitary facilities if such room is not used for sleeping.
7. "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.
8. "board of education" has the same meaning as set out in the *Education Act*, R.S.O. 1990, Chap. E.2, as amended, or any successor thereof.
9. "bona fide farm operation" means the proposed development is for agricultural use where the yearly income from the agricultural use is substantial and the owner holds a valid Farm Business Registration Number issued by the Ontario Ministry of Agriculture, Food and Rural Affairs. For purposes of determining bona fide farm uses reference may be made to the owner's membership in a legitimate farm organization.
10. "Building Code Act" means the *Building Code Act*, S. O. 1992, as amended, or any successor thereof.
11. "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,
 1. to acquire land or an interest in land, including a leasehold interest,
 2. to improve land,
 3. to acquire, lease, construct or improve buildings and structures,
 4. to acquire, construct or improve facilities including,
 1. furniture and equipment other than computer equipment, and



2. material acquired for circulation, reference or information purposes by a library board as defined in the *Public Libraries Act*, R.S.O. 1990, Chap. P.44, as amended, or any successor thereof; and
 3. rolling stock with an estimated useful life of seven years or more, and
 5. to undertake studies in connection with any matter under the Act and any of the matters in clauses 1. to 4. above, including the development charge background study required for the provision of services designated in this By-law within or outside the Municipality, including interest on borrowing for those expenditures under clauses 1. to 4. above that are growth-related.
12. "commercial use" means any use of land, structures or buildings for the purposes of buying or selling commodities and services, including hotels, motels, motor inns and boarding, lodging and rooming houses. Commercial use does not include industrial uses, agricultural uses, or home occupations as defined in the applicable zoning by-law.
 13. "Council" means the Council of the Municipality of Port Hope.
 14. "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 with the effect of increasing the size of usability thereof, and includes redevelopment. Development is residential, non-residential or mixed.
 15. "development charge" means a charge imposed with respect to this By-law;
 16. "dwelling unit" means a suite operated as a housekeeping unit, used or intended to be used as a domicile by 1 or more persons and usually containing cooking, eating, living, sleeping and sanitary facilities, and includes:
 1. a basement apartment;



2. a park model home;
 3. a bedroom in a students' or seniors' residence;
 4. a building, or portion of a building, used for residential purposes as set out in Subsection 33.
17. "existing" means the number, use and size that existed as of the date this By-law was passed.
18. "farm building" means that part of a bona fide farming operation encompassing barns, silos and other ancillary development to an agricultural use, but excluding a residential use.
19. "garden suite" means a one-unit detached residential structure containing bathroom and kitchen facilities that is ancillary to an existing residential structure and that is designed to be portable.
20. "grade" means the average level of proposed or finished ground adjoining a building or structure at all exterior walls.
21. "gross floor area" means:
1. 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
 2. 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:
 1. 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;
2. loading facilities above or below grade; and
 3. 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.
22. "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 or an agricultural use.
23. "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.
24. "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 of Port Hope or any part or parts thereof;
25. "local services" means those services, facilities or things which are under the jurisdiction of the Municipality and are related to a plan of subdivision or within the area to which the plan relates in respect of the lands under Sections 41, 51 or 53 of the *Planning Act*, R.S.O. 1990, Chap. P.13, as amended, or any successor thereof.



26. "mixed use building" means a building, structure or development with portions which are to be used for residential development and other portions for non-residential development.
27. "non-residential development" means development other than residential development as defined below, and includes development for agricultural, commercial, industrial and institutional uses.
28. "Official Plan" means the Official Plan adopted for the Municipality, as amended and approved.
29. "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.
30. "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.
31. "rate" means the interest rate established weekly by the Bank of Canada based on Treasury Bills having a term of 91 days.
32. "regulation" means any regulation made pursuant to the Act.
33. "residential use" means designed, adopted or used as a home or residence of one or more individuals who reside or dwell there permanently or for a considerable period of time and includes:
 1. an "apartment building" means a residential building, consisting of four or more dwelling units, which is not a single detached dwelling, a semi-detached dwelling, a row dwelling, a duplex or a triplex, but does not include a special care dwelling, hotel, motel, tourist home, student residence, barracks, or any other development included in non-residential development.;
 2. a "duplex dwelling" means a residential building that is divided horizontally into two dwelling units;



3. a "residential condominium dwelling unit" is a unit in a development registered pursuant to *The Condominium Act*, R. S.O. 1990 c. C. 26 as amended (hereinafter referred to as "the Condominium Act") presumably for residential purposes;
 4. "multiple dwellings" means all dwellings other than an apartment dwelling unit, a duplex dwelling, a semi-detached dwelling, a single detached dwelling, and a special care dwelling;
 5. a "row dwelling" means a residential building containing not less than three dwelling units with each unit separated by a common or party wall or walls with a separate outside entrance to each unit;
 6. a "single detached dwelling" means a residential building consisting of one dwelling unit and not attached to another structure.
 7. a "semi-detached dwelling" means a residential building that is divided vertically into two dwelling units;
 8. a "special care dwelling" means a building not otherwise defined herein containing more than four dwelling units: where the occupants have the right to use in common, halls, stairs, yards, common rooms and accessory buildings; which dwelling units may or may not have exclusive sanitary and/or culinary facilities; that is designed to accommodate individuals with specific needs, where meals are provided within the development on a regular basis and includes a bedroom, student residence, retirement home and lodge, nursing home, granny flat, accessory dwelling and group home;
 9. a "triplex dwelling" means a residential building that is divided horizontally into three dwelling units.
34. "residential development" means development used, or intended to be used, in the whole or in part for residential uses and includes: a special care dwelling, the residential portion of a mixed development, and an apartment building but does not include a place of worship, hotel, motel, bed and breakfast where people typically stay less than one week.



35. "service" means a service designed in Schedule "A" to this By-law, and "services" shall have a corresponding meaning.
36. "servicing agreement" means an agreement between a landowner and the Municipality relative to the provision of municipal services to specified land within the Municipality.
37. "suite" means one or more rooms used or capable of being used for human habitation.
38. "urban service area" means that area within the Municipality of Port Hope delineated on Schedule "C".
39. "use" means occupation and utilization for a particular purpose, practice or benefit. For the purposes of this By-law uses are either residential or non-residential.

2. DESIGNATION OF SERVICES

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

- (1) Roads and Related Services;
- (2) Port Hope Police Services (P.H.P.S.);
- (3) Fire Protection Services;
- (4) Parks and Recreation Services;
- (5) Library Services;
- (6) Administrative Services;
- (7) Wastewater Treatment Plant Services;
- (8) Wastewater Services (excluding WTP);
- (9) Water Treatment Plant Services; and
- (10) Water Services (excluding WTP).

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 by the Owner in the amounts set out in this By-law where:
1. the lands are located in the area described in section 3.2; and
 2. the development of the lands requires any of the approvals set out in subsection 3.4.1.

Area to Which By-law Applies

- 3.2 Subject to section 3.3, this By-law applies to all lands in the Municipality of Port Hope whether or not the land or use thereof is exempt from taxation under s.13 of the *Assessment Act*.
- 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:
1. the Municipality or a local board thereof;
 2. a board of education; or
 3. The Corporation of the County of Northumberland or a local board thereof.

Approvals for Development

- 3.4 1. Development charges shall be imposed on all lands, buildings or structures that are developed for residential or non-residential uses if the development requires:
1. the passing of a zoning by-law or of an amendment to a zoning by-law under Section 34 of the *Planning Act*,
 2. the approval of a minor variance under Section 45 of the *Planning Act*;
 3. a conveyance of land to which a by-law passed under Subsection 50(7) of the *Planning Act* applies;
 4. the approval of a plan of subdivision under Section 51 of the *Planning Act*,



5. a consent under Section 53 of the Planning Act,
 6. 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
 7. the issuing of a permit under the *Building Code Act* in relation to a building or structure.
2. 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 3.4.1. are required before the lands, buildings or structures can be developed.
 3. Despite subsection 3.4.2, if two or more of the actions described in subsection 3.4.1 occur at different times, additional development charges shall be imposed if the subsequent action has the effect or increasing the need for services.

Exemptions

- 3.5 Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to:
 1. an enlargement to an existing dwelling unit;
 2. the creation of one or two additional dwelling units in an existing single detached dwelling provided the total gross floor area of the additional one or two units does not exceed the gross floor area of the existing dwelling unit;
 3. the creation of one additional dwelling unit in any other type of existing residential building, provided in the case of a semi-detached or row dwelling, the gross floor area of the additional dwelling unit does not exceed the gross floor area of the existing dwelling unit already contained in the residential dwelling; or provided, in the case of all other types of existing



residential buildings, the gross floor area of the additional dwelling unit does not exceed the gross floor area of the smallest existing dwelling unit already contained in the residential building, or;

4. a garden suite.

3.6 Exemption for Enlargement of an Existing Industrial Development:

1. Notwithstanding any other provision of this By-law, no development charge is payable with respect to an enlargement of the gross floor area of an existing industrial building where the gross floor is enlarged by 50 percent or less.
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

3.7 For the purpose of Section 3.6 herein, "existing industrial building" is used as defined in the Regulation made pursuant to the Act.

3.8 Other Exemptions:

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

1. Lands, buildings or structures used or to be used for a place of worship or for the purposes of a churchyard or cemetery exempt from taxation under the *Assessment Act*.
2. The construction of a non-residential farm building or structure constructed for a bona fide farm operation.
3. Buildings used as hospitals as governed by the *Public Hospitals Act*.



4. For industrial uses, only the water and wastewater portion of the development charge identified in Schedule “B” is applicable.

Amount of Charges

Residential

- 3.9 The development charges set out in Schedule 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

- 3.10 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

- 3.11 Despite any other provisions of this By-law, where, as a result of the redevelopment of land, a building or structure existing on the same land within 48 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:
 1. in the case of a residential building or structure, or in the case of a mixed use building or structure, the residential uses in the mixed use building or structure, an amount calculated by multiplying the applicable development



charge under subsection 3.9 by the number, according to type, of dwelling units that have been or will be demolished or converted to another principal use; and

2. in the case of a non-residential building or structure or, in the case of mixed use building or structure, the non-residential uses in the mixed use building or structure, an amount calculated by multiplying the applicable development charges under subsection 3.10, by the gross floor area that has been or will be demolished or converted to another principal use;

provided that:

1. no credit or reduction shall be given for the components pertaining to the Wastewater Treatment Plants and the Water Treatment Plants, and;
2. such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.

3.12 Notwithstanding Section 3.11, a full development charge credit (including Wastewater Treatment Plants and Water Treatment Plants) will be provided for redevelopments where no additional residential units or non-residential gross floor area is created.

Rebated Components - Urban Service Area

3.13 Where a development charge is paid pursuant to this By-law for development located within the Urban Service Area and:

1. land is not within a plan, or pending plan of subdivision under Section 51 of the *Planning Act* registered after September 10, 1973;
2. there is no Municipal water service and/or Municipal wastewater service feasibly available within five hundred feet of the front lot line;
3. no Municipal water service and/or Municipal wastewater service is scheduled to service the subject lands within five years of the date of approval of the building itself, and



4. the current registered owner(s) of the land who applies within 24 months of the date of payment of the applicable development charge and provides proof that adequate private water and/or sanitary services, as the case may be, have been installed and are properly functioning so as to provide service to the subject lands satisfactory to the Director of Municipal Engineering Services.

The Treasurer of the Municipality shall rebate to the then current registered owner(s) the Municipal water services component and/or the Municipal wastewater service component of the development charge for the service(s) which is not available.

Time of Payment of Development Charges

- 3.14 Development charges imposed under this By-law are calculated, payable, and collected on the date a building permit is issued in relation to the development; except for advance services (i.e. roads and related, sanitary sewer and water services) where at the discretion of Council shall be payable immediately upon the owner entering into subdivision agreement or in instances where a plan of subdivision has not been pursued development charges are payable prior to the release of holding provisions on the implementing zoning by-law amendment.
- 3.15 Despite section 3.13, 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 3.9 and 3.10, 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, on the first day of January in each year, in accordance with the prescribed index in the Act.

6. CONFLICTS

- 6.1 Where the Municipality 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.
- 6.2 Notwithstanding Section 6.1, where a development which is the subject of an agreement to which Section 6.1 applies, is subsequently the subject of one or more of the actions described in Subsection 3.4.1, 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.

7. BY-LAW AMENDMENT OR REPEAL

- 7.1 Where this by-law or any development charge prescribed there under is amended or repealed by order of the Ontario Municipal Board or by resolution of the Municipal Council, the Municipal Treasurer shall calculate forthwith the amount of any overpayment to be refunded as a result of said amendment or repeal.
- 7.2 Refunds that are required to be paid under subsection (1) shall be paid to the registered owner of the land on the date on which the refund is paid.
- 7.3 Refunds that are required to be paid under subsection (1) shall be paid with interest to be calculated as follows:



- (a) interest shall be calculated from the date on which the overpayment was collected to the day on which the refund is paid;
- (b) the refund shall include the interest owed under this section;
- (c) interest shall be paid at the Bank of Canada rate in effect on the date of enactment of this by-law.

8. SEVERABILITY

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

9. HEADINGS FOR REFERENCE ONLY

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

10. SCHEDULES

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

- Schedule A - Components of Services Designated in Section 2.1
- Schedule B - Schedule of Development Charges
- Schedule C - Urban Service Area (Map)

11. DATE BY-LAW IN FORCE

11.1 This By-law shall come into effect at 12:01 AM on _____, 2019.



12. DATE BY-LAW EXPIRES

12.1 This By-law will expire at 12:01 AM on _____, 2024 unless it is repealed by Council at an earlier date.

PASSED THIS ___th day of _____, 2019

Mayor

Municipal Clerk



SCHEDULE "A"
TO BY-LAW NO. XX/2019
COMPONENTS OF SERVICES DESIGNATED IN SUBSECTION 2.1

MUNICIPAL-WIDE SERVICES

100% Eligible Services

Roads and Related

Roads

Roads and Related Vehicles and Equipment

Fire Protection Services

Fire Facilities

Fire Vehicles

Fire Fighter Outfitting

90% Eligible Services

Parks and Recreation Services

Parkland Development

Recreation Facilities

Parks and Recreation Vehicles and Equipment

Library Services

Library Facilities

Library Collection Materials

Administrative Services

Growth Related Studies

Parking Services

Parking Spaces



URBAN SERVICED AREA – AREA-SPECIFIC SERVICES

100% Eligible Services

- Wastewater Treatment Plants
 - Wastewater Treatment Plants
- Wastewater Services (excluding WWTP)
 - Wastewater Pumping Stations
 - Sanitary Sewers
- Water Treatment Plants
 - Water Treatment Plants
- Water Services (excluding WTP)
 - Water Pumping Stations
 - Water Distribution System

URBAN AREA - AREA-SPECIFIC SERVICES

100% Eligible Services

- Port Hope Police Services (P.H.P.S.)
 - Police Facilities
 - Police Officer Outfitting



SCHEDULE “B”
To BY-LAW XX/2019
SCHEDULE OF DEVELOPMENT CHARGES

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide Services						
Roads and Related	\$ 5,839	\$ 4,045	\$ 2,972	\$ 4,700	\$ 2,546	\$ 2.67
Fire Protection Services	\$ 493	\$ 342	\$ 251	\$ 397	\$ 215	\$ 0.14
Parks and Recreation Services	\$ 1,216	\$ 842	\$ 619	\$ 979	\$ 530	\$ 0.10
Library Services	\$ 237	\$ 164	\$ 121	\$ 191	\$ 103	\$ 0.02
Administration Services	\$ 155	\$ 107	\$ 79	\$ 125	\$ 68	\$ 0.07
Parking Services	\$ 12	\$ 8	\$ 6	\$ 10	\$ 5	\$ 0.01
Total Municipal Wide Services	\$ 7,952	\$ 5,508	\$ 4,048	\$ 6,402	\$ 3,467	\$ 3.01
Area Specific Services (Urban Area)						
Police Services (PHPS)	\$ 354	\$ 245	\$ 180	\$ 285	\$ 154	\$ 0.14
Transit Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Area Specific Services (Urban Area)	\$ 354	\$ 245	\$ 180	\$ 285	\$ 154	\$ 0.14
Area Specific Services (Rural Area)						
Police Services (OPP)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Area Specific Services (Rural Area)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Urban Services						
Wastewater Treatment Plants	\$ 4,846	\$ 3,357	\$ 2,466	\$ 3,901	\$ 2,113	\$ 4.96
Wastewater	\$ 3,554	\$ 2,462	\$ 1,809	\$ 2,861	\$ 1,550	\$ 0.58
Water Treatment Plants	\$ 1,193	\$ 827	\$ 607	\$ 960	\$ 520	\$ 1.22
Water	\$ 1,226	\$ 849	\$ 624	\$ 987	\$ 535	\$ 1.26
Total Urban Services	\$ 10,819	\$ 7,495	\$ 5,506	\$ 8,709	\$ 4,718	\$ 8.02
GRAND TOTAL RURAL AREA	\$ 7,952	\$ 5,508	\$ 4,048	\$ 6,402	\$ 3,467	\$ 3.01
GRAND TOTAL URBAN AREA	\$ 19,125	\$ 13,248	\$ 9,734	\$ 15,396	\$ 8,339	\$ 11.17



**SCHEDULE "C"
TO BY-LAW XX/2019
URBAN SERVICE AREA**

