



# Development Charges Background Study

Town of Pelham

December 20, 2023

Watson & Associates Economists Ltd.  
905-272-3600  
[info@watsonecon.ca](mailto:info@watsonecon.ca)

# Table of Contents

	Page
<b>Executive Summary .....</b>	<b>i</b>
<b>1. Introduction.....</b>	<b>1-1</b>
1.1 Purpose of this Document.....	1-1
1.2 Summary of the Process.....	1-2
1.3 Changes to the D.C.A.: <i>Bill 108, 138, 197, and 213</i> .....	1-3
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 .....	1-3
1.3.2 Bill 138: Plan to Build Ontario Together Act, 2019 .....	1-4
1.3.3 Bill 197: COVID-19 Economic Recovery Act, 2020 .....	1-4
1.3.4 Bill 213: Better for People, Smarter for Business Act, 2020 .....	1-6
1.4 Changes to the D.C.A. - <i>Bill 23: More Homes Built Faster Act, 2022</i> .....	1-7
1.4.1 Additional Residential Unit Exemption .....	1-7
1.4.2 Removal of Housing as an Eligible D.C. Service .....	1-8
1.4.3 New Statutory Exemption for Non-Profit Housing .....	1-8
1.4.4 New Statutory Exemptions for Affordable Units, Attainable Units, and Affordable Inclusionary Zoning Units .....	1-8
1.4.5 Historical Level of Service Extended to Previous 15-Year Period .....	1-9
1.4.6 Revised Definition of Capital Costs .....	1-9
1.4.7 Mandatory Phase-in of a D.C. ....	1-9
1.4.8 D.C. By-law Expiry .....	1-9
1.4.9 Installment Payments.....	1-10
1.4.10 Rental Housing Discount .....	1-10
1.4.11 Maximum Interest Rate for Instalments and Determination of Charge for Eligible Site Plan and Zoning By-law Amendment Applications .....	1-10
1.4.12 Requirement to Allocate Funds Received .....	1-10



# Table of Contents (Cont'd)

	Page
<b>2. Current Town of Pelham D.C. Policies .....</b>	<b>2-1</b>
2.1 Schedule of Charges .....	2-1
2.2 Services Covered .....	2-1
2.3 Timing of D.C. Calculation and Payment .....	2-2
2.4 Indexing .....	2-2
2.5 Redevelopment Allowance .....	2-2
2.6 Exemptions .....	2-3
<b>3. Anticipated Development in the Town of Pelham.....</b>	<b>3-1</b>
3.1 Requirement of the Act .....	3-1
3.2 Basis of Population, Household and Non-Residential Gross Floor Area Forecast .....	3-1
3.3 Summary of Growth Forecast .....	3-2
<b>4. The Approach to the Calculation of the Charge .....</b>	<b>4-1</b>
4.1 Introduction .....	4-1
4.2 Services Potentially Involved .....	4-1
4.3 Increase in the Need for Service.....	4-1
4.4 Local Service Policy.....	4-6
4.5 Capital Forecast.....	4-6
4.6 Treatment of Credits .....	4-7
4.7 Classes of Services .....	4-8
4.8 Existing Reserve Funds .....	4-8
4.9 Deductions.....	4-9
4.9.1 Reduction Required by Level of Service Ceiling .....	4-10
4.9.2 Reduction for Uncommitted Excess Capacity .....	4-10
4.9.3 Reduction for Benefit to Existing Development.....	4-11
4.9.4 Reduction for Anticipated Grants, Subsidies and Other Contributions.....	4-12
4.10 Municipal-wide vs. Area Rating.....	4-12
4.11 Allocation of Development .....	4-12
4.12 Asset Management.....	4-13
4.13 Transit.....	4-13
4.14 Mandatory Phase-in of a D.C.....	4-14
<b>5. D.C.-Eligible Cost Analysis by Service.....</b>	<b>5-1</b>
5.1 Introduction .....	5-1
5.2 Service Levels and 10-Year Capital Costs for Pelham's D.C. Calculation .....	5-1
5.2.1 Parks and Recreation Services.....	5-1
5.2.2 Library Services .....	5-5



# Table of Contents (Cont'd)

	Page
5.3	Service Levels and Long-Term (2023 to 2051) Capital Costs for Pelham's D.C. Calculation ..... 5-7
5.3.1	Services Related to a Highway – Roads and Related..... 5-7
5.3.2	Public Works (Facilities and Fleet)..... 5-10
5.3.3	Fire Protection Services..... 5-13
5.4	Service Levels and Urban Long-Term (2023 to 2051) Capital Costs for Pelham's D.C. Calculation ..... 5-15
5.4.1	Water Services..... 5-15
5.4.2	Wastewater Services ..... 5-17
<b>6.</b>	<b>D.C. Calculation ..... 6-1</b>
<b>7.</b>	<b>D.C. Policy Recommendations and D.C. By-law Rules ..... 7-1</b>
7.1	Introduction ..... 7-1
7.2	D.C. By-law Structure ..... 7-2
7.3	D.C. By-law Rules..... 7-2
7.3.1	Payment in any Particular Case..... 7-2
7.3.2	Determination of the Amount of the Charge..... 7-3
7.3.3	Application to Redevelopment of Land (Demolition and Conversion)..... 7-3
7.3.4	Exemptions (full or partial) ..... 7-4
7.3.5	Phasing in ..... 7-5
7.3.6	Timing of Collection ..... 7-5
7.3.7	The Applicable Areas..... 7-5
7.3.8	Indexing ..... 7-6
7.4	Other D.C. By-law Provisions ..... 7-6
7.4.1	Categories of Services for Reserve Fund and Credit Purposes..... 7-6
7.4.2	By-law In-force Date ..... 7-7
7.4.3	Minimum Interest Rate Paid on Refunds and Charged for Inter-Reserve Fund Borrowing..... 7-7
7.4.4	Area Rating..... 7-7
7.5	Other Recommendations ..... 7-8
<b>8.</b>	<b>By-law Implementation ..... 8-1</b>
8.1	Public Consultation Process ..... 8-1
8.1.1	Introduction ..... 8-1
8.1.2	Public Meeting of Council..... 8-1
8.1.3	Other Consultation Activity..... 8-1
8.2	Anticipated Impact of the Charge on Development..... 8-2
8.3	Implementation Requirements ..... 8-3
8.3.1	Introduction ..... 8-3



# Table of Contents (Cont'd)

	Page
8.3.2 Notice of Passage .....	8-3
8.3.3 By-law Pamphlet .....	8-3
8.3.4 Appeals .....	8-4
8.3.5 Complaints .....	8-4
8.3.6 Credits .....	8-5
8.3.7 Front-Ending Agreements .....	8-5
8.3.8 Severance and Subdivision Agreement Conditions .....	8-5
<b>Appendix A Background Information on Residential and Non-Residential Growth Forecast .....</b>	<b>A-1</b>
<b>Appendix B Level of Service .....</b>	<b>B-1</b>
<b>Appendix C Long-Term Capital and Operating Cost Examination .....</b>	<b>C-1</b>
<b>Appendix D D.C. Reserve Fund Policy .....</b>	<b>D-1</b>
<b>Appendix E Local Service Policy .....</b>	<b>E-1</b>
<b>Appendix F Asset Management Plan.....</b>	<b>F-1</b>
<b>Appendix G Proposed D.C. By-law .....</b>	<b>G-1</b>



## List of Acronyms and Abbreviations

<b>Acronym</b>	<b>Full Description of Acronym</b>
A.M.P.	Asset management plan
C.B.C.	Community Benefits Charge
D.C.	Development charge
D.C.A.	Development Charges Act, 1997, as amended
F.I.R.	Financial Information Return
G.F.A.	Gross floor area
LPAT	Local Planning Appeal Tribunal
LPPL	Lincoln Pelham Public Library Board
N.F.P.O.W.	No fixed place of work
O.L.T.	Ontario Land Tribunal
O.M.B.	Ontario Municipal Board
O.P.A.	Official Plan Amendment
O. Reg.	Ontario Regulation
P.O.A.	Provincial Offences Act
P.P.U.	Persons per unit
S.D.E.	Single detached equivalent
S.D.U.	Single detached unit
S.W.M.	Stormwater management
sq.ft.	square foot
sq.m	square metre



# Executive Summary



# Executive Summary

1. The report provided herein represents the Development Charges (D.C.) Background Study for the Town of Pelham required by the *Development Charges Act, 1997*, as amended (D.C.A.). This report has been prepared in accordance with the methodology required under the D.C.A. The contents include the following:
  - Chapter 1 – Overview of the legislative requirements of the Act;
  - Chapter 2 – Review of present D.C. policies of the Town;
  - Chapter 3 – Summary of the residential and non-residential growth forecasts for the Town;
  - Chapter 4 – Approach to calculating the D.C.;
  - Chapter 5 – Review of historical service standards and identification of future capital requirements to service growth and related deductions and allocations;
  - Chapter 6 – Calculation of the D.C.s;
  - Chapter 7 – D.C. policy recommendations and rules; and
  - Chapter 8 – By-law implementation.
  
2. D.C.s provide for the recovery of growth-related capital expenditures from new development. The D.C.A. is the statutory basis to recover these charges. The methodology is detailed in Chapter 4; a simplified summary is provided below.
  - 1) Identify amount, type and location of growth.
  - 2) Identify servicing needs to accommodate growth.
  - 3) Identify capital costs to provide services to meet the needs.
  - 4) Deduct:
    - Grants, subsidies and other contributions;
    - Benefit to existing development;
    - Amounts in excess of 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 Town's 2018 D.C. By-law, the Town undertook a D.C. Update Study in 2021 to pass an amending D.C. By-law to incorporate 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*

Since that time, the Province 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. It is noted that, as of the time of writing, the Province has announced (on December 13, 2023) potential changes to the phase-in requirements and the removal of studies as eligible capital costs. The details of these changes will be forthcoming in early 2024 and Watson will monitor and advise as to the nature of these changes. 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 Exemptions for Affordable Units, Attainable Units, and Affordable Inclusionary Zoning Units (currently not in force);  
Note: Bill 134: *Affordable Homes and Good Jobs Act, 2023* was released on September 28, 2023 which proposes a new definition of “affordable” under the D.C.A. and is anticipated to receive Royal Assent on December 4, 2023:
  - Owned unit (lesser of): cost is less than 30% of the 60th percentile of income for households in the municipality or 90% of the average purchase price as defined in a new Bulletin.
  - Rental unit (lesser of): rent is less than 30% of the 60th percentile of income for rental households or average market rent set out in a new Bulletin.
- New Statutory Exemption: 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. 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 Installments and Determination of Charge for Eligible Site Plan and Zoning By-law Amendment Applications to be set at the average prime rate plus 1%; and
  - Requirement to Allocate Funds Received – municipalities are required to spend or allocate at least 60% of their reserve fund at the beginning of the year for water, wastewater, and services related to a highway.
4. The growth forecast (Chapter 3) on which the D.C. study is based, projects the following population, housing, and non-residential floor area for the 10-year (2023 to 2033), long-term (2023 to 2051), and urban long-term (2023 to 2051) periods.



Table ES-1  
Summary of Growth Forecast by Planning Period  
Town of Pelham

Measure	10 Year 2023-2033	Long-Term 2023-2051	Urban - Long-Term 2023-2051
(Net) Population Increase	3,088	8,575	8,678
Residential Unit Increase	1,547	3,939	3,920
Non-Residential Gross Floor Area Increase (sq.ft.)	363,100	960,800	617,100

5. On July 16, 2018, the Town of Pelham passed By-law 4023 (2018) under the D.C.A. The by-law imposes D.C.s on residential and non-residential uses. This by-law was amended via By-laws 4149 (2019), 4314 (2021), and 4431 (2022). The Town is undertaking a D.C. public process and anticipates passing a new by-law on March 6, 2024, with the mandatory public meeting scheduled for February 21, 2024.
6. The Town's D.C. currently in effect (as of January 1, 2023) is \$27,438 for single detached dwelling units for full services. The non-residential charge is \$12.64 per sq.ft. for full services. It is noted that the Town's current D.C. by-law is set to index on January 1, 2024, therefore these charges are anticipated to increase by 6.57%.
7. This report has undertaken a recalculation of the charges based on future identified needs (presented in Schedule ES-3 for residential and non-residential). Charges have been provided on a Town-wide basis for all services excluding water and wastewater services, which have been provided on an urban-wide basis for the areas of Fenwick and Fonthill. The corresponding residential single detached unit charge for full services is \$37,707. The non-residential charge for full services is \$17.23 per sq.ft. of building area. These rates are submitted to Council for their consideration.
8. The D.C.A. requires a summary be provided of the gross capital costs and the net costs to be recovered over the life of the by-law. This calculation is provided



by service and is presented in Table 6-5. 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	\$160,979,986
Less: Benefit to existing development	\$49,298,322
Less: Post planning period benefit	\$5,521,240
Less: Ineligible re: Level of Service	\$0
Less: Grants, subsidies and other contributions	\$6,625,252
<b>Net costs to be recovered from development charges</b>	<b>\$99,535,172</b>

This suggests that for the non-D.C. cost over the ten-year D.C. by-law (benefit to existing development, and grants, subsidies and other contributions), \$55.92 million (or an annual amount of \$5.59 million) will need to be contributed from taxes and rates, or other sources. With respect to the post period benefit amount of \$5.52 million, it will be included in subsequent D.C. study updates to reflect the portion of capital that benefits growth in the post period D.C. forecasts.

Based on the above table, the Town plans to spend \$160.98 million over the life of the by-law, of which \$99.54 million (62%) is recoverable from D.C.s. Of this net amount, \$87.33 million is recoverable from residential development and \$12.20 million from non-residential development. It is noted also that any exemptions or reductions in the charges would reduce this recovery further.

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

The following services are calculated based on an urban long-term forecast:

- Wastewater Services; and
- Water Services.

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



- Services Related to a Highway – Roads and Related;
- Public Works (Facilities and Fleet); and
- Fire Protection Services.

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

- Parks and Recreation Services; and
- Library Services.

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 - Studio and 1 Bedroom	Special Care Dwellings	(per sq.ft. of Gross Floor Area)
<b>Town-Wide Services/Class of Service:</b>						
Services Related to a Highway	14,107	10,574	9,938	6,439	5,382	7.56
Public Works (Facilities and Fleet)	1,611	1,208	1,135	735	615	0.88
Fire Protection Services	968	726	682	442	369	0.52
Parks and Recreation Services	11,412	8,554	8,039	5,209	4,354	2.07
Library Services	965	723	680	440	368	0.18
<b>Total Town-Wide Services/Class of Services</b>	<b>29,063</b>	<b>21,785</b>	<b>20,474</b>	<b>13,265</b>	<b>11,088</b>	<b>11.21</b>
<b>Urban Services</b>						
Wastewater Services	5,418	4,061	3,817	2,473	2,067	3.77
Water Services	3,226	2,418	2,273	1,473	1,231	2.25
<b>Total Urban Services</b>	<b>8,644</b>	<b>6,479</b>	<b>6,090</b>	<b>3,946</b>	<b>3,298</b>	<b>6.02</b>
<b>Total Town-Wide + Urban Area</b>	<b>37,707</b>	<b>28,264</b>	<b>26,564</b>	<b>17,211</b>	<b>14,386</b>	<b>17.23</b>



# Report



# Chapter 1

## Introduction



# 1. Introduction

## 1.1 Purpose of this Document

---

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

The Town retained Watson & Associates Economists Ltd. (Watson), to undertake the D.C. study process throughout 2022 and 2023. Watson worked with Town staff in preparing the D.C. analysis and policy recommendations.

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

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

In addition, the report is designed to set out sufficient background on the legislation (Chapter 4), Pelham'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 February 21, 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 Town's D.C.s.

In accordance with the legislation, the background study and proposed D.C. by-law will be available for public review on December 20, 2023.

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

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

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

Figure 1-1  
Schedule of Key D.C. Process Dates for the Town of Pelham

Schedule of Study Milestone	Dates
1. Data collection, staff review, engineering work, D.C. calculations and policy work	September 2022 to November 2023
2. Public release of final D.C. Background study and proposed by-law	December 20, 2023
3. Public meeting advertisement placed in newspaper(s)	January 26, 2024
4. Public meeting of Council	February 21, 2024
5. Council considers adoption of background study and passage of by-law	March 6, 2024
6. Newspaper notice given of by-law passage	By 20 days after passage
7. Last day for by-law appeal	40 days after passage
8. Town makes pamphlet available (where by-law not appealed)	By 60 days after in force date



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

---

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

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

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

- Effective January 1, 2020, rental housing and institutional developments will pay D.C.s in six equal annual payments commencing at occupancy. 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. Further, the initial list of eligible services under Bill 108 was limited to "hard services", with the "soft services" being removed from the D.C.A. These services would be considered as part of a new community benefits charge (discussed below) imposed under the Planning Act. As noted in the next section this list of services has been amended through Bill 197.

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

**Remaining Services to be Included in a New Community Benefits Charge (C.B.C.) Under the Planning Act** - It 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 s. 5 of the D.C.A.
- A class of service set out in the D.C. by-law is deemed to be a single service with respect to reserve funds, use of monies, and credits.

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

### Mandatory 10% Deduction

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

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

### **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.

## **1.4 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, as of the time of writing, the Province has announced (on December 13, 2023) potential changes to the phase-in requirements and the removal of studies as eligible capital costs. The details of these changes will be forthcoming in early 2024 and Watson will monitor and advise as to the nature of these changes. 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.
- 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.

Further to the above, Bill 134: *Affordable Homes and Good Jobs Act, 2023* was released on September 28, 2023 which proposes a new definition of “affordable” under the D.C.A.:

- Owned unit (lesser of): cost is less than 30% of the 60th percentile of income for households in the municipality or 90% of the average purchase price as defined in a new Bulletin
- Rental unit (lesser of): rent is less than 30% of the 60th percentile of income for rental households or average market rent set out in a new Bulletin



Bill 134 is not yet in force, it will come into force on the day that section 3 of Schedule 3 of Bill 23 is proclaimed.

Note: the above exemptions are not currently in force. These exemptions will be in force upon proclamation and revisions to the regulations. The bulletin has yet to be published as at the time of writing this report.

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

#### ***1.4.5 Historical Level of Service Extended to Previous 15-Year Period***

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

#### ***1.4.6 Revised Definition of Capital Costs***

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

#### ***1.4.7 Mandatory Phase-in of a D.C.***

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

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

#### ***1.4.8 D.C. By-law Expiry***

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



### **1.4.9 Installment Payments**

Non-profit housing development has been removed from the instalment payment section of the Act (section 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



# Chapter 2

## Current Town of Pelham D.C. Policies



## 2. Current Town of Pelham D.C. Policies

### 2.1 Schedule of Charges

On July 16, 2018, the Town of Pelham passed By-law, 4023 (2018) under the D.C.A. This by-law was amended via By-laws 4149 (2019), 4314 (2021), and 4431 (2022).

These by-laws impose D.C.s for residential and non-residential uses. The table below provides the rates currently in effect, as of January 1, 2023.

Table 2-1  
Town of Pelham  
Current D.C. Rates  
January 1, 2023

Service	Residential					Non-Residential
	Single & Semi Detached	Multiples	Apartments with >= 2 Bedrooms	Apartments with < 2 Bedrooms	Special Care Dwellings	per sq.ft.
<b>Town-Wide Services:</b>						
Services Related to a Highway	12,673	9,028	8,676	5,305	4,334	7.07
Fire Protection Services	474	338	324	198	162	0.25
Parks and Recreation Services	7,174	5,111	4,912	3,004	2,453	1.00
Library Services	842	599	576	353	288	0.12
Growth Studies	940	669	644	393	321	0.53
<b>Total - Town-Wide</b>	<b>22,103</b>	<b>15,745</b>	<b>15,132</b>	<b>9,253</b>	<b>7,558</b>	<b>8.97</b>
<b>Urban Area Services (Fenwick and Fonthill):</b>						
Wastewater Services	3,751	2,673	2,569	1,570	1,283	2.58
Water Services	1,584	1,128	1,084	664	541	1.09
<b>Total - Urban Area Services</b>	<b>5,335</b>	<b>3,801</b>	<b>3,653</b>	<b>2,234</b>	<b>1,824</b>	<b>3.67</b>
<b>Total - Town-Wide + Urban Area Services</b>	<b>27,438</b>	<b>19,546</b>	<b>18,785</b>	<b>11,487</b>	<b>9,382</b>	<b>12.64</b>

### 2.2 Services Covered

The following services are covered under By-law 4023 (2018), as amended:

- Services Related to a Highway;
- Fire Protection Services;
- Parks and Recreation Services;
- Library Services;
- Growth Studies;
- Wastewater Services; and
- 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, annually on January 1, in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index (Table 18-10-0276-02)<sup>1</sup>.

## 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
- (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.

---

<sup>1</sup> 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.



- 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 4023 (2018), as amended:

- a hospital as defined under the Public Hospitals Act;
- that portion of a place of worship that is exempt from taxation under the Assessment Act;
- a garden suite;
- a farm help house;
- a farm building;
- institutions that are exempt from municipal taxation under the following legislation:
  - Social Housing Reform Act;
  - Long Term Care Act; or
  - Mental Health Act;
    - save and except those that are operated for profit.
- land developed for purposes where the development is clearly exempt from taxation under Provincial or Federal Legislation.



# Chapter 3

## Anticipated Development in the Town of Pelham



## 3. Anticipated Development in the Town of Pelham

### 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 Town will be required to provide services over a 10-year (2023 to 2033) and a long-term (2023 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 preparing the growth forecast, the following information sources were consulted to assess the residential and non-residential development potential for the Town over the forecast period, including:

- Niagara Official Plan, November 4, 2022;
- Niagara Region Official Plan, PDS 17-2022, 2051 Land Needs Assessment, June 2022, Hemson Consulting Ltd.;
- Town of Pelham Official Plan, Adopted April 2, 2012 (in accordance with Section 17(22) of the *Planning Act*, R.S.O., p.13) by By-Law 3259 (2012);
- Town of Pelham 2018 Development Charges Background Study Consolidated Report, August 30, 2018, 2019 Development Charges Update Study, May 30, 2019, and 2021 Development Charges Update Study, December 22, 2021, by Watson & Associates Economists Ltd.
- 2011, 2016 and 2021 population, household and employment Census data;
- Historical residential building permit data over the 2013 to 2022 period;
- Residential and non-residential supply opportunities as identified by Town of Pelham staff; and
- Discussions from Town staff regarding anticipated residential and non-residential development in the Town of Pelham.

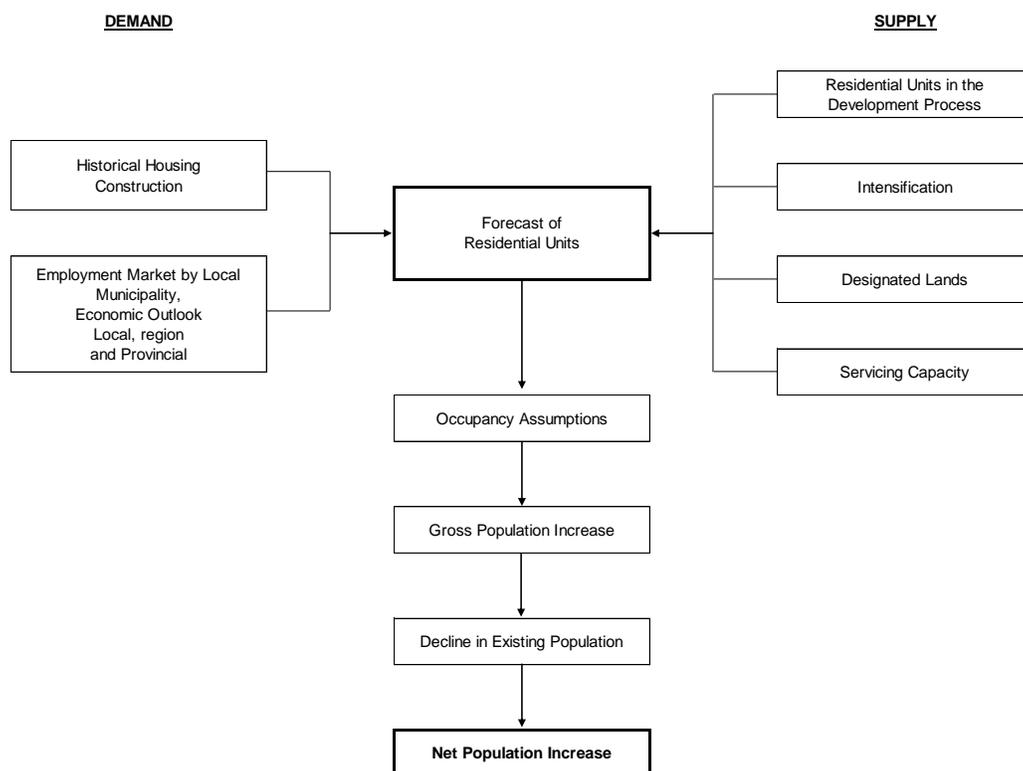


### 3.3 Summary of Growth Forecast

A detailed analysis of the residential and non-residential growth forecasts is provided in Appendix A and the methodology employed is illustrated in Figure 3-1. The discussion provided herein summarizes the anticipated growth for the Town 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 Town of Pelham (excluding census undercount) is anticipated to reach approximately 22,630 by late-2033 and 28,120 by 2051, resulting in an increase of approximately 3,090 and 8,580 persons, respectively.<sup>[1]</sup>

Figure 3-1  
Population and Household Forecast Model



<sup>[1]</sup> The population figures used in the calculation of the 2023 D.C. exclude the net Census undercount, which is estimated at approximately 2.5%.



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

	Year	Population (Including Census Undercount) <sup>[1]</sup>	Excluding Census Undercount			Housing Units					Person Per Unit (P.P.U.): Total Population/ Total Households
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi- Detached	Multiple Dwellings <sup>[2]</sup>	Apartments <sup>[3]</sup>	Other	Total Households	
Historical	<i>Mid 2011</i>	17,020	16,598	368	16,230	5,322	474	395	16	6,207	2.674
	<i>Mid 2016</i>	17,540	17,110	440	16,670	5,475	430	550	15	6,470	2.645
	<i>Mid 2021</i>	18,650	18,192	382	17,810	5,855	535	550	15	6,955	2.616
Forecast	<i>Late 2023</i>	20,040	19,541	410	19,131	5,985	737	768	15	7,505	2.604
	<i>Late 2033</i>	23,200	22,629	502	22,127	6,681	1,142	1,130	15	8,969	2.523
	<i>Mid 2051</i>	28,830	28,116	590	27,526	7,665	1,786	1,814	15	11,280	2.493
Incremental	<b>Mid 2011 - Mid 2016</b>	<b>520</b>	<b>512</b>	<b>72</b>	<b>440</b>	<b>153</b>	<b>-44</b>	<b>155</b>	<b>-1</b>	<b>263</b>	
	<b>Mid 2016 - Mid 2021</b>	<b>1,110</b>	<b>1,082</b>	<b>-58</b>	<b>1,140</b>	<b>380</b>	<b>105</b>	<b>0</b>	<b>0</b>	<b>485</b>	
	<b>Mid 2021 - Late 2023</b>	<b>1,390</b>	<b>1,349</b>	<b>28</b>	<b>1,321</b>	<b>130</b>	<b>202</b>	<b>218</b>	<b>0</b>	<b>550</b>	
	<b>Late 2023 - Late 2033</b>	<b>3,160</b>	<b>3,088</b>	<b>92</b>	<b>2,996</b>	<b>696</b>	<b>405</b>	<b>362</b>	<b>0</b>	<b>1,464</b>	
	<b>Late 2023 - Mid 2051</b>	<b>8,790</b>	<b>8,575</b>	<b>180</b>	<b>8,395</b>	<b>1,680</b>	<b>1,049</b>	<b>1,046</b>	<b>0</b>	<b>3,775</b>	

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

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

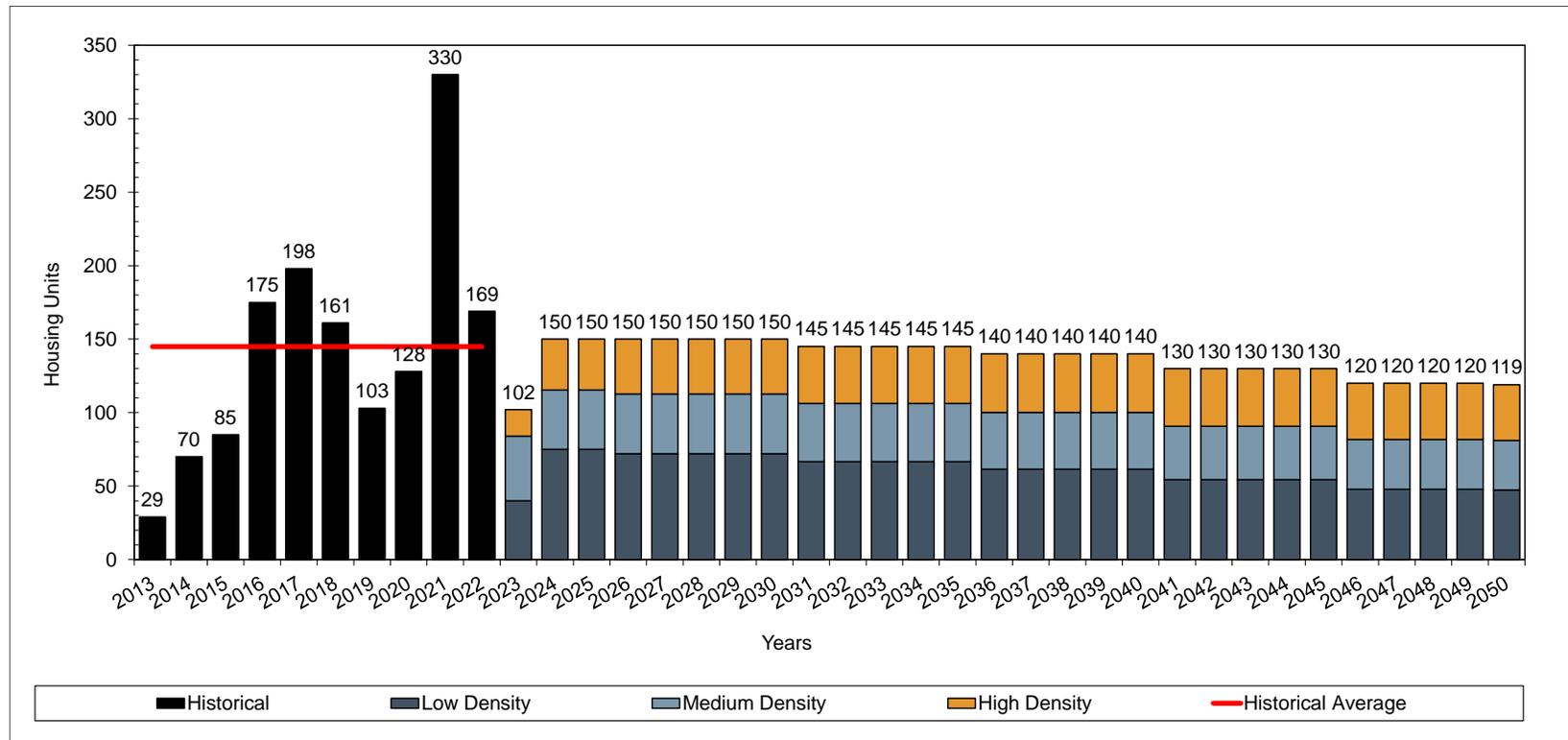
<sup>[3]</sup> Includes studio, 1-bedroom, and 2-bedroom+ apartment units.

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

Source: Derived from Niagara Region Official Plan, PDS 17-2022, 2051 Land Needs Assessment, June 2022, Hemson Consulting Ltd., and discussions with Town of Pelham staff regarding servicing and land supply by Watson & Associates Economists Ltd.



Figure 3-2  
Town of Pelham  
Annual Housing Forecast [1]



[1] Growth forecast represents calendar year.

Source: Historical housing activity derived from Town of Pelham building permit data, 2013 to 2022, and 2023 estimated based on June 2023 year-to-date building permit data by Watson & Associates Economists Ltd.



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

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

- The housing unit mix for the Town was derived from a detailed review of historical development activity (as per Schedule 7), as well as active residential development applications (as per Schedule 6) and discussions with Town staff regarding anticipated development trends for the Town of Pelham.
- Based on the above indicators, the 2023 to 2051 household growth forecast for the Town is comprised of a unit mix of 45.5% low density units (single detached and semi-detached), 27.8% medium density (multiples except apartments) and 27.7% high density (studio, 1-bedroom and 2-bedroom apartments).

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

- Schedule 2 summarizes the anticipated amount, type, and location of development by area for the Town of Pelham
- In accordance with forecast demand and available land supply, the amount and percentage of forecast housing growth between 2023 and 2051 by development location is summarized below.

Table 3-2  
Town of Pelham  
Geographic Location of Residential Development

Development Location	Amount of Housing Growth, 2023 to 2051	Percentage of Housing Growth, 2023 to 2051
Fonthill	3,048	81%
Fenwick	708	19%
Rural	19	<1%
<b>Town of Pelham</b>	<b>3,775</b>	<b>100%</b>

Note: Figures may not add precisely due to rounding.



### 3. Planning Period

- Short- and long-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 long-term growth planning period.

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

- The number of housing units to be constructed by 2051 in the Town of Pelham over the forecast period is presented in Table 3-1. Over the 2023 to 2051 forecast period, the Town is anticipated to average approximately 137 new housing units per year.
- Institutional population<sup>[1]</sup> is anticipated to increase by approximately 180 people between 2023 to 2051.
- Population in new units is derived from Schedules 3, 4 and 5, which incorporate historical development activity, anticipated units (see unit mix discussion) and average persons per unit (P.P.U.) by dwelling type for new units.
- Schedule 8a 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 Town of Pelham. Due to data limitations high density P.P.U. data was derived from the Region of Niagara. 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. Forecast 25-year average P.P.U.s by dwelling type are as follows:
  - Low density: 2.883
  - Medium density: 2.161
  - High density: 1.763

---

<sup>[1]</sup> 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.

---



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

- Existing households for late-2023 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.<sup>[1]</sup> The forecast population change in existing households over the 2023 to 2051 forecast period is forecast to decline by approximately 560.

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

- The employment projections provided herein are largely based on the activity rate method, which is defined as the number of jobs in the Town divided by the number of residents. Key employment sectors include primary, industrial, commercial/population-related, institutional, and work at home, which are considered individually below.
- 2016 employment data <sup>[2],[3]</sup> (place of work) for the Town of Pelham is outlined in Schedule 10a. The 2016 employment base is comprised of the following sectors:
  - 325 primary (8%);
  - 915 work at home employment (23%);
  - 380 industrial (10%);
  - 1,525 commercial/population-related (39%); and
  - 800 institutional (20%).

---

<sup>[1]</sup> 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.

<sup>[2]</sup> 2016 employment is based on Statistics Canada 2016 Place of Work Employment dataset by Watson & Associates Economists Ltd.

<sup>[3]</sup> 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.



- The 2016 employment by usual place of work, including work at home, is 3,945. An additional 600 employees have been identified for the Town of Pelham in 2016 that have no fixed place of work (N.F.P.O.W.).<sup>[1]</sup>
- Total employment, including work at home and N.F.P.O.W. for the Town of Pelham is anticipated to reach approximately 6,000 by late-2033 and 7,140 by 2051. This represents an employment increase of approximately 720 for the 10-year forecast period and 1,860 for the long-term forecast period.
- Schedule 10b, Appendix A, summarizes the employment forecast, excluding work at home employment and N.F.P.O.W. employment, which is the basis for the D.C. employment forecast. The impact on municipal services from work at home employees has already been included in the population forecast. The need for municipal services related to N.F.P.O.W. employees has largely been included in the employment forecast by usual place of work (i.e., employment and gross floor area generated from N.F.P.O.W. construction employment). Furthermore, since these employees have no fixed work address, they cannot be captured in the non-residential 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 Town of Pelham (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 3,980 by late-2033 and 4,880 by 2051. This represents an employment increase of approximately 540 for the 10-year forecast period and 1,440 for the long-term forecast period.<sup>[2]</sup>

---

<sup>[1]</sup> 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."

<sup>[2]</sup> G.F.A. and employment associated within special care institutional dwellings treated as residential, resulting in an institutional employment difference between Schedules 9a and 10b. Total employment growth in Schedule 10b (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 10b is anticipated to reach approximately 3,940 by late-2033 and 4,800 by 2051.



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

- Square footage estimates were calculated in Schedule 10b based on the following employee density assumptions:
  - 3,000 sq.ft. per employee for primary;
  - 2,000 sq.ft. per employee for industrial;
  - 500 sq.ft. per employee for commercial/population-related; and
  - 675 sq.ft. per employee for institutional employment.
- The Town-wide incremental G.F.A. is anticipated to increase by 363,100 sq.ft. over the 10-year forecast period and 960,800 sq.ft. over the long-term forecast period.
- In terms of percentage growth, the 2023 to 2051 incremental G.F.A. forecast by sector is broken down as follows:
  - Primary – 4%
  - Industrial – 29%;
  - Commercial/population-related – 52%; and
  - Institutional – 15%.

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

- Schedule 10c summarizes the anticipated amount, type and location of non-residential development by servicing area for the Town of Pelham by area.
- The amount and percentage of forecast total non-residential growth between 2023 and 2051 by development location is summarized below.



Table 3-3  
Town of Pelham  
Geographic Location of Non-Residential Development

Development Location	Amount of Non-Residential G.F.A. (sq.ft.), 2023 to 2051	Percentage of Non-Residential G.F.A., 2023 to 2051
Fonthill	468,400	49%
Fenwick	148,700	15%
Rural	343,700	36%
<b>Town of Pelham</b>	<b>960,800</b>	<b>100%</b>

Note: Figures may not add precisely due to rounding



# Chapter 4

## The Approach to the Calculation of the Charge



## 4. The Approach to the Calculation of the Charge

### 4.1 Introduction

---

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

### 4.2 Services Potentially Involved

---

Table 4-1 lists the full range of municipal services that are provided within the Town.

A number of these services are not 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 Town’s D.C. are indicated with a “Yes.”

### 4.3 Increase in the Need for Service

---

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



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

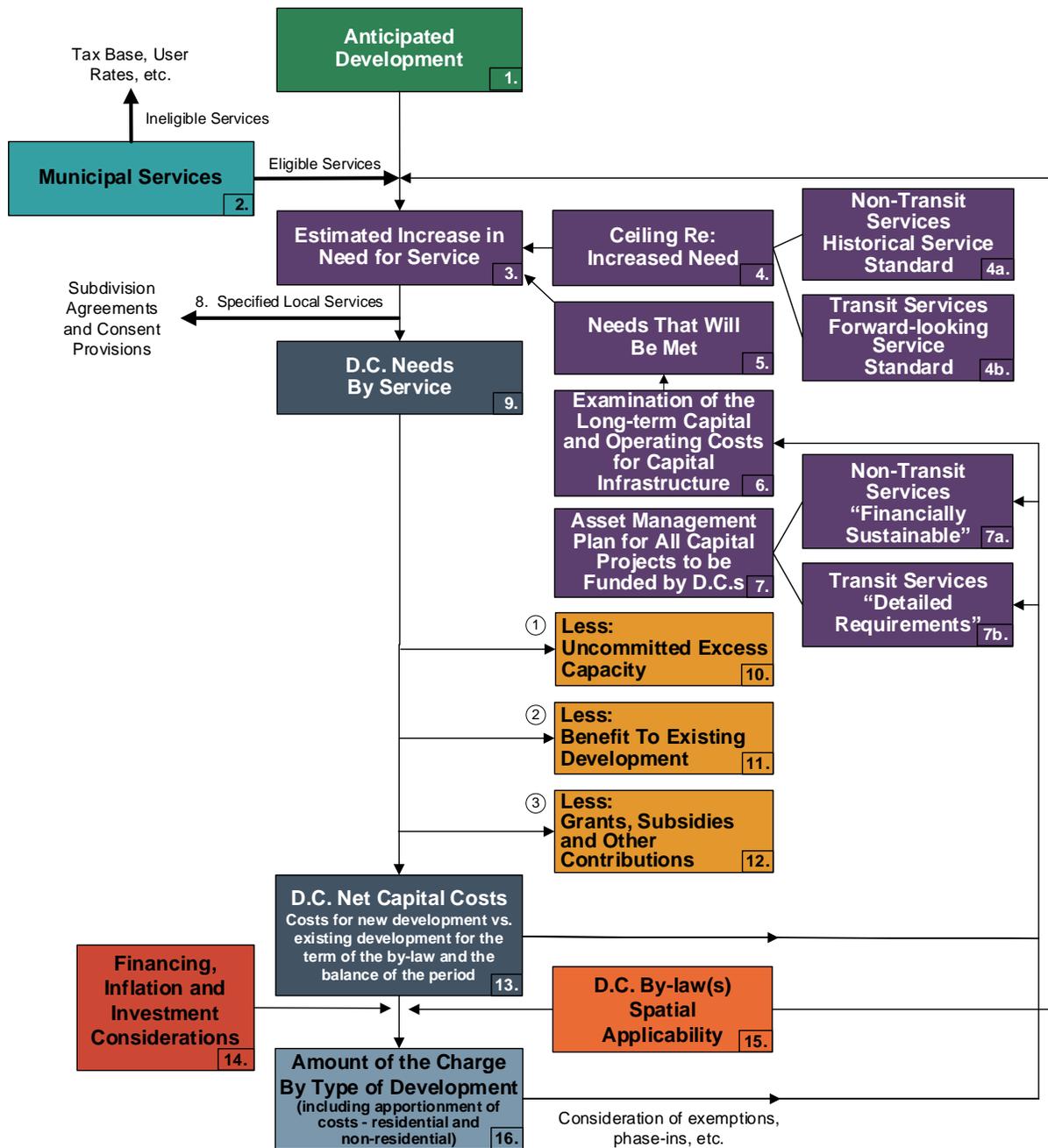




Table 4-1  
Categories of Municipal Services to be Addressed as Part of the Calculation

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 <sup>[1]</sup> & 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 <sup>1</sup>	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

<sup>[1]</sup> with 7+ year lifetime



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

---

<sup>[1]</sup> with 7+ year lifetime



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
10. Provision of Cultural, Entertainment and Tourism Facilities and Convention Centres	Ineligible	10.1 Cultural space (e.g., art galleries, museums and theatres)	0
	Ineligible	10.2 Tourism facilities and convention centres	0
11. Wastewater Services	Yes	11.1 Treatment plants	100
	Yes	11.2 Sewage trunks	100
	n/a	11.3 Local systems	0
	Yes	11.4 Vehicles and equipment <sup>[1]</sup>	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 <sup>[1]</sup>	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 <sup>[1]</sup>	100
14. Policing Services	n/a	14.1 Policing detachments	100
	n/a	14.2 Policing rolling stock <sup>[1]</sup>	100
	n/a	14.3 Small equipment and gear	100
15. Homes for the Aged	n/a	15.1 Homes for the aged space	100
	n/a	15.2 Vehicles <sup>[1]</sup>	100
16. Child Care	n/a	16.1 Child-care space	100
	n/a	16.2 Vehicles <sup>[1]</sup>	100
17. Health	n/a	17.1 Health department space	100
	n/a	17.2 Health department vehicles <sup>[1]</sup>	100
18. Social Housing	n/a	18.1 Social housing space	0
19. Provincial Offences Act (P.O.A.)	n/a	19.1 P.O.A. space	100
20. Social Services	Ineligible	20.1 Social service space	0

<sup>[1]</sup> with 7+ year lifetime



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
21. Ambulance	n/a n/a	21.1 Ambulance station space 21.2 Vehicles <sup>[1]</sup>	100 100
22. Hospital Provision	Ineligible	22.1 Hospital capital contributions	0
23. Provision of Headquarters for the General Administration of Municipalities and Area Municipal Boards	Ineligible Ineligible Ineligible	23.1 Office space 23.2 Office furniture 23.3 Computer equipment	0 0 0
24. Other Services	Ineligible	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	0
	Yes	24.2 Interest on money borrowed to pay for growth-related capital	0-100

<sup>[1]</sup> with 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 Town's detailed Local Service Policy is provided in Appendix E.

## 4.5 Capital Forecast

Paragraph 7 of subsection 5 (1) of the D.C.A. requires that "the capital costs necessary to provide the increased services must be estimated." The Act goes on to require two



potential cost reductions and the regulation sets out the way in which such costs are to be presented. These requirements are outlined below.

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

The capital costs include:

- a) costs to acquire land or an interest therein (including a leasehold interest);
- b) costs to improve land;
- c) costs to acquire, lease, construct or improve buildings and structures;
- d) costs to acquire, lease or improve facilities, including rolling stock (with a useful life of 7 or more years), furniture and equipment (other than computer equipment), materials acquired for library circulation, reference, or information purposes; and
- e) 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, Town Council must indicate “that it intends to ensure that such an increase in need will be met” (subsection 5 (1) 3). This can be done if the increase in service forms part of a Council-approved Official Plan, capital forecast, or similar expression of the intention of Council (O. Reg. 82/98 section 3). The capital program contained herein reflects the Town’s approved and proposed capital budgets and master servicing/needs studies.

## 4.6 Treatment of Credits

---

Section 8, paragraph 5, of O. Reg. 82/98 indicates that a D.C. background study must set out “the estimated value of credits that are being carried forward relating to the service.” Subsection 17, paragraph 4, of the same regulation indicates that “the value of the credit cannot be recovered from future D.C.s,” if the credit pertains to an ineligible service. This implies that a credit for eligible services can be recovered from future D.C.s. As a result, this provision should be made in the calculation, in order to avoid a

---



funding shortfall with respect to future service needs. There are no current outstanding credits for inclusion in the D.C. calculations.

## 4.7 Classes of Services

---

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

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 Public Works (Facilities and Fleet) as a class of service.

## 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 Town spending all reserve fund monies prior to renewing each by-law, which would not be a sound basis for capital budgeting. Thus, the Town will use these reserve funds for the Town’s cost share of applicable development-related projects, which are required but have not yet been undertaken, as a way of directing the funds to the benefit of the development that contributed them



(rather than to future development, which will generate the need for additional facilities directly proportionate to future growth).

The Town's D.C. Reserve Fund balances by service as of December 31, 2022, are shown below:

Table 4-2  
Summary of Development Charges Reserve Fund Balances  
As of December 31, 2022

Service	Reserve Fund Balance at December 31, 2022
Services Related to a Highway	\$2,126,385
Fire Protection Services	\$166,393
Parks and Recreation Services	\$422,609
Library Services	\$77,086
Growth Studies	\$28,863
Wastewater Services	\$2,570,742
Water Services	(\$672,246)
<b>Total</b>	<b>\$4,719,833</b>

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 Town’s “excess capacity,” other than excess capacity which is “committed.”

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



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

### **4.9.3 Reduction for Benefit to Existing Development**

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

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

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

Where existing development has an adequate service level which will not be tangibly increased by an increase in service, no benefit would appear to be involved. For example, where expanding existing library facilities simply replicates what existing residents are receiving, they receive very limited (or no) benefit as a result. 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 Town-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. Further, where an increase in demand is not met for a number of years, a negative service impact to existing development is involved for a portion of the planning period.

#### **4.9.4 Reduction for Anticipated Grants, Subsidies and Other Contributions**

This step involves reducing the capital costs necessary to provide the increased services by capital grants, subsidies, and other contributions (including direct developer contributions required due to the local service policy) made or anticipated by Council and in accordance with various rules such as the attribution between the share related to new vs. existing development. That is, some grants and contributions may not specifically be applicable to growth or where Council targets fundraising as a measure to offset impacts on taxes (O. Reg. 82/98, section 6).

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

---

This step involves determining whether all of the subject costs are to be recovered on a uniform municipal-wide basis or whether some or all are to be recovered on an area-specific basis. Under the amended D.C.A., it is now mandatory to “consider” area rating of services (providing charges for specific areas and services), however, it is not mandatory to implement area rating. Further discussion is provided in section 7.4.4 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 that were 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 forecasted 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 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 Regulation) 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 Town does not currently have local transit services, and in the near future does not intend to consider the implementation of any local transit services. Therefore, the above calculations and reporting requirements are not required.

#### **4.14 Mandatory Phase-in of a D.C.**

---

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

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

As noted in section 1.4, as of the time of writing, the Province has announced (on December 13, 2023) potential changes to the phased-in requirements. The details of these changes will be forthcoming in early 2024 and Watson will monitor and advise as to the nature of these changes.



# 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 water and 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, Town projects and Council priorities change; accordingly, Council's intentions may alter, and different capital projects (and timing) may be necessary to meet the need for services required by new growth.

### 5.2 Service Levels and 10-Year Capital Costs for Pelham's D.C. Calculation

---

This section evaluates the development-related capital requirements for parks and recreation services and library services over a 10-year planning period from 2023 to 2033.

#### 5.2.1 *Parks and Recreation Services*

The Town currently has 57.4 hectares of parkland within its jurisdiction. This parkland consists of various sized parkettes and neighbourhood/community parks. The Town's level of service over the historical 15-year period (2008 to 2022) equals to an average of 3.3 hectares of parkland per 1,000 population. The Town also currently provides 65 parkland amenities, including various types of sports courts and fields, playground equipment, splash pads, a pavilion, bleachers, etc. Over the historical 15-year period

---



the Town provided an average of 2.8 amenities per 1,000 population. Including parkland development and amenities, the level of service provided is approximately \$2,250 per capita. When applied over the forecast period, this average level of service translates into a D.C. eligible amount of approximately \$6.95 million.

With respect to recreation facilities, the Town currently operates the Heritage Hall, Outdoor Swimming Pool, and Meridian Community Centre. In total, these facilities provide the Town with 150,560 sq.ft. of recreation facility space. Based on the inventory of space provided over the historical 15-year period (2008 to 2022), the Town has provided an average of approximately 4.71 sq.ft. of space per capita or an investment of \$2,986 per capita. Based on this service standard, the Town would be eligible to collect approximately \$9.22 million from D.C.s for recreation facility space.

In total, the Town is eligible to collect approximately \$16.17 million for parks and recreation services.

Based on the projected growth over the 10-year forecast period, the Town has identified future capital needs totaling approximately \$29.09 million. These capital needs include various parkland developments, playground equipment, washroom facilities, new sports fields and courts, the replacement of the MSSP Pool, etc. In addition, the discounted principal and interest payments associated with the Meridian Community Centre have been included as the Town continues to recover this expense. Of the total estimated capital cost, a deduction of approximately \$8.70 million has been made for the share of the projects anticipated to benefit growth outside of the forecast period. A deduction of approximately \$1.94 million was made to account for the share of the projects that benefit existing development. Grant amounts totalling \$1.00 million, and approximately \$1.97 million have been deducted from the cost of the East Fonthill Parkland Development project and the MSSP Pool Replacement project, respectively. Additionally, \$422,609 has been deducted from the calculations to reflect the balance in the D.C. reserve fund. This results in a net growth-related amount of approximately \$15.05 million being included in the D.C. calculations.

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



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

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2023\$)	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
2023-2033									95%	5%	
1	East Fonthill Parkland Development	2025	1,300,000	-		1,300,000	-	1,000,000	300,000	285,000	15,000
2	East Fenwick Parkland Development	2028	1,300,000	-		1,300,000	-		1,300,000	1,235,000	65,000
3	Playground Equipment	2025	350,000	-		350,000	-		350,000	332,500	17,500
4	Playground Equipment	2026	350,000	-		350,000	-		350,000	332,500	17,500
5	Playground Equipment	2027	350,000	-		350,000	-		350,000	332,500	17,500
6	Skate Park Lighting	2030	135,000	-		135,000	-		135,000	128,250	6,750
7	Woodstream Park	2027	250,000	-		250,000	-		250,000	237,500	12,500
8	Cherry Ridge Mister	2029	75,000	-		75,000	-		75,000	71,250	3,750
9	Forest Park	2027	400,000	-		400,000	-		400,000	380,000	20,000
10	MSSP Playground	2027	250,000	-		250,000	-		250,000	237,500	12,500
11	Civic Square	2030	4,000,000	3,400,000		600,000	-		600,000	570,000	30,000
12	Skate Park Debt - Principal	2023	95,606	-		95,606	-		95,606	90,826	4,780
13	Skate Park Debt - Discounted Interest	2023	3,294	-		3,294	-		3,294	3,129	165
14	Meridian Community Centre Debt - Principal	2023	10,830,692	4,548,900		6,281,792	-		6,281,792	5,967,702	314,090
15	Meridian Community Centre Debt - Discounted Interest	2023	1,795,651	754,200		1,041,451	-		1,041,451	989,378	52,073



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

Prj.No	Increased Service Needs Attributable to Anticipated Development  2023-2033	Timing (year)	Gross Capital Cost Estimate (2023\$)	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%
16	Centennial Park New Soccer Field #3	2024	350,000	-		350,000	-		350,000	332,500	17,500
17	Saffron Meadows Prk Dev.	2026	500,000	-		500,000	-		500,000	475,000	25,000
18	Harold Black Park BD#2 Lighting	2025	300,000	-		300,000	-		300,000	285,000	15,000
19	Centennial Park New Parking Lot	2024	250,000	-		250,000	-		250,000	237,500	12,500
20	Centennial Park Ball Diamond #3 Lighting	2023	300,000	-		300,000	-		300,000	285,000	15,000
21	Centennial Park Soccer Field #2 Lighting	2023	300,000	-		300,000	-		300,000	285,000	15,000
22	Centennial Park Pavillion with Washroom Facilities	2028	800,000	-		800,000	-		800,000	760,000	40,000
23	Peace Park Washroom Facility	2023	405,000	-		405,000	-		405,000	384,750	20,250
24	North Pelham Park Multi-Purpose Court	2025	400,000	-		400,000	200,000		200,000	190,000	10,000
25	MSSP Pool Replacement	2025	4,000,000	-		4,000,000	1,739,400	1,970,752	289,848	275,356	14,492
	Reserve Fund Adjustment						422,609		(422,609)	(401,479)	(21,130)
	<b>Total</b>		<b>29,090,243</b>	<b>8,703,100</b>	<b>-</b>	<b>20,387,143</b>	<b>2,362,009</b>	<b>2,970,752</b>	<b>15,054,381</b>	<b>14,301,662</b>	<b>752,719</b>



### **5.2.2 Library Services**

The Town currently operates its library services out of the Fonthill and Fenwick branches, providing a total of 12,425 sq.ft. in library space. Over the past 15 years, the Town has sustained a current level of service average of 0.63 sq.ft. of facility space and 9.97 collection materials per capita. Including facilities and collection materials (e.g., books, magazines, electronic collections, etc.), the level of service provided is \$549 per capita. When applied over the forecast period, this average level of service translates into a D.C.-eligible amount of approximately \$1.70 million.

As of January 1, 2023, the library services for the Town of Pelham and Town of Lincoln will be operated by the Lincoln Pelham Public Library Board (LPPL). For future capital needs, collection materials will be shared between the two municipalities, with 42% of the cost assigned to Pelham, and 58% being assigned to Lincoln. With respect to facilities, each municipality will be responsible for their own infrastructure. For Pelham, the LPPL has identified a need to expand Pelham's library services based on the forecasted growth over the next 10 years. The LPPL has identified the need for additional equipment, as well as provisions for additional space and collection materials totalling approximately \$3.81 million. A deduction of \$77,086 has been made from the calculations to reflect the balance in the D.C. reserve fund. Additionally, deductions in the amounts of approximately \$2.40 million, and \$58,500 have been made to account for other contributions made towards the Fonthill Library – Main Branch Upgrades and Additional Programming Space, and the Book Mobile, respectively. This results in a net growth-related amount of approximately \$1.27 million being 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 of the growth-related capital costs have been allocated 95% residential development and 5% non-residential development.



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

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2023\$)	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
	2023-2033								95%	5%	
1	Fonthill Library - Main Branch Upgrades and Additional Programming Space	2024	3,385,000	-		3,385,000	-	2,396,000	989,000	939,550	49,450
2	Book Mobile	2024	84,000	-		84,000	-	58,500	25,500	24,225	1,275
3	Provision for Additional Library Materials	2023-2033	336,000	-		336,000	-		336,000	319,200	16,800
	Reserve Fund Adjustment						77,086		(77,086)	(73,232)	(3,854)
	<b>Total</b>		<b>3,805,000</b>	<b>-</b>	<b>-</b>	<b>3,805,000</b>	<b>77,086</b>	<b>2,454,500</b>	<b>1,273,414</b>	<b>1,209,743</b>	<b>63,671</b>



## 5.3 Service Levels and Long-Term (2023 to 2051) Capital Costs for Pelham's D.C. Calculation

---

This section evaluates the development-related capital requirements for services related to a highway – roads and related, public works (facilities and fleet), and fire protection services over a long-term planning period from 2023 to 2051.

### ***5.3.1 Services Related to a Highway – Roads and Related***

The Town owns and maintains 287 km of gravel, surface treated, and hot mix asphalt roads. The current level of service over the historical 15-year period (2008-2022) is an average of 15.10 km per 1,000 population. This provides an average level of investment of \$52,334 per capita, resulting in a D.C.-eligible recovery amount of approximately \$448.76 million over the long-term forecast period to 2051.

With respect to future needs, the forecasted road program is an extension from the previous D.C. studies, as well as added components identified through discussions with Town staff and the East Fenwick Servicing Study, all of which totals approximately \$75.54 million. Of this total, approximately \$1.63 million is related to debentures for the Port Robinson, Fenwick Downtown Revitalization, Port Robinson Road., Effingham (16-Kilman), and Highway 20 (Station – Rice) projects. A deduction for the amount that benefits the existing development of approximately \$21.44 million has been included. Additionally, the existing reserve fund balance of approximately \$2.13 million has been deducted from the calculations. After the deduction of the benefit to existing and reserve fund balance, the net growth-related D.C. recoverable amount of approximately \$51.98 million has been included in the calculations.

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 long-term forecast period. This results in 86% being allocated to residential development and 14% to non-residential development.



Table 5-3  
Infrastructure Cost Included in the Development Charges Calculation  
Services Related to a Highway – Roads and Related

Prj .No	Increased Service Needs Attributable to Anticipated Development  2023-2051	Timing (year)	Gross Capital Cost Estimate (2023\$)	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 86%	Non-Residential Share 14%
	<b>Fenwick</b>										
1	Welland Road - Balfour St to Cream St semi-urbanize road section	2028-2033	4,500,000	-		4,500,000	1,800,000		2,700,000	2,322,000	378,000
2	Cream Street - Welland Rd to Memorial Dr urbanize road section	2028-2033	4,500,000	-		4,500,000	1,350,000		3,150,000	2,709,000	441,000
3	Cream Street - Welland Rd to Memorial Dr sidewalks-west side	2028-2033	272,800	-		272,800	81,800		191,000	164,260	26,740
4	Memorial Drive - Maple St to Cream St urbanize road section	2028-2033	7,353,000	-		7,353,000	2,205,900		5,147,100	4,426,506	720,594
5	Memorial Drive - Maple St to Cream St sidewalks-south side	2028-2033	900,000	-		900,000	270,000		630,000	541,800	88,200
6	Canboro Road - Garner Ave to Balfour St semi urbanize road section	2028-2031	900,000	-		900,000	360,000		540,000	464,400	75,600
7	Canboro Road - Garner Ave to Balfour St traffic control-Maple Street	2028-2031	230,000	-		230,000	23,000		207,000	178,020	28,980
8	Maple Street - Memorial St to Canboro Rd urbanize road section	2028-2031	4,500,000	-		4,500,000	1,350,000		3,150,000	2,709,000	441,000
9	Canboro Road Urbanization	2026-2033	4,000,000	-		4,000,000	1,200,000		2,800,000	2,408,000	392,000
10	Balfour Street	2026-2033	1,890,000	-		1,890,000	567,000		1,323,000	1,137,780	185,220
11	Provision for Additional East Fenwick Roads Projects	2025-2028	4,500,000	-		4,500,000	1,800,000		2,700,000	2,322,000	378,000
	<b>Fonthill</b>		-	-		-	-		-	-	-
12	Pelham Street (Spruceside Cr to Town limit) - Phase 4	2023-2025	2,295,000	-		2,295,000	1,147,500		1,147,500	986,850	160,650
13	Pelham Street - Quaker Rd traffic control-Quaker Road upgrades	2024	400,000	-		400,000	40,000		360,000	309,600	50,400
14	Pelham Street - traffic control-Merritt Road	2026	400,000	-		400,000	40,000		360,000	309,600	50,400
15	Merritt Road - Pelham St to Line Ave urbanize road section and sidewalks (Phase 1 of 2)	2027	2,270,000	-		2,270,000	681,000		1,589,000	1,366,540	222,460
16	Merritt Road - Line Ave to Rice Rd urbanize road section and sidewalks (Phase 2 of 2)	2028	2,290,000	-		2,290,000	687,000		1,603,000	1,378,580	224,420
17	Port Robinson Road - Station St to Rice Rd urbanize road section top coat	2026	500,000	-		500,000	150,000		350,000	301,000	49,000
18	Effingham - Tice Rd to 800m south of Metler hard top surface	2023-2024	485,000	-		485,000	339,500		145,500	125,130	20,370
19	Provision for future road expansions/upgrades	2033-2043	5,000,000	-		5,000,000	-		5,000,000	4,300,000	700,000



Table 5-3 (Continued)  
 Infrastructure Cost Included in the Development Charges Calculation  
 Services Related to a Highway – Roads and Related

Prj .No	Increased Service Needs Attributable to Anticipated Development  2023-2051	Timing (year)	Gross Capital Cost Estimate (2023\$)	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 86%	Non-Residential Share 14%
20	Port Robinson Debt - Principal	2023	181,721	-		181,721	-		181,721	156,280	25,441
21	Port Robinson Debt - Discounted Interest	2023	6,260	-		6,260	-		6,260	5,384	876
22	Fenwick Downtown Revitalization Debt - Principal	2023	1,008,723	-		1,008,723	-		1,008,723	867,502	141,221
23	Fenwick Downtown Revitalization Debt - Discounted Interest	2023	26,839	-		26,839	-		26,839	23,082	3,758
24	Port Robinson Rd Reconstruction Debt - Principal	2023	369,533	-		369,533	-		369,533	317,798	51,735
25	Port Robinson Rd Reconstruction Debt - Discounted Interest	2023	9,832	-		9,832	-		9,832	8,456	1,377
26	Effingham (16-Kilman) Debt - Principal	2023	21,414	-		21,414	-		21,414	18,416	2,998
27	Effingham (16-Kilman) Debt - Discounted Interest	2023	803	-		803	-		803	691	112
28	Hwy 20 (Station - Rice) Debt - Principal	2023	6,342	-		6,342	-		6,342	5,454	888
29	Hwy 20 (Station - Rice) Debt - Discounted Interest	2023	238	-		238	-		238	205	33
30	Clare Ave urbanization	2028	2,340,000	-		2,340,000	702,000		1,638,000	1,408,680	229,320
31	Line Ave urbanization	2028	4,545,000	-		4,545,000	1,363,500		3,181,500	2,736,090	445,410
32	Haist Street urbanization	2028	990,000	-		990,000	297,000		693,000	595,980	97,020
33	Quaker Road urbanization	2024	2,100,000	-		2,100,000	630,000		1,470,000	1,264,200	205,800
34	Rd Reconstruction - Station St: Port Robinson to Hwy 20	2025	3,600,000	-		3,600,000	1,080,000		2,520,000	2,167,200	352,800
35	Road Reconstruction - Canboro: Haist St to Pelham St	2025	3,600,000	-		3,600,000	1,080,000		2,520,000	2,167,200	352,800
36	Road Extension - Station St - South of Port Robinson	2025	2,250,000	-		2,250,000	-		2,250,000	1,935,000	315,000
37	Road Reconstruction - Pancake Ln: Pelham St to Haist St	2026	3,800,000	-		3,800,000	1,140,000		2,660,000	2,287,600	372,400
38	Road Reconstruction - Stella/John/Vera	2029	3,500,000	-		3,500,000	1,050,000		2,450,000	2,107,000	343,000
	Reserve Fund Adjustment		-	-		-	2,126,385		(2,126,385)	(1,828,691)	(297,694)
	<b>Total</b>		<b>75,542,507</b>	<b>-</b>	<b>-</b>	<b>75,542,507</b>	<b>23,561,585</b>	<b>-</b>	<b>51,980,922</b>	<b>44,703,593</b>	<b>7,277,329</b>



### **5.3.2 Public Works (Facilities and Fleet)**

The Town currently utilizes 17,338 sq.ft. of public works facility space including the Tice Road Operations Centre, office space at Town Hall, and three (3) storage facilities. This results in a calculated average level of service for the historical 15-year period of \$340 per capita and provides for a D.C.-eligible recovery amount of approximately \$2.91 million over the long-term forecast period to 2051.

In addition to the Public Works facilities, the Town currently maintains and operates a fleet of 44 vehicles and equipment, which has an estimated replacement value of approximately \$5.13 million. This results in a calculated average level of service for the historical 15-year period of \$291 per capita, providing a D.C. eligible amount over the forecast period of \$2.49 million.

In total, the Town is eligible to collect up to approximately \$5.41 million for public works (facilities and fleet).

Based on the anticipated growth in the Town over the forecast period, approximately \$10.05 million in facility space, vehicles, and equipment have been identified. These include an operations centre, pick-up trucks, trailers, mowers, etc. Of this amount, the Town anticipates financing costs associated to the operations centre, which is estimated to be approximately \$0.90 million, and has been included in the calculations. A deduction of approximately \$4.11 million has been made for the share of the projects that benefit existing development. The net growth-related D.C. recoverable amount of approximately \$5.93 million has been included in the calculations (Note: the portion of the utilized amount that is higher than the service standard ceiling is due to the interest cost associated with the debt financing, which is not subject to this ceiling amount).

The residential/non-residential capital cost allocation for public works (facilities and fleet) is based on the ratio of the anticipated population and employment growth over the forecast period. This results in 86% being allocated to residential development and 14% to non-residential development.



Table 5-4  
Infrastructure Cost Included in the Development Charges Calculation  
Public Works (Facilities and Fleet)

Prj .No	Increased Service Needs Attributable to Anticipated Development  2023-2051	Service to Which Project Relates	Timing (year)	Gross Capital Cost Estimate (2023\$)	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 86%	Non-Residential Share 14%
1	<b>Public Works Operations Centre - New Facility</b>											
	1A	Public Works Operations Centre - New Facility	Services Related to a Highway	2029	2,703,000	-	2,703,000	1,523,500		1,179,500	1,014,370	165,130
	1B	Public Works Operations Centre - New Facility	Parks and Recreation Services	2029	1,431,000	-	1,431,000	806,600		624,400	536,984	87,416
	1C	Public Works Operations Centre - New Facility	Water Services	2029	583,000	-	583,000	328,600		254,400	218,784	35,616
	1D	Public Works Operations Centre - New Facility	Wastewater Services	2029	583,000	-	583,000	328,600		254,400	218,784	35,616
		<b>Sub-Total</b>		2029	<b>5,300,000</b>	-	<b>5,300,000</b>	<b>2,987,300</b>	-	<b>2,312,700</b>	<b>1,988,922</b>	<b>323,778</b>
2	<b>Public Works Operations Centre - New Facility Financing Costs</b>											
	2A	Public Works Operations Centre - New Facility Financing Costs	Services Related to a Highway	2029	458,418	-	458,418	-		458,418	394,239	64,178
	2B	Public Works Operations Centre - New Facility Financing Costs	Parks and Recreation Services	2029	242,692	-	242,692	-		242,692	208,715	33,977
	2C	Public Works Operations Centre - New Facility Financing Costs	Water Services	2029	98,874	-	98,874	-		98,874	85,032	13,842
	2D	Public Works Operations Centre - New Facility Financing Costs	Wastewater Services	2029	98,874	-	98,874	-		98,874	85,032	13,842
		<b>Sub-Total</b>		2029	<b>898,858</b>	-	<b>898,858</b>	-	-	<b>898,858</b>	<b>773,018</b>	<b>125,840</b>
3	<b>Public Works Operations Centre - Land</b>											
	3A	Public Works Operations Centre - Land	Services Related to a Highway	2027	1,020,000	-	1,020,000	574,900		445,100	382,786	62,314
	3B	Public Works Operations Centre - Land	Parks and Recreation Services	2027	540,000	-	540,000	304,400		235,600	202,616	32,984
	3C	Public Works Operations Centre - Land	Water Services	2027	220,000	-	220,000	124,000		96,000	82,560	13,440
	3D	Public Works Operations Centre - Land	Wastewater Services	2027	220,000	-	220,000	124,000		96,000	82,560	13,440
		<b>Sub-Total</b>		2027	<b>2,000,000</b>	-	<b>2,000,000</b>	<b>1,127,300</b>	-	<b>872,700</b>	<b>750,522</b>	<b>122,178</b>
4		Tractor with Snow Plow and Salt Spreader	Services Related to a Highway	2029	190,000	-	190,000	-		190,000	163,400	26,600
5		Combination Snow Plow and Spreader	Services Related to a Highway	2025	350,000	-	350,000	-		350,000	301,000	49,000
6		Grader	Services Related to a Highway	2030	200,000	-	200,000	-		200,000	172,000	28,000
7		Pick up Truck	Services Related to a Highway	2030	65,000	-	65,000	-		65,000	55,900	9,100
8		Street Sweeper with Hydro-Vac Capability	Services Related to a Highway	2030	300,000	-	300,000	-		300,000	258,000	42,000
9		Compact SUV	Services Related to a Highway	2030	65,000	-	65,000	-		65,000	55,900	9,100
10		<b>Small Compactor Truck</b>										
	10A	Small Compactor Truck	Services Related to a Highway	2025	120,000	-	120,000	-		120,000	103,200	16,800
	10B	Small Compactor Truck	Parks and Recreation Services	2025	120,000	-	120,000	-		120,000	103,200	16,800
		<b>Sub-Total</b>		2025	<b>240,000</b>	-	<b>240,000</b>	-	-	<b>240,000</b>	<b>206,400</b>	<b>33,600</b>



Table 5-4 (Continued)  
 Infrastructure Cost Included in the Development Charges Calculation  
 Public Works (Facilities and Fleet)

Prj .No	Increased Service Needs Attributable to Anticipated Development  2023-2051	Service to Which Project Relates	Timing (year)	Gross Capital Cost Estimate (2023\$)	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 86%	Non-Residential Share 14%
11	Forestry Truck with Boom and Chip Box	Services Related to a Highway	2025	240,000	-		240,000	-		240,000	206,400	33,600
12	50 hp Tractor for bulk mowing	Parks and Recreation	2026	55,000	-		55,000	-		55,000	47,300	7,700
13	16" Mower Deck	Parks and Recreation	2026	26,000	-		26,000	-		26,000	22,360	3,640
14	<b>Pickup Truck</b>											
	14A Pickup Truck	Services Related to a Highway	2026	28,500	-		28,500	-		28,500	24,510	3,990
	14B Pickup Truck	Parks and Recreation	2026	28,500	-		28,500	-		28,500	24,510	3,990
	<b>Sub-Total</b>		2026	<b>57,000</b>	-	-	<b>57,000</b>	-	-	<b>57,000</b>	<b>49,020</b>	<b>7,980</b>
15	<b>Landscape Trailer</b>											
	15A Landscape Trailer	Services Related to a Highway	2026	6,500	-		6,500	-		6,500	5,590	910
	15B Landscape Trailer	Parks and Recreation	2026	6,500	-		6,500	-		6,500	5,590	910
	<b>Sub-Total</b>		2026	<b>13,000</b>	-	-	<b>13,000</b>	-	-	<b>13,000</b>	<b>11,180</b>	<b>1,820</b>
16	<b>Mower 48"</b>											
	16A Mower 48"	Services Related to a Highway	2026	11,000	-		11,000	-		11,000	9,460	1,540
	16B Mower 48"	Parks and Recreation	2026	11,000	-		11,000	-		11,000	9,460	1,540
	<b>Sub-Total</b>		2026	<b>22,000</b>	-	-	<b>22,000</b>	-	-	<b>22,000</b>	<b>18,920</b>	<b>3,080</b>
17	<b>Mower 60"</b>											
	17A Mower 60"	Services Related to a Highway	2026	12,500	-		12,500	-		12,500	10,750	1,750
	17B Mower 60"	Parks and Recreation	2026	12,500	-		12,500	-		12,500	10,750	1,750
	<b>Sub-Total</b>		2026	<b>25,000</b>	-	-	<b>25,000</b>	-	-	<b>25,000</b>	<b>21,500</b>	<b>3,500</b>
	<b>Total</b>			<b>10,046,858</b>	-	-	<b>10,046,858</b>	<b>4,114,600</b>	-	<b>5,932,258</b>	<b>5,101,742</b>	<b>830,516</b>



### **5.3.3 Fire Protection Services**

The Town of Pelham currently operates its fire services from three (3) facilities with 28,193 sq.ft. of facility space, providing for a per capita average level of service of 1.50 sq.ft. per capita or \$1,253 per capita. This level of service provides the Town with a maximum D.C.-eligible amount for recovery over the forecast period of approximately \$10.74 million.

The fire department has a current inventory of 15 vehicles. The inventory provided over the previous 15-year period results in a calculated average level of service of 0.80 vehicles per 1,000 population, and an average level of investment of \$500 per capita. This level of service provides for a D.C.-eligible amount of approximately \$4.28 million over the forecast period.

In addition to vehicles, the Town also provides 562 items of small equipment and gear for use in fire services, with a total value of approximately \$2.09 million. This results in a calculated average level of service for the historical 15-year period of \$102 per capita, providing for a D.C.-eligible amount over the forecast period of \$872,849 for small equipment and gear.

Based on the above, the maximum D.C.-eligible amount for recovery over the 2023 to 2051 forecast period for fire services is approximately \$15.90 million.

To service new development, the Town has identified future capital needs totaling approximately \$9.33 million, including the need for a pumper truck, thermal imaging cameras, hoses, jaws of life, and a new Station #1 facility. Of this amount, a deduction of approximately \$5.59 million has been made for the amount that benefits the existing development. Additionally, the existing reserve fund balance of \$166,393 has been deducted from the calculations. In total, the net D.C. recoverable amount included in the D.C. calculation is approximately \$3.57 million.

These costs are shared between residential and non-residential development based on the population to employment ratio over the forecast period, resulting in 86% being allocated to residential development and 14% being allocated to non-residential development.



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

Prj .No	Increased Service Needs Attributable to Anticipated Development  2023-2051	Timing (year)	Gross Capital Cost Estimate (2023\$)	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 86%	Non-Residential Share 14%
1	New Station #1	2025	7,300,000	-		7,300,000	5,592,400		1,707,600	1,468,536	239,064
2	Station 1 Pumper	2025	950,000	-		950,000	-		950,000	817,000	133,000
3	Thermal Imaging Cameras (2)	2025	16,000	-		16,000	-		16,000	13,760	2,240
4	Hose 44mm	2025	6,000	-		6,000	-		6,000	5,160	840
5	Hose 65mm	2025	5,600	-		5,600	-		5,600	4,816	784
6	Hose 100mm	2025	8,000	-		8,000	-		8,000	6,880	1,120
7	Jaws of Life (2)	2025	40,000	-		40,000	-		40,000	34,400	5,600
8	Provision for Vehicles/Equipment	2031-2041	1,000,000	-		1,000,000	-		1,000,000	860,000	140,000
	Reserve Fund Adjustment						166,393		(166,393)	(143,098)	(23,295)
	<b>Total</b>		<b>9,325,600</b>	<b>-</b>	<b>-</b>	<b>9,325,600</b>	<b>5,758,793</b>	<b>-</b>	<b>3,566,807</b>	<b>3,067,454</b>	<b>499,353</b>



## **5.4 Service Levels and Urban Long-Term (2023 to 2051) Capital Costs for Pelham's D.C. Calculation**

---

This section evaluates the development-related capital requirements over a long-term planning period from 2023 to 2051 for urban services including Water and Wastewater Services in Fonthill and Fenwick.

### **5.4.1 Water Services**

The Town has identified the need to undertake water-related capital works in the areas of Fonthill and Fenwick in the form of new watermains and upsizing existing watermains. In addition to these works, the Town has included the recovery of debentures related to Port Robinson, and Highway 20 (Station Street to Rice Road). In total the gross capital cost included is approximately \$15.98 million, with an additional recovery of \$672,246 to recognize the Town's reserve fund deficit. A deduction in the amount of approximately \$5.10 million has been applied to recognize the portion of the works that will benefit the existing developments in the Town. After the deduction for benefit to existing developments, the net growth capital cost of approximately \$11.55 million has been included in the D.C.

These costs are shared between residential and non-residential based on the population to employment ratio over the 28-year urban forecast period, resulting in 88% being residential development and 12% being allocated to non-residential development.



Table 5-6  
Infrastructure Cost Included in the Development Charges Calculation  
Water Services

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2023\$)	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
	2023-2051									88%	12%
	<b>Fenwick</b>										
1	Provision for East Fenwick Secondary Plan - Proposed Upgrades	2026-2033	6,100,000	-		6,100,000	3,050,000		3,050,000	2,684,000	366,000
2	Welland Rd New Watermain Looping (East Fenwick)	2030	680,400	-		680,400	204,100		476,300	419,144	57,156
3	Cream St. New Watermain Looping	2030	474,500	-		474,500	237,300		237,200	208,736	28,464
4	Design - Welland: Canboro Rd to E of Balfour Watermain Upgrade	2025	55,000	-		55,000	11,000		44,000	38,720	5,280
	<b>Fonthill</b>										
5	Merritt Road New Watermain - Pelham St. to Line Ave.	2026	1,531,700	-		1,531,700	-		1,531,700	1,347,896	183,804
6	Merritt Road New Watermain - Line Ave. to Rice Rd.	2024-2033	1,190,000	-		1,190,000	-		1,190,000	1,047,200	142,800
7	Canboro Road - Haist to Church Hill - Upsize	2028	2,000,000	-		2,000,000	1,600,000		400,000	352,000	48,000
8	Port Robinson Debt - Principal	2023	73,137	-		73,137	-		73,137	64,361	8,776
9	Port Robinson Debt - Discounted Interest	2023	2,520	-		2,520	-		2,520	2,217	302
10	Hwy 20 (Station - Rice) Debt - Principal	2023	51,100	-		51,100	-		51,100	44,968	6,132
11	Hwy 20 (Station - Rice) Debt - Discounted Interest	2023	1,916	-		1,916	-		1,916	1,686	230
12	Clare Ave Watermain Upgrade	2026-2033	714,000	-		714,000	-		714,000	628,320	85,680
13	Pelham Street Phase 4 Watermain Upgrade	2023-2025	1,128,000	-		1,128,000	-		1,128,000	992,640	135,360
14	Line Ave Watermain Upgrade	2026-2033	714,000	-		714,000	-		714,000	628,320	85,680
15	Quaker Road Watermain Upgrade	2023-2024	560,000	-		560,000	-		560,000	492,800	67,200
16	Station St. Extension Watermain (350m)	2025	700,000	-		700,000	-		700,000	616,000	84,000
	Reserve Fund Adjustment		672,246	-		672,246	-		672,246	591,576	80,669
	<b>Total</b>		<b>16,648,518</b>	-	-	<b>16,648,518</b>	<b>5,102,400</b>	-	<b>11,546,118</b>	<b>10,160,584</b>	<b>1,385,534</b>



### **5.4.2 Wastewater Services**

The Town has identified the need to undertake wastewater-related capital works in the areas of Fonthill and Fenwick in the form of various new sanitary sewers, extensions, upgrades, and oversizing. A provision for potential upgrades/oversizing has been included for Fonthill based on a cost of approximately \$2.00 million for one (1) km of sanitary sewer. In addition to these works, the Town has included the recovery of debentures related to the Port Robinson Road reconstruction. The total gross capital cost included is approximately \$36.07 million. Deductions in the amounts of approximately \$12.90 million and \$2.57 million have been made to account for the benefit to existing development and the reserve fund balance, respectively. After deductions, the total net growth related capital cost of approximately \$19.39 million has been included in the D.C.

These costs are shared between residential and non-residential based on the population to employment ratio over the 28-year urban forecast period, resulting in 88% being residential development and 12% being allocated to non-residential development.



Table 5-6  
Infrastructure Cost Included in the Development Charges Calculation  
Wastewater Services

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2023\$)	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
	2023-2051									88%	12%
	<b>Fenwick</b>										
1	Welland Road Upgrade existing sewer from 200 mm dia to 300 mm dia (150m)	2026-2033	1,310,000	-		1,310,000	524,000		786,000	691,680	94,320
2	Church Street Upgrade existing sewer from 250 mm dia to 350 mm dia (900m)	2023	2,500,000	-		2,500,000	1,000,000		1,500,000	1,320,000	180,000
3	Foss Road Upgrade existing sewer from 350mm dia to 450mm dia (550m)	2025	4,830,000	-		4,830,000	1,932,000		2,898,000	2,550,240	347,760
4	Sewage Pumping Station for Northwest Fenwick	2025-2027	1,800,000	-		1,800,000	-	1,200,000	600,000	528,000	72,000
5	East Fenwick Secondary Plan - proposed upgrades	2026	12,000,000	-		12,000,000	6,000,000		6,000,000	5,280,000	720,000
	<b>Fonthill</b>		-	-		-	-		-	-	-
6	Merritt Road New sanitary sewer to service new development	2026-2033	2,000,000	-		2,000,000	-		2,000,000	1,760,000	240,000
7	Deer Park, Phase II Upgrade existing from 350 to 450 (75m)	2030	1,200,000	-		1,200,000	480,000		720,000	633,600	86,400
8	Welland Road/Deer Park Sanitary	2030	1,270,000	-		1,270,000	508,000		762,000	670,560	91,440
9	Provision for Potential Upgrades/Oversizing	2033-2043	2,000,000	-		2,000,000	-		2,000,000	1,760,000	240,000
10	Hurricane upgrade existing Station to Hwy 20	2026-2033	2,290,000	-		2,290,000	1,030,500		1,259,500	1,108,360	151,140
11	Ker Crescent outlet - upgrade existing (280m)	2027-2033	740,000	-		740,000	111,000		629,000	553,520	75,480
12	Port Robinson Rd Reconstruction Debt - Principal	2023	102,704	-		102,704	-		102,704	90,380	12,324
13	Port Robinson Rd Reconstruction Debt - Discounted Interest	2023	2,733	-		2,733	-		2,733	2,405	328
14	Clare Ave new sani	2026-2033	1,248,000	-		1,248,000	249,600		998,400	878,592	119,808
15	Quaker Road sani upgrade	2023-2024	1,050,000	-		1,050,000	210,000		840,000	739,200	100,800
16	Station Street sani upgrade	2024-2027	1,728,000	-		1,728,000	864,000		864,000	760,320	103,680
	Reserve Fund Adjustment						2,570,742		(2,570,742)	(2,262,253)	(308,489)
	<b>Total</b>		<b>36,071,437</b>	<b>-</b>	<b>-</b>	<b>36,071,437</b>	<b>15,479,842</b>	<b>1,200,000</b>	<b>19,391,595</b>	<b>17,064,603</b>	<b>2,326,991</b>



# Chapter 6

## D.C. Calculation



## 6. D.C. Calculation

Table 6-1 calculates the proposed urban area D.C.s to be imposed for infrastructure services based upon a long-term urban forecast period (wastewater and water). Table 6-2 calculates the proposed uniform D.C.s to be imposed on anticipated development in the Town for Town-wide services over the long-term 2023 to 2051 forecast period.

Table 6-3 calculates the proposed uniform D.C.s to be imposed on anticipated development in the Town for Town-wide services over the 10-year 2023 to 2033 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 studio 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 Town services, based on their proposed capital programs.

For the residential calculations, the total cost is divided by the “gross” (new resident) population to determine the per capita amount. The eligible-D.C. cost calculations set out in Chapter 5 are based on the net anticipated population increase (the forecast new unit population less the anticipated decline in existing units). The cost per capita is then multiplied by the average occupancy of the new units (Appendix A, Schedule 7) to calculate the charge in Tables 6-1 to 6-3.

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 6-4 summarizes the total D.C. that is applicable for Town-wide and urban area services and Table 6-5 summarizes the gross capital expenditures and sources of revenue for works to be undertaken during the life of the by-law.



Table 6-1  
Town of Pelham  
Development Charge Calculation  
Urban Area Services  
Long-Term (2023 to 2051)

SERVICE/CLASS	2023\$ D.C.-Eligible Cost		2023\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
1. <u>Wastewater Services</u>				
1.1 Sewers	17,064,603	2,326,991	5,418	3.77
	17,064,603	2,326,991	5,418	3.77
2. <u>Water Services</u>				
2.1 Distribution Systems	10,160,584	1,385,534	3,226	2.25
	10,160,584	1,385,534	3,226	2.25
<b>TOTAL</b>	<b>27,225,187</b>	<b>3,712,526</b>	<b>8,644</b>	<b>6.02</b>
D.C.-Eligible Capital Cost	27,225,187	3,712,526		
Urban - 28 Year Gross Population/GFA Growth (sq.ft.)	9,080	617,100		
<b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>	<b>\$2,998</b>	<b>\$6.02</b>		
<b>By Residential Unit Type</b>	<b>P.P.U.</b>			
Single and Semi-Detached Dwelling	2.883	\$8,644		
Multiples	2.161	\$6,479		
Apartments - 2 Bedrooms +	2.031	\$6,090		
Apartments - Studio and 1 Bedroom	1.316	\$3,946		
Special Care Dwellings	1.100	\$3,298		



Table 6-2  
Town of Pelham  
Development Charge Calculation  
Town-wide Services  
Long-Term (2023 to 2051)

SERVICE/CLASS	2023\$ D.C.-Eligible Cost		2023\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
3. <u>Services Related to a Highway</u>				
3.1 Roads and Related	44,703,593	7,277,329	14,107	7.56
	44,703,593	7,277,329	14,107	7.56
4. <u>Public Works (Facilities and Fleet)</u>				
4.1 Services Related to a Highway	3,157,505	514,012	997	0.54
4.2 Water Services	386,376	62,898	122	0.07
4.3 Wastewater Services	386,376	62,898	122	0.07
4.4 Parks and Recreation Services	1,171,485	190,707	370	0.20
	5,101,742	830,516	1,611	0.88
5. <u>Fire Protection Services</u>				
5.1 Fire facilities, vehicles & equipment	3,067,454	499,353	968	0.52
	3,067,454	499,353	968	0.52
<b>TOTAL</b>	<b>52,872,790</b>	<b>8,607,198</b>	<b>16,687</b>	<b>8.96</b>
D.C.-Eligible Capital Cost	\$52,872,790	\$8,607,198		
28-Year Gross Population/GFA Growth (sq.ft.)	9,135	960,800		
<b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>	<b>\$5,788</b>	<b>\$8.96</b>		
<b>By Residential Unit Type</b>	<b>P.P.U.</b>			
Single and Semi-Detached Dwelling	2.883	\$16,687		
Multiples	2.161	\$12,508		
Apartments - 2 Bedrooms +	2.031	\$11,755		
Apartments - Studio and 1 Bedroom	1.316	\$7,617		
Special Care Dwellings	1.100	\$6,367		



Table 6-3  
Town of Pelham  
Development Charge Calculation  
Town-wide Services  
10-Year (2023 to 2033)

SERVICE/CLASS	2023\$ D.C.-Eligible Cost		2023\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
6. <u>Parks and Recreation Services</u>				
6.1 Park development, amenities, and recreation facilities	14,301,662	752,719	11,412	2.07
	14,301,662	752,719	11,412	2.07
7. <u>Library Services</u>				
7.1 Library facilities and materials	1,209,743	63,671	965	0.18
	1,209,743	63,671	965	0.18
<b>TOTAL</b>	<b>15,511,405</b>	<b>816,390</b>	<b>12,377</b>	<b>2.25</b>
D.C.-Eligible Capital Cost	\$15,511,405	\$816,390		
10-Year Gross Population/GFA Growth (sq.ft.)	3,613	363,100		
<b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>	<b>\$4,293</b>	<b>\$2.25</b>		
<b>By Residential Unit Type</b>	<b>P.P.U.</b>			
Single and Semi-Detached Dwelling	2.883	\$12,377		
Multiples	2.161	\$9,278		
Apartments - 2 Bedrooms +	2.031	\$8,720		
Apartments - Studio and 1 Bedroom	1.316	\$5,650		
Special Care Dwellings	1.100	\$4,723		

Table 6-4  
Town of Pelham  
Development Charge Calculation  
Total All Services

	2023\$ D.C.-Eligible Cost		2023\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
<b>Urban-wide Services/Classes Long-Term</b>	27,225,187	3,712,526	8,644	6.02
<b>Town-wide Services/Classes Long-Term</b>	52,872,790	8,607,198	16,687	8.96
<b>Town-wide Services/Classes 10 Year</b>	15,511,405	816,390	12,377	2.25
<b>TOTAL</b>	<b>95,609,382</b>	<b>13,136,114</b>	<b>37,708</b>	<b>17.23</b>



**Table 6-5**  
**Town of Pelham**  
**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. Wastewater Services							
1.1 Sewers	34,443,056	0	12,667,730	1,200,000	0	18,106,286	2,469,039
2. Water Services							
2.1 Distribution Systems	14,916,273	0	4,721,150	0	0	8,971,708	1,223,415
3. Services Related to a Highway							
3.1 Roads and Related	68,609,429	0	20,263,042	0	0	41,577,893	6,768,494
4. Public Works (Facilities and Fleet)							
4.1 Services Related to a Highway	5,403,184	0	2,098,400	0	0	2,842,114	462,670
4.2 Water Services	822,775	0	452,600	0	0	318,350	51,824
4.3 Wastewater Services	822,775	0	452,600	0	0	318,350	51,824
4.4 Parks and Recreation Services	2,279,038	0	1,111,000	0	0	1,004,513	163,525
5. Fire Protection Services							
5.1 Fire facilities, vehicles & equipment	8,394,566	0	5,592,400	0	0	2,409,862	392,303
6. Parks and Recreation Services							
6.1 Park development, amenities, and recreation facilities	21,514,437	0	1,939,400	2,970,752	5,521,240	10,528,893	554,152
7. Library Services							
7.1 Library facilities and materials	3,774,455	0	0	2,454,500	0	1,253,957	65,998
<b>Total Expenditures &amp; Revenues</b>	<b>\$160,979,986</b>	<b>\$0</b>	<b>\$49,298,322</b>	<b>\$6,625,252</b>	<b>\$5,521,240</b>	<b>\$87,331,927</b>	<b>\$12,203,245</b>



# Chapter 7

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



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

### 7.1 Introduction

---

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

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

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

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

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

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

The rules provided are based on the Town’s existing policies; with some modifications and consideration for the changes to the D.C.A. resulting from Bills 108, 197, 213 and 23.



## 7.2 D.C. By-law Structure

---

### It is recommended that:

- the Town uses a uniform Town-wide D.C. calculation for all Town-wide services;
- D.C.s for water and wastewater services be imposed on the urban service areas of the Town; and
- separate D.C. by-laws be used for each service. Note the draft by-law provided in Appendix G will carry the same policies and definitions for each individual D.C. by-law.

## 7.3 D.C. By-law Rules

---

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

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

#### ***7.3.1 Payment in any Particular Case***

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

- “(a) the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the Planning Act;
- (b) the approval of a minor variance under section 45 of the Planning Act;
- (c) a conveyance of land to which a by-law passed under subsection 50 (7) of the Planning Act applies;
- (d) the approval of a plan of subdivision under section 51 of the Planning Act;
- (e) a consent under section 53 of the Planning Act;
- (f) the approval of a description under section 9 of the Condominium Act, 1998; or



- (g) the issuing of a permit under the Building Code Act, 1992 in relation to a building or structure.”

### **7.3.2 Determination of the Amount of the Charge**

The following conventions be adopted:

- 1) Costs allocated to residential uses will be assigned to different types of residential units based on the average occupancy for each housing type constructed during the previous decade. Costs allocated to non-residential uses will be assigned based on the number of square feet of G.F.A. constructed for eligible uses (i.e., industrial, commercial, and institutional).
- 2) Costs allocated to residential and non-residential uses are based upon a number of conventions, as may be suited to each municipal circumstance, e.g.
  - for parks and recreation services and library services, a 5% non-residential attribution has been made to recognize use by the non-residential sector;
  - for services related to a highway – roads and related, public works (facilities and fleet), and fire protection services an 86% residential/14% non-residential attribution has been made based on a population vs. employment growth ratio over the long-term (2023 to 2051) forecast period; and
  - for water and wastewater services an 88% residential/12% non-residential allocation has been made based on population vs. employment growth over the urban long-term (2023 to 2051) forecast period.

### **7.3.3 Application to Redevelopment of Land (Demolition and Conversion)**

If a development involves the demolition and replacement of a building or structure on the same site (within 5 years prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part), or the conversion from one principal use to another, the developer shall be allowed a credit equivalent to:

- 1) the number of dwelling units demolished/converted multiplied by the applicable residential D.C. in place at the time the D.C. is payable; and/or



- 2) the G.F.A. of the building demolished/converted multiplied by the current non-residential D.C. in place at the time the D.C. is payable;

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

### **7.3.4 Exemptions (full or partial)**

a) Statutory exemptions:

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

b) Non-statutory exemptions:

- a hospital as defined under the Public Hospitals Act;
- that portion of a place of worship that is exempt from taxation under the Assessment Act;
- a garden suite;
- a farm help house;
- a farm building;



- Institutions that are exempt from municipal taxation under the following legislation;
  - Social Housing Reform Act,
  - Long Term Care Act, or
  - Mental Health Act,  
Save and except those that are operated for profit.
- Lands developed for the purposes where the development is clearly exempt from taxation under the Provincial or Federal Legislation.

### **7.3.5 Phasing in**

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

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

### **7.3.6 Timing of Collection**

A D.C. that is applicable under Section 5 of the D.C.A. shall be calculated and payable;

- Where a permit is required under the Building Code Act in relation to a building or structure, the owner shall pay the D.C. prior to issuance of the first building permit prior to the commencement of development or redevelopment as the case may be; and
- Despite above, Council, from time to time, and at any time, may enter into agreements providing for all or any part of a D.C. to be paid before or after it would otherwise be payable.

### **7.3.7 The Applicable Areas**

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

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



- Water and Wastewater – the full residential and non-residential charge will be imposed on the urban service areas of the Town (Fonthill and Fenwick).

### **7.3.8 Indexing**

Indexing of the D.C.s shall be implemented on a mandatory basis annually commencing on April 1, 2024, and each January 1<sup>st</sup> thereafter, in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index (Table 18-10-0276-02)<sup>1</sup> 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 Town's D.C. collections are currently reserved in nine (9) separate reserve funds: General Government, Fire Protection, Public Works, Indoor Recreation, Outdoor Recreation, Library Services, Water, Sewer, and Stormwater.

It is recommended that the Town combine the Indoor Recreation and Outdoor Recreation reserve funds into a new combined reserve fund called "Parks and Recreation Services".

With respect to the general government reserve fund, it is recommended that the amounts be utilized or incorporated as part of the Town's General Capital Reserves as Studies will no longer be an eligible D.C. service upon passage of the new D.C. by-law.

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

---

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

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

Currently the Town’s by-law provides for water and wastewater services on an urban area basis (Fonthill and Fenwick). All other services are recovered on a uniform, Town-wide basis. There have been several reasons why area-rating has not been imposed on these services, including:

1. All Town services, with the exception of water and wastewater, require that the average 15-year service standard be calculated. This average service standard multiplied by growth in the Town, establishes an upper ceiling on the amount of funds that can be collected from all developing landowners. Section 4 (4) of



O. Reg. 82/98 provides that “if a development charge by-law applies to a part of the municipality, the level of service and average level of service cannot exceed that which would be determined if the by-law applied to the whole municipality.” Put in layman terms, the average service standard multiplied by the growth within the specific area would establish an area-specific ceiling which would significantly reduce the total revenue recoverable for the Town hence potentially resulting in D.C. revenue shortfalls and impacts on property taxes.

2. Expanding on item 1, attempting to impose an area charge potentially causes equity issues in transitioning from a Town-wide approach to an area-specific approach. For example, if all services were now built (and funded) within Area A (which is 75% built out) and this was funded with some revenues from Areas B and C, moving to an area-rating approach would see Area A contribute no funds to the costs of services in Areas B and C. The D.C.s would be lower in Area A (as all services are now funded) and higher in Areas B and C. As well, funding shortfalls may then potentially encourage the municipality to provide less services to Areas B and C due to reduced revenue.
3. Many services provided (roads, 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 Town 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 calculate the charges on a uniform Town-wide basis for all services/classes of services other than water and wastewater, which are recommended to be imposed on an urban area 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 Town-wide basis for all services except water and wastewater;”

“Continue the D.C. approach to calculate the charges on an urban-area basis for water and wastewater services;”

“Approve the capital project listing set out in Chapter 5 of the D.C.s Background Study dated December 20, 2023, subject to further annual review during the capital budget process;”

“Approve the D.C.s Background Study dated December 20, 2023;”

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

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

### 8.3.2 Notice of Passage

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

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

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

### 8.3.3 By-law Pamphlet

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

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



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

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

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

### **8.3.4 Appeals**

Sections 13 to 19 of the D.C.A. set out the requirements relative to making and processing a D.C. by-law appeal and 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 Town Clerk, setting out the objection to the by-law and the reasons supporting the objection. This must be done by the last day for appealing the by-law, which is 40 days after the by-law is passed.

The Town is 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 Town Council imposing the charge that:

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



Sections 20 to 25 of the D.C.A. set out the requirements that exist, including the fact that a complaint may not be made later than 90 days after a D.C. (or any part of it) is payable. A complainant may appeal the decision of Town Council to the 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 Town 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 Town to which the D.C. by-law applies. Such an agreement can provide for the costs to be borne by one or more parties to the agreement who are, in turn, reimbursed in future by persons who develop land defined in the agreement.

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

### **8.3.8 Severance and Subdivision Agreement Conditions**

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

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



- “local services to be installed or paid for by the owner as a condition of approval under section 53 of the *Planning Act*.”

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

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

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



# Appendices



# Appendix A

## Background Information on Residential and Non- Residential Growth Forecast



Schedule 1  
Town of Pelham  
Residential Growth Forecast Summary

Year	Population (Including Census Undercount) <sup>[1]</sup>	Excluding Census Undercount			Housing Units					Person Per Unit (P.P.U.): Total Population/ Total Households	
		Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi-Detached	Multiple Dwellings <sup>[2]</sup>	Apartments <sup>[3]</sup>	Other	Total Households		
Historical	<i>Mid 2011</i>	17,020	16,598	368	16,230	5,322	474	395	16	6,207	2.674
	<i>Mid 2016</i>	17,540	17,110	440	16,670	5,475	430	550	15	6,470	2.645
	<i>Mid 2021</i>	18,650	18,192	382	17,810	5,855	535	550	15	6,955	2.616
Forecast	<i>Late 2023</i>	20,040	19,541	410	19,131	5,985	737	768	15	7,505	2.604
	<i>Late 2033</i>	23,200	22,629	502	22,127	6,681	1,142	1,130	15	8,969	2.523
	<i>Mid 2051</i>	28,830	28,116	590	27,526	7,665	1,786	1,814	15	11,280	2.493
Incremental	<b>Mid 2011 - Mid 2016</b>	<b>520</b>	<b>512</b>	<b>72</b>	<b>440</b>	<b>153</b>	<b>-44</b>	<b>155</b>	<b>-1</b>	<b>263</b>	
	<b>Mid 2016 - Mid 2021</b>	<b>1,110</b>	<b>1,082</b>	<b>-58</b>	<b>1,140</b>	<b>380</b>	<b>105</b>	<b>0</b>	<b>0</b>	<b>485</b>	
	<b>Mid 2021 - Late 2023</b>	<b>1,390</b>	<b>1,349</b>	<b>28</b>	<b>1,321</b>	<b>130</b>	<b>202</b>	<b>218</b>	<b>0</b>	<b>550</b>	
	<b>Late 2023 - Late 2033</b>	<b>3,160</b>	<b>3,088</b>	<b>92</b>	<b>2,996</b>	<b>696</b>	<b>405</b>	<b>362</b>	<b>0</b>	<b>1,464</b>	
	<b>Late 2023 - Mid 2051</b>	<b>8,790</b>	<b>8,575</b>	<b>180</b>	<b>8,395</b>	<b>1,680</b>	<b>1,049</b>	<b>1,046</b>	<b>0</b>	<b>3,775</b>	

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

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

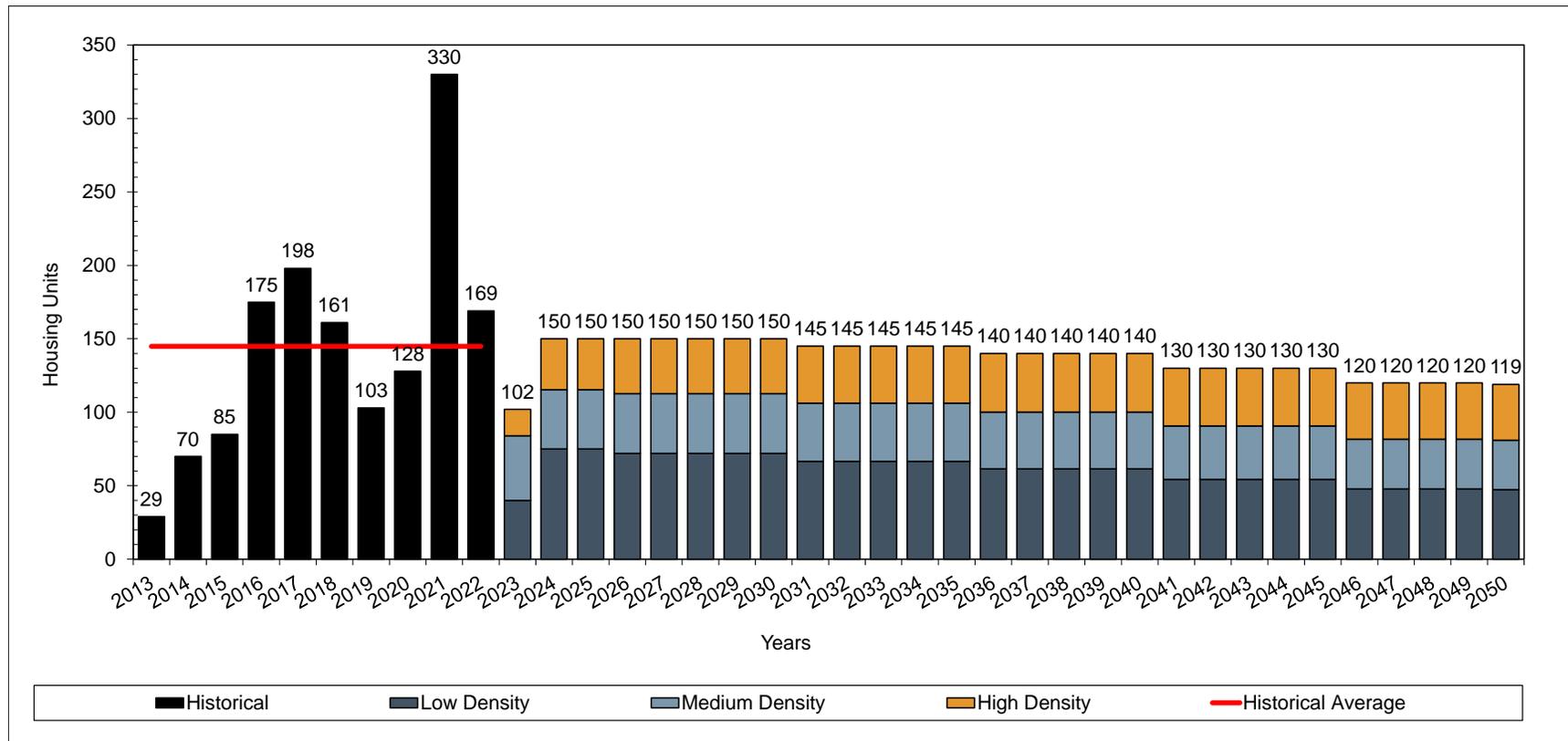
<sup>[3]</sup> Includes studio, 1-bedroom, and 2-bedroom+ apartment units.

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

**Source:** Derived from Niagara Region Official Plan, PDS 17-2022, 2051 Land Needs Assessment, June 2022, Hemson Consulting Ltd., and discussions with Town of Pelham staff regarding servicing and land supply by Watson & Associates Economists Ltd.



Figure 1  
Town of Pelham  
Annual Housing Forecast<sup>[1]</sup>



<sup>[1]</sup> Growth forecast represents calendar year.  
Source: Historical housing activity derived from Town of Pelham building permit data, 2013 to 2022.



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

Development Location	Timing	Single & Semi-Detached	Multiples <sup>[1]</sup>	Apartments <sup>[2]</sup>	Total	Gross Population	Existing Unit Population Change	Net Population Increase, Excluding Institutional	Institutional Population	Net Population Including Institutional
Urban	2023 - 2033	689	405	362	1,456	3,500	-378	3,122	92	3,214
	2023 - 2051	1,661	1,049	1,046	3,756	8,900	-403	8,497	180	8,678
Fonthill	2023 - 2033	546	344	353	1,242	2,939	-331	2,608	64	2,672
	2023 - 2051	1,202	836	1,009	3,048	7,053	-353	6,700	124	6,824
Fenwick	2023 - 2033	143	62	10	214	561	-47	514	28	542
	2023 - 2051	459	213	37	708	1,847	-50	1,797	56	1,854
Rural	2023 - 2033	7	0	0	7	22	-147	-125	0	-125
	2023 - 2051	19	0	0	19	55	-157	-102	0	-102
Town of Pelham	2023 - 2033	696	405	362	1,464	3,521	-525	2,996	92	3,088
	2023 - 2051	1,680	1,049	1,046	3,775	8,955	-560	8,395	180	8,575

[1] Includes townhouses and apartments in duplexes.

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

Source: Watson & Associates Economists Ltd.



Schedule 3  
Town of Pelham  
Current Year Growth Forecast  
Mid-2021 to Late-2023

		Population
Mid 2021 Population		18,192
Occupants of New Housing Units, Mid 2021 to Late 2023	<i>Units (2)</i>	550
	<i>multiplied by P.P.U. (3)</i>	2,240
	<i>gross population increase</i>	1,232
		1,232
Occupants of New Equivalent Institutional Units, Mid 2021 to Late 2023	<i>Units</i>	26
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	28
		28
Decline in Housing Unit Occupancy, Mid 2021 to Late 2023	<i>Units (4)</i>	6,955
	<i>multiplied by P.P.U. decline rate (5)</i>	0.013
	<i>total decline in population</i>	89
		89
Population Estimate to Late 2023		19,541
<i>Net Population Increase, Mid 2021 to Late 2023</i>		<i>1,349</i>

(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 <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	3.165	24%	0.748
<i>Multiples (6)</i>	2.167	37%	0.796
<i>Apartments (7)</i>	1.755	40%	0.696
Total		100%	2.240

<sup>1</sup> Based on 2021 Census custom database

<sup>2</sup> 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  
Town of Pelham  
10-Year Growth Forecast  
Late-2023 to Late-2033

		Population	
Late 2023 Population		19,541	
Occupants of New Housing Units, Late 2023 to Late 2033	<i>Units (2)</i>	1,464	
	<i>multiplied by P.P.U. (3)</i>	2,406	
	<i>gross population increase</i>	3,521	3,521
Occupants of New Equivalent Institutional Units, Late 2023 to Late 2033	<i>Units</i>	83	
	<i>multiplied by P.P.U. (3)</i>	1,100	
	<i>gross population increase</i>	92	92
Decline in Housing Unit Occupancy, Late 2023 to Late 2033	<i>Units (4)</i>	7,505	
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.070	
	<i>total decline in population</i>	-525	-525
Population Estimate to Late 2033		22,629	
<i>Net Population Increase, Late 2023 to Late 2033</i>		<i>3,088</i>	

(1) Late 2023 Population based on:

2021 Population (18,192) + Mid 2021 to Late 2023 estimated housing units to beginning of forecast period (550 x 2.24 = 1,232) + (26 x 1.1 = 28) + (6,955 x 0.013 = 89) = 19,541

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

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

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.883	48%	1.372
<i>Multiples (6)</i>	2.161	28%	0.598
<i>Apartments (7)</i>	1.763	25%	0.436
<i>one bedroom or less</i>	1.316		
<i>two bedrooms or more</i>	2.031		
<b>Total</b>		100%	2.406

<sup>1</sup> Persons per unit based on adjusted Statistics Canada Custom 2021 Census database.

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

(4) Late 2023 households based upon 2016 Census (6,955 units) + Mid 2021 to Late 2023 unit estimate (550 units) = 7,505 units.

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

(6) Includes townhouses and apartments in duplexes.

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

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



Schedule 5  
Town of Pelham  
Long-Term Growth Forecast  
Late-2023 to Mid-2051

		Population
Late 2023 Population		19,541
Occupants of New Housing Units, Late 2023 to Mid 2051	<i>Units (2)</i>	3,775
	<i>multiplied by P.P.U. (3)</i>	2,372
	<i>gross population increase</i>	8,955
Occupants of New Equivalent Institutional Units, Late 2023 to Mid 2051	<i>Units</i>	163
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	180
Decline in Housing Unit Occupancy, Late 2023 to Mid 2051	<i>Units (4)</i>	7,505
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.075
	<i>total decline in population</i>	-560
Population Estimate to Mid 2051		28,116
<i>Net Population Increase, Late 2023 to Mid 2051</i>		8,575

(1) Late 2023 Population based on:

2021 Population (18,192) + Mid 2021 to Late 2023 estimated housing units to beginning of forecast period (550 x 2.24 = 1,232) + (26 x 1.1 = 28) + (6,955 x 0.013 = 89) = 19,541

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

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

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.883	45%	1.283
<i>Multiples (6)</i>	2.161	28%	0.601
<i>Apartments (7)</i>	1.763	28%	0.488
<i>one bedroom or less</i>	1.316		
<i>two bedrooms or more</i>	2.031		
<b>Total</b>		100%	2.372

<sup>1</sup> Persons per unit based on Statistics Canada Custom 2021 Census database.

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

(4) Late 2023 households based upon 6,955 (2016 Census) + 550 (Mid 2016 to Late 2023 unit estimate) = 7,505

(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 6a  
Town of Pelham  
Summary of Active Development Applications, Vacant Land Supply and Intensification  
Housing Potential as of 2023  
Total Urban Areas

Stage of Development	Density Type			
	Singles & Semi-Detached	Multiples <sup>[1]</sup>	Apartments <sup>[2]</sup>	Total
Registered Not Built	176	142	268	<b>586</b>
<i>% Breakdown</i>	30%	24%	46%	100%
Draft Plans Approved	227	343	404	<b>974</b>
<i>% Breakdown</i>	23%	35%	41%	100%
Application Under Review	90	51	296	<b>437</b>
<i>% Breakdown</i>	21%	12%	68%	100%
Vacant lands designated for Residential <sup>[3]</sup>	1,201	552	63	<b>1,817</b>
<i>% Breakdown</i>	66%	30%	3%	100%
Additional Intensification	106	30	105	<b>241</b>
<i>% Breakdown</i>	44%	12%	44%	100%
<b>Total</b>	<b>1,800</b>	<b>1,118</b>	<b>1,136</b>	<b>4,055</b>
<i>% Breakdown</i>	44%	28%	28%	100%

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

<sup>[2]</sup> Includes studio, 1-bedroom and 2-bedroom+ apartments.

<sup>[3]</sup> Includes lands that do not have an application that is captured in the registered not built, draft plans approved and application under review categories. Includes the proposed urban expansion area in the south part of Fonthill identified through the Niagara Region Municipal Comprehensive Review to 2051.

Source: Derived from data provided by Town of Pelham as of March 2023, by Watson & Associates Economists Ltd.



Schedule 6b  
Town of Pelham  
Summary of Active Development Applications, Vacant Land Supply and Intensification  
Housing Potential as of 2023  
Fonthill

Stage of Development	Density Type			
	Singles & Semi-Detached	Multiples <sup>[1]</sup>	Apartments <sup>[2]</sup>	Total
Registered Not Built	168	142	268	<b>578</b>
<i>% Breakdown</i>	29%	25%	46%	100%
Draft Plans Approved	199	299	404	<b>902</b>
<i>% Breakdown</i>	22%	33%	45%	100%
Application Under Review	90	51	286	<b>427</b>
<i>% Breakdown</i>	21%	12%	67%	100%
Vacant lands designated for Residential <sup>[3]</sup>	826	380	44	<b>1,249</b>
<i>% Breakdown</i>	66%	30%	3%	100%
Additional Intensification	20	20	95	<b>135</b>
<i>% Breakdown</i>	15%	15%	70%	100%
<b>Total</b>	<b>1,303</b>	<b>892</b>	<b>1,097</b>	<b>3,291</b>
<i>% Breakdown</i>	<b>40%</b>	<b>27%</b>	<b>33%</b>	<b>100%</b>

[1] Includes townhouses and apartments in duplexes.

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

[3] Includes lands that do not have an application that is captured in the registered not built, draft plans approved and application under review categories. Includes the proposed urban expansion area in the south part of Fonthill identified through the Niagara Region Municipal Comprehensive Review to 2051.

Source: Derived from data provided by Town of Pelham as of March 2023, by Watson & Associates Economists Ltd.



Schedule 6c  
Town of Pelham  
Summary of Active Development Applications, Vacant Land Supply and Intensification  
Housing Potential as of 2023  
Fenwick

Stage of Development	Density Type			
	Singles & Semi-Detached	Multiples <sup>[1]</sup>	Apartments <sup>[2]</sup>	Total
Registered Not Built	8	0	0	<b>8</b>
<i>% Breakdown</i>	<i>100%</i>	<i>0%</i>	<i>0%</i>	<i>100%</i>
Draft Plans Approved	28	44	0	<b>72</b>
<i>% Breakdown</i>	<i>39%</i>	<i>61%</i>	<i>0%</i>	<i>100%</i>
Application Under Review	0	0	10	<b>10</b>
<i>% Breakdown</i>	<i>0%</i>	<i>0%</i>	<i>100%</i>	<i>100%</i>
Vacant lands designated for Residential <sup>[3]</sup>	375	173	20	<b>568</b>
<i>% Breakdown</i>	<i>66%</i>	<i>30%</i>	<i>3%</i>	<i>100%</i>
Additional Intensification	86	10	10	<b>106</b>
<i>% Breakdown</i>	<i>81%</i>	<i>9%</i>	<i>9%</i>	<i>100%</i>
<b>Total</b>	<b>497</b>	<b>227</b>	<b>40</b>	<b>764</b>
<i>% Breakdown</i>	<i>65%</i>	<i>30%</i>	<i>5%</i>	<i>100%</i>

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

<sup>[2]</sup> Includes studio, 1-bedroom and 2-bedroom+ apartments.

<sup>[3]</sup> Includes lands that do not have an application that is captured in the registered not built, draft plans approved and application under review categories. Includes the proposed urban expansion area in the south part of Fonthill identified through the Niagara Region Municipal Comprehensive Review to 2051.

Source: Derived from data provided by Town of Pelham as of March 2023, by Watson & Associates Economists Ltd.



Schedule 7  
Town of Pelham  
Historical Residential Building Permits  
Years 2013 to 2022

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples <sup>[1]</sup>	Apartments <sup>[2]</sup>	Total
2013	19	7	3	29
2014	43	27	0	70
2015	65	20	0	85
2016	134	31	10	175
2017	176	6	16	198
Sub-total	437	91	29	557
<b>Average (2013 - 2017)</b>	<b>87</b>	<b>18</b>	<b>6</b>	<b>111</b>
% Breakdown	78%	16%	5%	100%
2018	57	27	77	161
2019	47	32	24	103
2020	77	36	15	128
2021	75	118	137	330
2022	37	59	2	98
Sub-total	293	272	255	820
<b>Average (2018 - 2022)</b>	<b>59</b>	<b>54</b>	<b>51</b>	<b>164</b>
% Breakdown	36%	33%	31%	100%
2013 - 2022				
Total	730	363	284	1,377
<b>Average</b>	<b>73</b>	<b>36</b>	<b>28</b>	<b>138</b>
% Breakdown	53%	26%	21%	100%

[1] Includes townhouses and apartments in duplexes.

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

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



Schedule 8a  
Town of Pelham  
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 <sup>[2]</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	1.667	3.247	-	3.165		
6-10	-	-	-	3.000	-	3.147		
11-15	-	-	-	2.821	-	2.741		
16-20	-	-	-	3.042	3.455	2.792		
20-25	-	-	2.063	2.492	3.923	2.553	2.880	2.883
25-35	-	-	-	2.509	-	2.412		
35+	-	1.636	1.867	2.742	3.810	2.707		
<b>Total</b>	<b>0.600</b>	<b>2.000</b>	<b>1.896</b>	<b>2.778</b>	<b>3.841</b>	<b>2.735</b>		

Age of Dwelling	Multiples <sup>[1]</sup>						25 Year Average	25 Year Average Adjusted <sup>[2]</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	-	-	2.167		
6-10	-	-	-	-	-	2.077		
11-15	-	-	1.636	-	-	2.000		
16-20	-	-	-	-	-	-		
20-25	-	-	-	-	-	1.769	2.003	2.161
25-35	-	-	-	-	-	1.667		
35+	-	-	-	-	-	2.263		
<b>Total</b>	<b>-</b>	<b>-</b>	<b>1.943</b>	<b>2.265</b>	<b>-</b>	<b>2.000</b>		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	-	1.680	3.048	-	2.817
6-10	-	-	-	2.806	-	2.667
11-15	-	-	1.889	2.756	-	2.557
16-20	-	-	1.583	2.855	3.455	2.722
20-25	-	-	1.778	2.500	3.923	2.418
25-35	-	-	-	2.324	-	2.230
35+	-	1.310	1.699	2.710	3.729	2.546
<b>Total</b>	<b>-</b>	<b>1.271</b>	<b>1.717</b>	<b>2.712</b>	<b>3.764</b>	<b>2.556</b>

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

<sup>[2]</sup> 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 8b  
Region of Niagara  
Person Per Unit by Age and Type of Dwelling  
(2021 Census)

Age of Dwelling	Apartments <sup>[1]</sup>						25 Year Average	25 Year Average Adjusted <sup>[2]</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	1.291	1.688	2.600	-	<b>1.755</b>		
6-10	-	1.200	1.763	2.033	-	<b>1.603</b>		
11-15	-	1.500	1.823	3.000	-	<b>1.797</b>		
16-20	-	1.246	1.922	2.130	-	<b>1.701</b>		
20-25	-	1.266	2.028	2.412	-	<b>1.745</b>	1.720	1.763
25-35	-	1.226	1.773	3.043	-	<b>1.602</b>		
35+	1.017	1.192	1.749	2.447	2.545	<b>1.575</b>		
<b>Total</b>	<b>1.037</b>	<b>1.207</b>	<b>1.764</b>	<b>2.463</b>	<b>2.778</b>	<b>1.599</b>		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	2.692	1.378	1.881	2.987	4.086	<b>2.634</b>
6-10	-	1.356	1.846	2.840	4.441	<b>2.639</b>
11-15	-	1.463	1.839	2.923	4.133	<b>2.727</b>
16-20	-	1.378	1.834	2.849	4.106	<b>2.669</b>
20-25	-	1.367	1.851	2.777	3.748	<b>2.558</b>
25-35	-	1.283	1.814	2.789	3.922	<b>2.481</b>
35+	1.295	1.246	1.799	2.579	3.721	<b>2.311</b>
<b>Total</b>	<b>1.504</b>	<b>1.270</b>	<b>1.812</b>	<b>2.661</b>	<b>3.846</b>	<b>2.396</b>

<sup>[1]</sup> Includes studio, 1-bedroom and 2-bedroom+ apartments.

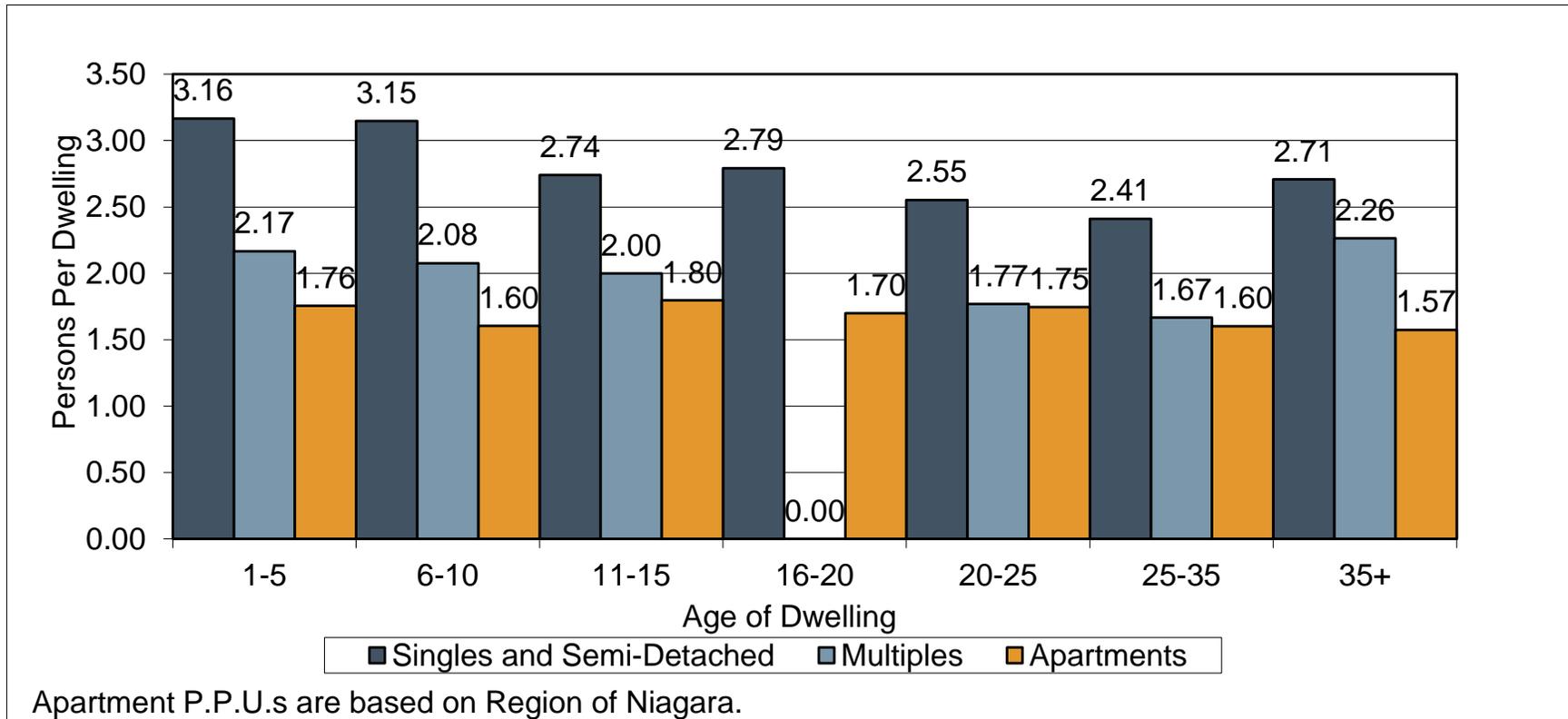
<sup>[2]</sup> Adjusted based on historical trends.

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 9  
Town of Pelham  
Person Per Unit Structural Type and Age of Dwelling  
(2021 Census)





**Schedule 10a  
Town of Pelham  
Employment Forecast, 2023 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. <sup>[1]</sup>	Total Including N.F.P.O.W.	Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. <sup>[1]</sup>	Total Employment (Including N.F.P.O.W.)	
Mid 2011	17,020	0.013	0.046	0.021	0.091	0.044	0.215	0.027	0.242	220	790	353	1,548	745	3,655	457	4,112	2,865
Mid 2016	17,540	0.019	0.052	0.022	0.087	0.046	0.225	0.031	0.255	325	915	380	1,525	800	3,945	535	4,480	3,030
Late 2023	19,541	0.028	0.064	0.020	0.085	0.044	0.240	0.031	0.270	550	1,241	385	1,652	854	4,682	597	5,279	3,441
Late 2033	22,629	0.025	0.060	0.020	0.089	0.043	0.236	0.029	0.265	557	1,366	446	2,012	965	5,346	650	5,996	3,980
Mid 2051	28,116	0.020	0.055	0.019	0.094	0.041	0.228	0.026	0.254	564	1,542	526	2,645	1,146	6,423	717	7,140	4,881
<b>Incremental Change</b>																		
Mid 2011 - Mid 2016	520	0.006	0.006	0.001	-0.004	0.002	0.010	0.004	0.014	105	125	28	-23	55	290	78	368	165
Mid 2016 - Late 2023	2,001	0.010	0.011	-0.002	-0.002	-0.002	0.015	0.000	0.015	225	326	5	127	54	737	62	799	411
Late 2023 - Late 2033	3,088	-0.004	-0.003	0.000	0.004	-0.001	-0.003	-0.002	-0.005	7	125	61	360	111	664	53	717	539
Late 2023 - Mid 2051	8,575	-0.008	-0.009	-0.001	0.010	-0.003	-0.011	-0.005	-0.016	14	301	141	993	292	1,741	120	1,861	1,440
<b>Annual Average</b>																		
Mid 2011 - Mid 2016	104	0.001	0.001	0.000	-0.001	0.000	0.002	0.001	0.003	21	25	6	-5	11	58	16	74	33
Mid 2016 - Late 2023	286	0.001	0.002	0.000	0.000	0.000	0.002	0.000	0.002	32	47	1	18	8	105	9	114	59
Late 2023 - Late 2033	309	0.000	0.000	0.000	0.000	0.000	0.000	0.000	-0.001	1	13	6	36	11	66	5	72	54
Late 2023 - Mid 2051	312	0.000	0.000	0.000	0.000	0.000	0.000	0.000	-0.001	1	11	5	36	11	63	4	68	52

<sup>[1]</sup> Statistics Canada defines no fixed place of work (N.F.P.O.W.) employees as "persons who do not go from home to the same 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 Niagara Region Official Plan, PDS 17-2022, 2051 Land Needs Assessment, June 2022, Hemson Consulting Ltd., and discussions with Town of Pelham staff regarding servicing and land supply by Watson & Associates Economists Ltd.



Schedule 10b  
Town of Pelham  
Employment and Gross Floor Area (G.F.A.) Forecast, 2023 to 2051

Period	Population	Employment					Gross Floor Area in Square Feet (Estimated) <sup>[1]</sup>				
		Primary <sup>[2]</sup>	Industrial	Commercial/ Population Related	Institutional <sup>[3]</sup>	Total	Primary - Non- Bona Fide Farming <sup>[2]</sup>	Industrial	Commercial/ Population Related	Institutional <sup>[3]</sup>	Total
Mid 2011	17,020	220	353	1,548	745	2,865					
Mid 2016	17,540	325	380	1,525	800	3,030					
Late 2023	19,541	550	385	1,652	854	3,441					
Late 2033	22,629	557	446	2,012	922	3,937					
Mid 2051	28,116	564	526	2,645	1,062	4,797					
<b>Incremental Change</b>											
Mid 2011 - Mid 2016	520	105	28	-23	55	165					
Mid 2016 - Late 2023	2,001	225	5	127	54	411					
Late 2023 - Late 2033	3,088	7	61	360	68	496	21,200	122,000	180,000	39,900	363,100
Late 2023 - Mid 2051	8,575	14	141	993	208	1,356	42,200	282,000	496,500	140,100	960,800
<b>Annual Average</b>											
Mid 2011 - Mid 2016	104	21	6	-5	11	33					
Mid 2016 - Late 2023	286	32	1	18	8	59					
Late 2023 - Late 2033	309	1	6	36	7	50	2,120	12,200	18,000	3,990	36,310
Late 2023 - Mid 2051	312	1	5	36	8	49	1,535	10,255	18,055	5,095	34,938

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

Primary - Non-Bona Fide Farming	3,000
Industrial	2,200
Commercial/Population-Related	500
Institutional	675

<sup>[2]</sup> Primary industry includes bona-fide, non bona-fide farming and cannabis growing operation related employment.

<sup>[3]</sup> Forecast institutional employment and gross floor area has been adjusted downward to account for employment associated with special care units.

\*Reflects Late-2023 to Mid-2051 forecast period.

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

Source: Watson & Associates Economists Ltd.



Schedule 10c  
Town of Pelham  
Estimate of the Anticipated Amount, Type and Location of  
Non-Residential Development for Which Development Charges Can Be Imposed

Development Location	Timing	Primary - Non-Bona Fide Farming G.F.A. S.F. <sup>[1],[2]</sup>	Industrial G.F.A. S.F. <sup>[1]</sup>	Commercial G.F.A. S.F. <sup>[1]</sup>	Institutional G.F.A. S.F. <sup>[1],[3]</sup>	Total Non-Residential G.F.A. S.F.	Employment Increase <sup>[4]</sup>
Fonthill	2023 - 2033	-	-	136,500	32,900	169,400	329
	2023 - 2051	-	-	362,000	106,400	468,400	882
Fenwick	2023 - 2033	-	-	30,000	7,000	37,000	72
	2023 - 2051	-	-	115,000	33,700	148,700	280
Rural	2023 - 2033	21,200	122,000	13,500	-	156,700	95
	2023 - 2051	42,200	282,000	19,500	-	343,700	194
Town of Pelham	2023 - 2033	21,200	122,000	180,000	39,900	363,100	496
	2023 - 2051	42,200	282,000	496,500	140,100	960,800	1,356

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

Primary - Non-Bona Fide Farming	3,000
Industrial	2,000
Commercial/Population-Related	500
Institutional	675

<sup>[2]</sup> Primary industry includes bona-fide, non bona-fide farming and cannabis growing operation related employment.

<sup>[3]</sup> Forecast institutional employment and gross floor area has been adjusted downward to account for employment associated with special care units.

<sup>[4]</sup> Employment Increase does not include No Fixed Place of Work.

\*Reflects Late-2023 to Mid-2051 forecast period.

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

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	\$52,333.80	0.015100	km of roadways	3,465,815	per km	448,762,335
Public Works	Public Works - Facilities	\$339.86	0.964600	sq.ft. of building area	352	per sq.ft.	2,914,300
	Public Works - Vehicles & Equipment	\$290.62	0.002400	No. of vehicles and equipment	121,092	per vehicle	2,492,067
Fire Protection	Fire Protection Services - Facilities	\$1,253.00	1.501700	sq.ft. of building area	834	per sq.ft.	10,744,475
	Fire Protection Services - Vehicles & Equipment	\$499.52	0.000800	No. of vehicles	624,400	per vehicle	4,283,384
	Fire Protection Services - Small Equipment and Gear	\$101.79	0.029900	No. of equipment and gear	3,404	per item	872,849
Parks & Recreation	Parkland Development	\$1,549.82	0.003300	Hectares of Parkland	469,642	per hectare	4,785,844
	Parkland Amenities	\$700.48	0.002800	No. of parkland amenities	250,171	per amenity	2,163,082
	Recreation Facilities	\$2,985.90	4.713400	sq.ft. of building area	633	per sq.ft.	9,220,459
Library	Library Services - Facilities	\$468.44	0.627900	sq.ft. of building area	746	per sq.ft.	1,446,543
	Library Services - Collection Materials	\$80.51	9.971700	No. of library collection items	8	per collection item	248,615



**Town of Pelham  
Service Standard Calculation Sheet**

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

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023 Value (\$/km)
Gravel Roads	1.30	1.30	1.30	1.30	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$1,940,000
Surface Treated Roads	152.81	152.00	151.00	149.00	147.00	147.00	147.00	147.00	147.00	147.00	147.00	147.00	147.00	147.00	147.00	\$2,350,000
Hot Mix Asphalt Roads	83.80	85.00	86.00	88.00	90.00	90.00	90.00	90.00	139.00	139.00	139.00	139.00	139.00	139.00	139.00	\$4,980,000
<b>Total</b>	<b>237.91</b>	<b>238.30</b>	<b>238.30</b>	<b>238.30</b>	<b>238.00</b>	<b>238.00</b>	<b>238.00</b>	<b>238.00</b>	<b>287.00</b>							

Population	16,476	16,564	16,575	16,598	16,686	16,755	16,791	16,926	17,110	17,426	17,838	17,999	18,049	18,192	19,023
Per Capita Standard	0.0144	0.0144	0.0144	0.0144	0.0143	0.0142	0.0142	0.0141	0.0168	0.0165	0.0161	0.0159	0.0159	0.0158	0.0151

15 Year Average	2008-2022
Quantity Standard	0.0151
Quality Standard	\$3,465,815
Service Standard	\$52,334

D.C. Amount (before deductions)	28 Year
Forecast Population	8,575
\$ per Capita	\$52,334
Eligible Amount	\$448,762,335



**Town of Pelham  
Service Standard Calculation Sheet**

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

Description	Proportion Used by Each Service	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
<b>Services Related to a Highway</b>																		
Tice Road Operations Centre	51%	3,578	3,578	3,578	3,578	3,578	3,578	3,578	3,578	3,578	3,578	3,578	3,578	3,578	3,578	3,578	\$450	\$518
Salt Dome and Quonset Hut Storage (Tice Rd)	100%	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	\$100	\$132
Office Space at Town Hall	50%	609	609	609	609	609	609	609	609	609	609	609	609	609	609	609	\$600	\$683
<b>Parks and Recreation Services</b>																		
Tice Road Operations Centre	27%	1,894	1,894	1,894	1,894	1,894	1,894	1,894	1,894	1,894	1,894	1,894	1,894	1,894	1,894	1,894	\$450	\$518
Storage Building (294 Canboro Rd.)	100%	-	-	-	-	-	-	-	-	-	1,152	1,152	1,152	1,152	1,152	1,152	\$175	\$215
<b>Water Services</b>																		
Tice Road Operations Centre	11%	772	772	772	772	772	772	772	772	772	772	772	772	772	772	772	\$450	\$518
Storage (Park Lane)	50%	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	\$175	\$215
Office Space at Town Hall	25%	305	305	305	305	305	305	305	305	305	305	305	305	305	305	305	\$600	\$683
<b>Wastewater Services</b>																		
Tice Road Operations Centre	11%	772	772	772	772	772	772	772	772	772	772	772	772	772	772	772	\$450	\$518
Storage (Park Lane)	50%	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	\$175	\$215
Office Space at Town Hall	25%	305	305	305	305	305	305	305	305	305	305	305	305	305	305	305	\$600	\$683
<b>Total</b>		<b>16,186</b>	<b>17,338</b>	<b>17,338</b>	<b>17,338</b>	<b>17,338</b>	<b>17,338</b>	<b>17,338</b>										

Population	16,476	16,564	16,575	16,598	16,686	16,755	16,791	16,926	17,110	17,426	17,838	17,999	18,049	18,192	19,023
Per Capita Standard	0.9824	0.9772	0.9765	0.9752	0.9700	0.9660	0.9640	0.9563	0.9460	0.9950	0.9720	0.9633	0.9606	0.9531	0.9114

15 Year Average	2008-2022
Quantity Standard	0.9646
Quality Standard	\$352
Service Standard	\$340

D.C. Amount (before deductions)	28 Year
Forecast Population	8,575
\$ per Capita	\$340
Eligible Amount	\$2,914,300



**Town of Pelham  
Service Standard Calculation Sheet**

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

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023 Value (\$/Vehicle)
<b>Services Related to a Highway</b>																
Compact SUV - Ford Escape (005)	-	-	-	-	-	-	-	-	-	1	1	1	1	1	1	\$35,000
Pickup Truck - Ford F150 (105)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$57,000
Compact Van Nissan NV200 + Outfitting (133)	-	-	-	-	-	-	-	-	1	1	1	1	1	1	1	\$55,000
Small Pickup Truck Ford Ranger (104)	-	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$42,000
Vehicle Pressure Washer - Karcher HDS	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$14,000
Pickup Truck - Ford F150 (107)	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	\$55,000
Utility Van + Outfitting - Ford E450 (225)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$120,000
1-ton Dump - Ford F450 (325)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$110,000
Dump Truck - International Single Axle (403)	1	1	1	1	1	1	1	-	-	-	-	1	1	1	1	\$330,000
Dump Truck - Sterling Single Axle (422)	1	1	1	1	1	1	1	1	1	1	1	-	-	-	-	\$330,000
Dump Truck - International Single Axle (408)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$330,000
Dump Truck - International Dual Axle (409)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$385,000
Dump Truck - International Dual Axle (410)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$385,000
Dump Truck - International Single Axle (413)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$330,000
Dump Truck - International Single Axle (431)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$330,000
Backhoe - CAT (501)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$220,000
Tractor - John Deere 5400 (502)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$100,000
Loader - CAT 924 (523)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$350,000
John Deere 6130D (528)	-	-	-	-	-	-	-	1	1	1	1	1	1	1	1	\$200,000
Sweeper Broom - Loader Attachment (713)	-	-	1	1	1	1	1	1	1	1	1	1	1	1	1	\$25,000
Works Trailer 18" DB (716)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$12,000
Asphalt Patch Trailer (725)	-	-	-	-	-	-	-	-	1	1	1	1	1	1	1	\$70,000
Pickup Truck - Ford F150 (109)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$52,000
<b>Parks and Recreation Services</b>																
Pickup Truck - Ford F150 (107)	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	\$55,000
Pickup Truck - Dodge Ram 1500 (110)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$52,000
Pickup Truck - Ford F150XL (134)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$56,000



**Town of Pelham  
Service Standard Calculation Sheet**

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

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023 Value (\$/Vehicle)
1-ton Dump - GMC 3500 (303)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$110,000
1-ton Dump - Ford F450 (305)	-	-	-	1	1	1	1	1	1	1	1	1	1	1	1	\$110,000
Backhoe - John Deere (504)	-	-	1	1	1	1	1	1	1	1	1	1	1	1	1	\$195,000
Mower 48" - Kubota (505)	-	-	-	1	1	1	1	1	1	1	1	1	1	1	1	\$22,000
Mower 60" - Kubota (506)	-	-	-	1	1	1	1	1	1	1	1	1	1	1	1	\$25,000
Tractor - Kubota L5240 (507)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$56,000
Small Tractor - Kubota B7500	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$35,000
Mower 48" - Kubota (526)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$22,000
Mower 48" - Kubota (527)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$22,000
Tractor - Kubota MX5400 (531)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$55,000
Log Chipper - Vermeer BC1000 (708)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$60,000
Landscape Trailer 18' DB (718)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$13,000
Landscape Trailer 18' DB (719)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$13,000
Landpride 16' mower deck	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$26,000
<b>Water Services</b>																
Pickup Truck - Ford F150 (106)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$55,000
Utility Van + Outfitting - Dodge Sprinter (227)		1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$90,000
Utility Van - Ford F550 Custom Body (227)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$125,000
Backhoe - Case 580 (519)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$220,000
Hydro-Vac Trailer - Vermeer (714)	-	-	1	1	1	1	1	1	1	1	1	1	1	1	1	\$150,000
Shoring Trailer 16' DB (717)	-	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$12,000
<b>Total</b>	<b>32.00</b>	<b>35.00</b>	<b>38.00</b>	<b>41.00</b>	<b>41.00</b>	<b>41.00</b>	<b>41.00</b>	<b>41.00</b>	<b>43.00</b>	<b>44.00</b>	<b>44.00</b>	<b>44.00</b>	<b>44.00</b>	<b>44.00</b>	<b>44.00</b>	

Population	16,476	16,564	16,575	16,598	16,686	16,755	16,791	16,926	17,110	17,426	17,838	17,999	18,049	18,192	19,023
Per Capita Standard	0.0019	0.0021	0.0023	0.0025	0.0025	0.0024	0.0024	0.0024	0.0025	0.0025	0.0025	0.0024	0.0024	0.0024	0.0023

15 Year Average	2008-2022
Quantity Standard	0.0024
Quality Standard	\$121,092
Service Standard	\$291

D.C. Amount (before deductions)	28 Year
Forecast Population	8,575
\$ per Capita	\$291
Eligible Amount	\$2,492,067



**Town of Pelham  
Service Standard Calculation Sheet**

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

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Station 1 - Fonthill	9,193	9,193	9,193	9,193	9,193	9,193	9,193	9,193	9,193	9,193	9,193	9,193	9,193	9,193	9,193	\$700	\$846
Station 2 - Fenwick	5,783	5,783	5,783	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	\$700	\$848
Station 3 - North Pelham (Old)	4,555	4,555	4,555	4,555	4,555	4,555	-	-	-	-	-	-	-	-	-	\$600	\$715
Station 3 - North Pelham	-	-	-	-	-	-	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	\$600	\$828
<b>Total</b>	<b>19,531</b>	<b>19,531</b>	<b>19,531</b>	<b>25,748</b>	<b>25,748</b>	<b>25,748</b>	<b>28,193</b>										

Population	16,476	16,564	16,575	16,598	16,686	16,755	16,791	16,926	17,110	17,426	17,838	17,999	18,049	18,192	19,023
Per Capita Standard	1.1854	1.1791	1.1783	1.5513	1.5431	1.5367	1.6791	1.6657	1.6477	1.6179	1.5805	1.5664	1.5620	1.5497	1.4820

15 Year Average	2008-2022
Quantity Standard	1.5017
Quality Standard	\$834
Service Standard	\$1,253

D.C. Amount (before deductions)	28 Year
Forecast Population	8,575
\$ per Capita	\$1,253
Eligible Amount	\$10,744,475



**Town of Pelham  
Service Standard Calculation Sheet**

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

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023 Value (\$/Vehicle)
Pumper	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	\$950,000
Heavy Rescue	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$625,000
Tanker	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	\$450,000
Aerial Unit	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$2,000,000
Light Rescue	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$300,000
Service vehicle	2	2	2	2	2	2	2	2	2	2	2	2	2	1	1	\$70,000
Fire Prevention Vehicle	-	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$60,000
Fire Chief Vehicle	-	-	-	-	-	-	1	1	1	1	1	1	1	1	1	\$60,000
Training Vehicle	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1	\$100,000
<b>Total</b>	<b>13</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>15</b>									

Population	16,476	16,564	16,575	16,598	16,686	16,755	16,791	16,926	17,110	17,426	17,838	17,999	18,049	18,192	19,023
Per Capita Standard	0.0008	0.0008	0.0008	0.0008	0.0008	0.0008	0.0009	0.0009	0.0009	0.0009	0.0008	0.0008	0.0008	0.0008	0.0008

15 Year Average	2008-2022
Quantity Standard	0.0008
Quality Standard	\$624,400
Service Standard	\$500

D.C. Amount (before deductions)	28 Year
Forecast Population	8,575
\$ per Capita	\$500
Eligible Amount	\$4,283,384



**Town of Pelham  
Service Standard Calculation Sheet**

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

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023 Value (\$/item)
Firefighters	86	86	86	86	86	86	86	86	86	86	86	86	86	86	97	\$7,000
Hoses 44mm	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	\$6,000
Hoses 65mm	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	\$5,600
Hoses 100mm	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	\$8,000
SCBA -Packs	36	36	36	36	51	51	51	51	51	51	51	51	51	51	51	\$7,000
SCBA -Bottles	70	70	70	70	110	110	110	110	110	110	110	110	110	110	110	\$1,500
SCBA -Masks	36	36	36	36	110	110	110	110	110	110	110	110	110	110	110	\$1,200
Thermal Imaging Camera	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	\$8,000
Jaws of Life	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	\$20,000
Radios - Digital	-	-	-	-	-	-	-	-	-	-	60	60	60	60	60	\$5,500
Pagers - Digital	-	-	-	-	-	-	-	-	-	-	100	100	100	100	100	\$850
Radios - Analog	60	60	60	60	60	60	60	60	60	60	-	-	-	-	-	\$1,500
Pagers - Analog	100	100	100	100	100	100	100	100	100	100	-	-	-	-	-	\$400
Portable Truck Generator	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	\$3,000
<b>Total</b>	<b>422</b>	<b>422</b>	<b>422</b>	<b>422</b>	<b>551</b>	<b>562</b>										

Population	16,476	16,564	16,575	16,598	16,686	16,755	16,791	16,926	17,110	17,426	17,838	17,999	18,049	18,192	19,023
Per Capita Standard	0.0256	0.0255	0.0255	0.0254	0.0330	0.0329	0.0328	0.0326	0.0322	0.0316	0.0309	0.0306	0.0305	0.0303	0.0295

15 Year Average	2008-2022
Quantity Standard	0.0299
Quality Standard	\$3,404
Service Standard	\$102

D.C. Amount (before deductions)	28 Year
Forecast Population	8,575
\$ per Capita	\$102
Eligible Amount	\$872,849



**Town of Pelham  
Service Standard Calculation Sheet**

Service: Parkland Development  
Unit Measure: Hectares of Parkland

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023 Value (\$/Ha)
Centennial Park	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	\$475,000
Cherry Ridge Park	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$475,000
Harold Black Park	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	\$475,000
Hurlestone Park	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	\$475,000
Marlene Stewart Streit Park	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	\$475,000
North Pelham Park	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	\$475,000
Pelham Arena (adjacent parkland & tot lot)	3.2	3.2	3.2	3.2	3.2	3.2	3.2	3.2	3.2	3.2	3.2	3.2	3.2	3.2	3.2	\$475,000
Pelham Corners Park	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	\$475,000
Pelham Peace Park	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	\$475,000
Woodstream Park	2.8	2.8	2.8	2.8	2.8	2.8	2.8	2.8	2.8	2.8	2.8	2.8	2.8	2.8	2.8	\$475,000
Harold Bradshaw Park	20.2	20.2	20.2	20.2	20.2	20.2	20.2	20.2	20.2	20.2	20.2	20.2	20.2	20.2	20.2	\$475,000
Weiland Park	-	-	-	-	-	-	-	-	-	-	-	-	-	0.4	0.4	\$475,000
Lookout Park	-	-	-	-	-	-	-	-	-	-	-	-	-	0.8	0.8	\$475,000
River Estates Park	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.2	\$475,000
<b>Total</b>	<b>56.0</b>	<b>57.2</b>	<b>57.2</b>	<b>57.4</b>												

Population	16,476	16,564	16,575	16,598	16,686	16,755	16,791	16,926	17,110	17,426	17,838	17,999	18,049	18,192	19,023
Per Capita Standard	0.0034	0.0034	0.0034	0.0034	0.0034	0.0033	0.0033	0.0033	0.0033	0.0032	0.0031	0.0031	0.0032	0.0031	0.0030

15 Year Average	2008-2022
Quantity Standard	0.0033
Quality Standard	\$469,642
Service Standard	\$1,550

D.C. Amount (before deductions)	10 Year
Forecast Population	3,088
\$ per Capita	\$1,550
Eligible Amount	\$4,785,844



**Town of Pelham  
Service Standard Calculation Sheet**

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

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023 Value (\$/item)
Soccer Lit	2	2	2	2	2	2	2	2	2	2	2	2	2	2	3	\$890,000
Soccer Intermediate	2	2	2	2	2	2	2	2	2	2	2	3	3	3	3	\$312,000
Soccer Mini	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$135,000
Ball Diamond Lit	3	3	3	3	3	3	3	3	3	3	3	3	3	3	4	\$867,000
Ball Diamond Unlit	4	4	4	4	4	4	4	4	4	4	4	3	3	3	3	\$288,000
Tball	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$99,000
Portable Lighting Equip	2	2	2	2	2	2	2	2	2	2	2	6	6	6	6	\$11,000
Portable bleachers	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	\$14,000
Playground Equip	8	8	8	8	8	8	8	8	8	8	8	9	9	11	11	\$350,000
Ice Resurfacer	1	1	1	1	1	1	1	1	1	1	1	2	2	2	2	\$170,000
Bandshell	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$138,000
Farmers Market	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$9,000
Tennis Courts (lit)	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	\$132,000
Skate Park	-	-	-	-	-	-	1	1	1	1	1	1	1	1	1	\$654,000
Splash Pad	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	\$415,000
Pavillion	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	\$141,000
Platform Tennis (lit)	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$350,000
Platform Tennis Clubhouse	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$250,000
Pickle Ball Courts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6	\$92,000
<b>Total</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>45</b>	<b>46</b>	<b>46</b>	<b>46</b>	<b>46</b>	<b>52</b>	<b>52</b>	<b>54</b>	<b>54</b>	<b>65</b>	

Population	16,476	16,564	16,575	16,598	16,686	16,755	16,791	16,926	17,110	17,426	17,838	17,999	18,049	18,192	19,023
Per Capita Standard	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0026	0.0029	0.0029	0.0030	0.0030	0.0034

15 Year Average	2008-2022
Quantity Standard	0.0028
Quality Standard	\$250,171
Service Standard	\$700

D.C. Amount (before deductions)	10 Year
Forecast Population	3,088
\$ per Capita	\$700
Eligible Amount	\$2,163,082



**Town of Pelham  
Service Standard Calculation Sheet**

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

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Arena	29,690	29,690	29,690	29,690	29,690	29,690	29,690	29,690	29,690	-	-	-	-	-	-	\$500	\$573
Heritage Hall	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	\$500	\$573
Outdoor Swimming Pool	3,360	3,360	3,360	3,360	3,360	3,360	3,360	3,360	3,360	3,360	3,360	3,360	3,360	3,360	3,360	\$275	\$325
Storage Hut at Arena	912	912	912	912	912	912	912	912	912	-	-	-	-	-	-	\$175	\$215
Portable 1 (Dressing Room)	-	-	-	-	-	-	504	504	504	-	-	-	-	-	-	\$280	\$330
Portable 2 (Lunchroom/Washroom)	-	-	-	-	-	-	504	504	504	-	-	-	-	-	-	\$280	\$330
Meridian Community Centre	-	-	-	-	-	-	-	-	-	143,000	143,000	143,000	143,000	143,000	143,000	\$600	\$683
<b>Total</b>	<b>38,162</b>	<b>38,162</b>	<b>38,162</b>	<b>38,162</b>	<b>38,162</b>	<b>38,162</b>	<b>39,170</b>	<b>39,170</b>	<b>39,170</b>	<b>150,560</b>	<b>150,560</b>	<b>150,560</b>	<b>150,560</b>	<b>150,560</b>	<b>150,560</b>		

Population	16,476	16,564	16,575	16,598	16,686	16,755	16,791	16,926	17,110	17,426	17,838	17,999	18,049	18,192	19,023
Per Capita Standard	2.3162	2.3039	2.3024	2.2992	2.2871	2.2776	2.3328	2.3142	2.2893	8.6400	8.4404	8.3649	8.3417	8.2762	7.9146

15 Year Average	2008-2022
Quantity Standard	4.7134
Quality Standard	\$633
Service Standard	\$2,986

D.C. Amount (before deductions)	10 Year
Forecast Population	3,088
\$ per Capita	\$2,986
Eligible Amount	\$9,220,459



**Town of Pelham**  
**Service Standard Calculation Sheet**

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

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Main Branch (Fonthill)	8,425	8,425	8,425	8,425	8,425	8,425	8,425	8,425	8,425	8,425	8,425	8,425	8,425	8,425	8,425	\$600	\$746
Maple Acre (Fenwick) Branch	1,410	1,410	1,410	1,410	1,410	1,410	1,410	1,410	1,410	4,000	4,000	4,000	4,000	4,000	4,000	\$600	\$746
<b>Total</b>	<b>9,835</b>	<b>12,425</b>	<b>12,425</b>	<b>12,425</b>	<b>12,425</b>	<b>12,425</b>	<b>12,425</b>										

Population	16,476	16,564	16,575	16,598	16,686	16,755	16,791	16,926	17,110	17,426	17,838	17,999	18,049	18,192	19,023
Per Capita Standard	0.5969	0.5938	0.5934	0.5925	0.5894	0.5870	0.5857	0.5811	0.5748	0.7130	0.6965	0.6903	0.6884	0.6830	0.6532

15 Year Average	2008-2022
Quantity Standard	0.6279
Quality Standard	\$746
Service Standard	\$468

D.C. Amount (before deductions)	10 Year
Forecast Population	3,088
\$ per Capita	\$468
Eligible Amount	\$1,446,543



**Town of Pelham  
Service Standard Calculation Sheet**

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

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023 Value (\$/item)
Books	52,086	50,009	51,061	52,566	41,589	44,952	45,334	42,284	35,096	35,792	31,876	33,155	33,655	35,434	35,434	\$25
Non-books	1,429	4,785	4,792	4,299	3,588	5,079	5,262	5,525	5,270	5,774	6,821	7,362	6,577	6,646	6,646	\$35
Magazine Titles	85	88	87	55	77	274	177	294	232	226	117	104	104	120	120	\$95
Number of Subscriptions	49,620	49,620	49,620	49,620	49,620	49,620	73,720	74,250	67,800	77,410	112,260	136,760	348,710	374,620	374,620	\$1.00
Electronic Products	2	27	27	30	35	40	45	50	55	60	65	70	70	80	85	\$500
<b>Total</b>	<b>103,222</b>	<b>104,529</b>	<b>105,587</b>	<b>106,570</b>	<b>94,909</b>	<b>99,965</b>	<b>124,538</b>	<b>122,403</b>	<b>108,453</b>	<b>119,262</b>	<b>151,139</b>	<b>177,451</b>	<b>389,116</b>	<b>416,900</b>	<b>416,905</b>	

Population	16,476	16,564	16,575	16,598	16,686	16,755	16,791	16,926	17,110	17,426	17,838	17,999	18,049	18,192	19,023
Per Capita Standard	6.2650	6.3106	6.3703	6.4207	5.6879	5.9663	7.4169	7.2317	6.3386	6.8439	8.4729	9.8589	21.5589	22.9167	21.9158

15 Year Average	2008-2022
Quantity Standard	9.9717
Quality Standard	\$8.07
Service Standard	\$80.51

D.C. Amount (before deductions)	10 Year
Forecast Population	3,088
\$ per Capita	\$80.51
Eligible Amount	\$248,615



# Appendix C

## Long-Term Capital and Operating Cost Examination



# Appendix C: Long-Term Capital and Operating Cost Examination

## Town of Pelham

### Annual Capital and Operating Cost Impact

As a requirement of the *Development Charges Act, 1997*, as amended, under subsection 10 (2) (c), an analysis must be undertaken to assess the long-term capital and operating cost impacts for the capital infrastructure projects identified within the development charge. As part of this analysis, it was deemed necessary to isolate the incremental operating expenditures directly associated with these capital projects, factor in cost savings attributable to economies of scale or cost sharing where applicable and prorate the cost on a per unit basis (i.e., sq.ft. of building space, per vehicle, etc.). This was undertaken through a review of the Town's approved 2022 Financial Information Return (F.I.R.).

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



Table C-1  
Town of Pelham  
Lifecycle Cost Factors and Average Useful Lives

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

Table C-2 depicts the annual operating impact resulting from the proposed gross capital projects at the time they are all in place. It is important to note that, while Town program expenditures will increase with growth in population, the costs associated with the new infrastructure (i.e., facilities) would be delayed until the time these works are in place.



Table C-2  
Town of Pelham  
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
<b>1. Wastewater Services</b>				
1.1 Sewers	20,591,595	570,977	1,118,317	1,689,294
<b>2. Water Services</b>				
2.1 Distribution Systems	11,546,118	270,356	1,700,057	1,970,413
<b>3. Services Related to a Highway</b>				
3.1 Roads and Related	51,980,922	2,266,038	2,599,584	4,865,622
<b>4. Public Works (Facilities and Fleet)</b>				
4.1 Services Related to a Highway	3,304,784	264,661	226,858	491,520
4.2 Water Services	370,175	29,645	25,411	55,056
4.3 Wastewater Services	370,175	29,645	25,411	55,056
4.4 Parks and Recreation Services	1,168,038	93,541	80,181	173,722
<b>5. Fire Protection Services</b>				
5.1 Fire facilities, vehicles & equipment	3,566,807	367,324	689,224	1,056,548
<b>6. Parks and Recreation Services</b>				
6.1 Park development, amenities, and recreation facilities	26,728,233	882,222	1,034,080	1,916,302
<b>7. Library Services</b>				
7.1 Library facilities and materials	3,727,914	172,621	174,219	346,840
<b>Total</b>	<b>123,354,761</b>	<b>4,947,031</b>	<b>7,673,342</b>	<b>12,620,373</b>



# 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 are 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  
Town of Pelham  
Annual Treasurer's Statement of Development Charge Reserve Funds

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

<sup>1</sup> Source of funds used to repay the D.C. reserve fund

<sup>2</sup> See Attachment 1 for details

<sup>3</sup> 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**  
**Town of Pelham**  
**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					
<b>Services Related to a Highway</b>											
Capital Cost A											
Capital Cost B											
Capital Cost C											
<b>Sub-Total - Services Related to Highways</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Water Services</b>											
Capital Cost D											
Capital Cost E											
Capital Cost F											
<b>Sub-Total - Water</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Wastewater Services</b>											
Capital Cost G											
Capital Cost H											
Capital Cost I											
<b>Sub-Total - Wastewater</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Figure D-2b**  
**Town of Pelham**  
**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									
<b>Sub-Total - Services Related to a Highway</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	
<u>Water Services</u>									
Capital Cost M									
Capital Cost N									
Capital Cost O									
<b>Sub-Total - Water</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	
<u>Wastewater Services</u>									
Capital Cost P									
Capital Cost Q									
Capital Cost R									
<b>Sub-Total - Wastewater</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	



Figure D-3  
Town of Pelham  
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**  
**Town of Pelham**  
**Attachment 3**  
**Annual Treasurer's Statement of Development Charge Reserve Funds**  
**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
<b>Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Service:	Wastewater
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
<b>Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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
<b>Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



# Appendix E

## Local Service Policy



# Appendix E: Local Service Policy

## Town of Pelham

### **Recommended General Policy Guidelines on Development Charge and Local Service Funding for Road-related, Stormwater Management, Parkland Development, Water, and Sanitary Sewer Works**

The following guidelines set out 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. Each application, however, will be considered 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, these policy guidelines, the location and type of services required and their relationship to the proposed development and to existing and proposed development in the area, and subsection 59 (2) of the *Development Charges Act, 1997*.

#### **SERVICES RELATED TO A HIGHWAY**

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

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



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

For the purposes of interpreting this section, the following definitions will be used:

**Collector roads** are designed for the movement of light to moderate volumes of local traffic, at moderate speeds, to arterial roads or for the distribution of traffic to local roads. Right-of-way widths shall generally be 20 metres.

**Local roads** are designed to accommodate low volumes of traffic traveling at low speeds. They provide primarily for land access to abutting properties and shall be designed to discourage the movement of through traffic.

**Arterial roads** are intended to carry medium to large volumes of all types of traffic moving at medium speeds. These roads serve the major traffic flows between the principal areas of traffic generation. Rights-of-way shall generally be from 20 to 30 metres.

## **1. Arterial and Collector Roads (including Structures)**

- i. New Collector Roads internal to a development are direct developer responsibility.
- ii. New, widened, extended or upgraded, Arterial and Collector Roads external to a development are considered to be development charge projects.
- iii. New Collector Roads external to a development, but primarily acting as a connection serving a development, are a direct developer responsibility.
- iv. All other roads are considered to be the developer's responsibility.

## **2. Traffic Control Systems, Signals and Intersection Improvements**

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



- ii. On non-arterial roads, or for any private site entrances or entrances to specific development: direct developer responsibility under section 59 of D.C.A. (as a local service).
- iii. On arterial or collector road intersections with Regional roads: include in D.C.s or in certain circumstances, may be a direct developer responsibility.
- iv. 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 subsection 5 (1) of the D.C.A.

### **3. Streetlights**

- i. Streetlights on new arterial roads an 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 (section 59 of D.C.A.).
- ii. Streetlights on non-arterial roads internal to development: considered part of the complete street and included as a direct developer responsibility under section 59 of the D.C.A. (as a local service).
- iii. 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 section 59 of the D.C.A. (as a local service).

### **4. Transportation Related Pedestrian and Cycling Facilities**

- i. Sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within arterial roads, Regional 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 (section 59 of D.C.A.).
- ii. Sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within or linking to non-arterial road corridors internal to development: considered part of the complete street and is a



direct developer responsibility through local service provisions (section 59 of D.C.A.).

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

## **5. Transit Lanes and Lay-bys**

- i. Transit lanes and lay-bys located within municipal arterial and regional road corridors: considered part of the complete street and included in D.C.s.
- ii. 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 section 59 of the D.C.A. (as a local service).
- iii. 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 section 59 of the D.C.A. (as a local service).

## **6. Transit Bus Stops and Amenities**

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

## **LAND ACQUISITION FOR ROADS**

### **7. Road Allowances**



- i. Land acquisition for Arterial or Collector Roads, to the widths required according to the approved engineering standards, is primarily provided by dedications under the *Planning Act*. In areas where limited or no development is anticipated, and direct dedication is unlikely, the land acquisition is considered to be part of the capital cost of the related development charge project.

## **8. Grade Separations**

- i. Land acquisition for Grade Separations (beyond normal dedication requirements) is considered to be part of the capital cost of the related development charge project.

The detailed engineering requirements of the above items are governed by the approved detailed engineering standards for the Town.

## **PARKLAND DEVELOPMENT**

### **9. Recreational Trails**

- i. 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.

### **10. Parkland**

- i. Parkland Development for Community Parks, District Parks, Neighbourhood Parks and Village Squares: direct developer responsibility to provide at base condition, as defined in the municipality's Parks Standards, as a local service provision.
- ii. Program facilities, amenities, and furniture, within parkland: included in D.C.s.



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

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

**WATER**

**12. Watermains**

- i. Watermains internal to the development are considered to be a local service unless the Town requests a watermain be oversized, in which case the oversizing is a development charge project.
- ii. External watermains of any size required by a development to connect to an existing local trunk main are considered to be the developer's local service responsibility.
- iii. Watermains of any size required to connect a development charge eligible pumping station or reservoir to the supply network are considered to be development charge projects.
- iv. Providing new underground services or upgrading existing underground services external to the development if the services are required to service the development, and if the pipe sizes do not exceed 300 mm, are considered to be the developer's local service responsibility.



### **13. Booster Stations and Reservoirs**

- i. New or expanded water booster pumping stations and reservoir projects servicing two or more developments are considered to be development charge projects. All others are the responsibility of the developer.
- ii. All other new or expanded water booster pumping stations and reservoir projects that do not qualify as above are the responsibility of the developer.
- iii. The detailed engineering requirements of the above items are governed by the approved detailed engineering standards for the Town.

## **WASTEWATER**

### **14. Sanitary Sewers**

- i. Sanitary Sewers internal to the development are considered to be a local service, unless the Town requests a sewer be oversized, in which case the oversizing is a development charge project.
- ii. Sanitary Sewers of any size required by a development to connect to an existing local trunk main are considered to be the developer's responsibility.
- iii. Sanitary Sewers of any size required to connect a pumping station or treatment plant to the collection network are considered to be development charge projects.
- iv. Providing new underground services or upgrading existing underground services external to the development if the services are required to service the development, and if the pipe sizes do not exceed 300 mm, are considered to be the developer's local service responsibility.

### **15. Pumping Stations**

- i. New or expanded pumping stations internal or external to a development, that are fed by sanitary sewers which qualify as a development charge project are also considered to be development charge projects.



- ii. New or expanded pumping stations fed by sanitary sewers that do not qualify as a development charge project are the responsibility of the developer.

The above pipe sizes in section 14 (iv) govern, unless the hydraulic conditions of a particular development require a different pipe size, in which case the minimum pipe size determined by such hydraulic conditions shall be the developer's responsibility.

## **LAND ACQUISITION FOR WATER AND WASTEWATER WORKS**

### **16. Booster Stations and Reservoirs**

- i. Where required, land acquisition for Booster Stations and Reservoirs which are development charge projects, to the size required by the design of the facility, is to be provided by the developer as part of the development approval process. The market value of the land is considered to be part of the capital cost of the related development charge project.

### **17. Pumping Stations**

- i. Where required, land acquisition for Pumping Stations which are development charges projects, to the size required by the design of the facility, is to be provided by the developer as part of the development approval process. The market value of the land is considered to be part of the capital cost of the related development charge project.

The detailed engineering requirements of the above items are governed by the approved detailed engineering standards for the Town.

## **STORMWATER MANAGEMENT**

### **18. Stormwater**

- i. 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.



- ii. Erosion works, inclusive of all restoration requirements, related to a development application: direct developer responsibility under section 59 of the D.C.A. (as a local service).
- iii. Monitoring works: included in D.C.s consistent with the D.C.A., subsection 5 (1).

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 section 59 of the D.C.A. (as a local service).



# 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:

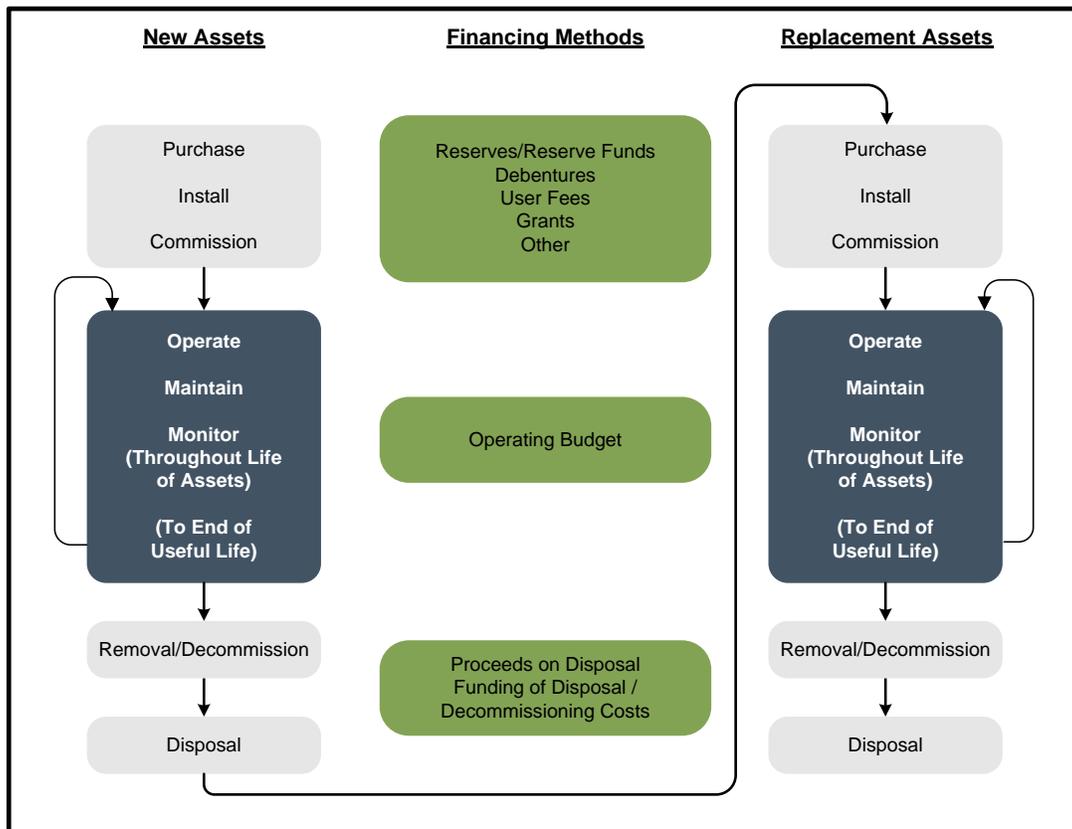
“The asset management plan shall,

- (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 Town prepared an A.M.P. in 2022 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 2023 \$) has been developed to provide the annualized expenditures and revenues associated with new growth. Note that the D.C.A. does not require an analysis of the non-D.C. capital needs or their associated operating costs so these are omitted from the table below. As well, as all capital costs included in the D.C.-eligible capital costs are not included in the Town's A.M.P., the present infrastructure gap and associated funding plan have not been considered at this time. Hence the following does not represent a fiscal impact assessment (including future tax/rate increases) but provides insight into the potential affordability of the new assets:

1. The non-D.C. recoverable portion of the projects that will require financing from municipal financial resources (i.e., taxation, rates, fees, etc.). This amount has been presented on an annual debt charge amount based on 20-year financing.
2. Lifecycle costs for the 2023 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 \$16.63 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 \$10.69 million. This amount, totalled with the existing operating revenues of approximately \$35.70 million, provides annual revenues of approximately \$46.39 million by the end of the period.



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

Town of Pelham  
Asset Management – Future Expenditures and Associated Revenues  
2023\$

Asset Management - Future Expenditures and Associated Revenues	2051 (Total)
<b>Expenditures (Annualized)</b>	
Annual Debt Payment on Non-Growth Related Capital <sup>1</sup>	3,759,520
Annual Debt Payment on Post Period Capital <sup>2</sup>	250,178
<b>Lifecycle:</b>	
Annual Lifecycle - Town-wide Services	\$4,947,031
Incremental Operating Costs (for D.C. Services)	\$7,673,342
<b>Total Expenditures</b>	<b>\$16,630,071</b>
<b>Revenue (Annualized)</b>	
Total Existing Revenue <sup>3</sup>	\$35,695,041
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	\$10,693,117
<b>Total Revenues</b>	<b>\$46,388,158</b>

<sup>1</sup> Non-Growth Related component of Projects

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

<sup>3</sup> As per Sch. 10 of FIR



# Appendix G

## Proposed D.C. By-law



# Appendix G: Proposed D.C. By-law

## THE CORPORATION OF THE TOWN OF PELHAM

### BY-LAW NUMBER XXXX (2024)

#### BEING A BY-LAW FOR THE IMPOSITION OF

#### DEVELOPMENT CHARGES AND TO REPEAL BY-LAW 4023 (2018) AND AMENDING BY-LAW 4149 (2019), 4314 (2021), and 4431 (2022)

**WHEREAS** subsection 2(1) of the *Development Charges Act, 1997*, S.O. c. 27 (“the Act”) provides that the council of a municipality may pass by-laws for the imposition of development charges against land to pay for increased capital costs required because of the need for services arising from development in the area to which the by-law applies;

**AND WHEREAS** the Council of The Corporation of the Town of Pelham (“ the Town”) has undertaken the action required by section 12 of the Act prior to passing a by-law under section 2 of the Act;

**AND WHEREAS** the Council of the Town has heard all persons who applied to be heard no matter whether in objection to, or in support of, the development charge proposal at a public meeting held on February 21, 2024;

**AND WHEREAS** the Council of the Town, had before it a report entitled Town of Pelham Development Charges Background Study dated December 20, 2023, prepared by Watson & Associates Economists Ltd., wherein it is indicated that the development of any land within the Town of Pelham will increase the need for services as defined herein;

**AND WHEREAS** the Council of the Town on March 6, 2024, approved the applicable Development Charges Background Study, dated December 20, 2023, in which certain recommendations were made relating to the establishment of a development charge policy for the Town pursuant to the Act;



**AND WHEREAS** the Council of the Town on March 6, 2024, determined that no additional public meeting was required;

**NOW THEREFORE THE COUNCIL OF THE TOWN OF PELHAM ENACTS AS FOLLOWS:**

### **DEFINITIONS**

1. In this by-law,

“Act” means the *Development Charges Act*, 1997, S.O. 1997, c. 27, as amended or updated from time to time.

“Affordable Residential Unit” means a Dwelling Unit that meets the criteria set out in subsection 4.1 (2) or 4.1(3) of the Act.

“Agricultural Use” means Agricultural Use as defined in the Zoning By-law.

“Apartment Unit” means any Dwelling Unit within a building containing three (3) or more Dwelling Units where access to each Dwelling Unit is obtained through a common entrance or entrances from the street level and the Dwelling Units are connected by an interior corridor.

“Attainable Residential Unit” means a Dwelling Unit that meets the criteria set out in subsection 4.1(4) of the Act.

“Back-to-back Townhouse Dwelling” means Dwelling, Back-to-Back Townhouse as defined in the Zoning By-law.

“Bedroom” means a habitable room larger than seven (7) square metres, including a den, study, or other similar area, but does not include a living room, dining room or kitchen.

“Board of Education” means a board as defined in subsection 1(1) of the *Education Act*, R.S.O. 1990, c.E.2.

“Building Code Act” means the Building Code Act, 1992, S.O. 1992, as amended or updated from time to time, and all Regulations thereto.



“Capital Cost” means costs incurred or proposed to be incurred by the Town or a local board thereof directly or by others on behalf of, and as authorized by, the Town or local board:

- (a) to acquire land or an interest in land, including a leasehold interest;
- (b) to improve land;
- (c) to acquire, lease, construct or improve buildings and structures;
- (d) to acquire, lease, construct or improve facilities including,
  - (i) rolling stock with an estimated useful life of seven years or more,
  - (ii) furniture and equipment, other than computer equipment, and
  - (iii) materials acquired for circulation, reference or information purposes by a library board as defined in the *Public Libraries Act*, R.S.O. 1990, c.P.44; and
- (e) interest on money borrowed to pay for costs in (a) to (d);

required for provision of services designated in this by-law within or outside the Town;

“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 Act, which may also be referred to as a Class of Service or Classes of Services.

“Commercial Use” means a Commercial Use as defined in the Zoning By-law.

“Council” means the Council of The Corporation of the Town of Pelham.

“Development” means any activity or proposed activity in respect of land that requires one or more of the actions referred to in section 7 of this By-law and includes the redevelopment of land and/or the redevelopment, expansion, extension or alteration of a use, building or structure except interior alterations to



an existing building or structure which do not change or intensify the use of land, and “Developed” and “Developing” have corresponding meanings.

“Development Charge” means a charge imposed pursuant to this By-law.

“Duplex Dwelling” means a Dwelling, Duplex as defined in the Zoning By-law.

“Dwelling” means a Dwelling as defined in the Zoning By-law.

“Dwelling Unit” means a Dwelling Unit as defined in the Zoning By-law, namely a group of rooms in a building used or designed or intended to be used as a single, independent and separate housekeeping unit:

- (a) in which a food preparation area and sanitary facilities are provided for the exclusive use of such housekeeping unit; and
- (b) which has a private entrance from outside the building or from a common hallway or stairway inside the building, but does not include a tent, cabin, trailer, motor home, mobile home, or in a hotel, motel or bed and breakfast establishment.

“Farm building” means a building or structure that is integral to an Agricultural Use including barns, silos or other similar buildings or structures, but excludes Residential Uses and Marijuana Production Facilities.

“Farm help house” means a Farm Help House, Permanent or Seasonal, as defined in the Zoning By-law.

“Garden Suite” means a Garden Suite as defined in the Zoning By-law.

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

“Gross floor area” means Floor Area, Gross as defined in the Zoning By-law.

“Institutional Development” means Development of a building or structure intended for Use:



- (a) as a long-term care home within the meaning of subsection 2 (1) of the *Fixing Long-Term Care Act, 2021*, S.O. 2021, c. 39, Sched. 1 (“*Fixing Long-Term Care Act*”);
- (b) as a retirement home within the meaning of subsection 2(1) of the *Retirement Homes Act, 2010*, S.O. 2010, c.11;
- (c) by any of the following post-secondary institutions for the objects of the institution:
  - (i) a university in Ontario that receives direct, regular, and ongoing operating funding from the Government of Ontario,
  - (ii) a college or university federated or affiliated with a university described in subclause (i), or
  - (iii) an Indigenous Institute prescribed for the purposes of section 6 of the *Indigenous Institutes Act, 2017*, S.O. 2017, c.34, Sched. 20;
- (d) as a memorial home, clubhouse or athletic grounds by an Ontario branch of the Royal Canadian Legion; or
- (e) as a hospice to provide end of life care.

“Interest Rate” means the annual rate of interest as set out in section 26.3 of the Act.

“Live/Work Unit” means a unit which contains separate Residential and Non-Residential areas intended for concurrent Residential and Non-Residential Use, and which shares a common wall or floor with direct access between the Residential and Non-Residential areas.

“Local Board” means a public utility commission, public library board, local board of health, or any other board, commission, committee or body or local authority established or exercising any power or authority under any general or special act with respect to any of the affairs or purposes of the Town or any part or parts thereof.



"Local Services" means those services or facilities which are under the jurisdiction of the Town and are related to a plan of subdivision or within the area to which the plan relates, required as a condition of approval under section 51 of the *Planning Act*, or as a condition of approval under section 53 of the *Planning Act*.

"Marijuana production facilities" means a building Used for growth, producing, processing, testing, destroying, storing or distribution, excluding retail sales, of medical marijuana or cannabis authorized by a license issued under the *Cannabis Regulations*, SOR/2018-144.

"Mixed-Use" means lands, buildings or structures Used for both Residential and Non-Residential.

"Multiple Dwelling" means all Dwellings Units other than Single Detached Dwellings, Semi-Detached Dwellings, Apartment Units, and Special Care Dwellings.

"Non-Profit Housing Development" means Development of a building or structure that meets the criteria set out in section 4.2 of the Act.

"Non-Residential" means the Use or Development of lands, buildings or structures or portions thereof for a purpose other than Residential Use.

"Owner" means the registered owner of land or a person who has made application for an approval for the Development of land upon which a Development Charge is imposed.

"Place of Worship" means that part of a building or structure that is exempt from taxation as a place of worship under the Assessment Act, R.S.O. 1990, c. A.31.

"Planning Act" means the *Planning Act*, R.S.O. 1990, c.P.13, as amended or updated from time to time.

"Regulation" means any regulation made pursuant to the Act;

"Rental Housing" means Development of a building or structure with four (4) or more Dwelling Units, all of which are intended for rented Residential Use.



“Residential” means the Use of land, buildings or structures or portions thereof for human habitation and includes all types of Dwelling Units described herein.

“Semi-Detached Dwelling” means a Dwelling, Semi-Detached as defined in the Zoning By-law.

“Service” or “Services” means one (1) or more of the Services set out in Schedule "A", which is attached hereto and forms part of this By-law.

“Single Detached Dwelling” means a Dwelling, Single Detached as defined in the Zoning By-law.

“Special Care Dwelling” means a land, building or structure:

- (a) containing two (2) or more Dwelling Units that have a common entrance from street level;
- (b) where the occupant(s) of each Dwelling Unit have the right to use in common with other occupant(s) the halls, stairs, yards, common rooms, and accessory buildings of the Special Care Dwelling; and
- (c) that is designed to accommodate persons with specific needs, including but not limited to, independent permanent living arrangements; and where support services such as meal preparation, grocery shopping, laundry, housing, nursing, respite care, and attending services are provided at various levels; and

for greater certainty, Special Care Dwellings include but are not limited to retirement homes, lodges, group homes, dormitories, and hospices.

“Stacked Townhouse Dwelling” means a Dwelling, Stacked Townhouse as defined in the Zoning By-law.

“Town” means the Corporation of the Town of Pelham or the geographic area of the municipality, as the context requires.

“Use” means a Use as defined in the Zoning By-law.

“Zoning By-law” means the Town of Pelham Comprehensive Zoning By-law No. 4481(2022), as amended or updated from time to time.



## **CALCULATION OF DEVELOPMENT CHARGES**

2. (1) Subject to the provisions of this By-law, Development Charges shall be imposed, calculated and collected in accordance with the charges set out in Schedule "B", which is attached hereto and forms part of this By-law, and shall relate to the services set out in Schedule "A".
- (2) The Development Charge with respect to the Use(s) of any land, building or structure shall be calculated as follows:
  - (a) in the case of Residential Development or the Residential portion of a Mixed Use Development, based on the number and type of Dwelling Units, as the sum of the product of the number of Dwelling Units of each type multiplied by the corresponding total amount for such Dwelling Unit type, as set out in Schedule "B";
  - (b) in the case of Non-Residential Development, or the Non-Residential portion of a Mixed Use Development, as the sum of the product of the Gross Floor Area multiplied by the corresponding total amount for such Gross Floor Area as set out in Schedule "B".
- (3) The Development of land, buildings or structures for Residential and Non-Residential Use(s) shall require the provision, enlargement or expansion of the Services referenced in Schedule "A".

## **PHASE-IN OF DEVELOPMENT CHARGES**

3. (1) The amount of the Development Charges described in Schedule "B" to this By-law shall be reduced in accordance with section 5(8) of the Act. Therefore, commencing in the year this By-law comes into force and subject to annual indexing in accordance with section 17 of this By-law, the following percentages of the charges provided in Schedule "B" will be imposed:
  - (a) Year 1 – 80 per cent;
  - (b) Year 2 – 85 per cent;
  - (c) Year 3 – 90 per cent;



- (d) Year 4 – 95 per cent;
- (e) Years 5 through 10 – 100 per cent.

### **APPLICABLE LANDS**

4. (1) The Town-wide Development Charges indicated on Schedule "B" to this By-law shall be imposed on all lands, buildings and structures within the Town in order to defray the growth-related net capital cost of providing, enlarging, expanding or improving the Services indicated on Schedule "A" to this By-law.
- (2) Subject to subsections 4(5), 4(6) and 4(7) of this By-law, Schedule "B" to this By-law applies to all lands in the Town, whether or not the land or use is exempt from taxation under section 3 of the *Assessment Act*, R.S.O. 1990, c. A.31 ("*Assessment Act*").
- (3) Subject to subsections 4(5), 4(6) and 4(7) of this By-law, the Water and Sanitary Sewer Development Charges indicated on Schedule "B" to this By-law apply to all lands within the Fenwick Urban Boundary as defined on the map in Schedule "C" to this By-law, whether or not the land or use is exempt from taxation under section 3 of the *Assessment Act*. Water and Sewer charges will also apply to any property that is serviced by these facilities and are outside the mapped area in Schedule "C", which is appended hereto and forms part of this By-law.
- (4) (4) Subject to subsections 4(5), 4(6) and 4(7) of this By-law, the Water and Sanitary Sewer Development Charges indicated on Schedule "B" to this By-law apply to all lands within the Fonthill Urban Boundary as defined on the map in Schedule "D" to this By-law, whether or not the land or use is exempt from taxation under section 3 of the *Assessment Act*. Water and Sewer charges will also apply to any property that is serviced by these facilities and are outside the mapped area in Schedule "D", which is appended hereto and forms part of this By-law.
- (5) Notwithstanding subsections 4(3) and 4(4):



- (a) the Development Charge for the water Service is applicable to Development within the designated service areas provided that municipal water service is available or expected to be made available during the term of this By-law;
  - (b) the Development Charge for the sanitary sewer Service is applicable to Development within the designated service areas provided that municipal sanitary sewerage service is available or expected to be made available during the term of this By-law;
- (6) Notwithstanding subsections 4(3) and 4(4), this By-law shall not apply to land that is owned by and used for the purposes of:
- (a) a Board of Education;
  - (b) any municipality or local board thereof;
  - (c) a hospital as defined under the *Public Hospitals Act*, R.S.O. 1990, c. P.40;
  - (d) that portion of a Place of Worship that is exempt from taxation under the *Assessment Act*;
  - (e) a Garden Suite,
  - (f) a Farm Help House
  - (g) a Farm Building.
  - (h) Institutions, other than those operated for profit, that are exempt from municipal taxation under the following legislation:
    - (i) *Housing Services Act, 2011, S.O. 2011, c. 6, Sched. 1;*
    - (ii) *Fixing Long-Term Care Act: or*
    - (iii) *Mental Health Act, R.S.O. 1990, c. M.7*
  - (i) land Developed for purposes where the Development is clearly exempt from taxation under provincial or federal legislation;



- (j) land vested in or leased to a university that receives direct, regular and ongoing operating funding from the Government of Ontario where the Development is one in respect of which Development Charges would otherwise be payable but is intended to be occupied and used by the university;
  - (k) Non-Profit Residential Development;
  - (l) Affordable Residential Units required pursuant to section 34 and 16(4) of the Planning Act (Inclusionary Zoning).
- (7) Notwithstanding subsections 4(3) and 4(4), the Development Charges payable for Residential Development, where the Dwelling Units are intended for rented Residential Use, will be reduced based on the number of bedrooms in each Dwelling Unit as follows:
- (a) Three (3) or more Bedrooms – 25% reduction;
  - (b) Two (2) Bedrooms – 20% reduction;
  - (c) Fewer than two (2) Bedrooms – 15% reduction.
- (8) Notwithstanding subsections 4(3) and 4(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; and
  - (b) Attainable Residential Units.
- (9) Notwithstanding subsection 4(1), a 75% Development Charge exemption shall be granted for Development of the type(s) described in paragraph (a) and located within the areas defined in paragraph (b) subject to such Development meeting all of the conditions set out in paragraph (c).
- (a) (i) addition of Residential Dwelling Units to existing Residential, commercial or Mixed Use buildings; and/or
  - (ii) conversion of existing commercial and Mixed Use buildings that creates additional Residential Dwelling Units; and/or



- (iii) new Residential or commercial Development on vacant lots/ parking lots; and/or
  - (iv) conversion of non-commercial space to commercial space.
- (b) the Development is in an area shown as Downtown Fenwick in Schedule "E" or the area shown as Downtown Fonthill in Schedule "F", which Schedules are appended hereto and form part of this By-law.
- (c) The Development must meet the following criteria:
  - (i) the Treasurer of the Town determines that the property taxes for the land on which the Development is located, are in good standing at the time of the application; and
  - (ii) the Director of Planning Services determines that the existing and proposed land Uses for the Development are in conformity with applicable Official Plans, Zoning By-law and other planning requirements at both the local and Regional level; and
  - (iii) the Chief Building Official determines that all improvements relating to the Development are to be made pursuant to a building permit and constructed in accordance with the Building Code Act and all applicable zoning requirements and planning approvals; and
  - (iv) the Chief Building Official determines that any outstanding work orders and/or orders or requests to comply from the Town have been satisfactorily addressed prior to the Town granting the Development Charge exemption; and
  - (v) where required by the Director of Planning Services, the applicant shall submit for approval professional design/architectural drawings in conformity with the urban design guidelines of the Town, traffic impact studies or studies of microclimatic conditions (e.g., sun, shadow, wind)



and/or any other requirements must be met prior to the Town granting the Development Charge exemption.

- (10) Notwithstanding any other provision 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 Act; or
  - (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 Act.

#### **RULES WITH RESPECT TO EXEMPTIONS FOR INTENSIFICATION OF EXISTING OR NEW HOUSING**

5. (1) Notwithstanding any other provision 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 (1) or 1% of the existing Dwelling Units in an existing Residential rental building containing four (4) or more Dwelling Units or prescribed ancillary structure to the existing Residential building;
- (2) Notwithstanding any other provision of this By-law, Development Charges shall not be imposed with respect to the creation of any of the following in existing Single Detached Dwellings, Semi-Detached Dwellings, Back-to-back Townhouse Dwellings or Stacked Townhouse Dwellings:
- (a) A second Dwelling Unit 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 Residential structure cumulatively contain no more than one (1) Dwelling Unit.
  - (b) A third Dwelling Unit 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 Residential structure contains any Dwelling Units.

- (c) One Dwelling Unit on a parcel of urban Residential land, if the existing structure contains no more than two (2) Dwelling Units and no other building or structure ancillary to the existing Residential structure contains any Dwelling Units.
- (3) Notwithstanding any other provision of this By-law, Development Charges shall not be imposed with respect to the creation of any of the following in new Single Detached Dwellings, Semi-Detached Dwellings, Back-to-back Townhouse Dwellings or Stacked Townhouse Dwellings:
- (a) (a) A second Dwelling Unit 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 Residential structure cumulatively will contain no more than one (1) Dwelling Unit.
  - (b) (b) A third Dwelling Unit 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 Residential structure contains any Dwelling Units.
  - (c) (c) One (1) Dwelling Unit in a building or structure ancillary to a new Residential structure on a parcel of urban Residential land, if the new Residential structure contains no more than two (2) Dwelling Units and no other building or structure ancillary to the new Residential structure contains any Dwelling Units.

### **RULES WITH RESPECT TO AN "INDUSTRIAL" EXPANSION EXEMPTION**

6. (1) Notwithstanding section 4 of this By-law, 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 is the following:
- (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;  
or



- (b) if the gross floor area is enlarged by more than 50 percent, Development Charges are payable on the amount by which the enlargement exceeds 50 percent of the gross floor area before the enlargement.
- (2) For the purpose of this section, the terms "gross floor area" and "existing industrial building" shall have the same meaning as those terms have in O. Reg. 82/98 made under the Act.
- (3) In this section, for greater certainty in applying the exemption herein the gross floor area of an existing industrial building is enlarged where there is a bona fide physical and functional increase in the size of the existing industrial building.

### **DEVELOPMENT CHARGES IMPOSED**

- 7. (1) Subject to subsection (2), Development Charges shall be calculated and collected in accordance with the provisions of this By-law and be imposed on land to be Developed for Residential and Non-Residential Uses, where the Development requires:
  - (a) the passing of a zoning by-law or an amendment thereto under section 34 of the *Planning Act*,
  - (b) the approval of a minor variance under section 45 of the *Planning Act*,
  - (c) a conveyance of land to which a by-law passed under subsection 50(7) of the *Planning Act* applies;
  - (d) the approval of a plan of subdivision under section 51 of the *Planning Act*,
  - (e) a consent under section 53 of the *Planning Act*,
  - (f) the approval of a description under section 50 of the *Condominium Act*, R.S.O. 1990, c.C.26; or



- (g) the issuing of a permit under the *Building Code Act*, in relation to a building or structure.
- (2) Subsection 7(1) shall not apply in respect to:
  - (a) local services installed or paid for by the Owner within a plan of subdivision or within the area to which the plan relates, as a condition of approval under section 51 of the *Planning Act*;
  - (b) local services installed or paid for by the owner as a condition of approval under Section 53 of the *Planning Act*.

### **LOCAL SERVICE INSTALLATION**

- 8. 8. Nothing in this By-law prevents the Town from requiring, as a condition of an agreement under section 51 or section 53 of the Planning Act, that the Owner install local services within the plan of subdivision or the area to which the plan relates at the expense of the Owner.

### **MULTIPLE CHARGES**

- 9. (1) Where two or more of the actions described in subsection 7(1) of this By-law are required before land to which a Development Charge applies can be Developed, only one (1) Development Charge shall be calculated, imposed and collected in accordance with the provisions of this By-law.
- (2) Notwithstanding subsection 9(1), if two (2) or more of the actions described in subsection 7(1) occur at different times, and if the subsequent action has the effect of increasing the need for Services as set out in Schedule "A", an additional Development Charge on the additional Dwelling Unit(s) and additional Non-Residential Gross Floor Area shall be calculated and collected in accordance with the provisions of this By-law.

### **SERVICES IN LIEU**

- 10. (1) Council may authorize an Owner, through an agreement under section 38 of the Act, to substitute such part of the Development Charge applicable to the Owner's Development as may be specified in the agreement, by the



provision of Services in lieu at the sole expense of the Owner. Such agreement shall further specify that where the Owner provides Services in lieu in accordance with the agreement, the Town shall provide to the Owner a credit against the Development Charge in accordance with the agreement provisions and section 39 of the Act, equal to the reasonable cost to the Owner of providing the Services in lieu. For greater certainty, in no case shall the agreement provide for a credit that exceeds the total Development Charge payable by an Owner to the Town in respect of the Development to which the agreement relates.

- (2) In any agreement under subsection 10(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. However, any such credit shall not be charged to any Development Charge reserve fund.

## **RULES WITH RESPECT TO RE-DEVELOPMENT**

11. 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 (5) years prior to the issuance of the demolition permit, and the building permit has been issued for the development or redevelopment within five (5) years from the date the demolition permit has been issued; and
  - (2) the credit shall be calculated as follows:
    - (a) (a) for Residential buildings or structures, 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; and
    - (b) (b) for Non-Residential buildings or structures, 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.

12. Notwithstanding subsection 11 (1), the credit cannot exceed the amount of the Development Charge that would otherwise be payable, and no credit is available if the existing land use is exempt under this By-law.
13. If a Development includes the conversion of a premise from one Use to another Use, then the amount of Development Charges payable shall be reduced by the amount, calculated pursuant to this By-law at the current Development Charge rates, that would be payable as Development Charges in respect of the pre-conversion Use, provided that such reduction shall not exceed the Development Charges otherwise payable.

#### **TIMING OF CALCULATION AND PAYMENT**

14. (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 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) 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 14 (1) and 14 (2), Development Charges for Rental Housing and Institutional Developments (where not otherwise exempt) are due and payable in six (6) equal annual instalment payments commencing with the first instalment payable on the date of occupancy, and each subsequent instalment, including interest (calculated in accordance with section 26.3 of the Act), payable on the anniversary date each year thereafter.
- (4) (4) Where a Development 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 two (2) years prior to building permit issuance, the Development Charges under subsection 2 (2) shall be calculated on the rates set out in Schedule "B"



on the date of the planning application, including interest. Where both planning applications apply Development Charges under section 2 (2), the Development Charges 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).

- (5) Notwithstanding subsections 14(1) to 14(4), Council may at any time enter into agreements providing for all or any part of a Development Charge to be paid before or after it would otherwise be payable, in accordance with section 27 of the Act.

### **RESERVE FUNDS**

15. (1) Monies received for the payment of Development Charges shall be used only in accordance with section 35 of the Act.
- (2) Monies received from payment of Development Charges under this By-law shall be maintained in separate reserve funds. The Treasurer of the Town shall divide the reserve funds created hereunder into separate accounts in accordance with the designated Services 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 in like manner as taxes.
- (4) Where any unpaid Development Charges are collected as taxes under subsection 15(4), the monies so collected shall be credited to the Development Charge reserve funds referred to in subsection 15(2).
- (5) (5) The Treasurer of the Town shall, in each year, furnish to Council a statement in respect of the reserve funds established hereunder for the prior year, containing the information set out in section 12 of O. Reg. 82/98.



## **BY-LAW AMENDMENT OR APPEAL**

16. (1) Where this By-law or any Development Charge prescribed thereunder is amended or repealed either by order of the Ontario Land Tribunal or by resolution of Council, the Treasurer of the Town 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 16(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 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 shall be used.

## **BY-LAW INDEXING**

17. The Development Charges set out in Schedule "B" to this By-law shall be adjusted annually, commencing on April 1, 2024, and each January 1st thereafter, without amendment to the by-law, in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index, catalogue number 62-007.

## **SEVERABILITY**

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

## **HEADINGS FOR REFERENCE ONLY**

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

## **BY-LAW REGISTRATION**



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

### **BY-LAW ADMINISTRATION**

21. This By-law shall be administered by the Treasurer of the Town.

### **SCHEDULES TO THE BY-LAW**

22. The following Schedules to this By-law are attached hereto and form an integral part of this by-law:

Schedule "A" - Designated Municipal Services under this By-law

Schedule "B" - Schedule of Development Charges

Schedule "C" - Designated Water and Sanitary Sewer Development Charge Area (Fenwick)

Schedule "D" - Designated Water and Sanitary Sewer Development Charge Area (Fonthill)

Schedule "E" - Area to which the Downtown Fenwick Exemption Provisions Apply

Schedule "F" - Area to which the Downtown Fonthill Exemption Provisions Apply

### **EXISTING BY-LAW REPEAL**

23. By-law 4023 (2018), and amending by-laws 4149 (2019), 4314 (2021), and 4431 (2022) are repealed effective the date this By-law is in force and effect.

### **BY-LAW EFFECTIVE**

24. This By-law shall come into force and effect on March 6, 2024.

### **BY-LAW EXPIRES**

25. This By-law expires March 6, 2034, unless rescinded earlier.



**SHORT TITLE**

26. The short title of this By-law is the "Development Charges By-law, 2023".

Passed by the Council this 6th day of March, 2024.

---

M. JUNKIN, MAYOR

---

W. TIGERT, TOWN CLERK



## **SCHEDULE “A”**

### **TO BY-LAW NO XXXX (2024)**

#### **DESIGNATED MUNICIPAL SERVICES UNDER THIS BY-LAW**

##### Town-wide Services:

- Fire Protection Services;
- Services Related to a Highway;
- Public Works (Facilities and Fleet);
- Parks and Recreation Services; and
- Library Services.

##### Urban Services:

- Water Services; and
- Wastewater Services.



## Schedule "B"

### Schedule of Development Charges

Service/Class of Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Multiples	Apartments - 2 Bedrooms +	Apartments - Studio and 1 Bedroom	Special Care Dwellings	(per sq.ft. of Gross Floor Area)
<b>Town-Wide Services/Class of Service:</b>						
Services Related to a Highway	14,107	10,574	9,938	6,439	5,382	7.56
Public Works (Facilities and Fleet)	1,611	1,208	1,135	735	615	0.88
Fire Protection Services	968	726	682	442	369	0.52
Parks and Recreation Services	11,412	8,554	8,039	5,209	4,354	2.07
Library Services	965	723	680	440	368	0.18
<b>Total Town-Wide Services/Class of Services</b>	<b>29,063</b>	<b>21,785</b>	<b>20,474</b>	<b>13,265</b>	<b>11,088</b>	<b>11.21</b>
<b>Urban Services</b>						
Wastewater Services	5,418	4,061	3,817	2,473	2,067	3.77
Water Services	3,226	2,418	2,273	1,473	1,231	2.25
<b>Total Urban Services</b>	<b>8,644</b>	<b>6,479</b>	<b>6,090</b>	<b>3,946</b>	<b>3,298</b>	<b>6.02</b>
<b>Total Town-Wide + Urban Area</b>	<b>37,707</b>	<b>28,264</b>	<b>26,564</b>	<b>17,211</b>	<b>14,386</b>	<b>17.23</b>



