



 **Watson
& Associates**
ECONOMISTS LTD.

Development Charges Background Study

Township of Hamilton

September 20, 2024

Watson & Associates Economists Ltd.
905-272-3600
info@watsonecon.ca

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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
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 Hamilton 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. Subsequent to the passage of the Township's 2019 D.C. By-law, the Township undertook a D.C. update study to pass an amending by-law to incorporate a new Water Service D.C., as well as implementing a number of changes to the D.C.A. as a result of the following Acts (details of each Act are provided in Chapter 1 of this report):

- Bill 108: More Homes, More Choice Act, 2019
- Bill 138: Plan to Build Ontario Together Act, 2019
- Bill 197: COVID-19 Economic Recovery Act, 2020
- Bill 213: Better for People, Smarter for Business Act, 2020

4. 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;
- 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.
5. On April 10, 2024, the Province released Bill 185: *Cutting Red Tape to Build More Homes Act*. The Bill received Royal Assent on June 6, 2024. A summary of the changes provided from Bill 185 are outlined below (further details are provided in Chapter 1 of this report):
- The definition of eligible capital costs (to include certain studies);
 - The removal of the mandatory phase-in of charges;
 - The process for minor amendments to D.C. by-laws;
 - A reduction of time for the D.C. rate freeze related to site plan and zoning by-law amendment planning applications;
 - Modernizing public notice requirements; and
 - Implementation of the affordable residential unit exemptions
6. The growth forecast (Chapter 3) on which the Township-wide D.C. is based, projects the following population, housing, and non-residential floor area for the 10-year (2024-2033), and Longer-Term (2024-2051) periods.



Table ES-1
Summary of Growth Forecast by Planning Period
Township of Hamilton

Measure	10-Year 2024-2033	Longer-Term 2024-2051
(Net) Population Increase	971	1,604
Residential Unit Increase	443	825
Non-Residential Gross Floor Area Increase (sq.ft.)	126,400	205,900
(Net) Employment Increase	150	246

Source Watson & Associates Economists Ltd. Forecast 2024

- On October 15, 2019, the Township of Hamilton passed By-law 2019-66 (amended with by-law 2022-04) 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. The mandatory public meeting has been set for October 15, 2024 with adoption of the by-law on November 19, 2024.
- The Township-wide D.C. currently in effect is \$9,336 for single detached dwelling units. The current Township-wide non-residential charge is \$6.59 per sq.ft. In addition to these charges, the Township imposes area-specific water D.C.s for Creighton Heights and Camborne urban service areas. The water D.C.s are an additional \$10,433 for single detached dwellings and \$4.39 sq.ft. for non-residential developments.
- This report has undertaken a recalculation of the charges based on future identified needs (presented in Schedule ES-1 for residential and non-residential). Charges have been provided on a Township-wide basis for all services, excluding water services, which have been provided on an urban-area basis. The corresponding Township-wide single detached unit charge is \$13,139, while developments in the urban area that will be serviced with municipal water will have a total D.C. of \$24,034. The corresponding Township-wide non-residential charge is \$6.69 per sq.ft. of building area, while developments in the urban area that will be serviced with municipal water will have a total D.C. of \$11.04 per sq.ft. of building area. These rates are submitted to Council for its consideration.



10. 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 6-6. 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	\$22,005,007
Less: Benefit to existing development	\$10,497,800
Less: Post planning period benefit	\$1,093,100
Less: Other Deductions	\$30,000
Less: Grants, subsidies and other contributions	\$651,890
Net costs to be recovered from development charges	\$9,732,217

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), \$11.18 million (or an annual amount of \$1.12 million) will need to be contributed from taxes and rates, or other sources. With respect to the post period benefit amount of \$1.09 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 \$22.01 million over the life of the by-law, of which \$9.73 million (44%) is recoverable from D.C.s. Of this net amount, \$8.64 million is recoverable from residential development and \$1.10 million from non-residential development. It is noted also that any exemptions or reductions in the charges would reduce this recovery further.

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

The following services are calculated based on an area-specific basis for the developments in Creighton Heights and Camborne:

- Water Services.



The following services are calculated based on a Longer-Term forecast from 2024 to 2051:

- Services Related to a Highway (including Public Works); and
- Fire Protection Services.

The following services are calculated based on a 10-year forecast from 2024 to 2033:

- Park 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	Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide Services/Class of Service:						
Services Related to a Highway	6,878	4,032	3,935	3,118	2,537	3.95
Fire Protection Services	3,320	1,946	1,899	1,505	1,225	1.91
Parks and Recreation Services	1,723	1,010	986	781	636	0.31
Library Services	168	98	96	76	62	0.03
Growth Studies	1,050	615	601	476	387	0.49
Total Municipal Wide Services/Class of Services	13,139	7,701	7,517	5,956	4,847	6.69
Creighton Heights and Camborne Urban Area Services:						
Water Services	10,895	6,386	6,233	4,940	4,019	4.35
Total Urban Services	10,895	6,386	6,233	4,940	4,019	4.35
GRAND TOTAL RURAL AREA	13,139	7,701	7,517	5,956	4,847	6.69
GRAND TOTAL URBAN AREA	24,034	14,087	13,750	10,896	8,866	11.04



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, (section 10) and, accordingly, recommends new development charges (D.C.s) and policies for the Township of Hamilton.

The Township retained Watson & Associates Economists Ltd. (Watson), to undertake the D.C. study process. 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), Hamilton'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 October 15, 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 September 20, 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 Hamilton

Schedule of Study Milestone	Dates
1. Data collection, staff review, D.C. calculations and policy work	March 2024 to August 2024
2. Senior Management Team Meeting	September 16, 2024
3. Council By-law Passage – Minor Amendment to Remove By-law Expiry	September 17, 2024
4. Public release of final D.C. Background study and proposed by-law	September 20, 2024
5. Public meeting advertisement placed in newspaper(s)	No later than September 25, 2024
6. Public meeting of Council	October 15, 2024
7. Council considers adoption of background study and passage of by-law	November 21, 2024
8. Township website and media platform publication of by-law passage	By 20 days after passage
9. Last day for by-law appeal	40 days after passage
10. 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.

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

Mandatory 10% Deduction

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



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

1.3.3.2 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;
- 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
- c) if no money was spent from the reserve fund 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 amends a number of pieces of legislation including the *Planning Act* and the D.C.A. It is noted that, the Province removed the phase-in requirements and reinstated studies as an eligible capital costs through Bill 185 (discussed in section 1.5). 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 creation of the greater of one unit or 1% of the existing residential units will be exempt from a 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 services are removed as an eligible service. Municipalities with by-laws that include a charge for housing services can no longer collect for this service.

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: Section 1.4.13 provides further details of the Affordable Rental Unit and Affordable Owned Unit definitions, which 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 Affordable Owned and Rental Unit exemptions came 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. Furthermore, 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 years, prior to Bill 23.



1.4.9 Installment 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 the definitions provided through Bill 134 (underlining added for emphasis).

Item	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>the lesser of</u> , <ul style="list-style-type: none"> 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 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 <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 the income of the household</u> referred to in clause (a).



Item	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>the lesser of</u> , 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 Minister of Municipal Affairs and Housing shall, (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 Affordable Unit exemption came into force on June 1, 2024

1.5 Bill 185: Cutting Red Tape to Build More Homes Act, 2024

On April 10, 2024, the Province released Bill 185: *Cutting Red Tape to Build More Homes Act*. The Bill received Royal Assent on June 6, 2024. This Bill reversed many of the key changes that were implemented through Bill 23. The following sections provide a summary of the changes.

1.5.1 Revised Definition of Capital Costs

Bill 185 reversed the capital cost amendments of Bill 23 by reinstating studies as an eligible capital cost. The following paragraphs were 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.*



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 removed this mandatory phase-in. This change is effective for any D.C. by-laws passed after Bill 185 came 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 allows 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



took effect. Moreover, the amending by-law must be passed within six months of Bill 185 coming into 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 reduced 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 regulatory changes modernized 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 Hamilton Policy



2. Current Township of Hamilton Policy

2.1 Schedule of Charges

On October 15, 2019, the Township of Hamilton passed By-law, 2019-66 under the D.C.A. This by-law was subsequently amended with By-law 2022-04, which introduced a Water D.C. and included legislative changes resulting from Bills 108, 138, 197, and 213.

This 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 Hamilton
Current D.C. Rates
January 1, 2024

Service	Residential				Solar PV, Telecommunications Tower and Wind Turbines	Non-Residential per sq.ft.
	Single & Semi Detached	Multiples	Apartments with >= 2 Bedrooms	Apartments with < 2 Bedrooms		
Municipal Wide Services:						
Services Related to a Highway	6,075	4,152	3,573	2,624	6,075	4.43
Fire Protection Services	1,048	717	616	453	1,048	0.77
Parks and Recreation Services	1,073	732	632	464	-	0.24
Library Services	99	68	59	43	-	0.02
Growth Studies	1,041	713	612	450	-	1.13
Total Municipal Wide Services	9,336	6,382	5,492	4,034	7,123	6.59
Creighton Heights and Camborne Urban Area Services:						
Water Services	10,433	7,130	6,137	4,507	-	4.39
Total Municipal Wide Services and Urban Area Services	19,770	13,512	11,627	8,541	7,123	10.98

2.2 Services Covered

The following services are covered under By-law 2019-66:

Township-wide Services:

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



Area Specific – Creighton Heights and Camborne Urban Area Service:

- Water Services.

2.3 Timing of D.C. Calculation and Payment

Development charges shall be calculated and payable in full in money or by provision of services as may be agreed upon, or by credit granted under the Act, on the date that the first building permit is issued in relation to a building or structure on land to which a development charge applies.

2.4 Indexing

Rates shall be adjusted, without amendment to the by-law, on the anniversary date of the by-law, 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 five years 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

[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.



- (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.

2.6 Exemptions

The following non-statutory exemptions are provided under By-law 2019-66, as amended.

- A farm building;
- A place of worship and land used in connection therewith, and a churchyard, cemetery and burial ground exempt from taxation under Section 3 of the Assessment Act, R.S.O. 1980, c.31;
- Solar PV Installations with a nameplate generation capacity of less than 100 kW shall be exempt from this by-law;
- Wind Turbines with a nameplate generation capacity of less than 100 kW shall be exempt from this by-law; and
- Telecommunication Towers of less than 30 metres in height shall be exempt from this by-law.
- 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.



Chapter 3

Anticipated Development in the Township of Hamilton



3. Anticipated Development in the Township of Hamilton

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 10-year (2024 to 2034) and a longer-term (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 Hamilton. 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:

- Northumberland County Municipal Comprehensive Review - Long-Term Growth Forecast and Urban Land Needs Analysis Report, December 2021, by Watson & Associates Economists Ltd.
- Township of Hamilton 2021 Development Charges Update Study, November 16, 2021, by Watson & Associates Economists Ltd.
- Township of Hamilton 2019 Development Charges Background Study, May 3, 2019, Addendum Report #1, May 30, 2019, and Addendum Report #2 August 15, 2019, by Watson & Associates Economists 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 Hamilton staff; and
- Discussions with Township staff regarding anticipated residential and non-residential development in the Township of Hamilton.

3.3 Summary of Growth Forecast

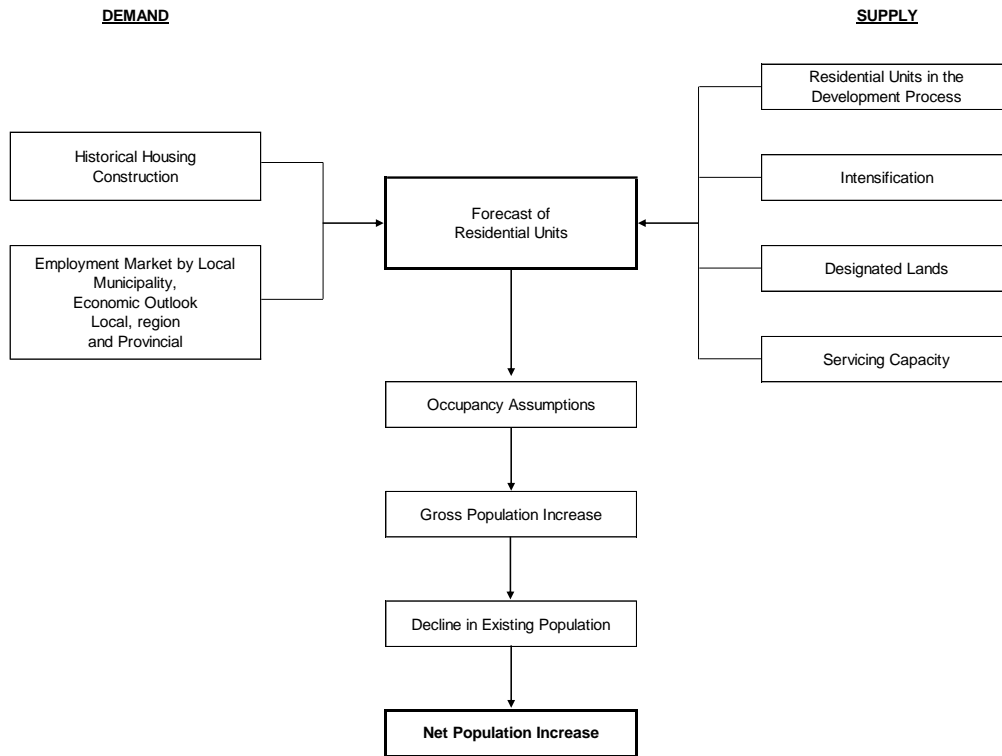
A detailed analysis of the residential and non-residential growth forecasts is provided in Appendix A and the methodology employed is illustrated in Figure 3-1. The discussion provided herein summarizes the anticipated growth for the Township and describes the basis for the forecast. The results of the 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 Hamilton (excluding census undercount) is anticipated to reach approximately 12,270 by mid-2034 and 12,900 by mid-2051, resulting in an increase of approximately 970 and 1,600 persons, respectively. ^[1]

^[1] The population figures used in the calculation of the 2024 D.C. exclude the net Census undercount, which is estimated at approximately 2.4%. Population figures presented herein have been rounded.



Figure 3-1
Population and Household Forecast Model





**Table 3-1
Township of Hamilton
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	10,960	10,702	287	10,415	3,866	18	37	15	3,936	261	2.719
	Mid 2016	11,200	10,942	17	10,925	4,045	40	50	130	4,265	15	2.566
	Mid 2021	11,320	11,059	24	11,035	4,075	45	35	135	4,290	22	2.578
Forecast	Mid 2024	11,560	11,295	25	11,270	4,192	45	35	135	4,407	23	2.563
	Mid 2034	12,560	12,266	27	12,239	4,596	45	72	135	4,848	25	2.530
	Mid 2051	13,200	12,899	27	12,872	4,947	45	103	135	5,230	25	2.466
Incremental	Mid 2011 - Mid 2016	240	240	-270	510	179	22	13	115	329	-246	
	Mid 2016 - Mid 2021	120	117	7	110	30	5	-15	5	25	7	
	Mid 2021 - Mid 2024	240	236	1	235	117	0	0	0	117	1	
	Mid 2024 - Mid 2034	1,000	971	2	969	404	0	37	0	441	2	
	Mid 2024 - Mid 2051	1,640	1,604	2	1,602	755	0	68	0	823	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.

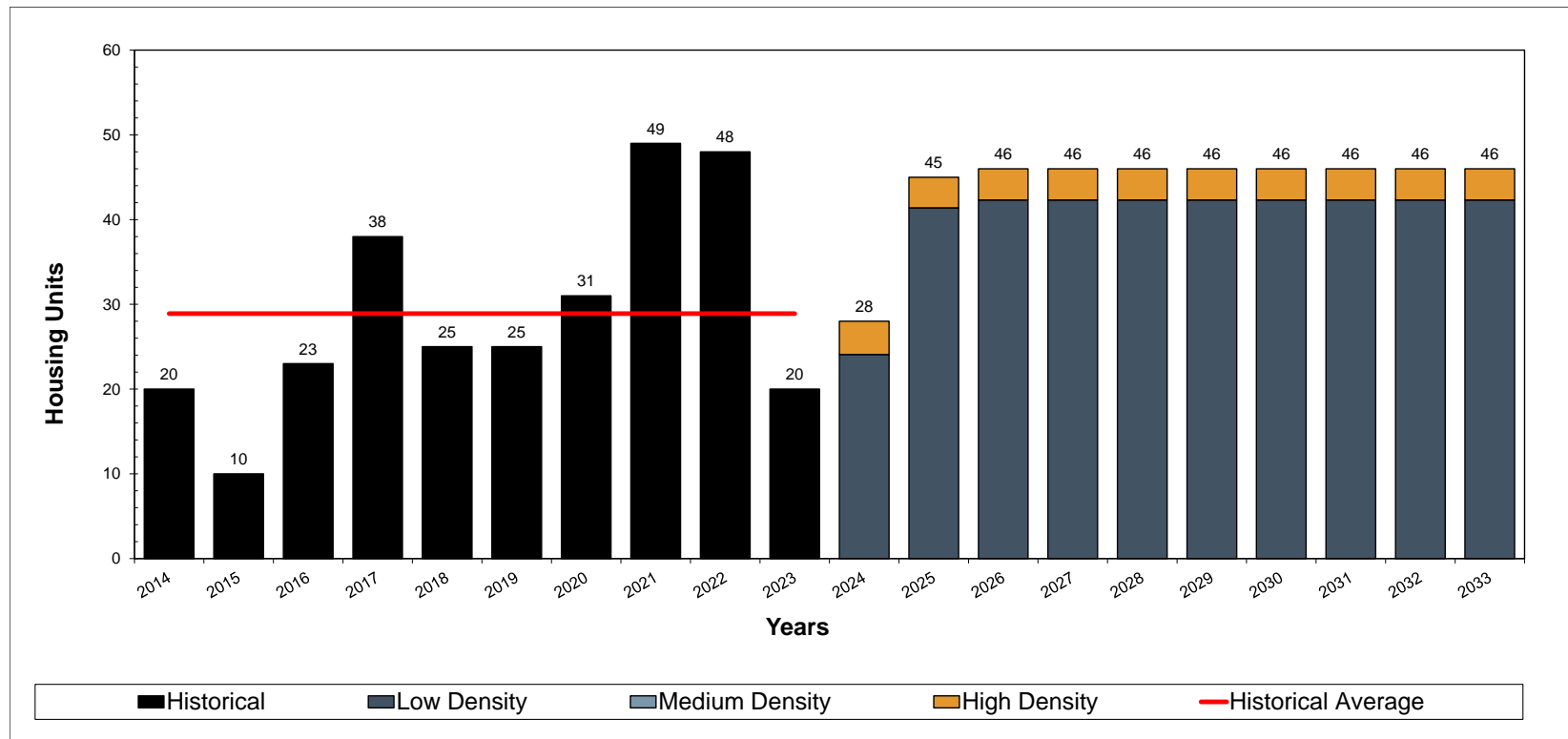
Notes:

Numbers may not add due to rounding.

Source: Derived from the Northumberland County Official Plan Review, Municipal Comprehensive Review - Long-Term Growth Forecast and Urban Land Needs Analysis Report, December 2021, by Watson & Associates Economists Ltd.



Figure 3-2
Township of Hamilton
Annual Housing Forecast ^[1]



^[1] Growth forecast represents calendar year.

Source: Historical housing activity derived from Township of Hamilton building permit data, 2014 to 2023.



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

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

- The housing unit mix for the Township was derived from a detailed review of historical development activity (as per Schedule 6), as well as active residential development applications and discussions with Township staff regarding anticipated development trends for the Township of Hamilton.
- Based on the above indicators, the 2024 to 2051 household growth forecast for the Township is comprised of a unit mix of 92% low density units (single detached and semi-detached), 0% medium density (multiples except apartments) and 8% high density (bachelor, 1-bedroom and 2-bedroom apartments, and accessory units).

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 3, 4 and 5)

- The number of housing units to be constructed by 2051 in the Township of Hamilton over the forecast period is presented in Table 3-1. Over the 2024 to 2051 forecast period, the Township is anticipated to average approximately 30 new housing units per year.
- Institutional population ^[1] is anticipated to increase by approximately 3 people between 2024 to 2051.
- Population in new units is derived from Schedules 3, 4 and 5, 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 7a 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 Hamilton. Due to data limitations medium and high density P.P.U. data was derived from Northumberland County which includes the Township of Hamilton, and is outlined in Schedule 7b . The total calculated P.P.U. for all density types has been adjusted accordingly to account for the P.P.U. trends which has been recently experienced in both new and older units. Forecasted 25-year average P.P.U.s by dwelling type are as follows:
 - Low density: 2.982
 - Medium density: 1.748
 - High density: 1.583

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

- 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 3).
- The change in average occupancy levels for existing housing units is calculated in Schedules 3 through 5.^[1] The forecast population change in existing households over the 2024 to 2051 forecast period is forecast to decline by approximately 760.

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

- 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 Hamilton is outlined in Schedule 9a. The 2016 employment base is comprised of the following sectors:
 - 30 primary (2%);
 - 435 work at home employment (30%);
 - 458 industrial (32%);
 - 368 commercial/population-related (26%); and
 - 145 institutional (10%).
- The 2016 employment by usual place of work, including work at home, is 1,435. An additional 490 employees have been identified for the Township of Hamilton 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 Hamilton is anticipated to reach approximately 2,440 by mid-2034 and 2,620 by mid-2051. This represents an employment increase of approximately 270 for the 10-year forecast period and 4,40 for the longer-term forecast period.
- Schedule 8b, 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

^[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."



captured in the non-residential G.F.A. calculation. Accordingly, work at 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 Hamilton (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 1,270 by mid-2034 and 1,370 by mid-2051. This represents an employment increase of approximately 150 for the 10-year forecast period and 250 for the longer-term forecast period. ^[1]

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

- Square footage estimates were calculated in Schedule 9b based on the following employee density assumptions:
 - 1,500 sq.ft. per employee for industrial;
 - 500 sq.ft. per employee for commercial/population-related; and
 - 690 sq.ft. per employee for institutional employment.
- The Township-wide incremental G.F.A. is anticipated to increase by 126,400 sq.ft. over the 10-year forecast period and 205,900 sq.ft. over the longer-term forecast period.
- In terms of percentage growth, the 2024 to 2051 incremental G.F.A. forecast by sector is broken down as follows:
 - industrial – 51%;
 - commercial/population-related – 25%; and
 - institutional – 24%.

^[1] G.F.A. and employment associated within special care institutional dwellings treated as residential, resulting in an institutional employment difference between Schedules 9a and 9b. Total employment growth in Schedule 9b (excluding work at home and N.F.P.O.W. employment) has been downwardly adjusted to account for institutional employment associated with special care facilities. Total employment in Schedule 9b is anticipated to reach approximately 1,270 by mid-2034 and 1,360 by mid-2051.



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

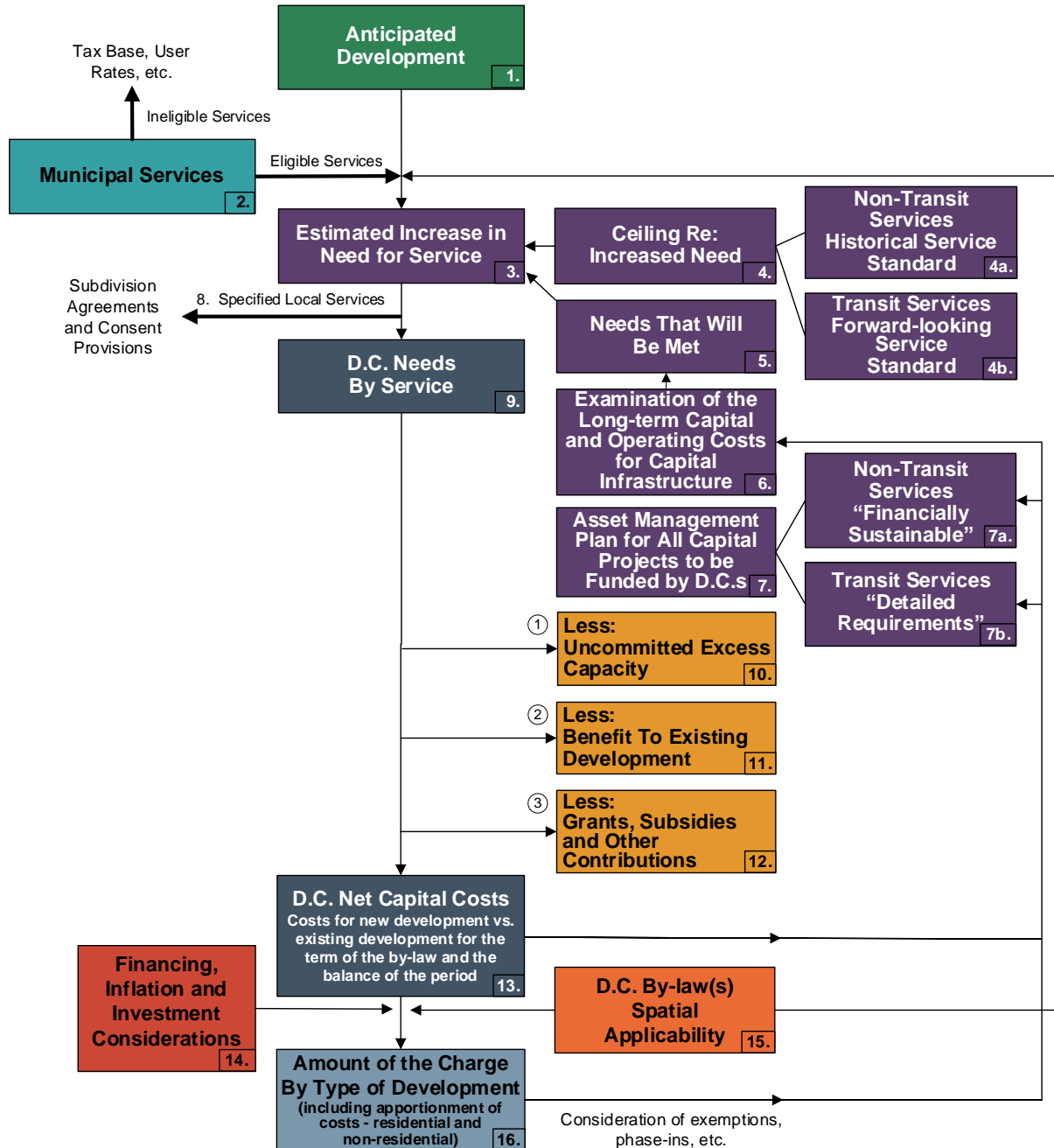




Table 4-1
Categories of Municipal Services to be Addressed as Part of the Calculation

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
	Yes	1.5 Traffic signals	100
	Yes	1.6 Sidewalks and streetlights	100
	Yes	1.7 Active transportation	100
2. Other Transportation Services	n/a	2.1 Transit vehicles 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

¹with 7+ year life-time



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. Parks Services (i.e. Parks and Open Space)	Ineligible	5.1 Acquisition of land for parks, woodlots and E.S.A.s	0
	Yes	5.2 Development of area municipal parks	100
	Yes	5.3 Development of district parks	100
	Yes	5.4 Development of municipal-wide parks	100
	Yes	5.5 Development of special purpose parks	100
	Yes	5.6 Parks rolling stock ¹ and yards	100
6. Recreation Services	Yes	6.1 Arenas, indoor pools, fitness facilities, community centres, etc. (including land)	100
	Yes	6.2 Recreation vehicles and equipment ¹	100
7. Library Services	Yes	7.1 Public library space (incl. furniture and equipment)	100
	No	7.2 Library vehicles ¹	100
	Yes	7.3 Library materials	100
8. Emergency Preparedness Services	n/a	8.1 Facility space (incl. furniture and equipment)	100
	n/a	8.2 Vehicles ¹	100
	n/a	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

¹with 7+ year life-time



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	n/a	11.1 Treatment plants	100
	n/a	11.2 Sewage trunks	100
	n/a	11.3 Local systems	0
	n/a	11.4 Vehicles and equipment ¹	100
12. Water Supply Services	Yes	12.1 Treatment plants	100
	Yes	12.2 Distribution systems	100
	n/a	12.3 Local systems	0
	Yes	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	No	14.1 Policing detachments	100
	No	14.2 Policing rolling stock ¹	100
	No	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 and Early Years Programs	n/a	16.1 Childcare 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	n/a	18.1 Social housing space	100
19. Provincial Offences Act	n/a	19.1 P.O.A. space	100
	n/a	19.2 P.O.A. vehicles ¹	100
20. Social Services	n/a	20.1 Social service space	100

¹with 7+ year life-time



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
21. 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	Yes	24.1 Studies in connection with acquiring buildings, rolling stock, materials and equipment, and improving land and facilities, including the D.C. background study cost	100
	Yes	24.2 Interest on money borrowed to pay for growth-related capital	0-100

¹with a 7+ year lifetime

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;
- e) costs to undertake studies in connection with any of the matters referred to in paragraphs a to d;
- f) costs of the development charge background study required under section 10; and
- g) interest on money borrowed to pay for the above-referenced costs;

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 be included in the D.C. calculations.

4.7 Classes of Services

Section 7 of the D.C.A. states that a D.C. by-law may provide for any D.C. eligible service or the capital costs with respect to those services. 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.

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 - Roads and Related	\$299,010
Services Related to a Highway - Public Works	\$120,085
Fire Protection Services	(\$203,415)
Police Services	\$92,603
Parks and Recreation Services	\$316,989
Library Services	\$90,004
Growth Studies	\$122,038
Water Services	\$13,619
Total	\$850,933

Note: Amounts in brackets are deficit balances.

4.9 Deductions

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

- the level of service ceiling;
- uncommitted excess capacity;
- benefit to existing development; and
- anticipated grants, subsidies, and other contributions.

The requirements behind each of these reductions are addressed below.



4.9.1 Reduction Required by Level of Service Ceiling

This is designed to ensure that the increase in need included in section 4.3 does “not include an increase that would result in the level of service [for the additional development increment] exceeding the average level of the service provided in the municipality over the 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 Municipal-wide system basis. For example, facilities of the same type may provide different services (i.e., leisure pool vs. competitive pool), different programs (i.e., hockey vs. figure skating), and different time availability for the same service (i.e., leisure skating available on 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 the 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 provide, nor intends to provide transit services in the near future. Therefore, the above calculations and reporting requirements are not applicable for this study.



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 (note that this is not required for wastewater); 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 10-Year Capital Costs for Township of Hamilton D.C. Calculations

This section evaluates the development-related capital requirements for Parks and Recreation Services, Library Services, and Growth Studies over a 10-year planning period.

5.2.1 *Parks and Recreation Services*

The Township currently provides a variety of parks and recreation-related assets to service the community. A summary of the Township’s inventory is provided below:

- 53.03 acres of parkland (consisting of various sized community parks, neighbourhood parks, parkette’s, and recreation hubs);



- 4,500 linear metres of trails;
- 42 amenities (baseball diamonds, playgrounds, multi-purpose courts, tennis courts, pavilions, etc.);
- 14 parks and recreation vehicles and equipment (tractors, mowers, trailer, pick-up trucks, etc.); and
- Approximately 87,800 sq.ft. of recreation facility spaces.

In total, the Township's parks and recreation service has provided a 15-year (2009 to 2023) historical level of service that equates to an investment of \$6,662 per capita. This level of investment provides the Township with a D.C.-eligible amount of \$6.47 million towards future parks and recreation capital.

Based on the projected growth over the 10-year forecast period, the Township has identified \$2.69 million in future growth capital costs for parks and recreation. These projects include a parkland development and playground for Harwood, outdoor fitness equipment, multi-use sports field, pedestrian lighting, picnic shelters, and a parks operation centre storage. With respect to deductions, the following adjustments have been made:

- Benefit to existing development: \$1.41 million.
- Post period benefit: \$193,100.
- Reserve fund balance: \$316,989.

Therefore, the net growth-related capital cost of \$769,911 is being included in the D.C. calculations.

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



Table 5-1
Infrastructure Cost Included in the Development Charges Calculation
Parks and Recreation Services

Proj. No.	Increased Service Needs Attributable to Anticipated Development 2024 to 2033	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	Harwood Parkland Development	2025-2028	230,000	-		230,000	-		230,000	218,500	11,500
2	Harwood Playground	2025-2028	150,000	-		150,000	-		150,000	142,500	7,500
3	Baltimore RC outdoor fitness equipment	2026	75,000	-		75,000	37,500		37,500	35,625	1,875
4	Create a multi-use sports field (Soccer, lacrosse, etc.)	2027-2030	425,000	-		425,000	212,500		212,500	201,875	10,625
5	Pedestrian Lighting for walking paths	2026-2027	70,000	-		70,000	35,000		35,000	33,250	1,750
6	Picnic Shelters in various parks	2026-2030	240,000	-		240,000	120,000		120,000	114,000	6,000
7	Parks Operation Centre	2028	1,500,000	193,100		1,306,900	1,005,000		301,900	286,805	15,095
	Reserve Fund Adjustment	Reserves					316,989		(316,989)	(301,140)	(15,849)
	Total		2,690,000	193,100	-	2,496,900	1,726,989	-	769,911	731,415	38,496



5.2.2 Library Services

The Township provides two (2) library facilities which total 1,824 sq.ft. in library space. Over the past 15 years, the average level of service was 0.17 sq.ft. of space per capita or an investment of \$123 per capita. Based on this service standard, the Township would be eligible to collect a total of \$119,715 from D.C.s for library facilities.

In addition to the facilities, the Township has an inventory of 3,022 library collection items. These collection items have a total value of approximately \$235,385. Over the past ten years, the average level of service was 0.27 collection items per capita or an investment of \$21 per capita. Based on this service standard, the Township would be eligible to collect approximately \$20,410 from D.C.s for library collection items.

Therefore, the total D.C.-eligible for library services is \$140,125.

Based on the projected growth over the 10-year forecast period, the Town has identified a provision for additional space in the amount of \$40,000, as well as a provision for new collection materials in the amount of \$35,000. As these amounts are provisional, no deductions for benefit to existing development or post-period benefit have been provided at this time. Once specific growth-related capital projects are identified, the appropriate deductions will be applied. Therefore, the net growth capital cost of \$75,000 has been included in the D.C. calculations.

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



**Table 5-2
 Infrastructure Cost Included in the Development Charges Calculation
 Library Services**

Proj. No.	Increased Service Needs Attributable to Anticipated Development	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	Non-Residential Share
	2024 to 2033									95%	5%
1	Provision for new collection materials	2024-2033	35,000	-		35,000	-		35,000	33,250	1,750
2	Provision for Facility Space	2024-2033	40,000	-		40,000	-		40,000	38,000	2,000
	Total		75,000	-	-	75,000	-	-	75,000	71,250	3,750

* Provisions above is in addition to the reserve fund balance of \$90,004



5.2.3 Growth Studies

Based on the anticipated growth forecast, a number of growth studies have been identified to support various initiatives for the Township. The total gross capital cost of the studies is approximately \$1.11 million. These studies include Master Plans, Planning Studies, D.C. Background Study, etc. For broader planning related studies, a deduction of 10% (\$30,000) has been applied to recognize the extent to which the studies relate to non-D.C.-eligible service. Deductions of \$446,000 were made to recognize the benefit to the existing community, as well as \$122,038 to reflect the reserve fund balance. Therefore, the net amount of \$507,962 has been included in the D.C. calculations.

The capital costs for each study have been allocated based on the 10-year growth allocation for specific services provided in the D.C., following a similar percentage distribution as presented in the capital costs calculation (i.e., parks & recreation capital costs are allocated at 95% residential and 5% non-residential and have been allocated as such for any studies specific to parks and recreation).



**Table 5-3
Infrastructure Cost Included in the Development Charges Calculation
Growth Studies**

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Service to Which Project Relates	Timing (year)	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions (to recognize benefit to non-D.C. services)	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
								Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
	2024 to 2033											
1	Development Charges Background Study	All D.C. services	2024	40,000	-		40,000	-		40,000	34,800	5,200
2	Development Charges Background Study Update	All D.C. services	2025	20,000	-		20,000	-		20,000	17,400	2,600
3	Development Charges Background Study	All D.C. services	2033	40,000	-		40,000	-		40,000	34,800	5,200
4	Transportation Masterplan	Services Related to a Highway	2029	150,000	-		150,000	75,000		75,000	65,250	9,750
5	Fire Station Location Study	Fire Protection Services	2025	36,000	-		36,000	18,000		18,000	15,660	2,340
6	OP Review	All D.C. services	2025	100,000	-	10,000	90,000	50,000		40,000	34,800	5,200
7	OP Review Update	All D.C. services	2030	50,000	-	5,000	45,000	12,500		32,500	28,275	4,225
8	Parks and Recreation Master Plan	Parks & Recreation Services	2032	100,000	-		100,000	50,000		50,000	47,500	2,500
9	Water Masterplan update	Water Services	2030	75,000	-		75,000	-		75,000	65,250	9,750
10	Water Rate Study & O.Reg 453/07	Water Services	2025	35,000	-		35,000	31,500		3,500	3,045	455
11	Water Rate Study & O.Reg 453/07	Water Services	2030	35,000	-		35,000	31,500		3,500	3,045	455
12	Long-Term Financial Plan	All D.C. services	2029	50,000	-	5,000	45,000	12,500		32,500	28,275	4,225
13	Facility Study	All D.C. services	2028-2030	100,000	-	10,000	90,000	75,000		15,000	13,050	1,950
14	Public Works Service Delivery Review	Services Related to a Highway	2025	100,000	-		100,000	90,000		10,000	8,700	1,300
15	Provision for Other Additional Studies	Services Related to a Highway	2024-2033	175,000	-		175,000	-		175,000	152,250	22,750
	Reserve Fund Adjustment		Reserves		-		-	122,038		(122,038)	(106,173)	(15,865)
	Total			1,106,000	-	30,000	1,076,000	568,038	-	507,962	445,927	62,035



5.3 Service Levels and Longer-Term (2051) Capital Costs for Township of Hamilton D.C. Calculations

This section evaluates the development-related capital requirements for services related to a highway and fire protection services over a longer-term planning period from 2024 to 2051.

5.3.1 Services Related to a Highway

5.3.1.1 Services Related to a Highway – Roads and Related

The Township owns and maintains:

- 123 km of high class bituminous (HCB) roads;
- 145 km of low class bituminous (LCB) roads;
- 31 km of gravel roads;
- 91 bridges and culverts;
- 6.6 km of active transportation cycling lanes; and
- 316 streetlights.

The inventory utilized over the historical 15-year period provides an average level of investment of \$58,411 per capita, resulting in a D.C.-eligible recovery amount of \$93.69 million over the longer-term forecast period.

With respect to future needs, the Township has identified a capital program totalling \$8.70 million. These projects include a Sackville bridge upgrade, Cobourg Brook bridge upgrade, and a provision for other road upgrades. With respect to deductions, the following adjustments have been made:

- Benefit to existing development: \$3 million.
- Post period benefit: \$900,000.
- Reserve fund balance: \$299,010.

Therefore, the total growth-related cost to be included in the D.C. is \$4.5 million.

The residential/non-residential capital cost allocation for service related to a highway – roads and related is based on the ratio of the anticipated population and employment



growth over the longer-term forecast period. This results in 87% being allocated to residential development and 13% to non-residential development.

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Table 5-4
Infrastructure Cost Included in the Development Charges Calculation
Services Related to a Highway – Roads and Related

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 87%	Non-Residential Share 13%
1	Provision for Road Upgrades	2024-2051	2,700,000	-		2,700,000	-		2,700,000	2,349,000	351,000
2	Sackville Bridge Upgrade	2026	3,000,000	450,000		2,550,000	1,500,000		1,050,000	913,500	136,500
3	Cobourg Brook, Lots 16 Bridge Upgrade	2028	3,000,000	450,000		2,550,000	1,500,000		1,050,000	913,500	136,500
	Reserve Fund Adjustment	Reserves	-	-		-	299,010		(299,010)	(260,139)	(38,871)
	Total		8,700,000	900,000	-	7,800,000	3,299,010	-	4,500,990	3,915,861	585,129



5.3.1.2 Services Related to a Highway – Public Works Facilities, Equipment, and Fleet

The Township's Public Works department currently operates out of a combined space of 24,075 sq.ft. of building area. The space utilized over the previous 15-year period provides an average level of service of \$856 per capita. This level of service provides the Township with a maximum D.C.-eligible amount for recovery over the 10-year forecast period of \$1.37 million.

The Public Works Department currently maintains an inventory of 33 vehicles and major equipment totalling \$7.33 million. This inventory utilized over the historical 15-year period provides for an average level of service of \$666 per capita. Over the forecast period, the D.C.-eligible amount for vehicles and equipment is \$1.01 million.

Based on the above, the maximum D.C.-eligible amount for public works is approximately \$2.44 million.

Based on the anticipated growth in the Township over the longer-term forecast period, approximately \$2.51 million of future capital has been identified. These projects include a public garage expansion, and a provision for new vehicles and equipment. Deductions of approximately \$630,000 have been made for the share of the project that benefits the existing development, as well as \$120,085 to reflect the balance in the D.C. reserve fund.

Therefore, the net growth-related D.C. recoverable amount of \$1.76 million has been included in the calculations.

The residential/non-residential capital cost allocation for service related to a highway – public works is based on the ratio of the anticipated population and employment growth over the longer-term forecast period. This results in 87% being allocated to residential development and 13% to non-residential development.



Table 5-5
Infrastructure Cost Included in the Development Charges Calculation
Services Related to a Highway – Public Works Facilities, Equipment, and Fleet

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 87%	Non-Residential Share 13%
1	Public Works Garage Expansion	2025	1,260,000	-		1,260,000	630,000		630,000	548,100	81,900
2	Provision for New Vehicles and Equipment	2024-2051	1,250,000	-		1,250,000	-		1,250,000	1,087,500	162,500
	Reserve Fund Adjustment	Reserves					120,085		(120,085)	(104,474)	(15,611)
	Total		2,510,000	-	-	2,510,000	750,085	-	1,759,915	1,531,126	228,789



5.3.2 Fire Protection Services

The Township of Hamilton's Fire Department currently operates out of a combined 16,178 sq.ft. of facility space. The facility space provided over the 2009 to 2023 period provides for an average level of service of 1.48 sq.ft. per capita or \$1,021 per capita. This level of service provides the Township with a maximum D.C.-eligible amount for recovery over the forecast period of \$1.64 million.

The fire department has a current inventory of 16 vehicles. Based on the number of vehicles utilized in the provision of fire services over the previous 15 years, the total D.C.-eligible amount calculated for fire vehicles over the forecast period is \$1.22 million, (based on a standard of \$758 per capita).

In addition to vehicles, the Township provides 264 items of equipment and gear for the use in fire services. The inventory utilized over the previous 15-year period results in a calculated average level of service of \$225 per capita, providing for a D.C.-eligible amount over the forecast period of \$360,563 for small equipment and gear.

Based on the above, the maximum D.C.-eligible amount for fire protection services is approximately \$3.21 million.

Based on the projected growth over the longer-term forecast period, the Township has identified future capital needs totalling approximately \$2.82 million. The projects include provisions for new facility space, new vehicles and new equipment to support the forecast population. In addition, the Township's reserve fund deficit of \$203,415 has been included in the calculation for recovery. This provides a total gross cost of \$3.02 million and is being included in the D.C. calculations.

These costs are shared between residential and non-residential development based on the population to employment ratio over the longer-term forecast period, resulting in 87% being allocated to residential development and 13% being allocated to non-residential development.



Table 5-6
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 87%	Non-Residential Share 13%
1	Provision for New Facility Space	2024-2051	1,250,000	-		1,250,000	-		1,250,000	1,087,500	162,500
2	Provision for New Vehicle	2024-2051	1,344,000	-		1,344,000	-		1,344,000	1,169,280	174,720
3	Provision for New Equipment	2024-2051	226,000	-		226,000	-		226,000	196,620	29,380
	Reserve Fund Adjustment	Reserves	203,415	-		203,415	-		203,415	176,971	26,444
				-		-	-		-	-	-
	Total		3,023,415	-	-	3,023,415	-	-	3,023,415	2,630,371	393,044



5.4 Area-Specific D.C. Calculations

This section evaluates the water capital requirements for proposed developments in Creighton Heights and Camborne.

5.4.1 Water Services

The Township of Hamilton provides water services to the areas of Creighton Heights and Camborne through several wells. The Township previously retained GM Blueplan to review the Township's current water infrastructure, capacity allocations, and to examine future capital requirements. Their findings have been documented within the "Water Systems Capital Needs Assessment Report" and the "Creighton Heights Water Treatment Plant Technical Memo". Based on GM Blueplan's recommendations, as well as discussions with staff, several upgrades to the water systems were identified and are being proposed to be undertaken. These projects provide additional capacity to the Creighton Heights and Camborne water systems. The Township is currently undertaking a Water Master Plan to reassess the Water Infrastructure needs and is anticipated to be complete by 2025.

The Township's current water capital program was first identified through the 2021 D.C. Update study and have been maintained for the 2024 D.C. calculations. Therefore, the calculations provided herein incorporates inflationary adjustments to the 2021 D.C. listing, totalling a net D.C. eligible amount of \$1.44 million. The project listing will be revisited in a subsequent D.C. Update study after the completion of the Water Master Plan.



Table 5-7
Infrastructure Cost Included in the Development Charges Calculation
Water Services

Proj. No.	Increased Service Needs Attributable to Anticipated Development 2024 to Urban Longer-Term	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	
1	Kennedy Road Watermain	2024	412,400	-		412,400	45,400		367,000
2	New Watermain between Community Centre and County Road 45	2024-2027	785,000	-		785,000	143,100	573,050	68,850
3	Water Vehicle	2026	108,000	-		108,000	-	78,840	29,160
4	Provision for Enhancement to Water Supply Source	2029	5,811,200	-		5,811,200	4,823,300		987,900
	Reserve fund adjustment	Reserves	-	-		-	13,619		(13,619)
	Total		7,116,600	-	-	7,116,600	5,025,419	651,890	1,439,291



Chapter 6

D.C. Calculation



6. D.C. Calculation

6.1 Township-Wide Calculations

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 longer-term (2051) forecast period. Table 6-2 calculates the proposed uniform D.C.s to be imposed on anticipated development in the Township for Township-wide services over the 10-year 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 7) to calculate the charge in Tables 6-1 to 6-2.

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 6-3 summarizes the total D.C. that is applicable for the Township-wide services.



Table 6-1
Township of Hamilton
Development Charge Calculation
Township-wide Services
Longer-Term (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 Roads and Related	3,915,861	585,129	4,945	2.84
1.2 Public Works	1,531,126	228,789	1,933	1.11
	5,446,987	813,918	6,878	3.95
2. <u>Fire Protection Services</u>				
2.1 Fire facilities, vehicles & equipment	2,630,371	393,044	3,320	1.91
	2,630,371	393,044	3,320	1.91
TOTAL	\$8,077,358	\$1,206,962	\$10,198	\$5.86
D.C.-Eligible Capital Cost	\$8,077,358	\$1,206,962		
2051-Year Gross Population/GFA Growth (sq.ft.)	2,362	205,900		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$3,419.71	\$5.86		
By Residential Unit Type	P.P.U.			
Single and Semi-Detached Dwelling	2.982	\$10,198		
Multiples	1.748	\$5,978		
Apartments - 2 Bedrooms +	1.706	\$5,834		
Apartments - Bachelor and 1 Bedroom	1.352	\$4,623		
Special Care/Special Dwelling Units	1.100	\$3,762		

Table 6-2
Township of Hamilton
Development Charge Calculation
Township-wide Services
10-Year

SERVICE/CLASS	2024\$ D.C.-Eligible Cost		2024\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
3. <u>Parks and Recreation Services</u>				
3.1 Park development, amenities, trails, recreation facilities, vehicles, and equipment	731,415	38,496	1,723	0.31
	731,415	38,496	1,723	0.31
4. <u>Library Services</u>				
4.1 Library facilities, and materials	71,250	3,750	168	0.03
	71,250	3,750	168	0.03
5. <u>Growth Studies</u>				
5.1 Growth Studies	445,927	62,035	1,050	0.49
	445,927	62,035	1,050	0.49
TOTAL	\$1,248,592	\$104,281	\$2,941	\$0.83
D.C.-Eligible Capital Cost	\$1,248,592	\$104,281		
10-Year Gross Population/GFA Growth (sq.ft.)	1,266	126,400		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$986.25	\$0.83		
By Residential Unit Type	P.P.U.			
Single and Semi-Detached Dwelling	2.982	\$2,941		
Multiples	1.748	\$1,724		
Apartments - 2 Bedrooms +	1.706	\$1,683		
Apartments - Bachelor and 1 Bedroom	1.352	\$1,333		
Special Care/Special Dwelling Units	1.100	\$1,085		



Table 6-3
Township of Hamilton
Development Charge Calculation
Township Wide Services

	2024\$ D.C.-Eligible Cost		2024\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
Township-wide Services/Classes Longer-Term (2051)	8,077,358	1,206,962	10,198	5.86
Township-wide Services/Classes 10 Year	1,248,592	104,281	2,941	0.83
TOTAL	9,325,951	1,311,242	13,139	6.69



6.2 Area Specific Water Calculations

Tables 6-4 and 6-5 provide the calculations to the proposed D.C. to be imposed on anticipated development for Creighton Heights and Camborne for water services based on the capital program discussed in Chapter 5.

For the residential calculations, the total eligible D.C. costs provided in Table 6-4 has been divided by the number of units to be serviced with water to generate a D.C. cost per unit, which are based on 132 single detached equivalents. In the event that other residential unit types are constructed (i.e. multiples, apartments with 2 or more bedrooms, or apartments with 1 bedroom or less), a D.C. rate for these other residential unit types has been provided based on the persons per unit (P.P.U.) relationship relative to the single detached units.

With respect to non-residential development, it is assumed that the water consumption of an employee is equal to a resident. Therefore, to calculate a non-residential charge on Table 6-5, the single detached equivalent calculations have been converted to a per capita/per employee basis and divided by an average sq.ft. per employee. For the purposes of the calculations herein, an average of 840 sq.ft. per employee is assumed, based on the information provided in Appendix A.

Table 6-6 summarizes the gross capital expenditures and sources of revenue for works to be undertaken during the life of the by-law.



Table 6-4
Township of Hamilton
Creighton Heights and Camborne Residential D.C. Calculations

D.C. Calculation	
D.C. Costs	\$ 1,439,291
Single Detached Equivalents	132
Cost per Single Detached Equivalent	\$ 10,895

Table 6-5
Township of Hamilton
Development Charge Calculation - Water
Creighton Heights and Camborne Non-Residential D.C. Calculations

Non-Residential D.C. Calculation	
Cost per Single Detached Equivalent	\$ 10,895
Single Detached P.P.U.	2.982
Cost per Capita/Employee	\$ 3,654
Average Sq.ft. per Employee	840
Non-Residential Cost per sq.ft.	\$ 4.35



Table 6-6
Township of Hamilton
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. Water Services							
1.1 Treatment, storage and distribution systems	7,116,600	0	5,011,800	651,890	0	1,336,677	116,233
2. Services Related to a Highway							
2.1 Roads and Related	7,000,000	0	3,000,000	0	900,000	2,697,000	403,000
2.2 Public Works	1,722,963	0	630,000	0	0	950,878	142,085
3. Fire Protection Services							
3.1 Fire facilities, vehicles & equipment	2,294,444	0	0	0	0	1,996,167	298,278
4. Parks and Recreation Services							
4.1 Park development, amenities, trails, recreation facilities, vehicles,	2,690,000	0	1,410,000	0	193,100	1,032,555	54,345
5. Library Services							
5.1 Library facilities, and materials	75,000	0	0	0	0	71,250	3,750
6. Growth Studies							
6.1 Growth Studies	1,106,000	30,000	446,000	0	0	552,100	77,900
Total Expenditures & Revenues	\$22,005,007	\$30,000	\$10,497,800	\$651,890	\$1,093,100	\$8,636,627	\$1,095,591



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, 197, 213, 23, and 185.



7.2 D.C. By-law Structure

It is recommended that:

- the Township uses a uniform Township-wide D.C. calculation for services excluding water services;
- D.C.s for water services be imposed on an area-specific basis as provided in Chapters 5 and 6; and
- one D.C. by-law be used for all services referenced above.

7.3 D.C. By-law Rules

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

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

7.3.1 Payment in any Particular Case

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

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



7.3.2 Determination of the Amount of the Charge

The following conventions be adopted:

- 1) Costs allocated to residential uses will be assigned to different types of residential units based on the average occupancy for each housing type constructed during the previous decade. Costs allocated to non-residential uses will be assigned based on the amount of square feet of G.F.A. constructed for eligible uses (i.e. industrial, commercial, and institutional).
- 2) Costs allocated to residential and non-residential uses are based upon a number of conventions, as may be suited to each municipal circumstance, e.g.
 - for parks and recreation and library services, a 5% non-residential attribution has been made to recognize use by the non-residential sector ;
 - for services related to a highway, and fire protection services, an 87% residential/13% non-residential attribution has been made based on a population vs. employment growth ratio over the longer-term forecast period;
 - for growth studies an 87% residential/13% non-residential attribution has been made based on a population vs. employment growth ratio over the 10-year forecast period; and
 - for water services an 92% residential/8% non-residential allocation has been made based on servicing capacity of the area-specific lands.

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.

Non-residential developments may submit a request to Council for an extension to the 60 month period described above, up to an additional 12 months.

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;
- attainable units (to be in force at a later date);
- affordable inclusionary zoning units;
- 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):

- A farm building;



- A place of worship and land used in connection therewith, and a churchyard, cemetery and burial ground exempt from taxation under Section 3 of the Assessment Act, R.S.O. 1980, c.31;
- Solar PV Installations with a nameplate generation capacity of less than 100 kW shall be exempt from this by-law;
- Wind Turbines with a nameplate generation capacity of less than 100 kW shall be exempt from this by-law; and
- Telecommunication Towers of less than 30 metres in height shall be exempt from this by-law.
- 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.

7.3.5 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 subject to early or late payment agreements entered into by the Township and an owner under s. 27 of the D.C.A.

Moreover, the D.C. amount for all developments occurring within 18 months of a Site Plan or Zoning By-law Amendment planning approval (for applications submitted after June 6, 2024), 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).

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%.



7.3.6 The Applicable Areas

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

- All Townshipwide services – the full residential and non-residential charge will be imposed on all lands within the Township; and
- Water Services – the full residential and non-residential charge will be imposed on the areaurban serviced areas of the Township.

7.3.7 Indexing

Indexing of the D.C.s shall be implemented on a mandatory basis annually commencing on January 1, 2025, and each January 1st thereafter, in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index (Table 18-10-0276-02)^[12] 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 eight (8) separate reserve funds: Services Related to a Highway- Roads and Related, Services Related to a Highway- Public Works, Fire Protection Services, Police Services, Parks and Recreation Services, Library Services, Growth Studies, and Water Services.

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

^[12] O. Reg. 82/98 referenced "The Statistics Canada Quarterly, Construction Price Statistics, catalogue number 62-007" as the index source. Since implementation, Statistics Canada has modified this index twice and the above-noted index is the most current. The draft by-law provided herein refers to O. Reg. 82/98 to ensure traceability should this index continue to be modified over time.



7.4.2 By-law In-force Date

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

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).

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 with respect to water. All other 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 water, 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 the charges on an area-specific basis for water while all other services be charged 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 except water;”

“Approve the D.C. approach to calculate the charges on an area-specific basis for water services;”

“Approve the capital project listing set out in Chapter 5 of the D.C. Background Study dated September 20, 2024, subject to further annual review during the capital budget process;”

“Approve the D.C. Background Study dated September 20, 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, the mailing of the notice, or publication on Township website).

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 Township website, 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 Hamilton 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	10,960	10,702	287	10,415	3,866	18	37	15	3,936	261	2.719
	Mid 2016	11,200	10,942	17	10,925	4,045	40	50	130	4,265	15	2.566
	Mid 2021	11,320	11,059	24	11,035	4,075	45	35	135	4,290	22	2.578
Forecast	Mid 2024	11,560	11,295	25	11,270	4,192	45	35	135	4,407	23	2.563
	Mid 2034	12,560	12,266	27	12,239	4,596	45	72	135	4,848	25	2.530
	Mid 2051	13,200	12,899	28	12,871	4,947	45	103	135	5,230	25	2.466
Incremental	Mid 2011 - Mid 2016	240	240	-270	510	179	22	13	115	329	-246	
	Mid 2016 - Mid 2021	120	117	7	110	30	5	-15	5	25	7	
	Mid 2021 - Mid 2024	240	236	1	235	117	0	0	0	117	1	
	Mid 2024 - Mid 2034	1,000	971	2	969	404	0	37	0	441	2	
	Mid 2024 - Mid 2051	1,640	1,604	3	1,601	755	0	68	0	823	2	

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

^[2] Includes Township houses and apartments in duplexes.

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

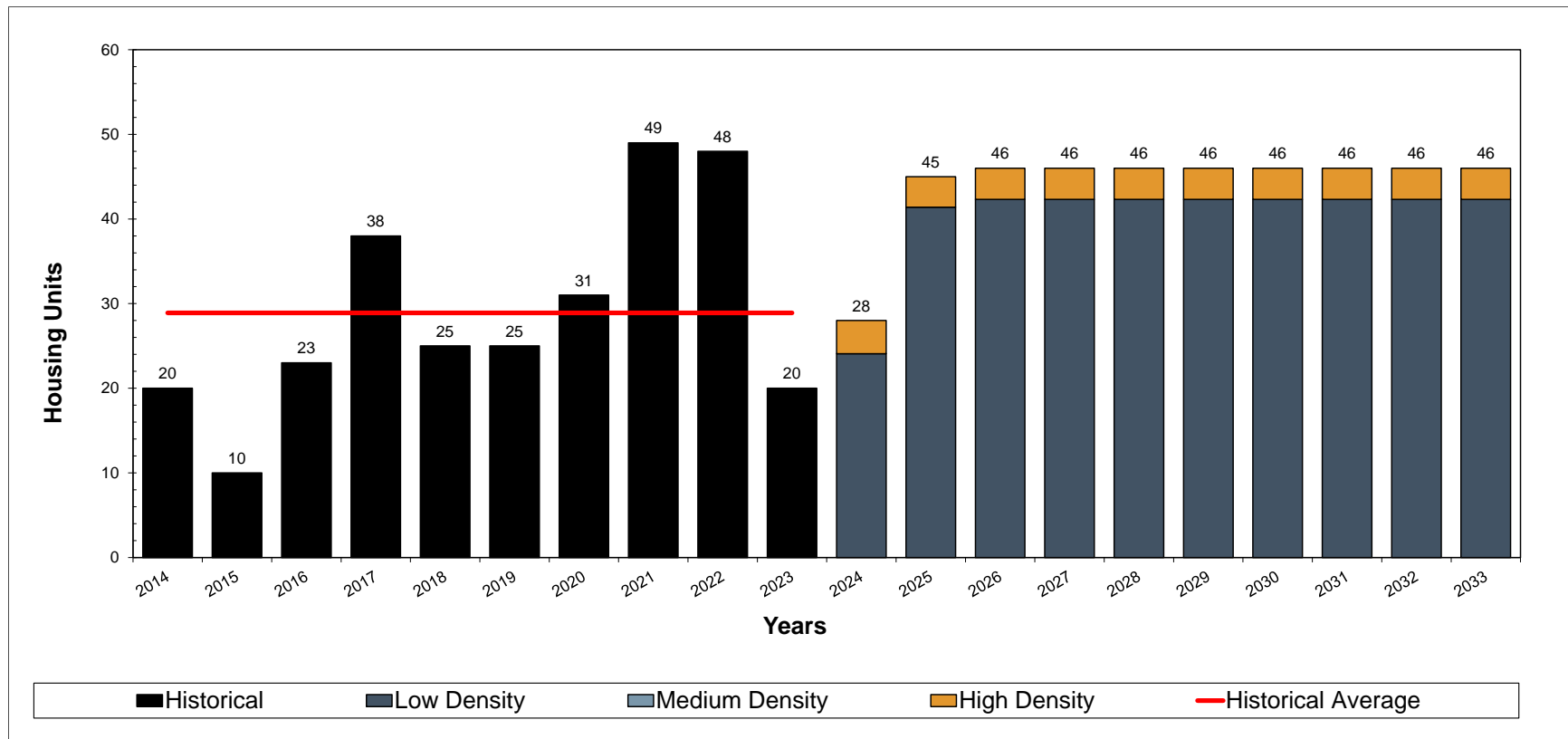
Notes:

Numbers may not add due to rounding.

Source: Derived from the Northumberland County Official Plan Review, Municipal Comprehensive Review - Long-Term Growth Forecast and Urban Land Needs Analysis Report, December 2021, by Watson & Associates Economists Ltd.



Figure 1
Township of Hamilton
Annual Housing Forecast [1]



[1] Growth forecast represents calendar year.

Source: Historical housing activity derived from Township of Hamilton building permit data, 2014 to 2023.



Schedule 2
Township of Hamilton
Estimate of the Anticipated Amount, Type and Location of
Residential Development for Which Development Charges can be Imposed

Development Location	Timing	Single & Semi-Detached	Multiples ^[1]	Apartments ^[2]	Total Residential Units	Gross Population In New Units	Existing Unit Population Change	Net Population Increase, Excluding Institutional	Institutional Population	Net Population Including Institutional
Township of Hamilton	2024 - 2034	404	0	37	441	1,264	(295)	969	2	971
	2024 - 2051	755	0	68	823	2,360	(758)	1,602	2	1,604

[1] Includes townhouses and apartments in duplexes.

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

Source: Watson & Associates Economists Ltd.



**Schedule 3
Township of Hamilton
Current Year Growth Forecast
Mid-2021 to Mid-2024**

		Population
Mid 2021 Population		11,059
Occupants of New Housing Units, Mid 2021 to Mid 2024	<i>Units (2)</i>	117
	<i>multiplied by P.P.U. (3)</i>	3,233
	<i>gross population increase</i>	378
Occupants of New Equivalent Institutional Units, Mid 2021 to Mid 2024	<i>Units</i>	1
	<i>multiplied by P.P.U. (3)</i>	1.100
	<i>gross population increase</i>	1
Decline in Housing Unit Occupancy, Mid 2021 to Mid 2024	<i>Units (4)</i>	4,290
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.033
	<i>total decline in population</i>	-143
Population Estimate to Mid 2024		11,295
<i>Net Population Increase, Mid 2021 to Mid 2024</i>		236

- (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>	3.233	100%	3.233
<i>Multiples (6)</i>	2.150	0%	0.000
<i>Apartments (7)</i>	1.548	0%	0.000
Total		100%	3.233

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 4
Township of Hamilton
10-Year Growth Forecast
Mid-2024 to Mid-2034**

		Population
Mid 2024 Population		11,295
Occupants of New Housing Units, Mid 2024 to Mid 2034	<i>Units (2)</i>	441
	<i>multiplied by P.P.U. (3)</i>	2.865
	<i>gross population increase</i>	1,264
		1,264
Occupants of New Equivalent Institutional Units, Mid 2024 to Mid 2034	<i>Units</i>	2
	<i>multiplied by P.P.U. (3)</i>	1.100
	<i>gross population increase</i>	2
		2
Decline in Housing Unit Occupancy, Mid 2024 to Mid 2034	<i>Units (4)</i>	4,407
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.067
	<i>total decline in population</i>	-295
		-295
Population Estimate to Mid 2034		12,266
Net Population Increase, Mid 2024 to Mid 2034		971

(1) Mid 2024 Population based on:

$$2021 \text{ Population } (11,059) + \text{Mid 2021 to Mid 2024 estimated housing units to beginning of forecast period } (117 \times 3.233 = 378) + (1 \times 1.1 = 1) + (4,290 \times -0.033 = -143) = 11,295$$

(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>	2.982	92%	2.732
<i>Multiples (6)</i>	1.748	0%	0.000
<i>Apartments (7)</i>	1.583	8%	0.133
<i>one bedroom or less</i>	1.352		
<i>two bedrooms or more</i>	1.706		
Total		100%	2.865

¹ Persons per unit based on adjusted 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 (4,290 units) + Mid 2021 to Mid 2024 unit estimate (117 units) = 4,407 units.

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

(6) Includes townhouses and apartments in duplexes.

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

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



**Schedule 5
Township of Hamilton
Long-Term Growth Forecast
Mid-2024 to Mid-2051**

		Population
Mid 2024 Population		11,295
Occupants of New Housing Units, Mid 2024 to Mid 2051	<i>Units (2)</i>	823
	<i>multiplied by P.P.U. (3)</i>	2,868
	<i>gross population increase</i>	2,360
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>	4,407
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.172
	<i>total decline in population</i>	-758
Population Estimate to Mid 2051		12,899
<i>Net Population Increase, Mid 2024 to Mid 2051</i>		1,604

(1) Mid 2024 Population based on:

2021 Population (11,059) + Mid 2021 to Mid 2024 estimated housing units to beginning of forecast period (117 x 3.233 = 378) + (1 x 1.1 = 1) + (4,290 x -0.033 = -143) = 11,295

(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>	2.982	92%	2.738
<i>Multiples (6)</i>	1.748	0%	0.000
<i>Apartments (7)</i>	1.583	8%	0.130
<i>one bedroom or less</i>	1.352		
<i>two bedrooms or more</i>	1.706		
Total		100%	2.868

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 (4,290 units) + Mid 2021 to Mid 2024 unit estimate (117 units) = 4,407 units.

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

(6) Includes townhouses and apartments in duplexes.

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

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



Schedule 6
Township of Hamilton
Historical Residential Building Permits
Years 2014 to 2023

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples ^[1]	Apartments ^[2]	Total
2014	20	0	0	20
2015	10	0	0	10
2016	23	0	0	23
2017	38	0	0	38
2018	25	0	0	25
Sub-total	116	0	0	116
Average (2014 - 2018)	23	0	0	23
% Breakdown	100.0%	0.0%	0.0%	100.0%
2019	25	0	0	25
2020	31	0	0	31
2021	49	0	0	49
2022	48	0	0	48
2023	20	0	0	20
Sub-total	173	0	0	173
Average (2019 - 2023)	35	0	0	35
% Breakdown	100.0%	0.0%	0.0%	100.0%
2014 - 2023				
Total	289	0	0	289
Average	29	0	0	29
% Breakdown	100.0%	0.0%	0.0%	100.0%

^[1] Includes Townshouses and apartments in duplexes.

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

Source: Historical housing activity derived from Township of Hamilton data, by Watson & Associates Economists Ltd.



Schedule 7a
Township of Hamilton
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	-	-	-	3.375	-	3.233		
6-10	-	-	-	2.800	-	3.043		
11-15	-	-	-	2.600	-	2.545		
16-20	-	-	-	2.815	-	2.955		
21-25	-	-	-	2.875	-	2.850	2.925	2.982
26-30	-	-	-	3.077	-	2.915		
30+	-	1.286	1.890	2.542	3.739	2.519		
Total	-	1.286	1.923	2.658	3.942	2.632		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	-	-	3.115	-	3.094
6-10	-	-	-	2.800	-	3.043
11-15	-	-	-	2.600	-	2.545
16-20	-	-	-	2.926	-	2.956
21-25	-	-	-	2.875	-	2.850
26-30	-	-	-	3.077	-	2.915
30+	-	1.476	1.872	2.532	3.739	2.455
Total	-	1.476	1.903	2.645	3.942	2.576

[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 7b
Northumberland County
Person Per Unit by Age and Type of Dwelling
(2021 Census)

Dwelling	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	25 Year Average	25 Year Average Adjusted ^[3]
1-5	-	-	1.667	3.154	-	2.150		
6-10	-	-	1.613	1.875	-	1.692		
11-15	-	-	1.686	2.412	-	1.797		
16-20	-	-	1.500	-	-	1.818		
21-25	-	-	2.000	-	-	1.882	1.868	1.748
26-30	-	-	2.214	3.917	-	2.893		
30+	0.625	1.255	1.893	2.760	-	2.064		
Total	0.552	1.338	1.795	2.754	-	2.028		

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	-	-	1.645	-	-	1.548		
6-10	-	-	1.609	-	-	1.571		
11-15	-	1.364	1.800	-	-	1.635		
16-20	-	1.286	1.571	-	-	1.525		
21-25	-	-	1.818	-	-	1.571	1.570	1.583
26-30	-	1.000	1.619	-	-	1.632		
30+	0.591	1.181	1.769	2.756	-	1.560		
Total	0.769	1.201	1.738	2.649	-	1.566		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	1.750	1.839	2.676	3.833	2.400
6-10	-	1.409	1.762	2.570	3.793	2.369
11-15	-	1.417	1.814	2.583	2.769	2.289
16-20	-	1.417	1.760	2.537	3.878	2.392
21-25	-	1.462	1.651	2.598	4.250	2.459
26-30	-	1.053	1.928	2.645	4.091	2.572
30+	1.130	1.268	1.827	2.529	3.489	2.303
Total	1.833	1.305	1.813	2.552	3.612	2.339

[1] Includes townhouses and apartments in duplexes.

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

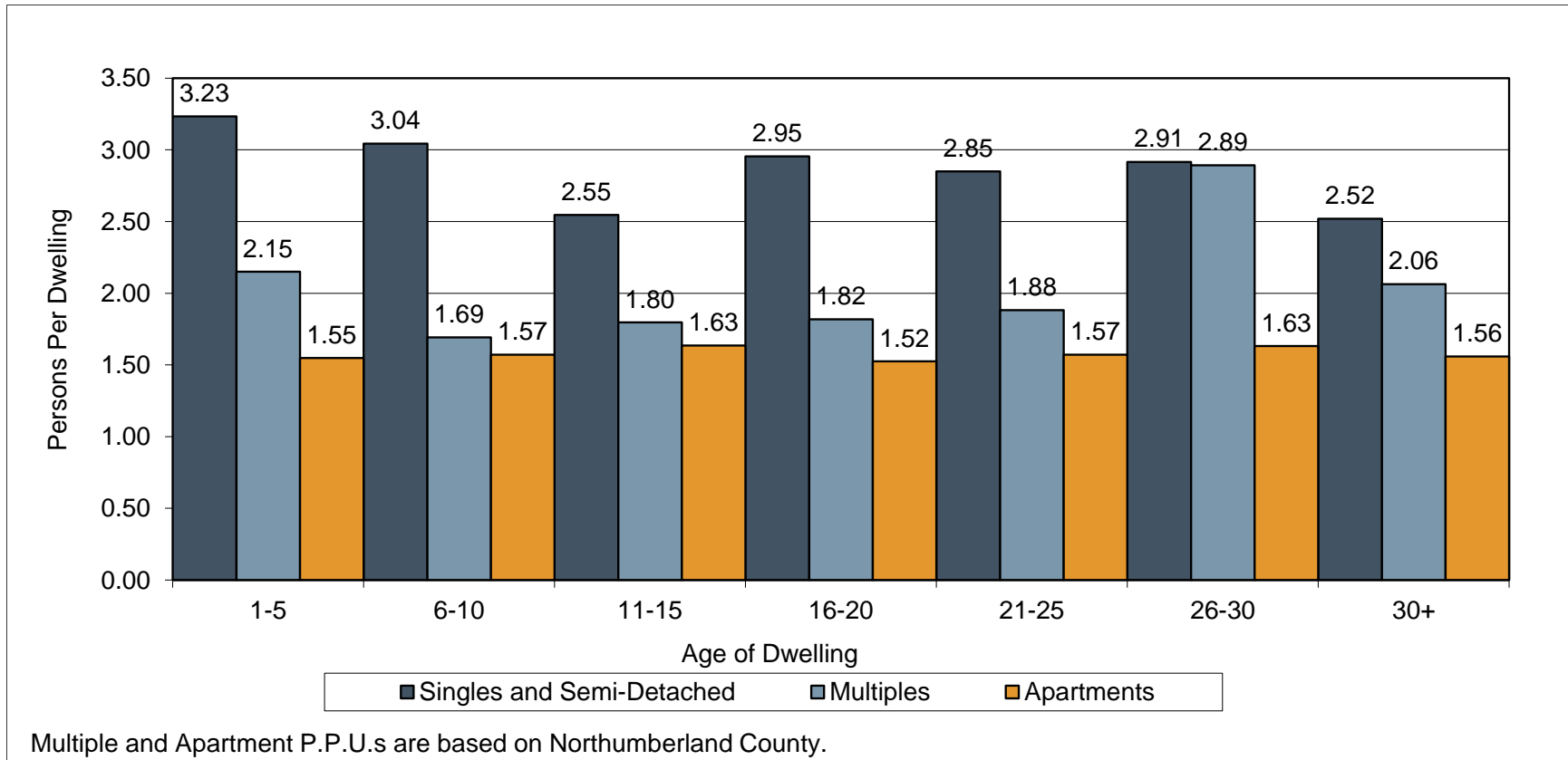
[3] Adjusted based on historical trends.

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 8
Township of Hamilton
Person Per Unit Structural Type and Age of Dwelling
(2021 Census)





Schedule 9a Township of Hamilton 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	10,702	0.008	0.031	0.037	0.031	0.023	0.129	0.052	0.181	85	330	393	328	245	1,380	553	1,933	1,050
Mid 2016	10,942	0.003	0.040	0.042	0.034	0.013	0.131	0.045	0.176	30	435	458	368	145	1,435	490	1,925	1,000
Mid 2024	11,295	0.003	0.047	0.046	0.035	0.016	0.146	0.047	0.193	33	526	517	392	177	1,644	531	2,176	1,118
Mid 2034	12,266	0.003	0.048	0.046	0.037	0.018	0.151	0.048	0.199	33	590	560	455	221	1,859	584	2,443	1,269
Mid 2051	12,899	0.003	0.049	0.045	0.038	0.019	0.155	0.048	0.203	33	632	586	496	250	1,997	619	2,616	1,365
Incremental Change																		
Mid 2011 - Mid 2016	240	-0.005	0.009	0.005	0.003	-0.010	0.002	-0.007	-0.005	-55	105	65	40	-100	55	-63	-8	-50
Mid 2016 - Mid 2024	353	0.000	0.007	0.004	0.001	0.002	0.014	0.002	0.017	3	91	59	24	32	209	41	251	118
Mid 2024 - Mid 2034	971	0.000	0.002	0.000	0.002	0.002	0.006	0.001	0.006	0	64	44	63	44	215	53	267	151
Mid 2024 - Mid 2051	1,604	0.000	0.002	0.000	0.004	0.004	0.009	0.001	0.010	0	106	70	104	73	353	88	440	247
Annual Average																		
Mid 2011 - Mid 2016	48	-0.001	0.002	0.001	0.001	-0.002	0.000	-0.001	-0.001	-11	21	13	8	-20	11	-13	-2	-10
Mid 2016 - Mid 2024	44	0.000	0.001	0.000	0.000	0.000	0.002	0.000	0.002	0	11	7	3	4	26	5	31	15
Mid 2024 - Mid 2034	97	0.000	0.000	0.000	0.000	0.000	0.001	0.000	0.001	0	6	4	6	4	21	5	27	15
Mid 2024 - Mid 2051	59	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0	4	3	4	3	13	3	16	9

[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: Derived from the Northumberland County Official Plan Review, Municipal Comprehensive Review - Long-Term Growth Forecast and Urban Land Needs Analysis Report, December 2021, by Watson & Associates Economists Ltd.



Schedule 9b
Township of Hamilton
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 ^[2]	Total	Industrial	Commercial/ Population Related	Institutional ^[2]	Total
Mid 2011	10,702	85	393	328	245	1,050				
Mid 2016	10,942	30	458	368	145	1,000				
Mid 2024	11,295	33	517	392	177	1,118				
Mid 2034	12,266	33	560	455	220	1,268				
Mid 2051	12,899	33	586	496	249	1,364				
Incremental Change										
Mid 2011 - Mid 2016	240	-55	65	40	-100	-50				
Mid 2016 - Mid 2024	353	3	59	24	32	118				
Mid 2024 - Mid 2034	971	0	44	63	43	150	65,200	31,500	29,700	126,400
Mid 2024 - Mid 2051	1,604	0	70	104	72	246	104,200	52,000	49,700	205,900
Annual Average										
Mid 2011 - Mid 2016	48	-11	13	8	-20	-10				
Mid 2016 - Mid 2024	44	0	7	3	4	15				
Mid 2024 - Mid 2034	97	0	4	6	4	15	6,520	3,150	2,970	12,640
Mid 2024 - Mid 2051	53	0	2	3	2	8	3,473	1,733	1,657	6,863

^[1] Square Foot Per Employee Assumptions

Industrial	1,500
Commercial/Population-Related	500
Institutional	690

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

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

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

Source: Watson & Associates Economists Ltd.



Schedule 10
Township of Hamilton
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.

Source: Watson & Associates Economists Ltd.



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	\$52,110.80	0.0273	km of roadways	1,908,821	per km	83,585,723
	Services Related to a Highway - Bridges, Culverts & Structures	\$5,880.93	0.0083	Number of Bridges, Culverts & Structures	708,546	per item	9,433,012
	Services Related to a Highway - Cycling Lanes	\$72.13	0.0005	km of roadways	144,260	per km	115,697
	Services Related to a Highway - Traffic Signals & Streetlights	\$346.73	0.0289	No. of Traffic Signals	11,998	per signal	556,155
	Services Related to a Highway : Public Works - Facilities	\$855.70	2.0552	sq.ft. of building area	416	per sq.ft.	1,372,543
	Services Related to a Highway : Public Works - Vehicles & Equipment	\$665.74	0.0030	No. of vehicles and equipment	221,913	per vehicle	1,067,847
Fire Protection	Fire Protection Services - Facilities	\$1,021.20	1.4797	sq.ft. of building area	690	per sq.ft.	1,638,005
	Fire Protection Services - Vehicles & Equipment	\$757.85	0.0011	No. of vehicles	688,955	per vehicle	1,215,591
	Fire Protection Services - Small Equipment and Gear	\$224.79	0.0240	No. of equipment and gear	9,366	per item	360,563
Parks & Recreation	Parkland Development	\$564.89	0.0049	Acres of Parkland	115,284	per acre	548,508
	Parkland Amenities	\$633.45	0.0038	No. of parkland amenities	166,697	per amenity	615,080
	Parkland Trails	\$61.74	0.4116	Linear Metres of Paths and Trails	150	per linear m	59,950
	Recreation Facilities	\$5,324.91	8.0311	sq.ft. of building area	663	per sq.ft.	5,170,488
	Parks & Recreation Vehicles and Equipment	\$76.71	0.0012	No. of vehicles and equipment	63,925	per vehicle	74,485
Library	Library Services - Facilities	\$123.29	0.1668	sq.ft. of building area	739	per sq.ft.	119,715
	Library Services - Collection Materials	\$21.02	0.2720	No. of library collection items	77	per collection item	20,410



**Township of Hamilton
Service Standard Calculation Sheet**

Service: Fire Protection 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.
Baltimore	5,759	5,759	5,759	5,759	5,759	5,759	5,759	5,759	5,759	5,759	5,759	5,759	5,759	5,759	5,759	\$550	\$666
Harwood	5,630	5,630	5,630	5,630	5,630	5,630	5,630	5,630	5,630	5,630	5,630	5,630	5,630	5,630	5,630	\$550	\$749
Bewdley	4,790	4,790	4,790	4,790	4,790	4,790	4,790	4,790	4,790	4,790	4,790	4,790	4,790	4,790	4,790	\$550	\$650
Total	16,178	16,178	16,178	16,178	16,178	16,178	16,178	16,178	16,178	16,178	16,178	16,178	16,178	16,178	16,178		

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	1.50	1.51	1.51	1.50	1.49	1.49	1.48	1.48	1.48	1.47	1.47	1.47	1.46	1.45	1.43

15 Year Average	2009 to 2023
Quantity Standard	1.48
Quality Standard	\$690
Service Standard	\$1,021

D.C. Amount (before deductions)	2051
Forecast Population	1,604
\$ per Capita	\$1,021
Eligible Amount	\$1,638,005



Service Standard Calculation Sheet

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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/Vehicle)
Pumpers	2	2	2	2	3	3	3	3	3	2	2	2	2	2	2	\$1,250,000
Mini Pumper	-	-	-	-	-	1	1	1	1	1	1	1	2	2	2	\$750,000
Tankers	3	3	3	3	3	3	3	3	3	2	2	2	2	2	2	\$1,050,000
Pumper Tanker	-	-	-	-	-	-	-	-	-	1	1	1	1	1	2	\$1,250,000
Rescue/Command	-	-	1	1	1	1	1	1	1	1	1	1	1	1	1	\$900,000
Support Vehicles	1	2	2	2	2	2	2	2	2	3	3	5	4	4	4	\$94,000
Boat and Trailer	2	2	2	2	2	1	1	1	1	1	1	1	1	1	1	\$250,000
UTV and Trailer	-	-	-	-	-	1	1	1	1	1	1	1	1	1	1	\$75,000
UMA Ice Boat	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	\$60,000
Total	8	9	10	10	11	12	12	12	12	12	12	14	14	14	16	

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	0.0007	0.0008	0.0009	0.0009	0.0010	0.0011	0.0011	0.0011	0.0011	0.0011	0.0011	0.0013	0.0013	0.0013	0.0014

15 Year Average	2009 to 2023
Quantity Standard	0.0011
Quality Standard	\$688,955
Service Standard	\$758

D.C. Amount (before deductions)	2051
Forecast Population	1,604
\$ per Capita	\$758
Eligible Amount	\$1,215,591



**Township of Hamilton
Service Standard Calculation Sheet**

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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
SCBA including spare masks and bottles	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	\$14,400
Bunker Gear	60	60	60	60	60	60	60	60	60	60	60	60	60	60	60	\$5,800
Radios Truck	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	\$1,700
Portable Radios	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	\$1,900
Pagers	60	60	60	60	60	60	60	60	60	60	60	60	60	60	60	\$900
Base Radios	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	\$1,700
Repeater	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$14,400
Storage Tanks	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	\$28,800
Ice Water Rescue Suits	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	\$2,000
Gas Detectors - 4 gas	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	\$3,000
Gas Detectors - single gas	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	\$350
Defibs	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	\$5,000
Positive Pressure Fans	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$10,000
Generators	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	\$7,500
Portable Pumps	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	\$20,000
Thermal Imaging Cameras	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	\$15,000
Total Fire Hoses (5,000 feet of each of 4 inch, 2-4 inch and under 2 inch)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$721,000
Appliances and Fittings (Nozzles and Fittings)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$72,100
Extrication Tools	3	3	3	3	3	3	3	3	3	4	4	4	4	4	4	\$100,000
Total	262	262	262	262	262	262	262	262	262	263	263	263	263	263	264	

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02

15 Year Average	2009 to 2023
Quantity Standard	0.02
Quality Standard	\$9,366
Service Standard	\$225

D.C. Amount (before deductions)	2051
Forecast Population	1,604
\$ per Capita	\$225
Eligible Amount	\$360,563



**Township of Hamilton
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)
HCB	123	123	123	123	123	123	123	123	123	123	123	123	123	123	123	\$1,500,000
LCB	145	145	145	145	145	145	145	145	145	145	145	145	145	145	145	\$1,000,000
Gravel	31	31	31	31	31	31	31	31	31	31	31	31	31	31	31	\$600,000
Land (Acres)	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478	\$150,000
Total (km of roads)	299	299	299	299	299	299	299	299	299	299	299	299	299	299	299	

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03

15 Year Average	2009 to 2023
Quantity Standard	0.03
Quality Standard	\$1,908,821
Service Standard	\$52,111

D.C. Amount (before deductions)	2051
Forecast Population	1,604
\$ per Capita	\$52,111
Eligible Amount	\$83,585,723



**Township of Hamilton
Service Standard Calculation Sheet**

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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/km)
Active Transportation - Cycling Lanes	-	-	-	6.60	6.60	6.60	6.60	6.60	6.60	6.60	6.60	6.60	6.60	6.60	6.60	\$150,000
Total	-	-	-	6.60	6.60	6.60	6.60	6.60	6.60	6.60	6.60	6.60	6.60	6.60	6.60	

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	-	-	-	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006	0.0006

15 Year Average	2009 to 2023
Quantity Standard	0.0005
Quality Standard	\$144,260
Service Standard	\$72

D.C. Amount (before deductions)	2051
Forecast Population	1,604
\$ per Capita	\$72
Eligible Amount	\$115,697



**Township of Hamilton
Service Standard Calculation Sheet**

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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
Streetlights	316	316	316	316	316	316	316	316	316	316	316	316	316	316	316	\$12,000
Total	316	316	316	316	316	316	316	316	316	316	316	316	316	316	316	

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03

15 Year Average	2009 to 2023
Quantity Standard	0.03
Quality Standard	\$11,998
Service Standard	\$347

D.C. Amount (before deductions)	2051
Forecast Population	1,604
\$ per Capita	\$347
Eligible Amount	\$556,155



**Township of Hamilton
Service Standard Calculation Sheet**

Service: Services Related to a Highway : 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.
Existing PW's building	11,335	11,335	11,335	11,335	11,335	11,335	11,335	11,335	11,335	11,335	11,335	11,335	11,335	11,335	11,335	\$500	\$591
Existing Cold Storage/Garage	4,240	4,240	4,240	4,240	4,240	4,240	4,240	4,240	4,240	4,240	4,240	4,240	4,240	4,240	4,240	\$175	\$233
Sand/Salt dome	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	-	-	-	-	-	-	\$175	\$253
2018 Sand/Salt dome	-	-	-	-	-	-	-	-	-	7,850	7,850	7,850	7,850	7,850	7,850	\$175	\$233
Salt Shed	650	650	650	650	650	650	650	650	650	650	650	650	650	650	650	\$175	\$232
Total	21,425	21,425	21,425	21,425	21,425	21,425	21,425	21,425	21,425	24,075	24,075	24,075	24,075	24,075	24,075		

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	1.99	2.00	2.00	1.99	1.98	1.97	1.96	1.96	1.96	2.19	2.19	2.18	2.18	2.16	2.13

15 Year Average	2009 to 2023
Quantity Standard	2.06
Quality Standard	\$416
Service Standard	\$856

D.C. Amount (before deductions)	2051
Forecast Population	1,604
\$ per Capita	\$856
Eligible Amount	\$1,372,543



**Township of Hamilton
Service Standard Calculation Sheet**

Service: Services Related to a Highway : 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)
Pickup Trucks	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	\$87,000
1 Ton's	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	\$108,000
Grader	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$235,000
Loader	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	\$250,000
Backhoe	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$200,000
Tractor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$30,000
Excavator	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	\$350,000
Tandem Axle Dump Trucks	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	9.00	9.00	9.00	\$433,000
Single Axle Dump Truck	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-	-	-	\$375,000
Bucket Truck	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$541,000
Misc Equipment/Trailers	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	\$43,000
Water Vehicle	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$108,000
3/4 Ton (shared between Parks & Rec and PW)	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	\$87,000
Chev 1 ton	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	\$108,000
Total	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	0.0031	0.0031	0.0031	0.0031	0.0030	0.0030	0.0030	0.0030	0.0030	0.0030	0.0030	0.0030	0.0030	0.0030	0.0029

15 Year Average	2009 to 2023
Quantity Standard	0.0030
Quality Standard	\$221,913
Service Standard	\$666

D.C. Amount (before deductions)	2051
Forecast Population	1,604
\$ per Capita	\$666
Eligible Amount	\$1,067,847



**Township of Hamilton
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)
Community Park																
Bewdley Optimist Park	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	\$115,000
Cold Springs Park	2.30	2.30	2.30	2.30	2.30	2.30	2.30	2.30	2.30	2.30	2.30	2.30	2.30	2.30	2.30	\$115,000
Hardwood Waterfront Park	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$115,000
Gores Landing Wharf Waterfront Park	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-	-	-	-	-	\$115,000
Pinoeer Park	0.134	0.134	0.134	0.134	0.134	0.134	0.134	0.134	0.134	0.134	0.134	0.134	0.134	0.134	0.134	\$115,000
Plainville Park	2.11	2.11	2.11	2.11	2.11	2.11	2.11	2.11	2.11	2.11	2.11	2.11	2.11	2.11	2.11	\$115,000
Neighbourhood Park																
Behan Park	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	\$115,000
Butterfield Park	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	\$115,000
Castlehill Park	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$115,000
Laurel Park	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$115,000
Old Camborne School House park	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	\$115,000
Parkette																
Scriven Memorial Park	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	\$115,000
Lakeshore Lookout	0.13	0.13	0.13	0.13	0.13	0.13	0.13	0.13	0.13	0.13	0.13	0.13	0.13	0.13	0.13	\$115,000
Stoney Pier	0.29	0.29	0.29	0.29	0.29	0.29	0.29	0.29	0.29	0.29	0.29	0.29	0.29	0.29	0.29	\$115,000
Recreation Hub																
Baltimore Recreation Centre and Park	24.14	24.14	24.14	24.14	24.14	24.14	24.14	24.14	24.14	24.14	24.14	24.14	24.14	24.14	24.14	\$115,000
Bewdley Community Centre	11.66	11.66	11.66	11.66	11.66	11.66	11.66	11.66	11.66	11.66	11.66	11.66	11.66	11.66	11.66	\$115,000
Total	54.03	54.03	54.03	54.03	54.03	54.03	54.03	54.03	54.03	54.03	53.03	53.03	53.03	53.03	53.03	

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	0.005	0.005	0.005	0.005	0.005	0.005	0.005	0.005	0.005	0.005	0.005	0.005	0.005	0.005	0.005

15 Year Average	2009 to 2023
Quantity Standard	0.005
Quality Standard	\$115,284
Service Standard	\$565

D.C. Amount (before deductions)	10 Year
Forecast Population	971
\$ per Capita	\$565
Eligible Amount	\$548,508



**Township of Hamilton
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)
Playgrounds	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	\$150,000
Ball Diamonds (Unlit)	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	\$72,000
Ball Diamonds (Lit)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$274,000
Picnic Shelter	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	\$72,000
Washrooms	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$180,000
Multi-purpose courts	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	\$188,000
Tennis courts (unlit)	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	\$200,000
Canteen	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$250,000
Water Access	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	\$150,000
Dock	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	\$500,000
Boat Launch	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$250,000
Pavillion	4	4	4	4	4	4	4	4	4	4	4	4	4	5	5	\$60,000
Total	41	41	41	41	41	41	41	41	41	41	41	41	42	42	42	

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	0.0038	0.0038	0.0038	0.0038	0.0038	0.0038	0.0038	0.0037	0.0037	0.0037	0.0037	0.0037	0.0038	0.0038	0.0037

15 Year Average	2009 to 2023
Quantity Standard	0.0038
Quality Standard	\$166,697
Service Standard	\$633

D.C. Amount (before deductions)	10 Year
Forecast Population	971
\$ per Capita	\$633
Eligible Amount	\$615,080



**Township of Hamilton
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)
Baltimore Park Trail	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	\$250
Lime Kiln Trail	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	\$100
Bewdley Waterfront Trail	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	\$250
Majestic Hills Trail	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	\$100
Total	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	0.42	0.42	0.42	0.42	0.42	0.41	0.41	0.41	0.41	0.41	0.41	0.41	0.41	0.40	0.40

15 Year Average	2009 to 2023
Quantity Standard	0.41
Quality Standard	\$150
Service Standard	\$62

D.C. Amount (before deductions)	10 Year
Forecast Population	971
\$ per Capita	\$62
Eligible Amount	\$59,950



**Township of Hamilton
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.
Baltimore Recreation Centre	59,900	59,900	59,900	59,900	59,900	59,900	59,900	59,900	59,900	59,900	59,900	59,900	59,900	59,900	59,900	\$600	\$676
Bewdley Community Centre	21,008	21,008	21,008	21,008	21,008	21,008	21,008	21,008	21,008	21,008	21,008	21,008	21,008	21,008	21,008	\$600	\$676
Cold Springs Memorial Hall	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	\$450	\$511
Old Camborne School House	900	900	900	900	900	900	900	900	900	900	900	900	900	900	900	\$450	\$511
Total	87,808	87,808	87,808	87,808	87,808	87,808	87,808	87,808	87,808	87,808	87,808	87,808	87,808	87,808	87,808		

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	8.16	8.18	8.20	8.15	8.11	8.08	8.04	8.02	8.02	7.98	7.97	7.96	7.94	7.86	7.79

15 Year Average	2009 to 2023
Quantity Standard	8.03
Quality Standard	\$663
Service Standard	\$5,325

D.C. Amount (before deductions)	10 Year
Forecast Population	971
\$ per Capita	\$5,325
Eligible Amount	\$5,170,488



**Township of Hamilton
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)
John Deere Tractor with attachments	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$75,000
Kubota mower	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	\$40,000
Ford Tractor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$60,000
Toro mower/sweeper	-	-	-	-	-	-	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00	\$68,000
Trailer	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	\$10,000
John Deere Mower					1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$40,000
Zamboni	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	\$110,000
1/2 Ton	-	-	-	-	-	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$72,100
3/4 Ton (shared between Parks & Chev 1 ton	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	\$87,000
3/4 Ton	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$87,000
Total	11.00	11.00	11.00	11.00	12.00	12.00	12.00	12.00	13.00	14.00	14.00	14.00	14.00	14.00	14.00	

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	0.0010	0.0010	0.0010	0.0010	0.0011	0.0011	0.0011	0.0011	0.0012	0.0013	0.0013	0.0013	0.0013	0.0013	0.0012

15 Year Average	2009 to 2023
Quantity Standard	0.0012
Quality Standard	\$63,925
Service Standard	\$77

D.C. Amount (before deductions)	10 Year
Forecast Population	971
\$ per Capita	\$77
Eligible Amount	\$74,485



**Township of Hamilton
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.
Bewdley Community Centre (Owned)	992	992	992	992	992	992	992	992	992	992	992	992	992	992	992	\$600	\$739
Gores Landing Community Centre (Leased)	832	832	832	832	832	832	832	832	832	832	832	832	832	832	832	\$600	\$739
Total	1,824	1,824	1,824	1,824	1,824	1,824	1,824	1,824	1,824	1,824	1,824	1,824	1,824	1,824	1,824		

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.16	0.16	0.16

15 Year Average	2009 to 2023
Quantity Standard	0.17
Quality Standard	\$739
Service Standard	\$123

D.C. Amount (before deductions)	10 Year
Forecast Population	971
\$ per Capita	\$123
Eligible Amount	\$119,715



**Township of Hamilton
Service Standard Calculation Sheet**

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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
Database Subscriptions	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$14,200
Print Volumes - BD	1,445	1,445	1,445	1,445	1,445	1,445	1,445	1,445	1,445	1,445	1,445	1,445	1,445	1,445	1,445	\$75
Print Volumes - GL	850	850	850	850	850	850	850	850	850	850	850	850	850	850	850	\$75
DVDS, Music CDS, Audiobooks - BD	425	425	425	425	425	425	425	425	425	425	425	425	425	425	425	\$60
DVDS, Music CDS, Audiobooks - GL	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	\$60
Video Games - BD	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	\$100
Video Games - GL	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	\$100
Musical Instruments	-	-	-	-	-	-	-	-	-	-	1	3	3	3	3	\$200
Puzzles	-	-	-	-	-	-	-	-	-	-	-	-	-	-	12	\$30
Bingle Bundles	-	-	-	-	-	-	-	-	-	-	-	-	25	25	25	\$100
Telescope	-	-	-	-	-	-	-	-	-	-	1	1	1	1	1	\$1,000
Seed Library - BD	-	-	-	-	-	-	-	-	-	1	1	1	1	1	1	\$400
Seed Library - GL	-	-	-	-	-	-	-	-	-	1	1	1	1	1	1	\$300
Ontario Parks Passes (6 in total)	-	-	-	-	-	-	-	-	-	-	-	-	-	6	6	\$200
Discovery Backpacks	-	-	-	-	-	-	-	-	-	-	6	6	6	6	6	\$100
Borrow and Build Lego Collection	-	-	-	-	-	-	-	-	-	-	-	4	4	4	4	\$100
Total	2,963	2,963	2,963	2,963	2,963	2,963	2,963	2,963	2,963	2,965	2,973	2,979	3,004	3,010	3,022	

Population	10,764	10,734	10,702	10,771	10,829	10,872	10,921	10,942	10,949	11,002	11,015	11,028	11,059	11,170	11,278
Per Capita Standard	0.28	0.28	0.28	0.28	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27

15 Year Average	2009 to 2023
Quantity Standard	0.27
Quality Standard	\$77
Service Standard	\$21

D.C. Amount (before deductions)	10 Year
Forecast Population	971
\$ per Capita	\$21
Eligible Amount	\$20,410



Appendix C

Long-Term Capital and Operating Cost Examination



Appendix C: Long-Term Capital and Operating Cost Examination

Township of Hamilton 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 2023 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 Hamilton
Lifecycle Cost Factors and Average Useful Lives

Asset	Lifecycle Cost Factors	
	Average Useful Life	Factor
Water 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

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 Hamilton
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. Water Services				
1.1 Treatment, storage and distribution systems	2,091,181	78,186	125,908	204,094
2. Services Related to a Highway				
2.1 Roads and Related	5,400,990	295,513	738,528	1,034,041
2.2 Public Works	1,759,915	89,036	19,775	108,811
3. Fire Protection Services				
3.1 Fire facilities, vehicles & equipment	3,023,415	127,737	232,756	360,493
4. Parks and Recreation Services				
4.1 Park development, amenities, trails, recreation facilities, vehicles, and e	963,011	29,597	195,147	224,744
5. Library Services				
5.1 Library facilities, and materials	75,000	5,170	-	5,170
6. Growth Studies				
6.1 Growth Studies	537,962	-	-	-
Total	13,851,474	625,239	1,312,115	1,937,354



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 Hamilton
Annual Treasurer's Statement of Development Charge Reserve Funds

Description	Services to which the Development Charge Relates							Total
	Services Related to a Highway - Roads and Related	Services Related to a Highway - Public Works	Water Services	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	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	0	0
Closing Balance, December 31, _____	0	0	0	0	0	0	0	0

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

² See Attachment 1 for details

³ See Attachment 2 for details

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



Figure D-2a
 Township of Hamilton
 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
Water Services											
Capital Cost D											
Capital Cost E											
Capital Cost F											
Sub-Total - Water	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks and Recreation Services											
Capital Cost G											
Capital Cost H											
Capital Cost I											
Sub-Total - Wastewater	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0



Figure D-2b
 Township of Hamilton
 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	
<u>Water Services</u>									
Capital Cost M									
Capital Cost N									
Capital Cost O									
Sub-Total - Water	\$0	\$0	\$0	\$0	\$0		\$0	\$0	
<u>Parks and Recreation Services</u>									
Capital Cost P									
Capital Cost Q									
Capital Cost R									
Sub-Total - Wastewater	\$0	\$0	\$0	\$0	\$0		\$0	\$0	



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

Township of Hamilton
Statement of Reserve Fund Balance Allocations

Service:	Water
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

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

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

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

E.1 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. paved shoulders, bike lanes, multi-use trails which interconnect the transportation network, etc.); transit



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

E.1.1 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.

E.1.2 Arterial Roads

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).

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.

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

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



E.1.3 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 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.

E.1.4 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).

E.1.5 Transportation Related Pedestrian and Cycling Facilities

- a. Paved shoulders, 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. Paved shoulders, 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. Paved shoulders, 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 municipality's active transportation network for cycling and/or walking: included in D.C.s.

E.1.6 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.

E.1.7 Transit Lanes and Lay-bys

- a. Transit lanes and lay-bys located within municipal arterial and County road corridors: considered part of the complete street and included in D.C.s
- b. Transit lanes and lay-bys located within non-arterial road corridors internal to development: considered part of the complete street and direct developer responsibility under s. 59 of the D.C.A. (as a local service).
- c. Transit lanes and lay-bys 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 the D.C.A. (as a local service).

E.2 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. Monitoring works: included in D.C.s consistent with the D.C.A., s. 5 (1).
- e. Storm sewer systems and drainage works that are required for a specific development, either internal or external to the area to which the plan relates: direct developer responsibility under s. 59 of the D.C.A. (as a local service).

E.3 Transit Bus Stops and Amenities

- a. Transit bus stops and amenities internal to development: direct developer responsibility under s. 59 of D.C.A. (as a local service).
- b. Transit bus stops and amenities on arterial roads: included in Municipality's Transit D.C.s consistent with D.C.A., s. 5 (1).



E.4 Parkland Development

E.4.1 Recreational Trails

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

E.4.2 Parkland

- a. 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 150 mm depth (import topsoil if existing on-site is insufficient to reach required depth).
 - Seeding of site with Municipality-approved seed mix. Maintenance of seed until acceptance by Municipality.
 - 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 1.5 m chain link perimeter fencing to the Municipal standards to separate the development lands from the Municipal lands or lands to be dedicated to the Municipality, unless the perimeter fencing is on land that will be dedicated to the Municipality 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.

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

E.4.3 Landscape Buffer Blocks, Features, Cul-de-sac Islands, Berms, Grade Transition Areas, Walkway Connections to Adjacent Arterial Roads, Open Space, Etc.

a. The cost of developing all landscape buffer blocks, landscape features, cul-de-sac islands, berms, grade transition areas, walkway connections to adjacent arterial roads, open space and other remnant pieces of land conveyed to the municipality 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 Municipality's required depth), landscape features, perimeter fencing and amenities and all planting.
- Perimeter fencing to the Municipal 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 Municipality.

E.5 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 Municipality.

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



- a. Riparian planting and landscaping requirements (as required by the Municipality, Conservation Authority or other authorities having jurisdiction) as a result of creation of, or construction within in the N.H.S. and associated buffers.
- b. Perimeter fencing of the N.H.S. to the Municipal standard located on the public property side of the property line adjacent land uses (residential, industrial, commercial) as required by the Municipality.
- c. All works to be in conformance with the Municipality'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.

E.5.1 Infrastructure Assets Constructed by Developers

- a. All infrastructure assets constructed by Developers must be designed in accordance with the Municipality's Engineering and Parks Standards Manual as revised
- b. All infrastructure assets shall be conveyed in accordance with the Municipality's Engineering and Parks Standards Manual as revised
- c. Any Parks and Open Space infrastructure assets approved to be built by the developer on behalf of the Municipality shall be in accordance with the Municipality's Park Development Methods Policy.

E.6 Underground Services (Stormwater, Water and Sanitary Sewers)

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

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

- a. Providing all underground services internal to the development, including storm, water and sanitary services;



- b. Providing service connections from existing underground services to the development;
- c. Providing new underground services or upgrading existing underground services external to the development if the services are required to service the development. If external services are required by two or more developments, the developer for the first development will be responsible for the cost of the external services and may enter into front-ending/cost-sharing agreements with other developers independent of the Municipality;
- d. Providing stormwater management ponds and other facilities required by the development including all associated features such as landscaping and fencing;
- e. Water booster pumping stations, reservoir pumping stations and/or sanitary pumping stations serving individual developments;
- f. Water treatment, storage facilities, transmission mains, re-chlorination/sampling stations and Wells associated with municipal service areas to be included within the D.C.; and
- g. Wastewater treatment plants and transmission mains associated with municipal service areas shall be included in the D.C.



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:

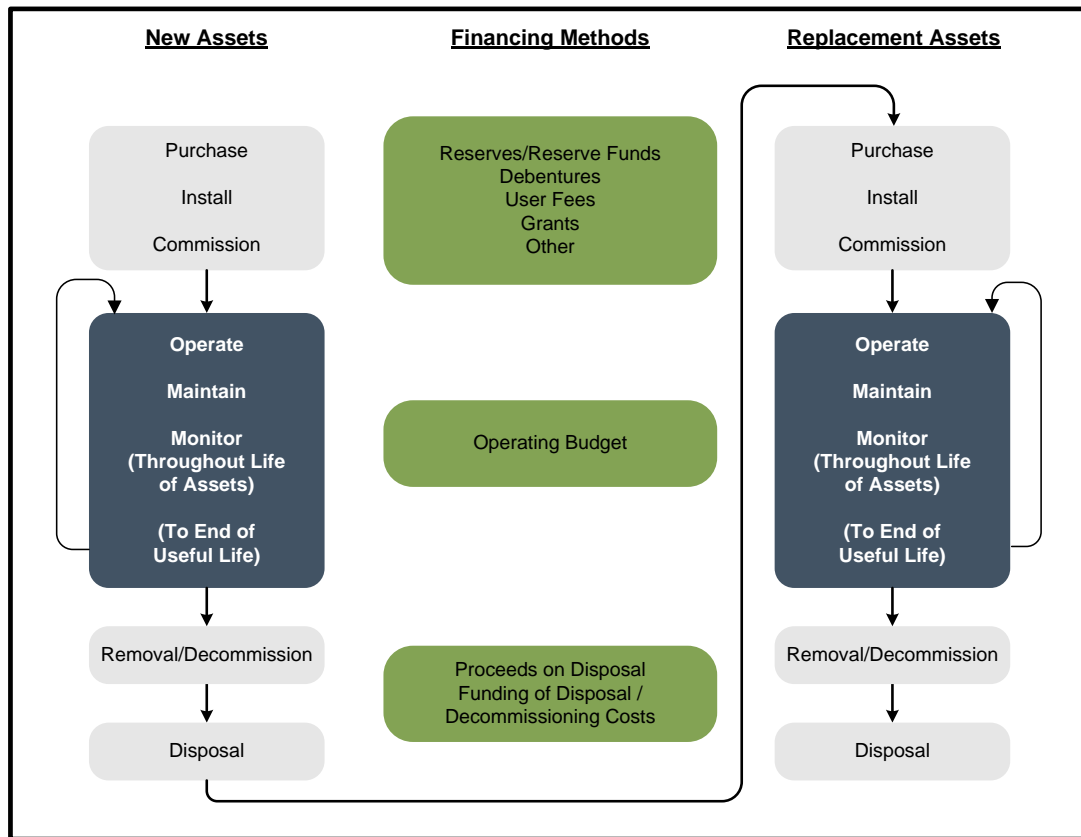
“The asset management plan shall,

- (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.

Commensurate with the above, the Township prepared an A.M.P. in 2023 for its existing assets; however, it did not take into account future growth-related assets for all services included in the D.C. calculations. As a result, the asset management requirement for the D.C. must be undertaken in the absence of this information.

In recognition to the schematic above, the following table (presented in 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 \$2.56 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 \$1.42 million. This amount, totaled with the existing operating revenues of approximately \$14.07 million, provides annual revenues of approximately \$15.49 million by the end of the period.



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

Township of Hamilton
Asset Management – Future Expenditures and Associated Revenues
2024\$

	2051 (Total)
Expenditures (Annualized)	
Annual Debt Payment on Non-Growth Related Capital ¹	554,939
Annual Debt Payment on Post Period Capital ²	66,224
Sub-Total - Annual Lifecycle	\$625,239
Incremental Operating Costs (for D.C. Services)	\$1,312,115
Total Expenditures	\$2,558,516
Revenue (Annualized)	
Total Existing Revenue ⁴	\$14,074,384
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	\$1,415,627
Total Revenues	\$15,490,011

¹ Non-Growth Related component of Projects

² Interim Debt Financing for Post Period Benefit

³ As per Sch. 10 of FIR




Appendix G

Draft D.C. By-law



Appendix G: Draft D.C. By-law

	The Corporation of the Township of Hamilton
	By-law Number 2024 - xx

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF HAMILTON
WITH RESPECT TO
DEVELOPMENT CHARGES**

WHEREAS Section 2(1) of the Development Charges Act, 1997, S.O. 1997, c. 27 (hereinafter called the Act) enables the Council of a municipality to pass by-laws for the imposition of development charges against land located in the municipality where the development of the land would increase the need for municipal services as designated in the by-law and the development requires one or more of the actions set out in Subsection 2(2) of the Act;

AND WHEREAS the Council of the Corporation of the Township of Hamilton has given Notice in accordance with Section 12 of the Development Charges Act, 1997 of its development charges proposal and held a public meeting on October 15, 2024;

AND WHEREAS the Council, at its meeting of October 15, 2024, approved a report dated September 20, 2024 entitled Township of Hamilton Development Charges Background Study;

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

AND WHEREAS the Council, in adopting the Township of Hamilton Development Charges Background Study on September 20, 2024, directed that development charges be imposed on land under development or redevelopment within the geographical limits of the municipality as hereinafter provided.



NOW THEREFORE the Council enacts as follows:

1. In this By-law:

DEFINITIONS

- (1) “Act” means the *Development Charges Act, 1997, S.O. 1997, c. 27*;
- (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 Dwelling Unit that meets the criteria set out in subsection 4.1 of the Act.
- (4) “agricultural use” means a bona fide farming operation;
- (5) “apartment unit” means any residential dwelling unit within a building containing more than two dwelling units where the residential units are connected by an interior corridor;
- (6) “attainable residential unit” means a Dwelling Unit that meets the criteria set out in subsection 4.1 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) “benefiting 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) “capital cost” shall have the same meaning as described in Section 5 of the *Development Charges Act, 1997*, as amended.
- (10) “class” means a grouping of services combined to create a single service for the purposes of this By-law and as provided in Section 7 of the *Development Charges Act*.



- (11) “commercial use” means the use of land, structure or building for the purpose of buying and selling of commodities and supplying of services as distinguished from manufacturing or assembling of goods, also as distinguished from other purposes such as warehousing and/or an open storage yard;
- (12) “council” means the Council of the municipality;
- (13) “demolition” means a demolition is deemed to have occurred on the date of issuance of a demolition permit, or in the case of accidental or natural destruction of the structure from the lands, the date of such occurrence;
- (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 with respect to growth-related net capital costs against land in the municipality under this by-law;
- (16) “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;
- (17) “existing industrial building” means a building used for or in connection with:
- (a) manufacturing, producing, processing, storing or distributing something;
 - (b) research or development in connection with manufacturing, producing or processing something;
 - (c) retail sales by a manufacturer, producer or processor of something they manufactured, produced or processed, if the retail sales are at the site where the manufacturing, production or processing takes place;
 - (d) office or administrative purposes, if they are:



- (i) carried out with respect to manufacturing, producing, processing, storage or distributing of something, and
 - (ii) in or attached to the building or structure used for that manufacturing, producing, processing, storage or distribution;
- (e) where the building is existing as of the date of its first building permit issued.

(18) “farm building” means that part of a bona fide farm operation encompassing barns, silos and other ancillary development to an agricultural use, but excluding a residential use;

(19) “front-end payment” means a payment made by an owner pursuant to a front-ending agreement, which may be in addition to a development charge that the owner is required to pay under this by-law, to cover the net capital costs of the services designated in the agreement that are required to enable the land to be developed;

(20) “front-ending agreement” means an agreement made under Section 44 of the Act between the municipality and any or all owners within a benefitting area providing for front-end payments by an owner or owners or for the installation of services by an owner or owners or for the installation of services by an owner or owners or any combination thereof;

(21) “grade” means the average level of finished ground adjoining a building or structure at all exterior walls;

(22) “gross floor area” means the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of party walls dividing the dwelling unit from another dwelling unit or other portion of a building;

- (i) In the case of a commercial, industrial and/or institutional building or structure, or in the case of a mixed-use building or structure in respect of the commercial, industrial and/or institutional 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 commercial, industrial and/or institutional use and a residential use.

- (23) “Industrial” means lands, buildings or structures used or designed or intended for use for manufacturing, processing, fabricating or assembly or raw goods, warehousing or bulk storage of goods, and includes office uses and the sale of commodities to the general public where such uses are accessory to an industrial use, but does not include the sale of commodities to the general public through a warehouse club or self storage facilities;
- (24) “Institutional development” means development of a building or structure that meets the criteria set out in section 11.1(2) of O.Reg. 82/98 to the Act;
- (25) “Interest rate” means the annual rate of interest as set out in section 26.3 of the Act;
- (26) “Non-profit housing development” means Development of a building or structure that meets the criteria set out in section 4.2 of the Act;
- (27) “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;
- (28) “Planning Act” means the *Planning Act, R.S.O. 1990, c. P.13*, as amended;
- (29) “rate” means the interest rate established weekly by the Bank of Canada for treasury bills having a term of 30 days;
- (30) “regulation” means any regulation made pursuant to the Act;
- (31) “rental housing” means development of a building or structure with four or more dwelling units all of which are intended for use as rented residential premises;
- (32) “residential use” means land or buildings or structure of any kind whatsoever used, designed or intended to be used as living accommodations for one or more individuals;



(33) “semi-detached dwelling”, “duplex” or “row housing” means a dwelling unit in a residential building consisting of two (or more in the case of row housing) dwelling units having one vertical wall or one horizontal wall, but no other parts, attached to another dwelling unit where the residential units are not connected by an interior corridor;

(34) “services” (or “service”) means those services designated in Schedule “A” to this by-law or specified in an agreement made under Section 44 of the Act;

(35) “services in lieu” means those services specified in an agreement made under Section 8 of this by-law;

(36) “service standards” means the prescribed level of services on which the schedule of charges in Schedule “B” are based;

(37) “servicing agreement” means an agreement between a landowner and the municipality relative to the provision of municipal services to specified lands within the municipality;

(38) “single detached dwelling unit” means a residential building consisting of one dwelling unit and not attached to another structure.

(39) “solar PV” means any solar energy system comprised of one or more solar panels and associated control or conversion electronics that converts sunlight into electricity. A solar PV installation may be connected to the electricity grid in circuits at a substation to provide electricity off-site for sale to an electrical utility or other intermediary;

(40) “special care facilities” means lands, buildings or structures used or designed or intended for uses for the purpose of providing supervision, nursing care or medical treatment, which do not comprise dwelling units, that are licensed, approved or supervised under any special or general statute, and excludes the special care/special dwelling portions of the building

(41) “special care/special dwelling” means a residential portion of special care facilities containing rooms or suites of rooms designed or intended to be used for sleeping and living accommodation that have a common entrance from street level:



- i. Where the occupants have the right to use in common, halls, stairs, yards, common rooms and accessory buildings;
- ii. Which may or may not have exclusive sanitary and/or culinary facilities;
- iii. That is designed to accommodate persons with specific needs, including, but not limited to, independent permanent living arrangements; and
- iv. Where support services such as meal preparation, grocery shopping, laundry, housekeeping, nursing, respite care and attendant services may be provided at various levels.

(42) “telecommunications tower” means any tower, apparatus, structure or other thing that is used or is capable of being used for telecommunications or for any operation directly connected with telecommunications, and includes a transmission facility as defined in the Telecommunications Act;

(43) “wind turbine” means any wind energy system, comprising one or more turbines, that converts energy into electricity, with a combined nameplate generating capacity greater than 100 kilowatts and consists of a wind turbine, a tower and associated control or conversion electronics. A wind turbine energy system may be connected to the electricity grid in circuits at a substation to provide electricity off-site for sale to an electrical utility or other intermediary.

SCHEDULE OF DEVELOPMENT CHARGES

2. (1) Subject to the provisions of this by-law, development charges against land shall be calculated and collected in accordance with the base rates set out in Schedule B, which relate to the service set out in Schedule A of this by-law.
- (2) The development charge with respect to the use of any land, buildings or structures shall be calculated, based on the charges in Schedule B, as follows:
 - (a) in the case of residential development, or the residential portion of a mixed-use development, based upon the number and type of dwelling units;



(b) in the case of non-residential development, the non-residential portion of a mixed-use development which includes residential, based upon the total floor area of such development;

(3) Council hereby determines that the development of land, buildings or structures for residential and non-residential uses have required or will require the provision, enlargement, expansion or improvement of the service referenced in Schedule A.

APPLICABLE LANDS

3. (1) Subject to Subsections (2), (3), (4) and (5), this by-law applies to all lands in the Township of Hamilton whether or not the land or use is exempt from taxation under Section 3 of the Assessment Act, R.S.O. 1980, c.31.

(2) This by-law shall not apply to land that is owned by and use for the purposes of:

(a) a board of education;

(b) any municipality or local board thereof;

(c) a farm building;

(d) a place of worship and land used in connection therewith, and a churchyard, cemetery and burial ground exempt from taxation under Section 3 of the Assessment Act, R.S.O. 1980, c.31.

(e) a solar PV Installations with a nameplate generation capacity of less than 100 kW shall be exempt from this by-law;

(f) Wind Turbines with a nameplate generation capacity of less than 100 kW shall be exempt from this by-law;

(g) Telecommunication Towers of less than 30 metres in height shall be exempt from this by-law.

(h) 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.

(3) If a development includes the enlargement of the gross floor area of an existing industrial building, the amount of the development charge that is payable in respect of the enlargement is determined in accordance with this section.

(a) If the gross floor area is enlarged by 50 percent or less, the amount of the development charge in respect of the enlargement is zero.

(b) If the gross floor area is enlarged by more than 50 percent, the amount of the development charge in respect of the enlargement is the amount of the development charge that would otherwise be payable multiplied by the fraction determined as follows:

(i) Determine the amount by which the enlargement exceeds 50 percent of the gross floor area before the enlargement.

(ii) Divide the amount determined under (i) by the amount of the enlargement.

(c) Where the building is existing as of the date of its first building permit issued.

(d) For the purposes of this subsection, the enlargement must not be attached to the existing industrial building by means only of a tunnel, bridge, passageway, canopy, shared below grade connection, such as a service tunnel, foundation, footing or parking facility.

(4) 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.



(4) 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.

(5) 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
- (6) Notwithstanding the provisions of this By-law Non-profit Residential Development;
- (7) Notwithstanding the provisions of this By-law Affordable Residential Units required pursuant to section 34 and 16(4) of the Planning Act (Inclusionary Zoning);
- (8) 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:
- (a) Affordable Residential Units:
 - (i) Affordable Residential Owned Units;
 - (ii) Affordable Residential Rental Units;
 - (b) Attainable Residential Units.
- (9) Notwithstanding any other provision of this By-law, the Development Charges payable for Residential Developments, where the Dwelling Units are intended as Rental Housing, will be reduced based on the number of bedrooms in each Dwelling Unit in accordance with section 26.2(1.1) of the Development Charges Act, as follows:
- (i) Three (3) or more Bedrooms – 25% reduction;
 - (ii) Two (2) Bedrooms – 20% reduction; and
 - (iii) Fewer than two (2) Bedrooms – 15% reduction.
- (10) That where a conflict exists between the provisions of the new by-law and any other agreement between the Township and the owner, with respect to land to be charged under this policy, the provisions of such agreement prevail to the extent of the conflict.



(11) This by-law is not applicable to development for which a complete application for building permit has been submitted prior to the in-force date of this by-law.

(12) Notwithstanding the provisions of this By-law, no development charge shall be payable where the development:

(a) is limited to the creation of an additional dwelling unit as prescribed, in prescribed classes of new residential buildings as set out in the Regulations to the Development Charges Act, 1997; and

(b) is limited to the creation of an additional dwelling unit ancillary to a new dwelling unit for prescribed classes of new residential buildings as set out in the Regulations to the Development Charges Act, 1997.”

4. (1) Subject to Subsection (2), development charges shall apply to, and shall be calculated and collected in accordance with, the provisions of this by-law on land to be developed for residential and commercial, industrial and/or institutional use, where:

(a) the development of that land will increase the need for services, and

(b) the development requires:

(i) the passing of a zoning by-law or an amendment thereto under Section 34 of the Planning Act, 1990;

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

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

(iv) the approval of a plan of subdivision under Section 51 of the Planning Act, 1990;

(v) a consent under Section 53 of the Planning Act, 1990;



(vi) the approval of a description under Section 51 of the Condominium Act, R.S.O. 1980, c.84; or

(vii) the issuing of a permit under the Building Code Act, R.S.O. 1992 in relation to a building or structure.

(2) Subsection (1) shall not apply in respect of:

(a) local services installed at the expense of the owner within a plan of subdivision as a condition of approval under Section 52 of the Planning Act, 1990;

(b) local services installed at the expense of the owner as a condition of approval under Section 53 of the Planning Act, 1990.

EXISTING AGREEMENTS

5. An agreement with respect to charges related to development registered prior to passage of the by-law remains in effect after enactment of this by-law.

MULTIPLE CHARGES

6. (1) Where two or more of the actions described in Section 4(1) are required before land to which a development charge applies can be developed, only one development charge shall be calculated and collected in accordance with the provisions of this by-law.

(2) Notwithstanding Subsection (1), if two or more of the actions described in Section 4(1) occur at different times, and if the subsequent action has the effect of increasing the need for municipal services as designated in Schedule “A”, an additional development charge on the additional residential units and/or commercial and/or industrial floor area, shall be calculated and collected in accordance with the provisions of this by-law.

SERVICE STANDARDS

7. For the purposes of Section 8, the approved service standards for the municipality are those contained in the Development Charges Background Study dated September 20, 2024.



SERVICES IN LIEU

8. (1) Council may authorize an owner to substitute the whole or such part of the development charge applicable to the owner's development as may be specified in an agreement by the provision at the sole expense of the owner, of services in lieu. Such agreement shall further specify that where the owner provides services in lieu in accordance with the agreement, Council shall give to the owner a credit against the development charge otherwise applicable to the development, equal to the reasonable cost to the owner of providing the services in lieu provided such credit shall not exceed the total development charge payable by an owner to the municipality.
- (2) In any agreement under Subsection (1), Council may also give a further credit to the owner equal to the reasonable cost of providing services in addition to, or of a greater size or capacity, than would be required under this by-law.
- (3) The credit provided for in Subsection (2) shall not exceed the service standards referenced in Section 7 and used in the calculation of the charges in Schedule "B" and no credit shall be charged to any development charges reserve fund prescribed in this by-law.

FRONT-ENDING AGREEMENTS

9. (1) Council may enter into a front-ending agreement with any or all owners within a benefitting area pursuant to Section 21 of the Development Charges Act, 1997, providing for the payment by the owner or owners of a front-end payment or for the installation of services by the owners or any combination of front-end payments and installation of services, which may be in addition to the required development charge.
- (2) Front-end payments made by benefitting owners under a front-ending agreement relating to the provision of services for which a development charge is payable shall be credited with an amount equal to the reasonable cost to the owner of providing the services, against the development charges otherwise payable under Schedule "B" of this by-law.



(3) No credit given pursuant to Subsection 9(1) shall exceed the total development charge payable by the owner for the applicable service component or the standard of service outlined in Schedule “B” and referenced in Section 7.

(4) The front-end payment required to be made by the benefitting owner under a front-ending agreement may be adjusted annually.

DEVELOPMENT CHARGE REDEVELOPMENT CREDITS

10. (1) Where there is a redevelopment of land on which there is a conversion of space proposed, or on which there was formerly erected a building or structure that has been demolished, a credit shall be allowed against the development charge otherwise payable by the owner pursuant to this By-law for the portion of the previous building or structure still in existence that is being converted or for the portion of the building or structure that has been demolished, as the case may be, calculated by multiplying the number and type of dwelling units being converted or demolished or the non-residential total floor area being converted or demolished by the relevant development charge in effect on the date when the development charge is payable in accordance with this By-law. If the development includes the conversion from one use (the “first use”) to another use, the credit shall be based on the development charges calculated pursuant to this By-law at the current development charge rates, that would be payable as development charges in respect of the first use.

(2) A credit in respect of any demolition under this section shall not be given unless a building permit has been issued or a subdivision agreement has been entered into with the Township for the development within 5 years from the date the demolition permit was issued.

(3) The amount of any credit hereunder shall not exceed, in total, the amount of the development charges otherwise payable with respect to the development.

TIMING OF CALCULATION AND PAYMENT

11. (1) Development charges shall be calculated and payable in full in money or by provision of services as may be agreed upon, or by credit granted by the Act, on the date that the first building permit is issued in relation to a building or



structure on land to which a development charge applies, or in a manner or at a time otherwise lawfully agreed upon.

(2) Where development charges apply to land in relation to which a building permit is required, the building permit shall not be issued until the development charge has been paid in full.

(3) Notwithstanding Subsections (1) and (2), an owner may enter into an agreement with the municipality to provide for the payment in full of a development charge before building permit issuance or later than the issuing of a building permit.

(4) Notwithstanding subsection 11.1, development charges for rental housing and institutional developments are due and payable in 6 installments commencing with the first installment payable on the date of first occupancy certificate issued, and each subsequent installment, including interest, payable on the anniversary date each year thereafter.

(5) Where the development of land results from the approval of a site plan or zoning by-law amendment application received on or after January 1, 2020, and the approval of the application occurred within 18 months of building permit issuance, the development charges under section 2 of this by-law shall be calculated on the rates set out in Schedule "B" on the date of the receipt of a complete planning application, including interest. Where both planning applications apply, development charges under section 2 of this by-law shall be calculated on the rates payable on the anniversary date each year thereafter, set out in Schedule "B" on the date of the later planning application, including interest (calculated in accordance with section 26.3 of the Act).

BY-LAW REGISTRATION

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

RESERVE FUND(S)

13. (1) Monies received from payment of development charges shall be maintained in a separate reserve fund or funds, and shall be used only to meet



the growth-related net capital costs for which the development charge was levied under this by-law.

(2) Council directs the Municipal Treasurer to divide the reserve fund(s) created hereunder into the separate sub-accounts in accordance with the service categories set out in Schedule “A” to which the development charge payments shall be credited in accordance with the amounts shown, plus interest earned thereon.

(3) Where any development charge, or part thereof, remains unpaid after the due date, the amount unpaid shall be added to the tax roll and shall be collected as taxes.

(4) Where any unpaid development charges are collected as taxes under Subsection (3), the monies so collected shall be credited to the development charge reserve fund or funds referred to in Subsection (1).

BY-LAW AMENDMENT OR REPEAL

14. (1) Where this by-law or any development charge prescribed thereunder is amended or repealed either by order of the Ontario Municipal Board or by the Municipal Council, the Municipal Treasurer shall calculate forthwith the amount of any overpayment to be refunded as a result of said amendment or repeal.

(2) Refunds that are required to be paid under Subsection (1) shall be paid to the registered owner of the land on the date on which the refund is paid.

(3) Refunds that are required to be paid under Subsection (1) shall be paid with interest to be calculated as follows:

(a) interest shall be calculated from the date on which the overpayment was collected to the date on which the refund is paid;

(b) the refund shall include the interest owed under this Section;

(c) interest shall be paid at the Bank of Canada rate in effect on the later of:

(i) the date of enactment of this by-law, or



(ii) the date of the last quarterly adjustment, in accordance with the provisions of Subsection (4).

(4) The Bank of Canada interest rate in effect on the date of enactment of this by-law shall be adjusted on the next following business day to the rate established by the Bank of Canada on that day, and shall be adjusted quarterly thereafter in January, April, July and October to the rate established by the Bank of Canada on the day of adjustment.

DEVELOPMENT CHARGE SCHEDULE INDEXING

15. The development charges referred to in Schedule “B” shall be adjusted annually, without amendment to this by-law, on January 1, 2025, and each January 1st thereafter while this by-law is in force, in accordance with the prescribed index.

BY-LAW ADMINISTRATION

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

SCHEDULES TO THE BY-LAW

17. The following schedules to this by-law form an integral part of this by-law:

Schedule “A” – Summary of Development Charge Services

Schedule “B” – Schedule of Residential and Non-Residential Development Charges

DATE BY-LAW EFFECTIVE

18. (1) This by-law shall come into force and effect on the date of its enactment.

(2) This by-law shall continue in force and effect for a term not to exceed five years from the date of its enactment, unless it is repealed at an earlier date.

BY-LAW REPEAL

19. By-law No. 2019-66 amended by By-law 2022-04 is hereby repealed on the effective date this By-law comes into force.



SHORT TITLE

20. This by-law may be cited as the Development Charges By-law.

THIS By-law read a first time the 19th day of November, 2024.

THIS By-law read a second and third time and finally passed this 19th day of November, 2024.

Mayor

Municipal Clerk

DRAFT



SCHEDULE "A"
SUMMARY OF DEVELOPMENT CHARGE SERVICES

Township-Wide Services

- Services Related to a Highway
- Fire Protection Services
- Parks & Recreation Services
- Library Services
- Growth Studies

Area-Specific Services

- Water Services

DRAFT



SCHEDULE "B"
SCHEDULE OF DEVELOPMENT CHARGES

Service/Class of Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide Services/Class of Service:						
Services Related to a Highway	6,878	4,032	3,935	3,118	2,537	3.95
Fire Protection Services	3,320	1,946	1,899	1,505	1,225	1.91
Parks and Recreation Services	1,723	1,010	986	781	636	0.31
Library Services	168	98	96	76	62	0.03
Growth Studies	1,050	615	601	476	387	0.49
Total Municipal Wide Services/Class of Services	13,139	7,701	7,517	5,956	4,847	6.69
Creighton Heights and Camborne Urban Area Services:						
Water Services	10,895	6,386	6,233	4,940	4,019	4.35
Total Urban Services	10,895	6,386	6,233	4,940	4,019	4.35
GRAND TOTAL RURAL AREA	13,139	7,701	7,517	5,956	4,847	6.69
GRAND TOTAL URBAN AREA	24,034	14,087	13,750	10,896	8,866	11.04