



 **Watson  
& Associates**  
ECONOMISTS LTD.

# 2019 Development Charges Background Study

Town of Perth

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For Public Circulation and Comment

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## List of Acronyms and Abbreviations

<b>Acronym</b>	<b>Full Description of Acronym</b>
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 Town of Perth (Town).

The Town retained Watson & Associates Economists Ltd. (Watson) to undertake the D.C. study process in 2019. Watson worked with senior staff of the Town 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 Town'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 the Town's current D.C. policy (Chapter 2) and the policies underlying the proposed D.C. 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

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As required under Section 12 of the D.C.A., 1997, a public meeting has been scheduled for September 24, 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 Town'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 August 22, 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 Town staff	April 26, 2019
2. Data collection, staff interviews, preparation of D.C. calculations	April - August 2019
3. Preparation of draft D.C. background study and review of draft findings with Town staff	August 2019
4. Council workshop presentation	August 13, 2019
5. Presentation of findings to Development Industry Stakeholders	August 13, 2019



Process Steps	Dates
6. D.C. background study and proposed D.C. by-law available to public	August 22, 2019
7. Statutory notice of Public Meeting advertisement placed in newspaper(s)	20 days prior to public meeting
8. Public Meeting of Council	September 24, 2019
9. Council considers adoption of D.C. background study and passage of by-law	October 22, 2019
10. Newspaper notice given of by-law passage	By 20 days after passage
11. Last day for by-law appeal	40 days after passage
12. Town makes available D.C. pamphlet	By 60 days after in force date

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

On May 2, 2019, the Province introduced Bill 108 which proposes changes to the D.C.A. The Bill was introduced as part of the Province’s *“More Homes, More Choice: Ontario’s Housing Supply Action Plan”*. The Bill received royal assent on June 6, 2019.

While having received royal asset, many of the amendments to the D.C.A. do not come into effect until they are proclaimed by the Lieutenant Governor. However, transitional provisions with respect to soft services, as well as other provisions clarifying definitions and administrative powers to make regulations, are in effect as of the date of royal assent. Regarding the transitional provisions for soft services, as noted below, services



not identified under the new subsection 2(4) (i.e. soft services) will no longer be eligible to be included in D.C. by-law once proclaimed. Soft services within an existing D.C. by-law can remain in effect, even if the by-law expires, until the earlier of the prescribed date (currently anticipated to be January 1, 2021), the date a Community Benefits Charge By-law is passed, or the date when the existing D.C. by-law is repealed. A summary of the changes to the D.C.A. to take effect upon proclamation by the Lieutenant Governor is provided below:

**Changes to Eligible Services** – the Bill will remove “Soft Services” from the D.C.A. These services will be considered as part of a new Community Benefit Charge (discussed below) imposed under the authority of the *Planning Act*. Once the new s.s. 2(4) is proclaimed, eligible services under the D.C.A. include:

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

**Waste Diversion and Ambulance** – the Bill will remove the mandatory 10% deduction for these services.

**Annual Installments** – the Bill proposes that Rental Housing, and Commercial/Industrial/Institutional developments pay D.C.s in six equal annual payments commencing the earlier of the date of issuance of a building permit or occupancy. Non-profit housing developments will pay D.C.s in 21 equal annual payments. Interest may be charged on the installments, at a prescribed rate, and any unpaid amounts may be added to the property and collected as taxes.



**When D.C. Amount is Determined** – the Bill proposes that the D.C. amount for all developments proceeding by Site Plan or requiring a Zoning By-law Amendment, shall be determined based on the D.C. charge in effect on the day of the application for Site Plan or Zoning By-law Amendment. If the development is not proceeding via these planning approvals, then the amount is determined the earlier of the date of issuance of a building permit or occupancy.

**Soft Services to be Included in a new Community Benefit Charge under the Planning Act** – it is proposed that a municipality may by by-law impose community benefits charges against land to pay for the capital costs of facilities, services and matters required because of development or redevelopment in the area to which the by-law applies. These services may not include services authorized by the D.C.A. Various provisions are provided as follows:

- Before passing a community benefits charge by-law, the municipality shall prepare a community benefits charge strategy that, (a) identifies the facilities, services and matters that will be funded with community benefits charges and (b) complies with any prescribed requirements;
- The amount of a community benefits charge payable shall not exceed an amount equal to the prescribed percentage of the value of the land as of the valuation date;
- The valuation date is the day before building permit issuance;
- Valuations will be based on appraised value of land. Various requirements are set out in this regard;
- All money received by the municipality under a community benefits charge by-law shall be paid into a special account;
- In each calendar year, a municipality shall spend or allocate at least 60 percent of the monies that are in the special account at the beginning of the year;
- Requirements for annual reporting shall be prescribed; and
- Transitional provisions are set out regarding the D.C. reserve funds and D.C. credits.



## 1.4 Impact of Bill 108 on the Town's D.C. Study Process

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Based on the transition provisions in Bill 108 identified above, municipalities with a D.C. by-law expiring between June 6, 2019 (i.e. date of royal assent) and before prescribed date (anticipated to be January 1, 2021), can either:

- Pass a new D.C. by-law for both hard services (i.e. those services permissible under the new s.s. 2(4)) and soft services; or
- Amend their existing D.C. by-law to continue to impose the current soft services, and pass a new D.C. by-law for the hard services only.

In both cases, the charges pertaining to the soft services would continue to be imposed during the transition period until a Community Benefits Charge By-law is passed under the authority of the *Planning Act*, or the prescribed date, whichever comes first.

Through discussion with the Town's staff, it was determined that the preferred approach was to pass a new by-law for all services, in part, as this would serve to inform the forthcoming Community Benefits Charge By-law. Hence, this D.C. background study contains the statutory requirements to adopt a new D.C. by-law for all permissible services under the D.C.A. as at the date of writing.



# Chapter 2

## Town of Perth Current D.C. Policy



## 2. Town of Perth Current D.C. Policy

### 2.1 By-law Enactment

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On September 9, 2014, the Town enacted By-law 4464 under the D.C.A, 1997, which came into force on November 10, 2014. By-law 4464 was later amended by By-law 4464-1 on October 27, 2015 and By-law 4563 on December 15, 2015.

### 2.2 Services Covered

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The following services are covered under By-law 4464, as amended:

- Fire Protection Services;
- Transportation Services;
- Environmental Services
- Recreation and Cultural/Library Services; and
- Growth related Studies.

By-law 4464, as amended, imposes a municipal-wide charge as well as three area-specific charges, specifically:

- East Area Charge;
- North Area Charge; and
- West Area Charge.

The by-law provides for mandatory annual indexing of the charges on the anniversary date of the passing of the by-law in each year. Table 2-1 provides the charges currently in effect for residential and non-residential development types.



Table 2-1  
Town of Perth  
Schedule of D.C.s (as of November 10, 2018)

Description	General Charge	North Area Charge	West Area Charge	East Area Charge
<b>Residential (per Unit)</b>				
Low Density	\$ 6,192.71	\$ 6,739.66	\$ 7,605.43	\$ 6,804.37
Medium Density	\$ 4,338.13	\$ 4,722.31	\$ 5,327.24	\$ 4,766.79
High Density	\$ 2,658.93	\$ 2,894.02	\$ 3,265.29	\$ 2,922.60
<b>Non-Residential (per sq.ft. of Gross Floor Area)</b>	\$ 3.04	\$ 3.52	\$ 3.07	\$ 3.17

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

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D.C.s are due and payable in full to the Town on the date the first building permit is issued in relation to a building or structure on land to which a D.C. applies. The By-law also allows the Town to enter into alternative payment agreements with owners.

## 2.4 Redevelopment Credit

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The by-law provides for D.C. credits for residential and non-residential redevelopments for structures to be demolished and structures destroyed or damaged by causes beyond the owner's control.

Where a residential or non-residential building or structure is destroyed or damaged by causes beyond the owner's control (e.g. fire, tornado, etc.), such building or structure shall be exempted from a development charge provided that within five (5) years of the date on which the building or structure was destroyed or damaged the reconstruction or restoration of the damaged building or structure is started or a site plan agreement for redevelopment is executed and remains in effect.

### Residential Redevelopment

- When an owner obtains the necessary approvals to demolish and replace an existing residential use the development charges apply only to the extent of a net increase in the number of dwelling units when the net increase is greater than one dwelling unit.



## Non-Residential Redevelopment

- Where a non-residential building or structure has been demolished or is subject to demolition permit and is to be replaced by one or more non-residential buildings or structures the full development charge applies to the net increase in the gross floor area of the new non-residential building(s) or structure(s) over the gross floor area of the demolished non-residential building or structure.

## Conversions

- In the conversion or change of use from a non-residential use to a residential use, the first two (2) dwelling units created shall be exempt from D.C.s
- In the conversion or change of use from a residential use to a non-residential use, the first 50% of the existing gross floor area shall be exempt from D.C.s

## 2.5 Exemptions

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The Town'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-laws also provide non-statutory exemptions from payment of D.C.s with respect to:

- Hospital, health care centre, university or college lands exempt from taxation under the *Assessment Act*;
- Residential accessory uses, including: a garage, storage building, garden shed, swimming pool, or other similar accessory uses, buildings or structures;
- A garden suite as defined the *Planning Act*;



- A place of worship and churchyards, cemeteries or burial grounds exempt from taxation under the *Assessment Act*;
- Temporary buildings, provided that such buildings are removed within two years of the issuance of a Building Permit;
- A building for the sale of gardening and related products, provided that such building is not erected before March 15<sup>th</sup> and is removed before October 15<sup>th</sup> of each year;
- A residential use building erected and owned by non-profit housing, provided that satisfactory evidence is provided to the Treasurer that the residential use building is intended for persons of low or modest incomes and that the dwelling units are being made available at values that are initially and will continue to be below current market levels in the County of Lanark;
- Where specifically authorized by a resolution of Council, development on land where a public facility is being provided; and
- Partial Exemptions for non-residential development:
  - 25% discount for G.F.A. of 280-465m<sup>2</sup>
  - 50% discount for G.F.A. of 466-930m<sup>2</sup>
  - 75% discount for G.F.A. of 931-1,859m<sup>2</sup>
  - 95% discount for G.F.A. in excess of 1,859m<sup>2</sup>



# Chapter 3

## Anticipated Development in the Town of Perth



## 3. Anticipated Development in the Town of Perth

### 3.1 Requirement of the Act

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

The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the Town of Perth will be required to provide services, over a 10-year (mid-2019 to mid-2029) and a longer-term (mid-2019 to mid-2038) time horizon.

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

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

- Lanark County Sustainable Communities Official Plan (Adopted June 27, 2012);
- Official Plan Amendment #16 to the Town of Perth Official Plan (January 11, 2019);
- 2006, 2011 and 2016 population, household, and employment Census data;
- Historical residential and non-residential building permit data over the 2009 to 2018 period;
- Residential supply opportunities as provided by the Town of Perth; and



- Discussions with Town staff regarding anticipated residential and non-residential development in the Town of Perth.

## Summary of Growth Forecast

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

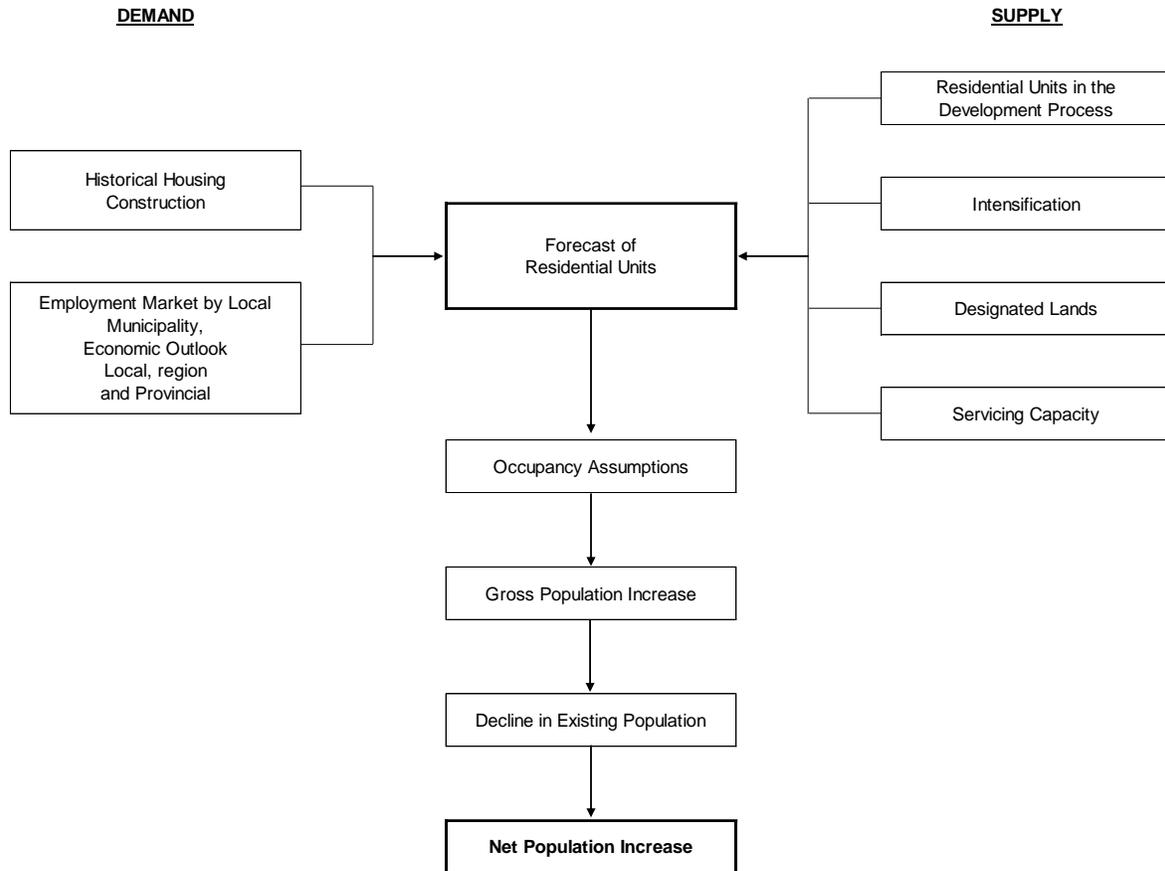
As identified in Table 3-1 and Appendix A, *Schedule 1*, the Town's population is anticipated to reach approximately 7,120 by mid-2029 and 8,090 by 2038, resulting in an increase of approximately 1,030 and 1,990 persons, respectively, over the 10-year and longer-term forecast periods.<sup>1</sup>

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<sup>1</sup> The population figures used in the calculation of the 2019 D.C. excluding the net Census undercount, which is estimated at approximately 2.5%.



Figure 3-1  
Population and Household Forecast Model





**Table 3-1  
Town of Perth  
Residential Growth Forecast Summary**

	Year	Population (Including Census Undercount) <sup>1</sup>	Excluding Census Undercount			Housing Units					Person Per Unit (P.P.U.): Total Population/ Total Households	
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi- Detached	Multiple Dwellings <sup>2</sup>	Apartments <sup>3</sup>	Other	Total Households		Equivalent Institutional Households
Historical	<i>Mid 2006</i>	6,050	5,907	27	5,880	1,780	175	930	30	2,915	25	2.026
	<i>Mid 2011</i>	5,990	5,840	35	5,805	1,829	153	929	35	2,946	32	1.982
	<i>Mid 2016</i>	6,080	5,930	155	5,775	1,850	170	955	35	3,010	141	1.970
Forecast	<i>Mid 2019</i>	6,250	6,094	161	5,933	1,900	185	1,036	35	3,156	146	1.931
	<i>Mid 2029</i>	7,320	7,140	188	6,952	2,204	230	1,284	35	3,752	171	1.903
	<i>Mid 2038</i>	8,290	8,085	211	7,874	2,592	284	1,381	35	4,292	192	1.884
Incremental	<b>Mid 2006 - Mid 2011</b>	<b>-60</b>	<b>-67</b>	<b>8</b>	<b>-75</b>	<b>49</b>	<b>-22</b>	<b>-1</b>	<b>5</b>	<b>31</b>	<b>7</b>	
	<b>Mid 2011 - Mid 2016</b>	<b>90</b>	<b>90</b>	<b>120</b>	<b>-30</b>	<b>21</b>	<b>17</b>	<b>26</b>	<b>0</b>	<b>64</b>	<b>109</b>	
	<b>Mid 2016 - Mid 2019</b>	<b>170</b>	<b>164</b>	<b>6</b>	<b>158</b>	<b>50</b>	<b>15</b>	<b>81</b>	<b>0</b>	<b>146</b>	<b>5</b>	
	<b>Mid 2019 - Mid 2029</b>	<b>1,070</b>	<b>1,046</b>	<b>27</b>	<b>1,019</b>	<b>304</b>	<b>45</b>	<b>248</b>	<b>0</b>	<b>596</b>	<b>25</b>	
	<b>Mid 2019 - Mid 2038</b>	<b>2,040</b>	<b>1,991</b>	<b>50</b>	<b>1,941</b>	<b>692</b>	<b>99</b>	<b>345</b>	<b>0</b>	<b>1,136</b>	<b>46</b>	

Derived from Town of Perth Official Plan (January 11, 2019, Amendment #16). Forecast for Town of Perth by Watson & Associates Economists Ltd., 2019

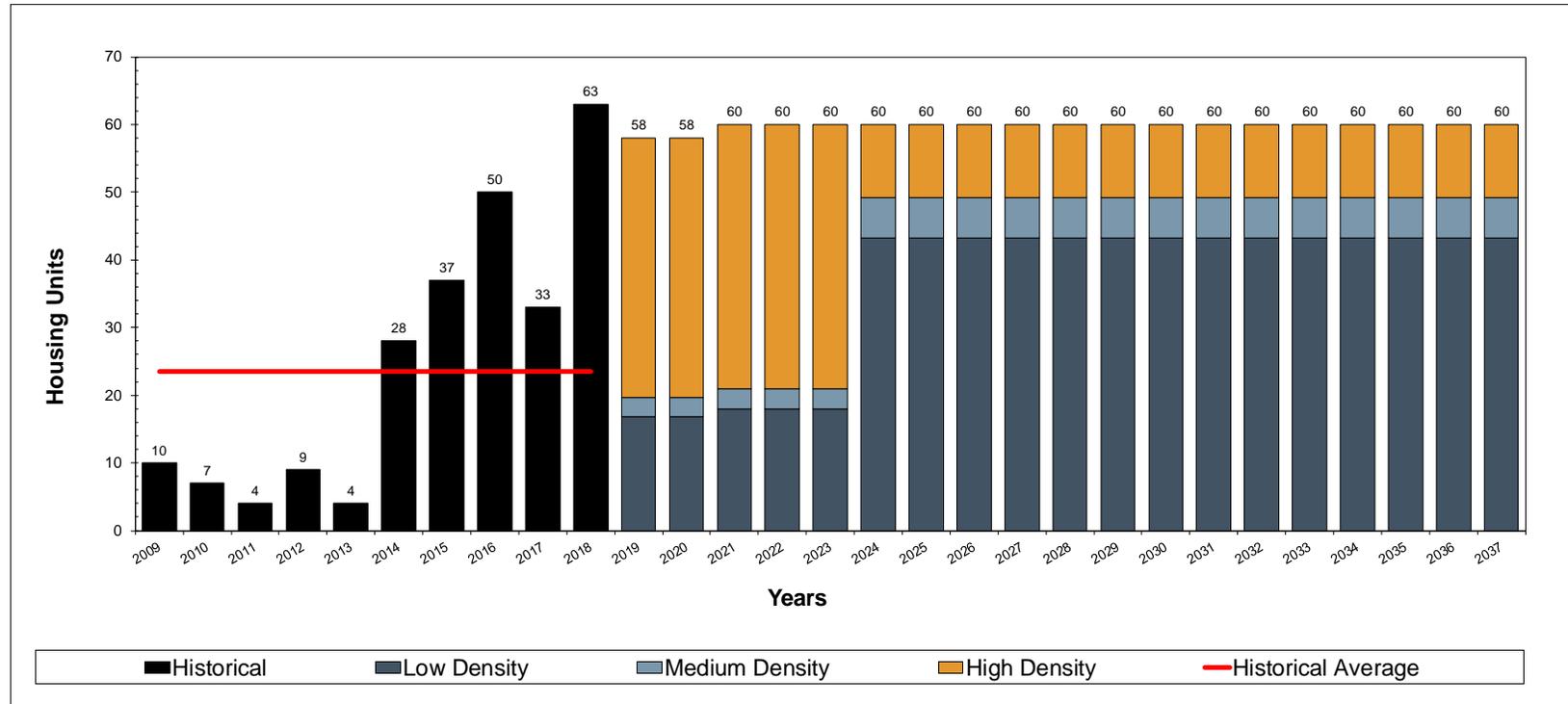
<sup>1</sup> Census undercount estimated at approximately 2.5%. Note: Population including the undercount has been rounded.

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

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



Figure 3-2  
Town of Perth  
Annual Housing Forecast



Source: Historical housing activity from 2009 to 2013 derived from Statistics Canada. Building permit activity between 2014 to 2018 provided by the Town of Perth.

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



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

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

- The housing unit mix for the Town was derived from a detailed review of residential supply data for the Town (as per Schedule 6), and historical development activity (as per Schedule 7).
- Based on the above indicators, the 2019 to 2038 household growth forecast for the Town is comprised of a unit mix of 61% low density units (single detached and semi-detached), 9% medium density (multiples except apartments) and 30% high density (bachelor, 1-bedroom and 2-bedroom apartments).

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

- Schedule 2 summarizes the anticipated amount, type, and location of development by servicing area for the Town of Perth.
- In accordance with forecast demand and available land supply, the amount and percentage of forecast housing growth between 2019 and 2038 by development location is summarized below.



Development Location	Amount of Housing Growth, 2019 to 2038	Percentage of Housing Growth, 2019 to 2038
North of 7	325	29%
Perthmore	252	22%
Golf Course: Phase 1	120	10%
Tayview	52	5%
Remaining Urban	387	34%
<b><i>Town Total</i></b>	<b>1,136</b>	<b>100%</b>

### 3. Planning Period

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

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

- The number of housing units to be constructed in the Town of Perth over the forecast period is presented in Figure 3-2. Over the 2019 to 2038 forecast period, the Town is anticipated to average 60 new housing units per year.
- Institutional population<sup>1</sup> is anticipated to increase by 50 people between 2019 to 2038.

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



- Population in new units is derived from Schedules 3, 4, and 5, which incorporate historical development activity, anticipated units (see unit mix discussion) and average persons per unit (P.P.U.) by dwelling type for new units.
- Schedule 8a and 8b summarize the P.P.U. for the new housing units by age and type of dwelling based on a 2016 custom Census data for Lanark County (medium and high density). The total calculated 15-year average P.P.U.s by dwelling type are as follows:
  - Low density: 2.708
  - Medium density: 2.159
  - High density<sup>1</sup>: 1.481

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

- Existing households for mid-2019 are based on the 2016 Census households, plus estimated residential units constructed between mid-2016 and 2019 assuming a 6-month lag between construction and occupancy (see Schedule 3).
- The decline in average occupancy levels for existing housing units is calculated in Schedules 3 through 5, by aging the existing population over the forecast period. The forecast population decline in existing households over the 2019 to 2038 forecast period is approximately 660.

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

- The employment projections provided herein are largely based on the activity rate method, which is defined as the number of jobs in a municipality divided by the number of residents. Key employment sectors include primary, industrial, commercial/ population-related, institutional, and work at home, which are considered individually below.

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



- 2016 employment data<sup>1</sup> (place of work) for the Town of Perth is outlined in Schedule 10a. The 2016 employment base is comprised of the following sectors:
  - 25 primary (1%);
  - 135 work at home employment (3%);
  - 1,488 industrial (29%);
  - 2,193 commercial/population related (43%); and
  - 1,225 institutional (24%).
- The 2016 employment by usual place of work, including work at home, is 5,065. An additional 908 employees have been identified for the Town in 2016 that have no fixed place of work (N.F.P.O.W.).<sup>2</sup>
- Total employment, including work at home and N.F.P.O.W. for the Town is anticipated to reach approximately 6,980 by mid-2029 and 7,790 by mid-2038. This represents an employment increase of approximately 890 for the 10-year forecast period and 1,670 for the longer-term forecast period.
- Schedule 10b, Appendix A, summarizes the employment forecast, excluding work at home employment and N.F.P.O.W. employment, which is the basis for the D.C. employment forecast. The impact on municipal services from work at home employees has already been included in the population forecast. The need for municipal services related to N.F.P.O.W. employees has largely been included in the employment forecast by usual place of work (i.e. employment and gross floor area generated from N.F.P.O.W. construction employment). Furthermore, since these employees have no fixed work address, they cannot be captured in the non-residential gross floor area (G.F.A.) calculation.

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

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



- Total employment for the Town of Perth (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 5,730 by mid-2029 and approximately 6,330 by mid-2038.<sup>1</sup> This represents an employment increase of approximately 710 and 1,310 over the 10-year and longer-term forecast periods, respectively.

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

- Square footage estimates were calculated in Schedule 10b based on the following employee density assumptions:
  - 1,500 sq.ft. per employee for industrial;
  - 550 sq.ft. per employee for commercial/population-related; and
  - 675 sq.ft. per employee for institutional employment.
- The Town-wide incremental Gross Floor Area (G.F.A.) is anticipated to increase by 453,200 sq.ft. over the 10-year forecast period and 833,000 sq.ft. over the longer-term forecast period.
- In terms of percentage growth, the 2019 to 2038 incremental G.F.A. forecast by sector is broken down as follows:
  - industrial – 11%;
  - commercial/population-related – 53%; and
  - institutional – 36%.

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<sup>1</sup> G.F.A. and employment associated within special care institutional dwellings treated as residential, resulting in an institutional employment difference between Schedules 10a and 10b.



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

- Schedule 10c summarizes the anticipated amount, type and location of non-residential development by servicing area for Town of Perth by area.
- In accordance with forecast demand and available land supply, the amount and percentage of forecast total non-residential growth between 2019 and 2038 by development location is summarized below.

<b>Development Location</b>	<b>Amount of Non-Residential G.F.A., 2019 to 2038</b>	<b>Percentage of Non-Residential G.F.A., 2019 to 2038</b>
North of 7	295,300	35%
Perthmore	66,500	8%
Golf Course: Phase 1	33,800	4%
Tayview	14,600	2%
Remaining Urban	422,800	51%
<b><i>Town Total</i></b>	<b><i>860,800</i></b>	<b><i>100%</i></b>



# Chapter 4

## Approach to the Calculation of the Charge



## 4. Approach to the Calculation of the Charge

### 4.1 Introduction

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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

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

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 Town’s D.C.s are indicated with a “Yes.”

### 4.3 Increase in Need for Service

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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

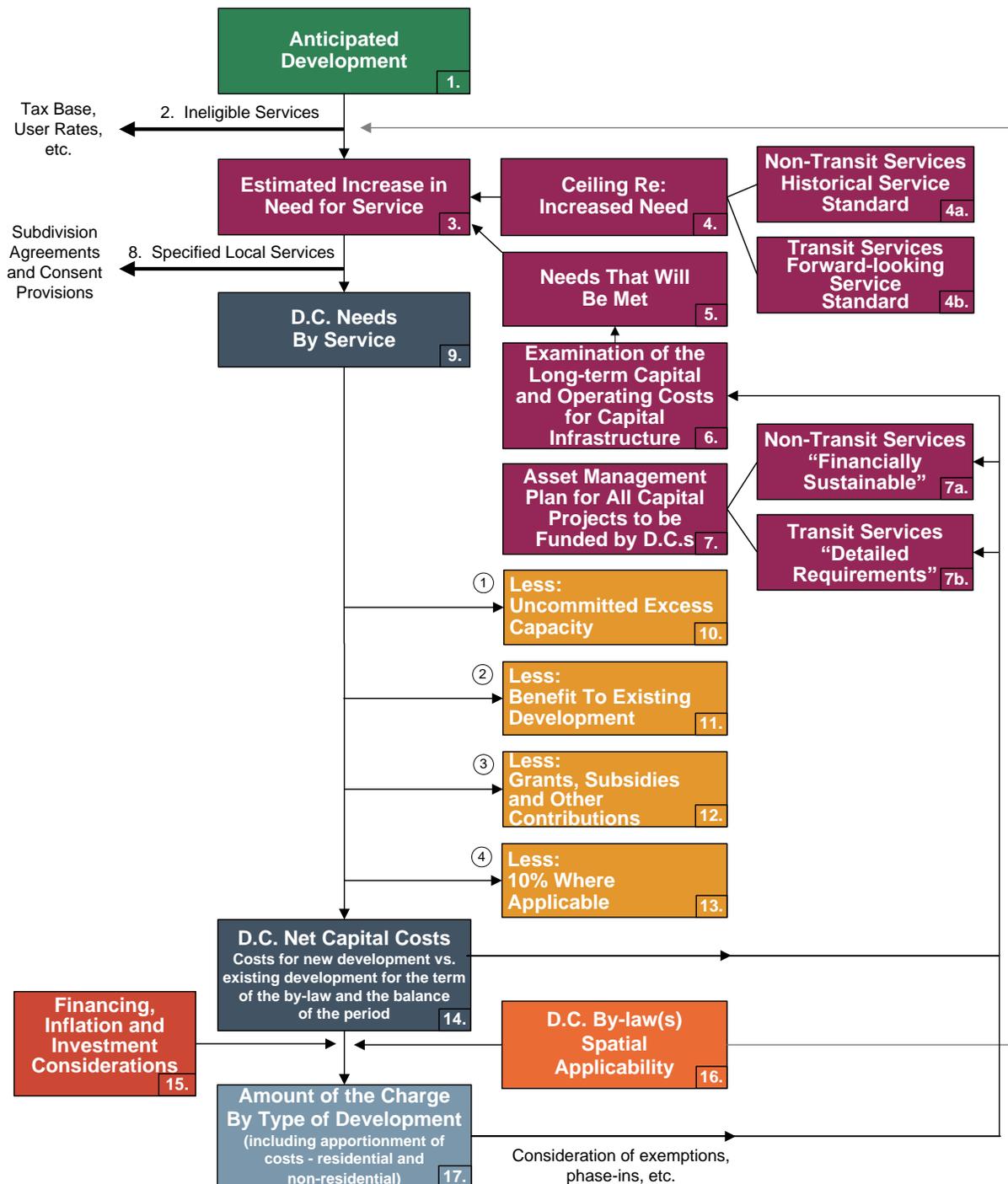




Table 4-1  
Categories of Municipal Services  
To Be Addressed as Part of the Calculation

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	n/a	2.1 Transit vehicles <sup>1</sup> & facilities	100
	n/a	2.2 Other transit infrastructure	100
	No	2.3 Municipal parking spaces - indoor	90
	No	2.4 Municipal parking spaces - outdoor	90
	Yes	2.5 Works Yards	100
	Yes	2.6 Rolling stock <sup>1</sup>	100
	n/a	2.7 Ferries	90
	n/a	2.8 Airport	90
3. Stormwater Drainage and Control Services	Yes	3.1 Main channels and drainage trunks	100
	Yes	3.2 Channel connections	100
	Yes	3.3 Retention/detention ponds	100
4. Fire Protection Services	Yes	4.1 Fire stations	100
	Yes	4.2 Fire pumpers, aerials and rescue vehicles <sup>1</sup>	100
	Yes	4.3 Small equipment and gear	100
5. Outdoor Recreation Services (i.e. Parks and Open Space)	Ineligible	5.1 Acquisition of land for parks, woodlots and E.S.A.s	0
	Yes	5.2 Development of area municipal parks	90
	Yes	5.3 Development of district parks	90

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

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



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
	Yes	5.4 Development of municipal-wide parks	90
	Yes	5.5 Development of special purpose parks	90
	Yes	5.6 Parks rolling stock <sup>1</sup> and yards	90
6. Indoor Recreation Services	Yes	6.1 Arenas, indoor pools, fitness facilities, community centres, etc. (including land)	90
	Yes	6.2 Recreation vehicles and equipment <sup>1</sup>	90
7. Library Services	Yes	7.1 Public library space (incl. furniture and equipment)	90
	n/a	7.2 Library vehicles <sup>1</sup>	90
	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 <sup>1</sup>	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 <sup>1</sup>	100
12. Waste Management Services	Ineligible	12.1 Landfill collection, transfer vehicles and equipment	0

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



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
	Ineligible	12.2 Landfills and other disposal facilities	0
	No	12.3 Waste diversion facilities	90
	No	12.4 Waste diversion vehicles and equipment <sup>1</sup>	90
13. Police Services	n/a	13.1 Police detachments	100
	n/a	13.2 Police rolling stock <sup>1</sup>	100
	n/a	13.3 Small equipment and gear	100
14. Homes for the Aged	n/a	14.1 Homes for the aged space	90
	n/a	14.2 Vehicles <sup>1</sup>	90
15. Child Care	n/a	15.1 Child care space	90
	n/a	15.2 Vehicles <sup>1</sup>	90
16. Health	n/a	16.1 Health department space	90
	n/a	16.2 Health department vehicles <sup>1</sup>	90
17. Social Housing	n/a	17.1 Social Housing space	90
18. Provincial Offences Act (P.O.A.)	n/a	18.1 P.O.A. space	90
19. Social Services	n/a	19.1 Social service space	90
20. Ambulance	n/a	20.1 Ambulance station space	90
	n/a	20.2 Vehicles <sup>1</sup>	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

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



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
23. Other Services	Yes	23.1 Studies in connection with acquiring buildings, rolling stock, materials and equipment, and improving land <sup>2</sup> and facilities, including the D.C. background study cost	0-100
	Yes	23.2 Interest on money borrowed to pay for growth-related capital	0-100

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

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

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



## 4.4 Local Service Policy

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Some of the need for services generated by additional development consists of local services related to a plan of subdivision. As such, they will be required as a condition of subdivision agreements or consent conditions. The Town's general policy guidelines on D.C. and local service funding is detailed in Appendix D to this report.

## 4.5 Capital Forecast

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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 Town's



2014 D.C. Background Study, approved and proposed capital budgets, and master servicing/needs studies.

## **4.6 Treatment of Credits**

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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 Town has no outstanding D.C. credit obligations for services that have been emplaced by developers on behalf of the Town.

## **4.7 Eligible Debt and Committed Excess Capacity**

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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 of expanding capacity at the Town’s lagoon (Submerged Activated Growth Reactor) have been included in the 2019 D.C. calculations.



## 4.8 Existing Reserve Funds

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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 Town’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  
Town of Perth  
Estimated D.C. Reserve Funds Balances (as at December 31, 2018, with adjustments)

Service	Totals
Roads & Related	733,519
Fire	18,047
Admin Studies	(153,069)
Stormwater	40,553
Wastewater	359,512
Water	61,513
Parks & Rec	20,250
Library	72,066
Police	5,479
<b>Total</b>	<b>1,157,870</b>

## 4.9 Deductions

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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 Town 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 Town'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.



## **4.10 Municipal-Wide vs. Area Rating**

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This step involves determining whether all of the subject costs are to be recovered on a uniform municipal-wide basis or whether some or all are to be recovered on an area-specific basis. Under the D.C.A., it is now mandatory to “consider” area-rating of services (providing charges for specific areas and services), however, it is not mandatory to implement area-rating. Further discussion is provided in section 7.3.8.

## **4.11 Allocation of Development**

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This step involves relating the costs involved to anticipated development for each period under consideration and using allocations between residential and non-residential development and between one type of development and another, to arrive at a schedule of charges



# Chapter 5

## D.C. Eligible Cost Analysis by Service



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

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.

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

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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.

#### 5.1.1 *Parks and Recreation*

The Town currently maintains approximately 93 acres of developed parkland and 52,915 square feet (sq.ft.) of indoor facility space for the provision of parks and recreation services. The Town's level of service over the historical 10-year period averaged \$3,054 per capita. In total, the maximum D.C. eligible amount for Parks and Recreation Services over the 10-year forecast period is approximately \$3.2 million based on the established level of service.

The 10-year capital needs for Parks and Recreation Services to accommodate growth are currently being reviewed through a master plan. The master plan has been included as a D.C. eligible cost with a total gross capital cost estimate of \$30,000. Deductions of approximately \$7,500 to reflect benefit to existing development and \$2,250 for the statutory 10% deduction have been made. The current reserve fund balance for Parks and Recreation Services can cover the resulting net growth-related capital cost, thereby reducing all costs for inclusion in the calculation of the D.C. to zero.



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

### **5.1.2 Library Services**

The Town's Library Services are provided through the Perth & District Union Public Library Board. Service is provided through one branch of 11,000 sq.ft. of library space, and through the provision of approximately 49,418 collection items. The average level of service over the past 10 years was approximately \$962 per capita. Based on the application of this level of service to the incremental forecast growth, the Town would be eligible to collect approximately \$1.0 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 \$80,073. These costs consist of a provision for the purchase of additional collection materials. The statutory 10% deduction required for library services totals approximately \$8,007. A deduction of \$72,066 in recognition of the funds collected from prior development charges and available in the D.C. reserve fund is included. Resultantly, no growth-related costs for Library Services have been included in the calculation of the charge for the 10-year forecast period.

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

### **5.1.3 Administration Studies**

The D.C.A. permits the inclusion of studies undertaken to facilitate the completion of the Town's capital works program and to support the preparation of future D.C. background studies. The Town has made provisions for the inclusion of two future D.C. background studies, an Official Plan comprehensive update, and recovery of previously unfunded amounts.

The costs of these projects are expected to total approximately \$270,000 over the 10-year forecast period. A deduction of approximately \$25,000 for benefit to existing development and a further deduction of approximately \$9,000 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 \$236,000. These costs have been allocated 60% residential and 40% 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 – 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: Other (e.g. 10% Statutory Deduction)	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development			Total	Residential Share	Non-Residential Share
2019-2028											95%	5%	
1	Recreation Master Plan	2019	30,000	-		30,000	7,500		22,500	2,250	20,250	19,238	1,013
			-	-		-	-		-	-	-	-	-
	Reserve Fund Adjustment		-	-		-	-		(20,250)	-	(20,250)	(19,238)	(1,013)
			-	-		-	-		-	-	-	-	-
			-	-		-	-		-	-	-	-	-
			-	-		-	-		-	-	-	-	-
			-	-		-	-		-	-	-	-	-
			-	-		-	-		-	-	-	-	-
	<b>Total</b>		<b>30,000</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>7,500</b>	<b>-</b>	<b>2,250</b>	<b>2,250</b>	<b>-</b>	<b>-</b>	<b>-</b>



## 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
	2019-2028											95%	5%
1	Provision for Library Collection Materials	2019-2028	80,073	-		80,073	-		80,073	8,007	72,066	68,463	3,603
	Reserve Fund Adjustment								(72,066)		(72,066)	(68,463)	(3,603)
	<b>Total</b>		<b>80,073</b>	<b>-</b>	<b>-</b>	<b>80,073</b>	<b>-</b>	<b>-</b>	<b>8,007</b>	<b>8,007</b>	<b>-</b>	<b>-</b>	<b>-</b>





## 5.2 Service Levels and 19-Year Capital Costs for Municipal-wide D.C. Calculation

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This section evaluates the development-related capital requirements for municipal-wide services related to the 19-year planning period (mid-2019 to mid-2038). 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 Roads and Related Services

The Town has approximately 32 kilometres of roadways and 18 kilometres of sidewalks, excluding local roads, as well as 12 bridges. In addition, the Town utilizes approximately 10,944 sq.ft. of facility space, and 19 vehicles and equipment items in the provision of Roads and Related Services. This total inventory of assets over the past 10 years results in an invested average historical level of service of \$8,322 per capita. When applied to the municipal-wide forecast population growth to 2038, a maximum D.C. eligible cost of approximately \$16.6 million could be expected to meet the future increase in needs for service.

Review of the Town’s roads needs for the forecast period identified approximately \$6.4 million in gross capital costs. These costs include road construction projects, new vehicles and equipment, and a share of an infrastructure master plan. Recognizing the benefit to existing development arising from the Eastern Arterial Road and the Infrastructure Master Plan, approximately \$648,000 has been deducted from the gross capital costs. Additionally, a deduction of approximately \$734,000 is included in recognition of the funds collected from prior development charges and available in the D.C. reserve fund. As a result, approximately \$5.1 million in growth-related needs have been included in the calculation of the D.C.

The allocation of net growth-related costs for Roads between residential and non-residential development is 60% residential and 40% non-residential, based on forecast incremental population and employment growth over the 19-year period.



### **5.2.2 Fire Protection Services**

There is currently one fire station located in the Town, with a gross floor area of approximately 15,000 sq.ft. The Town also maintains 6 vehicles, 32 sets of firefighter equipment, and 16 SCBA sets. In total, the average level of service provided through the capital infrastructure has been \$865 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 \$1.7 million.

Based on discussions with the Town's staff, the anticipated capital needs include an additional fire vehicle, fire equipment, and a fire master plan. The gross capital costs for these needs total approximately \$593,000. A deduction of approximately \$8,000 has been provided to recognize the benefits to the existing community. Furthermore, approximately \$18,000 has been deducted to reflect the existing D.C. reserve fund balance for Fire Services.

In total, approximately \$568,000 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 60% residential and 40% non-residential, based on forecast incremental population and employment growth over the 19-year period.

### **5.2.3 Stormwater Services**

The capital plan for Town-wide stormwater services includes a share of an infrastructure master plan and a drainage master plan. In total, the gross capital cost estimates for these two master plans amount to approximately \$63,000. Approximately \$36,000 has been deducted for benefits to existing development and approximately \$1,000 has been deducted to reflect money available in the D.C. reserve fund for stormwater services.

The net capital costs identified for inclusion in the calculation of the Town-wide D.C. for stormwater services total approximately \$26,000. These costs have been allocated 56% residential and 44% non-residential, based on relative share of estimated impervious land area resulting from development over the 19-year period.



#### **5.2.4 Wastewater Services**

The capital plan for wastewater services includes a new pump station and collection trunk mains, upgrades to the Cockburn and Jamesville pumping stations to accommodate future development, upsizing various trunk sewers, a share of the infrastructure master plan, and the repayment of debt related to recently completed capacity expansion at the Town's lagoon (Submerged Activated Growth Reactor).

In total, the gross capital cost estimates amount to \$8.9 million. Approximately \$50,000 has been deducted as post-period benefit, in addition to a \$392,000 deduction for benefits to existing development. Furthermore, approximately \$360,000 has been deducted to reflect the existing D.C. reserve fund balance.

The net capital costs identified for inclusion in the calculation of the D.C. total approximately \$8.1 million. These costs have been allocated 60% residential and 40% non-residential, based on forecast incremental population and employment growth.

#### **5.2.5 Water Services**

The capital plan for water services over the 19-year forecast period includes a new water tower, main upsizing, a share of the infrastructure master plan, and water flow modelling.

In total, the gross capital cost estimates amount to approximately \$4.8 million. Deductions of approximately \$3.4 million for benefit to existing development and \$62,000 for the existing D.C. reserve fund balance have been applied. The net capital costs identified for inclusion in the calculation of the D.C. total approximately \$1.3 million. These costs have been allocated 60% residential and 40% non-residential, based on forecast incremental population and employment growth.



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

Prj .No	Increased Service Needs Attributable to Anticipated Development  2019-2038	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 60%	Non-Residential Share 40%
1	Eastern Arterial Road (Phase 1, Town's Share)	2021	1,154,698	-		1,154,698	635,084		519,614	311,768	207,846
2	North of Highway #7 (Roundabout, Turning Lanes on #7, Collector Road & Sidewalk - Wilson St. North of Dufferin St., Collector Road & Sidewalk- East of 511)	2024	5,021,000	-		5,021,000	-		5,021,000	3,012,600	2,008,400
3	Plow Truck with Sander	2024	170,000	-		170,000	-		170,000	102,000	68,000
4	Lawn Mower	2024	25,000	-		25,000	-		25,000	15,000	10,000
5	Equipment Vehicle	2024	40,000	-		40,000	-		40,000	24,000	16,000
6	Infrastructure Master Plan (Road's Share)	2024	33,200	-		33,200	13,280		19,920	11,952	7,968
	Reserve Fund Adjustment								(733,519)	(440,112)	(293,408)
	<b>Total</b>		<b>6,443,898</b>	<b>-</b>	<b>-</b>	<b>6,443,898</b>	<b>648,364</b>	<b>-</b>	<b>5,062,015</b>	<b>3,037,209</b>	<b>2,024,806</b>



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

Prj .No	Increased Service Needs Attributable to Anticipated Development  2019-2038	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  60%	Non- Residential Share  40%
1	Fire Vehicle - Additional Unit	2026	519,300	-		519,300	-		519,300	311,580	207,720
2	Fire Equipment		44,125	-		44,125	-		44,125	26,475	17,650
3	Fire Master Plan	2020	30,000	-		30,000	7,500		22,500	13,500	9,000
	Reserve Fund Adjustment								(18,047)	(10,828)	(7,219)
	<b>Total</b>		<b>593,425</b>	<b>0</b>	<b>0</b>	<b>593,425</b>	<b>7,500</b>	<b>0</b>	<b>567,878</b>	<b>340,727</b>	<b>227,151</b>



## Infrastructure Costs Covered in the D.C. Calculation – Stormwater Services

Prj.No	Increased Service Needs Attributable to Anticipated Development  2019-2038	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 56%	Non-Residential Share 44%
1	Infrastructure Master Plan (Stormwater's Share)	2024	33,200	-		33,200	13,280		19,920	11,155	8,765
2	Drainage Master Plan	2024	30,000	-		30,000	23,107		6,893	3,860	3,033
	Reserve Fund Adjustment								(965)	(540)	(425)
	<b>Total</b>		<b>63,200</b>	<b>-</b>	<b>-</b>	<b>63,200</b>	<b>36,387</b>	<b>-</b>	<b>25,848</b>	<b>14,475</b>	<b>11,373</b>



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

Prj.No	Increased Service Needs Attributable to Anticipated Development  2019-2038	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 60%	Non-Residential Share 40%
1	Pump Station and Collection Trunk Mains	2020	865,500	-		865,500	-		865,500	519,300	346,200
2	Cockburn and Jamesville Pumping Stations (Upsizing of Wet Wells for Future Development)	2024	2,885,100	-		2,885,100	-		2,885,100	1,731,060	1,154,040
3	SAGR Debt (Principal & Interest)	2019-2029	4,483,803	46,649		4,437,154	-		4,437,154	2,662,292	1,774,862
4	Drummond St Trunk Upsizing		325,000	-		325,000	162,500		162,500	97,500	65,000
5	Sunset/Highway #7/511 Trunk Upsizing		325,000	-		325,000	216,667		108,333	65,000	43,333
6	Infrastructure Master Plan (Wastewater's Share)	2024	33,200	-		33,200	13,280		19,920	11,952	7,968
	Reserve Fund Adjustment								(359,512)	(215,707)	(143,805)
	<b>Total</b>		<b>8,917,603</b>	<b>46,649</b>	<b>-</b>	<b>8,870,954</b>	<b>392,447</b>	<b>-</b>	<b>8,118,996</b>	<b>4,871,397</b>	<b>3,247,598</b>





## 5.3 19-Year Capital Costs for Area-Specific D.C. Calculation

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This D.C. Background Study provides for area-specific charges related to Stormwater Services for the area north of Highway #7. The anticipated development-related capital requirements for these services have been considered over the 19-year forecast period.

### 5.3.1 Stormwater Services – North of Highway #7

The capital plan for Stormwater Services that service the area north of Highway #7 consists of the Town's share of a storage-based low impact development (LID) system.

The gross capital cost estimate amounts to \$1.1 million. Approximately \$40,000 has been deducted to reflect money available in the D.C. reserve fund for stormwater services.

The net capital costs identified for inclusion in the calculation of the D.C. total approximately \$1.1 million. These costs have been allocated 47% residential and 53% non-residential, based on the relative share of estimated impervious land area resulting from development north of Highway 7 over the 19-year period.



## Infrastructure Costs Covered in the D.C. Calculation – Stormwater Services – North of Highway #7

Prj.No	Increased Service Needs Attributable to Anticipated Development  2019-2038	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 47%	Non-Residential Share 53%
1	Storage-based LID System (Town's Share)		1,100,000	-		1,100,000	-		1,100,000	517,000	583,000
	Reserve Fund Adjustment								(39,588)	(18,606)	(20,982)
	<b>Total</b>		<b>1,100,000</b>	<b>-</b>	<b>-</b>	<b>1,100,000</b>	<b>-</b>	<b>-</b>	<b>1,060,412</b>	<b>498,394</b>	<b>562,018</b>



# Chapter 6

## D.C. Calculation



## 6. D.C. Calculation

This chapter presents the calculation of the development charge for residential and non-residential types of development. Table 6-1 to Table 6-3 calculate the proposed D.C. for the growth-related capital costs identified in Chapter 5. 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 6-1 presents the municipal-wide D.C. calculation for Stormwater, Wastewater, Water, Roads and Related, and Fire services over the 19-year period to 2038. Table 6-2 presents the municipal-wide D.C. calculation for Parks and Recreation, Library, and Admin Studies over 10-year period to 2029. Table 6-3 presents the Area-Specific D.C. calculation for Stormwater Services in the area north of Highway #7 over the 19-year planning horizon to 2038.

The calculation for residential development is generated on a per capita basis and is based upon six 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 (i.e. industrial, commercial, and institutional)

Table 6-4 summarizes the calculated schedule of charges, reflecting the maximum D.C.s by residential dwelling type and per square foot of G.F.A. for non-residential development.

Table 6-5 compares the Town's existing charges to the charges proposed herein (as presented in Table 6-4), for a single detached residential dwelling unit and per sq.ft. of G.F.A. for non-residential development. The calculated municipal-wide charges are \$9,537 for a single detached residential dwelling unit and \$7.45 per sq.ft. of G.F.A. for non-residential development. The calculated municipal-wide residential charge for a single detached dwelling unit represents a 54% (\$3,344) increase relative to the current charge of \$6,193 per unit. Similarly, the calculated municipal-wide non-residential charge is 145% (\$4.41/sq.ft.) greater than the current charge of \$3.04 per sq.ft.

For the area north of Highway #7, the calculated charges are \$13,247 for a single detached residential dwelling unit and \$9.14 per sq.ft. of G.F.A. for non-residential



development. The calculated area-specific residential charge for a single detached dwelling unit represents a 97% (\$6,507) increase relative to the current charge of \$6,740 per unit. Similarly, the calculated area-specific non-residential charge is 160% (\$5.62) greater than the current charge of \$3.52 per sq.ft.



Table 6-1  
Municipal-wide Services D.C. Calculation  
2019-2038

SERVICE	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
1. Stormwater	\$ 14,475	\$ 11,373	\$ 15	\$ 0.01
2. Wastewater	\$ 4,871,397	\$ 3,247,598	\$ 4,978	\$ 3.90
3. Water	\$ 782,861	\$ 521,907	\$ 800	\$ 0.63
4. Roads & Related	\$ 3,037,209	\$ 2,024,806	\$ 3,104	\$ 2.43
5. Fire	\$ 340,727	\$ 227,151	\$ 348	\$ 0.27
<b>TOTAL</b>	<b>\$ 9,046,669</b>	<b>\$ 6,032,836</b>	<b>\$ 9,245</b>	<b>\$ 7.24</b>
D.C.-Eligible Capital Cost	\$ 9,046,669	\$ 6,032,836		
20-Year Gross Population/GFA Growth (sq.ft.)	2,650	833,000		
<b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>	<b>\$ 3,413.84</b>	<b>\$ 7.24</b>		
<b><u>By Residential Unit Type</u></b>	<b><u>P.P.U.</u></b>			
Single and Semi-Detached Dwelling	2.708	\$ 9,245		
Apartments - 2 Bedrooms +	1.520	\$ 5,189		
Apartments - Bachelor and 1 Bedroom	1.434	\$ 4,895		
Other Multiples	2.159	\$ 7,370		
Special Care/Special Dwelling Units	1.100	\$ 3,755		



Table 6-2  
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.
6. Parks & Recreation	\$ -	\$ -	\$ -	\$ -
7. Library	\$ -	\$ -	\$ -	\$ -
8. Admin Studies	\$ 141,522	\$ 94,348	\$ 292	\$ 0.21
<b>TOTAL</b>	<b>\$ 141,522</b>	<b>\$ 94,348</b>	<b>\$ 292</b>	<b>\$ 0.21</b>
D.C.-Eligible Capital Cost	\$ 141,522	\$ 94,348		
10-Year Gross Population/GFA Growth (sq.ft.)	1,314	453,200		
<b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>	<b>\$ 107.70</b>	<b>\$ 0.21</b>		
<b><u>By Residential Unit Type</u></b>	<b><u>P.P.U.</u></b>			
Single and Semi-Detached Dwelling	2.708	\$ 292		
Apartments - 2 Bedrooms +	1.520	\$ 164		
Apartments - Bachelor and 1 Bedroom	1.434	\$ 154		
Other Multiples	2.159	\$ 233		
Special Care/Special Dwelling Units	1.100	\$ 118		



Table 6-3  
Area-Specific Services D.C. Calculation  
2019-2038

SERVICE	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
9. Stormwater - North of Highway #7	\$ 1,060,412	\$ 498,394	\$ 3,710	\$ 1.69
<b>TOTAL</b>	<b>\$ 1,060,412</b>	<b>\$ 498,394</b>	<b>\$ 3,710</b>	<b>\$ 1.69</b>
D.C.-Eligible Capital Cost	\$ 1,060,412	\$ 498,394		
20-Year Gross Population/GFA Growth (sq.ft.)	774	295,300		
<b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>	<b>\$ 1,370.04</b>	<b>\$ 1.69</b>		
<b><u>By Residential Unit Type</u></b>	<b><u>P.P.U.</u></b>			
Single and Semi-Detached Dwelling	2.708	\$ 3,710		
Apartments - 2 Bedrooms +	1.520	\$ 2,082		
Apartments - Bachelor and 1 Bedroom	1.434	\$ 1,965		
Other Multiples	2.159	\$ 2,958		
Special Care/Special Dwelling Units	1.100	\$ 1,507		



Table 6-4  
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)
<b>Municipal Wide Services</b>						
Roads & Related	3,104	1,742	1,644	2,475	1,261	2.43
Fire	348	195	184	277	141	0.27
Parks & Recreation	-	-	-	-	-	-
Library	-	-	-	-	-	-
Admin Studies	292	164	155	233	119	0.21
Stormwater	15	8	8	12	6	0.01
Wastewater	4,978	2,794	2,636	3,969	2,022	3.90
Water	800	449	424	638	325	0.63
<b>Total Municipal Wide Services</b>	<b>9,537</b>	<b>5,352</b>	<b>5,051</b>	<b>7,604</b>	<b>3,874</b>	<b>7.45</b>
<b>Area-Specific Services</b>						
Stormwater - North of Highway #7	3,710	2,082	1,965	2,958	1,507	1.69
<b>Total Area-Specific</b>	<b>3,710</b>	<b>2,082</b>	<b>1,965</b>	<b>2,958</b>	<b>1,507</b>	<b>1.69</b>
<b>GRAND TOTAL MUNICIPAL WIDE</b>	<b>9,537</b>	<b>5,352</b>	<b>5,051</b>	<b>7,604</b>	<b>3,874</b>	<b>7.45</b>
<b>GRAND TOTAL AREA NORTH OF HIGHWAY #7</b>	<b>13,247</b>	<b>7,434</b>	<b>7,016</b>	<b>10,562</b>	<b>5,381</b>	<b>9.14</b>



Table 6-5  
Comparison of Current and Calculated D.C.s

**Calculated Charges**

Service	Residential (Single Detached Dwelling)	Non-Residential (per sq.ft. of Gross Floor Area)
<b>Municipal Wide Services</b>		
Roads & Related	3,104	2.43
Fire	348	0.27
Parks & Recreation	-	-
Library	-	-
Admin Studies	292	0.21
Stormwater	15	0.01
Wastewater	4,978	3.90
Water	800	0.63
<b>Total Municipal Wide Services</b>	<b>9,537</b>	<b>7.45</b>
<b>Area-Specific Services</b>		
Stormwater - North of Highway #7	3,710	1.69
<b>Total Area-Specific</b>	<b>3,710</b>	<b>1.69</b>
<b>GRAND TOTAL MUNICIPAL WIDE</b>	<b>9,537</b>	<b>7.45</b>
<b>GRAND TOTAL AREA NORTH OF HIGHWAY #7</b>	<b>13,247</b>	<b>9.14</b>

**Current Charges**

Description	Residential (Low Density)	Non-Residential (per sq.ft. of Gross Floor Area)
General Charge	6,192.71	3.04
North Area Charge	6,739.66	3.52
West Area Charge	7,605.43	3.07
East Area Charge	6,804.37	3.17



# Chapter 7

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



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

### 7.1 Introduction

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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

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**It is recommended that:**

- the Town uses a uniform municipal-wide D.C. calculation for all municipal services except stormwater servicing of the area north of Highway #7;



- D.C.s for stormwater servicing of the area north of Highway #7 be imposed on an area-specific basis for development within that area only; and
- one municipal D.C. by-law be used for all services.

## 7.3 D.C. By-law Rules

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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 10 years. Costs allocated to non-residential uses will be assigned to industrial, commercial, and other non-residential 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 building permit for the replacement building or structure was issued less than five (5) years after the date of issuance of the demolition 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.

### **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**

- hospital, health care centre, university, or college lands exempt from taxation under the *Assessment Act*;
- 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*;
- industrial buildings;
- temporary buildings, provided that such buildings are removed within two (2) years of the issuance of the Building Permit; and
- residential use buildings erected and owned by non-profit housing, provided that these buildings are subject to an agreement with the Town to charge affordable rents for a defined period of time. For greater clarity, affordable rents under the agreement will be evaluated based on market rates, or below, within the County of Lanark.

### **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 Town 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 1<sup>st</sup>, in accordance with provisions under the D.C.A.



### **7.3.8 D.C. Spatial Applicability**

The D.C.A. historically has provided the opportunity for a municipality to impose municipal-wide charges or area specific charges. Sections 2(7) and 2(8) of the D.C.A. provide that a D.C. by-law may apply to the entire municipality or only part of it and more than one D.C. by-law may apply to the same area. Amendments to the D.C.A. now require municipalities to consider the application of municipal-wide and area-specific D.C.s. s.10(2)(c.1) requires Council to consider the use of more than one D.C. by-law to reflect different needs from services in different areas. Most municipalities in Ontario have established uniform, municipal-wide D.C.s. The Town's approach in prior D.C. by-laws has been to impose area-specific D.C.s. for a number of defined areas of the Town. When area-specific charges are used, it is generally to underpin master servicing and front-end financing arrangements for more localized capital costs.

Based on the foregoing and discussions with the Town's staff, area-specific D.C.s are suitable for the costs related to stormwater servicing of the area north of Highway #7. The recommendations are:

- to apply municipal-wide D.C.s for roads and related, fire, parks and recreation, library, admin studies, stormwater, wastewater, and water services;
- to apply area-specific D.C.s for stormwater servicing of the area north of Highway #7; and
- to discontinue the use of area-specific charges for the East and West areas of the Town.

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

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

It is recommended that the 's D.C. collections be contributed into nine (9) separate reserve funds, including: Roads and Related; Fire Protection; Parks and Recreation; Library; Administration; Stormwater; Wastewater; Water; and Stormwater – North of Highway #7.

### **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.

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### **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**

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**It is recommended that Council:**

“Approve the capital project listing set out in Chapter 5 of the D.C. Background Study dated August 22, 2019, subject to further annual review during the capital budget process;”

“Approve the D.C. Background Study dated August 22, 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

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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 for 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.

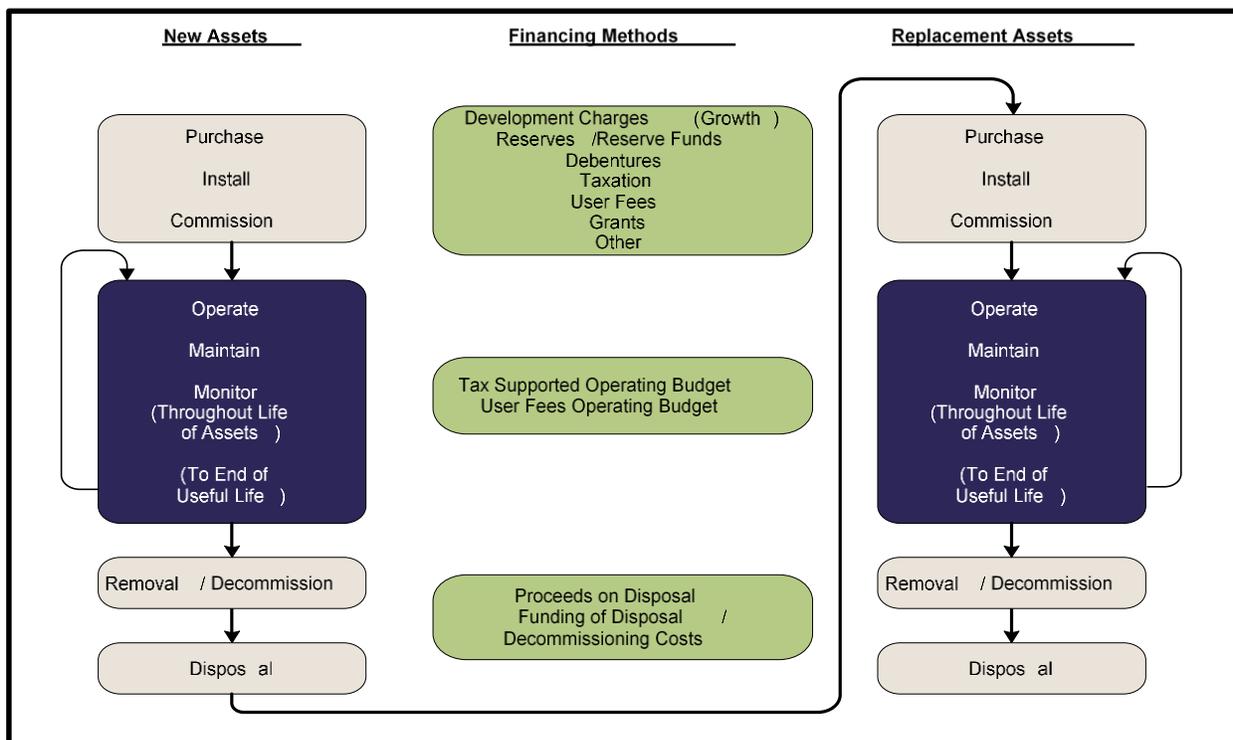
In 2012, the Province developed Building Together: Guide for Municipal Asset Management Plans which outlines the key elements for an A.M.P., as follows:

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**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. In 2013, the Town completed an A.M.P. for all assets. The 2013 A.M.P. is now outdated and the Town will be undertaking an update in the near future. As a result, the asset management requirement for this D.C. has been undertaken independently of the 2013 A.M.P.

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 \$322,000.
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 \$517,000.
5. The resultant total annualized expenditures are approximately \$839,000.
6. Consideration was given to the potential new taxation and user fee revenues which could be generated as a result of new growth. These revenues will be available to finance the expenditures identified above. The new operating revenues are \$3.7 million. This amount, totalled with the existing operating revenues of \$16.9 million, would provide total annual revenues of approximately \$20.6 million by the end of the forecast period.



7. The incremental operating revenues of \$3.7 million will adequately cover the incremental expenditures of approximately \$839,000.
8. In consideration of the above, the capital plan is deemed to be financially sustainable.

Table 8-1  
Town of Perth  
Asset Management – Future Expenditures and Associated Revenues (2019\$)

	2038 (Total)
<b>Expenditures (Annualized)</b>	
Annual Debt Payment on Non-Growth Related Capital <sup>1</sup>	321,820
Annual Debt Payment on Post Period Capital <sup>2</sup>	-
Annual Lifecycle - Town-wide Services	324,155
Annual Lifecycle - Area Specific Services <sup>3</sup>	27,936
<b>Incremental Operating Costs (for D.C. Services)</b>	<b>\$164,929</b>
<b>Total Expenditures</b>	<b>\$838,840</b>
<b>Revenue (Annualized)</b>	
Total Existing Revenue <sup>4</sup>	\$16,889,390
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	\$3,687,549
<b>Total Revenues</b>	<b>\$20,576,939</b>

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

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

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

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



# Chapter 9

## By-law Implementation



## 9. By-law Implementation

### 9.1 Public Consultation

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This chapter addresses the mandatory, formal public consultation process (subsection 9.1.1), as well as the optional, informal consultation process (subsection 9.1.2). 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**

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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

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

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

The 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 no later than 20 days after the day the by-law is passed (i.e. as of the day of newspaper publication or the mailing of the notice).

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

- Notice may be given by publication in a newspaper which is (in the Clerk's opinion) of sufficient circulation to give the public reasonable notice, or by personal service, fax or mail to every owner of land in the area to which the by-law relates;
- 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 Town must prepare a "pamphlet" explaining each D.C. by-law in force, setting out:

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



- the services to which the D.C.s relate; and
- a 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 Town 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 Town agrees to expand the credit to other services for which a D.C. is payable.

### **9.3.6 Front-Ending Agreements**

The Town 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 Town to which the D.C. by-law applies. Such an agreement can provide for the costs to be borne by one or more parties to the agreement who are, in turn, reimbursed in future by persons who develop land defined in the agreement.

Part III of the D.C.A., 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 Town 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  
Town of Perth  
Residential Growth Forecast Summary**

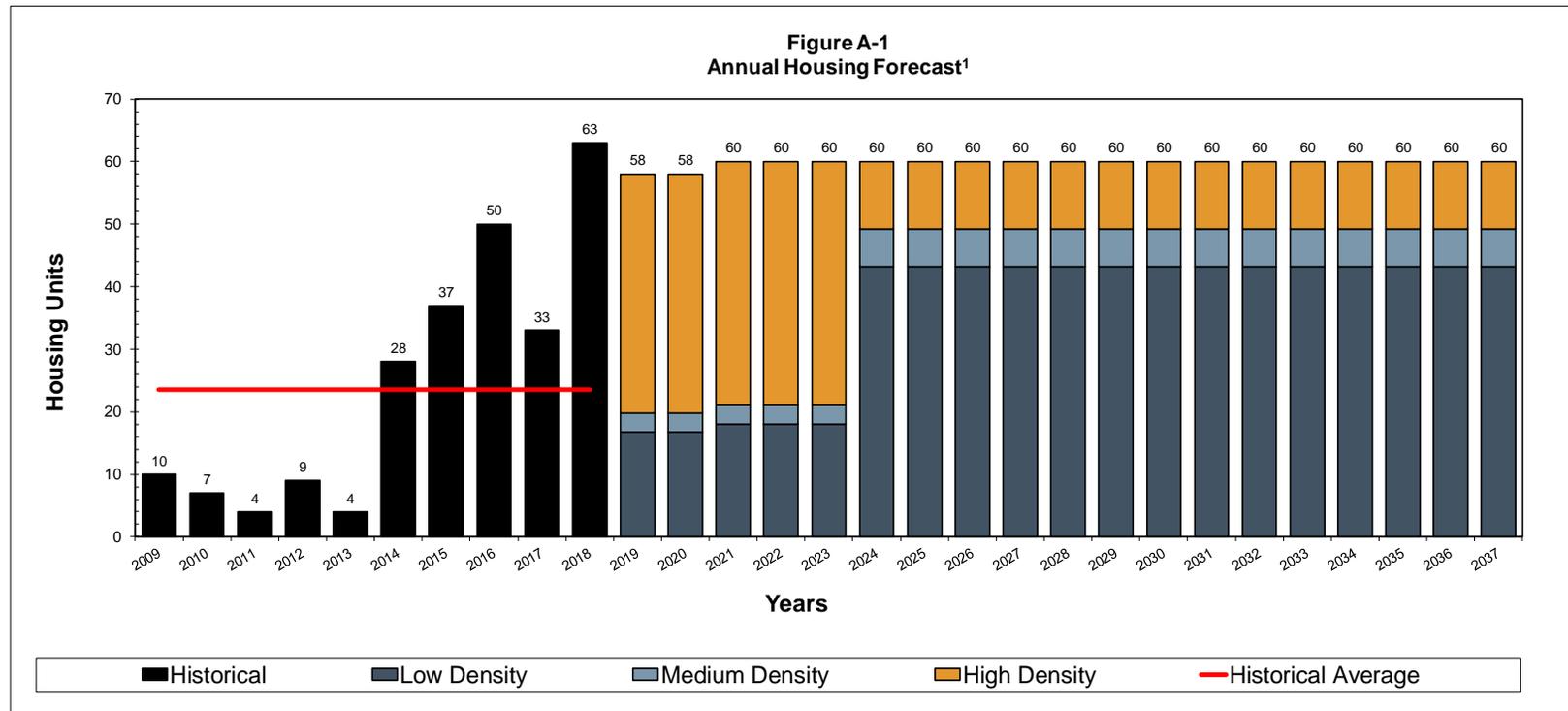
	Year	Population (Including Census Undercount) <sup>1</sup>	Excluding Census Undercount			Housing Units					Person Per Unit (P.P.U.): Total Population/ Total Households	
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi-Detached	Multiple Dwellings <sup>2</sup>	Apartments <sup>3</sup>	Other	Total Households		Equivalent Institutional Households
Historical	Mid 2006	6,050	5,907	27	5,880	1,780	175	930	30	2,915	25	2.026
	Mid 2011	5,990	5,840	35	5,805	1,829	153	929	35	2,946	32	1.982
	Mid 2016	6,080	5,930	155	5,775	1,850	170	955	35	3,010	141	1.970
Forecast	Mid 2019	6,250	6,094	161	5,933	1,900	185	1,036	35	3,156	146	1.931
	Mid 2029	7,320	7,140	188	6,952	2,204	230	1,284	35	3,752	171	1.903
	Mid 2038	8,290	8,085	211	7,874	2,592	284	1,381	35	4,292	192	1.884
Incremental	Mid 2006 - Mid 2011	-60	-67	8	-75	49	-22	-1	5	31	7	
	Mid 2011 - Mid 2016	90	90	120	-30	21	17	26	0	64	109	
	Mid 2016 - Mid 2019	170	164	6	158	50	15	81	0	146	5	
	Mid 2019 - Mid 2029	1,070	1,046	27	1,019	304	45	248	0	596	25	
	Mid 2019 - Mid 2038	2,040	1,991	50	1,941	692	99	345	0	1,136	46	

Derived from Town of Perth Official Plan (January 11, 2019, Amendment #16). Forecast for Town of Perth by Watson & Associates Economists Ltd., 2019

<sup>1</sup> Census undercount estimated at approximately 2.5%. Note: Population including the undercount has been rounded.

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

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



Source: Historical housing activity from 2009 to 2013 derived from Statistics Canada. Building permit activity between 2014 to 2018 provided by the Town of Perth.

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



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

Development Location	Timing	Single & Semi-Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total Residential Units	Gross Population In New Units	Existing Unit Population Change	Net Population Increase, Excluding Institutional	Institutional Population	Net Population Including Institutional
North of 7	2019 - 2029	94	14	50	158	359	-1	358	3	361
	2019 - 2038	215	30	79	325	766	-2	764	3	767
Perthmore	2019 - 2029	82	12	14	108	268	-1	267	2	269
	2019 - 2038	186	26	40	252	620	-2	618	13	631
Golf Course Phase 1	2019 - 2029	38	6	7	51	127	0	127	1	128
	2019 - 2038	87	13	20	120	293	0	293	6	300
Tayview	2019 - 2029	16	3	3	22	55	0	55	0	55
	2019 - 2038	37	6	9	52	126	0	126	3	129
Remaining Urban	2019 - 2029	73	11	173	257	477	-267	211	2	213
	2019 - 2038	166	24	197	387	794	-655	138	12	150
Town of Perth	2019 - 2029	304	45	247	596	1,286	(268)	1,018	9	1,028
	2019 - 2038	692	99	345	1,136	2,599	(659)	1,940	50	1,991

Derived from Town of Perth Official Plan (January 11, 2019, Amendment #16). Forecast for Town of Perth 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: Numbers may not add to totals due to rounding.



**Schedule 3  
Town of Perth  
Current Year Growth Forecast  
Mid 2016 to Mid 2019**

		Population
Mid 2016 Population		5,930
Occupants of New Housing Units, Mid 2016 to Mid 2019	<i>Units (2)</i>	146
	<i>multiplied by P.P.U. (3)</i>	1.948
	<i>gross population increase</i>	284
Occupants of New Equivalent Institutional Units, Mid 2016 to Mid 2019	<i>Units</i>	5
	<i>multiplied by P.P.U. (3)</i>	1.100
	<i>gross population increase</i>	5
Decline in Housing Unit Occupancy, Mid 2016 to Mid 2019	<i>Units (4)</i>	3,010
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.042
	<i>total decline in population</i>	-125
Population Estimate to Mid 2019		6,094
<i>Net Population Increase, Mid 2016 to Mid 2019</i>		<i>164</i>

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

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.766	34%	0.947
<i>Multiples (6)</i>	2.122	10%	0.218
<i>Apartments (7)</i>	1.412	55%	0.783
Total		100%	1.948

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

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

- (4) 2016 households taken from Statistics Canada Census.  
 (5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.  
 (6) Includes townhouses and apartments in duplexes.  
 (7) Includes bachelor, 1-bedroom and 2-bedroom+ apartments.  
 Note: Numbers may not add to totals due to rounding.



**Schedule 4  
Town of Perth  
Ten Year Growth Forecast  
Mid 2019 to Mid 2029**

		Population
<b>Mid 2019 Population</b>		<b>6,094</b>
Occupants of New Housing Units, Mid 2019 to Mid 2029	<i>Units (2)</i>	596
	<i>multiplied by P.P.U. (3)</i>	2,157
	<i>gross population increase</i>	1,286
Occupants of New Equivalent Institutional Units, Mid 2019 to Mid 2029	<i>Units</i>	9
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	10
Decline in Housing Unit Occupancy, Mid 2019 to Mid 2029	<i>Units (4)</i>	3,156
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.085
	<i>total decline in population</i>	-268
<b>Population Estimate to Mid 2029</b>		<b>7,122</b>
<b>Net Population Increase, Mid 2019 to Mid 2029</b>		<b>1,028</b>

(1) Mid 2019 Population based on:

2016 Population (5,930) + Mid 2016 to Mid 2019 estimated housing units to beginning of forecast period (146 x 1.948 = 284) + (5 x 1.1 = 5) + (3,010 x -0.042 = -125) = 6,094

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

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

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.708	51%	1.380
<i>Multiples (6)</i>	2.159	8%	0.162
<i>Apartments (7)</i>	1.481	42%	0.615
<i>one bedroom or less</i>	1.434		
<i>two bedrooms or more</i>	1.520		
<b>Total</b>		<b>100%</b>	<b>2.157</b>

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

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

(4) Mid 2019 households based upon 2016 Census (3,010 units) + Mid 2019 unit estimate (146 units) = 3,156 units.

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

(6) Includes townhouses and apartments in duplexes.

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

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



**Schedule 5  
Town of Perth  
Twenty Year Growth Forecast  
Mid 2019 to Mid 2038**

		Population
Mid 2019 Population		6,094
Occupants of New Housing Units, Mid 2019 to Mid 2038	<i>Units (2)</i>	1,136
	<i>multiplied by P.P.U. (3)</i>	2,288
	<i>gross population increase</i>	2,599
Occupants of New Equivalent Institutional Units, Mid 2019 to Mid 2038	<i>Units</i>	46
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	51
Decline in Housing Unit Occupancy, Mid 2019 to Mid 2038	<i>Units (4)</i>	3,156
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.209
	<i>total decline in population</i>	-659
Population Estimate to Mid 2038		8,085
<i>Net Population Increase, Mid 2019 to Mid 2038</i>		<i>1,991</i>

(1) Mid 2019 Population based on:

2016 Population (5,930) + Mid 2016 to Mid 2019 estimated housing units to beginning of forecast period (146 x 1.948 = 284) + (5 x 1.1 = 5) + (3,010 x -0.042 = -125) = 6,094

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

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

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.708	61%	1.651
<i>Multiples (6)</i>	2.159	9%	0.188
<i>Apartments (7)</i>	1.481	30%	0.449
<i>one bedroom or less</i>	1.434		
<i>two bedrooms or more</i>	1.520		
<b>Total</b>		100%	2.288

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

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

(4) Mid 2019 households based upon 2016 Census (3,010 units) + Mid 2016 to Mid 2019 unit estimate (146 units) = 3,156 units.

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

(6) Includes townhouses and apartments in duplexes.

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

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



**Schedule 6**  
**Town of Perth**  
**Summary of Residential Housing Supply Potential as of 2019**  
**North of 7**

Stage of Development	Density Type			
	Singles & Semi-Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total
Registered Not Built	12	0	0	12
<i>% Breakdown</i>	100%	0%	0%	
Vacant lands designated for Residential	186	27	129	342
<i>% Breakdown</i>	54%	8%	38%	
Additional Intensification	18	3	12	33
<i>% Breakdown</i>	54%	8%	38%	
<b>Total</b>	<b>216</b>	<b>30</b>	<b>141</b>	<b>387</b>
<i>% Breakdown</i>	56%	8%	36%	

Source: Town of Perth Official Plan (January 11, 2019, Amendment #16)

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

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

**Schedule 6**  
**Town of Perth**  
**Summary of Residential Housing Supply Potential as of 2019**  
**Perthmore**

Stage of Development	Density Type			
	Singles & Semi-Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total
Registered Not Built	10	0	0	10
<i>% Breakdown</i>	100%	0%	0%	
Vacant lands designated for Residential	177	26	122	325
<i>% Breakdown</i>	54%	8%	38%	
Additional Intensification	0	0	0	197
<i>% Breakdown</i>	0%	0%	0%	
<b>Total</b>	<b>187</b>	<b>26</b>	<b>122</b>	<b>533</b>
<i>% Breakdown</i>	35%	5%	23%	

Source: Town of Perth Official Plan (January 11, 2019, Amendment #16)

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

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



**Schedule 6**  
**Town of Perth**  
**Summary of Residential Housing Supply Potential as of 2019**  
**Tayview**

Stage of Development	Density Type			
	Singles & Semi-Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total
Registered Not Built	0	0	0	<b>0</b>
<i>% Breakdown</i>	<i>0%</i>	<i>0%</i>	<i>0%</i>	
Vacant lands designated for Residential	38	5	26	<b>69</b>
<i>% Breakdown</i>	<i>54%</i>	<i>8%</i>	<i>38%</i>	
Additional Intensification	0	0	0	<b>0</b>
<i>% Breakdown</i>	<i>0%</i>	<i>0%</i>	<i>0%</i>	
<b>Total</b>	<b>38</b>	<b>5</b>	<b>26</b>	<b>69</b>
<b><i>% Breakdown</i></b>	<b><i>54%</i></b>	<b><i>8%</i></b>	<b><i>38%</i></b>	

Source: Town of Perth Official Plan (January 11, 2019, Amendment #16)

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

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

**Schedule 6**  
**Town of Perth**  
**Summary of Vacant Land Supply Housing Potential as of 2016<sup>1</sup>**  
**Golf Course Phase 1**

Stage of Development	Density Type			
	Singles & Semi-Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total
Registered Not Built	0	0	0	<b>0</b>
<i>% Breakdown</i>	<i>0%</i>	<i>0%</i>	<i>0%</i>	
Vacant lands designated for Residential	88	13	61	<b>161</b>
<i>% Breakdown</i>	<i>54%</i>	<i>8%</i>	<i>38%</i>	
Additional Intensification	0	0	0	<b>0</b>
<i>% Breakdown</i>	<i>0%</i>	<i>0%</i>	<i>0%</i>	
<b>Total</b>	<b>88</b>	<b>13</b>	<b>61</b>	<b>161</b>
<b><i>% Breakdown</i></b>	<b><i>54%</i></b>	<b><i>8%</i></b>	<b><i>38%</i></b>	<b><i>100%</i></b>

Source: Town of Perth Official Plan (January 11, 2019, Amendment #16)

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

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



**Schedule 6**  
**Town of Perth**  
**Summary of Vacant Land Supply Housing Potential as of 2016<sup>1</sup>**  
**Remaining Urban**

Stage of Development	Density Type			
	Singles & Semi-Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total
Registered Not Built	0	0	0	<b>0</b>
<i>% Breakdown</i>	0%	0%	0%	
Vacant lands designated for Residential	122	18	84	<b>224</b>
<i>% Breakdown</i>	54%	8%	38%	
Additional Intensification	45	7	31	<b>82</b>
<i>% Breakdown</i>	54%	8%	38%	
<b>Total</b>	<b>167</b>	<b>24</b>	<b>115</b>	<b>306</b>
<i>% Breakdown</i>	54%	8%	38%	

Source: Town of Perth Official Plan (January 11, 2019, Amendment #16)

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

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

**Schedule 6**  
**Town of Perth**  
**Summary of Vacant Land Supply Housing Potential as of 2016<sup>1</sup>**  
**Town of Perth Total**

Stage of Development	Density Type			
	Singles & Semi-Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total
Registered Not Built	22	0	0	<b>22</b>
<i>% Breakdown</i>	100%	0%	0%	
Vacant lands designated for Residential	611	89	421	<b>1,121</b>
<i>% Breakdown</i>	54%	8%	38%	
Additional Intensification	63	9	43	<b>115</b>
<i>% Breakdown</i>	54%	8%	38%	
<b>Total</b>	<b>696</b>	<b>98</b>	<b>465</b>	<b>1,258</b>
<i>% Breakdown</i>	55%	8%	37%	100%

Source: Town of Perth Official Plan (January 11, 2019, Amendment #16)

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

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



**Schedule 7**  
**Town of Perth**  
**Historical Residential Building Permits**  
**Years 2009 to 2018**

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total
2009	8	2	0	10
2010	6	1	0	7
2011	4	0	0	4
2012	5	4	0	9
2013	4	0	0	4
Sub-total	27	7	0	34
<b>Average (2009 - 2013)</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>7</b>
% Breakdown	79.4%	20.6%	0.0%	100.0%
2014	10	4	14	28
2015	10	2	25	37
2016	14	12	24	50
2017	12	0	21	33
2018	24	3	36	63
Sub-total	70	21	120	211
<b>Average (2014 - 2018)</b>	<b>14</b>	<b>4</b>	<b>24</b>	<b>42</b>
% Breakdown	33.2%	10.0%	56.9%	100.0%
2009 - 2018				
Total	109	28	141	278
<b>Average</b>	<b>10</b>	<b>3</b>	<b>13</b>	<b>25</b>
% Breakdown	39.2%	10.1%	50.7%	100.0%

Source: Historical housing activity from 2009 to 2013 derived from Statistics Canada. Building permit activity between 2014 to 2018 provided by the Town of Perth.

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

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



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

Age of Dwelling	Singles and Semi-Detached						20-Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	-	2.016	2.870	4.923	<b>2.766</b>	
6-10	-	-	1.862	2.779	3.909	<b>2.644</b>	
11-15	-	-	1.942	2.910	3.625	<b>2.796</b>	2.708
16-20	-	1.750	2.000	2.684	3.882	<b>2.628</b>	
20-25	-	-	1.861	2.787	3.421	<b>2.691</b>	
25-35	-	1.385	1.818	2.580	3.302	<b>2.509</b>	
35+	-	1.436	1.923	2.468	3.220	<b>2.353</b>	
<b>Total</b>	-	<b>1.527</b>	<b>1.917</b>	<b>2.600</b>	<b>3.468</b>	<b>2.491</b>	

Age of Dwelling	Multiples <sup>1</sup>						20-Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	-	1.688	2.313	-	<b>2.122</b>	
6-10	-	-	-	2.083	-	<b>2.048</b>	
11-15	-	-	-	2.545	-	<b>2.273</b>	2.159
16-20	-	-	1.583	2.600	-	<b>2.195</b>	
20-25	-	-	1.800	2.750	-	<b>2.079</b>	
25-35	-	-	1.600	2.840	-	<b>2.304</b>	
35+	-	-	1.643	2.667	-	<b>2.397</b>	
<b>Total</b>	-	<b>1.500</b>	<b>1.736</b>	<b>2.569</b>	-	<b>2.231</b>	

Age of Dwelling	Apartments <sup>2</sup>						20-Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	1.500	-	-	-	<b>1.412</b>	
6-10	-	-	-	-	-	-	
11-15	-	-	-	-	-	-	1.481
16-20	-	-	1.600	-	-	<b>1.550</b>	
20-25	-	-	1.842	-	-	<b>1.759</b>	
25-35	-	1.029	1.292	-	-	<b>1.221</b>	
35+	0.714	1.163	1.624	3.130	-	<b>1.490</b>	
<b>Total</b>	<b>1.000</b>	<b>1.156</b>	<b>1.570</b>	<b>2.893</b>	-	<b>1.463</b>	

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	1.333	1.917	2.813	4.923	<b>2.596</b>
6-10	-	-	1.817	2.760	4.143	<b>2.574</b>
11-15	-	1.818	1.925	2.902	3.783	<b>2.736</b>
16-20	-	1.632	1.783	2.681	3.579	<b>2.512</b>
20-25	-	1.320	1.819	2.758	3.474	<b>2.536</b>
25-35	-	1.176	1.621	2.622	3.250	<b>2.345</b>
35+	1.000	1.242	1.809	2.484	3.323	<b>2.214</b>
<b>Total</b>	<b>1.167</b>	<b>1.277</b>	<b>1.798</b>	<b>2.609</b>	<b>3.520</b>	<b>2.352</b>

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

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

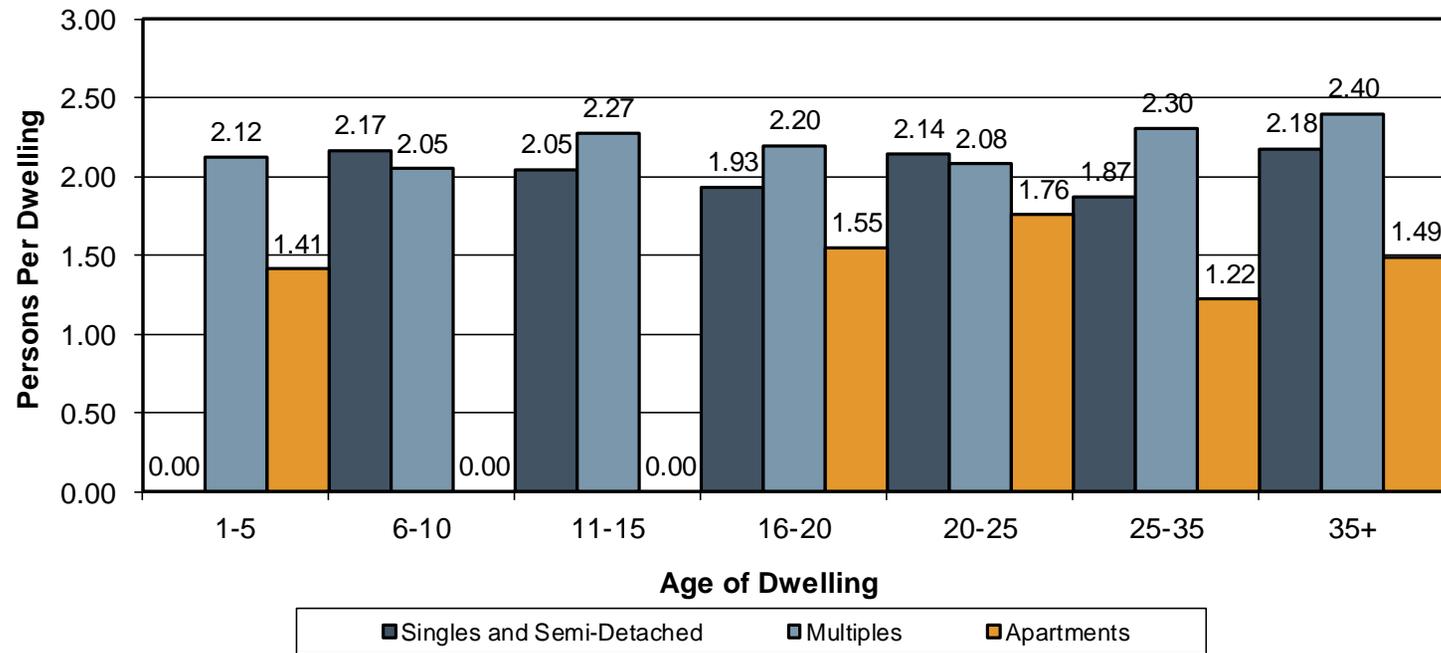
<sup>3</sup> Adjusted based on 2001-2016 historical trends.

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

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



**Schedule 9  
Town of Perth  
Persons Per Unit By Structural Type and Age of Dwelling  
(2016 Census)**



P.P.U.s are based on County of Lanark



**Schedule 10  
Town of Perth  
2019 Employment Forecast**

Period	Population	Activity Rate								Employment								Employment Total (Excluding Work at Home and N.F.P.O.W.)
		Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. <sup>1</sup>	Total Including NFPOW	Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. <sup>1</sup>	Total Employment (Including N.F.P.O.W.)	
Mid 2006	5,907	0.005	0.024	0.242	0.387	0.211	0.868	0.137	1.006	30	140	1,428	2,288	1,245	5,130	810	5,940	4,990
Mid 2011	5,840	0.020	0.042	0.279	0.345	0.357	1.043	0.184	1.227	115	245	1,630	2,015	2,085	6,090	1,077	7,167	5,845
Mid 2016	5,930	0.004	0.023	0.251	0.370	0.207	0.854	0.153	1.007	25	135	1,488	2,193	1,225	5,065	908	5,973	4,930
Mid 2019	6,094	0.004	0.023	0.249	0.361	0.210	0.847	0.153	1.000	25	139	1,520	2,202	1,277	5,164	933	6,097	5,025
Mid 2029	7,122	0.004	0.023	0.218	0.368	0.215	0.827	0.153	0.980	25	162	1,553	2,621	1,531	5,892	1,090	6,982	5,730
Mid 2038	8,085	0.003	0.024	0.196	0.371	0.216	0.810	0.154	0.964	25	194	1,583	3,000	1,745	6,547	1,245	7,792	6,353
<b>Incremental Change</b>																		
Mid 2006 - Mid 2011	-67	0.015	0.018	0.037	-0.042	0.146	0.174	0.047	0.222	85	105	203	-273	840	960	266	1,226	855
Mid 2011 - Mid 2016	90	-0.015	-0.019	-0.028	0.025	-0.150	-0.189	-0.031	-0.220	-90	-110	-143	178	-860	-1,025	-169	-1,194	-915
Mid 2016 - Mid 2019	164	0.000	0.000	-0.001	-0.008	0.003	-0.007	0.000	-0.007	0	4	32	10	52	99	25	124	95
Mid 2019 - Mid 2029	1,028	-0.001	0.000	-0.031	0.007	0.005	-0.020	0.000	-0.020	0	23	33	419	254	728	157	885	705
Mid 2019 - Mid 2038	1,991	-0.001	0.001	-0.054	0.010	0.006	-0.038	0.001	-0.037	0	55	63	798	468	1,383	312	1,695	1,328
<b>Annual Average</b>																		
Mid 2006 - Mid 2011	-13	0.0029	0.0037	0.0075	-0.0084	0.0293	0.0349	0.0094	0.0443	17	21	41	-55	168	192	53	245	171
Mid 2011 - Mid 2016	18	-0.0031	-0.0038	-0.0057	0.0049	-0.0301	-0.0377	-0.0063	-0.0440	-18	-22	-29	36	-172	-205	-34	-239	-183
Mid 2016 - Mid 2019	55	0.0000	0.0000	-0.0005	-0.0028	0.0010	-0.0023	0.0000	-0.0023	0	1	11	3	17	33	8	41	32
Mid 2019 - Mid 2029	103	-0.0001	0.0000	-0.0031	0.0007	0.0005	-0.0020	0.0000	-0.0020	0	2	3	42	25	73	16	89	71
Mid 2019 - Mid 2038	105	-0.0001	0.0001	-0.0028	0.0005	0.0003	-0.0020	0.0000	-0.0019	0	3	3	42	25	73	16	89	70

Derived from Town of Perth Official Plan (January 11, 2019, Amendment #16). Forecast for Town of Perth by Watson & Associates Economists Ltd., 2019

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



**Schedule 10b  
Town of Perth  
Employment & Gross Floor Area (G.F.A) Forecast, 2019 to 2038**

Period	Population	Employment					Gross Floor Area in Square Feet (Estimated) <sup>1</sup>			
		Primary	Industrial	Commercial/ Population Related	Institutional	Total	Industrial	Commercial/ Population Related	Institutional	Total
Mid 2006	5,907	30	1,428	2,288	1,245	4,990				
Mid 2011	5,840	115	1,630	2,015	2,085	5,845				
Mid 2016	5,930	25	1,488	2,193	1,225	4,930				
Mid 2019	6,094	25	1,520	2,202	1,274	5,021				
Mid 2029	7,140	25	1,556	2,627	1,519	5,727				
Mid 2038	8,085	25	1,583	3,000	1,718	6,326				
<b>Incremental Change</b>										
Mid 2006 - Mid 2011	-67	85	203	-273	840	855				
Mid 2011 - Mid 2016	90	-90	-143	178	-860	-915				
Mid 2016 - Mid 2019	164	0	32	10	49	91	48,500	5,500	32,900	86,900
Mid 2019 - Mid 2029	1,046	0	36	425	245	706	54,200	233,500	165,500	453,200
Mid 2019 - Mid 2038	1,991	0	63	798	444	1,305	94,700	438,600	299,700	833,000
<b>Annual Average</b>										
Mid 2006 - Mid 2011	-13	17	41	-55	168	171				
Mid 2011 - Mid 2016	18	-18	-29	36	-172	-183				
Mid 2016 - Mid 2019	55	0	11	3	16	30	16,167	1,833	10,967	28,967
Mid 2019 - Mid 2029	105	0	4	42	24	71	5,420	23,350	16,550	45,320
Mid 2019 - Mid 2038	105	0	3	42	23	69	4,984	23,084	15,774	43,842

Forecast for the Town of Perth by Watson & Associates Economists Ltd., 2019

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

Industrial	1,500
Commercial/ Population Related	550
Institutional	675

Reflects Mid 2019 to Mid 2038 forecast period

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

Note: G.F.A. and employment associated within special care institutional dwellings treated as residential, resulting in an institutional employment difference between Schedules 10a and 10b.



**Schedule 10c**  
**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.	Commercial G.F.A. S.F.	Institutional G.F.A. S.F.	Total Non-Residential G.F.A. S.F. <sup>2</sup>	Employment Increase <sup>1</sup>
North of 7	2019 - 2029	-	111,200	47,500	158,700	272
	2019 - 2038	-	209,300	86,000	295,300	508
Perthmore	2019 - 2029	-	-	36,700	36,700	54
	2019 - 2038	-	-	66,500	66,500	99
Golf Course Phase 1	2019 - 2029	-	-	18,700	18,700	28
	2019 - 2038	-	-	33,800	33,800	50
Tayview	2019 - 2029	-	-	8,000	8,000	12
	2019 - 2038	-	-	14,600	14,600	22
Remaining Urban	2019 - 2029	54,200	122,300	54,500	231,000	339
	2019 - 2038	94,700	229,300	98,800	422,800	626
Town of Perth	2019 - 2029	54,200	233,500	165,500	453,100	706
	2019 - 2038	94,700	438,600	299,700	833,000	1,305

Forecast for the Town of Perth by Watson & Associates Economists Ltd., 2019

<sup>1</sup>Employment Increase does not include No Fixed Place of Work.

<sup>2</sup>Square feet per employee assumptions:

Industrial	1,500
Commercial	550
Institutional	675

Reflects Mid 2019 to Mid 2038 forecast period

Note: G.F.A. and employment associated within special care institutional dwellings treated as residential, resulting in an institutional employment difference between Schedules 10a and 10b.



**Schedule 11**  
**Town of Perth**  
**Non-Residential Construction Value**  
**Years 2007 to 2016**  
**(000's 2017 \$)**

YEAR	Industrial				Commercial				Institutional				Total			
	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total
2007	279	155	0	434	251	2,179	0	2,430	116	321	0	438	647	2,655	0	3,302
2008	52	86	2,964	3,102	91	783	0	874	158	979	0	1,138	302	1,848	2,964	5,114
2009	0	11	0	11	0	852	0	852	45	95	0	140	45	958	0	1,003
2010	16	0	0	16	423	1,415	0	1,838	460	869	9,143	10,472	899	2,284	9,143	12,325
2012	0	325	0	325	10	1,215	0	1,224	0	1,061	0	1,061	10	2,601	0	2,610
2013	0	133	0	133	0	630	0	630	670	420	0	1,090	670	1,182	0	1,853
2014	51	970	0	1,021	8	1,118	1,238	2,364	0	358	691	1,050	59	2,446	1,930	4,435
2015	3	7	0	10	0	557	0	557	167	565	0	732	170	1,129	0	1,299
2016	0	41	0	41	640	623	244	1,508	2	1,245	0	1,247	642	1,909	244	2,795
2017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Subtotal</b>	<b>401</b>	<b>1,913</b>	<b>2,964</b>	<b>5,278</b>	<b>3,229</b>	<b>10,488</b>	<b>1,483</b>	<b>15,200</b>	<b>1,619</b>	<b>6,270</b>	<b>9,834</b>	<b>17,724</b>	<b>5,250</b>	<b>18,671</b>	<b>14,281</b>	<b>38,202</b>
Percent of Total	8%	36%	56%	100%	21%	69%	10%	100%	9%	35%	55%	100%	14%	49%	37%	100%
<b>Average</b>	<b>80</b>	<b>213</b>	<b>2,964</b>	<b>528</b>	<b>461</b>	<b>1,049</b>	<b>741</b>	<b>1,520</b>	<b>231</b>	<b>627</b>	<b>4,917</b>	<b>1,772</b>	<b>525</b>	<b>1,867</b>	<b>3,570</b>	<b>3,820</b>
2007 - 2011 Period Total				3,749				8,917				12,544				25,210
<b>2007 - 2011 Average</b>				<b>750</b>				<b>1,783</b>				<b>2,509</b>				<b>5,042</b>
% Breakdown				14.9%				35.4%				49.8%				100.0%
2012 - 2016 Period Total				1,529				6,284				5,179				12,992
<b>2012 - 2016 Average</b>				<b>306</b>				<b>1,257</b>				<b>1,036</b>				<b>2,598</b>
% Breakdown				11.8%				48.4%				39.9%				100.0%
2007 - 2016 Period Total				5,278				15,200				17,724				38,202
<b>2007 - 2016 Average</b>				<b>528</b>				<b>1,520</b>				<b>1,772</b>				<b>3,820</b>
% Breakdown				13.8%				39.8%				46.4%				100.0%

Source: Statistics Canada Publication, 64-001-XIB

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



**Schedule 12  
Town of Perth**

**Employment to Population Ratio by Major Employment Sector, 2006 to 2016**

NAICS	Employment & Gross Floor Area (G.F.A) Forecast, 2016 To Buildout	Year			Change		Comments
		2006	2011	2016	06-11	11-16	
<b>Employment by industry</b>							
	<b>Primary Industry Employment</b>						Categories which relate to local land-based resources
11	<i>Agriculture, forestry, fishing and hunting</i>	40	50	25	10	-25	
21	<i>Mining and oil and gas extraction</i>	0	65	10	65	-55	
	<b>Sub-total</b>	<b>40</b>	<b>115</b>	<b>35</b>	<b>75</b>	<b>-80</b>	
	<b>Industrial and Other Employment</b>						Categories which relate primarily to industrial land supply and demand
22	<i>Utilities</i>	115	45	80	-70	35	
23	<i>Construction</i>	245	290	215	45	-75	
31-33	<i>Manufacturing</i>	790	875	895	85	20	
41	<i>Wholesale trade</i>	180	95	105	-85	10	
48-49	<i>Transportation and warehousing</i>	65	270	155	205	-115	
56	<i>Administrative and support</i>	43	98	55	55	-43	
	<b>Sub-total</b>	<b>1,438</b>	<b>1,673</b>	<b>1,505</b>	<b>235</b>	<b>-168</b>	
	<b>Population Related Employment</b>						Categories which relate primarily to population growth within the municipality
44-45	<i>Retail trade</i>	1,100	805	790	-295	-15	
51	<i>Information and cultural industries</i>	20	40	40	20	0	
52	<i>Finance and insurance</i>	190	165	250	-25	85	
53	<i>Real estate and rental and leasing</i>	55	110	65	55	-45	
54	<i>Professional, scientific and technical services</i>	215	225	190	10	-35	
55	<i>Management of companies and enterprises</i>	10	0	0	-10	0	
56	<i>Administrative and support</i>	43	98	55	55	-43	
71	<i>Arts, entertainment and recreation</i>	95	100	75	5	-25	
72	<i>Accommodation and food services</i>	450	430	595	-20	165	
81	<i>Other services (except public administration)</i>	210	130	210	-80	80	
	<b>Sub-total</b>	<b>2,388</b>	<b>2,103</b>	<b>2,270</b>	<b>-285</b>	<b>168</b>	
	<b>Institutional</b>						
61	<i>Educational services</i>	355	335	330	-20	-5	
62	<i>Health care and social assistance</i>	750	1,450	680	700	-770	
91	<i>Public administration</i>	160	340	245	180	-95	
	<b>Sub-total</b>	<b>1,265</b>	<b>2,125</b>	<b>1,255</b>	<b>860</b>	<b>-870</b>	
	<b>Total Employment</b>	<b>5,130</b>	<b>6,015</b>	<b>5,065</b>	<b>885</b>	<b>-950</b>	
	<b>Population</b>	<b>5,907</b>	<b>5,840</b>	<b>5,930</b>	<b>-67</b>	<b>90</b>	
	<b>Employment to Population Ratio</b>						
	Industrial and Other Employment	0.24	0.29	0.25	0.04	-0.03	
	Population Related Employment	0.40	0.36	0.38	-0.04	0.02	
	Institutional Employment	0.21	0.36	0.21	0.15	-0.15	
	Primary Industry Employment	0.01	0.02	0.01	0.01	-0.01	
	<b>Total</b>	<b>0.87</b>	<b>1.03</b>	<b>0.85</b>	<b>0.16</b>	<b>-0.18</b>	

Source: Statistics Canada Employment by Place of Work

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



# Appendix B

## Historical Level of Service Calculations







Service: Sidewalks  
 Unit Measure: km of sidewalk

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/km)
Sidewalks - Arterial	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	\$261,000
Sidewalks - Collector	9.4	9.4	9.4	9.4	9.4	9.4	9.4	9.4	9.4	9.4	\$261,000
<b>Total</b>	<b>18.4</b>										

Population	5,873	5,860	5,840	5,847	5,865	5,872	5,903	5,930	5,988	6,011
Per Capita Standard (per 1,000 population)	3.13	3.13	3.14	3.14	3.13	3.13	3.11	3.10	3.07	3.05

10 Year Average	2009-2018
Quantity Standard (per 1,000 population)	3.1127
Quality Standard	\$261,027
Service Standard	\$813

D.C. Amount (before deductions)	20 Year
Forecast Population	1,991
\$ per Capita	\$813
Eligible Amount	\$1,617,688





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)
2005 Silverado Mike Fair	1	1	1	1	1	1	1	-	-	-	\$39,800
2006 Dump Truck Oakes/Champion	1	1	1	1	1	1	1	1	1	1	\$219,268
2000 Ford Cube Van	1	1	1	1	1	1	1	-	-	-	\$27,300
2001 New Holland Loader	1	1	1	1	1	1	1	1	1	-	\$264,100
2002 Ford Ambulance	1	1	1	1	1	1	1	-	-	-	\$7,300
2006 Ford F-450	1	1	1	1	1	1	1	1	1	1	\$73,226
2006 Vacuum Sweeper	1	1	1	1	1	1	1	1	1	1	\$248,171
2007 CAT Loader	1	1	1	1	1	1	1	1	1	1	\$260,081
2007 CAT Loader Betterment	1	1	1	1	1	1	1	1	1	1	\$11,451
2008 Bri-Mar Trailer	1	1	1	1	1	1	1	1	1	1	\$10,113
2008 Ford 450 Dump Truck	1	1	1	1	1	1	1	1	1	1	\$67,480
2008 Ford F-150	1	1	1	1	1	1	1	1	1	1	\$32,925
2009 Backhoe-Komatsu	1	1	1	1	1	1	1	-	-	-	\$128,400
2009 Komatsu Greasing System	-	1	1	1	1	1	1	-	-	-	\$11,500
2011 Ford F-150	-	-	1	1	1	1	1	1	1	1	\$31,572
1999 GMC 1 Ton (Orange)	1	1	1	1	1	1	1	-	-	-	\$45,600
Heavy Duty Open Reel for Unit #360	-	1	1	1	1	1	1	-	-	-	\$1,100
2002 Holder Sidewalk Plow	1	1	1	1	1	1	1	1	1	1	\$88,088
2009 Holder Plow Replacement	-	1	1	1	1	1	1	-	-	-	\$3,800
2009 Holder Sidewalk Plow and Sweeper	1	1	1	1	1	1	1	-	-	-	\$172,000
Slide in Salter	-	1	1	1	1	1	1	-	-	-	\$8,700
2015 Chev Silverado	-	-	-	-	-	-	1	1	1	1	\$26,925
2015 Ford Superduty	-	-	-	-	-	-	1	1	1	1	\$38,443
2008 Kubota Ft Mt Ride on Lawnmower	1	1	1	1	1	1	1	1	1	1	\$42,751
2008 Radar Trailer	1	1	1	1	1	1	1	1	1	1	\$10,857
2012 Chev 1/2 Ton	-	-	-	1	1	1	1	1	1	1	\$23,649
John Deere zero turn mower	-	-	1	1	1	1	1	1	1	1	\$15,169



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)
2014 John Deere Mower	-	-	-	-	-	-	1	1	1	1	\$22,398
Sidewalk Plow	-	-	-	-	-	-	-	-	1	1	\$6,475
John Deere 544K Loader w. modifications	-	-	-	-	-	-	-	-	-	1	\$155,334
<b>Total</b>	<b>18</b>	<b>22</b>	<b>24</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>23</b>	<b>18</b>	<b>19</b>	<b>19</b>	

Population	5,873	5,860	5,840	5,847	5,865	5,872	5,903	5,930	5,988	6,011
Per Capita Standard (per 1,000 population)	3.06	3.75	4.11	4.28	4.26	4.26	3.90	3.04	3.17	3.16

10 Year Average	2009-2018
Quantity Standard (per 1,000 population)	3.6990
Quality Standard	\$77,718
Service Standard	\$287
D.C. Amount (before deductions)	20 Year
Forecast Population	1,991
\$ per Capita	\$287
Eligible Amount	\$572,373



Service: Fire 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.
Fire Dept (1881 Rogers Road)	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	\$159	\$187
<b>Total</b>	<b>15,000</b>											

Population	5,873	5,860	5,840	5,847	5,865	5,872	5,903	5,930	5,988	6,011
Per Capita Standard	2.5541	2.5597	2.5685	2.5654	2.5575	2.5545	2.5411	2.5295	2.5050	2.4954

10 Year Average	2009-2018
Quantity Standard	2.5431
Quality Standard	\$187
Service Standard	\$476

D.C. Amount (before deductions)	20 Year
Forecast Population	1,991
\$ per Capita	\$476
Eligible Amount	\$946,840



Service: Fire Vehicles  
 Unit Measure: No. of vehicles

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
1988 Pumper	1	1	1	1	1	-	-	-	-	-	\$445,142
2001 Pumper	1	1	1	1	1	1	1	1	1	1	\$445,142
2003 Dodge Ram	1	1	1	1	1	1	1	1	1	1	\$42,844
Cube Van 2011 Ford F450	-	-	1	1	1	1	1	1	1	1	\$90,082
Ladder Truck Pur 2004	1	1	1	1	1	1	1	1	1	1	\$998,670
2014 Pumper	-	-	-	-	-	1	1	1	1	1	\$445,142
2003 Sure-Trac Trailer	1	1	1	1	1	1	1	1	1	1	\$10,000
<b>Total</b>	<b>5</b>	<b>5</b>	<b>6</b>								

Population	5,873	5,860	5,840	5,847	5,865	5,872	5,903	5,930	5,988	6,011
Per Capita Standard (per 1,000 population)	0.85	0.85	1.03	1.03	1.02	1.02	1.02	1.01	1.00	1.00

10 Year Average	2009-2018
Quantity Standard (per 1,000 population)	0.9831
Quality Standard	\$347,279
Service Standard	\$341

D.C. Amount (before deductions)	20 Year
Forecast Population	1,991
\$ per Capita	\$341
Eligible Amount	\$679,747





Service: Parkland Development  
 Unit Measure: Acres of Parkland

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Acre)
Conlon Farm	54.9	54.9	54.9	54.9	54.9	54.9	54.9	54.9	54.9	54.9	\$45,600
Last Duel Park	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	\$45,600
Stewart Park	5.9	5.9	5.9	5.9	5.9	5.9	5.9	5.9	5.9	5.9	\$45,600
Daines Park	4.9	4.9	4.9	4.9	4.9	4.9	4.9	4.9	4.9	4.9	\$45,600
Scott Park - Hydro One	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$45,600
Morgan Park - Carson	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$45,600
Central Perth Playground	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	\$45,600
Perthmore Park	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$45,600
Turning Basin Park	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	\$45,600
Arnold Carson Park	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	\$45,600
Code-Haggart Park	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	\$45,600
Big Ben Plaza	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	\$45,600
<b>Total</b>	<b>92.8</b>										

Population	5,873	5,860	5,840	5,847	5,865	5,872	5,903	5,930	5,988	6,011
Per Capita Standard (per 1,000 population)	15.79	15.83	15.88	15.87	15.82	15.80	15.71	15.64	15.49	15.43

10 Year Average	2009-2018
Quantity Standard (per 1,000 population)	15.7270
Quality Standard	\$45,600
Service Standard	\$717

D.C. Amount (before deductions)	10 Year
Forecast Population	1,046
\$ per Capita	\$717
Eligible Amount	\$750,139



Service: Indoor Recreation Facilities  
 Unit Measure: ft<sup>2</sup> 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.
Community Centre	26,199	26,199	26,199	26,199	26,199	26,199	26,199	26,199	26,199	26,199	\$248	\$277
Community Pool	13,702	13,702	13,702	13,702	13,702	13,702	13,702	13,702	13,702	13,702	\$288	\$321
Conlon Farm Facilities	3,401	3,401	3,401	3,401	3,401	3,401	3,401	3,401	3,401	3,401	\$183	\$205
Stewart Park Facilities	75	75	75	75	75	75	75	75	75	75	\$3,541	\$3,908
Last Dual Park Facilities	1,399	1,399	1,399	1,399	1,399	1,399	1,399	1,399	1,399	1,399	\$295	\$329
Turning Basin Park	8,138	8,138	8,138	8,138	8,138	8,138	8,138	8,138	8,138	8,138	\$72	\$83
<b>Total</b>	<b>52,915</b>											

Population	5,873	5,860	5,840	5,847	5,865	5,872	5,903	5,930	5,988	6,011
Per Capita Standard	9.0099	9.0299	9.0609	9.0500	9.0222	9.0115	8.9642	8.9233	8.8369	8.8031

10 Year Average	2009-2018
Quantity Standard	8.9712
Quality Standard	\$260
Service Standard	\$2,337

D.C. Amount (before deductions)	10 Year
Forecast Population	1,046
\$ per Capita	\$2,337
Eligible Amount	\$2,444,282



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.
Perth & District Union Public Library	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	\$319	\$389
<b>Total</b>	<b>11,000</b>											

Population	5,873	5,860	5,840	5,847	5,865	5,872	5,903	5,930	5,988	6,011
Per Capita Standard	1.8730	1.8771	1.8836	1.8813	1.8755	1.8733	1.8635	1.8550	1.8370	1.8300

10 Year Average	2009-2018
Quantity Standard	1.8649
Quality Standard	\$389
Service Standard	\$725

D.C. Amount (before deductions)	10 Year
Forecast Population	1,046
\$ per Capita	\$725
Eligible Amount	\$758,831





# Appendix C

## Long-Term Capital and Operating Cost Examination



# Appendix C: 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 Town’s 2018 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 & Related	174,437	56,827	231,265
Fire	26,700	21,061	47,761
Admin Studies	-	-	-
Stormwater	27,936	3,270	31,207
Wastewater	96,995	47,662	144,657
Water	26,023	36,109	62,132
<b>Total</b>	<b>352,091</b>	<b>164,929</b>	<b>517,021</b>



# Appendix D

## Local Service Policy



# Appendix D: Local Service Policy

## 1. Collector and Internal Roads

- Roads Internal to development up to 8.5m width plus one sidewalk and two lifts of asphalt - Direct developer responsibility under s.59 of the D.C.A. (as a local service)
- Roads (collector and arterial) external to development and oversizing of collector roads internal to development - 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

- 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

- 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.
- 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).
- Intersection improvements on other roads due to development growth increasing traffic – Include in D.C. calculation.

## 4. Streetlights

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

## 5. Sidewalks

- Sidewalks on Municipal roads - Linked to collector road funding source in item 1.



- 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

- 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).
- 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).
- 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

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

#### 8. Traffic Control Systems

- Include in DC calculation.

#### 9. Land Acquisition for Road Allowances

- 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).
- 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).
- Land Acquisition for grade separations (beyond normal dedication requirements) – Include in the Municipal D.C. to the extent eligible.



## 10. Land Acquisition for Easements

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

## 11. Storm Water Management

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

## 12. Water

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

## 13. Wastewater

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



# Appendix E

## Proposed D.C. By-law



**THE CORPORATION OF THE TOWN OF PERTH  
BY-LAW NO. \_\_\_\_**

**BEING A BY-LAW OF THE CORPORATION OF THE TOWN OF PERTH  
WITH RESPECT TO DEVELOPMENT CHARGES**

**Whereas** Section 2(1) of the *Development Charges Act, 1997, S.O. 1997, c. 27* (hereinafter called the Act) enables the Council of a municipality to pass by-laws for the imposition of development charges against land located in the municipality for increased capital costs required because of the increased need for services arising from development in the area to which the by-law applies;

**And whereas** the Council of the Town of Perth, at its meeting of \_\_\_\_\_, 2019, approved a report entitled Town of Perth 2019 Development Charges Background Study;

**And whereas** the Council has given Notice in accordance with Section 12 of the Development Charges Act, 1997 of its development charges proposal and held a public meeting on September 24, 2019;

**And whereas** the Council has heard all persons who applied to be heard in objection to, or in support of, the development charges proposal at such public meeting and provided a subsequent period for written communications to be made;

**And whereas** the Council, in adopting the Town of Perth Development Charges Background Study on \_\_\_\_\_, 2019, directed that development charges be imposed on land under development or redevelopment within the geographical limits of the municipality as hereinafter provided.

**Now, therefore, the Council of the Corporation of the Town of Perth enacts as follows:**



## 1. DEFINITIONS

In this by-law,

- (1) “Act” means the *Development Charges Act, 1997, S.O. 1997, c. 27, as amended*;
- (2) “agricultural use” means lands, buildings, or structures, excluding any portion thereof used as a dwelling unit or for a commercial use, used or designed or intended for use for the purpose of a bona fide farming operation including, but not limited to, animal husbandry, dairying, livestock, fallow, field crops, removal of sod, forestry, fruit farming, greenhouses, horticulture, market gardening, pasturage, poultry keeping, and equestrian facilities;
- (3) “apartment dwelling” means a dwelling consisting of four or more dwelling units, which units have a common entrance from street level and common halls and /or stairs, elevators, and yards;
- (4) “bedroom” means any room used or designed or intended for use as sleeping quarters including but not limited to, a den, a study, a family room, or other similar use;
- (5) “cannabis” means:
  - (a) a cannabis plant;
  - (b) any part of a cannabis plant, including the phytocannabinoids produced by, or found in, such a plant, regardless of whether that part has been processed or not;
  - (c) any substance or mixture of substances that contains or has on it any part of such a plant; and
  - (d) any substance that is identical to any phytocannabinoid produced by, or found in, such a plant, regardless of how the substance was obtained.
- (6) “cannabis plant” means a plant that belongs to the genus *Cannabis*;



- (7) “cannabis production facility” means a building, or part thereof, designed, used, or intended to be used for one or more of the following: cultivation, propagation, production, processing, harvesting, testing, alteration, destruction, storage, packaging, shipment or distribution of cannabis where a licence, permit or authorization has been issued under applicable federal law;
- (8) "capital costs" means costs incurred or proposed to be incurred by the municipality or a local board thereof directly or under an agreement,
- (a) to acquire land or an interest in land,
  - (b) to improve land,
  - (c) to acquire, construct or improve buildings and structures,
  - (d) to acquire, construct or improve facilities including:
    - (i) rolling stock, furniture and equipment with an estimated useful life of seven years or more,
    - (ii) materials acquired for circulation, reference or information purposes by a library board as defined in the *Public Libraries Act, 1984, S. 0, 1984, c. 57*,
    - (iii) furniture and equipment, other than computer equipment,
  - (e) to undertake studies in connection with any matter under the Act and any of the matters in clauses (a) to (d), 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 (a), (b), (c) and (d) that are growth-related;
- (9) “commercial” means any use permitted in a commercial zone other than a Residential Use as described by the Zoning By-law of the municipality and any amendments thereto.;
- (10) “Council” means the Council of the Corporation of the Town of Perth;
- (11) “development” includes redevelopment;



- (12) “development charge” means a charge imposed pursuant to this by-law adjusted in accordance with Section 13;
- (13) “dwelling unit” means a room or group of rooms in a dwelling used or intended to be used as a single independent and separate housekeeping unit containing a kitchen and sanitary facilities for its exclusive use, and has a private entrance from outside the dwelling or from a common hallway or stairway inside the dwelling, but does not include a room or suite of rooms in a hotel or motel;
- (14) “grade” means the average level of finished ground adjoining a building at all exterior walls;
- (15) “gross floor area” means the total floor area, measured between the outside of exterior walls or between the outside of exterior walls and the centre line of party walls dividing the building from another building, of all floors above the average level of finished ground adjoining the building at its exterior walls;
- (16) “hospital” means land, buildings, or structures used, or designed or intended for use as defined in the *Public Hospitals Act, R.S.O. 1990, c. P.40, as amended*;
- (17) “industrial” means any building used for or in connection with,
- (a) manufacturing, producing, processing, storing, or distributing something and includes a greenhouse;
  - (b) research or development in connection with manufacturing, producing, or processing something;
  - (c) retail sales by a manufacturer, producer or processor of something manufactured, produced or processed, if the retail sales are at the site where the manufacturing, production, or processing takes place; and
  - (d) office for administrative purposes, if carried out with respect to manufacturing, producing, processing, storage, or distribution and



in or attached to the building or structure used for that manufacturing, producing, storage, or distribution.

Industrial does not include cannabis production facilities.

- (18) “non-residential use” means land, buildings, or structures or portions thereof used, or designed or intended for a use other than a residential use;
- (19) “other multiple” means any residential dwelling which is not a single-detached dwelling, a semi-detached dwelling, or an apartment dwelling;
- (20) “place of worship” means that part of a building or structure used for worship and that is exempt from taxation as a place of worship under the *Assessment Act, R.S.O. 1990, c. A.31, as amended*;
- (21) “residential use” means land or buildings or structures or part thereof of any kind whatsoever used, designed or intended to be used as a residence for one or more individuals but does not include a hotel or motel;
- (22) “semi-detached dwelling” means the whole of a dwelling divided vertically both above grade and below grade into two separate dwelling units;
- (23) “single-detached dwelling” means a dwelling containing only a dwelling unit, or a dwelling unit and an accessory apartment, and not attached to another structure.

## **2. SCHEDULE OF DEVELOPMENT CHARGES**

- (1) Subject to the provisions of this by-law, development charges against land shall be calculated and collected in accordance with the base rates set out in Schedule "B", which relate to the services set out in Schedule "A".
- (2) Notwithstanding subsection (1), for the lands designated as “Area North of Highway #7” in Schedule “C” of this by-law, development charges shall be imposed, calculated, and collected in accordance with the base rates set



out in Schedule “B”, which relate to the Area-Specific Services set out in Schedule “A”.

- (3) The development charge with respect to the use of any land, buildings or structures shall be calculated as follows:
  - (a) in the case of residential development, or the residential portions of a mixed-use development, based upon the number and type of dwelling units;
  - (b) in the case of non-residential, or the non-residential portion of a mixed-use development, based upon the gross floor area of such development.
- (4) Council hereby determine that the development of land, buildings or structures for residential and non-residential uses will require the provision, enlargement, expansion, or improvement of the services referenced in Schedule "B".

### **3. APPLICABLE LANDS**

- (1) Subject to Section 6, this by-law applies to all lands in the Town of Perth, whether or not the land or use is exempt from taxation under Section 3 of the *Assessment Act, 1990, c.A..31*.
- (2) Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to land that is owned by and used for purposes of:
  - (a) the Town of Perth, or any local board thereof;
  - (b) a board of education as defined in subsection 1(1) of the *Education Act*, and
  - (c) the Corporation of the County of Lanark, or any local board thereof.



#### 4. APPLICATION OF CHARGES

- (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:
  - (a) the passing of a zoning by-law or of an amendment to a zoning by-law under Section 34 of the *Planning Act*,
  - (b) the approval of a minor variance under Section 45 of *the Planning Act*,
  - (c) a conveyance of land to which a by-law passed under Subsection 50(7) of the *Planning Act* applies;
  - (d) the approval of a plan of subdivision under Section 51 of the *Planning Act*,
  - (e) a consent under Section 53 of the *Planning Act*,
  - (f) the approval of a description under Section 50 of the *Condominium Act, R.S.O. 1990, Chap. C.26, as amended*, or any successor thereof; or
  - (g) the issuing of a permit under the *Building Code Act* in relation to a building or structure.
- (2) Subsection (2) shall not apply in respect of local services as described in s.s.59(2) (a) and (b) of the Act;

#### 5. MULTIPLE CHARGES

- (1) Where two or more of the actions described in Section 4(1) are required before land to which a development charge applies can be developed, only one development charge shall be calculated and collected in accordance with the provisions of this by-law.
- (2) Notwithstanding Subsection (1), if two or more of the actions described in Section 4(1) occur at different times, and if the subsequent action has the effect of increasing the need for municipal services as designated in



Schedule "A", an additional development charge on the additional residential units and/or non-residential gross floor area shall be calculated and collected in accordance with the provisions of this by-law.

## 6. EXEMPTIONS

- (1) Section 2 of this by-law shall not apply to that category of exempt development described in s.s. 2(3) of the Act, namely:
  - (a) the enlargement of an existing dwelling unit;
  - (b) 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; or
  - (c) the creation of one additional dwelling unit in any other type of existing residential building, provided that:
    - (i) in the case of a semi-detached 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, and
    - (ii) 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.
- (2) Section 2 of this by-law shall not apply to that category of exempt development described in s.4 of the Act, and s.1 of O.Reg. 82/98, namely:
  - (a) the enlargement of the gross floor area of an existing industrial building, if the gross floor area is enlarged by 50 percent or less;
  - (b) for the purpose of (a), the terms "gross floor area" and "existing industrial building" shall have the same meaning as those terms have in O.Reg. 82/98 under the Act; and



- (c) notwithstanding subsection (a), if the gross floor area is enlarged by more than 50 per cent, development charges shall be payable and collected and the amount payable shall be calculated in accordance with s.4(3) of the Act.
- (3) Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to:
- (a) hospital, health care centre, university, or college lands exempt from taxation under the *Assessment Act*,
  - (b) 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*,
  - (c) industrial buildings;
  - (d) temporary buildings, provided that such buildings are removed within two (2) years of the issuance of the Building Permit; and
  - (e) residential use buildings erected and owned by non-profit housing, provided that these buildings are subject to an agreement with the Town to charge affordable rents for a defined period of time. For greater clarity, affordable rents under the agreement will be evaluated based on market rates, or below, within the County of Lanark.

## **7. TIMING OF CALCULATION AND PAYMENT**

- (1) Development Charges are due and payable in full to the Corporation of the Town of Perth on the date a building permit is issued for any land, buildings, or structures affected by the applicable development charge and a building permit with respect to a building or structure shall be withheld where the applicable development charge has not been paid pursuant to Section 28 of the Act.
- (2) Subject to Section 27 of the Act, Council, at its discretion may, enter into an agreement for payment of development charges in whole or under a



payment schedule before or after the date of the issuing of the building permit.

- (3) If the Development Charge or any part thereof imposed by the Town of Perth remains unpaid after the due date, in the absence of an agreement to address the amount unpaid amount per article 2.6.1 (a) or Subsection (2), then the amount unpaid shall be added to the tax roll as taxes as prescribed by in Section 32 of the Act.

## **8. SERVICE STANDARDS**

- (1) The approved service standards for the Town of Perth are those contained in the Development Charges Background Study.

## **9. SERVICES IN LIEU**

- (1) Council may authorize an owner, through an agreement under Section 38 of the Act, to substitute the whole or such part of the development charge applicable to the owner's development as may be specified in an agreement by the provision at the sole expense of the owner, of services in lieu. Such agreement shall further specify that where the owner provides services in lieu in accordance with the agreement, Council shall give to the owner a credit against the development charge otherwise applicable to the development, equal to the reasonable cost to the owner of providing the services in lieu, provided such credit shall not exceed the total development charge payable by an owner to the municipality.

## **10. DEVELOPMENT CHARGE CREDITS**

- (1) Where residential space is being converted to non-residential space, the development charge equivalent that would have been payable on the residential space shall be deducted from the charge calculated on the non-residential space being added.
- (2) Where non-residential space is being converted to residential space, the development charge equivalent that would have been payable on the non-residential space shall be deducted from the charge calculated on the residential units being added.



- (3) An owner who has obtained a demolition permit and demolished existing dwelling units or a non-residential building or structure in accordance with the provisions of *the Building Code Act* shall not be subject to the Development Charge with respect to the development being replaced, provided that the building permit for the replacement residential units or non-residential building or structure is issued not more than five (5) years after the date of issuance of the demolition permit and provided that any dwelling units or non-residential gross floor area created in excess of what was demolished shall be subject to the development charge imposed under Section 2.
- (4) No redevelopment credit shall be made in excess of the development charge payable for a redevelopment.

## **11. BY-LAW REGISTRATION**

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

## **12. RESERVE FUNDS**

- (1) Monies received from payment of development charges shall be maintained in a separate reserve funds, and shall be used only to meet the growth-related net capital costs for which the development charge was levied under this by-law.
- (2) Council directs the Treasurer to divide the reserve fund(s) created hereunder into the separate subaccounts in accordance with the service categories set out in Schedule "A" to which the development charge payments shall be credited in accordance with the amounts shown, plus interest earned thereon.
- (3) Where any development charge, or part thereof, remains unpaid after the due date, the amount unpaid shall be added to the tax roll and shall be collected as taxes.



- (4) Where any unpaid development charges are collected as taxes under Subsection (3), the monies so collected shall be credited to the development charge reserve fund or funds referred to in Subsection (1).
- (5) The Treasurer is hereby directed to prepare an annual financial statement for the development charges reserve fund as prescribed under Section 12 of Ontario Regulation 82/98 and to submit the statement for Council's consideration and within 60 days thereafter, to submit such statement to the Minister of Municipal Affairs and Housing.

### **13. BY-LAW AMENDMENT OR REPEAL**

- (1) Where this by-law or any development charge prescribed thereunder is amended or repealed by order of the Local Planning Appeals Tribunal or by resolution of the Council, the Treasurer shall calculate forthwith the amount of any overpayment to be refunded as a result of said amendment or repeal.
- (2) Refunds that are required to be paid under Subsection (1) shall be paid to the registered owner of the land on the date on which the refund is paid.
- (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) interest shall be paid at the Bank of Canada rate in effect on the date of enactment of this by-law.

### **14. DEVELOPMENT CHARGE SCHEDULE INDEXING**

- (1) The development charges referred to in Schedule "B" shall be adjusted annually, without amendment to this by-law, on January 1<sup>st</sup> of each year, in accordance with Statistics Canada *Table 18-10-0135-01 Building construction price indexes, by type of building*.



**15. BY-LAW ADMINISTRATION**

- (1) This by-law shall be administered by the Treasurer.

**16. SCHEDULES TO THE BY-LAW**

- (1) The following schedules to this by-law form an integral part of this by-law:

Schedule “A” – Designated Municipal Services Under this By-law

Schedule “B” – Schedule of Development Charges

Schedule “C” – Map of Area North of Highway #7

**17. SEVERABILITY**

- (1) If, for any reason, any provision, section, subsection, or paragraph of this by-law is held to be invalid, it is hereby declared to be the intention of Council that all of the remainder of this by-law shall continue in full force and effect until repealed, re-enacted, or amended, in whole or in part or dealt with in any other way.

**18. SHORT TITLE**

- (1) This by-law may be cited as the Development Charge By-law.

**19. DATE BY-LAW EFFECTIVE**

- (1) This by-law shall come into force and effect on November 10, 2019.

Read a first, second, and a third time and finally passed this 22<sup>nd</sup> day of October, 2019.

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Mayor

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Clerk





**SCHEDULE “A” TO BY-LAW \_\_\_\_**  
**THE CORPORATION OF THE TOWN OF PERTH**  
**Designated Municipal Services Under this By-law**

**Municipal-wide Services**

1. Roads & Related
2. Fire
3. Parks & Recreation
4. Library
5. Admin Studies
6. Stormwater
7. Wastewater
8. Water

**Area-specific Services**

9. Stormwater – Area North of Highway #7



**SCHEDULE “B” TO BY-LAW \_\_\_\_  
THE CORPORATION OF THE TOWN OF PERTH**

**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)
<b>Municipal Wide Services</b>						
Roads & Related	3,104	1,742	1,644	2,475	1,261	2.43
Fire	348	195	184	277	141	0.27
Parks & Recreation	-	-	-	-	-	-
Library	-	-	-	-	-	-
Admin Studies	292	164	155	233	119	0.21
Stormwater	15	8	8	12	6	0.01
Wastewater	4,978	2,794	2,636	3,969	2,022	3.90
Water	800	449	424	638	325	0.63
<b>Total Municipal Wide Services</b>	<b>9,537</b>	<b>5,352</b>	<b>5,051</b>	<b>7,604</b>	<b>3,874</b>	<b>7.45</b>
<b>Area-Specific Services</b>						
Stormwater - North of Highway #7	3,710	2,082	1,965	2,958	1,507	1.69
<b>Total Area-Specific</b>	<b>3,710</b>	<b>2,082</b>	<b>1,965</b>	<b>2,958</b>	<b>1,507</b>	<b>1.69</b>
<b>GRAND TOTAL MUNICIPAL WIDE</b>	<b>9,537</b>	<b>5,352</b>	<b>5,051</b>	<b>7,604</b>	<b>3,874</b>	<b>7.45</b>
<b>GRAND TOTAL AREA NORTH OF HIGHWAY #7</b>	<b>13,247</b>	<b>7,434</b>	<b>7,016</b>	<b>10,562</b>	<b>5,381</b>	<b>9.14</b>



**SCHEDULE "C" TO BY-LAW \_\_\_\_**  
**THE CORPORATION OF THE TOWN OF PERTH**

**Map of Area North of Highway #7**

