



Development Charges Background Study

Township of Douro-Dummer

June 4, 2024

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List of Acronyms and Abbreviations

Acronym	Full Description of Acronym
A.M.P.	Asset management plan
C.B.C.	Community benefits charge
D.C.	Development charge
D.C.A.	<i>Development Charges Act, 1997, as amended</i>
F.I.R.	Financial Information Return
G.F.A.	Gross floor area
N.F.P.O.W.	No fixed place of work
OLT	Ontario Land Tribunal
O.M.B.	Ontario Municipal Board
O.P.A.	Official Plan Amendment
O. Reg.	Ontario Regulation
P.P.U.	Persons per unit
S.D.E.	Single detached equivalent
S.D.U.	Single detached unit
S.W.M.	Stormwater management
sq.ft.	square foot/feet
sq.m	square metre(s)



Executive Summary



Executive Summary

1. The report provided herein represents the Development Charges (D.C.) Background Study for the Township of Douro-Dummer required by the *Development Charges Act, 1997*, as amended (D.C.A.). This report has been prepared in accordance with the methodology required under the D.C.A. The contents include the following:
 - Chapter 1 – Overview of the legislative requirements of the Act;
 - Chapter 2 – Review of present D.C. policies of the Township;
 - Chapter 3 – Summary of the residential and non-residential growth forecasts for the Township;
 - Chapter 4 – Approach to calculating the D.C.;
 - Chapter 5 – Review of historical service standards and identification of future capital requirements to service growth and related deductions and allocations;
 - Chapter 6 – Calculation of the D.C.s;
 - Chapter 7 – D.C. policy recommendations and rules; and
 - Chapter 8 – By-law implementation.

2. D.C.s provide for the recovery of growth-related capital expenditures from new development. The D.C.A. is the statutory basis to recover these charges. The methodology is detailed in Chapter 4; a simplified summary is provided below.
 - 1) Identify amount, type and location of growth.
 - 2) Identify servicing needs to accommodate growth.
 - 3) Identify capital costs to provide services to meet the needs.
 - 4) Deduct:
 - Grants, subsidies and other contributions;
 - Benefit to existing development;
 - Amounts in excess of 15-year historical service calculation; and
 - D.C. reserve funds (where applicable);



- 5) Net costs are then allocated between residential and non-residential benefit; and
 - 6) Net costs divided by growth to provide the D.C.
3. A number of changes to the D.C.A. have occurred since the passage of the Township's 2019 D.C. By-law. Some of the changes were introduced through four bills passed in the Ontario legislature: Bill 108, Bill 138, Bill 197, and Bill 213. The changes included the following:
- Instalment payments for rental housing, institutional developments, and non-profit housing;
 - Rate freeze on D.C.s for applications proceeding through Site Plan or Zoning By-law Amendment applications;
 - Removal of the 10% mandatory deduction on all D.C. eligible services;
 - Introduction of a new authority under the *Planning Act* to implement Community Benefit Charges (C.B.C.);
 - Eligible Services: The list of eligible services for the D.C. was expanded to include most services eligible under the D.C.A. prior to Bill 108.
 - New exemption for universities that receive operating funds from the Government.

The Province has since introduced another set of revisions to the D.C.A. through Bill 23: *More Homes Built Faster Act, 2022*. Bill 23 was first introduced on October 25, 2022, and received Royal Assent on November 28, 2022. A summary of the changes provided from Bill 23 are outlined below (further details are provided in Chapter 1 of this report):

- Additional residential unit exemption: allowance of a third unit as-of-right;
- Removal of Housing as an eligible D.C. service;
- New statutory exemption for Affordable Units (proposed to be in force June 1, 2024);
- New statutory exemption for Attainable Units;
- New statutory exemption for Affordable Inclusionary Zoning Units;
- New statutory exemption for Non-Profit Housing;



- Historical level of service extended to previous 15-year period instead of the previous 10-year period;
 - Capital Cost definition revised to remove studies and prescribe services for which land or an interest in land will be restricted (nothing prescribed to date);
 - Mandatory phase-in of a D.C. for by-laws passed after January 1, 2022, as follows:
 - Year 1 – 80% of the maximum charge;
 - Year 2 – 85% of the maximum charge;
 - Year 3 – 90% of the maximum charge;
 - Year 4 – 95% of the maximum charge; and
 - Year 5 to expiry – 100% of the maximum charge.
 - D.C. By-law expiry will be a maximum of 10 years after the date the by-law comes into force;
 - D.C. for Rental Housing developments to receive a discount as follows:
 - Three or more bedrooms – 25% reduction;
 - Two bedrooms – 20% reduction; and
 - All other bedroom quantities – 15% reduction.
 - Maximum interest rate for instalments and determination of charge for eligible Site Plan and Zoning By-law Amendment applications to be set at the average prime rate plus 1%; and
 - Requirement to allocate funds received – municipalities are required to spend or allocate at least 60% of their reserve fund at the beginning of the year for water, wastewater, and services related to a highway.
4. On April 10, 2024, the Province introduced Bill 185: *Cutting Red Tape to Build More Homes Act*. If implemented, this Bill would reverse many of the changes that were recently introduced through Bill 23: *More Homes, Built Faster Act*, 2022. Further discussion is provided in section 1.5 of this report. The following provides a summary of the proposed changes:
- The definition of capital costs is proposed to be amended to reinstate studies as an eligible capital cost. Note, this background study includes the calculation for the inclusion of studies. If the Province does not



implement this change, then the applicable charge for growth studies will not be imposed;

- The five-year mandatory phase-in introduced by Bill 23 has been proposed to be removed;
 - A process for minor amendments to D.C. by-laws is being introduced;
 - The time for the D.C. rate freeze related to site plan and zoning by-law amendment applications would be reduced from two (2) years to 18 months; and
 - Modernization of public notice requirements which allow municipalities to provide public notice requirements on a municipal website if a local newspaper is not available.
5. The growth forecast (Chapter 3) on which the D.C. study is based, projects the following population, housing, and non-residential floor area for the Township-wide long-term period (2024 to 2051).

Table ES-1
Summary of Growth Forecast
Township of Douro-Dummer

Measure	Long-Term 2024-2051
(Net) Population Increase	409
Residential Unit Increase	409
Non-Residential Gross Floor Area Increase (sq.ft.)	366,600

6. On August 6, 2019, the Township of Douro-Dummer's D.C. By-law 2019-40 came into force under the D.C.A. The by-law imposes D.C.s on residential and non-residential uses. The Township is undertaking a D.C. public process and anticipates passing a new by-law on August 6, 2024, with the mandatory public meeting scheduled for August 6, 2024.
7. The Township's D.C. currently in effect is \$6,736 for single detached dwelling units. The non-residential charge is \$0.20 per sq.ft. of gross floor area. This report has undertaken a recalculation of the charges based on future identified



needs (presented in Schedule ES-3 for residential and non-residential). Charges have been provided on a Township-wide basis for all services. The corresponding single-detached unit charge is \$6,656. The non-residential charge is \$4.87 per sq.ft. of building area. These rates are submitted to Council for their consideration.

8. The D.C.A. requires a summary be provided of the gross capital costs and the net costs to be recovered over the life of the by-law. This calculation is provided by service and is presented in Table 6-3. A summary of these costs is provided below:

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

Summary of Expenditures Anticipated Over the Life of the By-law	Expenditure Amount
Total gross expenditures planned over the next ten years	\$5,057,964
Less: Benefit to existing development	\$2,801,286
Less: Post planning period benefit	\$487,893
Less: Ineligible re: Level of Service	\$0
Less: Grants, subsidies and other contributions	\$0
Net costs to be recovered from development charges	\$1,768,786

This suggests that for the non-D.C. cost over the 10-year D.C. by-law (benefit to existing development, and grants, subsidies and other contributions), \$2.80 million (or an annual amount of \$0.28 million) will need to be contributed from taxes and rates, or other sources. With respect to the post period benefit amount of \$0.49 million, it will be included in subsequent D.C. study updates to reflect the portion of capital that benefits growth in the post period D.C. forecasts.

Based on the above table, the Township plans to spend \$5.06 million over the life of the by-law, of which \$1.77 million (35%) is recoverable from D.C.s. Of this net amount, \$1.06 million is recoverable from residential development and \$0.71 million from non-residential development. It is noted also that any exemptions or reductions in the charges would reduce this recovery further.



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

The following services are calculated based on a long-term 2024 to 2051 forecast period:

- Services Related to a Highway;
- Fire Protection Services;
- Parks and Recreation Services;
- Library Services; and
- Growth Studies.

Council will consider the findings and recommendations provided in the report and, in conjunction with public input, approve such policies and rates it deems appropriate. These directions will refine the draft D.C. by-law which is appended in Appendix G. These decisions may include:

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



Table ES-3
Schedule of Development Charges

Service/Class of Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Township Wide Services/Class of Service:						
Services Related to a Highway	3,295	2,231	2,429	1,396	1,229	3.52
Fire Protection Services	932	631	687	395	348	1.00
Parks and Recreation Services	2,023	1,370	1,491	857	755	0.12
Library Services	198	134	146	84	74	0.01
Growth Studies	208	141	153	88	78	0.22
Total Township Wide Services/Class of Services	6,656	4,507	4,906	2,820	2,484	4.87



Report



Chapter 1

Introduction



1. Introduction

1.1 Purpose of this Document

This background study has been prepared pursuant to the requirements of the D.C.A., as amended, (D.C.A.) (section 10) and, accordingly, recommends new development charges (D.C.s) and policies for the Township of Douro-Dummer.

The Township retained Watson & Associates Economists Ltd. (Watson), to undertake the D.C. study process in early 2024. Watson worked with Township staff in preparing the D.C. analysis and policy recommendations.

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

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

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

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

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



1.2 Summary of the Process

The public meeting required under section 12 of the D.C.A. has been scheduled for August 6, 2024. Its purpose is to present the study to the public and to solicit public input. The meeting is also being held to answer any questions regarding the study's purpose, methodology, and the proposed modifications to the Township's D.C.s.

In accordance with the legislation, the background study and proposed D.C. by-law will be available for public review on June 4, 2024.

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

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

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

Figure 1-1
Schedule of Key D.C. Process Dates for the Township of Douro-Dummer

Schedule of Study Milestone	Dates
1. Data collection, staff review, D.C. calculations and policy work	December 2023 to April 2024
2. Public release of final D.C. background study and proposed by-law	June 4, 2024
3. Council Meeting	June 18, 2024
4. Public meeting advertisement placed in newspaper(s)	No later than July 16, 2024
5. Public meeting of Council	August 6, 2024
6. Council considers adoption of background study and passage of by-law	August 6, 2024
7. Newspaper notice given of by-law passage	By 20 days after passage
8. Last day for by-law appeal	40 days after passage
9. Township makes pamphlet available (where by-law not appealed)	By 60 days after in force date



1.3 Changes to the D.C.A.: Bills 108, 138, 197, 213, and 109

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

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

While having received Royal Assent, many of the amendments to the D.C.A. would not come into effect until they are proclaimed by the Lieutenant Governor (many of these changes were revised through Bill 197). At the time of writing, the following provisions have been proclaimed:

- Effective January 1, 2020, rental housing and institutional developments will pay D.C.s in six equal annual payments commencing at occupancy. Interest may be charged on the instalments, and any unpaid amounts may be added to the property and collected as taxes. As per Bill 23, non-profit housing developments are now exempt from paying D.C.s; however, prior to Bill 23, and as a result of Bill 108, non-profit housing developments paid D.C.s in 21 equal annual payments.
- Effective January 1, 2020, the D.C. amount for all developments occurring within 2 years of a Site Plan or Zoning By-law Amendment planning approval (for application submitted after this section is proclaimed), shall be determined based on the D.C. in effect on the day of Site Plan or Zoning By-law Amendment application. If the development is not proceeding via these planning approvals, then the amount is determined as of the date of issuance of a building permit.

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

Changes to Eligible Services – Prior to Bill 108, the D.C.A. provided a list of ineligible services whereby municipalities could include growth related costs for any service that



was not listed. With Bill 108, the changes to the D.C.A. would now specifically list the services that are eligible for inclusion in the by-law. Furthermore, the initial list of eligible services under Bill 108 was limited to "hard services", with the "soft services" being removed from the D.C.A. These services would be considered as part of a new community benefits charge (discussed below) imposed under the *Planning Act*. As noted in the next section this list of services has been amended through Bill 197.

Mandatory 10% deduction – The amending legislation would have removed the mandatory 10% deduction for all services that remain eligible under the D.C.A.

Remaining Services to be Included in a New Community Benefits Charge (C.B.C.) Under the *Planning Act* – It was proposed that a municipality may, by by-law, impose a C.B.C. against land to pay for the capital costs of facilities, services and matters required because of development or redevelopment in the area to which the by-law applies. The C.B.C. was proposed to include formerly eligible D.C. services that are not included in the above listing, in addition to parkland dedication and bonus zoning contributions.

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

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

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

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



1.3.3.1 D.C.-Related Changes

List of D.C.-Eligible Services

- As noted above, under Bill 108 some services were to be included under the D.C.A. and some would be included under the C.B.C. authority. Bill 197, however, revised this proposed change and has included all services (with some exceptions) under the D.C.A. These services are as follows:
 - Water supply services, including distribution and treatment services.
 - Wastewater services, including sewers and treatment services.
 - Storm water drainage and control services.
 - Services related to a highway.
 - Electrical power services.
 - Toronto-York subway extension.
 - Transit services.
 - Waste diversion services.
 - Policing services.
 - Fire protection services.
 - Ambulance services.
 - Library services.
 - Long-term care services.
 - Parks and recreation services, but not the acquisition of land for parks.
 - Public health services.
 - Childcare and early years services.
 - Housing services (no longer eligible as per Bill 23).
 - Provincial Offences Act services.
 - Services related to emergency preparedness.
 - Services related to airports, but only in the Regional Municipality of Waterloo.
 - Additional services as prescribed.

Classes of Services – D.C.

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



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

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

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

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

10-Year Planning Horizon

The 10-year planning horizon has been removed for all services except transit.

1.3.3.2 C.B.C.-Related Changes

C.B.C. Eligibility

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

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

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

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



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

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

1.3.5 Bill 109: More Homes for Everyone Act, 2022

On April 14, 2022, Bill 109 received Royal Assent. One of the changes of the Bill and Ontario Regulation (O. Reg.) 438/22 that took effect upon Royal Assent included amending the D.C.A. and O. Reg. 82/98 related to the requirements for the information which is to be included in the annual Treasurer's statement on D.C. reserve funds and the requirement for publication of the statement.

- The following additional information must be provided for each D.C. service being collected for during the year:
 - a. whether, as of the end of the year, the municipality expects to incur the amount of capital costs that were estimated, in the relevant development charge background study, to be incurred during the term of the applicable development charge by-law; and
 - b. if the answer to a) is no, the amount the municipality now expects to incur and a statement as to why this amount is expected; and
- For any service for which a D.C. was collected during the year but in respect of which no money from a reserve fund was spent during the year, a statement as to why there was no spending during the year.

The changes to the D.C.A. has also been amended to now require that the annual Treasurer's statement be made available to the public on the website of the municipality or, if there is no such website, in the municipal office.



1.4 Changes to the D.C.A. – Bill 23: More Homes Built Faster Act, 2022

On November 28, 2022, Bill 23 received Royal Assent. This Bill amended a number of pieces of legislation including the *Planning Act* and D.C.A. The following provides a summary of the changes to the D.C.A.:

1.4.1 *Additional Residential Unit Exemption*

The rules for these exemptions are now provided in the D.C.A., rather than the regulations and are summarized as follows:

- Exemption for residential units in existing rental residential buildings – For rental residential buildings with four or more residential units, the greater of one unit or 1% of the existing residential units will be exempt from D.C.
- Exemption for additional residential units in existing and new residential buildings – The following developments will be exempt from a D.C.:
 - A second unit in a detached, semi-detached, or rowhouse if all buildings and ancillary structures cumulatively contain no more than one residential unit;
 - A third unit in a detached, semi-detached, or rowhouse if no buildings or ancillary structures contain any residential units; and
 - One residential unit in a building or structure ancillary to a detached, semi-detached, or rowhouse on a parcel of urban land, if the detached, semi-detached, or rowhouse contains no more than two residential units and no other buildings or ancillary structures contain any residential units.

1.4.2 *Removal of Housing as an Eligible D.C. Service*

Housing is removed as an eligible service as of November 28, 2022. Municipalities with by-laws that include a charge for housing services can no longer collect for this service. It is noted that the charge for housing services is still applicable where rates have been frozen for the purposes of instalment payments under the D.C.A.

1.4.3 *New Statutory Exemption for Non-Profit Housing*

Non-profit housing units are exempt from D.C.s and D.C. instalment payments due after November 28, 2022.



1.4.4 New Statutory Exemptions for Affordable Units, Attainable Units, and Affordable Inclusionary Zoning Units

Affordable units, attainable units, and inclusionary zoning units (affordable) are exempt from the payment of D.C.s, as follows:

- Affordable Rental Units: Where rent is no more than 80% of the average market rent as defined by a new bulletin published by the Ministry of Municipal Affairs and Housing.
- Affordable Owned Units: Where the price of the unit is no more than 80% of the average purchase price as defined by a new bulletin published by the Ministry of Municipal Affairs and Housing.

Note: As discussed in Section 1.4.13, the definitions above of an Affordable Rental Unit and Affordable Owned Unit have been modified through Bill 134

- Attainable Units: Excludes affordable units and rental units; will be defined as prescribed development or class of development and sold to a person who is at “arm’s length” from the seller.
- Note: for affordable and attainable units, the municipality shall enter into an agreement that ensures the unit remains affordable or attainable for 25 years.

Note: the above exemptions are not currently in force, however, the Province has noted that the Affordable Owned and Rental Unit exemptions will come into force as of June 1, 2024. At the time of writing, it is not known when the exemption for Attainable Units will be in force.

- Inclusionary Zoning Units: Affordable housing units required under inclusionary zoning by-laws are exempt from a D.C.

1.4.5 Historical Level of Service Extended to Previous 15-year Period

Prior to Bill 23, the increase in need for service was limited by the average historical level of service calculated over the 10-year period preceding the preparation of the D.C. background study. This average is now extended to the historical 15-year period.



1.4.6 Revised Definition of Capital Costs

The definition of capital costs has been revised to remove studies. Further, the regulations to the Act may prescribe services for which land or an interest in land will be restricted. As at the time of writing, no services have been prescribed.

1.4.7 Mandatory Phase-in of a D.C.

For all D.C. by-laws passed after January 1, 2022, the charge must be phased-in annually over the first five years the by-law is in force, as follows:

- Year 1 – 80% of the maximum charge;
- Year 2 – 85% of the maximum charge;
- Year 3 – 90% of the maximum charge;
- Year 4 – 95% of the maximum charge; and
- Year 5 to expiry – 100% of the maximum charge.

1.4.8 D.C. By-law Expiry

A D.C. by-law now expires 10 years after the day it comes into force (unless the by-law provides for an earlier expiry date). This extends the by-law's life from five (5) years, prior to Bill 23.

1.4.9 Instalment Payments

Non-profit housing development has been removed from the instalment payment section of the Act (subsection 26.1), as these units are now exempt from the payment of a D.C.

1.4.10 Rental Housing Discount

The D.C. payable for rental housing development will be reduced based on the number of bedrooms in each unit as follows:

- Three or more bedrooms – 25% reduction;
- Two bedrooms – 20% reduction; and
- All other bedroom quantities – 15% reduction.



1.4.11 Maximum Interest Rate for Instalments and Determination of Charge for Eligible Site Plan and Zoning By-law Amendment Applications

No maximum interest rate was previously prescribed. As per Bill 23, the maximum interest rate is set at the average prime rate plus 1%. This maximum interest rate provision would apply to all instalment payments and eligible site plan and zoning by-law amendment applications occurring after November 28, 2022.

1.4.12 Requirement to Allocate Funds Received

Annually, beginning in 2023, municipalities will be required to spend or allocate at least 60% of the monies in a reserve fund at the beginning of the year for water, wastewater, and services related to a highway. Other services may be prescribed by the regulation.

1.4.13 Bill 134: Affordable Homes and Good Jobs Act, 2023

The exemption for affordable residential units was included in the More Homes Built Faster Act (Bill 23), enacted by the Province on November 28, 2022. Under this legislation, affordable residential units were defined within subsection 4.1 of the D.C.A. and exemptions for D.C.s were provided in respect of this definition. While the legislation was enacted in November 2022, the ability for municipalities to implement the exemptions is based on the “Affordable Residential Units for the Purposes of the Development Charges Act, 1997 Bulletin” published by the Minister of Municipal Affairs and Housing. This bulletin informs the average market rent and purchase price to be used in determining which developments qualify as affordable residential units. This bulletin was published on April 5, 2024.

Bill 134 received Royal Assent on December 4, 2023 and provides for a modification to the affordable residential unit definition by:

- Introducing an income-based test for affordable rent and purchase price; and
- Increasing the threshold for the market test of affordable rent and purchase price.

This change provides the exemption based on the lesser of the two measures. Moreover, the rules in subsection 4.1 of the D.C.A. are unchanged with respect to:



- The tenant and purchaser transacting the affordable unit being at arm’s length;
- The intent of maintaining the affordable residential unit definition for a 25-year period, requiring an agreement with the municipality (which may be registered on title); and
- Exemptions for attainable residential units and associated rules (requiring further regulations).

The following table provides a comparison of the definitions provided through Bill 23 and those provided through Bill 134 (underlining added for emphasis).

Item	Bill 23 Definition	Bill 134 Definition (Current D.C.A. Definition)
Affordable residential unit rent (subsection 4.1 (2), para. 1)	The rent is no greater than <u>80 per cent of the average market rent</u> , as determined in accordance with subsection (5).	The rent is no greater than <u>the lesser of</u> , i. the <u>income-based affordable rent</u> for the residential unit set out in the Affordable Residential Units bulletin, as identified by the Minister of Municipal Affairs and Housing in accordance with subsection (5), and ii. the <u>average market rent</u> identified for the residential unit set out in the Affordable Residential Units bulletin.
Average market rent/rent based on income (subsection 4.1 (5)) for the purposes of subsection 4.1 (2), para. 1	The <u>average market rent for the year in which the residential unit is occupied by a tenant</u> , as identified in the bulletin entitled the “Affordable Residential Units for the Purposes of the Development Charges Act, 1997 Bulletin.”	The Minister of Municipal Affairs and Housing shall, (a) determine the <u>income of a household</u> that, in the Minister’s opinion, is <u>at the 60th percentile of gross annual incomes for renter households in the applicable local municipality</u> ; and (b) identify the <u>rent</u> that, in the Minister’s opinion, is <u>equal to 30 per cent of</u>



Item	Bill 23 Definition	Bill 134 Definition (Current D.C.A. Definition)
Affordable residential unit ownership (subsection 4.1 (3), para. 1)	The price of the residential unit is no greater than <u>80 per cent of the average purchase price</u> , as determined in accordance with subsection (6).	<p><u>the income of the household</u> referred to in clause (a).</p> <p>The price of the residential unit is no greater than <u>the lesser of</u>,</p> <ul style="list-style-type: none"> i. <u>the income-based affordable purchase price</u> for the residential unit set out in the Affordable Residential Units bulletin, as identified by the Minister of Municipal Affairs and Housing in accordance with subsection (6), and ii. <u>90 per cent of the average purchase price</u> identified for the residential unit set out in the Affordable Residential Units bulletin.
Average market purchase price/purchase price based on income (subsection 4.1 (6)) for the purposes of subsection 4.1 (3), para. 1	The <u>average purchase price for the year in which the residential unit is sold</u> , as identified in the bulletin entitled the “Affordable Residential Units for the Purposes of the Development Charges Act, 1997 Bulletin,” as it is amended from time to time, that is published by the Minister of Municipal Affairs and Housing on a website of the Government of Ontario.	The Minister of Municipal Affairs and Housing shall, <ul style="list-style-type: none"> (a) determine the <u>income of a household</u> that, in the Minister’s opinion, is at the <u>60th percentile of gross annual incomes for households in the applicable local municipality</u>; and (b) identify the <u>purchase price</u> that, in the Minister’s opinion, <u>would result in annual accommodation costs equal to 30 per cent of the income of the household</u> referred to in clause (a)



Note: the Province has indicated that it intends for the Affordable Unit exemption to come into force on June 1, 2024.

1.5 Proposed Changes to the D.C.A. – Bill 185: *Cutting Red Tape to Build More Homes Act*

On April 10, 2024, the Province released Bill 185: *Cutting Red Tape to Build More Homes Act*. If implemented, this Bill will reverse many of the key changes that were implemented through Bill 23. The following sections provide a summary of the changes being recommended.

1.5.1 Revised Definition of Capital Costs

Bill 185 proposes to reverse the capital cost amendments of Bill 23 by reinstating studies as an eligible capital cost. The following paragraphs are proposed to be added to subsection 5(3) of the D.C.A.:

5. *Costs to undertake studies in connection with any of the matters referred to in paragraphs 1 to 4.*
6. *Costs of the development charge background study required under section 10.*

The proposed amendment will allow municipalities to fund studies, consistent with by-laws passed prior to the *More Homes Built Faster Act* (Bill 23). Note: this background study includes a calculation of the growth studies charge, consistent with the proposed amendment. If this change is not implemented by the time the by-law is passed, then the corresponding growth studies charge in this background study and draft by-law will not be imposed.

1.5.2 Removal of the Mandatory Phase-in

As noted in Section 1.4.7 above, Bill 23 required the phase-in of charges imposed in a D.C. by-law over a five year term for any by-laws passed after January 1, 2022. Bill 185 proposes to remove this mandatory phase-in. This change would be effective for any D.C. by-laws passed after Bill 185 comes into effect.



For site plan and zoning by-law amendment applications that were made prior to Bill 185 receiving Royal Assent, the charges payable will be the charges that were in place on the day the planning application was made (i.e., including the mandatory phase-in).

1.5.3 Process for Minor Amendments to D.C. By-laws

Section 19 of the D.C.A. requires that a municipality must follow sections 10 through 18 of the D.C.A. (with necessary modifications) when amending D.C. by-laws. Sections 10 through 18 of the D.C.A. generally require the following:

- Completion of a D.C. background study, including the requirement to post the background study 60 days prior to passage of the D.C. by-law;
- Passage of a D.C. by-law within one year of the completion of the D.C. background study;
- A public meeting, including notice requirements; and
- The ability to appeal the by-law to the Ontario Land Tribunal.

Bill 185 proposes to allow municipalities to undertake minor amendments to D.C. by-laws for the following purposes without adherence to the requirements noted above (with the exception of the notice requirements):

1. To repeal a provision of the D.C. by-law specifying the date the by-law expires or to amend the provision to extend the expiry date (subject to the 10-year limitations provided in the D.C.A.);
2. To impose D.C.s for studies, including the D.C. background study; and
3. To remove the provisions related to the mandatory phase-in of D.C.s.

Minor amendments related to items 2 and 3 noted above may be undertaken only if the D.C. by-law being amended was passed after November 28, 2022, and before Bill 185 takes effect. Moreover, the amending by-law must be passed within six months of Bill 185 taking effect.

Notice requirements for these minor amending by-laws are similar to the typical notice requirements, with the exception of the requirement to identify the last day for appealing the by-law (as these provisions do not apply).



1.5.4 Reduction of D.C. Rate Freeze Timeframe

Bill 108 (see Section 1.3.1 above) provides for the requirement to freeze the D.C.s imposed on developments subject to a site plan and/or a zoning by-law amendment application. The D.C. rate for these developments is “frozen” at the rates that were in effect at the time the site plan and/or zoning by-law amendment application was submitted (subject to applicable interest). Once the application is approved by the municipality, if the date the D.C. is payable is more than two years from the approval date, the D.C. rate freeze would no longer apply. Bill 185 proposes to reduce the two-year timeframe to 18 months.

1.5.5 Modernizing Public Notice Requirements

The D.C.A. sets out the requirements for municipalities to give notice of public meetings and of by-law passage. These requirements are prescribed in sections 9 and 10 of O. Reg. 82/98 and include giving notice in a newspaper of sufficiently general circulation in the area to which the by-law would apply. The proposed regulatory changes would modernize public notice requirements by allowing municipalities to provide notice on a municipal website if a local newspaper is not available.



Chapter 2

Current Township of Douro-Dummer Policies



2. Current Township of Douro-Dummer Policies

2.1 Schedule of Charges

On August 6, 2019, the Township of Douro-Dummer's D.C. By-law 2019-40 came into force under the D.C.A.

The by-law imposes D.C.s for residential and non-residential uses. The table below provides the rates currently in effect, as of January 1, 2024.

Table 2-1
Township of Douro-Dummer
Current D.C. Rates
January 1, 2024

Service	Residential					Non-Residential (per sq.ft. of Gross Floor Area)
	Single and Semi- Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	
Services Related to a Highway	4,823	4,823	4,823	4,823	4,823	0.14
Fire Protection Services	1,192	1,192	1,192	1,192	1,192	0.06
Parks and Recreation Services	128	128	128	128	128	-
Library Services	471	471	471	471	471	-
Growth Studies	121	121	121	121	121	0.01
Total	6,736	6,736	6,736	6,736	6,736	0.20

2.2 Services Covered

The following services are covered under By-law 2019-40, as amended:

- Services related to a highway;
- Fire protection services;
- Parks and recreation services;
- Library services; and
- Growth studies.

2.3 Timing of D.C. Calculation of Payment

The whole of the development charge imposed shall be calculated and paid in full on the date a building permit under the Building Code Act is issued in respect of the building or structure for the use to which the development charge applies.



2.4 Indexing

Rates shall be adjusted, without amendment to the by-law, annually on December 31, in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index (Table 18-10-0276-02).^[1]

2.5 Redevelopment Allowance

In the case of the re-development involving the demolition and replacement of all or part of a building or structure:

- (1) A credit offsetting the development charges payable shall be allowed, provided that the land was improved by occupied structures (or structures capable of occupancy) within the 60 months prior to the issuance of the demolition permit, and the building permit has been issued for the development or redevelopment within five years from the date the demolition permit has been issued; and
- (2) The credit shall be calculated as follows:
 - a. For residential buildings, the credit shall be equivalent to the number of dwelling units demolished multiplied by the applicable residential development charge in place at the time the development charge is payable under this by-law;
 - b. For non-residential buildings, the credit shall be equivalent to the gross floor area demolished multiplied by the applicable non-residential development charge in place at the time the development charge is payable under this by-law;

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

^[1] Ontario Regulation (O. Reg.) 82/98 referenced “The Statistics Canada Quarterly, Construction Price Statistics, catalogue number 62-007” as the index source. Since implementation, Statistics Canada has modified this index twice and the above-noted index is the most current. The draft by-law provided herein refers to O. Reg. 82/98 to ensure traceability should this index continue to be modified over time.



Chapter 3

Anticipated Development in the Township of Douro- Dummer



3. Anticipated Development in the Township of Douro-Dummer

3.1 Requirement of the Act

The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the Township will be required to provide services over a 2024 to 2051 time horizon.

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

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

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

- Peterborough County Official Plan, June 29, 2022;
- Peterborough County Growth Analysis Report, March 28, 2022, by Hemson Consulting Ltd.
- 2011, 2016 and 2021 population, household and employment Census data;
- Historical residential building permit data over the 2014 to 2023 period;
- Residential and non-residential supply opportunities as identified by Township of Douro-Dummer staff; and
- Discussions with Township staff regarding anticipated residential and non-residential development in the Township of Douro-Dummer.

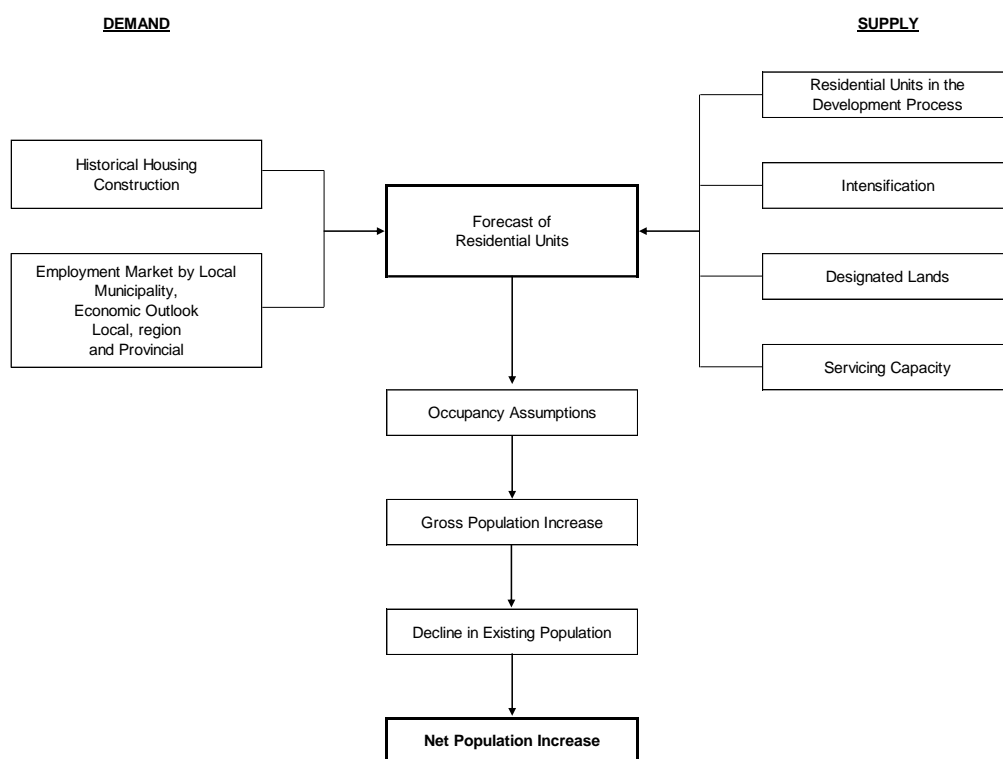


3.3 Summary of Growth Forecast

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

As identified in Table 3-1 and Appendix A – Schedule 1, population in the Township of Douro-Dummer (excluding census undercount) is anticipated to reach approximately 8,200 by mid-2051, resulting in an increase of approximately 410 persons, respectively.
[1]

Figure 3-1
Population and Household Forecast Model



[1] The population figures used in the calculation of the 2024 D.C. exclude the net Census undercount, which is estimated at approximately 2.5%. Population figures presented herein have been rounded.



**Table 3-1
Township of Douro-Dummer
Residential Growth Forecast Summary**

	Year	Population (Including Census Undercount) ^[1]	Excluding Census Undercount			Housing Units					Person Per Unit (P.P.U.): Total Population/ Total Households	
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi-Detached	Multiple Dwellings ^[2]	Apartments ^[3]	Other	Total Households		Equivalent Institutional Households
Historical	Mid 2011	6,980	6,805	55	6,750	2,517	13	27	1	2,558	50	2.660
	Mid 2016	6,880	6,709	19	6,690	2,550	20	10	0	2,580	17	2.600
	Mid 2021	7,820	7,632	17	7,615	2,885	20	10	5	2,920	15	2.614
Forecast	Mid 2024	7,990	7,795	17	7,778	2,962	20	16	5	3,003	15	2.596
	Mid 2051	8,410	8,204	18	8,186	3,369	20	16	5	3,410	16	2.406
Incremental	Mid 2011 - Mid 2016	-100	-96	-36	-60	33	7	-17	-1	22	-33	
	Mid 2016 - Mid 2021	940	923	-2	925	335	0	0	5	340	-2	
	Mid 2021 - Mid 2024	170	163	0	163	77	0	6	0	83	0	
	Mid 2024 - Mid 2051	420	409	1	408	407	0	0	0	407	2	

[1] Population includes the Census undercount estimated at approximately 2.5% and has been rounded.

[2] Includes townhouses and apartments in duplexes.

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

Notes:

Numbers may not add due to rounding.

Source: Derived from the Peterborough County Official Plan, June 29, 2022, and Peterborough County Growth Analysis Report, March 28, 2022, forecast for the Township of Douro-Dummer, by Watson & Associates Economists Ltd.



Provided below is a summary of the key assumptions and findings regarding the Township of Douro-Dummer D.C. growth forecast:

1. Unit Mix (Appendix A – Schedules 1 and 4)

- The housing unit mix for the Township was derived from a detailed review of historical development activity (as per Schedule 4), as well as active residential development applications and discussions with Township staff regarding anticipated development trends for the Township of Douro-Dummer.
- Based on the above indicators, the 2024 to 2051 household growth forecast for the Township is comprised of a unit mix of 100% low density units (single detached and semi-detached), 0% medium density (multiples except apartments) and 0% high density (bachelor, 1-bedroom and 2-bedroom apartments).

2. Planning Period

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

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

- The number of housing units to be constructed by 2051 in the Township of Douro-Dummer over the forecast period is presented in Table 3-1. Over the 2024 to 2051 forecast period, the Township is anticipated to average approximately 15 new housing units per year.
- Institutional population ^[1] is anticipated to increase by approximately 2 people between 2024 to 2051.
- Population in new units is derived from Schedules 2, 3 and 4, which incorporate historical development activity, anticipated units (see unit mix

^[1] Institutional population largely 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 collective households.



discussion) and average persons per unit (P.P.U.) by dwelling type for new units.

- Schedule 5a summarizes the average P.P.U. assumed for new housing units by age and type of dwelling based on Statistics Canada 2021 custom Census data for the Township of Douro-Dummer. Due to data limitations medium and high density P.P.U. data was derived from Peterborough County which includes the Township of Douro-Dummer, and is outlined in Schedule 5b . The total calculated P.P.U. for all density types has been adjusted accordingly to account for the P.P.U. trends which has been recently experienced in both new and older units. Forecasted 25-year average P.P.U.s by dwelling type are as follows:
 - Low density: 2.948
 - Medium density: 1.996
 - High density: 1.815

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

- Existing households for mid-2024 are based on the 2021 Census households, plus estimated residential units constructed between mid-2021 to the beginning of the growth period, assuming a minimum six-month lag between construction and occupancy (see Schedule 2).
- The change in average occupancy levels for existing housing units is calculated in Schedules 2 through 3.^[1] The forecast population change in existing households over the 2024 to 2051 forecast period is forecast to decline by approximately 790.

5. Employment (Appendix A – Schedules 7a and 7b)

- The employment projections provided herein are largely based on the activity rate method, which is defined as the number of jobs in the Township 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.

^[1] Change in occupancy levels for existing households occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.



- 2016 employment data ^{[1],[2]} (place of work) for the Township of Douro-Dummer is outlined in Schedule 7a. The 2016 employment base is comprised of the following sectors:
 - 55 primary (5%);
 - 455 work at home employment (44%);
 - 108 industrial (10%);
 - 163 commercial/population-related (16%); and
 - 250 institutional (24%).
- The 2016 employment by usual place of work, including work at home, is 1,030. An additional 230 employees have been identified for the Township of Douro-Dummer in 2016 that have no fixed place of work (N.F.P.O.W.).^[3]
- Total employment, including work at home and N.F.P.O.W. for the Township of Douro-Dummer is anticipated to reach approximately 2,140 by mid-2051. This represents an employment increase of approximately 710 over the 2024 to 2051 forecast period.
- Schedule 7b, 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 G.F.A. calculation. Accordingly, work at

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

^[2] Statistics Canada 2021 Census place of work employment data has been reviewed. The 2021 Census employment results have not been utilized due to a significant increase in work at home employment captured due to Census enumeration occurring during the provincial COVID-19 lockdown from April 1, 2021 to June 14, 2021.

^[3] No fixed place of work is defined by Statistics Canada as "persons who do not go from home to the same workplace location at the beginning of each shift. Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc."



home and N.F.P.O.W. employees have been removed from the D.C.A. employment forecast and calculation.

- Total employment for the Township of Douro-Dummer (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 1,040 by mid-2051. This represents an employment increase of approximately 400 over the 2024 to 2051 forecast period.

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

- Square footage estimates were calculated in Schedule 7b based on the following employee density assumptions:
 - 4,000 sq.ft. per employee for primary;
 - 1,500 sq.ft. per employee for industrial;
 - 550 sq.ft. per employee for commercial/population-related; and
 - 700 sq.ft. per employee for institutional employment.
- The Township-wide incremental G.F.A. is anticipated to increase by 366,600 sq.ft. over the 2021 to 2051 forecast period.
- In terms of percentage growth, the 2024 to 2051 incremental G.F.A. forecast by sector is broken down as follows:
 - Primary – 13%
 - industrial – 38%;
 - commercial/population-related – 25%; and
 - institutional – 24%.



Chapter 4

The Approach to the Calculation of the Charge



4. The Approach to the Calculation of the Charge

4.1 Introduction

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

4.2 Services Potentially Involved

Table 4-1 lists the full range of municipal services that are provided within the Township. A number of these services are not included in the list of eligible services provided in subsection 2 (4) of the D.C.A. as being ineligible for inclusion in D.C.s. These are shown as “ineligible” on Table 4-1. Two ineligible costs defined in subsection 5 (3) of the D.C.A. are “computer equipment” and “rolling stock with an estimated useful life of (less than) seven years.” In addition, local roads are covered separately under subdivision agreements and related means (as are other local services). Services that are potentially eligible for inclusion in the Township’s D.C. are indicated with a “Yes.”

4.3 Increase in the Need for Service

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



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

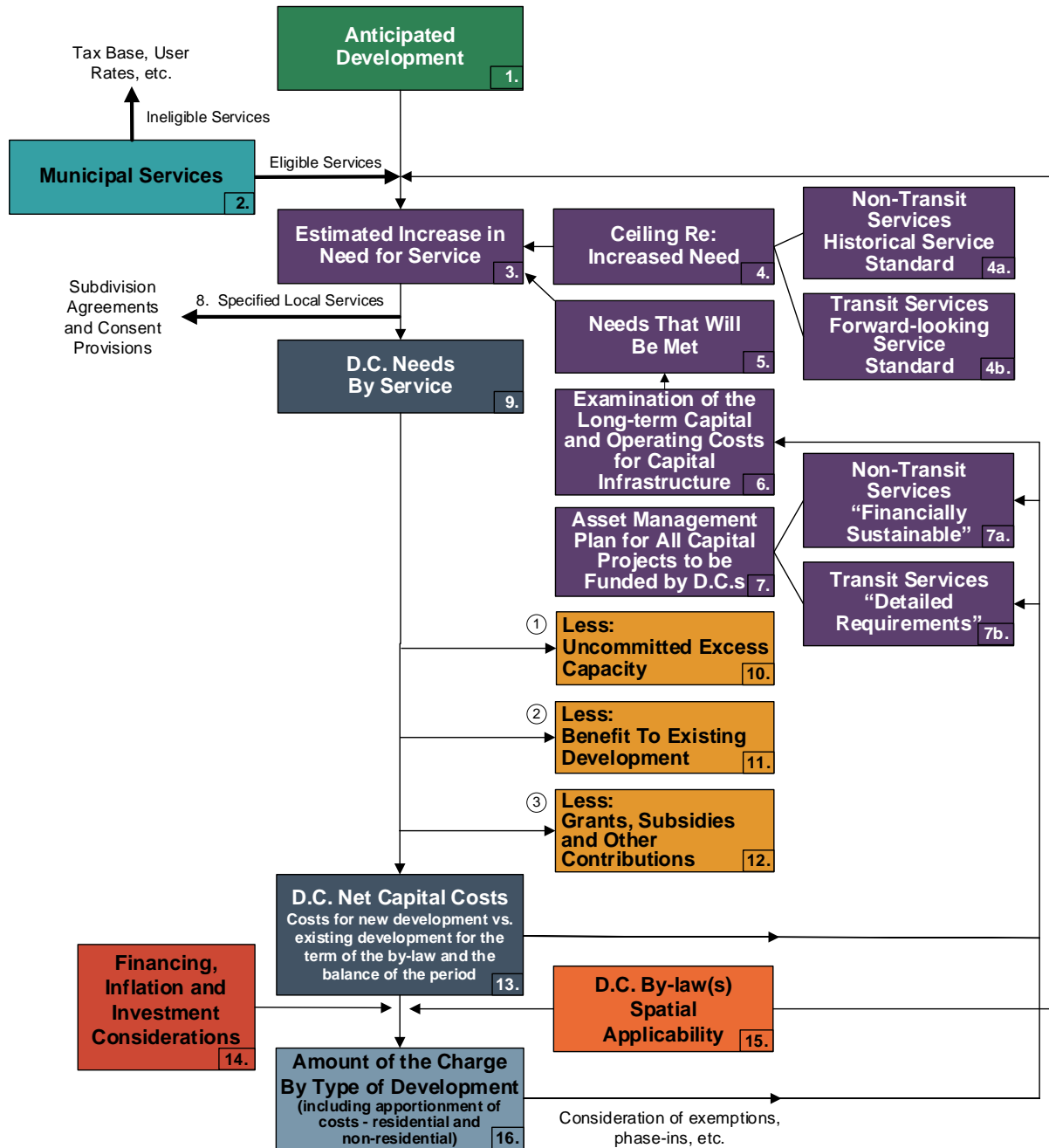




Table 4-1
Categories of Municipal Services to be Addressed as Part of the Calculation

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

Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
1. Services Related to a Highway	Yes	1.1 Arterial roads	100
	Yes	1.2 Collector roads	100
	Yes	1.3 Bridges, culverts and roundabouts	100
	No	1.4 Local municipal roads	0
	n/a	1.5 Traffic signals	100
	Yes	1.6 Sidewalks and streetlights	100
	No	1.7 Active transportation	100
2. Other Transportation Services	n/a	2.1 Transit vehicles ^[1] & facilities	100
	n/a	2.2 Other transit infrastructure	100
	Ineligible	2.3 Municipal parking spaces - indoor	0
	Ineligible	2.4 Municipal parking spaces - outdoor	0
	Yes	2.5 Works yards	100
	Yes	2.6 Rolling stock ^[1]	100
	n/a	2.7 Ferries	100
	n/a	2.8 Airport	100
3. Stormwater Drainage and Control Services	No	3.1 Main channels and drainage trunks	100
	No	3.2 Channel connections	100
	No	3.3 Retention/detention ponds	100

^[1] with 7+ year lifetime



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
4. Fire Protection Services	Yes	4.1 Fire stations	100
	Yes	4.2 Fire pumpers, aerials and rescue vehicles ^[1]	100
	Yes	4.3 Small equipment and gear	100
5. Park Services (i.e., Parks and Open Space)	Ineligible	5.1 Acquisition of land for parks, woodlots and E.S.A.s	0
	Yes	5.2 Development of area municipal parks	100
	n/a	5.3 Development of district parks	100
	Yes	5.4 Development of municipal-wide parks	100
	Yes	5.5 Development of special purpose parks	100
6. Recreation Services	Yes	6.1 Arenas, indoor pools, fitness facilities, community centres, etc. (including land)	100
	Yes	6.2 Recreation vehicles and equipment ^[1]	100
7. Library Services	Yes	7.1 Public library space (incl. furniture and equipment)	100
	n/a	7.2 Library vehicles ^[1]	100
	Yes	7.3 Library materials	100
8. Emergency Preparedness Services	No	8.1 Facility space (incl. furniture and equipment)	100
	No	8.2 Vehicles ^[1]	100
	No	8.3 Equipment	100
9. Electrical Power Services	Ineligible	9.1 Electrical substations	0
	Ineligible	9.2 Electrical distribution system	0
	Ineligible	9.3 Electrical system rolling stock	0

^[1] with 7+ year lifetime



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
10. Provision of Cultural, Entertainment and Tourism Facilities and Convention Centres	Ineligible	10.1 Cultural space (e.g., art galleries, museums and theatres)	0
	Ineligible	10.2 Tourism facilities and convention centres	0
11. Wastewater Services	No	11.1 Treatment plants	100
	No	11.2 Sewage trunks	100
	n/a	11.3 Local systems	0
	No	11.4 Vehicles and equipment ^[1]	100
12. Water Supply Services	No	12.1 Treatment plants	100
	No	12.2 Distribution systems	100
	n/a	12.3 Local systems	0
	No	12.4 Vehicles and equipment ^[1]	100
13. Waste Management Services	Ineligible	13.1 Landfill collection, transfer vehicles and equipment	0
	Ineligible	13.2 Landfills and other disposal facilities	0
	n/a	13.3 Waste diversion facilities	100
	n/a	13.4 Waste diversion vehicles and equipment ^[1]	100
14. Policing Services	n/a	14.1 Policing detachments	100
	n/a	14.2 Policing rolling stock ^[1]	100
	n/a	14.3 Small equipment and gear	100
15. Homes for the Aged	n/a	15.1 Homes for the aged space	100
	n/a	15.2 Vehicles ^[1]	100
16. Child Care	n/a	16.1 Child-care space	100
	n/a	16.2 Vehicles ^[1]	100
17. Health	n/a	17.1 Health department space	100
	n/a	17.2 Health department vehicles ^[1]	100
18. Social Housing	Ineligible	18.1 Social housing space	0
19. Provincial Offences Act Services	n/a	19.1 Provincial Offences Act services space	100
20. Social Services	Ineligible	20.1 Social service space	0

^[1] with 7+ year lifetime



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
21. Ambulance	n/a n/a	21.1 Ambulance station space 21.2 Vehicles ^[1]	100 100
22. Hospital Provision	Ineligible	22.1 Hospital capital contributions	0
23. Provision of Headquarters for the General Administration of Municipalities and Area Municipal Boards	Ineligible Ineligible Ineligible	23.1 Office space 23.2 Office furniture 23.3 Computer equipment	0 0 0
24. Other Services	Ineligible ^[3]	24.1 Studies in connection with acquiring buildings, rolling stock, materials and equipment, and improving land ^[2] and facilities, including the D.C. background study cost 24.2 Interest on money borrowed to pay for growth-related capital	0
	Yes		0-100

¹ with a 7+ year lifetime

² same percentage as service component to which it pertains

³ proposed to be an eligible capital cost through the changes introduced as part of Bill 185

4.4 Local Service Policy

Some of the need for services generated by additional development consists of local services related to a plan of subdivision. As such, they will be required as a condition of subdivision agreements or consent conditions. The Township's detailed Local Service Policy is provided in Appendix E.



4.5 Capital Forecast

Paragraph 7 of subsection 5 (1) of the D.C.A. requires that “the capital costs necessary to provide the increased services must be estimated.” The Act goes on to require two potential cost reductions and the regulation sets out the way in which such costs are to be presented. These requirements are outlined below.

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

The capital costs include:

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

Note, the Province released Bill 185 on April 10, 2024, which proposes to reinstate studies as an eligible capital cost. This proposed amendment will allow municipalities to fund studies. As part of this Background Study, a calculation for studies has been undertaken, should this proposed change be implemented by the Province.

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



4.6 Treatment of Credits

Section 8, paragraph 5, of O. Reg. 82/98 indicates that a D.C. background study must set out “the estimated value of credits that are being carried forward relating to the service.” Section 17, paragraph 4, of the same regulation indicates that “the value of the credit cannot be recovered from future D.C.s,” if the credit pertains to an ineligible service. This implies that a credit for eligible services can be recovered from future D.C.s. As a result, this provision should be made in the calculation, in order to avoid a funding shortfall with respect to future service needs. There are no outstanding credits to include in the D.C. calculations.

4.7 Classes of Services

Section 7 of the D.C.A. states that a D.C. by-law may provide for any D.C. eligible service or the capital costs with respect to those services. Furthermore, a class may be composed of any number or combination of services and may include parts or portions of each D.C. eligible service.

These provisions allow for services to be grouped together to create a class for the purposes of the D.C. by-law and D.C. reserve funds. The D.C. calculations and by-law provided herein have identified a class of service for growth studies (if enacted by the Province).

4.8 Existing Reserve Funds

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

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 7 of subsection 5 (1).”

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

For services that are subject to a per capita based, service level “cap,” the reserve fund balance should be applied against the development-related costs for which the charge



was imposed once the project is constructed (i.e., the needs of recent growth). This cost component is distinct from the development-related costs for the future forecast periods, which underlie the D.C. calculation herein.

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

The Township's D.C. Reserve Fund balances by service as of December 31, 2023, are shown below:

Table 4-2
Summary of Development Charges Reserve Fund Balances
As of December 31, 2023

Service	Balance as of December 31, 2023
Services Related to a Highway	98,659
Fire Protection Services	78,637
Parks and Recreation Services	6,828
Library Services	15,944
Growth Studies	13,454
Total	\$213,522

4.9 Deductions

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

- The level of service ceiling;
- Uncommitted excess capacity;
- Benefit to existing development; and
- Anticipated grants, subsidies, and other contributions.

The requirements behind each of these reductions are addressed below.



4.9.1 Reduction Required by Level of Service Ceiling

This is designed to ensure that the increase in need included in section 4.3 does “not include an increase that would result in the level of service [for the additional development increment] exceeding the average level of the service provided in the municipality over the 15-year period immediately preceding the preparation of the background study” (D.C.A., subsection 5 (1) 4). O. Reg. 82/98 (section 4) goes further to indicate that “both the quantity and quality of a service shall be taken into account in determining the level of service and the average level of service.”

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

With respect to transit services, the changes to the Act introduced in 2015 have provided for an alternative method for calculating the service standard ceiling. Transit services must now utilize a forward-looking service standard analysis, described later in this section.

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

4.9.2 Reduction for Uncommitted Excess Capacity

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

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



already available, then widening would not be included as an increase in need, in the first instance.

4.9.3 Reduction for Benefit to Existing Development

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

- The repair or unexpanded replacement of existing assets that are in need of repair;
- An increase in average service level of quantity or quality (compare water as an example);
- The elimination of a chronic servicing problem not created by growth; and
- Providing services where none previously existed (generally considered for water or wastewater services).

This step involves a further reduction in the need, by the extent to which such an increase in service would benefit existing development. The level of service cap in section 4.9.1 is related but is not the identical requirement. Sanitary, storm, and water trunks are highly localized to growth areas and can be more readily allocated in this regard than other services such as services related to a highway, which do not have a fixed service area.

Where existing development has an adequate service level which will not be tangibly increased by an increase in service, no benefit would appear to be involved. For example, where expanding existing library facilities simply replicates what existing residents are receiving, they receive very limited (or no) benefit as a result. Alternatively, 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 Township-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 Wednesdays in one arena and Thursdays 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. Furthermore, 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 (including direct developer contributions required due to the local service policy) made or anticipated by Council and in accordance with various rules such as the attribution between the share related to new vs. existing development. That is, some grants and contributions may not specifically be applicable to growth or where Council targets fundraising as a measure to offset impacts on taxes (O. Reg. 82/98, section 6).

4.10 Municipal-wide vs. Area Rating

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

4.11 Allocation of Development

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



4.12 Asset Management

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

4.13 Transit

The D.C.A. provides for the following matters for transit:

- The background study requires the following in regard to transit costs (as per subsection 8 (2) of the Regulations):
 - The calculations used to prepare the estimate for the planned level of service for the transit services, as mentioned in subsection 5.2 (3) of the Act.
- i. An identification of the portion of the total estimated capital cost relating to the transit services that would benefit,
 - ii. the anticipated development over the 10-year period immediately following the preparation of the background study, or
 - iii. the anticipated development after the 10-year period immediately following the preparation of the background study.
 - An identification of the anticipated excess capacity that would exist at the end of the 10-year period immediately following the preparation of the background study.
 - An assessment of ridership forecasts for all modes of transit services proposed to be funded by the development charge over the 10-year period immediately following the preparation of the background study, categorized by development types, and whether the forecast ridership will be from existing or planned development.



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

The Township does not currently provide local transit services, and in the near future does not intend to consider the implementation of any local transit services. Therefore, the above calculation and reporting requirements are not required.

4.14 Mandatory Phase-in of a D.C.

For all by-laws passed after January 1, 2022, the charge must be phased-in relative to the maximum charge that could be imposed under the by-law. The phase-in for the first 5-years that the by-law is in force, is as follows:

- Year 1 – 80% of the maximum charge;
- Year 2 – 85% of the maximum charge;
- Year 3 – 90% of the maximum charge;
- Year 4 – 95% of the maximum charge; and
- Year 5 to expiry – 100% of the maximum charge.



Note: as part of the changes proposed by the Province through Bill 185, this mandatory phase-in is proposed to be removed for any D.C. by-laws passed after Bill 185 receives Royal Assent.



Chapter 5

D.C. Eligible Cost Analysis by Service



5. D.C. Eligible Cost Analysis by Service

5.1 Introduction

This chapter outlines the basis for calculating eligible costs for the D.C.s to be applied on a uniform basis. In each case, the required calculation process set out in subsection 5 (1) paragraphs 2 to 7 in the D.C.A. and described in Chapter 4, was followed in determining D.C. eligible costs.

The service component is evaluated on two format sheets:

- The service standards that provide the average historical 15-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.

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

5.2 Service Levels and Long-Term Capital Costs for Douro-Dummer’s D.C. Calculation

This section evaluates the development-related capital requirements for services related to a highway, fire protection services, parks and recreation services, library services, and growth studies over a long-term planning period from 2024 to 2051.

5.2.1 *Services Related to a Highway*

Douro-Dummer owns and maintains 262.50 km of gravel and low and high-cost bituminous roads within the Township. These roads have a total replacement cost of approximately \$134.43 million. Over the historical 15-year period the Township has provided an average level of service of 36.70 km of roads per 1,000 population. The level of service provided results in a D.C. eligible amount over the long-term forecast period to 2051 of approximately \$7.62 million for roads.



The Township also provides 2 km of sidewalks, two (2) bridges, 10 large culverts, and 85 streetlights. Over the historical 15-year period, the Township provided an average level of service which equates to an investment of \$921 per capita. Based on the growth over the long-term forecast period to 2051, the Township is eligible to collect approximately \$0.38 million for sidewalks, bridges, culverts, and streetlights.

The Township's Public Works department operates out of a combined space of 14,302 sq.ft. of building area including the Warsaw works garage and storage building, the Douro garage and equipment depot, and a sand dome, providing an average level of service of \$507 per capita (over the historical 15-year period). This level of service provides the Township with a maximum D.C.-eligible amount for recovery over the long-term period of approximately \$0.21 million.

The Public Works Department currently maintains an inventory of 29.5 vehicles with a total replacement cost of approximately \$5.75 million. This inventory provides for an average level of service of \$756 per capita. This level of service provides the Township with a maximum D.C.-eligible amount for recovery over the long-term period of approximately \$0.31 million.

In total the D.C.-eligible amount for services related to a highway is approximately \$8.51 million.

Based on the anticipated growth in the Township over the forecast period, approximately \$5.65 million of future capital has been identified, including the public works portion of a new joint facility with fire services and a new plow truck. A deduction of approximately \$2.92 million has been made for the share of the projects that benefit existing development. Additionally, the Township's existing reserve fund balance of \$98,659 has been deducted from the calculations. Therefore, the net growth-related D.C. recoverable amount of approximately \$2.63 million has been included in the calculations.

The residential/non-residential capital cost allocation for service related to a highway is based on the ratio of the anticipated population and employment growth over the long-term 2024 to 2051 forecast period. This results in 51% being allocated to residential development and 49% to non-residential development.



Table 5-1
Infrastructure Cost Included in the Development Charges Calculation
Services Related to a Highway

Proj. No.	Increased Service Needs Attributable to Anticipated Development 2024 to 2051	Timing (year)	Gross Capital Cost Estimate (2024\$)	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 51%	Non-Residential Share 49%
1	New PW Facility - Joint Building (PW and Fire)	2024-2051	5,240,000	-		5,240,000	2,917,300		2,322,700	1,184,577	1,138,123
2	Plow Truck	2024-2051	410,000	-		410,000	-		410,000	209,100	200,900
	Reserve Fund Adjustment		-	-		-	98,659		(98,659)	(50,316)	(48,343)
	Total		5,650,000	-	-	5,650,000	3,015,959	-	2,634,041	1,343,361	1,290,680



5.2.2 Fire Protection Services

The Douro-Dummer Fire Department operates out of a total of five (5) fire halls and one (1) storage facility with a combined 13,761 sq.ft. of facility space. Over the historical 15-year period the Township provided an average of 1.60 sq.ft. of facility space per capita, which equates to an investment of \$841 per capita. Based on the anticipated growth over the forecast period to 2051, this level of service provides the Township with a maximum D.C.-eligible amount for recovery of \$343,994.

The fire department has a current inventory of 18 vehicles and equipment. Over the historical 15-year period the Township has provided an average level of investment of \$838 per capita. Based on the average level of service the total D.C.-eligible amount for fire vehicles over the forecast period to 2051 is \$342,554.

In addition to vehicles, the Township provides 1,237 items of small equipment and gear for the use in fire services with a total replacement cost of approximately \$1.27 million. Over the historical 15-year period the Township provided an average level of investment of \$160 per capita. This results in a D.C.-eligible amount of \$65,379 for small equipment and gear over the forecast period to 2051.

Based on the above, the total D.C.-eligible amount recovery for fire protection services over the long-term forecast period is \$751,926.

To service new development, the Township has identified future capital needs totalling approximately \$6.86 million, which includes the fire portion of a joint facility with public works services and a provision for additional vehicles and equipment. Of this amount, a deduction of approximately \$1.37 million has been made to recognize the portion of the capital works that will benefit development beyond the forecast period. Additionally, deductions of approximately \$4.67 million and \$78,637 have been made to account for the benefit to existing development and the existing reserve fund balance, respectively. In total, the net D.C. recoverable amount included in the D.C. calculation is \$745,263.

These costs are shared between residential and non-residential growth based on the population to employment ratio over the long-term forecast period to 2051, resulting in 51% being allocated to residential development and 49% being allocated to non-residential development.



Table 5-2
Infrastructure Cost Included in the Development Charges Calculation
Fire Protection Services

Proj. No.	Increased Service Needs Attributable to Anticipated Development 2024 to 2051	Timing (year)	Gross Capital Cost Estimate (2024\$)	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 51%	Non- Residential Share 49%
1	New Fire Facility - Joint Building (Fire and Public Works)	2024-2051	6,760,000	1,366,100		5,393,900	4,674,300		719,600	366,996	352,604
2	Additional Vehicles and Equipment	2024-2051	104,300	-		104,300	-		104,300	53,193	51,107
	Reserve Fund Adjustment			-		-	78,637		(78,637)	(40,105)	(38,532)
	Total		6,864,300	1,366,100	-	5,498,200	4,752,937	-	745,263	380,084	365,179



5.2.3 Parks and Recreation Services

The Township currently has approximately 159.42 acres of parkland within its jurisdiction including the North and South Parks, Clintonia Park, Maryvale, etc. Over the historical 15-year period, the Township has provided an average level of service of 22.60 acres of parkland per 1,000 population. In addition to the parkland, the Township also provides for various amenities such as soccer fields, ball diamonds, play structures, etc. Over the past 15 years, the Township has provided an average level of service of 2.60 parkland amenities per 1,000 population. The Township also provides for 5,000 linear meters of parkland trails (Robert Johnston Eco Trail). Over the past 15 years, the average level of service was 0.61 linear meters per capita.

Based on the above level of service provided for parks, this equates to an investment of \$2,130 per capita. When applied over the forecast period, this average level of service translates into a D.C.-eligible amount of \$871,338.

The Township currently utilizes 8.5 vehicles and equipment to maintain the parks and recreation facilities. Over the historical 15-year period, the Township provided an average level of service of 0.90 vehicles per 1,000 population. Based on the growth anticipated over the long-term forecast period, the Township would be eligible to collect \$21,681 for vehicles and equipment.

The Township provides indoor recreation services in facilities totaling approximately 64,176 sq.ft. of space. The facilities include the Douro Recreation Centre, Warsaw and Douro Arenas, and various shelters, barns, and structures. Over the historical 15-year period the Township provided an average level of service of 9.03 sq.ft. of space per capita. This average level of service equates to an average investment of \$6,658 per capita which translates to a D.C.-eligible amount of approximately \$2.72 million over the forecast period to 2051.

The total D.C.-eligible amount for parks and recreation services over the long-term forecast period to 2051 is approximately \$3.62 million.

Based on the projected growth over the long-term forecast period to 2051, the Township has identified approximately \$875,000 in future growth capital costs for parks and recreation services. These capital costs include provisions for parkland development and amenities, parking expansions at North Park and the Legion Ball Diamond, and a



new mower. A deduction of \$6,828 has been made to account for the existing balance in the reserve fund for parks and recreation services. The resulting net-growth-related capital cost is approximately \$868,172. This amount has been included in the D.C. calculations.

While parks and recreation services usage is predominately residential based, there is some use of facility space and parks by non-residential users. To acknowledge this use, the growth-related capital costs have been allocated 95% to residential development and 5% to non-residential development.



Table 5-3
Infrastructure Cost Included in the Development Charges Calculation
Parks and Recreation Services

Proj. No.	Increased Service Needs Attributable to Anticipated Development 2024 to 2051	Timing (year)	Gross Capital Cost Estimate (2024\$)	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 95%	Non-Residential Share 5%
1	Provision for Parkland Development	2024-2051	500,000	-		500,000	-		500,000	475,000	25,000
2	Provision for Amenities	2024-2051	250,000	-		250,000	-		250,000	237,500	12,500
3	North Park Parking Expansion	2024-2051	50,000	-		50,000	-		50,000	47,500	2,500
4	Legion Ball Diamond Parking Expansion	2024-2051	50,000	-		50,000	-		50,000	47,500	2,500
5	Mower	2024-2051	25,000	-		25,000	-		25,000	23,750	1,250
	Reserve Fund Adjustment			-		-	6,828		(6,828)	(6,487)	(341)
	Total		875,000	-	-	875,000	6,828	-	868,172	824,763	43,409



5.2.4 Library Services

The Township provides library services from 2,028 sq.ft. of space in the Douro Library. The Township also maintains collection materials valued at approximately \$520,000. Including facilities and collection materials (e.g., books, CDs and DVDs, game kits, online resource database, etc.), the level of service provided is \$247 per capita. When applied over the forecast period to 2051, this average level of service translates into a D.C.-eligible amount of \$101,080 from D.C.s for library services.

With respect to capital needs to accommodate growth over the forecast period, the Township has identified provisions for additional facility space and materials with a gross capital cost of approximately \$101,000. Of this amount, \$15,944 is deducted to reflect the existing balance in the reserve fund. Therefore, the net growth-related capital cost included in the D.C. calculations is approximately \$85,056.

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



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

Proj. No.	Increased Service Needs Attributable to Anticipated Development 2024 to 2051	Timing (year)	Gross Capital Cost Estimate (2024\$)	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 95%	Non-Residential Share 5%
1	Provision for Additional Facility Space	2024-2051	71,000	-		71,000	-		71,000	67,450	3,550
2	Provision for Additional Materials	2024-2051	30,000	-		30,000	-		30,000	28,500	1,500
	Reserve Fund Adjustment						15,944		(15,944)	(15,147)	(797)
	Total		101,000	-	-	101,000	15,944	-	85,056	80,803	4,253



5.2.5 Growth Studies

As noted in Chapter 1 of this report, Bill 23 (2022) removed growth studies as an eligible capital cost from the D.C. calculation. The Province has proposed to re-introduce studies related to D.C. services as an eligible capital cost through the changes proposed in Bill 185. As a result of the proposed legislative changes, and should the Province implement Bill 185, a D.C. for growth studies would take effect. If the Province does not go forward with this change, the charge for growth studies will not be imposed as part of the Township's D.C. by-law.

Growth studies would be considered a class of service under the D.C.A. and is comprised of studies related to D.C. eligible services. The Township has identified the need for various studies over the forecast period (e.g., three (3) D.C. studies, a parks recreation and library master plan, and a zoning by-law).

The total capital costs of these studies are \$270,000. Deductions of \$90,000 and \$13,454 have been made to account for the share of the studies that benefit existing development and the existing reserve fund balance, respectively. As a result of these deductions, the net D.C.-recoverable cost to be included in the calculations is \$166,546.

These costs are shared between residential and non-residential growth based on the population to employment ratio over the long-term forecast period to 2051, resulting in 51% being allocated to residential development and 49% being allocated to non-residential development.



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

Proj. No.	Increased Service Needs Attributable to Anticipated Development 2024 to 2051	Timing (year)	Service to Which Project Relates	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	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 51%	Non-Residential Share 49%
1	Development Charges Study	2024	Fire Protection Services Services Related to a Highway Library Services Parks and Recreation Services	30,000	-	30,000	-		30,000	15,300	14,700
2	Development Charges Study	2034	Fire Protection Services Services Related to a Highway Library Services Parks and Recreation Services	30,000	-	30,000	-		30,000	15,300	14,700
3	Development Charges Study	2044	Fire Protection Services Services Related to a Highway Library Services Parks and Recreation Services	30,000	-	30,000	-		30,000	15,300	14,700
4	Parks Recreation and Library Master Plan	2030	Library Services Parks and Recreation Services	60,000	-	60,000	30,000		30,000	15,300	14,700
5	Zoning By-law	2030	Fire Protection Services Services Related to a Highway Library Services Parks and Recreation Services	120,000	-	120,000	60,000		60,000	30,600	29,400
	Reserve Fund Adjustment				-	-	13,454		(13,454)	(6,861)	(6,592)
	Total			270,000	-	270,000	103,454	-	166,546	84,939	81,608



Chapter 6

D.C. Calculation



6. D.C. Calculation

Table 6-1 calculates the proposed uniform D.C.s to be imposed on anticipated development in the Township for Township-wide services over the 2024 to 2051 forecast period.

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

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

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

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

Table 6-2 summarizes the total D.C. that is applicable for Township-wide services and Table 6-3 summarizes the gross capital expenditures and sources of revenue for works to be undertaken during the life of the by-law.



Table 6-1
Township of Douro-Dummer
Development Charge Calculation
Long-term (2024 to 2051)

SERVICE/CLASS	2024\$ D.C.-Eligible Cost		2024\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
1. <u>Services Related to a Highway</u>				
1.1 Services Related to a Highway	1,343,361	1,290,680	3,295	3.52
	1,343,361	1,290,680	3,295	3.52
2. <u>Fire Protection Services</u>				
2.1 Fire facilities, vehicles & equipment	380,084	365,179	932	1.00
	380,084	365,179	932	1.00
3. <u>Parks and Recreation Services</u>				
3.1 Park development, amenities, trails, recreation facilities, vehicles, and equipment	824,763	43,409	2,023	0.12
	824,763	43,409	2,023	0.12
4. <u>Library Services</u>				
4.1 Library facilities, materials and vehicles	80,803	4,253	198	0.01
	80,803	4,253	198	0.01
5. <u>Growth Studies</u>				
5.1 Growth Studies	84,939	81,608	208	0.22
	84,939	81,608	208	0.22
TOTAL	2,713,950	1,785,128	6,656	4.87
D.C.-Eligible Capital Cost	\$2,713,950	\$1,785,128		
Long-Term Gross Population/GFA Growth (sq.ft.)	1,202	366,600		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$2,257.86	\$4.87		
By Residential Unit Type	P.P.U.			
Single and Semi-Detached Dwelling	2.948	\$6,656		
Other Multiples	1.996	\$4,507		
Apartments - 2 Bedrooms +	2.173	\$4,906		
Apartments - Bachelor and 1 Bedroom	1.249	\$2,820		
Special Care/Special Dwelling Units	1.100	\$2,484		

Table 6-2
Township of Douro-Dummer
Development Charge Calculation
Total All Services

	2024\$ D.C.-Eligible Cost		2024\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
Township-wide Services/Classes Long-Term	2,713,950	1,785,128	6,656	4.87
TOTAL	2,713,950	1,785,128	6,656	4.87



Table 6-3
Township of Douro-Dummer
Gross Expenditure and Sources of Revenue Summary for Costs to be Incurred over the Life of the By-law

Service/Class	Total Gross Cost	Sources of Financing					
		Tax Base or Other Non-D.C. Source			Post D.C. Period Benefit	D.C. Reserve Fund	
		Other Deductions	Benefit to Existing	Other Funding		Residential	Non-Residential
1 Services Related to a Highway							
1.1 Services Related to a Highway	2,017,857	0	1,041,893	0	0	497,742	478,223
2. Fire Protection Services							
2.1 Fire facilities, vehicles & equipment	2,451,536	0	1,669,393	0	487,893	150,068	144,183
3. Parks and Recreation Services							
3.1 Park development, amenities, trails, recreation facilities, vehicles, and equipment	312,500	0	0	0	0	296,875	15,625
4. Library Services							
4.1 Library facilities, materials and vehicles	36,071	0	0	0	0	34,268	1,804
5. Growth Studies							
5.1 Growth Studies	240,000	0	90,000	0	0	76,500	73,500
Total Expenditures & Revenues	\$5,057,964	\$0	\$2,801,286	\$0	\$487,893	\$1,055,452	\$713,334



Chapter 7

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



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

7.1 Introduction

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

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

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

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

- the total of all D.C.s that would be imposed on anticipated development must not exceed the capital costs determined under subsection 5 (1) 2-7 for all services involved;
- if the rules expressly identify a type of development, they must not provide for it to pay D.C.s that exceed the capital costs that arise from the increase in the need for service for that type of development; however, this requirement does not relate to any particular development; and
- if the rules provide for a type of development to have a lower D.C. than is allowed, the rules for determining D.C.s may not provide for any resulting shortfall to be made up via other development.

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

The rules provided are based on the Township’s existing policies; with some modifications and consideration for the changes to the D.C.A. resulting from Bills 108, 138, 109, 197, 213, 23, and 134. Note, additional changes to the D.C.A. have been proposed through Bill 185. These proposed changes have been noted throughout this section.



7.2 D.C. By-law Structure

It is recommended that:

- the Township uses a uniform Township-wide D.C. calculation for services; and
- one D.C. by-law be used for all services.

7.3 D.C. By-law Rules

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

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

7.3.1 Payment in any Particular Case

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

- “(a) the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the *Planning Act*;
- (b) the approval of a minor variance under section 45 of the *Planning Act*;
- (c) a conveyance of land to which a by-law passed under subsection 50 (7) of the *Planning Act* applies;
- (d) the approval of a plan of subdivision under section 51 of the *Planning Act*;
- (e) a consent under section 53 of the *Planning Act*;
- (f) the approval of a description under section 9 of the *Condominium Act, 1998*; or
- (g) the issuing of a permit under the *Building Code Act, 1992* in relation to a building or structure.”



7.3.2 Determination of the Amount of the Charge

The following conventions be adopted:

- 1) Costs allocated to residential uses will be assigned to different types of residential units based on the average occupancy for each housing type constructed during the previous decade. Costs allocated to non-residential uses will be assigned based on the number of square feet of G.F.A. constructed for eligible uses (i.e., industrial, commercial, and institutional).
- 2) Costs allocated to residential and non-residential uses are based upon a number of conventions, as may be suited to each municipal circumstance, e.g.,
 - for parks and recreation services and library services, a 5% non-residential attribution has been made to recognize use by the non-residential sector;
 - for services related to a highway, fire protection services, and growth studies a 51% residential/49% non-residential attribution has been made based on a population vs. employment growth ratio over the 2024 to 2051 forecast period.

7.3.3 Application to Redevelopment of Land (Demolition and Conversion)

If a development involves the demolition and replacement of a building or structure on the same site (within 60 months prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part), or the conversion from one principal use to another, the developer shall be allowed a credit equivalent to:

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

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



7.3.4 Exemptions (full or partial)

a) Statutory exemptions:

- industrial building additions of up to and including 50% of the existing G.F.A. (defined in O. Reg. 82/98, section 1) of the building; for industrial building additions that exceed 50% of the existing G.F.A., only the portion of the addition in excess of 50% is subject to D.C.s (subsection 4 (3) of the D.C.A.);
- buildings or structures owned by and used for the purposes of any municipality, local board, or Board of Education (section 3);
- may add up to 2 apartments in an existing or new detached, semi-detached, or rowhouse (including in an ancillary structure);
- add one additional unit or 1% of existing units in an existing rental residential building;
- a university in Ontario that receives direct, regular, and ongoing operating funding from the Government of Ontario;
- affordable units (proposed by the Province to be in effect as of June 1, 2024),
- attainable units (to be in force at a later date);
- affordable inclusionary zoning units (to be in force at a later date);
- non-profit housing; and
- discount for rental housing units based on bedroom size (i.e. three or more bedrooms – 25% reduction, two bedrooms – 20% reduction, and all others – 15% reduction).

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

7.3.5 Phasing in

As required by Bill 23, the calculated D.C. will be phased-in over a five-year period as follows:

- Year 1 – 80% of the maximum charge;
- Year 2 – 85% of the maximum charge;
- Year 3 – 90% of the maximum charge;
- Year 4 – 95% of the maximum charge; and



- Year 5 to expiry – 100% of the maximum charge.

It is noted that this phase-in is proposed to be removed for all D.C. by-laws that are passed after Bill 185 receives Royal Assent. Should the Township's by-law pass after these changes come into effect, no mandatory phase-in will be included in the by-law.

7.3.6 Timing of Collection

The D.C.s for all services and classes 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 Township and an owner under s. 27 of the D.C.A.

Rental housing and institutional developments will pay D.C.s in 6 equal annual payments commencing at occupancy.

Moreover, the D.C. amount for all developments occurring within two (2) years of a Site Plan or Zoning By-law Amendment planning approval (for applications submitted after January 1, 2020), shall be determined based on the D.C. in effect on the day the applicable Site Plan or Zoning By-law Amendment application was submitted (as a complete application). Note, the Province has proposed to change the rate freeze period from two (2) years to 18 months through Bill 185.

Instalment payments and payments determined at the time of Site Plan or Zoning By-law Amendment application are subject to annual interest charges. The maximum interest rate the Township can impose is the average prime rate plus 1%.

7.3.7 The Applicable Areas

The full residential and non-residential charges developed herein will be imposed on all lands within the Township.

7.3.8 Indexing

Indexing of the D.C.s shall be implemented on a mandatory basis annually commencing on December 31, 2024, and each December 31st thereafter, in accordance with the



Statistics Canada Quarterly, Non-Residential Building Construction Price Index (Table 18-10-0276-02)¹ for the most recent year-over-year period.

7.4 Other D.C. By-law Provisions

It is recommended that:

7.4.1 Categories of Services for Reserve Fund and Credit Purposes

The Township's D.C. collections are currently in five (5) separate reserve funds: Services Related to a Highway, Fire Protection Services, Parks and Recreation Services, Library Services, and General Government. It is recommended that the Township rename General Government to Growth-related Studies and continue the use of these reserve funds.

Appendix D outlines the reserve fund policies that the Township is required to follow as per the D.C.A.

7.4.2 By-law In-force Date

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

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

The minimum interest rate is what the Bank of Canada rate is on the day the by-law comes into force updated on the first business day of every January, April, July and October (as per section 11 of O. Reg. 82/98).

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



7.4.4 Area Rating

The D.C.A. required that Council must consider the use of area specific charges:

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

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

Currently, the Township’s by-law does provide for area-rating. All Township services are recovered based on a uniform, Township-wide basis. There have been several reasons why area-rating has not been imposed on these services, including:

1. All Township services, with the exception of stormwater, water and wastewater, require that the average 15-year service standard be calculated. This average service standard multiplied by growth in the Township, establishes an upper ceiling on the amount of funds that can be collected from all developing landowners. Section 4 (4) of O. Reg. 82/98 provides that “if a development charge by-law applies to a part of the municipality, the level of service and average level of service cannot exceed that which would be determined if the by-law applied to the whole municipality.” Put in layperson terms, the average service standard multiplied by the growth within the specific area would establish an area-specific ceiling which would significantly reduce the total revenue recoverable for the Township hence potentially resulting in D.C. revenue shortfalls and impacts on property taxes.
2. Expanding on item 1, attempting to impose an area charge potentially causes equity issues in transitioning from a Township-wide approach to an area-specific approach. For example, if all services were now built (and funded) within Area A



(which is 75% built out) and this was funded with some revenues from Areas B and C, moving to an area-rating approach would see Area A contribute no funds to the costs of services in Areas B and C. The D.C.s would be lower in Area A (as all services are now funded) and higher in Areas B and C. As well, funding shortfalls may then potentially encourage the municipality to provide less services to Areas B and C due to reduced revenue.

3. Many services provided (roads, parks and recreation facilities, etc.) are not restricted to one specific area and are often used by all residents. For example, arenas located in different parts of the Township will be used by residents from all areas depending on the programming of the facility (i.e., a public skate is available each night, but at a different arena; hence usage of any one facility at any given time is based on programming availability).

For the reasons noted above, it is recommended that Council continue the D.C. approach to calculate all services on a uniform Township-wide basis.

7.5 Other Recommendations

It is recommended that Council:

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

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

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

“Approve the capital project listing set out in Chapter 5 of the D.C.s Background Study dated June 4, 2024, subject to further annual review during the capital budget process;”

“Approve the D.C.s Background Study dated June 4, 2024;”

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



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



Chapter 8

By-law Implementation



8. By-law Implementation

8.1 Public Consultation Process

8.1.1 Introduction

This chapter addresses the mandatory, formal public consultation process (section 8.1.2), as well as the optional, informal consultation process (section 8.1.3). The latter is designed to seek the co-operation and participation of those involved, in order to produce the most suitable policy. Section 8.2 addresses the anticipated impact of the D.C. on development from a generic viewpoint.

8.1.2 Public Meeting of Council

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

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

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

8.1.3 Other Consultation Activity

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

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



of the D.C. revenues. Others, such as realtors, are directly impacted by D.C. policy. They are, therefore, potentially interested in all aspects of the charge, particularly the quantum by unit type, projects to be funded by the D.C. and the timing thereof, and 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.
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 basements, mechanical or indoor parking areas, or exemptions and phase-in or capping provisions in order to moderate the impact.

8.2 Anticipated Impact of the Charge on Development

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



8.3 Implementation Requirements

8.3.1 Introduction

Once the Township has calculated the charge, prepared the complete background study, carried out the public process and passed a new by-law, the emphasis shifts to implementation matters. These include notices, potential appeals and complaints, credits, front-ending agreements, subdivision agreement conditions and finally the collection of revenues and funding of projects.

The sections that follow present an overview of the requirements in each case.

8.3.2 Notice of Passage

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

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

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

8.3.3 By-law Pamphlet

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

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



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

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

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

8.3.4 Appeals

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

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

8.3.5 Complaints

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

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

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



8.3.6 Credits

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

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

8.3.7 Front-Ending Agreements

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

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

8.3.8 Severance and Subdivision Agreement Conditions

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

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



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

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

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

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



Appendices



Appendix A

Background Information on Residential and Non- Residential Growth Forecast



Schedule 1 Township of Douro-Dummer Residential Growth Forecast Summary

Year		Population (Including Census Undercount) ^[1]	Excluding Census Undercount			Housing Units						Person Per Unit (P.P.U.): Total Population/ Total Households
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi-Detached	Multiple Dwellings ^[2]	Apartments ^[3]	Other	Total Households	Equivalent Institutional Households	
Historical	Mid 2011	6,980	6,805	55	6,750	2,517	13	27	1	2,558	50	2.660
	Mid 2016	6,880	6,709	19	6,690	2,550	20	10	0	2,580	17	2.600
	Mid 2021	7,820	7,632	17	7,615	2,885	20	10	5	2,920	15	2.614
Forecast	Mid 2024	7,990	7,795	17	7,778	2,962	20	16	5	3,003	15	2.596
	Mid 2051	8,410	8,204	18	8,186	3,369	20	16	5	3,410	16	2.406
Incremental	Mid 2011 - Mid 2016	-100	-96	-36	-60	33	7	-17	-1	22	-33	
	Mid 2016 - Mid 2021	940	923	-2	925	335	0	0	5	340	-2	
	Mid 2021 - Mid 2024	170	163	0	163	77	0	6	0	83	0	
	Mid 2024 - Mid 2051	420	409	1	408	407	0	0	0	407	2	

^[1] Population includes the Census undercount estimated at approximately 2.5% and has been rounded.

^[2] Includes townhouses and apartments in duplexes.

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

Notes:

Numbers may not add due to rounding.

Source: Derived from the Peterborough County Official Plan, June 29, 2022, and Peterborough County Growth Analysis Report, March 28, 2022, forecast for the Township of Douro-Dummer, by Watson & Associates Economists Ltd.



Schedule 2
Township of Douro-Dummer
Current Year Growth Forecast
Mid-2021 to Mid-2024

		Population
Mid 2021 Population		7,632
Occupants of New Housing Units, Mid 2021 to Mid 2024	<i>Units (2)</i>	83
	<i>multiplied by P.P.U. (3)</i>	2,939
	<i>gross population increase</i>	244
		244
Occupants of New Equivalent Institutional Units, Mid 2021 to Mid 2024	<i>Units</i>	0
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	0
		0
Decline in Housing Unit Occupancy, Mid 2021 to Mid 2024	<i>Units (4)</i>	2,920
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.028
	<i>total decline in population</i>	-81
		-81
Population Estimate to Mid 2024		7,795
<i>Net Population Increase, Mid 2021 to Mid 2024</i>		163

(1) 2021 population based on Statistics Canada Census unadjusted for Census undercount.

(2) Estimated residential units constructed, Mid-2021 to the beginning of the growth period assuming a six-month lag between construction and occupancy.

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

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	3.042	93%	2.822
<i>Multiples (6)</i>	2.250	0%	0.000
<i>Apartments (7)</i>	1.625	7%	0.117
Total		100%	2.939

¹ Based on 2021 Census custom database

² Based on Building permit/completion activity

(4) 2021 households taken from Statistics Canada Census.

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

(6) Includes townhouses and apartments in duplexes.

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

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



**Schedule 3
Township of Douro-Dummer
Long-Term Growth Forecast
Mid-2024 to Mid-2051**

		Population
Mid 2024 Population		7,795
Occupants of New Housing Units, Mid 2024 to Mid 2051	<i>Units (2)</i>	407
	<i>multiplied by P.P.U. (3)</i>	2,948
	<i>gross population increase</i>	1,200
Occupants of New Equivalent Institutional Units, Mid 2024 to Mid 2051	<i>Units</i>	2
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	2
Decline in Housing Unit Occupancy, Mid 2024 to Mid 2051	<i>Units (4)</i>	3,003
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.264
	<i>total decline in population</i>	-793
Population Estimate to Mid 2051		8,204
<i>Net Population Increase, Mid 2024 to Mid 2051</i>		<i>409</i>

(1) Mid 2024 Population based on:

2021 Population (7,632) + Mid 2021 to Mid 2024 estimated housing units to beginning of forecast period (83 x 2.939 = 244) + (x 1.1 =) + (2,920 x -0.028 = -81) = 7,795

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

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

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.948	100%	2.948
<i>Multiples (6)</i>	1.996	0%	0.000
<i>Apartments (7)</i>	1.815	0%	0.000
<i>one bedroom or less</i>	1.249		
<i>two bedrooms or more</i>	2.173		
Total		100%	2.948

¹ Persons per unit based on Statistics Canada Custom 2021 Census database.

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

(4) Mid 2024 households based upon 2021 Census (2,920 units) + Mid 2021 to Mid 2024 unit estimate (83 units) = 3,003 units.

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

(6) Includes townhouses and apartments in duplexes.

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

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



Schedule 4
Township of Douro-Dummer
Historical Residential Building Permits
Years 2013 to 2022

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples ^[1]	Apartments ^[2]	Total
2014	20	0	0	20
2015	17	0	1	18
2016	31	0	0	31
2017	28	0	0	28
2018	37	0	0	37
Sub-total	133	0	1	134
Average (2014 - 2018)	27	0	0	27
% Breakdown	99.3%	0.0%	0.7%	100.0%
2019	23	0	0	23
2020	16	0	0	16
2021	52	0	1	53
2022	0	0	0	0
2023	25	0	5	30
Sub-total	116	0	6	122
Average (2019 - 2023)	23	0	1	24
% Breakdown	95.1%	0.0%	4.9%	100.0%
2014 - 2023				
Total	249	0	7	256
Average	25	0	1	26
% Breakdown	97.3%	0.0%	2.7%	100.0%

^[1] Includes townhouses and apartments in duplexes.

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

Source: Historical housing activity derived from Statistics Canada building permit data for the Township of Douro-Dummer, 2014 to 2023.



Schedule 5a
Township of Douro-Dummer
Person Per Unit by Age and Type of Dwelling
(2021 Census)

Age of Dwelling	Singles and Semi-Detached						25 Year Average	25 Year Average Adjusted ^[1]
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	3.200	-	3.042		
6-10	-	-	-	3.000	-	2.870		
11-15	-	-	-	3.286	-	3.000		
16-20	-	-	-	3.429	-	3.130		
20-25	-	-	-	3.048	-	2.667	2.942	2.948
25-35	-	-	-	3.143	-	2.931		
35+	-	-	1.860	2.525	3.304	2.515		
Total	-	-	1.852	2.680	3.200	2.622		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	-	-	3.200	-	3.042
6-10	-	-	-	3.000	-	2.750
11-15	-	-	-	3.067	-	2.727
16-20	-	-	-	3.429	-	3.083
20-25	-	-	-	3.048	-	2.633
25-35	-	-	-	3.143	-	2.931
35+	-	-	1.897	2.522	3.304	2.508
Total	-	-	1.890	2.670	3.183	2.599

[1] Adjusted based on 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 5b
Peterborough County
Person Per Unit by Age and Type of Dwelling
(2021 Census)

Age of Dwelling	Multiples ^[1]						25 Year Average	25 Year Average Adjusted ^[3]
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	1.167	2.150	2.826	-	2.250		
6-10	-	-	1.636	2.407	-	1.881		
11-15	-	1.308	1.649	2.459	-	2.033		
16-20	-	-	1.808	2.524	-	2.074		
20-25	-	-	1.688	2.406	-	2.014	2.050	1.996
25-35	-	-	1.806	2.773	-	2.094		
35+	1.545	1.343	1.802	2.806	3.568	2.275		
Total	1.091	1.335	1.788	2.729	3.773	2.202		

Age of Dwelling	Apartments ^[2]						25 Year Average	25 Year Average Adjusted ^[3]
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	1.095	1.700	-	-	1.625		
6-10	-	1.235	1.657	-	-	1.780		
11-15	-	1.200	1.667	-	-	1.552		
16-20	-	1.067	2.000	-	-	2.176		
20-25	-	1.435	1.886	-	-	1.797	1.786	1.815
25-35	-	1.343	1.818	-	-	1.695		
35+	1.148	1.161	1.687	2.954	-	1.561		
Total	1.150	1.176	1.705	3.068	-	1.595		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	1.214	2.008	2.728	4.256	2.546
6-10	-	1.414	1.697	2.728	3.756	2.519
11-15	-	1.297	1.707	2.689	3.887	2.511
16-20	-	1.346	1.957	2.677	3.779	2.641
20-25	-	1.429	1.807	2.556	3.118	2.378
25-35	-	1.370	1.847	2.621	3.431	2.401
35+	1.354	1.256	1.773	2.552	3.496	2.291
Total	1.317	1.272	1.790	2.582	3.570	2.346

[1] Includes townhomes and apartments in duplexes.

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

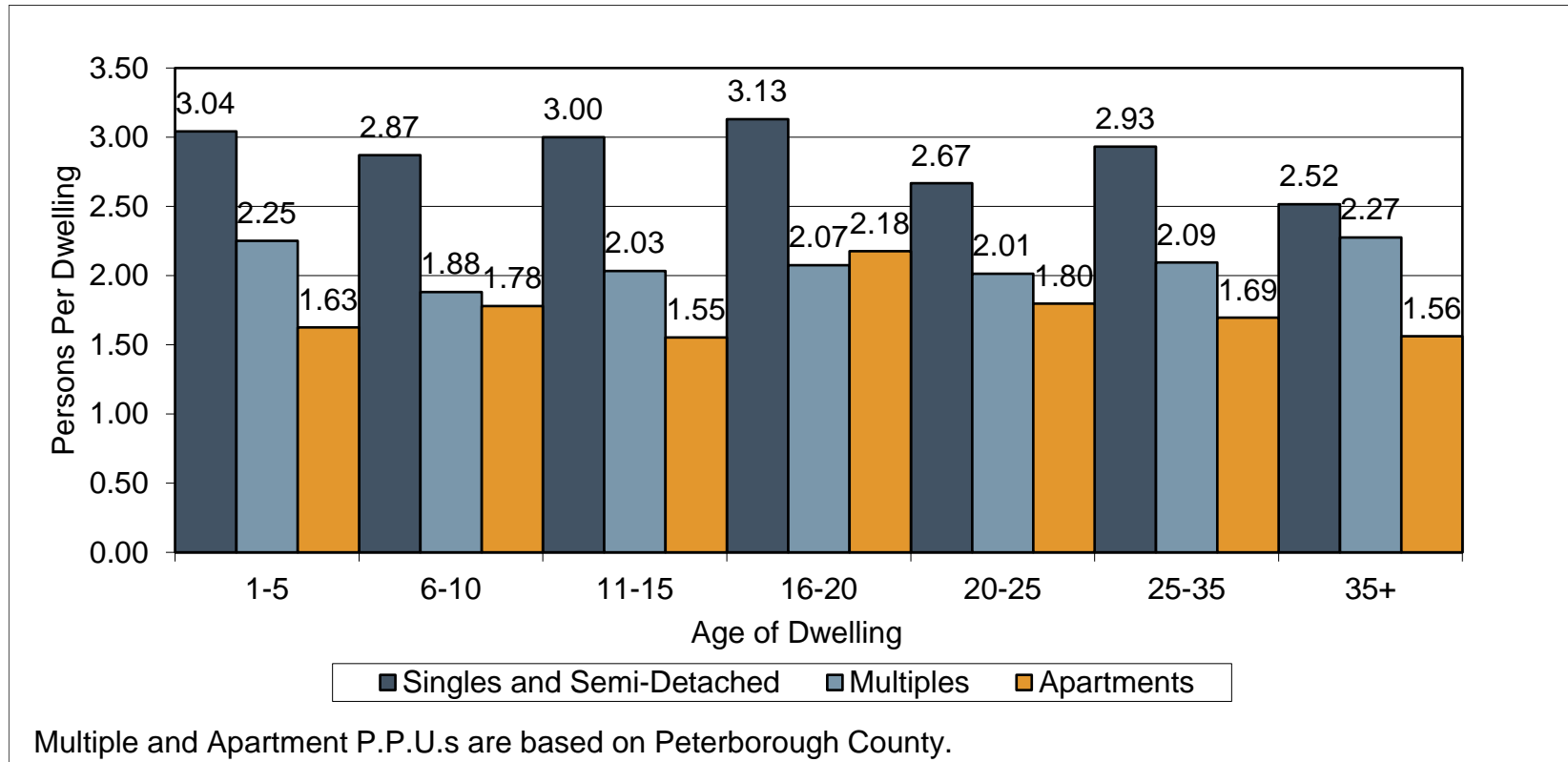
[3] Adjusted based on historical trends.

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 6
Township of Douro-Dummer
Person Per Unit Structural Type and Age of Dwelling
(2021 Census)





Schedule 7a Township of Douro-Dummer Employment Forecast, 2024 to 2051

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. ⁽¹⁾	Total Including N.F.P.O.W.	Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ⁽¹⁾	Total Employment (Including N.F.P.O.W.)	
Mid 2011	6,805	0.004	0.037	0.013	0.030	0.026	0.109	0.015	0.124	25	250	90	205	175	745	100	845	495
Mid 2016	6,709	0.008	0.068	0.016	0.024	0.037	0.154	0.034	0.188	55	455	108	163	250	1,030	231	1,261	575
Mid 2024	7,990	0.010	0.069	0.017	0.025	0.038	0.159	0.035	0.195	70	544	127	180	272	1,192	236	1,428	648
Mid 2051	8,410	0.010	0.087	0.026	0.041	0.047	0.211	0.044	0.254	82	730	220	345	397	1,774	366	2,140	1,044
Incremental Change																		
Mid 2011 - Mid 2016	-96	0.0045	0.0311	0.0028	-0.0059	0.0115	0.0440	0.0197	0.0637	30	205	18	-43	75	285	131	416	80
Mid 2024 - Mid 2051	420	0.0000	0.0180	0.0090	0.0158	0.0090	0.0518	0.0081	0.0599	12	186	94	165	125	582	131	712	396
Annual Average																		
Mid 2011 - Mid 2016	-19	0.0009	0.0062	0.0006	-0.0012	0.0023	0.0088	0.0039	0.0127	6	41	4	-9	15	57	26	83	16
Mid 2016 - Mid 2024	160	0.00020	0.00013	0.00013	0.00013	0.00013	0.00070	0.00013	0.00082	2	11	2	2	3	20	1	21	9
Mid 2024 - Mid 2051	16	0.0000	0.0007	0.0003	0.0006	0.0003	0.0019	0.0003	0.0022	0	7	3	6	5	22	5	26	15

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

Note: Statistics Canada 2021 Census place of work employment data has been reviewed. The 2021 Census employment results have not been utilized due to a significant increase in work at home employment captured due to Census enumeration occurring during the provincial COVID-19 lockdown from April 1, 2021 to June 14, 2021.

Source: Watson & Associates Economists Ltd.



Schedule 8b
Township of Douro-Dummer
Employment and Gross Floor Area (G.F.A.) Forecast, 2024 to 2051

Period	Population	Employment					Gross Floor Area in Square Feet (Estimated) ^[1]				
		Primary	Industrial	Commercial/ Population Related	Institutional	Total	Primary ^[2]	Industrial	Commercial/ Population Related	Institutional	Total
Mid 2011	6,805	25	90	205	175	495					
Mid 2016	6,709	55	108	163	250	575					
Mid 2024	7,990	70	127	180	272	648					
Mid 2051	8,410	82	220	345	397	1,044					
Incremental Change											
Mid 2011 - Mid 2016	-96	30	18	-43	75	80					
Mid 2016 - Mid 2024	1,281	15	19	17	22	73					
Mid 2024 - Mid 2051	420	12	94	165	125	396	48,000	140,200	90,900	87,500	366,600
Annual Average											
Mid 2011 - Mid 2016	-19	6	4	-9	15	16					
Mid 2016 - Mid 2024	160	2	2	2	3	9					
Mid 2024 - Mid 2051	16	0	3	6	5	15	1,778	5,193	3,367	3,241	13,578

^[1] Square Foot Per Employee Assumptions

Primary	4,000
Industrial	1,500
Commercial/Population-Related	550
Institutional	700

^[2] Primary industry includes agriculture and resource related employment.

*Reflects Mid-2024 to Mid-2051 forecast period.

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

Source: Watson & Associates Economists Ltd.



Schedule 8
Township of Douro-Dummer
Employment Categories by Major Employment Sector

NAICS	Employment by industry	Comments
	<u>Primary Industry Employment</u>	
11	<i>Agriculture, forestry, fishing and hunting</i>	Categories which relate to local land-based resources
21	<i>Mining and oil and gas extraction</i>	
	<u>Industrial and Other Employment</u>	
22	<i>Utilities</i>	Categories which relate primarily to industrial land supply and demand
23	<i>Construction</i>	
31-33	<i>Manufacturing</i>	
41	<i>Wholesale trade</i>	
48-49	<i>Transportation and warehousing</i>	
56	<i>Administrative and support</i>	
	<u>Population Related Employment</u>	
44-45	<i>Retail trade</i>	Categories which relate primarily to population growth within the municipality
51	<i>Information and cultural industries</i>	
52	<i>Finance and insurance</i>	
53	<i>Real estate and rental and leasing</i>	
54	<i>Professional, scientific and technical services</i>	
55	<i>Management of companies and enterprises</i>	
56	<i>Administrative and support</i>	
71	<i>Arts, entertainment and recreation</i>	
72	<i>Accommodation and food services</i>	
81	<i>Other services (except public administration)</i>	
	<u>Institutional</u>	
61	<i>Educational services</i>	
62	<i>Health care and social assistance</i>	
91	<i>Public administration</i>	

Note: Employment is classified by North American Industry Classification System (NAICS) Code.



Appendix B

Level of Service



Appendix B: Level of Service

SUMMARY OF SERVICE STANDARDS AS PER DEVELOPMENT CHARGES ACT, 1997, AS AMENDED							
Service Category	Sub-Component	15 Year Average Service Standard					Maximum Ceiling LOS
		Cost (per capita)	Quantity (per capita)		Quality (per capita)		
Service Related to a Highway	Services Related to a Highway - Roads	\$18,629.67	0.0367	km of roadways	507,620	per km	7,619,535
	Services Related to a Highway - Bridges, Culverts & Structures	\$872.93	0.0017	Number of Bridges, Culverts & Structures	513,488	per item	357,028
	Services Related to a Highway - Sidewalks	\$20.07	0.0002	km of sidewalks	100,350	per km	8,209
	Services Related to a Highway - Streetlights	\$28.07	0.0117	No. of Streetlights	2,399	per signal	11,481
	Public Works - Facilities	\$506.81	2.2301	sq.ft. of building area	227	per sq.ft.	207,285
	Public Works - Vehicles & Equipment	\$755.94	0.0037	No. of vehicles and equipment	204,308	per vehicle	309,179
Fire Protection	Fire Protection Services - Facilities	\$841.06	1.6021	sq.ft. of building area	525	per sq.ft.	343,994
	Fire Protection Services - Vehicles & Equipment	\$837.54	0.0024	No. of vehicles	348,975	per vehicle	342,554
	Fire Protection Services - Small Equipment and Gear	\$159.85	0.1181	No. of equipment and gear	1,354	per item	65,379
Parks & Recreation	Parkland Development	\$1,804.07	0.0226	Acres of Parkland	79,826	per acre	737,865
	Parkland Amenities	\$310.77	0.0026	No. of parkland amenities	119,527	per amenity	127,105
	Parkland Trails	\$15.57	0.6105	Linear Metres of Paths and Trails	26	per linear m	6,368
	Recreation Facilities	\$6,658.30	9.0257	sq.ft. of building area	738	per sq.ft.	2,723,245
	Parks & Recreation Vehicles and Equipment	\$53.01	0.0009	No. of vehicles and equipment	58,900	per vehicle	21,681
Library	Library Services - Facilities	\$174.13	0.2869	sq.ft. of building area	607	per sq.ft.	71,219
	Library Services - Collection Materials	\$73.01	2.0352	No. of library collection items	36	per collection item	29,861



**Township of Douro-Dummer
Service Standard Calculation Sheet**

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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/km)
Earth Road	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	4.00	2.00	1.00	-	-	-	\$205,000
Gravel	143.00	143.00	143.00	143.00	143.00	143.00	143.00	143.00	143.00	143.00	143.00	143.00	146.00	148.50	148.50	\$355,000
Low Cost Bituminous	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00	107.00	107.00	107.00	\$700,000
High Cost Bituminous	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	7.00	7.00	7.00	\$973,000
Total	260.00	260.00	260.00	260.00	260.00	260.00	260.00	260.00	260.00	258.00	256.00	255.00	260.00	262.50	262.50	

Population	6,929	6,846	6,805	6,773	6,778	6,755	6,736	6,709	6,907	7,095	7,313	7,484	7,632	7,792	7,793
Per Capita Standard	0.0375	0.0380	0.0382	0.0384	0.0384	0.0385	0.0386	0.0388	0.0376	0.0364	0.0350	0.0341	0.0341	0.0337	0.0337

15 Year Average	2009 to 2023
Quantity Standard	0.0367
Quality Standard	\$507,620
Service Standard	\$18,630

D.C. Amount (before deductions)	2051
Forecast Population	409
\$ per Capita	\$18,630
Eligible Amount	\$7,619,535



**Township of Douro-Dummer
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Sidewalks
Unit Measure: km of sidewalks

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/km)
Sidewalks	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	2.0	2.0	2.0	2.0	2.0	\$85,800
Total	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	2.0	2.0	2.0	2.0	2.0	

Population	6,929	6,846	6,805	6,773	6,778	6,755	6,736	6,709	6,907	7,095	7,313	7,484	7,632	7,792	7,793
Per Capita Standard	0.0002	0.0002	0.0002	0.0002	0.0002	0.0002	0.0002	0.0002	0.0002	0.0002	0.0003	0.0003	0.0003	0.0003	0.0003

15 Year Average	2009 to 2023
Quantity Standard	0.0002
Quality Standard	\$100,350
Service Standard	\$20

D.C. Amount (before deductions)	2051
Forecast Population	409
\$ per Capita	\$20
Eligible Amount	\$8,209



**Township of Douro-Dummer
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Bridges, Culverts & Structures
Unit Measure: Number of Bridges, Culverts & Structures

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
Bridges	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$487,800
Large Culverts	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	\$519,500
Total	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	

Population	6,929	6,846	6,805	6,773	6,778	6,755	6,736	6,709	6,907	7,095	7,313	7,484	7,632	7,792	7,793
Per Capita Standard	0.0017	0.0018	0.0018	0.0018	0.0018	0.0018	0.0018	0.0018	0.0017	0.0017	0.0016	0.0016	0.0016	0.0015	0.0015

15 Year Average	2009 to 2023
Quantity Standard	0.0017
Quality Standard	\$513,488
Service Standard	\$873

D.C. Amount (before deductions)	2051
Forecast Population	409
\$ per Capita	\$873
Eligible Amount	\$357,028



**Township of Douro-Dummer
Service Standard Calculation Sheet**

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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
Streetlights	70	75	80	85	85	85	85	85	85	85	85	85	85	85	85	\$2,400
Total	70	75	80	85	85	85	85	85	85	85	85	85	85	85	85	

Population	6,929	6,846	6,805	6,773	6,778	6,755	6,736	6,709	6,907	7,095	7,313	7,484	7,632	7,792	7,793
Per Capita Standard	0.0101	0.0110	0.0118	0.0125	0.0125	0.0126	0.0126	0.0127	0.0123	0.0120	0.0116	0.0114	0.0111	0.0109	0.0109

15 Year Average	2009 to 2023
Quantity Standard	0.0117
Quality Standard	\$2,399
Service Standard	\$28

D.C. Amount (before deductions)	2051
Forecast Population	409
\$ per Capita	\$28
Eligible Amount	\$11,481



**Township of Douro-Dummer
Service Standard Calculation Sheet**

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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Warsaw Works Garage	4,460	4,460	4,460	4,460	4,460	4,460	4,460	4,460	4,460	4,460	4,460	4,460	4,460	4,460	4,460	\$350	\$389
Warsaw Storage Bldg	1,820	1,820	1,820	1,820	1,820	1,820	1,820	1,820	1,820	1,820	1,820	1,820	1,820	1,820	1,820	\$210	\$235
Douro Garage/Equipment Depot	3,880	3,880	3,880	3,880	3,880	3,880	3,880	3,880	3,880	3,880	3,880	1,940	1,940	1,940	1,940	\$210	\$235
Sand Dome	6,082	6,082	6,082	6,082	6,082	6,082	6,082	6,082	6,082	6,082	6,082	6,082	6,082	6,082	6,082	\$89	\$102
Total	16,242	16,242	16,242	16,242	16,242	16,242	16,242	16,242	16,242	16,242	16,242	14,302	14,302	14,302	14,302		

Population	6,929	6,846	6,805	6,773	6,778	6,755	6,736	6,709	6,907	7,095	7,313	7,484	7,632	7,792	7,793
Per Capita Standard	2.3441	2.3725	2.3868	2.3981	2.3963	2.4044	2.4112	2.4209	2.3515	2.2892	2.2210	1.9110	1.8740	1.8355	1.8352

15 Year Average	2009 to 2023
Quantity Standard	2.2301
Quality Standard	\$227
Service Standard	\$507

D.C. Amount (before deductions)	2051
Forecast Population	409
\$ per Capita	\$507
Eligible Amount	\$207,285



**Township of Douro-Dummer
Service Standard Calculation Sheet**

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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/Vehicle)
Dump Truck	6	6	6	6	6	6	6	6	6	6	6	6	6	7	7	\$410,000
Plow attachments and other Accessories	2	2	2	2	2	2	2	2	2	2	2	2	2	4	4	\$15,300
Specialized Plows	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$115,000
Truck	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	\$64,300
Shared Truck	-	-	-	-	-	-	-	-	-	-	-	-	-	0.5	0.5	\$64,300
Backhoe	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$210,000
High Hoe	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$459,900
Tractor	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$104,200
Grader	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$375,200
Bush Hog	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$38,300
Chipper	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$268,300
Loader	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$316,891
Float Trailer	1	1	1	1	1	1	1	-	-	-	-	-	-	-	-	\$46,000
Steamer	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$14,800
Sweeper	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$21,800
Mower	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1	\$17,484
Packer/Roller	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$100,000
Total	26.0	26.0	26.0	26.0	26.0	26.0	26.0	25.0	25.0	25.0	25.0	25.0	25.0	29.5	29.5	

Population	6,929	6,846	6,805	6,773	6,778	6,755	6,736	6,709	6,907	7,095	7,313	7,484	7,632	7,792	7,793
Per Capita Standard	0.0038	0.0038	0.0038	0.0038	0.0038	0.0038	0.0039	0.0037	0.0036	0.0035	0.0034	0.0033	0.0033	0.0038	0.0038

15 Year Average	2009 to 2023
Quantity Standard	0.0037
Quality Standard	\$204,308
Service Standard	\$756

D.C. Amount (before deductions)	2051
Forecast Population	409
\$ per Capita	\$756
Eligible Amount	\$309,179



**Township of Douro-Dummer
Service Standard Calculation Sheet**

Service: Parkland Development
Unit Measure: Acres of Parkland

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/Acre)
Clintonia Park	2.34	2.34	2.34	2.34	2.34	2.34	2.34	2.34	2.34	2.34	2.34	2.34	2.34	2.34	2.34	\$80,000
Maryvale	2.09	2.09	2.09	2.09	2.09	2.09	2.09	2.09	2.09	2.09	2.09	2.09	2.09	2.09	2.09	\$80,000
Daleview	1.46	1.46	1.46	1.46	1.46	1.46	1.46	1.46	1.46	1.46	1.46	1.46	1.46	1.46	1.46	\$80,000
North & South Park	146.85	146.85	146.85	146.85	146.85	146.85	146.85	146.85	146.85	146.85	146.85	146.85	146.85	146.85	146.85	\$80,000
Legion Ball Diamond	2.64	2.64	2.64	2.64	2.64	2.64	2.64	2.64	2.64	2.64	2.64	2.64	2.64	2.64	2.64	\$80,000
Fire hall playground	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49	\$80,000
Backdam	2.19	2.19	2.19	2.19	2.19	2.19	2.19	2.19	2.19	2.19	2.19	2.19	2.19	2.19	2.19	\$80,000
Kingsdale	0.37	0.37	0.37	0.37	0.37	0.37	0.37	0.37	0.37	0.37	0.37	0.37	0.37	0.37	0.37	\$80,000
Millenium Park	0.99	0.99	0.99	0.99	0.99	0.99	0.99	0.99	0.99	0.99	0.99	0.99	0.99	0.99	0.99	\$80,000
Total	159.42	159.42	159.42	159.42	159.42	159.42	159.42	159.42	159.42	159.42	159.42	159.42	159.42	159.42	159.42	

Population	6,929	6,846	6,805	6,773	6,778	6,755	6,736	6,709	6,907	7,095	7,313	7,484	7,632	7,792	7,793
Per Capita Standard	0.0230	0.0233	0.0234	0.0235	0.0235	0.0236	0.0237	0.0238	0.0231	0.0225	0.0218	0.0213	0.0209	0.0205	0.0205

15 Year Average	2009 to 2023
Quantity Standard	0.0226
Quality Standard	\$79,826
Service Standard	\$1,804

D.C. Amount (before deductions)	2051
Forecast Population	409
\$ per Capita	\$1,804
Eligible Amount	\$737,865



**Township of Douro-Dummer
Service Standard Calculation Sheet**

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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
Soccer Fields	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$100,000
Ball Diamonds - Unlit	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$150,000
Ball Diamonds - Lit	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$300,000
Field Fencing	3	3	3	3	3	3	3	3	3	3	3	3	3	3	4	\$27,900
Dock	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	\$26,700
Wharf	-	-	-	1	2	2	2	2	2	2	2	2	2	2	2	\$400,900
Play Structures	4	4	4	4	4	4	4	4	4	4	3	3	3	3	3	\$100,000
Play Structures - Accessible	1	1	1	1	1	1	1	1	1	1	1	1	2	2	2	\$200,000
Tennis/Pickleball Court	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	\$120,000
Gazebo	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$10,000
Total	17	17	17	18	19	19	19	19	19	19	18	18	19	19	21	

Population	6,929	6,846	6,805	6,773	6,778	6,755	6,736	6,709	6,907	7,095	7,313	7,484	7,632	7,792	7,793
Per Capita Standard	0.0025	0.0025	0.0025	0.0027	0.0028	0.0028	0.0028	0.0028	0.0028	0.0027	0.0025	0.0024	0.0025	0.0024	0.0027

15 Year Average	2009 to 2023
Quantity Standard	0.0026
Quality Standard	\$119,527
Service Standard	\$311

D.C. Amount (before deductions)	2051
Forecast Population	409
\$ per Capita	\$311
Eligible Amount	\$127,105



**Township of Douro-Dummer
Service Standard Calculation Sheet**

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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/ Linear Metre)
Robert Johnston Eco Trail	-	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	\$26
Total	-	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	

Population	6,929	6,846	6,805	6,773	6,778	6,755	6,736	6,709	6,907	7,095	7,313	7,484	7,632	7,792	7,793
Per Capita Standard	-	-	0.7348	0.7382	0.7377	0.7402	0.7423	0.7453	0.7239	0.7047	0.6837	0.6681	0.6551	0.6417	0.6416

15 Year Average	2009 to 2023
Quantity Standard	0.6105
Quality Standard	\$26
Service Standard	\$16

D.C. Amount (before deductions)	2051
Forecast Population	409
\$ per Capita	\$16
Eligible Amount	\$6,368



**Township of Douro-Dummer
Service Standard Calculation Sheet**

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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Douro Recreation Centre	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008	\$400	\$445
Warsaw Arena	25,650	25,650	25,650	25,650	25,650	25,650	25,650	25,650	25,650	25,650	25,650	25,650	25,650	25,650	25,650	\$700	\$775
Douro Arena	33,278	33,278	33,278	33,278	33,278	33,278	33,278	33,278	33,278	33,278	33,278	33,278	33,278	33,278	33,278	\$700	\$775
Douro South Park Structure	947	947	947	947	947	-	-	-	-	-	-	-	-	-	800	\$220	\$246
Douro Parks Barn	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	\$220	\$246
Back Dam Shelter	240	240	240	240	240	240	240	240	240	240	240	240	240	240	240	\$220	\$246
Clintonia Park Shelter	240	240	240	240	240	240	240	240	240	240	-	-	-	-	-	\$220	\$246
Fire Hall Playground Shelter	-	-	-	-	-	-	-	-	200	200	200	200	200	200	200	\$220	\$246
Douro North Park Storage	600	600	600	600	600	600	600	600	600	600	600	600	600	600	600	\$220	\$246
Total	64,363	64,363	64,363	64,363	64,363	63,416	63,416	63,416	63,616	63,616	63,376	63,376	63,376	63,376	64,176		

Population	6,929	6,846	6,805	6,773	6,778	6,755	6,736	6,709	6,907	7,095	7,313	7,484	7,632	7,792	7,793
Per Capita Standard	9.2889	9.4015	9.4582	9.5029	9.4959	9.3880	9.4145	9.4524	9.2104	8.9663	8.6662	8.4682	8.3040	8.1335	8.2351

15 Year Average	2009 to 2023
Quantity Standard	9.0257
Quality Standard	\$738
Service Standard	\$6,658

D.C. Amount (before deductions)	2051
Forecast Population	409
\$ per Capita	\$6,658
Eligible Amount	\$2,723,245



**Township of Douro-Dummer
Service Standard Calculation Sheet**

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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/Vehicle)
Ice Resurfacers	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$115,000
Mowers	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2	\$25,000
Pick-up Truck	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$64,000
Kubota Tractor	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$40,000
Shared Pick-up	-	-	-	-	-	-	-	-	-	-	-	-	-	0.5	0.5	\$64,000
Parks Trailers - 16'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$10,000
Parks Trailers - 10'															1	\$6,000
Total	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.5	8.5	

Population	6,929	6,846	6,805	6,773	6,778	6,755	6,736	6,709	6,907	7,095	7,313	7,484	7,632	7,792	7,793
Per Capita Standard	0.0009	0.0009	0.0009	0.0009	0.0009	0.0009	0.0009	0.0009	0.0009	0.0008	0.0008	0.0008	0.0008	0.0008	0.0011

15 Year Average	2009 to 2023
Quantity Standard	0.0009
Quality Standard	\$58,900
Service Standard	\$53

D.C. Amount (before deductions)	2051
Forecast Population	409
\$ per Capita	\$53
Eligible Amount	\$21,681



**Township of Douro-Dummer
Service Standard Calculation Sheet**

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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Douro Library	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	\$500	\$607
Total	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028	2,028		

Population	6,929	6,846	6,805	6,773	6,778	6,755	6,736	6,709	6,907	7,095	7,313	7,484	7,632	7,792	7,793
Per Capita Standard	0.2927	0.2962	0.2980	0.2994	0.2992	0.3002	0.3011	0.3023	0.2936	0.2858	0.2773	0.2710	0.2657	0.2603	0.2602

15 Year Average	2009 to 2023
Quantity Standard	0.2869
Quality Standard	\$607
Service Standard	\$174

D.C. Amount (before deductions)	2051
Forecast Population	409
\$ per Capita	\$174
Eligible Amount	\$71,219



Appendix C

Long-Term Capital and Operating Cost Examination



Appendix C: Long-Term Capital and Operating Cost Examination

Township of Douro-Dummer

Annual Capital and Operating Cost Impact

As a requirement of the *Development Charges Act, 1997*, as amended, under subsection 10 (2) (c), an analysis must be undertaken to assess the long-term capital and operating cost impacts for the capital infrastructure projects identified within the development charge. As part of this analysis, it was deemed necessary to isolate the incremental operating expenditures directly associated with these capital projects, factor in cost savings attributable to economies of scale or cost sharing where applicable and prorate the cost on a per unit basis (i.e., sq.ft. of building space, per vehicle, etc.). This was undertaken through a review of the Township's approved 2021 Financial Information Return (F.I.R.).

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



Table C-1
Township of Douro-Dummer
Lifecycle Cost Factors and Average Useful Lives

Asset	Lifecycle Cost Factors	
	Average Useful Life	Factor
Water and Wastewater Infrastructure	80	0.005160705
Facilities	50	0.01182321
Services Related to a Highway	50	0.01182321
Parkland Development	40	0.016555748
Vehicles	15	0.057825472
Small Equipment & Gear	10	0.091326528
Library Materials	10	0.091326528

Table C-2 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 Township program expenditures will increase with growth in population, the costs associated with the new infrastructure (i.e., facilities) would be delayed until the time these works are in place.



Table C-2
Township of Douro-Dummer
Operating and Capital Expenditure Impacts for Future Capital Expenditures

SERVICE/CLASS OF SERVICE	GROSS COST LESS BENEFIT TO EXISTING	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
1 Services Related to a Highway				
1.1 Services Related to a Highway	2,634,041	66,994	140,587	207,581
2. Fire Protection Services				
2.1 Fire facilities, vehicles & equipment	2,111,363	46,227	42,945	89,172
3. Parks and Recreation Services				
3.1 Park development, amenities, trails, recreation facilities, vehicles, and equipment	868,172	36,860	38,681	75,541
4. Library Services				
4.1 Library facilities, materials and vehicles	85,056	3,002	5,543	8,545
Total	5,698,631	153,083	227,755	380,838



Appendix D

D.C. Reserve Fund Policy



Appendix D: D.C. Reserve Fund Policy

D.1 Legislative Requirements

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

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

Annually, the Treasurer of the municipality is required to provide Council with a financial statement related to the D.C. by-law(s) and reserve funds. This statement must be made available to the public and may be requested to be forwarded to the Minister of Municipal Affairs and Housing.

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

- opening balance;
- closing balance;
- description of each service and/or service category for which the reserve fund was established (including a list of services within a service category);



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

Recent changes arising from Bill 109 (*More Homes for Everyone Act, 2022*) provide that the Council shall make the statement available to the public by posting the statement on the website or, if there is no such website, in the municipal office. In addition, Bill 109 introduced the following requirements which shall be included in the treasurer's statement.

- For each service for which a development charge is collected during the year
 - whether, as of the end of the year, the municipality expects to incur the amount of capital costs that were estimated, in the relevant development charge background study, to be incurred during the term of the applicable development charge by-law, and
 - if the answer to subparagraph i is no, the amount the municipality now expects to incur and a statement as to why this amount is expected;



- For any service for which a development charge was collected during the year but in respect of which no money from a reserve fund was spent during the year, a statement as to why there was no spending during the year.

Additionally, as per subsection 35 (3) of the D.C.A.:

35(3) If a service is prescribed for the purposes of this subsection, beginning in the first calendar year that commences after the service is prescribed and in each calendar year thereafter, a municipality shall spend or allocate at least 60 per cent of the monies that are in a reserve fund for the prescribed service at the beginning of the year.

The services currently prescribed are water, wastewater, and services related to a highway. Therefore, as of 2023, a municipality shall spend or allocate at least 60 percent of the monies in the reserve fund at the beginning of the year. There are generally two (2) ways in which a municipality may approach this requirement:

- a) Include a schedule as part of the annual treasurer's statement; or
- b) Incorporate the information into the annual budgeting process.

Based upon the above, Figure 1 and Attachments 1 and 2, set out the format for which annual reporting to Council should be provided. Attachment 3 provides for the schedule for allocating reserve fund balances to projects.

D.2 D.C. Reserve Fund Application

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

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 7 of subsection 5 (1).”

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



Figure D-1
Township of Douro-Dummer
Annual Treasurer's Statement of Development Charge Reserve Funds

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

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

² See Attachment 1 for details

³ See Attachment 2 for details

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



Figure D-2a
Township of Douro-Dummer
Attachment 1
Annual Treasurer's Statement of Development Charge Reserve Funds
Amount Transferred to Capital (or Other) Funds – Capital Fund Transactions

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



Figure D-2b
 Township of Douro-Dummer
 Attachment 1
 Annual Treasurer's Statement of Development Charge Reserve Funds
 Amount Transferred to Capital (or Other) Funds – Operating Fund Transactions

Operating Fund Transactions	Annual Debt Repayment Amount	D.C. Reserve Fund Draw		Post D.C. Forecast Period			Non-D.C. Recoverable Cost Share		
		Principal	Interest	Principal	Interest	Source	Principal	Interest	Source
<u>Services Related to a Highway</u>									
Capital Cost J									
Capital Cost K									
Capital Cost L									
Sub-Total - Services Related to a Highway	\$0	\$0	\$0	\$0	\$0		\$0	\$0	



Figure D-3
Township of Douro-Dummer
Attachment 2
Annual Treasurer's Statement of Development Charge Reserve Funds
Statement of Credit Holder Transactions

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



Figure D-4
Township of Douro-Dummer
Attachment 3
Annual Treasurer's Statement of Development Charge Reserve Funds
Statement of Reserve Fund Balance Allocations

Service:	Services Related to a Highway
Balance in Reserve Fund at Beginning of Year:	
60% of Balance to be Allocated (at a minimum):	

Projects to Which Funds Will be Allocated

Project Description	Project Number	Total Growth-related Capital Cost Remaining to be Funded	Share of Growth-related Cost Allocated to Date	Share of Growth-related Cost Allocated - Current Year
Total		\$0	\$0	\$0



Appendix E

Local Service Policy



Appendix E: Local Service Policy

Policy Statement

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

Purpose

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

Policy

A. Services Related to a Highway

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

The associated infrastructure to achieve this concept shall include, but is not limited to: road pavement structure and curbs; grade separation/bridge structures (for any



vehicles, railways and/or pedestrians); grading, drainage and retaining wall features; culvert structures; storm water drainage systems; utilities; traffic control systems; signage; gateway features; street furniture; active transportation facilities (e.g. sidewalks, bike lanes, multi-use trails which interconnect the transportation network, etc.); roadway illumination systems; boulevard and median surfaces (e.g. sod & topsoil, paving, etc.); street trees and landscaping; parking lanes & lay-bys; (excluding on-street parking in the downtown) and driveway entrances; noise attenuation systems; railings and safety barriers.

1) Local and Collector Roads (including land)

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

2) Arterial Roads

- a) New, widened, extended or upgraded arterial roads, inclusive of all associated infrastructure: Included as part of road costing funded through D.C.A., s.5(1).
- b) Land acquisition for arterial roads on existing rights-of-way to achieve a complete street: dedication under the Planning Act provisions (s. 41, 51 and s. 53) through development lands; in area with limited development: included in D.C.'s.
- c) Land acquisition for arterial roads on new rights-of-way to achieve a complete street: dedication, where possible, under the Planning Act provisions (s. 51 and s. 53) through development lands up to the ROW as specified by the Township.
- d) Land acquisition beyond normal dedication requirements to achieve transportation corridors as services related to highways including grade



separation infrastructure for the movement of pedestrians, cyclists, and/or railway vehicles: included in D.C.'s.

3) Traffic Control Systems, Signals and Intersection Improvements

- a) On new arterial roads and arterial road improvements unrelated to a specific development: included as part of road costing funded through D.C.'s.
- b) On non-arterial roads, or for any private site entrances or entrances to specific development: direct developer responsibility under s.59 of D.C.A. (as a local service).
- c) On arterial or collector road intersections with County roads: include in County D.C.'s or in certain circumstances, may be a direct developer responsibility
- d) Intersection improvements, new or modified signalization, signal timing & optimization plans, area traffic studies for highways attributed to growth and unrelated to a specific development: included in D.C. calculation as permitted under s.5(1) of the D.C.A.

4) Streetlights

- a) Streetlights on new arterial roads and arterial road improvements: considered part of the complete street and included as part of the road costing funded through D.C.'s or in exceptional circumstances, may be direct developer responsibility through local service provisions (s.59 of D.C.A.).
- b) Streetlights on non-arterial roads internal to development: considered part of the complete street and included as a direct developer responsibility under s. 59 of the D.C.A. (as a local service).
- c) Streetlights on non-arterial roads external to development, needed to support a specific development or required to link with the area to which the plan relates: considered part of the complete street and included as a direct developer responsibility under s. 59 of the D.C.A. (as a local service).

5) Transportation Related Pedestrian and Cycling Facilities

- a) Sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within arterial roads, County roads and provincial highway corridors: considered part of the complete street and



- included in D.C.'s, or, in exceptional circumstances, may be direct developer responsibility through local service provisions (s.59 of D.C.A.).
- b) Sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within or linking to non-arterial road corridors internal to development: considered part of the complete street and include in D.C.'s.
 - c) Other sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within non-arterial road corridors external to development and needed to support a specific development or required to link with the area to which the plan relates: direct developer responsibility under s.59 of D.C.A. (as a local service).
 - d) Multi-use trails (not associated with a road), inclusive of all land and required infrastructure, that go beyond the function of a (parkland) recreational trail and form part of the Township's active transportation network for cycling and/or walking: included in D.C.'s

6) Noise Abatement Measures

- a) Noise abatement measures external and internal to development where it is related to, or a requirement of a specific development: direct developer responsibility under s.59 of D.C.A. (as a local service).
- b) Noise abatement measures on new arterial roads and arterial road improvements abutting an existing community and unrelated to a specific development: included as part of road costing funded through D.C.'s.

B. Stormwater Management

- a) Stormwater facilities for quality and/or quantity management, including downstream erosion works, inclusive of land and all associated infrastructure, such as landscaping and perimeter fencing: direct developer responsibility under s.59 of D.C.A. (as a local service).
- b) Over-sizing cost of stormwater facilities capacity, excluding land, to accommodate runoff from new, widened, extended or upgraded municipal arterial roads that are funded as a development charges project: included as part of road costing funded through D.C.'s.



- c) Erosion works, inclusive of all restoration requirements, related to a development application: direct developer responsibility under s. 59 of the D.C.A. (as a local service).
- d) Storm sewer systems and drainage works that are required for a specific development, either internal or external to the area to which the plan relates: direct developer responsibility under s. 59 of the D.C.A. (as a local service).
 - Note: for stormwater minimum pipe sizes, refer to Section D.

C. Parkland Development

1) Recreational Trails

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

2) Parkland

- i. Parkland Development for Community Parks, District Parks, Neighbourhood Parks, and Village Squares: direct developer responsibility to provide at base condition, as follows:
 - Clearing and grubbing. Tree removals as per the subdivision's tree preservation and removals plan.
 - Topsoil Stripping, screening, and stockpiling.
 - Rough grading (pre-grading) to allow for positive drainage of the Park, with minimum slopes of 2%. If necessary, this may include some minor drainage tile work and grading as per the overall subdivision grading design complete with any required swales or catch basins. Runoff from the development property shall not drain into the park unless approved by the Manager, Environment Services, Public Works.
 - Spreading of topsoil to 150mm depth (import topsoil if existing on-site is insufficient to reach required depth).
 - Seeding of site with Township-approved seed mix. Maintenance of seed until acceptance by Township.
 - Parks shall be free of any contaminated soil or subsoil.
 - Parks shall not be mined for fill.



- Parks shall be conveyed free and clear of all encumbrances.
- 100% of 1.5m chain link perimeter fencing to the Township standards to separate the development lands from the Township lands or lands to be dedicated to the Township, unless the perimeter fencing is on land that will be dedicated to the Township to fulfil the requirement of parkland dedication under the Planning Act, in which case the cost shall be shared 50/50.
- When Park parcels cannot be developed in a timely manner, they shall be graded to ensure positive drainage and seeded to minimize erosion and dust. These shall be maintained by the developer until construction commences thereon.
- The Park block shall not be used for topsoil or other construction material, equipment storage, or sales pavilions.
- Required heritage features within the Park as set out within the Planning approval conditions.
 - ii. Program facilities, amenities, and furniture, within parkland: are included in D.C.'s.

3) Landscape Buffer Blocks, Features, Cul-de-sac Islands, Berms, Grade Transition Areas, Walkway Connections to Adjacent Roads, Open Space, etc.

- i. The cost of developing all landscape buffer blocks, landscape features, cul-de-sac islands, berms, grade transition areas, walkway connections to adjacent arterial roads, open space and other remnant pieces of land conveyed to the Township shall be a direct developer responsibility as a local service. Such costs include but are not limited to:
 - pre-grading, sodding or seeding, supply and installation of amended topsoil, (to the Township's required depth), landscape features, perimeter fencing and amenities and all planting.
 - Perimeter fencing to the Township standard located on the public property side of the property line adjacent land uses (such as but limited to arterial roads) as directed by the Township.



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

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

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

1. Riparian planting and landscaping requirements (as required by the Township, Conservation Authority or other authorities having jurisdiction) as a result of creation of, or construction within in the N.H.S. and associated buffers.
2. Perimeter fencing of the N.H.S. to the Township standard located on the public property side of the property line adjacent land uses (residential, industrial, commercial) as required by the Township.
3. All works to be in conformance with the Township's "Restoration Framework" for stream corridors, natural buffers and subwatersheds areas as directed by the approved studies and reports related to the Secondary Plan that development occurs in.

5) Infrastructure Assets Constructed by Developers

1. All infrastructure assets constructed by Developers must be designed in accordance with the guidelines provided by the Township.
2. All infrastructure assets shall be conveyed in accordance with the guidelines provided by the Township.
3. Any Parks and Open Space infrastructure assets approved to be built by the developer on behalf of the Township shall be in accordance with the guidelines provided by the Township.



Appendix F

Asset Management Plan



Appendix F: Asset Management Plan

The recent changes to the *Development Charges Act, 1997*, as amended (D.C.A.) (new subsection 10 (2) (c.2)) require that the background study must include an asset management plan (A.M.P.) related to new infrastructure. Section 10 (3) of the D.C.A. provides:

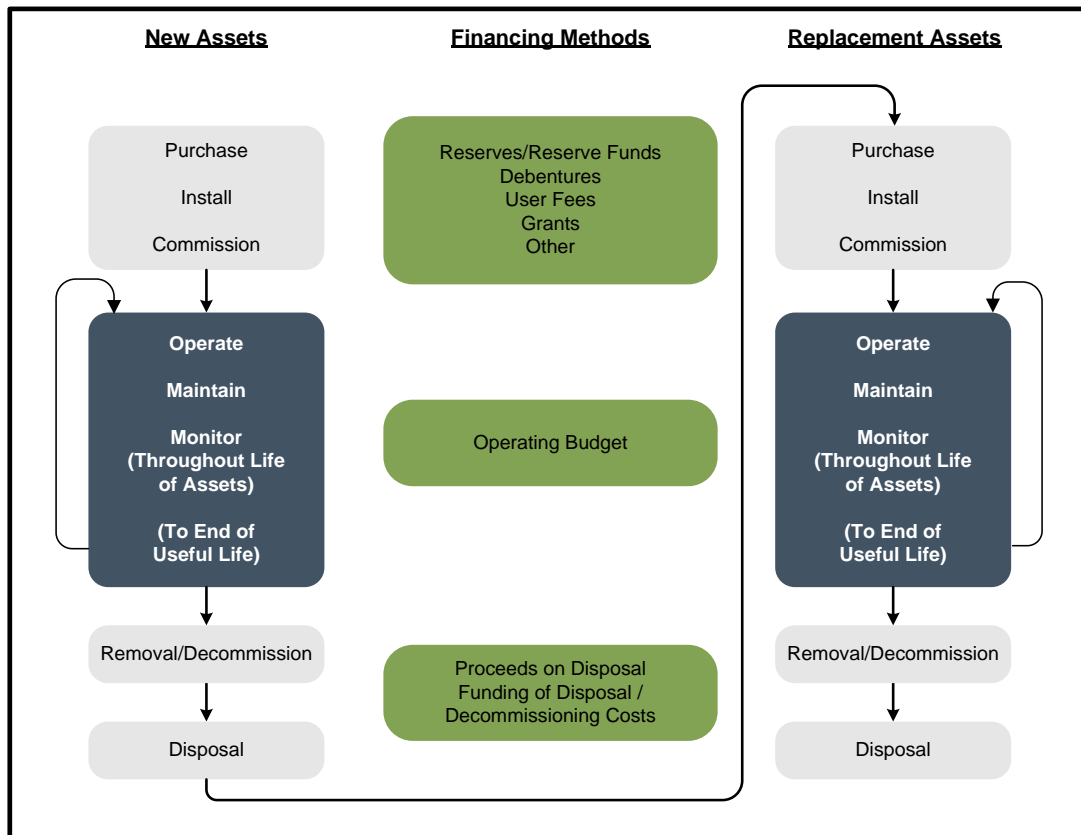
“The asset management plan shall,

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

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

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

It should be noted that with the recent passing of the *Infrastructure for Jobs and Prosperity Act* (I.J.P.A.) municipalities are now required to complete A.M.P.s, based on certain criteria, which are to be completed by 2022 for core municipal services and 2024 for all other services. The amendments to the D.C.A. do not require municipalities to complete these A.M.P.s (required under I.J.P.A.) for the D.C. background study, rather the D.C.A. requires that the D.C. background study include information to show the assets to be funded by the D.C. are sustainable over their full lifecycle.



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

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

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

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

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



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

In recognition to the schematic above, the following table (presented in 2024 \$) has been developed to provide the annualized expenditures and revenues associated with new growth. Note that the D.C.A. does not require an analysis of the non-D.C. capital needs or their associated operating costs so these are omitted from the table below. As well, as all capital costs included in the D.C.-eligible capital costs are not included in the Township's A.M.P.s, the present infrastructure gap and associated funding plan have not been considered at this time. Hence the following does not represent a fiscal impact assessment (including future tax/rate increases) but provides insight into the potential affordability of the new assets:

1. The non-D.C. recoverable portion of the projects that will require financing from municipal financial resources (i.e., taxation, rates, fees, etc.). This amount has been presented on an annual debt charge amount based on 20-year financing.
2. Lifecycle costs for the 2024 D.C. capital works have been presented based on a sinking fund basis. The assets have been considered over their estimated useful lives.
3. Incremental operating costs for the D.C. services (only) have been included.
4. The resultant total annualized expenditures are approximately \$0.94 million.
5. Consideration was given to the potential new taxation and user fee revenues which will be generated as a result of new growth. These revenues will be available to finance the expenditures above. The new operating revenues are approximately \$0.40 million. This amount, totaled with the existing operating revenues of approximately \$8.61 million, provides annual revenues of approximately \$9.01 million by the end of the period.
6. In consideration of the above, the capital plan is deemed to be financially sustainable.



Township of Douro-Dummer
Asset Management – Future Expenditures and Associated Revenues
2024\$

Asset Management - Future Expenditures and Associated Revenues	2051 (Total)
Expenditures (Annualized)	
Annual Debt Payment on Non-Growth Related Capital ¹	558,603
Annual Debt Payment on Post Period Capital ²	-
Annual Lifecycle	\$153,083
Incremental Operating Costs (for D.C. Services)	\$227,755
Total Expenditures	\$939,441
Revenue (Annualized)	
Total Existing Revenue ³	\$8,611,458
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	\$401,834
Total Revenues	\$9,013,292

¹ Non-Growth Related component of Projects

² Interim Debt Financing for Post Period Benefit

³ As per Sch. 10 of FIR



Appendix G

Proposed Development Charges By-law



Appendix G: Proposed Development Charges By-law

The Corporation of the Township of Douro-Dummer By-Law Number 2024-XX

A By-law to establish Development Charges for the Township of Douro-Dummer

Whereas the *Development Charges Act, 1997* (the "Act") provides that the council of a municipality may by by-law impose development charges against land to pay for increased capital costs required because of increased needs for services;

And whereas a Development Charges Background Study has been completed in accordance with the Act;

And whereas Council has before it a report entitled "Township of Douro-Dummer Development Charges Background Study" prepared by Watson & Associates Economists Ltd. dated June 4, 2024;

And whereas Council approves the capital project listing set out in Chapter 5 of the D.C. Background Study dated June 4, 2024, subject to further annual review during the capital budget process;

And whereas the Council of the Corporation of the Township of Douro-Dummer has given notice of and held a public meeting on the 6th day of August, 2024 in accordance with the Act and the regulations thereto and determined that no further public meeting is required;

And whereas Council, whenever appropriate, request that grants, subsidies and other contributions be clearly designated by the donor as being to the benefit of existing development or new development, as applicable;

Now therefore the Council of the Corporation of the Township of Douro-Dummer hereby enacts as follows:



1.0 Definitions

1.1 In this by-law,

- 1) "Act" means the Development Charges Act, S.O. 1997, c. 27, as amended, or any successor thereto;
- 2) "Accessory use" means where used to describe a use, building, or structure, that the use, building or structure is naturally and normally incidental, subordinate in purpose of floor area or both, and exclusively devoted to a principal use, building or structure;
- 3) "Affordable residential unit" means a residential unit that meets the criteria set out in subsection 4.1(2) or 4.1(3) of the Act;
- 4) "Ancillary residential building" means a residential building that would be accessory to a detached dwelling, semi-detached dwelling, or row dwelling;
- 5) "Apartment unit" means any residential dwelling unit within a building containing three or more dwelling units where access to each residential unit is obtained through a common entrance or entrances from the street level and the residential units are connected by an interior corridor;
- 6) "Attainable residential unit" means a residential unit that meets the criteria set out in subsection 4.1(4) of the Act;
- 7) "Bedroom" means a habitable room larger than seven square metres, including a den, study, or other similar area, but does not include a living room, dining room or kitchen;
- 8) "Benefitting area" means an area defined by a map, plan or legal description in a front-ending agreement as an area that will receive a benefit from the construction of a service;
- 9) "Board of education" means a board defined in subsection 1(1) of the Education Act, or any successor thereto;
- 10) "Building Code Act" means the Building Code Act, R.S.O. 1990, c.B.-13, as amended, or any successor thereto;
- 11) "Capital cost" means costs incurred or proposed to be incurred by the municipality or a local board thereof directly or by others on behalf of and as authorized by the municipality or local board;
 - i. to acquire land or an interest in land, including a leasehold interest;
 - ii. to improve land;



- iii. to acquire, lease, construct or improve buildings and structures;
- iv. to acquire, construct or improve facilities including:
 - a. furniture and equipment other than computer equipment;
 - b. materials acquired for circulation, reference or information purposes by a library board as defined in the Public Libraries Act; and
 - c. rolling stock with an estimated useful life of seven years or more, and;
- v. interest on borrowing for those expenditures under clauses (i) to (iv) above that are growth-related;

12) "Commercial" means any non-residential development not defined under "institutional" or "industrial";

13) "Council" means the Council of the Township of Douro-Dummer;

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

15) "Development charge" means a charge imposed pursuant to this By-law;

16) "Dwelling room" means either:

- a) each bedroom used, designed, or intended for use by one or more persons living together in a lodging home, dormitories; or
- b) in the case of a special care/special dwelling unit/room, each individual room or suite of rooms used, designed, or intended for use by one or two persons with or without exclusive sanitary and/or culinary facilities;

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

18) "Existing industrial building" means an industrial building or buildings existing on site in the Township of Douro-Dummer on the date of by-law passage or the first building constructed and occupied on a vacant site pursuant to site plan approval under



Section 41 of the Planning Act, R.S.O. c.P.13 subsequent to this by-law coming to effect for which full development charges were paid.

- 20) "Grade" means the average level of finished ground adjoining a building or structure at all exterior walls;
- 21) "Gross floor area" means the total floor area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of party walls dividing the dwelling unit from other dwelling units or other portion of a building;

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

- a) A room or enclosed area within the building or structure above or below grade that is used exclusively for the accommodation of heating, cooling, ventilating, electrical, mechanical or telecommunications equipment that services the building;
 - b) Loading facilities above or below grade;
 - c) A part of the building or structure below grade that is used for the parking of motor vehicles or for storage or other accessory use;
- 22) "Industrial" means lands, buildings or structures used or designed or intended for or in conjunction with:
- i. the production, compounding, processing, packaging, crating, bottling, packing, or assembling of raw or semi-processed goods or materials in not less than seventy-five percent of the total gross floor area of the building or buildings on a site ("manufacturing") or warehousing related to the manufacturing use carried on in the building or buildings;
 - ii. research or development in connection with manufacturing in not less than seventy-five percent of the total gross floor area of the building or buildings on a site;
 - iii. retail sales by a manufacturer, if the retail sales are at the site where the manufacturing is carried out, such retail sales are restricted to goods manufactured at the site, and the building or part of a building where such retail



sales are carried out does not constitute greater than twenty-five percent of the total gross floor area of the building or buildings on the site; or

- iv. Office or administrative purposes, if they are,
 - a. carried out with respect to manufacturing or warehousing; and
 - b. In or attached to the building or structure used for such manufacturing or warehousing;

23)"Institutional" means lands, buildings or structures used or designed or intended for use by an organized body, society or religious groups for promoting a public or non-profit purpose;

24) "Interest rate" means the annual rate of interest as set out in section 26.3 of the Act.

25)"Local board" has the same definition as defined in the Development Charges Act, S.O. 1997;

26)"Local services" means those services, facilities or things which are under the jurisdiction of the Township and are related to a plan of subdivision or within the area to which the plan relates in respect of the lands under Sections 51 or 53 of the Planning Act R.S.O. 1990, as amended or any successor thereto;

27)"Mezzanine" means an intermediate floor assembly between the floor and ceiling of any room or storey and includes an interior balcony;

29)"Non-profit housing development" means Development of a building or structure that meets the criteria set out in section 4.2 of the Act.

30)"Non-residential use" means a building or structure of any kind whatsoever used, designed or intended to be used for other than a residential use and includes all commercial, industrial and institutional uses;

31)"Other multiple" means all residential units other than a single detached dwelling, semi-detached dwelling, apartment dwelling or a special care/special dwelling unit, including;

32)"Owner" means the owner of land or a person who has made application for an approval for the development of land upon which a development charge is imposed;

33)"Redevelopment" means the construction, erection or placing of one or more buildings on land where all or part of a building on such land has been previously demolished, or changing the use of all or part of a building from a residential purpose



to a non-residential purpose or from a non-residential purpose to a residential purpose, or changing all or part of a building from one form of residential development to another form of residential development or from one form of non-residential development to another form of non-residential development;

- 34)"Regulation" means any regulation made pursuant to the Act;
- 35)"Rental housing" means development of a building or structure with four (4) or more residential units all of which are intended for use as rented residential premises;
- 36)"Residential use" means lands, buildings or structures of any kind whatsoever used, designed or intended to be used as living accommodations for one or more individuals;
- 37)"Semi-detached dwelling" means a dwelling unit in a residential building consisting of two dwelling units having one vertical wall or one horizontal wall, but no other parts, attached or another dwelling unit where the residential units are not connected by an interior corridor;
- 38)"Services" (or "service") means those services set out in Schedule "A" to this By-law;
- 39)"Servicing agreement" means an agreement between a landowner and the Township relative to the provision of municipal services to specified lands within the Township;
- 40)"Single detached dwelling unit" means a residential building consisting of one dwelling unit and not attached to another structure and includes mobile homes;
- 41)"Special care/special dwelling" means a residence
- a) containing two or more dwelling rooms, which rooms have common entrance from street level;
 - b) where the occupants have the right to use in common with other occupants, halls, stairs, yards, common room and accessory buildings; and
 - c) that is designed to accommodate persons with specific needs, including but not limited to, independent permanent living arrangements; and where support services, such as meal preparation, grocery shopping, laundry, housing, nursing, respite care and attending services are provided at various levels; and includes but is not limited to retirement homes or lodges, group homes, dormitories, and hospices;
- 28)"Township" means The Corporation of the Township of Douro-Dummer;



2.0 DESIGNATION OF SERVICES/CLASSES OF SERVICE

2.1 The categories of services/classes of service for which development charges are imposed under this by-law are as follows:

- a) Services Related to a Highway;
- b) Fire Protection Services;
- c) Parks and Recreation Services;
- d) Library Services; and
- e) Growth Studies.

2.2 Components of the services designated in Subsection 2.1 are described in Schedule "A".

3.0 APPLICATION OF BY-LAW RULES

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

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

Area to Which By-law Applies

3.2 Subject to Subsection 3.3, this by-law applies to all lands in the geographic area of the Township.

3.3 This by-law shall not apply to lands that are owned by and used for the purposes of:

- a) the Township of Douro-Dummer or a "local board" thereof;
- b) a "board of education" as defined in Section 1(1) of the Education Act, R.S.O. 1990;
- c) County of Peterborough or a "local board" thereof;
- d) Land vested in or leased to a university that receives regular and ongoing operating funds from the government for the purposes of post-secondary education is exempt from development charges imposed under the Development Charges Act, 1997 if the development in respect of which development charges would otherwise be payable is intended to be occupied and used by the university.



Approvals for Development

3.4 a) Development charges shall be imposed on all lands, buildings or structures that are developed for residential or non-residential uses if the development requires,

(i) the passing of a zoning by-law or an amendment to a zoning by-law under Section 34 of the Planning Act, R.S.O. 1990;

(ii) the approval of a minor variance under Section 45 of the Planning Act, R.S.O. 1990;

(iii) a conveyance of land to which a by-law passed under Subsection 50(7) of the Planning Act, R.S.O. 1990, applies;

(iv) the approval of a plan of subdivision under Section 51 of the Planning Act;

(v) a consent under Section 53 of the Planning Act;

(vi) the approval of a description under Section 50 of the Condominium Act, R.S.O. 1990; or

(vii) the issuing of a permit under the Building Code Act S. 0. 1990, in relation to a building or structure.

b) No more than one development charge for each service designated in Subsection 2.1 shall be imposed upon any lands, buildings or structures to which this by-law applies even though two or more of the actions described in Subsection 3.4(a) are required before the lands, buildings or structures can be developed.

c) Despite Subsection 3.4(b), if two or more of the actions described in Subsection 3.4(a) occur at different times, additional development charges shall be imposed if the subsequent action has the effect of increasing the need for services.



Exemptions

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

- a) an enlargement to an existing dwelling unit;
- b) the creation of additional dwelling units equal to the greater of one or 1% of the existing dwelling units in an existing residential rental building containing four or more dwelling units or prescribed ancillary structure to the existing residential building;

3.6 Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to the creation of any of the following in existing houses:

- a) A second residential unit in an existing detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if all buildings and structures ancillary to the existing detached house, semi-detached house or rowhouse cumulatively contain no more than one residential unit.
- b) A third residential unit in an existing detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if no building or structure ancillary to the existing detached house, semi-detached house or rowhouse contains any residential units.
- c) One residential unit in a building or structure ancillary to an existing detached house, semi-detached house or rowhouse on a parcel of urban residential land, if the existing detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the existing detached house, semi-detached house or rowhouse contains any residential units.

3.7 Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to the creation of any of the following in new residential buildings:

- a) A second residential unit in a new detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if all buildings and structures ancillary to the new detached house, semi-detached house or rowhouse cumulatively will contain no more than one residential unit
- b) A third residential unit in a new detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary



residential use, is permitted, if no building or structure ancillary to the new detached house, semi-detached house or rowhouse contains any residential units

- c) One residential unit in a building or structure ancillary to a new detached house, semi-detached house or rowhouse on a parcel of urban residential land, if the new detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the new detached house, semi-detached house or rowhouse contains any residential units

3.8 Exemption for Industrial Development:

3.8.1 Notwithstanding any other provision of this by-law, there shall be an exemption from the payment of development charges for one or more enlargements of an existing industrial building on its site, whether attached or separate from the existing industrial building, up to a maximum of fifty percent of the gross floor area before the first enlargement for which an exemption from the payment of development charges was granted pursuant to the Development Charges Act or this subsection. Development charges shall be imposed in accordance with this by-law with respect to the amount of the floor area of an enlargement that results in the gross floor area of the industrial building being increase by greater than fifty percent of the gross floor area of the existing industrial building.

3.8.2 If the gross floor area of an existing industrial building is enlarged by greater than 50 percent, the amount of the development charge payable in respect of the enlargement is the amount of the development charge that would otherwise be payable multiplied by the fraction determined as follows:

- 1) determine the amount by which the enlargement exceeds 50 percent of the gross floor area before the enlargement;
- 2) divide the amount determined under subsection 1) by the amount of the enlargement.

3.9 Other Exemptions/Reductions

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

- Non-profit Housing Development;
- Affordable Residential Units required pursuant to section 34 and 16(4) of the Planning Act (Inclusionary Zoning);



- Notwithstanding subsections 3.2 and 3.4, as of the date on which section 4.1 of the Act is proclaimed into force, the following shall be exempt from Development Charges:
 - (i) Affordable Residential Units; and
 - (ii) Attainable Residential Units

3.9.1 **Discounts for Rental Housing (for profit)**

The D.C. payable for rental housing developments, where the residential units are intended to be used as a rented residential premises will be reduced based on the number of bedrooms in each unit as follows:

- Three (3) or more bedrooms – 25% reduction;
- Two (2) bedrooms – 20% reduction; and
- Fewer than two (2) bedrooms – 15% reduction.

Amount of Charges

Residential

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

Non-Residential Uses

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



Mandatory Phase-in

3.12 The amount of the development charges described in Schedule B to this by-law shall be reduced in accordance with the Act.

Reduction of Development Charges Where Redevelopment

3.13 Despite any other provision of this by-law, where, as a result of the redevelopment of land, a building or structure existing on the same land within 60 months prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

- a) In the case of a residential building or structure, or in the case of a mixed- use building or structure, the residential uses in the mixed- use building or structure, an amount calculated by multiplying the applicable development charge under Subsection 3.10 and of this by-law by the number, according to type, of dwelling units that have been or will be demolished or converted to another principal use; and provided that such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.
- b) In the case of a non-residential building or structure or, in the case of mixed- use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charges under subsection 3.11 by the gross floor area that has been or will be demolished or converted to another principal use; provided that such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.

Time of Payment of Development Charges

3.14 Development charges imposed under this section are payable upon issuance of the first building permit with respect to each dwelling unit, building or structure.

3.15 Notwithstanding subsection 3.14 development charges for rental housing and institutional developments are due and payable in 6 equal annual payments commencing with the first instalment payable on the earlier of the date the first occupancy permit is granted or the date of first occupancy, and each subsequent instalment, including interest calculated in accordance with section 26.3 of the Act.

3.16 Where the development of land results from the approval of a site plan or zoning by-law amendment received on or after January 1, 2020, and the approval of the



application occurred within the timing set out in the Act, the development charges under subsections 3.11 and 3.12 shall be calculated on the rates set out in Schedule "B" on the date of the planning application, including interest in accordance with section 26.3 of the Act. Where both planning applications apply, development charges under subsections 3.10 and 3.11 shall be calculated on the rates, including interest in accordance with section 26.3 of the Act, payable on the anniversary date each year thereafter, set out in Schedule "B" on the date of the later planning application, including interest.

- 3.17 Despite sections 3.14 to 3.16, Council from time to time, and at any time, may enter into agreements providing for all or any part of a development charge to be paid before or after it would otherwise be payable, in accordance with section 27 of the Act.

4.0 PAYMENT BY SERVICES

- 4.1 Despite the payments required under Subsections 3.10 and 3.11, Council may, by agreement, give a credit towards a development charge in exchange for work that relates to a service for which a development charge is imposed under this by-law.

5.0 INDEXING

- 5.1 Development charges imposed pursuant to this by-law shall be adjusted annually, without amendment to this by-law, commencing on December 31, 2024 and each December 31 annually thereafter, in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index.

6.0 SCHEDULES

The following schedules to this by-law form an integral part thereof:

Schedule "A" - Components of Services Designated in Subsection 2.1

Schedule "B" - Residential and Non-Residential Development Charges

7.0 DATE BY-LAW IN FORCE

- 7.1 This by-law shall come into force upon passage.

8.0 DATE BY-LAW EXPIRES

- 8.1 This by-law will expire as of 10 years from the date of passage, unless it is repealed at an earlier date.

**READ A FIRST AND SECOND TIME THIS 6th DAY OF AUGUST, 2024.
READ A THIRD TIME AND FINALLY PASSED THIS 6th DAY OF AUGUST, 2024.
THE CORPORATION OF THE TOWNSHIP OF DOURO-DUMMER.**



Mayor

Clerk



SCHEDULE "A"

TO BY-LAW NO. 2024-XX

DESIGNATED MUNICIPAL SERVICES UNDER THIS BY-LAW

Services Related to a Highway

Roads

Sidewalks

Bridges and Culverts

Streetlights

Facilities

Vehicles and Equipment

Fire Protection Services

Fire Stations

Fire Vehicles and Equipment

Small Equipment and Gear

Parks and Recreation Services

Parkland Development

Parks Amenities

Parkland Trails

Park Vehicles and Equipment

Recreation Facilities

Library Services

Facilities

Collection Materials



SCHEDULE "B"
TO BY-LAW 2024-XX
SCHEDULE OF DEVELOPMENT CHARGES

Service/Class of Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Township Wide Services/Class of Service:						
Services Related to a Highway	3,295	2,231	2,429	1,396	1,229	3.52
Fire Protection Services	932	631	687	395	348	1.00
Parks and Recreation Services	2,023	1,370	1,491	857	755	0.12
Library Services	198	134	146	84	74	0.01
Growth Studies	208	141	153	88	78	0.22
Total Township Wide Services/Class of Services	6,656	4,507	4,906	2,820	2,484	4.87