



Development Charges Background Study

Township of Whitewater Region

June 17, 2020

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List of Acronyms and Abbreviations

Acronym	Full Description of Acronym
A.M.P.	Asset management plan
CANSIM	Canadian Socio-Economic Information Management System (Statistics Canada)
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
L.P.A.T.	Local Planning Appeal Tribunal
M.O.E.C.P.	Ministry of the Environment, Conservation and Parks
N.F.P.O.W.	No Fixed Place of Work
O.M.B.	Ontario Municipal Board
O.P.A.	Official Plan Amendment
O. Reg.	Ontario Regulation
P.O.A.	Provincial Offences Act
P.P.U.	Persons per unit
S.D.E.	Single detached equivalent
S.D.U.	Single detached unit
S.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 Township of Whitewater Region required by the Development Charges Act, 1997 (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 – Summary of the residential and non-residential growth forecasts for the Township;
 - Chapter 3 – Approach to calculating the D.C.;
 - Chapter 4 – Review of historical service standards and identification of future capital requirements to service growth and related deductions and allocations;
 - Chapter 5 – Calculation of the D.C.s;
 - Chapter 6 – D.C. policy recommendations and rules; and
 - Chapter 7 – 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 3; 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;
 - Statutory 10% deduction (soft services);
 - Amounts in excess of 10-year historical service calculation;
 - 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 development charge.
3. A number of changes to the D.C. process need to be addressed as a result of the Smart Growth for our Communities Act, 2015 (Bill 73). These changes have been incorporated throughout the report and in the updated draft by-law, as necessary. These items include:
- a. Area-rating: Council must consider the use of area-specific charges.
 - b. Asset Management Plan for New Infrastructure: The D.C. background study must include an asset management plan that deals with all assets proposed to be funded, in whole or in part, by D.C.s. The asset management plan must show that the assets are financially sustainable over their full lifecycle.
 - c. 60-day Circulation Period: The D.C. background study must be released to the public at least 60-days prior to passage of the D.C. by-law.
 - d. Timing of Collection of Development Charges: The D.C.A. now requires D.C.s to be collected at the time of the first building permit.
4. Further changes to the D.C.A. were introduced on May 2, 2019 through Bill 108, *More Homes, More Choice Act*. While having received royal assent on June 6, 2019, many of the amendments to the D.C.A. do not come into effect until they are proclaimed by the Lieutenant Governor. The changes that have come into effect are incorporated throughout the report and in the updated draft by-law, as necessary. These items include:
- a. Effective January 1, 2020, rental housing and institutional developments will pay D.C.s in six equal annual payments commencing at occupancy. Non-profit housing developments will pay D.C.s in 21 equal annual payments. Interest may be charged on the installments, and any unpaid amounts may be added to the property and collected as taxes.



- b. Effective January 1, 2020 the D.C. amount for all developments occurring within two years of a Site Plan or Zoning By-law Amendment planning approval (for applications submitted after this section was proclaimed), shall be determined based on the development charge 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 the earlier of the date of issuance of a building permit or occupancy.

Further changes are suggested by the Province through Bill 108. Most significant is the removal of certain services from D.C. eligibility which will be included within a newly created charge under the *Planning Act* called a Community Benefit Charge (C.B.C.). This is described in more detail in section 1.4.

- 5. The growth forecast (Chapter 2) on which the Township-wide D.C. is based, projects the following population, housing and non-residential floor area for the 10-year (2020 to 2029) and 20-year (2020 to 2039) periods.

Measure	10 Year 2020-2029	20 Year 2020-2039	20 Year Urban 2020-2039
(Net) Population Increase	757	1,537	741
Residential Unit Increase	363	722	322
Non-Residential Gross Floor Area Increase (sq.ft.)	387,200	705,100	149,100

Source: Watson & Associates Economists Ltd. Forecast 2020

- 6. The Township of Whitewater Region does not currently have a D.C. by-law in place. Given the current issues related to COVID-19, the Township will undertake the public process once in-person meetings are allowed. The mandatory public meeting is anticipated for fall 2020 with the anticipated passing of the by-law early in the new year.
- 7. This report has undertaken a calculation of the charge based on future identified needs (presented in Schedule ES-1 for residential and non-residential). Charges have been provided on a Township-wide basis for all services except for water and wastewater services. Water and wastewater services have been provided on an urban-area basis. The corresponding single detached unit charge for full



services is \$20,003. The non-residential charge for full services is \$5.97 per square foot of building area. These rates are submitted to Council for its 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 5-6. A summary of these costs is provided below:

Total gross expenditures planned over the next five years	\$ 15,846,770
Less:	
Benefit to existing development	\$ 5,433,542
Post planning period benefit	\$ 464,000
Ineligible re: Level of Service	\$ -
Mandatory 10% deduction for certain services	\$ 115,496
Grants, subsidies and other contributions	\$ 6,273,000
Net Costs to be recovered from development charges	\$ 3,560,732

This suggests that for the non-D.C. cost over the five-year D.C. by-law (benefit to existing development, mandatory 10% deduction, and the grants, subsidies and other contributions), \$11.82 million (or an annual amount of \$2.36 million) will need to be contributed from taxes and rates, or other sources. With respect to the post period benefit amount of \$464,000, it will be included in subsequent D.C. study updates to reflect the portion of capital that benefits growth in the post period D.C. forecasts.

Based on the above table, the Township plans to spend \$15.85 million over the next five years, of which \$3.56 million (22%) is recoverable from D.C.s. Of this net amount, \$2.94 million is recoverable from residential development and \$0.62 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 service is calculated based on an urban full services 20-year forecast:

- Wastewater Services.



The following service is calculated based on an urban partial services – water 20-year forecast:

- Water Services.

The following services are calculated based on 20-year forecast:

- Fire Protection Services; and
- Services Related to a Highway.

All other services are calculated based on a 10-year forecast. These include:

- Parkland Development;
- Recreation Facilities;
- Library Services;
- Administration; and
- Waste Diversion.

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-1
Township of Whitewater Region
Schedule of D.C.s

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Township Wide Services:						
Services Related to a Highway	4,046	2,931	2,338	1,595	1,595	1.00
Fire Protection Services	1,825	1,322	1,054	720	720	0.45
Outdoor Recreation Services	682	494	394	269	269	0.03
Indoor Recreation Services	4,109	2,976	2,374	1,620	1,620	0.20
Library Services	483	350	279	190	190	0.02
Administration	397	288	229	157	157	0.10
Waste Diversion	87	63	50	34	34	0.00
Total Township Wide Services	11,629	8,424	6,718	4,585	4,585	1.81
Urban Services						
Wastewater Services	7,192	5,210	4,155	2,836	2,836	3.57
Water Services	1,182	856	683	466	466	0.59
Total Urban Services	8,374	6,066	4,838	3,302	3,302	4.16
GRAND TOTAL RURAL AREA	11,629	8,424	6,718	4,585	4,585	1.81
GRAND TOTAL URBAN AREA - PARTIAL SERVICES (WATER ONLY)	12,811	9,280	7,401	5,051	5,051	2.40
GRAND TOTAL URBAN AREA - FULL SERVICES (WATER AND WASTEWATER)	20,003	14,490	11,556	7,887	7,887	5.97



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. (section 10) and, accordingly, recommends new D.C.s and policies for the Township of Whitewater Region.

The Township retained Watson & Associates Economists Ltd. (Watson), to undertake the development charge (D.C.) study process throughout 2019 and 2020. Watson worked with Township staff preparing the D.C. analysis and policy recommendations.

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

This report has been prepared, in the first instance, to meet the statutory requirements applicable to the Township's D.C. background study, as summarized in Chapter 3. It also addresses the requirement for "rules" (contained in Chapter 6) 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 3), 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 7) 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

Given the current issues related to COVID-19, the public meeting required under section 12 of the D.C.A., is anticipated to be held once in-person meetings are allowed. This is anticipated to be fall 2020. 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 D.C. by-law.

In accordance with the legislation, the background study and proposed D.C. by-law will be available for public review on June 17, 2020.

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;
- meet with the development community to solicit feedback on the background study; and
- finalization of the report and Council consideration of the by-law subsequent to the public meeting.

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

Figure 1-1
Schedule of Key D.C. Process Dates for the Township of Whitewater Region

1. Data collection, staff review, engineering work, D.C. calculations and policy work	September 2019 to March 2020
2. Public meeting advertisement placed in newspaper(s)	20 days prior to Public Meeting (Renfrew Mercury and Pembroke Observer)
3. Background study and proposed by-law available to public	June 17, 2020
4. Public meeting of Council	Fall 2020 (anticipated)
5. Council considers adoption of background study and passage of by-law	Early 2021
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. Township makes pamphlet available (where by-law not appealed)	By 60 days after in force date
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1.3 Changes to the D.C.A.: Bill 73 – Smart Growth for our Communities Act, 2015

With the amendment of the D.C.A. (as a result of Bill 73 and O.Reg. 428/15), there are a number of areas that must be addressed to ensure that the Township is in compliance with the D.C.A., as amended. The following provides an explanation of the changes to the Act that affect the Township’s background study and how they have been dealt with to ensure compliance with the amended legislation.

1.3.1 Area Rating

Bill 73 has introduced two new sections where Council must consider the use of area-specific charges:

- 1) Section 2 (9) of the Act 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. This is discussed further in section 6.4.4.

1.3.2 Asset Management Plan for New Infrastructure

The new legislation now requires that a D.C. background study must include an Asset Management Plan (subsection 10 (2) (c.2)). The asset management plan 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 asset management



plan related to transit services; however, they are silent with respect to how the asset management plan is to be provided for all other services. As part of any asset management plan, the examination should be consistent with the municipality's existing assumptions, approaches and policies on asset management planning. This examination may include both qualitative and quantitative measures such as examining the annual future lifecycle contributions needs (discussed further in Appendix F of this report).

1.3.3 60-Day Circulation of D.C. Background Study

Previously the legislation required that a D.C. background study be made available to the public at least two weeks prior to the public meeting. The amended legislation now provides that the D.C. background study must be made available to the public (including posting on the municipal website) at least 60 days prior to passage of the D.C. by-law. No other changes were made to timing requirements for such things as notice of the public meeting and notice of by-law passage.

This D.C. study is being provided to the public on June 17, 2020 to ensure the new requirements for release of the study is met.

1.3.4 Timing of Collection of D.C.s

The D.C.A. has been refined by Bill 73 to require that D.C.s are collected at the time of the first building permit. For the majority of development, this will not impact the Township's present process. There may be instances, however, where several building permits are to be issued and either the size of the development or the uses will not be definable at the time of the first building permit. In these instances, the Township may enter into a delayed payment agreement in order to capture the full development.

1.3.5 Other Changes

It is also noted that a number of other changes were made through Bill 73 and O. Reg. 428/15, including changes to the way in which transit D.C. service standards are calculated, the inclusion of waste diversion and the ability for collection of additional levies. As the Township does not provide transit services, the section related to Transit D.C. service standards does not impact the Township's D.C. With respect to the inclusion of waste diversion as a service, this service has been included in the



calculations. With respect to the ability for collection of additional levies, a detailed Local Service Policy is provided in Appendix E.

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

On May 2, 2019, the Province introduced Bill 108, which proposes changes to the D.C.A. The Bill has been 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. do not come into effect until they are proclaimed by the Lieutenant Governor. At the time of writing, the following provisions have been proclaimed:

- Transitional provisions with respect to services that are no longer eligible under the D.C.A., as well as other provisions clarifying definitions and administrative powers to make regulations, are in effect as of the date of royal assent. Regarding the transitional provisions for "soft services", as noted below, services not identified under the new subsection 2(4) will no longer be eligible to be included in D.C. by-law once proclaimed. These D.C.-ineligible services within an existing D.C. by-law can remain in effect, even if the by-law expires, until the earlier of the prescribed date (one year from the date the C.B.C. authority is in effect), the date a Community Benefits Charge By-law is passed, or the date when the existing D.C. by-law is repealed.
- Effective January 1, 2020, rental housing and institutional developments will pay D.C.s in six equal annual payments commencing at occupancy. Non-profit housing developments will pay D.C.s in 21 equal annual payments. Interest may be charged on the instalments, and any unpaid amounts may be added to the property and collected as taxes.
- 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 the earlier of the date of issuance of a building permit or occupancy.

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

Changes to Eligible Services – The initial draft regulations allowed for the following services to remain within the D.C.A with the remaining “soft services” to be 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*. The initial eligible services were as follows:

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

The new draft regulation will also allow the following services to continue with the D.C.

- Parks development (not including land);
- Recreation;
- Public libraries;
- Long-term care; and
- Public health.

Mandatory 10% deduction – The new draft regulation will remove 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 is 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. will include formerly eligible D.C. services that are not included in the above listing, in addition to parkland dedication and bonus zoning contributions.

Various provisions are provided as follows:

- The C.B.C. will be imposed as a percentage based on the market value of the land the day before building permit issuance. The maximum percentages for the C.B.C. are as follows:
 - Single Tier municipalities: 15%
 - Lower Tier municipalities: 10%
 - Upper Tier municipalities: 5%
- A C.B.C strategy must be prepared to support the percentage to be imposed. Elements of the strategy include:
 - The C.B.C. strategy will have to set out the amount, type and location of growth;
 - There will need to be a parks plan included which would identify the amount of parkland needed for growth;
 - The strategy will need to identify the amount of parkland per person currently being provided in the municipality;
 - The strategy will need to identify the anticipated increase in need for the service;
 - There will need to be deductions for excess capacity;
 - The strategy will need to consider benefit to existing development;
 - Grants, subsidies & other contributions will need to be deducted.
- Public notice of C.B.C by-law passage will be required (same requirements for D.C. by-law passage notice);
- The interest rate for C.B.C. refunds upon successful L.P.A.T. appeal will be the Bank of Canada rate on the date the by-law comes into force or quarterly; and
- Municipalities will have one year from the date the C.B.C authority is in effect to remove ineligible services from the D.C. and implement a C.B.C. strategy.



Chapter 2

Anticipated Development in the Township of Whitewater Region



2. Anticipated Development in the Township of Whitewater Region

2.1 Requirement of the Act

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

The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the Township of Whitewater Region will be required to provide services, over a 10-year (late-2019 to late-2029), and a longer-term horizon (late-2019 to late-2039).

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

The D.C. growth forecast has been derived by Watson & Associates Economists Ltd. (Watson). In preparing the growth forecast, the following information sources were consulted to assess the residential and non-residential development potential for the Township of Whitewater Region over the forecast period, including:

- County of Renfrew Official Plan (Last updated on July 10, 2019 for Official Plan Amendment No.11), and County of Renfrew Official Plan Amendment No.25;
- 2006, 2011 and 2016 population, household, and employment Census data;
- Historical residential and non-residential building permit data over the 2010 to 2019 period;
- Residential and non-residential supply opportunities as provided by the Township of Whitewater Region; and
- Discussions with Township staff regarding anticipated residential and non-residential development in the Township of Whitewater Region.



2.3 Summary of Growth Forecast

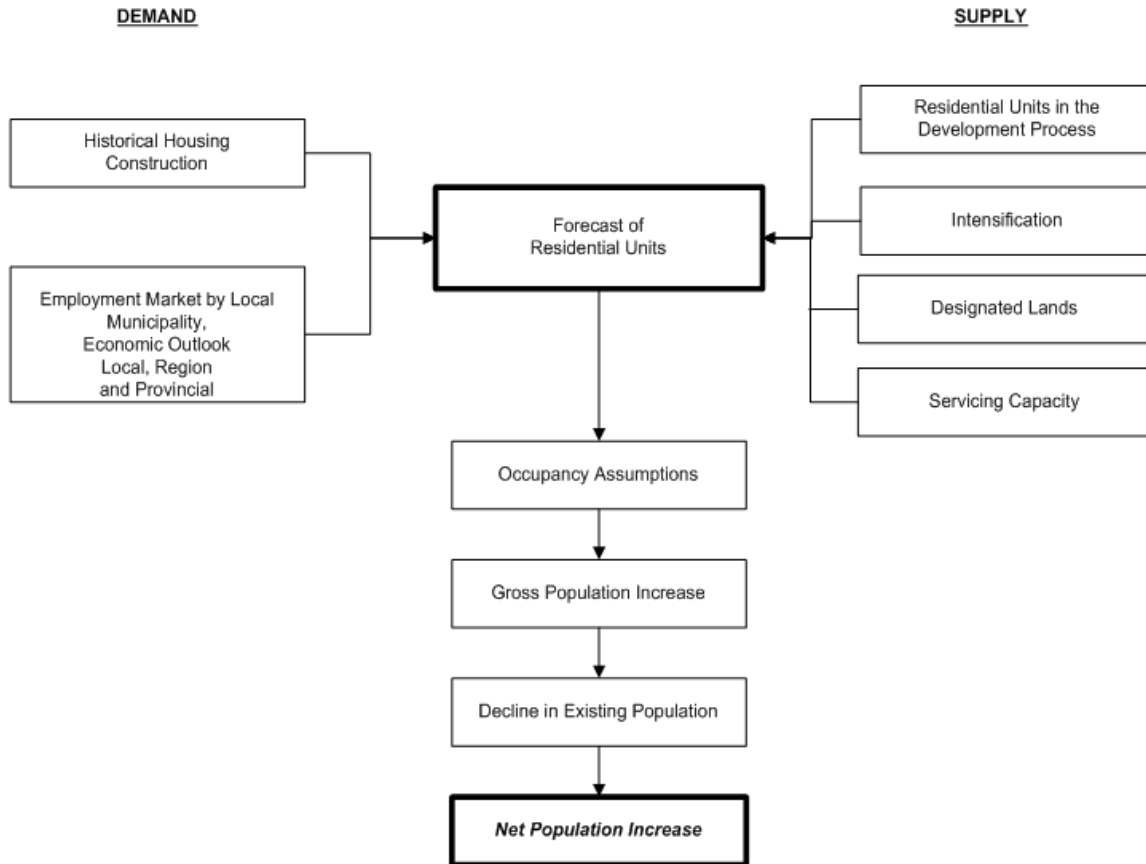
A detailed analysis of the residential and non-residential growth forecast is provided in Appendix A and the methodology employed is illustrated in Figure 2-1. The discussion provided herein summarizes the anticipated growth for the Township and describes the basis for the forecast. The results of the residential growth forecast analysis are summarized in Table 2-1 below, and *Schedule 1* in Appendix A.

As identified in Table 2-1 and Appendix A, *Schedule 1*, population in Whitewater Region is anticipated to reach approximately 7,950 by late-2029 and 8,730 by late-2039, resulting in an increase of approximately 760 and 1,540 persons, respectively.¹

¹ The population figures used in the calculation of the 2019 D.C. including the net Census undercount, which staff have estimated at approximately 2.7%.



Figure 2-1
Household Formation-based Population and Household Projection Model





**Table 2-1
Township of Whitewater Region
Residential Growth Forecast Summary**

	Year	Population (Including Census Undercount) ¹	Excluding Census Undercount			Housing Units					Person Per Unit (P.P.U.): Total Population/ Total Households	
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi- Detached	Multiple Dwellings ²	Apartments ³	Other	Total Households		Equivalent Institutional Households
Historical	<i>Mid 2006</i>	6,810	6,631	151	6,480	2,415	15	135	20	2,585	137	2.565
	<i>Mid 2011</i>	7,110	6,921	166	6,755	2,492	35	150	10	2,687	151	2.576
	<i>Mid 2016</i>	7,200	7,009	179	6,830	2,535	95	70	70	2,770	163	2.530
Forecast	<i>Late 2019</i>	7,380	7,188	185	7,003	2,621	106	70	70	2,867	168	2.508
	<i>Late 2029</i>	8,160	7,945	204	7,741	2,951	138	70	70	3,229	185	2.461
	<i>Late 2039</i>	8,960	8,725	224	8,501	3,256	181	82	70	3,589	204	2.431
Incremental	Mid 2006 - Mid 2011	300	290	15	275	77	20	15	-10	102	14	
	Mid 2011 - Mid 2016	90	88	13	75	43	60	-80	60	83	12	
	Mid 2016 - Late 2019	180	179	6	173	86	11	0	0	97	5	
	Late 2019 - Late 2029	780	757	19	738	330	32	0	0	363	17	
	Late 2019 - Late 2039	1,580	1,537	39	1,498	635	75	12	0	722	36	

Source: Population forecast derived from County of Renfrew Official Plan (O.P.A. No. 25) for the Township of Whitewater Region, by Watson & Associates Economists Ltd., 2020.

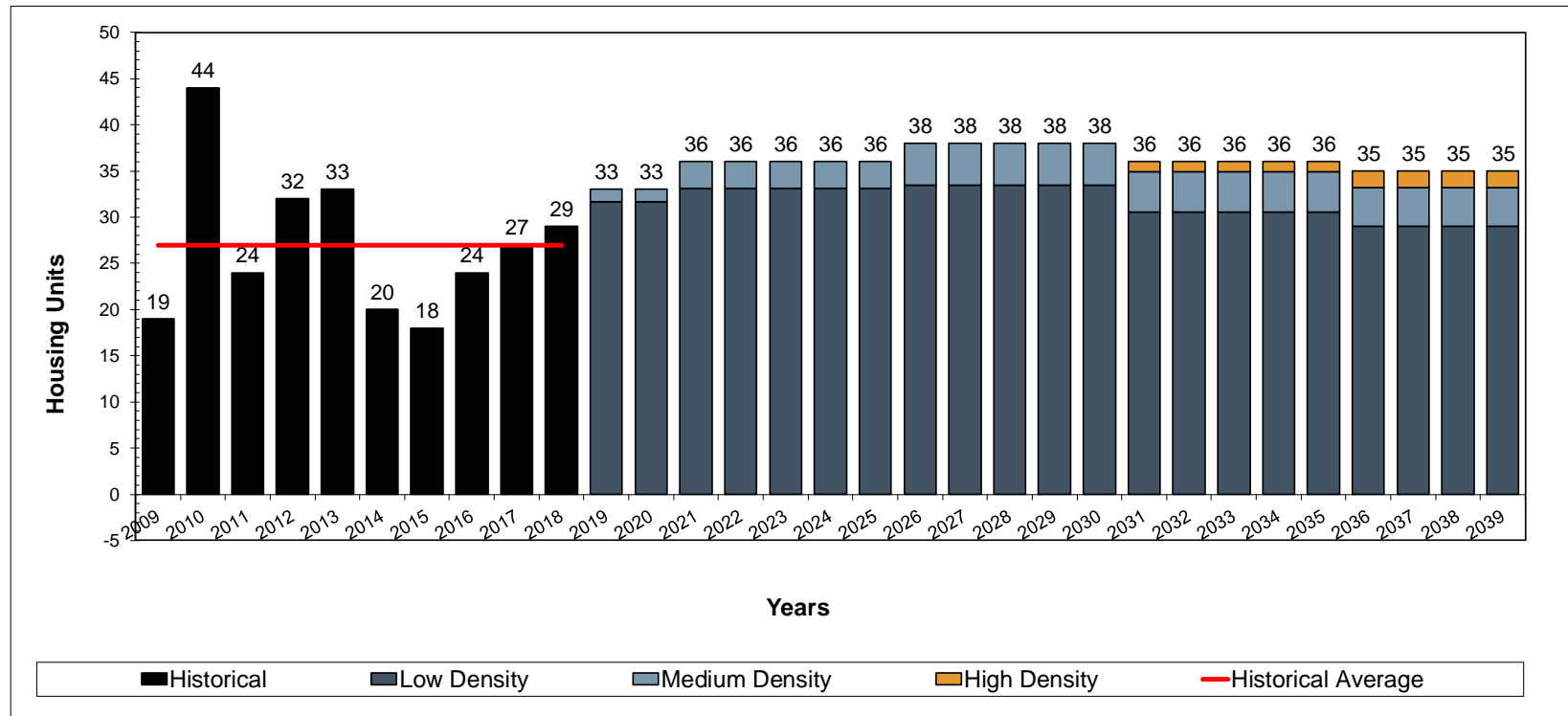
¹ Census undercount estimated at approximately 2.7%. Note: Population including the undercount has been rounded.

² Includes townhouses and apartments in duplexes.

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



Figure 2-2
Township of Whitewater Region
Annual Housing Forecast



Source: Historical housing activity derived from Township of Whitewater Region building permit data, 2009 to 2018, by Watson & Associates Economists Ltd., 2020.

¹ Growth forecast represents calendar year.



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

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

- The housing unit mix for the Township was derived from a detailed review of residential supply data for the Township, historical development activity (as per Schedule 6) and discussions with Township staff regarding anticipated development trends for Whitewater Region.
- Based on the above indicators, the 10-year household growth forecast for the Township is comprised of a unit mix of 91% low density units (single detached and semi-detached), 9% medium density (multiples except apartments) and 0% high density (bachelor, 1-bedroom and 2-bedroom apartments).

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

- Schedule 2 summarizes the anticipated amount, type, and location of development by servicing area for the Township of Whitewater Region.
- In accordance with forecast demand and available land supply, the amount and percentage of forecast housing growth between 2019 and 2039 by development location is summarized below.

Development Location	Approximate Amount of Housing Growth, 2019 to 2039	Percentage of Housing Growth, 2019 to 2039
Urban Total	322	45%
Urban - Full Services ¹	177	25%
Urban - Partial Services ²	145	20%
Rural	400	55%
Township Total	722	100%

¹ Full services include the Village of Cobden.

² Partial services include the Village of Beachburg and Haley Townsite.



3. Planning Period

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

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

- The number of housing units to be constructed in the Township of Whitewater Region during the short- and long-term periods is presented in Figure 2-2. Over the 2019 to 2039 forecast period, the Township is anticipated to approximately average 36 new housing units per year.
- Institutional population¹ is anticipated to increase by approximately 40 persons between 2019 to 2039.
- 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 7a summarizes the average P.P.U. assumed for the new housing units by age and type of dwelling based on a 2016 custom Census data for the Township of Whitewater Region. Due to data limitations, medium and high density P.P.U.'s were derived from the County of Renfrew, which includes the Township of Whitewater Region, as outlined in Schedule 7b. The total calculated P.P.U. for all density types has been adjusted accordingly to account for the P.P.U. trends which has been recently experienced in both new and older units. Forecasted 25-year average P.P.U.s by dwelling type are as follows:
 - Low density: 2.790
 - Medium density: 2.021
 - High density²: 1.352

¹ In accordance with Statistics Canada, the institutional population refers to persons living in collective dwellings which includes but is not limited to special care facilities such as nursing home or residences for senior citizens. A P.P.U. of 1.100 depicts 1-bedroom and 2- or more bedroom units in these special care facilities.

² Includes bachelor, 1-bedroom and 2- or more bedroom apartments.



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

- Existing households for late-2019 are based on the 2016 Census households, plus estimated residential units constructed between mid-2016 and June-2019 assuming a 6-month lag between construction and occupancy (see Schedule 3).
- The decline in average occupancy levels for existing housing units is calculated in Schedules 3 through 5, by aging the existing population over the forecast period. The forecast population decline in existing households over the 2019 to 2039 forecast period is approximately 440.

6. Employment (Appendix A, Schedules 9a, 9b, 9c, 10 and 11)

- The employment projections provided herein are largely based on the activity rate method, which is defined as the number of jobs in a municipality divided by the number of residents. Key employment sectors include primary, industrial, commercial/ population-related, institutional, and work at home, which are considered individually below.
- 2016 employment data¹ (place of work) for the Township of Whitewater Region is outlined in Schedule 9a. The 2016 employment base is comprised of the following sectors:
 - 40 primary (2%);
 - 505 work at home employment (24%);
 - 780 industrial (37%);
 - 505 commercial/population related (24%); and
 - 285 institutional (13%).
- The 2016 employment by usual place of work, including work at home, is approximately 2,115. An additional 425 employees have been identified for the Township in 2016 that have no fixed place of work (N.F.P.O.W.).² The 2016 employment base, including N.F.P.O.W., totals 2,540.

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

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



- Total employment, including work at home and N.F.P.O.W. for the Township is anticipated to reach approximately 2,960 by late-2029 and 3,280 by late-2039. This represents an employment increase of approximately 350 for the 10-year forecast period and 680 for the longer-term forecast period.
- Schedule 9b, Appendix A, summarizes the employment forecast, excluding work at home employment and N.F.P.O.W. employment, which is the basis for the D.C. employment forecast. The impact on municipal services from work at home employees has already been included in the population forecast. The need for municipal services related to N.F.P.O.W. employees has largely been included in the employment forecast by usual place of work (i.e. employment and gross floor area generated from N.F.P.O.W. construction employment). Furthermore, since these employees have no fixed work address, they cannot be captured in the non-residential gross floor area (G.F.A.) calculation.
- Total employment for the Township of Whitewater Region (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 1,870 by late-2029 and 2,050 by late-2039. This represents an employment increase of approximately 220 and 400 over the 10-year and longer-term forecast periods, respectively.¹

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

- Square footage estimates were calculated in Schedule 10b based on the following employee density assumptions:
 - 3,800 sq.ft. per employee for primary - non-bona fide farming;²
 - 1,500 sq.ft. per employee for industrial;
 - 700 sq.ft. per employee for commercial/population-related; and
 - 680 sq.ft. per employee for institutional employment.

¹ G.F.A. and employment associated within special care institutional dwellings treated as residential, resulting in an institutional employment difference between Schedules 9a and 9b. Total employment growth in Schedule 9b (excluding work at home and N.F.P.O.W. employment) has been downwardly adjusted to account for institutional employment associated with special care facilities. Total employment in Schedule 9b is anticipated to reach approximately 1,850 by late-2029 and 2,030 by late-2039.

² Non-bona fide farming is defined as cannabis growing operation related employment for G.F.A. purposes in Schedules 9b and 9c.



- The Township-wide incremental Gross Floor Area (G.F.A.) is anticipated to increase by 387,200 sq.ft. over the 10-year forecast period and 705,100 sq.ft. over the longer-term forecast period.¹
- In terms of percentage growth, the 2019 to 2039 incremental G.F.A. forecast by sector is broken down as follows:
 - Primary – non-bona fide farming – 68%
 - industrial – 13%;
 - commercial/population-related – 15%; and
 - institutional – 4%.

8. Geography of Non-Residential Development (Appendix A, Schedule 9c)

- Schedule 9c summarizes the anticipated amount, type and location of non-residential development by servicing area for Township of Whitewater Region by area.
- In accordance with forecast demand and available land supply, the amount and percentage of forecast total non-residential growth between 2019 and 2039 by development location is summarized below.

Development Location	Amount of Non-Residential G.F.A., 2019 to 2039	Percentage of Non-Residential G.F.A., 2019 to 2039
Urban Total	149,100	21%
Urban – Full Services	100,900	14%
Urban – Partial Services	48,200	7%
Rural	556,000	79%
Township Total	705,100	100%

¹ Forecast growth in institutional G.F.A. has been downwardly adjusted to account for institutional development associated with special care facilities.



Chapter 3

The Approach to the Calculation of the Charge



3. The Approach to the Calculation of the Charge

3.1 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 3-1.

3.2 Services Potentially Involved

Table 3-1 lists the full range of municipal service categories which are provided within the Township.

A number of these services are defined 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 3-1. 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 which are potentially eligible for inclusion in the Township’s D.C. are indicated with a “Yes.”

3.3 Increase in the Need for Service

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



Figure 3-1
The Process of Calculating a Development Charge under the Act
that must be followed

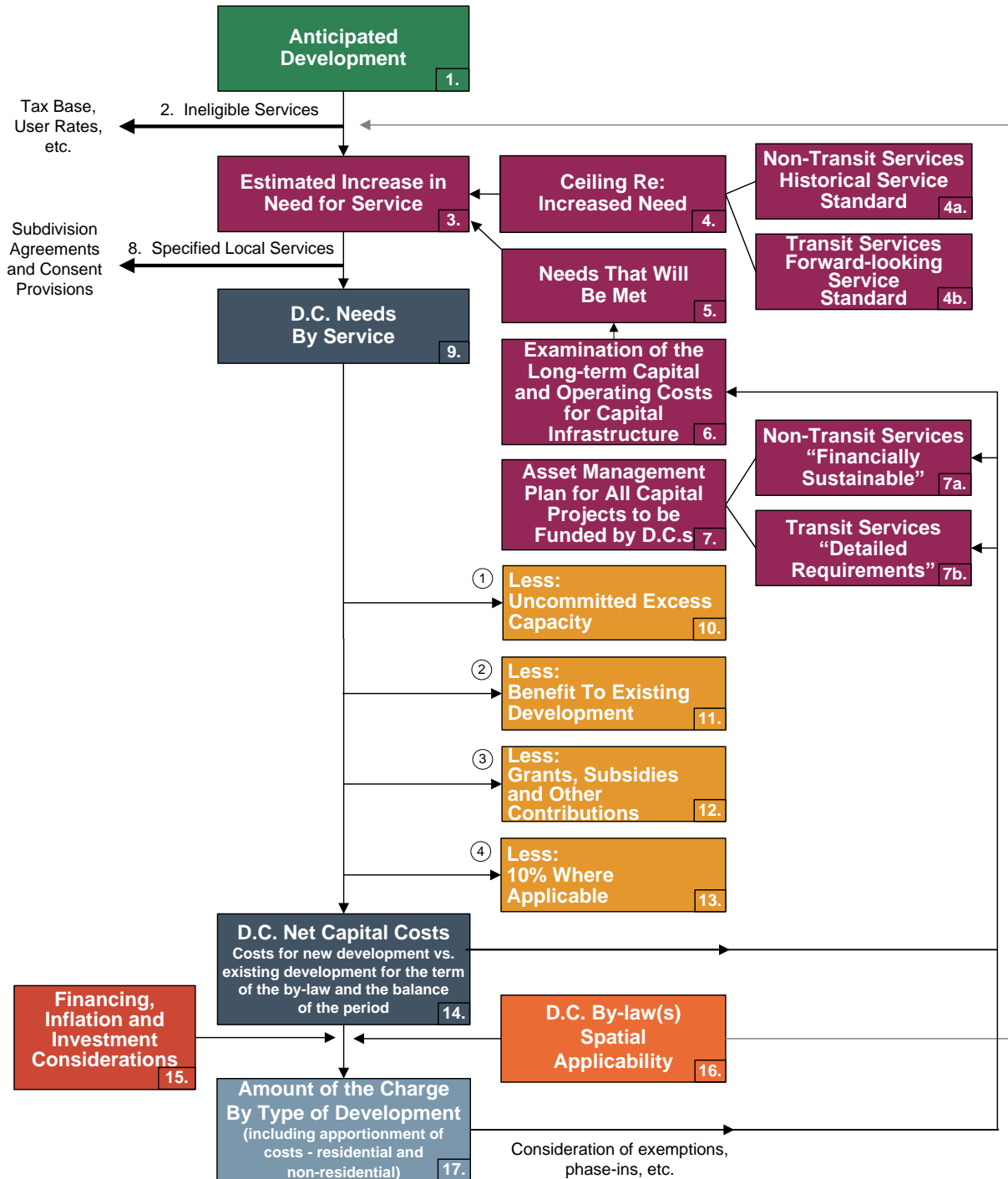




Table 3-1
Categories of Municipal Services to be Addressed as Part of the Calculation

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

Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
1. Services Related to a Highway	Yes	1.1 Arterial roads	100
	Yes	1.2 Collector roads	100
	Yes	1.3 Bridges, Culverts and Roundabouts	100
	No	1.4 Local municipal roads	0
	Yes	1.5 Traffic signals	100
	Yes	1.6 Sidewalks and streetlights	100
	Yes	1.7 Active Transportation	100
2. Other Transportation Services	n/a	2.1 Transit vehicles ¹ & facilities	100
	n/a	2.2 Other transit infrastructure	100
	n/a	2.3 Municipal parking spaces - indoor	90
	n/a	2.4 Municipal parking spaces - outdoor	90
	Yes	2.5 Works Yards	100
	Yes	2.6 Rolling stock ¹	100
	n/a	2.7 Ferries	90
	n/a	2.8 Airport	90

¹with 7+ year lifetime

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



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
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
4. Fire Protection Services	Yes	4.1 Fire stations	100
	Yes	4.2 Fire pumpers, aerials and rescue vehicles ¹	100
	Yes	4.3 Small equipment and gear	100
5. Outdoor Recreation Services (i.e. Parks and Open Space)	Ineligible	5.1 Acquisition of land for parks, woodlots and E.S.A.s	0
	Yes	5.2 Development of area municipal parks	90
	Yes	5.3 Development of district parks	90
	Yes	5.4 Development of municipal-wide parks	90
	Yes	5.5 Development of special purpose parks	90
	Yes	5.6 Parks rolling stock ¹ and yards	90
6. Indoor Recreation Services	Yes	6.1 Arenas, indoor pools, fitness facilities, community centres, etc. (including land)	90
	Yes	6.2 Recreation vehicles and equipment ¹	90
7. Library Services	Yes	7.1 Public library space (incl. furniture and equipment)	90
	Yes	7.2 Library vehicles ¹	90
	Yes	7.3 Library materials	90
8. Electrical Power Services	Ineligible	8.1 Electrical substations	0
	Ineligible	8.2 Electrical distribution system	0
	Ineligible	8.3 Electrical system rolling stock	0

¹with 7+ year life time



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
9. Provision of Cultural, Entertainment and Tourism Facilities and Convention Centres	Ineligible	9.1 Cultural space (e.g. art galleries, museums and theatres)	0
	Ineligible	9.2 Tourism facilities and convention centres	0
10. Wastewater Services	Yes	10.1 Treatment plants	100
	Yes	10.2 Sewage trunks	100
	No	10.3 Local systems	0
	Yes	10.4 Vehicles and equipment ¹	100
11. Water Supply Services	Yes	11.1 Treatment plants	100
	Yes	11.2 Distribution systems	100
	No	11.3 Local systems	0
	Yes	11.4 Vehicles and equipment ¹	100
12. Waste Management Services	Ineligible	12.1 Landfill collection, transfer vehicles and equipment	0
	Ineligible	12.2 Landfills and other disposal facilities	0
	Yes	12.3 Waste diversion facilities	90
	Yes	12.4 Waste diversion vehicles and equipment ¹	90
13. Police Services	Yes	13.1 Police detachments	100
	Yes	13.2 Police rolling stock ¹	100
	Yes	13.3 Small equipment and gear	100
14. Homes for the Aged	n/a	14.1 Homes for the aged space	90
	n/a	14.2 Vehicles ¹	90
15. Child Care	n/a	15.1 Child care space	90
	n/a	15.2 Vehicles ¹	90
16. Health	n/a	16.1 Health department space	90
	n/a	16.2 Health department vehicles ¹	90
17. Social Housing	n/a	17.1 Social Housing space	90
18. Provincial Offences Act (P.O.A.)	n/a	18.1 P.O.A. space	90
19. Social Services	n/a	19.1 Social service space	90

¹with 7+ year life time



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
20. Ambulance	n/a n/a	20.1 Ambulance station space 20.2 Vehicles ¹	90 90
21. Hospital Provision	Ineligible	21.1 Hospital capital contributions	0
22. Provision of Headquarters for the General Administration of Municipalities and Area Municipal Boards	Ineligible Ineligible Ineligible	22.1 Office space 22.2 Office furniture 22.3 Computer equipment	0 0 0
23. Other Services	Yes Yes	23.1 Studies in connection with acquiring buildings, rolling stock, materials and equipment, and improving land ² and facilities, including the D.C. background study cost 23.2 Interest on money borrowed to pay for growth-related capital	 0-100 0-100

¹with a 7+ year lifetime

²same percentage as service component to which it pertains

3.4 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.

3.5 Capital Forecast

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



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

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

The capital costs include:

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

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

3.6 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. As this study represents



the Township's first D.C. background study and no D.C. by-law is currently in-place, there are no outstanding credits to include in the calculations.

3.7 Existing Reserve Funds

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

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 8 of subsection 5 (1).”

There is no explicit requirement under the D.C.A. calculation method set out in 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 future.

For services which 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 next 10-year period, which underlie the D.C. calculation herein.

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

3.8 Deductions

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

- the level of service ceiling;
- uncommitted excess capacity;
- benefit to existing development;



- anticipated grants, subsidies and other contributions; and
- 10% reduction for certain services.

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

3.8.1 Reduction Required by Level of Service Ceiling

This is designed to ensure that the increase in need included in section 3.3 of this report does “...not include an increase that would result in the level of service (for the additional development increment) exceeding the average level of the service provided in the municipality over the 10-year period immediately preceding the preparation of the background study...” O.Reg. 82/98 (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 factor are multiplied together, they produce a measure of the level of service, which meets the requirements of the Act, i.e. cost per unit.

With respect to transit services, the changes to the Act as a result of Bill 73 have provided for an alternative method for calculating the services 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.

3.8.2 Reduction for Uncommitted Excess Capacity

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

“Excess capacity” is undefined, but in this case must be able to meet some or all of the increase in need for service, in order to potentially represent a deduction. The



deduction of uncommitted excess capacity from the future increase in the need for service would normally occur as part of the conceptual planning and feasibility work associated with justifying and sizing new facilities, e.g. if a road widening to accommodate increased traffic is not required because sufficient excess capacity is already available, then widening would not be included as an increase in need, in the first instance.

3.8.3 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 services cap discussed in section 3.4 of this report 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. On the other hand, where a clear existing service problem is to be remedied, a deduction should be made accordingly.

In the case of services such as recreation facilities, community parks, libraries, etc., the service is typically provided on a Township-wide system basis. For example, facilities of



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

3.8.4 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).

3.8.5 The 10% Reduction

Paragraph 8 of subsection 5 (1) of the D.C.A. requires that, “the capital costs must be reduced by 10 per cent.” This paragraph does not apply to water supply services, wastewater services, stormwater drainage and control services, services related to a highway, police, and fire protection services. The primary services to which the 10% reduction does apply include services such as parks, recreation, libraries, childcare/ social services, the Provincial Offences Act, ambulance, homes for the aged, and health.

The 10% is to be netted from the capital costs necessary to provide the increased services, once the other deductions have been made, as per the infrastructure costs sheets in Chapter 4.



3.9 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 6.4.4.

3.10 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.

3.11 Asset Management

The new legislation now requires that a D.C. background study must include an asset management plan (subsection 10 (2) c. 2). The asset management plan (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.

3.12 Transit

The most significant changes to the Act relate to the transit service. These changes relate to four areas of the calculations, as follows:

- A. Transit no longer requires the statutory 10% mandatory deduction from the net capital cost (subsection 5.2 (i) of the D.C.A.).



- B. The background study requires the following in regard to transit costs (as per subsection 8 (2) of the Regulations):
1. 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.
 2. An identification of the portion of the total estimated capital cost relating to the transit services that would benefit,
 - i. the anticipated development over the 10-year period immediately following the preparation of the background study, or
 - ii. the anticipated development after the 10-year period immediately following the preparation of the background study.
 3. 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.
 4. 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.
 5. 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.
- C. A new forward-looking service standard (as per subsection 6.1 (2) of the Regulations):
1. The service is a discrete service.
 2. 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.



3. 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.

D. A very 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 Township does not currently, and in the near future does not intend to, provide transit services. Therefore, the above calculations and reporting requirements are not required.



Chapter 4

D.C.-Eligible Cost Analysis by Service



4. D.C.-Eligible Cost Analysis by Service

4.1 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 8 in the D.C.A. and described in Chapter 3, was followed in determining D.C.-eligible costs.

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

4.2 Service Levels and 10-Year Capital Costs for D.C. Calculation

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

4.2.1 *Outdoor Recreation Services*

The Township currently has 17.77 acres of parkland within its jurisdiction. This parkland consists of various sized parks which range from 0.5 acres to 4.12 acres. The Township has sustained the current level of service over the historical 10-year period (2010 to 2019), with an average of 2.5 acres of parkland and 4.4 parkland amenities items per 1,000 population. The Township also provides 0.06 metres of trails per capita. Including parkland, parkland amenities (e.g. ball diamonds, playground equipment, outdoor rinks, etc.), and park trails, the level of service provided is approximately \$362 per capita. When applied over the forecast period, this average level of service translates into a D.C.-eligible amount of \$274,034.



Based on the projected growth over the 10-year forecast period, the Township has included a provision for future growth capital costs in the amount of \$270,000. As the amount included is a provision for future costs, any required deductions for benefit to existing and/or grants, subsidies, or other contributions will be allocated at such time when the specific capital project is identified. The net growth capital cost after the mandatory 10% deduction is \$243,000 which has been included in the D.C.

The Township currently has a variety of vehicles and major equipment related to parks and recreation totalling approximately \$403,500. The inventory provides for a per capita standard of \$56. Over the forecast period, the D.C. eligible amount for vehicles and equipment is \$42,422. The Township has identified the need for an additional trailer at a capital cost of \$12,200. After the 10% mandatory deduction, the net D.C. recoverable amount for this trailer is \$10,980.

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



Infrastructure Costs Included in the Development Charges Calculation

Township of Whitewater Region
 Service: Parkland Development

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2020\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share	Non- Residential Share
	2020-2029											95%	5%
1	Provision for Additional Parkland Amenities	2020-2029	270,000	-		270,000	-		270,000	27,000	243,000	230,850	12,150
	Total		270,000	-	-	270,000	-	-	270,000	27,000	243,000	230,850	12,150



Infrastructure Costs Included in the Development Charges Calculation

Township of Whitewater Region
 Service: Parks and Recreation Vehicles and Equipment

Prj.No	Increased Service Needs Attributable to Anticipated Development 2020-2029	Timing (year)	Gross Capital Cost Estimate (2020\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share 95%	Non- Residential Share 5%
1	Trailer	2020	12,200	-		12,200	-		12,200	1,220	10,980	10,431	549
	Total		12,200	-	-	12,200	-	-	12,200	1,220	10,980	10,431	549



4.2.2 Indoor Recreation Facilities

With respect to recreation facilities, there are three facilities provided by the Township in addition to a storage Sea Can amounting to a total of 74,835 sq.ft. of space. The average historical level of service for the previous ten years has been approximately 10.64 sq.ft. of space per capita or an investment of \$2,254 per capita. Based on this service standard, the Township would be eligible to collect \$1,705,990 from D.C.s for facility space.

The Township has identified a provision to address the need for additional recreation facility space over the forecast period. The gross cost of this provision for additional space is \$1,700,000. After the 10% mandatory deduction, the D.C. eligible cost of \$1,530,000 has been included in the D.C. calculation.

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



4.2.3 Library Services

The Township provides three library facilities which total 3,540 sq.ft. in library space. Over the past ten years, the average level of service was 0.51 sq.ft. of space per capita which equates to an investment of \$166 per capita. In addition, the Township has an inventory of library collection items (177,652 items currently). These collection items include various materials such as books, e-books, CDs, DVDs and database subscriptions, all of which have a total value of approximately \$769,391. Over the past ten years, the average level of services was 15.55 items per capita or an investment of \$100 per capita. Based on the service standard for facilities and materials, the Township would be eligible to collect \$201,196 from D.C.s for library services over the 10-year period.

The Township has identified the need for additional facility space for libraries as a result of growth. The Township is currently considering potential options and may combine existing facilities as part of a new facility. This would ultimately result in an overall increase in square footage of library facility space. Until such time that the Township determines the best option, a provision in the amount of \$200,000 has been included. The net growth capital cost after the mandatory 10% deduction is \$180,000. Other deductions such as benefit to existing, grants, subsidies, and other contributions will be allocated when the Township identifies the specific project details.

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



Infrastructure Costs Included in the Development Charges Calculation

Township of Whitewater Region
 Service: Library Services

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2020\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share	Non- Residential Share
2020-2029											95%	5%	
1	Provision for Additional Library Facility Space	2020-2029	200,000	-		200,000	-		200,000	20,000	180,000	171,000	9,000
	Total		200,000	-	-	200,000	-	-	200,000	20,000	180,000	171,000	9,000



4.2.4 Waste Diversion Services

With respect to Waste Diversion, the Township provides 950 sq.ft. of waste-related facility space, of which 10% is eligible for inclusion in the D.C. Over the past ten years, the average level of service for eligible space was 13.6 sq.ft. per 1,000 population which equates to an average investment of \$2 per capita. In addition to facilities, there is also 92 acres of land related to waste of which 10% is eligible. Over the historical 10-year period, the average service standard equates to \$66 per capita. The Township has two vehicles related to waste management, with 10% attributable to waste diversion. The average level of service over the past 10 years is 0.03 vehicles per 1,000 population or an investment of \$2 per capita. Finally, the Township has a recycle bin related to waste diversion at a value of \$14,300. The historical 10-year service level provides for an average investment of \$4 per capita. Based on the service standard for waste diversion services, the Township would be eligible to collect \$55,836 from D.C.s over the 10-year period.

The Township has identified the need for three new roll-off binds for the depot at a gross capital cost of \$35,800. The net growth capital cost after the mandatory 10% deduction is \$32,220.

While waste diversion is predominately residential based, there is some use by non-residential users. To acknowledge this use, the growth-related capital costs have been allocated 95% residential and 5% non-residential.



Infrastructure Costs Included in the Development Charges Calculation

Township of Whitewater Region
 Service: Waste Diversion Services

Prj .No	Increased Service Needs Attributable to Anticipated Development 2020-2029	Timing (year)	Gross Capital Cost Estimate (2020\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share 95%	Non-Residential Share 5%
1	Roll off Bins for Depot (3)	2020-2028	35,800	-		35,800	-		35,800	3,580	32,220	30,609	1,611
	Total		35,800	-	-	35,800	-	-	35,800	3,580	32,220	30,609	1,611



4.2.5 Administration

The D.C.A. permits the inclusion of studies undertaken to facilitate the completion of the Township's capital program. The Township has made provision for the inclusion of new studies undertaken to facilitate this D.C. process, as well as other studies which benefit growth (in whole or in part). The list of studies includes such studies as the following:

- Development charge studies;
- Recreation master plan;
- Fire master plan review;
- Stormwater management review;
- Master servicing plan;
- Long-term financial plan; and
- Roads needs study.

The total gross cost of these studies is \$217,500, of which \$30,375 is attributable to existing benefit. The net growth-related capital cost, after the mandatory 10% deduction, is \$180,113 and has been included in the D.C.

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



Infrastructure Costs Included in the Development Charges Calculation

Township of Whitewater Region
 Service: Administration Studies

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2020\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share	Non-Residential Share
2020-2029											78%	22%	
1	Roads Needs Study	2020-2029	10,000	-		10,000	5,000		5,000		5,000	3,900	1,100
2	Long-Term Financial Plan	2020-2029	5,000	-		5,000	500		4,500	450	4,050	3,159	891
3	Master Servicing Plan	2020-2029	80,000	-		80,000	8,000		72,000		72,000	56,160	15,840
4	Stormwater Management Review (Cobden)	2020-2029	50,000	-		50,000	12,500		37,500		37,500	29,250	8,250
5	Fire Master Plan Review	2022	5,000	-		5,000	2,500		2,500		2,500	1,950	550
6	Recreation Master Plan	2024	7,500	-		7,500	1,875		5,625	563	5,063	3,949	1,114
7	Development Charges Study	2020	30,000	-		30,000	-		30,000	3,000	27,000	21,060	5,940
8	Development Charges Study	2025	30,000	-		30,000	-		30,000	3,000	27,000	21,060	5,940
	Total		217,500	-	-	217,500	30,375	-	187,125	7,013	180,113	140,488	39,625



4.3 Service Levels and 20-Year Capital Costs for Whitewater Region's D.C. Calculation

This section evaluates the development-related capital requirements for those services with 20-year capital costs.

4.3.1 Services Related to a Highway – Roads

Whitewater Region currently owns and maintains approximately 330 km of rural, semi-urban and urban roadways. The service level over the previous 10-year period provides an average level of investment of \$34,762 per capita, resulting in a D.C.-eligible recovery amount of \$53.43 million over the 20-year forecast period.

With respect to future needs, the Township has identified upgrades to Astrolabe Road (one portion upgraded from rural to semi-urban with a separate portion upgraded from semi-urban to full urban standard). In addition, an upgrade of Robertson in Beachburg will be undertaken to convert a portion of the road from rural to full urban standard. The total gross capital cost of these projects is \$4,200,000. A deduction to account for the benefit to existing development of \$1,891,000 has been made resulting in a D.C.-eligible amount of \$2,308,900 to be recovered over the forecast period (2020 to 2039).

In addition to roads, the Township currently provides 56 streetlight poles and 422 streetlight lights. Based on the 10-year historic service standard, this equates to an average level of investment of \$51 per capita, and a D.C.-recoverable amount of \$78,541 over the 20-year forecast period. No growth-related capital needs have been identified over the forecast period in relation to streetlights.

The residential/non-residential allocation for services related to a highway – roads, is 80% residential/20% non-residential and is based on the incremental growth in population to employment for the 20-year forecast period.



Infrastructure Costs Included in the Development Charges Calculation

Township of Whitewater Region
Service: Roads

Prj .No	Increased Service Needs Attributable to Anticipated Development 2020-2039	Timing (year)	Gross Capital Cost Estimate (2020\$)	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 80%	Non-Residential Share 20%
1	Astrolabe rural gravel to semi-urban (0.75km)	2020-2030	1,500,000	-		1,500,000	502,500		997,500	798,000	199,500
2	Astrolabe semi-urban to full urban standard (0.5 km)	2020-2025	1,250,000	-		1,250,000	1,000,000		250,000	200,000	50,000
3	Robertson (Beachburg) rural to full urban standard (0.58km)	2020-2030	1,450,000	-		1,450,000	388,600		1,061,400	849,120	212,280
	Total		4,200,000	-	-	4,200,000	1,891,100	-	2,308,900	1,847,120	461,780



Infrastructure Costs Included in the Development Charges Calculation

Township of Whitewater Region
 Service: Streetlights

Prj .No	Increased Service Needs Attributable to Anticipated Development 2020-2039	Timing (year)	Gross Capital Cost Estimate (2020\$)	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 80%	Non-Residential Share 20%
	No Capital needs identified										
	Total		-	-	-	-	-	-	-	-	-



4.3.2 Services Related to a Highway – Facilities, Vehicles & Equipment

The Public Works Department has a variety of vehicles and major equipment totalling approximately \$5.98 million. The inventory utilized over the historical 10-year period provides for a per capita service standard of \$825. Based on the anticipated growth over the forecast period, the D.C.-eligible amount for vehicles and equipment is \$1,268,517.

The Township operates their Public Works service out of a number of facilities. The facilities provide 25,606 sq.ft. of building area. The inventory provided over the previous 10-year period results in an average level of service of 3.60 sq.ft. per capita or an investment of \$638 per capita. This level of service provides the Township with a maximum D.C.-eligible amount for recovery over the 20-year forecast period of \$979,868.

In total, the maximum D.C.-eligible amount for recover for public works facilities, vehicles, and equipment is \$2,248,385.

The Township has identified the need for two new salt sheds over the forecast period at a gross capital cost of \$330,000 as well as an additional 4 bay garage at the Ross Garage at a gross capital cost of \$450,000. Further, a provision for \$500,000 has been included for additional growth-related vehicles. As the new salt shed at the Cobden Garage will be replacing the existing shed, there is a benefit to existing deduction in the amount of \$72,000. As a result, the total growth-related capital cost included in the D.C. calculations is \$1,208,000.

The capital costs for facilities and fleet are allocated between residential and non-residential development based on the incremental growth in population and employment over the 20-year forecast period.



Infrastructure Costs Included in the Development Charges Calculation

Township of Whitewater Region

Service: Services Related to a Highway - Public Works

Prj .No	Increased Service Needs Attributable to Anticipated Development 2020-2039	Timing (year)	Gross Capital Cost Estimate (2020\$)	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 80%	Non-Residential Share 20%
	<u>Public Works Facilities</u>										
1	New Salt Shed - Ross Garage	2025	250,000	-		250,000	-		250,000	200,000	50,000
2	New Salt Shed - Cobden Garage	2020	80,000	-		80,000	72,000		8,000	6,400	1,600
3	Additional 4 Bay Garage - Ross Garage	2025	450,000	-		450,000	-		450,000	360,000	90,000
	<u>Public Works Vehicles</u>										
4	Provision for additional growth-related fleet	2020-2029	500,000	-		500,000	-		500,000	400,000	100,000
	Total		1,280,000	-	-	1,280,000	72,000	-	1,208,000	966,400	241,600



4.3.3 Fire Protection Services

Whitewater Region currently operates its fire services from 14,925 sq.ft. of facility space. Over the past 10-year period, this amount of facility space provides for a per capita average level of service of 2.13 sq.ft. or an average investment of \$573 per capita. This level of service provides the Township with a maximum D.C.-eligible amount of \$880,240 for recovery over the forecast period.

The fire department has a current inventory of 9 vehicles. These include pumpers, tankers, a rescue, and a command vehicle. The total D.C.-eligible amount calculated for fire vehicles over the forecast period is \$550,292, based on a service standard of \$358 per capita.

The fire department provides 709 items of equipment and gear for the use in fire services. The calculated average level of service for the historical 10-year period is \$102 per capita, providing for a D.C.-eligible amount over the forecast period of \$156,666 for small equipment and gear.

The total D.C.-eligible amount over the 20-year forecast related to Fire Protection Services is \$1,587,198.

The Township has identified a provision for additional facility space to address needs related to growth at a gross capital cost of \$1,390,000. This facility space is based on a recent assessment identified the need for an additional 3 bays. Further, the need for an additional command vehicle at a capital cost of \$46,000 and a provision for additional fire equipment in the amount of \$230,000, have also been identified. The total gross capital cost is \$1,586,000. As this amount reflects the growth-related costs only, no deductions have been applied and this amount is included in the D.C. calculations.

These costs are shared between residential and non-residential based on the anticipated population to employment ratio over the forecast period, resulting in 80% being allocated to residential development and 20% being allocated to non-residential development.



Infrastructure Costs Included in the Development Charges Calculation

Township of Whitewater Region

Service: Fire Services

Prj .No	Increased Service Needs Attributable to Anticipated Development 2020-2039	Timing (year)	Gross Capital Cost Estimate (2020\$)	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 80%	Non- Residential Share 20%
	Fire Facilities										
1	Provision for Additional Facility Space Needs	2025-2031	1,390,000	-		1,390,000	-		1,390,000	1,112,000	278,000
	Fire Vehicles										
2	Command Vehicle	2020	46,000	-		46,000	-		46,000	36,800	9,200
	Fire Equipment										
3	Provision for Additional Fire Equipment	2020-2029	150,000	-		150,000	-		150,000	120,000	30,000
	Total		1,586,000	-	-	1,586,000	-	-	1,586,000	1,268,800	317,200



4.4 Service Levels and Urban 20-Year Capital Costs for Whitewater Region's D.C. Calculation

This section evaluates the development-related capital requirements for those services with urban 20-year capital costs. Note, water services are provided to all three urban areas, whereas wastewater services are provided only in Cobden.

4.4.1 Water Services

The Township has identified the need for additional storage in Beachburg. This involves an additional two pressure tanks to allow for storage and additional pressure to service developable area. This project has a gross capital cost of \$1,771,000, with \$555,400 deducted to account for the benefit to growth beyond the 20-year forecast period. An additional \$779,240 has been deducted to account for the benefit to existing component, resulting in a net D.C. recoverable cost of \$436,360.

The costs for water services are shared 80%/20% between residential and non-residential based on the incremental growth of population to employment over the 20-year forecast period.



Infrastructure Costs Included in the Development Charges Calculation

Township of Whitewater Region
 Service: Water Services

Prj.No	Increased Service Needs Attributable to Anticipated Development 2020-2039	Timing (year)	Gross Capital Cost Estimate (2020\$)	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 80%	Non-Residential Share 20%
1	Beachburg Additional Storage Project	2025	1,771,000	555,400		1,215,600	779,240		436,360	349,088	87,272
	Total		1,771,000	555,400	-	1,215,600	779,240	-	436,360	349,088	87,272



4.4.2 Wastewater Services

The Township is undertaking an expansion to the wastewater treatment plant at a gross capital cost of \$12,461,300. This expansion will allow for greater capacity in order to service growth. A deduction of \$464,000 has been made to account for growth beyond the 20-year forecast period, in addition to \$6,273,000 deducted to account for anticipated grant funding. Further, \$4,332,000 has been deducted from the gross cost in order to account for share of the works that benefit existing development. An additional \$106,900 has been added to the calculation to account for growth-related financing costs, resulting in a net D.C.-recoverable cost of \$1,499,200.

The growth-related costs have been allocated between residential and non-residential development based on the anticipated population to employment growth. This results in a 76% allocation to residential and a 24% allocation to non-residential.



Infrastructure Costs Included in the Development Charges Calculation

Township of Whitewater Region
 Service: Wastewater Services

Prj.No	Increased Service Needs Attributable to Anticipated Development 2020-2039	Timing (year)	Gross Capital Cost Estimate (2020\$)	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 76%	Non- Residential Share 24%
1	Wastewater Treatment Plant Expansion	2020	12,461,300	464,000		11,997,300	4,332,000	6,273,000	1,392,300	1,058,148	334,152
2	Growth-related Financing Costs	2020-2038	106,900	-		106,900	-		106,900	81,244	25,656
	Total		12,568,200	464,000	-	12,104,200	4,332,000	6,273,000	1,499,200	1,139,392	359,808



Chapter 5

D.C. Calculation



5. D.C. Calculation

Table 5-1 calculates the proposed uniform D.C.s to be imposed for water services based upon an urban 20-year horizon. Table 5-2 calculates the proposed uniform D.C.s to be imposed for wastewater services based upon an urban 20-year horizon (Cobden only). Table 5-3 calculates the proposed uniform D.C. to be imposed on anticipated development in the Township for Township-wide services over a 20-year planning horizon. Table 5-4 calculates the proposed uniform D.C. to be imposed on anticipated development in the Township for Township-wide services over a 10-year planning horizon

The calculation for residential development is generated on a per capita basis and is based upon five forms of housing types (singles and semi-detached, apartments 2+ bedrooms, apartments bachelor and 1 bedroom, all other multiples and special care/special dwelling units). The non-residential D.C. has been calculated on a per sq.ft. of gross floor area 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 4 for all Township services, based on their proposed capital programs.

For the residential calculations, the total cost is divided by the “gross” (new resident) population to determine the per capita amount. The eligible D.C. cost calculations set out in Chapter 4 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 5) to calculate the charge in Tables 5-1, 5-2, 5-3 and 5-4.

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 gross floor area.

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



Table 5-1
Township of Whitewater Region
D.C. Calculation
Urban Services – Water Services
2020-2039

SERVICE	2020\$ D.C.-Eligible Cost		2020\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
1. <u>Water Services</u>	\$	\$	\$	\$
1.1 Treatment, storage and distribution systems	349,088	87,272	1,182	0.59
	349,088	87,272	1,182	0.59
TOTAL	349,088	87,272	1,182	0.59
D.C.-Eligible Capital Cost	\$349,088	\$87,272		
Urban 20-Year Gross Population/GFA Growth (sq.ft.)	824	149,100		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$423.65	\$0.59		
By Residential Unit Type	P.P.U.			
Single and Semi-Detached Dwelling	2.790	\$1,182		
Other Multiples	2.021	\$856		
Apartments - 2 Bedrooms +	1.612	\$683		
Apartments - Bachelor and 1 Bedroom	1.100	\$466		
Special Care/Special Dwelling Units	1.100	\$466		

Table 5-2
Township of Whitewater Region
D.C. Calculation
Urban Services (Cobden) – Wastewater Services
2020-2039

SERVICE	2020\$ D.C.-Eligible Cost		2020\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
2. <u>Wastewater Services</u>	\$	\$	\$	\$
2.1 Treatment plants & Sewers	1,139,392	359,808	7,192	3.57
	1,139,392	359,808	7,192	3.57
TOTAL	1,139,392	359,808	7,192	3.57
D.C.-Eligible Capital Cost	\$1,139,392	\$359,808		
Urban 20-Year (Cobden) Gross Population/GFA Growth (sq.ft.)	442	100,900		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$2,577.81	\$3.57		
By Residential Unit Type	P.P.U.			
Single and Semi-Detached Dwelling	2.790	\$7,192		
Other Multiples	2.021	\$5,210		
Apartments - 2 Bedrooms +	1.612	\$4,155		
Apartments - Bachelor and 1 Bedroom	1.100	\$2,836		
Special Care/Special Dwelling Units	1.100	\$2,836		



Table 5-3
Township of Whitewater Region
D.C. Calculation
Township-wide Services
2020-2039

SERVICE	2020\$ D.C.-Eligible Cost		2020\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
3. <u>Services Related to a Highway</u>				
3.1 Roads	1,847,120	461,780	2,656	0.66
3.2 Public Works	966,400	241,600	1,390	0.34
	2,813,520	703,380	4,046	1.00
4. <u>Fire Protection Services</u>				
4.1 Fire facilities, vehicles & equipment	1,268,800	317,200	1,825	0.45
	1,268,800	317,200	1,825	0.45
TOTAL	4,082,320	1,020,580	5,871	1.45
D.C.-Eligible Capital Cost	\$4,082,320	\$1,020,580		
20-Year Gross Population/GFA Growth (sq.ft.)	1,940	705,100		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$2,104.29	\$1.45		
By Residential Unit Type	P.P.U.			
Single and Semi-Detached Dwelling	2.790	\$5,871		
Other Multiples	2.021	\$4,253		
Apartments - 2 Bedrooms +	1.612	\$3,392		
Apartments - Bachelor and 1 Bedroom	1.100	\$2,315		
Special Care/Special Dwelling Units	1.100	\$2,315		



Table 5-4
Township of Whitewater Region
D.C. Calculation
Township-wide Services
2020-2029

SERVICE	2020\$ D.C.-Eligible Cost		2020\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
5. <u>Outdoor Recreation Services</u>				
5.1 Parkland development, amenities & trails	230,850	12,150	653	0.03
5.2 Parks vehicles and equipment	10,431	549	29	-
	241,281	12,699	682	0.03
6. <u>Indoor Recreation Services</u>				
6.1 Recreation facilities	1,453,500	76,500	4,109	0.20
	1,453,500	76,500	4,109	0.20
7. <u>Library Services</u>				
7.1 Library facilities and materials	171,000	9,000	483	0.02
	171,000	9,000	483	0.02
8. <u>Administration</u>				
8.1 Studies	140,488	39,625	397	0.10
9. <u>Waste Diversion</u>				
9.1 Waste diversion facilities, vehicles, equipment and other	30,609	1,611	87	-
	30,609	1,611	87	-
TOTAL	2,036,878	\$139,435	\$5,758	\$0.36
D.C.-Eligible Capital Cost	\$2,036,878	\$139,435		
10-Year Gross Population/GFA Growth (sq.ft.)	987	387,200		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$2,063.71	\$0.36		
By Residential Unit Type	P.P.U.			
Single and Semi-Detached Dwelling	2.790	\$5,758		
Other Multiples	2.021	\$4,171		
Apartments - 2 Bedrooms +	1.612	\$3,327		
Apartments - Bachelor and 1 Bedroom	1.100	\$2,270		
Special Care/Special Dwelling Units	1.100	\$2,270		

Table 5-5
Township of Whitewater Region
D.C. Calculation
Total All Services

	2020\$ D.C.-Eligible Cost		2020\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
Urban-wide Services 20 Year	349,088	87,272	1,182	0.59
Urban (Cobden) Wastewater Services 20 Year	1,139,392	359,808	7,192	3.57
Township-wide Services 20 Year	4,082,320	1,020,580	5,871	1.45
Township-wide Services 10 Year	2,036,878	139,435	5,758	0.36
TOTAL	7,607,678	1,607,095	20,003	5.97



Table 5-6
Township of Whitewater Region
Gross Expenditure and Sources of Revenue Summary for Costs to be Incurred over the Life of the By-law

Service	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	Legislated Reduction		Residential	Non-Residential
1. Water Services 1.1 Treatment, storage and distribution systems	-	-	-	-	-	-	-	-
2. Wastewater Services 2.1 Treatment plants & Sewers	12,461,300	-	4,332,000	6,273,000	-	464,000	1,058,148	334,152
3. Services Related to a Highway 3.1 Roads 3.2 Public Works 3.3 PW Rolling Stock	1,702,381 330,000 0	- - -	1,012,167 72,000 -	- - -	- - -	- - -	552,171 206,400 0	138,043 51,600 0
4. Fire Protection Services 4.1 Fire facilities, vehicles & equipment	121,000	-	-	-	-	-	96,800	24,200
5. Outdoor Recreation Services 5.1 Parkland development, amenities & trails 5.2 Parks vehicles and equipment	135,000 12,200	- -	- -	- -	13,500 1,220	- -	115,425 10,431	6,075 549
6. Indoor Recreation Services 6.1 Recreation facilities	850,000	-	-	-	85,000	-	726,750	38,250
7. Library Services 7.1 Library facilities and materials	100,000	-	-	-	10,000	-	85,500	4,500
8. Administration 8.1 Studies	115,000	-	17,375	-	3,788	-	73,193	20,644
9. Waste Diversion 9.1 Waste diversion facilities, vehicles, equipment and other	19,889	-	-	-	1,989	-	17,005	895
Total Expenditures & Revenues	\$15,846,770	-	\$5,433,542	\$6,273,000	\$115,496	\$464,000	\$2,941,824	\$618,908



Chapter 6

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



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

6.1 Introduction

Subsection 5 (1) 9 of the D.C.A. 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 5(1) 2-8 for all services involved;
- if the rules expressly identify a type of development, they must not provide for it to pay D.C.s that exceed the capital costs that arise from the increase in the need for service for that type of development; however, this requirement does not relate to any particular development; 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 items under consideration at this time and these may be refined prior to adoption of the by-law.



6.2 D.C. By-law Structure

It is recommended that:

- the Township uses a uniform Township-wide D.C. calculation for all municipal services except water and wastewater;
- water services be imposed on the urban service areas of the Township;
- wastewater services be imposed on the urban service areas of the Township receiving wastewater services; and
- one municipal D.C. by-law be used for all services.

6.3 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.:

6.3.1 *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.”

6.3.2 Determination of the Amount of the Charge

The following conventions be adopted:

- 1) Costs allocated to residential uses will be assigned to different types of residential units based on the average occupancy for each housing type constructed during the previous decade. Costs allocated to non-residential uses will be assigned based on the amount of square feet of gross floor area 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 administration, the costs have been based on a population vs. employment growth ratio (78%/22%) for residential and non-residential, respectively) over the 10-year forecast period;
 - for indoor and outdoor recreation, library services, and waste diversion services, a 5% non-residential attribution has been made to recognize use by the non-residential sector;
 - for services related to a highway and fire protection services, an 80% residential/20% non-residential attribution has been made based on a population vs. employment growth ratio over the 20-year forecast period;
 - for water services an 80% residential/20% non-residential allocation has been made based on population vs. employment growth over the 20-year urban forecast period;
 - for wastewater services a 76% residential/24% non-residential allocation has been made based on population vs. employment growth over the 20-year urban forecast period for development receiving this service.

6.3.3 Application to Redevelopment of Land (Demolition and Conversion)

If a development involves the demolition of and replacement of a building or structure on the same site, or the conversion from one principal use to another, the developer shall be allowed a credit equivalent to:



- 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 gross floor area of the building demolished/converted multiplied by the current non-residential D.C. in place at the time the D.C. is payable.

The demolition credit is allowed only if the land was improved by occupied structures and if the demolition permit related to the site was issued less than 60 months prior to the issuance of a building permit. The credit can, in no case, exceed the amount of D.C.s that would otherwise be payable.

6.3.4 Exemptions (full or partial)

a) Statutory exemptions:

- industrial building additions of up to and including 50% of the existing gross floor area (defined in O. Reg. 82/98, section 1) of the building; for industrial building additions which exceed 50% of the existing gross floor area, 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);
- residential development that results only in the enlargement of an existing dwelling unit, or that results only in the creation of up to two additional dwelling units (based on prescribed limits set out in section 2 of O. Reg. 82/98).

b) Non-statutory exemptions:

- Council may wish to provide non-statutory exemptions for various types and/or categories of development.

6.3.5 Phasing in

No provisions for phasing in the D.C. are provided in the D.C. by-law.



6.3.6 Timing of Collection

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

Commencing January 1, 2020, rental housing and institutional developments will pay D.C.s in six equal annual payments commencing at occupancy. Non-profit housing developments will pay D.C.s in 21 equal annual payments. Moreover, the D.C. amount for all developments occurring within 2 years of a Site Plan or Zoning By-law Amendment planning approval (for applications submitted after January 1, 2020), shall be determined based on the D.C. in effect on the day of the Site Plan or Zoning By-law Amendment application.

Installment payments and payments determined at the time of Site Plan or Zoning Bylaw Amendment application may be subject to annual interest charges. The setting of the interest rate has been discussed with Municipal staff and will initially be set at 0%. Subsequent to the passing of the D.C. by-law, staff will conduct a review of appropriate interest rates and will present a staff report to Council for their consideration.

For the purposes of administering the By-law, the following definitions are provided as per O. Reg. 454-19:

“Rental housing” means development of a building or structure with four or more dwelling units all of which are intended for use as rented residential premises.

“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 *Long-Term Care Homes Act, 2007*;
- b. as a retirement home within the meaning of subsection 2 (1) of the *Retirement Homes Act, 2010*;
- 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*;
- 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.

“Non-profit housing development” means development of a building or structure intended for use as residential premises by,

- a. a corporation without share capital to which the *Corporations Act* applies, that is in good standing under that Act and whose primary object is to provide housing;
- b. a corporation without share capital to which the *Canada Not-for-profit Corporations Act* applies, that is in good standing under that Act and whose primary object is to provide housing; or
- c. a non-profit housing co-operative that is in good standing under the *Co-operative Corporations Act*.

Despite the 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. 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 the issuance of a permit of prior to the commencement of development or redevelopment as the case may be; and
- despite the 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.

6.3.7 Indexing

Indexing of the D.C.s shall be implemented on a mandatory basis annually commencing on the January 1, 2021 and each January 1st thereafter, in accordance with the



Statistics Canada Non-Residential Building Construction Price Index for Ottawa-Gatineau (Table 18-10-0135-01)¹ for the most recent year-over-year period.

The percentage changes in the index for 2018 and 2019 were 5.2% and 4.9%, respectively based on the year-over-year annual average.

6.3.8 The Applicable Areas

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

- all municipal-wide services – the full residential and non-residential charge will be imposed on all lands within the Township; and
- water – the full residential and non-residential charge will be imposed on the urban service areas of the Township; and
- wastewater – the full residential and non-residential charge will be imposed on the urban service areas of the Township receiving wastewater services.

6.4 Other D.C. By-law Provisions

It is recommended that:

6.4.1 Categories of Services for Reserve Fund and Credit Purposes

The Township is required to set up D.C. reserve funds for collections. These reserve funds are recommended to be: Services Related to a Highway, Outdoor Recreation Services, Indoor Recreation Services, Police Services, Fire Protection Services, Library Services, Administration, Waste Diversion Services, Water Services, and Wastewater

¹ O. Reg. 82/98 initially 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. Most recently, O.Reg. 454/19 amended O.Reg. 82/98 such that prescribed index is “The Statistics Canada Non-residential Building Construction Price Index for Ottawa-Gatineau or for Toronto as appropriate”. The draft by-law provided herein refers to O. Reg. 82/98 to ensure traceability should this index continue to be modified over time.



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

6.4.2 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.

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

The minimum interest rate is the Bank of Canada rate on the day on which the by-law comes into force (as per section 11 of O. Reg. 82/98).

6.4.4 Area Rating

As noted earlier, Bill 73 has introduced two new sections where Council must consider the use of area specific charges:

1. Section 2 (9) of the Act 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.

All Township services other than water and wastewater are to be recovered based on a uniform, Township-wide basis. There have been several reasons why the remaining services have not been imposed including:

1. All Township services, with the exception of water, wastewater and stormwater, require that the average 10-year service standard be calculated. This average



service standard multiplied by growth in the Township, establishes an upper ceiling on the amount of funds which 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 Township hence potentially resulting in D.C. revenue shortfalls and impacts on property taxes.

2. Extending on item 1, attempting to impose an area charge potentially causes equity issues in transitioning from a Township-wide approach to an area specific approach. For example, if all services were now built (and funded) within Area A (which is 75% built out) and this was funded with some revenues from Areas B and C, moving to an area rating approach would see Area A contribute no funds to the costs of services in Areas B and C. The development charges 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 which are provided (roads, parks, recreation facilities, library) are not restricted to one specific area and are often used by all residents. For example, arenas located in different parts of the Township will be used by residents from all areas depending on the programming of the facility (i.e. a public skate is available each night, but at a different arena; hence usage of any one facility at any given time is based on programming availability).

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



6.5 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;”

“Consider the approach to calculate the charges on a uniform Township-wide basis for all services (except water and wastewater), and on an urban-area basis for water (all urban areas) and wastewater (Cobden) services;”

“Approve the capital project listing set out in Chapter 4 of the D.C. Background Study dated June 17, 2020, subject to further annual review during the capital budget process;”

“Approve the D.C. Background Study dated June 17, 2020, as amended (if applicable);”

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

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



Chapter 7

By-law Implementation



7. By-law Implementation

7.1 Public Consultation Process

7.1.1 Introduction

This chapter addresses the mandatory, formal public consultation process (section 7.1.2), as well as the optional, informal consultation process (section 7.1.3). The latter is designed to seek the co-operation and participation of those involved, in order to produce the most suitable policy. Section 7.1.4 addresses the anticipated impact of the D.C. on development from a generic viewpoint.

7.1.2 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 Local Planning Appeal Tribunal (L.P.A.T.) (formerly the Ontario Municipal Board (O.M.B.)).

7.1.3 Other Consultation Activity

There are three broad groupings of the public who are generally the most concerned with Township 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 Township 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 Township D.C. policy. Their primary concern is frequently with the quantum of the charge, gross floor area exclusions such as basements, mechanical or indoor parking areas, or exemptions and phase-in or capping provisions in order to moderate the impact.

7.2 Anticipated Impact of the Charge on Development

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

On the other hand, D.C.s or other Township 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.



7.3 Implementation Requirements

7.3.1 Introduction

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

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

The sections which follow overview the requirements in each case.

7.3.2 Notice of Passage

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

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

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

7.3.3 By-law Pamphlet

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

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



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

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

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

7.3.4 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 L.P.A.T. Hearing in response to an appeal. Any person or organization may appeal a D.C. by-law to the L.P.A.T. by filing a notice of appeal with the Township clerk, setting out the objection to the by-law and the reasons supporting the objection. This must be done by the last day for appealing the by-law, which is 40 days after the by-law is passed.

The Township is carrying out 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.

7.3.5 Complaints

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

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

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



7.3.6 Credits

Sections 38 to 41 of the D.C.A. set out a number of credit requirements, which apply where a Township 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 Township agrees to expand the credit to other services for which a D.C. is payable.

7.3.7 Front-Ending Agreements

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

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

7.3.8 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 Township 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 Township D.C.s related to the site.

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

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



Appendices



Appendix A

Background Information on Residential and Non- Residential Growth Forecast



Appendix A: Background Information on Residential and Non-Residential Growth Forecast

Schedule 1 Township of Whitewater Region Residential Growth Forecast Summary

Year	Population (Including Census Undercount) ¹	Excluding Census Undercount			Housing Units						Person Per Unit (P.P.U.): Total Population/ Total Households	
		Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi-Detached	Multiple Dwellings ²	Apartments ³	Other	Total Households	Equivalent Institutional Households		
Historical	Mid 2006	6,810	6,631	151	6,480	2,415	15	135	20	2,585	137	2.565
	Mid 2011	7,110	6,921	166	6,755	2,492	35	150	10	2,687	151	2.576
	Mid 2016	7,200	7,009	179	6,830	2,535	95	70	70	2,770	163	2.530
Forecast	Late 2019	7,380	7,188	185	7,003	2,621	106	70	70	2,867	168	2.508
	Late 2029	8,160	7,945	204	7,741	2,951	138	70	70	3,229	185	2.461
	Late 2039	8,960	8,725	224	8,501	3,256	181	82	70	3,589	204	2.431
Incremental	Mid 2006 - Mid 2011	300	290	15	275	77	20	15	-10	102	14	
	Mid 2011 - Mid 2016	90	88	13	75	43	60	-80	60	83	12	
	Mid 2016 - Late 2019	180	179	6	173	86	11	0	0	97	5	
	Late 2019 - Late 2029	780	757	19	738	330	32	0	0	363	17	
	Late 2019 - Late 2039	1,580	1,537	39	1,498	635	75	12	0	722	36	

Source: Population forecast derived from County of Renfrew Official Plan (O.P.A. No. 25) for the Township of Whitewater Region, by Watson & Associates Economists Ltd., 2020.

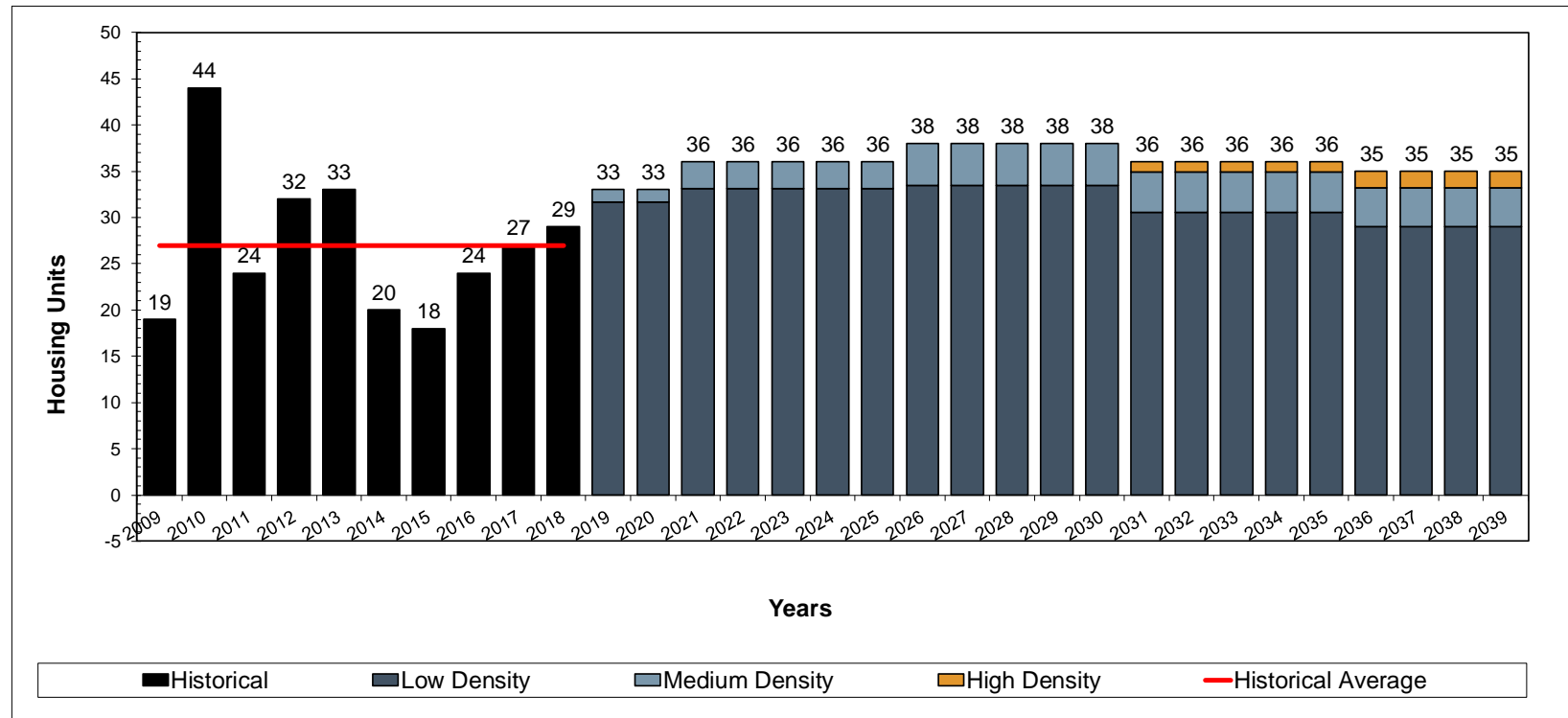
¹ Census undercount estimated at approximately 2.7%. Note: Population including the undercount has been rounded.

² Includes townhouses and apartments in duplexes.

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



Figure A-1
Township of Whitewater Region
Annual Housing Forecast



Source: Historical housing activity derived from Township of Whitewater Region building permit data, 2009 to 2018, by Watson & Associates Economists Ltd., 2020.

¹ Growth forecast represents calendar year.



Schedule 2
Township of Whitewater Region
Estimate of the Anticipate Amount, Type and Location of Residential Development for Which D.C.s can be Imposed

Development Location	Timing	Single & Semi-Detached	Multiples ¹	Apartments ²	Total Residential Units	Gross Population In New Units	Existing Unit Population Change	Net Population Increase, Excluding Institutional	Institutional Population	Net Population Including Institutional
Urban	2019 - 2029	112	32	0	144	377	(68)	309	19	328
	2019 - 2039	235	75	12	322	824	(122)	702	39	741
Full Services ³	2019 - 2029	57	19	0	76	197	(32)	165	10	175
	2019 - 2039	120	45	12	177	442	(57)	385	21	406
Partial Services (Water) ⁴	2019 - 2029	55	13	0	68	180	(36)	144	9	153
	2019 - 2039	115	30	0	145	382	(64)	317	18	335
Rural	2019 - 2029	218	0	0	219	609	(181)	429	0	429
	2019 - 2039	400	0	0	400	1,116	(320)	796	0	796
Township of Whitewater Region	2019 - 2029	330	32	0	363	987	(249)	738	19	757
	2019 - 2039	635	75	12	722	1,940	(442)	1,498	39	1,537

Source: Watson & Associates Economists Ltd., 2020.

¹ Includes townhouses and apartments in duplexes.

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

³ Includes the Village of Cobden.

⁴ Includes the Village of Beachburg and Haley Townsite.



Schedule 3
Township of Whitewater Region
Current Year Growth Forecast
Mid 2016 to Late 2019

		Population
Mid 2016 Population		7,009
Occupants of New Housing Units, Mid 2016 to Late 2019	<i>Units (2)</i>	97
	<i>multiplied by P.P.U. (3)</i>	2,950
	<i>gross population increase</i>	285
Occupants of New Equivalent Institutional Units, Mid 2016 to Late 2019	<i>Units</i>	5
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	6
Decline in Housing Unit Occupancy, Mid 2016 to Late 2019	<i>Units (4)</i>	2,770
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.040
	<i>total decline in population</i>	-112
Population Estimate to Late 2019		7,188
<i>Net Population Increase, Mid 2016 to Late 2019</i>		179

(1) 2016 population based on Statistics Canada Census unadjusted for Census undercount.

(2) Estimated residential units constructed, Mid-2016 to the beginning of the growth period assuming a six-month lag between construction and occupancy.

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

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	3.037	89%	2.702
<i>Multiples (6)</i>	2.254	11%	0.249
<i>Apartments (7)</i>	1.500	0%	0.000
Total		100%	2.950

¹ Based on 2016 Census custom database

² Based on Building permit/completion activity

(4) 2016 households taken from Statistics Canada Census.

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

(6) Includes townhouses and apartments in duplexes.

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



Schedule 4
Township of Whitewater Region
Ten-Year Growth Forecast
Late 2019 to Late 2029

		Population
Late 2019 Population		7,188
Occupants of New Housing Units, Late 2019 to Late 2029	<i>Units (2)</i>	363
	<i>multiplied by P.P.U. (3)</i>	2,722
	<i>gross population increase</i>	987
		987
Occupants of New Equivalent Institutional Units, Late 2019 to Late 2029	<i>Units</i>	17
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	19
		19
Decline in Housing Unit Occupancy, Late 2019 to Late 2029	<i>Units (4)</i>	2,867
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.087
	<i>total decline in population</i>	-249
		-249
Population Estimate to Late 2029		7,945
<i>Net Population Increase, Late 2019 to Late 2029</i>		<i>757</i>

(1) Late 2019 Population based on:

2016 Population (7,009) + Mid 2016 to Late 2019 estimated housing units to beginning of forecast period (97 x 2.925 = 285) + (5 x 1.100 = 5) + (2,770 x -0.040 = -111) = 7,188

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

(3) Average number of persons per unit (p.p.u.) is assumed to be:

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.790	91%	2.542
<i>Multiples (6)</i>	2.021	9%	0.180
<i>Apartments (7)</i>	1.352	0%	0.000
<i>one bedroom or less</i>	1.100		
<i>two bedrooms or more</i>	1.612		
Total		100%	2.722

¹ Persons per unit based on adjusted Statistics Canada Custom 2016 Census database.

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

(4) Late 2019 households based upon 2,770 (2016 Census) + 97 (Mid 2016 to Late 2019 unit estimate) = 2,867

(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.



Schedule 5
Township of Whitewater Region
Long-Term Growth Forecast
Late 2019 to Late 2039

		Population
Late 2019 Population		7,188
Occupants of New Housing Units, Late 2019 to Late 2039	<i>Units (2)</i>	722
	<i>multiplied by P.P.U. (3)</i>	2,687
	<i>gross population increase</i>	1,940
Occupants of New Equivalent Institutional Units, Late 2019 to Late 2039	<i>Units</i>	36
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	39
Decline in Housing Unit Occupancy, Late 2019 to Late 2039	<i>Units (4)</i>	2,867
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.154
	<i>total decline in population</i>	-442
Population Estimate to Late 2039		8,725
<i>Net Population Increase, Late 2019 to Late 2039</i>		1,537

(1) Late 2019 Population based on:

2016 Population (7,009) + Mid 2016 to Late 2019 estimated housing units to beginning of forecast period (97 x 2.925 = 285) + (5 x 1.100 = 5) + (2,770 x -0.040 = -111) = 7,188

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

(3) Average number of persons per unit (p.p.u.) is assumed to be:

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.790	88%	2.454
<i>Multiples (6)</i>	2.021	10%	0.211
<i>Apartments (7)</i>	1.352	2%	0.022
<i>one bedroom or less</i>	1.100		
<i>two bedrooms or more</i>	1.612		
Total		100%	2.687

¹ Persons per unit based on Statistics Canada Custom 2016 Census database.

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

(4) Late 2019 households based upon 2,770 (2016 Census) + 97 (Mid 2016 to Late 2019 unit estimate) = 2,867

(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.



Schedule 6
Township of Whitewater Region
Historical Residential Building Permits
Years 2009 to 2018

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples ¹	Apartments ²	Total
2009	19	0	0	19
2010	40	4	0	44
2011	24	0	0	24
2012	29	3	0	32
2013	33	0	0	33
Sub-total	145	7	0	152
Average (2009 - 2013)	29	1	0	30
% Breakdown	95.4%	4.6%	0.0%	100.0%
2014	20	0	0	20
2015	15	3	0	18
2016	21	3	0	24
2017	27	0	0	27
2018	22	7	0	29
Sub-total	105	13	0	118
Average (2014 - 2018)	21	3	0	24
% Breakdown	89.0%	11.0%	0.0%	100.0%
2009 - 2018				
Total	250	20	0	270
Average	25	2	0	27
% Breakdown	92.6%	7.4%	0.0%	100.0%

Source: Historical housing activity derived from Township of Whitewater Region building permit data, 2009 to 2018, by Watson & Associates Economists Ltd., 2020.

¹ Includes townhouses and apartments in duplexes.

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



Schedule 7a
Township of Whitewater Region
Person Per Unit by Age and Type of Dwelling
(2016 Census)

Age of Dwelling	Singles and Semi-Detached						25 Year Average	25 Year Forecast ¹
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	3.000	-	3.037		
6-10	-	-	-	2.680	-	3.032		
11-15	-	-	-	2.571	-	2.480		
16-20	-	-	-	2.667	-	2.519		
20-25	-	-	-	2.839	-	2.658	2.745	2.790
25-35	-	-	1.917	2.436	-	2.463		
35+	-	-	1.677	2.521	4.150	2.427		
Total	-	-	1.822	2.583	4.417	2.526		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	-	-	3.000	-	3.037
6-10	-	-	-	2.792	-	2.939
11-15	-	-	-	2.571	-	2.407
16-20	-	-	-	2.450	-	2.483
20-25	-	-	-	2.848	-	2.571
25-35	-	-	1.833	2.500	-	2.317
35+	-	1.600	1.684	2.523	4.200	2.373
Total	-	1.522	1.778	2.587	4.297	2.455

¹ P.P.U. has been forecasted based on 2001-2016 historical trends.

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

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



Schedule 7b
Renfrew County
Person Per Unit by Age and Type of Dwelling
(2016 Census)

Age of Dwelling	Multiples ¹						25 Year Average	25 Year Forecast ³
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	1.762	2.553	-	2.254		
6-10	-	-	1.750	2.037	-	1.868		
11-15	-	-	-	-	-	1.882		
16-20	-	-	-	2.136	-	2.000		
20-25	-	-	1.813	2.056	-	1.833	1.967	2.021
25-35	-	-	1.720	2.259	-	1.982		
35+	-	1.148	1.887	2.615	-	2.255		
Total	-	1.429	1.826	2.447	-	2.128		

Age of Dwelling	Apartments ²						25 Year Average	25 Year Forecast ³
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	-	-	1.500		
6-10	-	-	-	-	-	1.500		
11-15	-	-	1.429	-	-	1.333		
16-20	-	-	1.417	-	-	1.250		
20-25	-	1.077	1.577	-	-	1.298	1.376	1.352
25-35	-	1.083	1.418	-	-	1.281		
35+	-	1.141	1.634	2.582	-	1.477		
Total	1.100	1.126	1.568	2.493	-	1.426		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	1.211	1.741	2.763	4.710	2.627
6-10	-	2.000	1.851	2.794	4.211	2.740
11-15	-	1.444	1.797	2.740	4.040	2.571
16-20	-	1.294	1.688	2.642	3.833	2.499
20-25	-	1.132	1.789	2.658	3.500	2.432
25-35	-	1.128	1.695	2.502	3.625	2.264
35+	-	1.239	1.757	2.476	3.406	2.227
Total	0.909	1.240	1.754	2.545	3.694	2.320

¹ Includes townhouses and apartments in duplexes.

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

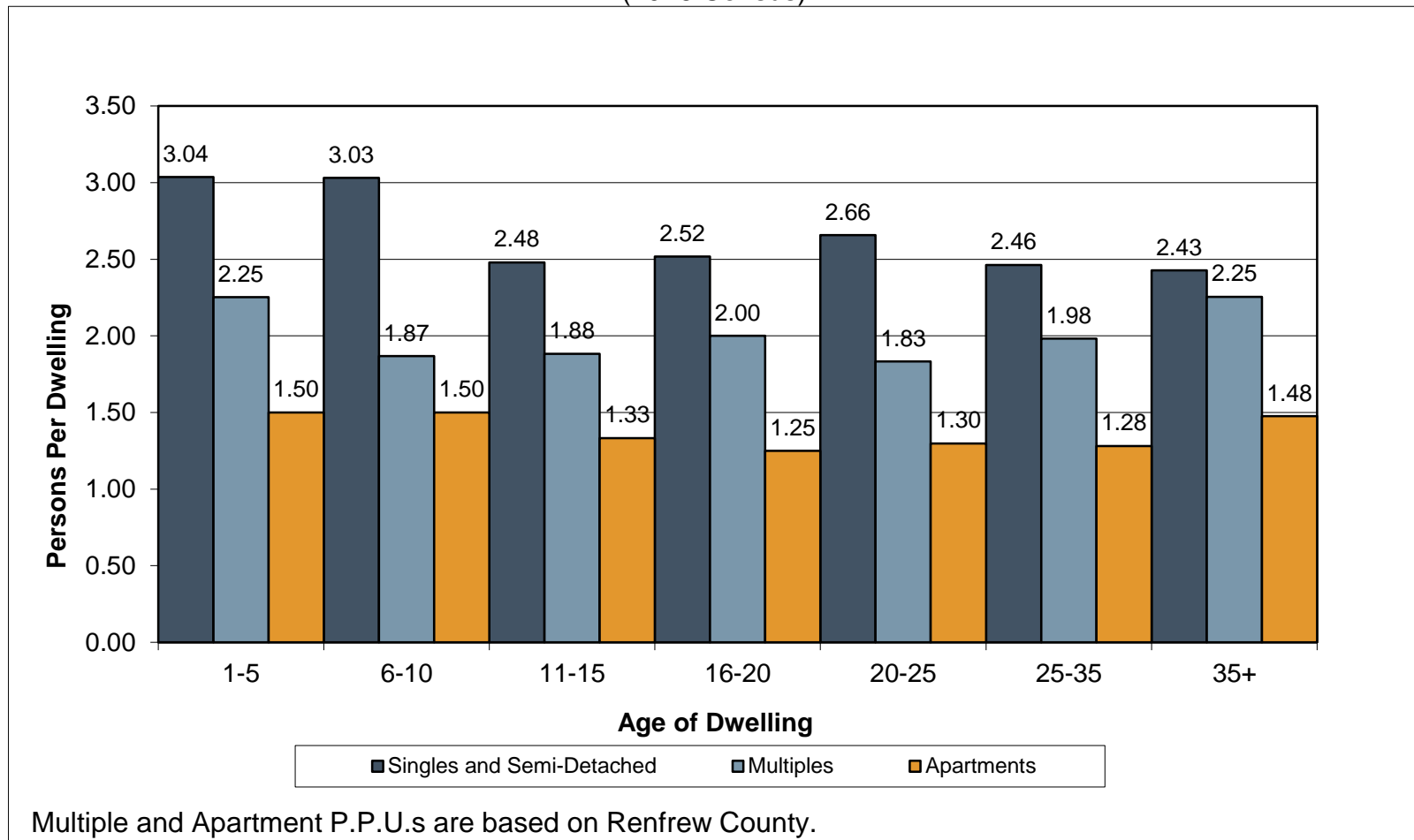
³ P.P.U. has been forecasted based on 2001-2016 historical trends.

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

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



Schedule 8
Township of Whitewater Region
Person Per Unit Structural Type and Age of Dwelling
(2016 Census)





Schedule 9a Township of Whitewater Region Employment Forecast, 2019 to 2039

Period	Population	Activity Rate								Employment								Employment Total (Excluding Work at Home and N.F.P.O.W.)
		Primary ¹	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ²	Total Including NFPDW	Primary ¹	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ²	Total Employment (Including N.F.P.O.W.)	
Mid 2006	6,631	0.019	0.075	0.107	0.077	0.046	0.323	0.041	0.364	125	500	708	508	305	2,145	270	2,415	1,645
Mid 2011	6,921	0.013	0.053	0.137	0.050	0.043	0.297	0.057	0.354	90	370	948	348	300	2,055	395	2,450	1,685
Mid 2016	7,009	0.006	0.072	0.111	0.072	0.041	0.302	0.061	0.362	40	505	780	505	285	2,115	425	2,540	1,610
Late 2019	7,215	0.006	0.072	0.109	0.072	0.041	0.300	0.061	0.361	45	520	790	520	293	2,168	437	2,605	1,648
Late 2029	8,029	0.014	0.074	0.102	0.075	0.041	0.306	0.063	0.369	115	591	821	603	326	2,456	503	2,959	1,865
Late 2039	8,725	0.020	0.076	0.097	0.077	0.041	0.311	0.065	0.376	171	664	850	672	355	2,712	568	3,280	2,048
Incremental Change																		
Mid 2006 - Mid 2011	290	-0.006	-0.022	0.030	-0.026	-0.003	-0.027	0.016	-0.010	-35	-130	240	-160	-5	-90	125	35	40
Mid 2011 - Mid 2016	88	-0.0073	0.0186	-0.0256	0.0218	-0.0027	0.0048	0.0036	0.0084	-50	135	-168	158	-15	60	30	90	-75
Mid 2016 - Late 2019	206	0.0005	0.0000	-0.0018	0.0000	0.0000	-0.0013	0.0000	-0.0013	5	15	10	15	8	53	12	65	38
Late 2019 - Late 2029	814	0.0081	0.0016	-0.0072	0.0030	0.0000	0.0055	0.0020	0.0075	70	71	31	83	33	288	66	354	217
Late 2019 - Late 2039	1,510	0.0134	0.0040	-0.0121	0.0050	0.0000	0.0103	0.0045	0.0148	126	144	60	152	62	544	131	675	400
Annual Average																		
Mid 2006 - Mid 2011	58	-0.0012	-0.0044	0.0060	-0.0053	-0.0005	-0.0053	0.0033	-0.0020	-7	-26	48	-32	-1	-18	25	7	8
Mid 2011 - Mid 2016	18	-0.0015	0.0037	-0.0051	0.0044	-0.0005	0.0010	0.0007	0.0017	-10	27	-34	32	-3	12	6	18	-15
Mid 2016 - Late 2019	69	0.0002	0.0000	-0.0006	0.0000	0.0000	-0.0004	0.0000	-0.0004	2	5	3	5	3	18	4	22	13
Late 2019 - Late 2029	81	0.0008	0.0002	-0.0007	0.0003	0.0000	0.0006	0.0002	0.0008	7	7	3	8	3	29	7	35	22
Late 2019 - Late 2039	76	0.0007	0.0002	-0.0006	0.0003	0.0000	0.0005	0.0002	0.0007	6	7	3	8	3	27	7	34	20

Source: Watson & Associates Economists Ltd., 2020.

¹ Primary industry includes cannabis growing operation related employment.

² Statistics Canada defines no fixed place of work (N.F.P.O.W.) employees as "persons who do not go from home to the same work place location at the beginning of each shift". Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc.



Schedule 9b
Township of Whitewater Region
Employment and Gross Floor Area (G.F.A.) Forecast, 2019 to 2039

Period	Population	Employment					Gross Floor Area in Square Feet (Estimated) ¹				
		Primary ²	Industrial	Commercial/ Population Related	Institutional ³	Total	Primary - Non- Bona Fide Farming ⁴	Industrial	Commercial/ Population Related	Institutional	Total
Mid 2006	6,631	125	708	508	305	1,645					
Mid 2011	6,921	90	948	348	300	1,685					
Mid 2016	7,009	40	780	505	285	1,610					
Late 2019	7,215	45	790	520	290	1,645					
Late 2029	8,029	115	821	603	314	1,853					
Late 2039	8,725	171	850	672	334	2,027					
Incremental Change											
Mid 2006 - Mid 2011	290	-35	240	-160	-5	40					
Mid 2011 - Mid 2016	88	-50	-168	158	-15	-75					
Mid 2016 - Late 2019	206	5	10	15	5	35					
Late 2019 - Late 2029	814	70	31	83	24	208	266,000	46,500	58,100	16,600	387,200
Late 2019 - Late 2039	1,510	126	60	152	44	382	478,800	90,000	106,400	29,900	705,100
Annual Average											
Mid 2006 - Mid 2011	58	-7	48	-32	-1	8					
Mid 2011 - Mid 2016	18	-10	-34	32	-3	-15					
Mid 2016 - Late 2019	69	2	3	5	2	12					
Late 2019 - Late 2029	81	7	3	8	2	21	53,200	4,650	5,810	1,660	38,720
Late 2019 - Late 2039	76	6	3	8	2	19	23,940	4,500	5,320	1,495	35,255

Source: Watson & Associates Economists Ltd., 2020.

¹ Square Foot Per Employee Assumptions

Primary - Non-Bona Fide Farming 3,800

Industrial 1,500

Commercial/ Population Related 700

Institutional 680

² Primary industry includes cannabis growing operation related employment.

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

⁴ Non-bona fide farming is defined as cannabis growing operation related employment for G.F.A. purposes in Schedules 9b and 9c.

* Reflects Late 2019 to Late 2039 forecast period.

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



Schedule 9c
Township of Whitewater Region
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 ^{1 2}	Industrial G.F.A. S.F. ¹	Commercial G.F.A. S.F. ¹	Institutional G.F.A. S.F. ¹	Total Non-Residential G.F.A. S.F.	Employment Increase ³
Urban	2019 - 2029	-	24,000	40,600	16,600	81,200	98
	2019 - 2039	-	45,000	74,200	29,900	149,100	180
Full Services ⁴	2019 - 2029	-	12,000	30,800	12,400	55,200	70
	2019 - 2039	-	22,500	56,000	22,400	100,900	128
Partial Services (Water) ⁵	2019 - 2029	-	12,000	9,800	4,200	26,000	28
	2019 - 2039	-	22,500	18,200	7,500	48,200	52
Rural	2019 - 2029	266,000	22,500	17,500	-	306,000	110
	2019 - 2039	478,800	45,000	32,200	-	556,000	202
Township of Whitewater Region	2019 - 2029	266,000	46,500	58,100	16,600	387,200	208
	2019 - 2039	478,800	90,000	106,400	29,900	705,100	382

Source: Watson & Associates Economists Ltd., 2020.

¹ Square feet per employee assumptions:

Primary - Non-Bona Fide Farming	3,800
Industrial	1,500
Commercial	700
Institutional	680

² Non-bona fide farming is defined as cannabis growing operation related employment for G.F.A. purposes in Schedules 9b and 9c.

³ Employment increase does not include No Fixed Place of Work.

⁴ Includes the Village of Cobden.

⁵ Includes the Village of Beachburg and Haley Townsite.

* Reflects Late 2019 to Late 2039 forecast period.

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



Schedule 10
Township of Whitewater Region
Non-Residential Construction Value
Years 2007 to 2016
(000's 2018 \$)

YEAR	Industrial				Commercial				Institutional				Total			
	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total
2007	1,237	118	3,492	4,847	146	50	0	196	146	0	466	611	1,528	168	3,958	5,654
2008	1,033	50	0	1,083	972	307	0	1,279	285	0	0	285	2,290	357	0	2,647
2009	2,692	94	0	2,785	84	1,433	0	1,516	0	40	0	40	2,775	1,566	0	4,341
2010	292	1,244	0	1,536	97	81	0	178	2	30	0	32	391	1,356	0	1,747
2012	393	102	0	495	162	66	0	228	0	6	0	6	555	175	0	730
2013	0	0	0	0	202	257	0	459	29	32	0	61	231	288	0	520
2014	176	0	0	176	289	114	0	402	0	76	0	76	465	190	0	655
2015	0	0	0	0	21	83	0	104	0	0	0	0	21	83	0	104
2016	533	40	0	573	261	107	0	369	179	0	0	179	974	147	0	1,121
Subtotal	7,007	1,751	3,492	12,250	4,084	2,738	0	6,822	872	195	466	1,532	11,963	4,684	3,958	20,605
Percent of Total	57%	14%	29%	100%	60%	40%	0%	100%	57%	13%	30%	100%	58%	23%	19%	100%
Average	876	250	3,492	1,531	408	274	#DIV/0!	682	145	32	466	170	1,196	468	3,958	2,060
2007 - 2011 Period Total				11,005				5,261				1,210				17,475
2007 - 2011 Average				2,201				1,052				242				3,495
% Breakdown				63.0%				30.1%				6.9%				100.0%
2012 - 2016 Period Total				1,245				1,562				323				3,130
2012 - 2016 Average				249				312				65				626
% Breakdown				39.8%				49.9%				10.3%				100.0%
2007 - 2016 Period Total				12,250				6,822				1,532				20,605
2007 - 2016 Average				1,225				682				153				2,060
% Breakdown				59.5%				33.1%				7.4%				100.0%

Source: Statistics Canada Publication, 64-001-XIB

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



Schedule 11
Township of Whitewater Region
Employment to Population Ratio by Major Employment Sector, 2006 to 2016

NAICS		Year			Change		Comments
		2006	2011	2016	06-11	11-16	
Employment by industry							
	Primary Industry Employment						Categories which relate to local land-based resources
11	<i>Agriculture, forestry, fishing and hunting</i>	375	355	265	-20	-90	
21	<i>Mining and oil and gas extraction</i>	0	0	0	0	0	
	Sub-total	375	355	265	-20	-90	
	Industrial and Other Employment						Categories which relate primarily to industrial land supply and demand
22	<i>Utilities</i>	60	100	70	40	-30	
23	<i>Construction</i>	80	95	115	15	20	
31-33	<i>Manufacturing</i>	560	630	515	70	-115	
41	<i>Wholesale trade</i>	60	90	75	30	-15	
48-49	<i>Transportation and warehousing</i>	50	40	45	-10	5	
56	<i>Administrative and support</i>	13	8	33	-5	25	
	Sub-total	823	963	853	140	-110	
	Population Related Employment						Categories which relate primarily to population growth within the municipality
44-45	<i>Retail trade</i>	120	85	210	-35	125	
51	<i>Information and cultural industries</i>	25	50	30	25	-20	
52	<i>Finance and insurance</i>	55	35	40	-20	5	
53	<i>Real estate and rental and leasing</i>	15	0	20	-15	20	
54	<i>Professional, scientific and technical services</i>	50	30	65	-20	35	
55	<i>Management of companies and enterprises</i>	0	0	0	0	0	
56	<i>Administrative and support</i>	13	8	33	-5	25	
71	<i>Arts, entertainment and recreation</i>	95	105	45	10	-60	
72	<i>Accommodation and food services</i>	110	15	125	-95	110	
81	<i>Other services (except public administration)</i>	145	90	95	-55	5	
	Sub-total	628	418	663	-210	245	
	Institutional						
61	<i>Educational services</i>	115	60	110	-55	50	
62	<i>Health care and social assistance</i>	180	165	180	-15	15	
91	<i>Public administration</i>	25	95	45	70	-50	
	Sub-total	320	320	335	0	15	
	Total Employment	2,145	2,055	2,115	-90	60	
	Population	6,631	6,921	7,009	290	88	
	Employment to Population Ratio						
	Industrial and Other Employment	0.12	0.14	0.12	0.02	-0.02	
	Population Related Employment	0.09	0.06	0.09	-0.03	0.03	
	Institutional Employment	0.05	0.05	0.05	0.00	0.00	
	Primary Industry Employment	0.06	0.05	0.04	-0.01	-0.01	
	Total	0.32	0.30	0.30	-0.03	0.00	

Source: Statistics Canada Employment by Place of Work

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



Appendix B

Level of Service



Appendix B: Level of Service

SUMMARY OF SERVICE STANDARDS AS PER DEVELOPMENT CHARGES ACT, 1997, AS AMENDED							
Service Category	Sub-Component	10 Year Average Service Standard					Maximum Ceiling LOS
		Cost (per capita)	Quantity (per capita)		Quality (per capita)		
Services Related to a Highway	Roads	\$34,762.10	0.0452	km of roadways	769,073	per lane km	53,429,348
	Streetlights	\$51.10	0.0682	No. of Traffic Signals	749	per signal	78,541
	Depots and Domes	\$637.52	3.5976	ft² of building area	177	per sq.ft.	979,868
	Roads and Related Vehicles	\$825.32	0.0045	No. of vehicles and equipment	183,404	per vehicle	1,268,517
Fire	Fire Facilities	\$572.70	2.1290	sq.ft. of building area	269	per sq.ft.	880,240
	Fire Vehicles	\$358.03	0.0014	No. of vehicles	255,736	per vehicle	550,292
	Fire Small Equipment and Gear	\$101.93	0.0909	No. of equipment and gear	1,121	per Firefighter	156,666
Parks	Parkland Development	\$126.74	0.0025	Acres of Parkland	50,696	per acre	95,942
	Parkland Amenities	\$227.41	0.0044	No. of parkland amenities	51,684	per amenity	172,149
	Parkland Trails	\$7.85	0.0628	Linear Metres of Paths and Trails	125	per lin m.	5,942
	Parks and Recreation Vehicles and Equipment	\$56.04	0.0009	No. of vehicles and equipment	62,267	per vehicle	42,422
Recreation	Indoor Recreation Facilities	\$2,253.62	10.6382	ft² of building area	212	per sq.ft.	1,705,990
Library	Library Facilities	\$165.63	0.5050	ft² of building area	328	per sq.ft.	125,382
	Library Collection Materials	\$100.15	15.5460	No. of library collection items	6	per collection item	75,814
Waste Diversion	Waste Diversion - Facilities - Stations/Depots	\$1.74	0.0136	ft² of building area	128	per sq.ft.	1,317
	Waste Diversion - Land	\$65.79	0.0013	acres of land	50,608	per acre	49,803
	Waste Diversion - Vehicles & Equipment	\$2.35	0.00003	No. of vehicles and equipment	78,333	per vehicle	1,779
	Waste Diversion - Other	\$3.88	0.0003	No. of items	12,933	per Item	2,937



**Township of Whitewater Region
Service Standard Calculation Sheet**

Service: Roads
Unit Measure: km of roadways

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/km)
Rural	286.59	286.59	286.59	286.59	290.71	294.83	298.95	303.07	307.19	307.19	\$670,000
Semi-Urban	17.18	17.18	17.18	17.18	17.42	17.67	17.92	18.16	18.41	18.41	\$2,000,000
Urban	4.24	4.24	4.24	4.24	4.30	4.36	4.42	4.48	4.54	4.54	\$2,500,000
Total	308.00	308.00	308.00	308.00	312.43	316.86	321.28	325.71	330.14	330.14	

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	0.05	0.04	0.04	0.04	0.04	0.05	0.05	0.05	0.05	0.05

10 Year Average	2010-2019
Quantity Standard	0.0452
Quality Standard	\$769,073
Service Standard	\$34,762

D.C. Amount (before deductions)	20 Year
Forecast Population	1,537
\$ per Capita	\$34,762
Eligible Amount	\$53,429,348



**Township of Whitewater Region
Service Standard Calculation Sheet**

Service: Streetlights
Unit Measure: No. of Traffic Signals

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/item)
Streetlight Poles	56	56	56	56	56	56	56	56	56	56	\$1,500
Streetlight Lights	422	422	422	422	422	422	422	422	422	422	\$650
Total	478	478	478	478	478	478	478	478	478	478	

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	0.07	0.07	0.07	0.07	0.07	0.07	0.07	0.07	0.07	0.07

10 Year Average	2010-2019
Quantity Standard	0.0682
Quality Standard	\$749
Service Standard	\$51

D.C. Amount (before deductions)	20 Year
Forecast Population	1,537
\$ per Capita	\$51
Eligible Amount	\$78,541



**Township of Whitewater Region
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.	
Ross Garage	6,645	6,645	6,645	6,645	6,645	6,645	6,645	6,645	6,645	6,645	\$163	\$193	
Ross Sand Shed	4,514	4,514	4,514	4,514	4,514	4,514	4,514	4,514	4,514	4,514	\$200	\$200	
Ross Garage 4 Door Sea Can #7	-	-	-	-	-	-	-	-	-	320	320	\$26	\$26
Ross Garage Sea Can #8	160	160	160	160	160	160	160	160	160	160	\$26	\$26	
Ross Garage Sea Can #9	160	160	160	160	160	160	160	160	160	160	\$26	\$26	
Ross Garage Sea Can #10	160	160	160	160	160	160	160	160	160	160	\$26	\$26	
Ross Garage Sea Can #11	160	160	160	160	160	160	160	160	160	160	\$26	\$26	
Storage Shed - 2272 Mine View Road	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008	\$163	\$183	
Cobden Garage	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	\$163	\$388	
Cobden Garage Sea Can #13	-	-	-	-	-	-	-	-	-	160	160	\$26	\$26
Cobden Salt Shed	259	259	259	259	259	259	259	259	259	259	\$100	\$100	
Westmeath Garage	3,096	3,096	3,096	3,096	3,096	3,096	3,096	3,096	3,096	3,096	\$163	\$219	
Westmeath Garage Office	2,048	2,048	2,048	2,048	2,048	2,048	2,048	2,048	2,048	2,048	\$163	\$163	
Westmeath Sand Shed	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	\$100	\$100	
Westmeath Salt Shed	496	496	496	496	496	496	496	496	496	496	\$100	\$100	
Westmeath Sea Can #14	160	160	160	160	160	160	160	160	160	160	\$26	\$26	
Total	25,126	25,126	25,126	25,126	25,126	25,126	25,126	25,126	25,126	25,606			

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	3.6810	3.6304	3.6008	3.5884	3.5731	3.5767	3.5848	3.5670	3.6111	3.5624

10 Year Average	2010-2019
Quantity Standard	3.5976
Quality Standard	\$177
Service Standard	\$638

D.C. Amount (before deductions)	20 Year
Forecast Population	1,537
\$ per Capita	\$638
Eligible Amount	\$979,868



**Township of Whitewater Region
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/Vehicle)
Grader	2	2	2	2	2	2	2	2	2	2	\$450,000
Grader	1	1	1	1	1	1	1	1	1	1	\$500,000
Truck - 1/2 ton	7	7	7	7	7	7	7	7	7	7	\$40,000
Truck - Service (Mechanic)	1	1	1	1	1	1	1	1	1	1	\$25,000
Trailer - Flat Bed	1	1	1	1	1	1	1	1	1	1	\$17,100
Loader	1	1	1	1	1	1	1	1	1	1	\$124,600
Sidewalk Machine	1	1	1	1	1	1	1	1	1	1	\$190,600
Loader	1	1	1	1	1	1	1	1	1	1	\$124,600
Trailer - Float 30 ton	1	1	1	1	1	1	1	1	1	1	\$43,700
Loader (payloader)	1	1	1	1	1	1	1	1	1	1	\$258,200
Excavator	1	1	1	1	1	1	1	1	1	1	\$400,000
Truck - Tandem	6	6	6	6	6	6	6	7	7	7	\$277,900
Truck - Class 5 One Tonne	1	1	1	1	1	1	1	1	1	1	\$79,500
Sidewalk Machine	1	1	1	1	1	1	1	1	1	1	\$189,600
Loader/Backhoe	1	1	1	1	1	1	1	1	1	1	\$148,300
Truck - Single Axle	1	1	1	1	1	1	1	1	1	1	\$40,000
Tandem	1	1	1	1	1	1	1	1	1	1	\$297,700
Backhoe	1	1	1	1	1	1	1	1	1	1	\$302,900
Tractor/Loader (ditch & blower)	1	1	1	1	1	1	1	1	1	1	\$114,400
Total	31	31	31	31	31	31	31	32	32	32	

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	0.0045	0.0045	0.0044	0.0044	0.0044	0.0044	0.0044	0.0045	0.0045	0.0045

10 Year Average	2010-2019
Quantity Standard	0.0045
Quality Standard	\$183,404
Service Standard	\$825

D.C. Amount (before deductions)	20 Year
Forecast Population	1,537
\$ per Capita	\$825
Eligible Amount	\$1,268,517



**Township of Whitewater Region
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Bid'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Station 1 - Haleys Station	3,011	3,011	3,011	3,011	3,011	3,011	3,011	3,011	3,011	3,011	\$230	\$269
Station 2 - Cobden	3,614	3,614	3,614	3,614	3,614	3,614	3,614	3,614	3,614	3,614	\$230	\$269
Station 3 - Foresters Falls	3,156	3,156	3,156	3,156	3,156	3,156	3,156	3,156	3,156	3,156	\$230	\$269
Station 4 - Beachburg	2,587	2,587	2,587	2,587	2,587	2,587	2,587	2,587	2,587	2,587	\$230	\$269
Station 5 - Westmeath	2,557	2,557	2,557	2,557	2,557	2,557	2,557	2,557	2,557	2,557	\$230	\$269
Total	14,925	14,925	14,925	14,925	14,925	14,925	14,925	14,925	14,925	14,925		

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	2.1865	2.1565	2.1389	2.1315	2.1224	2.1246	2.1294	2.1188	2.1048	2.0764

10 Year Average	2010-2019
Quantity Standard	2.1290
Quality Standard	\$269
Service Standard	\$573

D.C. Amount (before deductions)	20 Year
Forecast Population	1,537
\$ per Capita	\$573
Eligible Amount	\$880,240



**Township of Whitewater Region
Service Standard Calculation Sheet**

Service: Fire Vehicles
Unit Measure: No. of vehicles

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/Vehicle)
Foresters Falls Pumper	1	1	1	1	1	1	1	1	-	-	\$306,000
Westmeath Pumper/Tanker	1	1	1	1	-	-	-	-	-	-	\$459,000
Haley Pumper 2006	1	1	1	1	1	1	1	1	1	1	\$306,000
Beachburg Pumper 2002	1	1	1	1	1	1	1	1	1	1	\$306,000
Beachburg Tanker 1990	1	1	1	1	1	1	1	1	1	1	\$306,000
Command Vehicle 2005	1	1	1	1	1	1	1	1	1	1	\$45,900
Cobden Pumper 2009	1	1	1	1	1	1	1	1	1	1	\$306,000
Cobden Tanker 1987	1	1	1	1	1	1	1	1	1	-	\$306,000
Command Vehicle 2008	1	1	1	1	1	1	1	1	1	1	\$45,900
Foresters Falls Pumper 2018	-	-	-	-	-	-	-	-	1	1	\$306,000
Westmeath Pumper/Tanker 2014	-	-	-	-	1	1	1	1	1	1	\$459,000
Westmeath Rescue	1	1	1	1	1	1	1	1	1	1	\$153,000
Total	10	10	10	10	10	10	10	10	10	9	

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	0.0015	0.0014	0.0014	0.0014	0.0014	0.0014	0.0014	0.0014	0.0014	0.0013

10 Year Average	2010-2019
Quantity Standard	0.0014
Quality Standard	\$255,736
Service Standard	\$358

D.C. Amount (before deductions)	20 Year
Forecast Population	1,537
\$ per Capita	\$358
Eligible Amount	\$550,292



**Township of Whitewater Region
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/item)
Bunker Gear	75	75	75	75	75	75	75	75	75	75	\$2,100
Helmets	75	75	75	75	75	75	75	75	75	75	\$350
Boots	75	75	75	75	75	75	75	75	75	75	\$200
Gloves	75	75	75	75	75	75	75	75	75	75	\$140
SCBA	20	20	20	20	20	20	20	20	20	20	\$8,200
SCBA Masks	50	50	50	50	50	50	50	50	50	50	\$500
SCBA Bottles	39	39	39	39	39	39	39	39	39	39	\$1,500
1 1/2" Nozzle 125 GPM	30	30	30	30	30	30	30	30	30	30	\$800
2 1/2" Floating Dock	5	5	5	5	5	5	5	5	5	5	\$500
2 1/2" Low Level Siphon	5	5	5	5	5	5	5	5	5	5	\$500
2 1/2" Nozzle	15	15	15	15	15	15	15	15	15	15	\$800
6" Floating Dock	5	5	5	5	5	5	5	5	5	5	\$500
6" Low Level Jet Siphon	5	5	5	5	5	5	5	5	5	5	\$500
CO Monitor with Case	-	-	-	-	-	-	-	-	7	7	\$200
Heat Gun	-	-	-	-	5	5	5	5	5	5	\$200
Portable Radios	-	-	-	-	-	-	-	-	63	63	\$1,200
Thermal Imaging Camera	-	-	-	-	2	2	2	3	3	3	\$2,000
Sawsall Corded	2	2	2	2	2	2	2	2	2	2	\$200
Dry Chemical Extinguisher	20	20	20	20	20	20	20	20	20	20	\$100
Forestry Pack	5	5	5	5	5	5	5	5	5	5	\$500
Attic ladder	5	5	5	5	5	5	5	5	5	5	\$500
Extension Ladder	5	5	5	5	5	5	5	5	5	5	\$600
Roof Ladder	7	7	7	7	7	7	7	7	7	7	\$500
Large Generator 4000W -5000W	6	6	6	6	6	6	6	6	6	6	\$2,800
Large Pelican Light	-	-	-	6	6	6	6	6	6	6	\$1,000
Small Generator 2000W	-	-	-	-	-	1	1	1	1	1	\$1,500
AED	-	-	-	-	-	-	-	-	5	5	\$200
Trauma Bag	-	-	-	-	-	-	-	-	5	5	\$200
Chainsaw	5	5	5	5	5	5	5	5	5	5	\$2,000
Portable Pump	5	5	5	5	5	5	5	5	5	5	\$2,800
Positive Pressure Fan	5	5	5	5	5	5	5	5	5	5	\$4,600
30" Halligan	7	7	7	7	7	7	7	7	7	7	\$900



**Township of Whitewater Region
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/item)
4' D Handel Pike Pole	16	16	16	16	16	16	16	16	16	16	\$200
8lbs Sledge	5	5	5	5	5	5	5	5	5	5	\$100
Fire Axe	10	10	10	10	10	10	10	10	10	10	\$100
Long Pike Poles	12	12	12	12	12	12	12	12	12	12	\$200
110 Edraulic adapter	1	1	1	1	1	1	1	1	1	1	\$300
2 Port Hurst Power Unit	1	1	1	1	1	1	1	1	1	1	\$4,100
2 Tool Power Unit	1	1	1	1	1	1	1	1	1	1	\$4,100
20 Tonne Air Bag HP	1	1	1	1	1	1	1	1	1	1	\$800
3 Tool TNT Power Unit	1	1	1	1	1	1	1	1	1	1	\$800
34 Tonne Air Bag HP	1	1	1	1	1	1	1	1	1	1	\$800
Airbags and Regulator	1	1	1	1	1	1	1	1	1	1	\$3,100
Edraulic Batteries	2	2	2	2	2	2	2	2	2	2	\$1,500
Edraulic Cutter	1	1	1	1	1	1	1	1	1	1	\$14,300
Edraulic Spreader	1	1	1	1	1	1	1	1	1	1	\$11,200
Hurst T32 Spreader	1	1	1	1	1	1	1	1	1	1	\$8,200
Hydraulic Cutters	2	2	2	2	2	2	2	2	2	2	\$8,200
Hydraulic Hoses	1	1	1	1	1	1	1	1	1	1	\$500
Hydraulic Ram	2	2	2	2	2	2	2	2	2	2	\$5,100
Hydraulic Spreader	1	1	1	1	1	1	1	1	1	1	\$8,200
Low Pressure Air Bags	1	1	1	1	1	1	1	1	1	1	\$3,100
ResQJacks	4	4	4	4	4	4	4	4	4	4	\$1,200
Gear Washer	-	-	-	-	-	-	-	-	1	1	\$5,100
Gear Dryer	-	-	-	-	-	-	-	-	1	1	\$9,200
Total	612	612	612	618	625	626	626	627	709	709	

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	0.09	0.09	0.09	0.09	0.09	0.09	0.09	0.09	0.10	0.10

10 Year Average	2010-2019
Quantity Standard	0.0909
Quality Standard	\$1,121
Service Standard	\$102

D.C. Amount (before deductions)	20 Year
Forecast Population	1,537
\$ per Capita	\$102
Eligible Amount	\$156,666



**Township of Whitewater Region
Service Standard Calculation Sheet**

Service: Parkland Development
Unit Measure: Acres of Parkland

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/Acre)
Veterans Memorial	3.64	3.64	3.64	3.64	3.64	3.64	3.64	3.64	3.64	3.64	\$50,000
Cobden Beach	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	\$50,000
Little Lakes Beach	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	\$50,000
Beachburg Park	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	\$50,000
Lapasse Park	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	\$50,000
Foresters Falls	3.40	3.40	3.40	3.40	3.40	3.40	3.40	3.40	3.40	3.40	\$50,000
Haley Park	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$50,000
Westmeath Lookout	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$50,000
Cobden Field	2.61	2.61	2.61	2.61	2.61	2.61	2.61	2.61	2.61	2.61	\$50,000
Westmeath Ball Diamond	4.12	4.12	4.12	4.12	4.12	4.12	4.12	4.12	4.12	4.12	\$50,000
Total	17.77	17.77	17.77	17.77	17.77	17.77	17.77	17.77	17.77	17.77	

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	0.0026	0.0026	0.0025	0.0025	0.0025	0.0025	0.0025	0.0025	0.0025	0.0025

10 Year Average	2010-2019
Quantity Standard	0.0025
Quality Standard	\$50,696
Service Standard	\$127

D.C. Amount (before deductions)	10 Year
Forecast Population	757
\$ per Capita	\$127
Eligible Amount	\$95,942



**Township of Whitewater Region
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/item)
Outdoor Rinks	2	2	2	2	2	2	2	2	2	2	\$95,600
Ball Diamonds (unlit)	4	4	4	4	4	4	4	4	4	4	\$107,600
Washrooms (At Ball Diamonds)	2	2	2	2	2	2	2	2	2	2	\$133,300
Washrooms (Cobden Beachouse)	1	1	1	1	1	1	1	1	1	1	\$133,300
Bleachers	1	1	1	1	1	1	1	1	1	1	\$15,850
Floodlighting	2	2	2	2	2	2	2	2	2	2	\$10,000
Boat Launches	7	7	7	7	7	7	7	7	7	7	\$38,600
Changerooms	1	1	1	1	1	1	1	1	2	2	\$36,000
Playground Equipment	7	7	7	7	7	7	7	7	7	7	\$21,100
Tennis Court	1	1	1	1	1	1	1	1	1	1	\$38,200
Basketball Court	1	1	1	1	1	1	1	1	1	1	\$14,700
Storage Shed	1	1	1	1	1	1	1	1	1	1	\$10,000
Gazebo (Westmeath)	1	1	1	1	1	1	1	1	1	1	\$13,000
Total	31	31	31	31	31	31	31	31	32	32	

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	0.005	0.005	0.004	0.004	0.004	0.004	0.004	0.004	0.005	0.005

10 Year Average	2010-2019
Quantity Standard	0.0044
Quality Standard	\$51,684
Service Standard	\$227

D.C. Amount (before deductions)	10 Year
Forecast Population	757
\$ per Capita	\$227
Eligible Amount	\$172,149



**Township of Whitewater Region
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/ Linear Metre)
Cobden Marsh Trail	-	-	-	633	633	633	633	633	633	633	\$125
Total	-	-	-	633	633	633	633	633	633	633	

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	-	-	-	0.09	0.09	0.09	0.09	0.09	0.09	0.09

10 Year Average	2010-2019
Quantity Standard	0.0628
Quality Standard	\$125
Service Standard	\$8

D.C. Amount (before deductions)	10 Year
Forecast Population	757
\$ per Capita	\$8
Eligible Amount	\$5,942



**Township of Whitewater Region
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/Vehicle)
Cobden Ice Resurfacer	1	1	1	1	1	1	1	1	1	1	\$107,100
Beachburg Ice Resurfacer	1	1	1	1	1	1	1	1	1	1	\$107,100
Westmeath Ice Resurfacer	1	1	1	1	1	1	1	1	1	1	\$107,100
Chevy Silverado	-	-	-	-	-	-	-	-	1	1	\$35,700
Ford F-150	1	1	1	1	1	1	1	1	-	-	\$35,700
Kabota Tractor (Beachburg)	1	1	1	1	1	1	1	1	1	1	\$30,600
Kubota Lawnmower (Firehall)	1	1	1	1	1	1	1	1	1	1	\$4,100
Country Clipper (Lawnmower)	-	-	-	-	-	-	-	-	-	1	\$8,700
Trailer (8X12)	-	-	-	-	-	-	-	-	-	1	\$3,100
Total	6	6	6	6	6	6	6	6	6	8	

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	0.0009	0.0009	0.0009	0.0009	0.0009	0.0009	0.0009	0.0009	0.0008	0.0011

10 Year Average	2010-2019
Quantity Standard	0.0009
Quality Standard	\$62,267
Service Standard	\$56

D.C. Amount (before deductions)	10 Year
Forecast Population	757
\$ per Capita	\$56
Eligible Amount	\$42,422



**Township of Whitewater Region
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Beachburg Arena - 14 Caroline Street	26,250	26,250	26,250	26,250	26,250	26,250	26,250	26,250	26,250	26,250	\$189	\$212
Cobden Astrolabe Arena - 43 Astrolabe Road	27,295	27,295	27,295	27,295	27,295	27,295	27,295	27,295	27,295	27,295	\$189	\$212
Westmeath Recreation Centre - 119 Synton Street	20,970	20,970	20,970	20,970	20,970	20,970	20,970	20,970	20,970	20,970	\$189	\$212
4 Door Sea Can #12 - 2272 Mineview Road	-	-	-	-	-	-	-	-	320	320	\$26	\$26
Total	74,515	74,515	74,515	74,515	74,515	74,515	74,515	74,515	74,835	74,835		

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	10.92	10.77	10.68	10.64	10.60	10.61	10.63	10.58	10.55	10.41

10 Year Average	2010-2019
Quantity Standard	10.64
Quality Standard	\$212
Service Standard	\$2,254

D.C. Amount (before deductions)	10 Year
Forecast Population	757
\$ per Capita	\$2,254
Eligible Amount	\$1,705,990



**Township of Whitewater Region
Service Standard Calculation Sheet**

Service: Library Facilities
Unit Measure: ft² of building area

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Bld'g Value (\$/sq.ft.)	Value/sq.ft . with land, site works, etc.
Cobden Library	800	800	800	800	800	800	800	800	800	800	\$268	\$328
Beachburg Library	1,900	1,900	1,900	1,900	1,900	1,900	1,900	1,900	1,900	1,900	\$268	\$328
Foresters Falls Library	840	840	840	840	840	840	840	840	840	840	\$268	\$328
Total	3,540	3,540	3,540	3,540	3,540	3,540	3,540	3,540	3,540	3,540		

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	0.5186	0.5115	0.5073	0.5056	0.5034	0.5039	0.5051	0.5026	0.4992	0.4925

10 Year Average	2010-2019
Quantity Standard	0.5050
Quality Standard	\$328
Service Standard	\$166

D.C. Amount (before deductions)	10 Year
Forecast Population	757
\$ per Capita	\$166
Eligible Amount	\$125,382



**Township of Whitewater Region
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/item)
Print Volumes	22,494	23,550	23,748	25,552	25,884	27,166	27,727	28,416	27,316	27,316	\$26
CDs and DVDs	1,012	1,174	1,422	1,458	1,615	1,908	2,191	2,520	2,368	2,368	\$25
E-books and E-audio	18,460	23,543	45,223	46,090	74,372	78,915	107,866	127,584	147,950	147,950	\$0.02
Database Subscriptions	27	13	13	18	18	18	18	18	18	18	\$593
Total	41,993	48,280	70,406	73,118	101,889	108,007	137,802	158,538	177,652	177,652	

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	6.15	6.98	10.09	10.44	14.49	15.37	19.66	22.51	25.05	24.72

10 Year Average	2010-2019
Quantity Standard	15.55
Quality Standard	\$6
Service Standard	\$100

D.C. Amount (before deductions)	10 Year
Forecast Population	757
\$ per Capita	\$100
Eligible Amount	\$75,814



**Township of Whitewater Region
Service Standard Calculation Sheet**

Service: Waste Diversion - Facilities - Stations/Depots
Unit Measure: ft² of building area

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	Percentage Attributable to Eligible Portion	2020 Bld'g Value (\$/sq.ft.)	Value/sq.ft. site works, etc.
Attendants Building	180	180	180	180	180	180	180	180	180	180	10%	\$163	\$180
Attendants Office	450	450	450	450	450	450	450	450	450	450	10%	\$163	\$180
Sea Can #1	160	160	160	160	160	160	160	160	160	160	10%	\$26	\$26
Sea Can #2	160	160	160	160	160	160	160	160	160	160	10%	\$26	\$26
Total	950	950	950	950	950	950	950	950	950	950			

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	0.0139	0.0137	0.0136	0.0136	0.0135	0.0135	0.0136	0.0135	0.0134	0.0132

10 Year Average	2010-2019
Quantity Standard	0.0136
Quality Standard	\$128
Service Standard	\$2

D.C. Amount (before deductions)	10 Year
Forecast Population	757
\$ per Capita	\$2
Eligible Amount	\$1,317



**Township of Whitewater Region
Service Standard Calculation Sheet**

Service: Waste Diversion Land
Unit Measure: acres of land

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	Percentage Attributable to Eligible Portion	2020 Land Value (\$/acre)
990 Kohlsmith Road	92	92	92	92	92	92	92	92	92	92	10%	\$50,000
Total	92	92	92	92	92	92	92	92	92	92		

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	0.0014	0.0013	0.0013	0.0013	0.0013	0.0013	0.0013	0.0013	0.0013	0.0013

10 Year Average	2010-2019
Quantity Standard	0.0013
Quality Standard	\$50,608
Service Standard	\$66

D.C. Amount (before deductions)	10 Year
Forecast Population	757
\$ per Capita	\$66
Eligible Amount	\$49,803



**Township of Whitewater Region
Service Standard Calculation Sheet**

Service: Waste Diversion - Vehicles & Equipment
Unit Measure: No. of vehicles and equipment

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	Percentage Attributable to Eligible Portion	2020 Value (\$/Vehicle)
2009 Truck - 1 ton Diesel	1	1	1	1	1	1	1	1	1	1	10%	\$40,000
2014 Loader	1	1	1	1	1	1	1	1	1	1	10%	\$124,600
Total	2	2	2	2	2	2	2	2	2	2		

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	0.00003	0.00003	0.00003	0.00003	0.00003	0.00003	0.00003	0.00003	0.00003	0.00003

10 Year Average	2010-2019
Quantity Standard	0.00003
Quality Standard	\$78,333
Service Standard	\$2

D.C. Amount (before deductions)	10 Year
Forecast Population	757
\$ per Capita	\$2
Eligible Amount	\$1,779



**Township of Whitewater Region
Service Standard Calculation Sheet**

Service: Waste Diversion - Other
Unit Measure: No. of items

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Value (\$/item)
Recycle Bin (200 sq ft)	2	2	2	2	2	2	2	2	2	1	\$14,300
Total	2	2	2	2	2	2	2	2	2	1	

Population	6,826	6,921	6,978	7,002	7,032	7,025	7,009	7,044	7,091	7,188
Per Capita Standard	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0001

10 Year Average	2010-2019
Quantity Standard	0.0003
Quality Standard	\$12,933
Service Standard	\$4

D.C. Amount (before deductions)	10 Year
Forecast Population	757
\$ per Capita	\$4
Eligible Amount	\$2,937



Appendix C

Long-Term Capital and Operating Cost Examination



Appendix C: Long-Term Capital and Operating Cost Examination

Township of Whitewater Region Annual Capital and Operating Cost Impact

As a requirement of the D.C.A. under subsection 10 (2) (c), an analysis must be undertaken to assess the long-term capital and operating cost impacts for the capital infrastructure projects identified within the D.C. As part of this analysis, it was deemed necessary to isolate the incremental operating expenditures directly associated with these capital projects, factor in cost saving attributable to economies of scale or cost sharing where applicable and prorate the cost on a per unit basis (i.e. sq.ft. of building space, per vehicle, etc.). This was undertaken through a review of the Township's approved 2018 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 life cycle cost. By definition, life cycle 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 life cycle 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:

Asset	Lifecycle Cost Factors	
	Average Useful Life	Factor
Water and Wastewater Infrastructure	50	0.01182321
Facilities	50	0.01182321
Services Related to a Highway	50	0.01182321
Parkland Development	40	0.01655575
Vehicles	10	0.09132653
Small Equipment and Gear	10	0.09132653
Library Materials	10	0.09132653

Table C-1 depicts the annual operating impact resulting from the proposed gross capital projects at the time they are all in place. It is important to note that, while Township



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

Table C-1
Township of Whitewater Region
Operating and Capital Expenditure Impacts for Future Capital Expenditures

SERVICE	GROSS COST LESS BENEFIT TO EXISTING	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
1. Water Services				
1.1 Treatment, storage and distribution systems	991,760	54,462	-	54,462
2. Wastewater Services				
2.1 Treatment plants & Sewers	8,236,200	419,938	-	419,938
3. Services Related to a Highway				
3.1 Roads	2,308,900	124,688	546,963	671,651
3.2 Public Works	1,208,000	13,933	286,167	300,100
4. Fire Protection Services				
4.1 Fire facilities, vehicles & equipment	1,586,000	93,461	126,362	219,823
5. Outdoor Recreation Services				
5.1 Parkland development, amenities & trails	270,000	20,070	13,580	33,650
5.2 Parks vehicles and equipment	12,200	2,018	614	2,632
6. Indoor Recreation Services				
6.1 Recreation facilities	1,700,000	88,110	79,393	167,503
7. Library Services				
7.1 Library facilities and materials	200,000	10,370	10,153	20,523
8. Administration				
8.1 Studies	187,125		-	-
9. Waste Diversion				
9.1 Waste diversion facilities, vehicles, equipment and other	35,800	2,664	19,134	21,798
Total	16,735,985	829,714	1,082,367	1,912,081



Appendix D

D.C. Reserve Fund Policy



Appendix D: D.C. Reserve Fund Policy

D.1 Legislative Requirements

The Development Charges Act, 1997 (D.C.A.) requires development charge collections (and associated interest) to be placed in separate reserve funds. Sections 33 through 36 of the Act 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, although only 100% eligible and 90% eligible services may be combined (minimum of two reserve funds).
- The municipality shall pay each development charge 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) 2-8).
- 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 as an interim financing source for capital undertakings for which development charges 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. The D.C.A. does not prescribe how the statement is to be made available to the public. We would recommend that a resolution of Council make the statement available on the municipality’s website or upon request.

Subsection 43 (2) and O. Reg. 82/98 prescribes 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 assets 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 development charges, 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 beginning of the year, given in the year and outstanding at the end of the year by 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.

Based upon the above, Figure 1, and Attachments 1 and 2, set out the format for which annual reporting to Council should be provided.

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 8 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 development charge may be spent.



Figure 1
Township of Whitewater Region
Annual Treasurer's Statement of Development Charge Reserve Funds

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

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

² See Attachment 1 for details

³ See Attachment 2 for details

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



Attachment 1
Township of Whitewater Region
Amount Transferred to Capital (or Other) Funds – Capital Funds Transactions

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



Attachment 2
Township of Whitewater Region
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					



Appendix E

Local Service Policy



Appendix E: Local Service Policy

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

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

E.1 Services Related to a Highway

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

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



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

E.1.1 Local and Collector Roads (including Land)

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

E.1.2 Arterial Roads

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



E.1.2. Traffic Control Systems, Signals and Intersection Improvements

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

E.1.4 Streetlights

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

E.1.5 Transportation Related Pedestrian and Cycling Facilities

- a. Sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within arterial roads, County roads and provincial highway corridors: considered part of the complete street and included in D.C.'s, or, in exceptional circumstances, may be direct developer responsibility through local service provisions (s.59 of D.C.A.).
- b. Sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within or linking to non-arterial road corridors internal to



development: considered part of the complete street; direct developer responsibility under s.59 of D.C.A. (as a local service).

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

E.1.6 Noise Abatement Measures

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

E.2 Stormwater Management

- a. Stormwater facilities for quality and/or quantity management, including downstream erosion works, inclusive of land and all associated infrastructure, such as landscaping and perimeter fencing: direct developer responsibility under s.59 of D.C.A. (as a local service).
- b. Over-sizing cost of stormwater facilities capacity, excluding land, to accommodate runoff from new, widened, extended or upgraded municipal arterial roads that are funded as a development charges project: to be recovered through Best Efforts agreements.
- c. Erosion works, inclusive of all restoration requirements, related to a development application: direct developer responsibility under s. 59 of the D.C.A. (as a local service).
- d. Monitoring works: included in D.C.'s consistent with the D.C.A., s.5(1).



- e. Storm sewer systems and drainage works that are required for a specific development, either internal or external to the area to which the plan relates: direct developer responsibility under s. 59 of the D.C.A. (as a local service).
- f. Note: for stormwater minimum pipe sizes, refer to section E.6.

E.3 Parkland Development

E.3.1 Recreational Trails

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

E.3.2 Parkland

- a. Parkland Development for Community Parks, District Parks, Neighbourhood Parks and Village Squares: direct developer responsibility to provide at base condition, as follows:
 - Clearing and grubbing. Tree removals as per the subdivision's tree preservation and removals plan.
 - Topsoil Stripping, screening, and stockpiling.
 - Rough grading (pre-grading) to allow for positive drainage of the Park, with minimum slopes of 2%. If necessary, this may include some minor drainage tile work and grading as per the overall subdivision grading design complete with any required swales or catch basins. Runoff from the development property shall not drain into the park unless approved by the Manager, Environment Services, Public Works.
 - Spreading of topsoil to 150mm depth (import topsoil if existing on-site is insufficient to reach required depth).
 - Seeding of site with Township-approved seed mix. Maintenance of seed until acceptance by Township.
 - Parks shall be free of any contaminated soil or subsoil.
 - Parks shall not be mined for fill.
 - Parks shall be conveyed free and clear of all encumbrances.
 - 100% of 1.5m chain link perimeter fencing to the Township standards to separate the development lands from the Township lands or lands to be



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

E.4 Landscape Buffer Blocks, Features, Cul-de-sac Islands, Berms, Grade Transition Areas, Walkway Connections to Adjacent Arterial Roads, Open Space, Etc.

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

E.5 Natural Heritage System (N.H.S.)

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



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

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

E.5.1 Infrastructure Assets Constructed by Developers

- a. All infrastructure assets constructed by Developers must be designed in accordance with the standard acceptable to the Township.
- b. All infrastructure assets shall be conveyed in accordance with the standard acceptable to the Township.
- c. Any Parks and Open Space infrastructure assets approved to be built by the developer on behalf of the Township shall be in accordance with the standard acceptable to the Township.

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

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



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

- a. providing all underground services internal to the development, including storm, water and sanitary services;
- b. providing service connections from existing underground services to the development;
- c. providing new underground services or upgrading existing underground services external to the development if the services are required to service the development, and if the pipe sizes do not exceed 300mm for water and sanitary services and 900 mm for stormwater services. If external services are required by two or more developments, the developer for the first development will be responsible for the cost of the external services and may enter into front-ending/cost-sharing agreements with other developers independent of the Township;
- d. providing stormwater management ponds and other facilities required by the development including all associated features such as landscaping and fencing;
- e. water booster pumping stations, reservoir pumping stations and/or sanitary pumping stations serving individual developments;
- f. Water treatment, storage facilities, transmission mains, re- chlorination/sampling stations and Wells associated with municipal service areas to be included within the D.C.; and
- g. Wastewater treatment plants and transmission mains associated with municipal service areas shall be included in the D.C.

The costs of the following items shall be paid through D.C.s:

- a. external underground services involving trunk infrastructure and pipe sizes exceeding 300mm for water and sanitary services and 900mm for stormwater services; and
- b. water, reservoir and/or sanitary pumping stations not required for the individual development.



Appendix F

Asset Management Plan



Appendix F: Asset Management Plan

The recent changes to the 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:

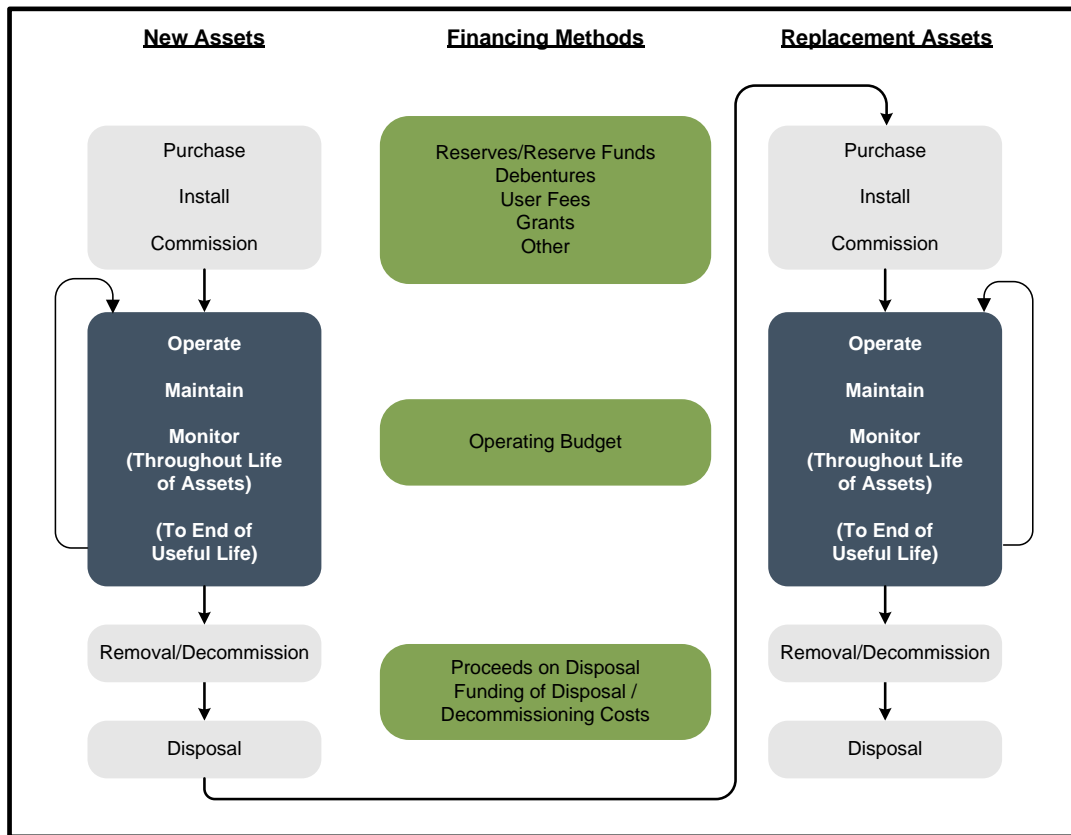
“The asset management plan shall,

- (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 for 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 within the background study.

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

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 2021 for core municipal services and 2023 for all other services. The amendments to the D.C.A. do not require municipalities to complete these A.M.P.s (required under I.J.P.A.) for the D.C. background study, rather the D.C.A. requires that the D.C. background study include information to show the assets to be funded by the D.C. are sustainable over their full lifecycle.



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

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

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

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

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



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

Commensurate with the above, the Township prepared an asset management policy in 2019 and plans to have an asset management plan for its core assets by 2021 as required. As there is no current asset management plan in place that accounts for growth-related projects, the asset management requirement for the D.C. must be undertaken.

In recognition to the schematic above, the following table (presented in 2020 \$) has been developed to provide the annualized expenditures and revenues associated with new growth. Note that the D.C.A. does not require an analysis of the non-D.C. capital needs or their associated operating costs so these are omitted from the table below. As well, as all capital costs included in the D.C.-eligible capital costs are not included in the Township's A.M.P., 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 which will require financing from municipal financial resources (i.e. taxation, rates, fees, etc.). This amount has been presented on an annual debt charge amount based on 20-year financing.
2. Lifecycle costs for the 2020 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 \$2.55 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 \$1.25 million. This amount, totalled with the existing operating revenues of \$10.28 million, provide annual revenues of \$11.54 million by the end of the period.



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

Township of Whitewater Region
Asset Management – Future Expenditures and Associated Revenues
2020\$

	2039 (Total)
Expenditures (Annualized)	
Annual Debt Payment on Non-Growth Related Capital ¹	536,863
Annual Debt Payment on Post Period Capital ²	75,009
Lifecycle:	
Annual Lifecycle - Township Wide Services	
Sub-Total - Annual Lifecycle	\$926,626
Incremental Operating Costs (for D.C. Services)	\$1,082,367
Total Expenditures	\$2,545,856
Revenue (Annualized)	
Total Existing Revenue ³	\$10,282,818
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	\$1,252,721
Total Revenues	\$11,535,539

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

² Interim Debt Financing for Post Period Benefit

³ As per Sch. 10 of FIR



Appendix G

Proposed D.C. By-law



Appendix G: Proposed D.C. By-law

The Township of Whitewater Region

By-law Number _____

A by-law to establish development charges for the Township of Whitewater Region.

WHEREAS subsection 2(1) of the *Development Charges Act, 1997 c. 27* (hereinafter called “the Act”) provides that the council of a municipality may pass By-laws for the imposition of development charges against land 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 Township of Whitewater Region has given Notice on _____, 2020 according to section 12 of the *Development Charges Act, 1997*, of its intention to pass a by-law under Section 2 of the said Act;

AND WHEREAS the Council of the Township of Whitewater Region 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 September _____, 2020;

AND WHEREAS the Council of the Township of Whitewater Region had before it a report entitled Development Charge Background Study dated June 17, 2020 prepared by Watson & Associates Economists Ltd., wherein it is indicated that the development of any land within the Township of Whitewater Region will increase the need for services as defined herein;

AND WHEREAS the Council of the Township of Whitewater Region on June 17, 2020 approved the applicable Development Charge Background Study, inclusive of the capital forecast therein, in which certain recommendations were made relating to the establishment of a development charge policy for the Township of Whitewater Region pursuant to the *Development Charges Act, 1997*;

AND WHEREAS the Council of the Township of Whitewater Region on September ____, 2020 determined that no additional public meeting was required to be held as part of the approval process.



Now therefore the Council of the Township of Whitewater Region enacts as follows:

1. Definitions

In this by-law,

1. “**Act**” means the *Development Charges Act, 1997, c. 27*;
2. “**administration service**” means any and all development-related studies carried out by the Township which are with respect to eligible services for which a development charge by-law may be imposed under the *Development Charges Act, 1997*;
3. “**accessory use**” means where used to describe a use, building, or structure that the use, building or structure is naturally and normally incidental, subordinate in purpose of floor area or both, and exclusively devoted to a principal use, building or structure;
4. “**accommodation for on-farm labour**” means a dwelling unit not attached to any other building, and used for seasonal, interim or occasional residential uses by farm labourers;
5. “**agricultural use**” means a bona fide farm operation, but does not include:
 - (a) residential uses, including accommodation for on-farm labour;
 - (b) on-farm diversified uses; and
 - (c) cannabis production facilities.
6. “**apartment unit**” means any residential unit within a building containing three or more dwelling units where access to each residential unit is obtained through a common entrance or entrances from the street level and the residential units are connected by an interior corridor and shall include dwelling units contained above or as part of commercial buildings;
7. “**bedroom**” means a habitable room larger than seven square metres, including a den, study, or other similar area, but does not include a living room, dining room or kitchen;



8. “**benefiting area**” means an area defined by map, plan or legal description in a front-ending agreement as an area that will receive a benefit from the construction of a service;
9. “**board of education**” means a board defined in s.s. 1(1) of the *Education Act*;
10. “**bona fide farm uses**” means the proposed development that will qualify as a farm business operating with a valid Farm Business Registration Number issued by the Ontario Ministry of Agriculture, Food and Rural Affairs and be assessed in the Farmland Realty Tax Class by the Municipal Ontario Property Assessment Corporation;
11. “**Building Code Act**” means the *Building Code Act*, 1992, S.O. 1992, c.23 as amended;
12. “**cannabis**” means:
 - (a) a cannabis plant;
 - (b) any part of a cannabis plant, including the phytocannabinoids produced by, or found in, such a plant regardless of whether that part has been processed or not;
 - (c) any substance or mixture of substances that contains or has on it any part of such a plant; and
 - (d) any substance that is identical to any phytocannabinoid produced by, or found in, such a plant, regardless of how the substance was obtained.
13. “**cannabis plant**” means a plant that belongs to the genus cannabis;
14. “**cannabis production facilities**” means a building, or part thereof, designed, used, or intended to be used for one or more of the following: cultivation, propagation, production, processing, harvesting, testing, alteration, destruction, storage, packaging, shipment or distribution of cannabis where a licence, permit or authorization has been issued under applicable federal law but does not include a building or part thereof solely designed, used, or intended to be used for retail sales of cannabis.



15. **“capital cost”** means costs incurred or proposed to be incurred by the municipality or a local board thereof directly or by others on behalf of, and as authorized by, the municipality or local board,
- (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.O. 1990, c. 57, andto undertake studies in connection with any of the matters referred to in clauses a. to d.;
 - (e) to complete the development charge background study under Section 10 of the Act;
 - (f) 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 Township;
16. **“commercial”** means any use of land, structures or buildings for the purposes of buying or selling commodities and services, but does not include industrial or agricultural uses, but does include commercial greenhouses, hotels, motels, motor inns and boarding, lodging and rooming houses;
17. **“commercial greenhouse”** means a building, that is made primarily of translucent building material, used, designed or intended to be used for the sale and display of plant products grown or stored therein, gardening supplies and equipment, or landscaping supplies and equipment.



18. **“Council”** means the Council of the Township of Whitewater Region;
19. **“development”** means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that the effect of increasing the size of usability thereof, and includes redevelopment;
20. **“development charge”** means a charge imposed pursuant to this By-law;
21. **“dwelling unit”** means one or more habitable rooms designed or intended to be used together as a single and separate house-keeping unit by one person or jointly by two or more persons containing its own kitchen and sanitary facilities;
22. **“existing”** means the number, use and size that existed as of the date this by-law was passed;
23. **“existing industrial building”** means a building or buildings existing on a site in the Township of Whitewater Region as of the date of the previous by-law or the buildings or structures constructed and occupied on a vacant site pursuant to site plan approval under section 41 of the *Planning Act*, R.S.O. 1990, c. P.13 (the “Planning Act”) subsequent to the date of the previous by-law for which development charges were exempted or paid for.
24. **“farm building”** means a building or structure located on a bona fide farm which is necessary and ancillary to a bona fide farm operation including barns, tool sheds, silos, other farm related structures for such purposes as sheltering of livestock or poultry, storage of farm produce, feed and farm related machinery and equipment and other ancillary development to a planning designated agricultural use, but excluding a residential use;
25. **“grade”** means the average level of finished ground adjoining a building or structure at all exterior walls;
26. **“gross floor area”** means
 - (a) in the case of a residential building or structure, the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the



centre line of party walls dividing the dwelling unit from any other dwelling unit or other portion of a building; and

- (b) in the case of a non-residential building or structure, including an air supported structure, or in the case of a mixed-use building or structure in respect of the non-residential portion thereof, the total area of all building floors above or below grade measured between the outside surfaces of the exterior walls, or between the outside surfaces of exterior walls and the centre line of party walls dividing a non-residential use and a residential use, except for;
 - (i) a room or enclosed area within the building or structure above or below that is used exclusively for the accommodation of heating, cooling, ventilating, electrical, mechanical or telecommunications equipment that service the building;
 - (ii) loading facilities above or below grade;
 - (iii) a part of the building or structure below grade that is used for the parking of motor vehicles or for storage or other accessory use; and
 - (iv) a mezzanine as defined by the building code;

27. **“industrial”** means lands, buildings or structures used or designed or intended for use for manufacturing, processing, fabricating or assembly of raw goods, warehousing or bulk storage of goods, and includes office uses and the sale of commodities to the general public where such uses are accessory to an industrial use, but does not include the sale of commodities to the general public through a warehouse club;

28. **"Institutional"** means the 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 *Long-Term Care Homes Act, 2007*;
- (b) as a retirement home within the meaning of subsection 2 (1) of the *Retirement Homes Act, 2010*;



- (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*;
- (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.

29. **“linked dwelling unit”** means a dwelling unit of a group of two or more residential dwelling units linked only below grade by a common foundation;

30. **“local board”** means a school board, public utility, commission, transportation commission, public library board, board of park management, local board of health, board of commissioners of police, planning board, or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes, including school purposes, of the municipality or any part or parts thereof;

31. **“local services”** means those services, facilities or things which are under the jurisdiction of the Township of Whitewater Region and are related to a plan of subdivision or within the area to which the plan relates in respect of the lands under Sections 41, 51 or 53 of the Planning Act, R.S.O. 1990, Chap. P.13, as amended, or any successor thereof;

32. **“multiple dwelling unit”** means all dwellings other than single-detached, semi-detached and apartment unit dwellings and may include a row dwelling unit or a linked dwelling unit;

33. **“municipality”** means the Corporation of the Township of Whitewater Region;



34. **"Non-profit housing"** means development of a building or structure intended for use as residential premises by,
- (a) a corporation without share capital to which the *Corporations Act* applies, that is in good standing under that Act and whose primary object is to provide housing;
 - (b) a corporation without share capital to which the *Canada Not-for-profit Corporations Act* applies, that is in good standing under that Act and whose primary object is to provide housing; or
 - (c) a non-profit housing co-operative that is in good standing under the *Co-operative Corporations Act*.
35. **"non-residential use"** means a building or structure of any kind whatsoever used, designed or intended to be used for other than a residential use;
36. **"Official Plan"** means the Official Plan of the County of Renfrew, as amended and approved;
37. **"on-farm diversified use"** means a use, occurring entirely and exclusively within a detached building that is secondary and subordinate to the active and principle agricultural use occurring on a property. Such uses may include, but are not limited to, uses that produce value added agricultural products or provide a service that is supportive of regional agri-business.
38. **"owner"** means the owner of land or a person who has made application for an approval for the development of land upon which a development charge is imposed;
39. **"place of worship"** means that part of a building or structure that is exempt from taxation as a place of worship under the *Assessment Act*, R.S.O. 1990, Chap. A.31, as amended, or any successor thereof;
40. **"Planning Act"** means the *Planning Act*, 1990, R.S.O. 1990, c.P.13, as amended;
41. **"regulation"** means any regulation made pursuant to the Act;



42. **"rental housing"** means the development of a building or structure with four or more dwelling units all of which are intended for use as rented residential premises;
43. **"reserve fund borrowing rate"** means the interest rate established weekly by the Bank of Canada based on Treasury Bills having a term of 91 days;
44. **"residential dwelling"** means a building, occupied or capable of being occupied as a home, residence or sleeping place by one or more persons, containing one or more dwelling units but not including motels, hotels, tents, truck campers, tourist trailers, mobile camper trailers or boarding, lodging or rooming houses;
45. **"residential use"** means the use of a building or structure or portion thereof for one or more dwelling units. This also includes a dwelling unit on land that is used for an agricultural use;
46. **"row dwelling unit"** means a building containing three or more attached dwelling units in a single row, each of which dwelling units has an independent entrance from the outside and is vertically separated from any abutting dwelling unit and may include a linked dwelling unit;
47. **"semi-detached dwelling unit"** means a dwelling unit in a residential building consisting of two dwelling units having one vertical wall or one horizontal wall, but not other parts, attached or another dwelling unit where the residential unit are not connected by an interior corridor and may include a linked dwelling unit;
48. **"service"** means a service designated in Schedule "A" to this By-law, and "services" shall have a corresponding meaning;
49. **"servicing agreement"** means an agreement between a landowner and the Township relative to the provision of municipal services to specified land within the Township;
50. **"single detached dwelling unit"** means a completely detached building containing only one dwelling unit;
51. **"special care facilities"** means lands, buildings or structures used or designed or intended for uses for the purpose of providing supervision, nursing care or medical treatment, that are licensed, approved or supervised under any special



or general statute, and excludes the special care/special dwelling portions of the building;

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

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

53. **“zoning by-law”** means the Zoning By-Law of the Municipality or any successor thereof passed pursuant to Section 34 of the *Planning Act*, S.O. 1998.

2. Designation of Services

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

- (a) Services Related to a Highway
- (b) Fire Protection Services
- (c). Outdoor Recreation Services
- (d). Indoor Recreation services
- (e) Library Services
- (f) Administration
- (g) Waste Diversion



- (h) Wastewater Services
- (i) Water Services

2.2 The components of the services designated in section 2.1 are described in Schedule A.

3. Application of By-law Rules

- 3.1 Development charges shall be payable in the amounts set out in this By-law where:
- (a) the lands are located in the area described in section 3.2; and
 - (b) the development of the land requires any of the approvals set out in subsection 3.4(a).

Area to Which By-law Applies

- 3.2 Subject to section 3.3, this By-law applies to all lands in the Township of Whitewater Region whether or not the land or use thereof is exempt from taxation under s. 13 or the *Assessment Act*.
- 3.3. Notwithstanding clause 3.2 above, this by-law shall not apply to lands that are owned by and used for the purposes of:
- (a) The Township of Whitewater Region or a local board thereof;
 - (b) buildings or structures owned by and used for the purposes of a board as defined in Subsection 1(1) of the *Education Act*, R.S.O. 1990, c.E.2, as amended, and exempt from taxation under Section 3 of the *Assessment Act*, R.S.O. 1990, c.A.31, as amended;
 - (c) The Corporation of the County of Renfrew or a local board thereof;

Approvals for Development

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



- (i) the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the *Planning Act*;
 - (ii) the approval of a minor variance under section 45 of the *Planning Act*;
 - (iii) a conveyance of land to which a by-law passed under subsection 50(7) of the *Planning Act* applies;
 - (iv) the approval of a plan of subdivision under section 51 of the *Planning Act*;
 - (v) a consent under section 53 of the *Planning Act*;
 - (vi) the approval of a description under section 50 of the *Condominium Act*, R.S.O. 1990, Chap. C.26, as amended, or any successor thereof; or
 - (vii) the issuing of a permit under the *Building Code Act* in relation to a building or structure.
- (b) No more than one development charge for each service designated in subsection 2.1 shall be imposed upon any lands, buildings or structures to which this By-law applies even though two or more of the actions described in subsection 3.4(a) are required before the lands, buildings or structures can be developed.
- (c) Despite subsection 3.4(b), if two or more of the actions described in subsection 3.4(a) occur at different times, additional development charges shall be imposed if the subsequent action has the effect of increasing the need for services.

Exemptions

- 3.5 Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to:
- (a) an enlargement to an existing dwelling unit;



- (i) one or two additional dwelling units in an existing single detached dwelling; or
- (ii) one additional dwelling unit in any other existing residential building;

3.6 Notwithstanding section 3.5(a)(i), development charges shall be imposed if the total gross floor area of the additional one or two units exceeds the gross floor area of the existing dwelling unit.

3.7 Notwithstanding section 3.5, development charges shall be imposed if the additional unit has a gross floor area greater than

- (i) in the case of a semi-detached or row dwelling, the gross floor area of the existing dwelling unit; and
- (ii) in the case of any other residential building, the gross floor area of the smallest dwelling unit contained in the residential building.

3.8 Exemption for Industrial Building Expansions:

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

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

- (a) determine the amount by which the enlargement exceeds fifty percent of the gross floor area before the enlargement;



- (b) divide the amount determined under subsection 1) by the amount of the enlargement

Amount of Charges

Residential

- 3.10 The development charges set out in Schedule B shall be imposed on residential uses of lands, buildings or structures, including a dwelling unit accessory to a non-residential use and, in the case of a mixed use building or structure, on the residential uses in the mixed use building or structure, according to the type of residential use in which the development occurs, and calculated with respect to each of the services according to the type of residential use.
- 3.11 Notwithstanding subsection 3.10 of this By-law, the following percentages of each service for residential development, as provided below, shall be imposed for the period of January 1, 2021 to December 31, 2025

Percentage of Schedule "B" Residential Charges to be Imposed					
Service	January 1, 2021 to December 31, 2021	January 1, 2022 to December 31, 2022	January 1, 2023 to December 31, 2023	January 1, 2024 to December 31, 2024	January 1, 2025 to December 31, 2025
Township-wide Services:					
Services Related to a Highway	100%	100%	100%	100%	100%
Fire Protection Services	100%	100%	100%	100%	100%
Outdoor Recreation Services	100%	100%	100%	100%	100%
Indoor Recreation Services	100%	100%	100%	100%	100%
Library Services	100%	100%	100%	100%	100%
Administration Studies	100%	100%	100%	100%	100%
Waste Diversion	100%	100%	100%	100%	100%
Urban Services					
Wastewater Services	100%	100%	100%	100%	100%
Water Services	100%	100%	100%	100%	100%

Non-Residential

- 3.12 The development charges described in Schedule B to this by-law shall be imposed on non-residential uses of lands, buildings or structures, and, in the case of a mixed use building or structure, on the non-residential uses in the mixed use building or structure, and calculated with respect to each of the services according to the total floor area of the non-residential use in which the development occurs.
- 3.13 Notwithstanding subsection 3.12 of this By-law, the following percentages of each service for non-residential development, as provided below, shall be imposed for the period of January 1, 2021 to December 31, 2025



Percentage of Schedule "B" Non-Residential Charges to be Imposed					
Service	January 1, 2021 to December 31, 2021	January 1, 2022 to December 31, 2022	January 1, 2023 to December 31, 2023	January 1, 2024 to December 31, 2024	January 1, 2025 to December 31, 2025
Township-wide Services:					
Services Related to a Highway	100%	100%	100%	100%	100%
Fire Protection Services	100%	100%	100%	100%	100%
Outdoor Recreation Services	100%	100%	100%	100%	100%
Indoor Recreation Services	100%	100%	100%	100%	100%
Library Services	100%	100%	100%	100%	100%
Administration Studies	100%	100%	100%	100%	100%
Waste Diversion	100%	100%	100%	100%	100%
Urban Services					
Wastewater Services	100%	100%	100%	100%	100%
Water Services	100%	100%	100%	100%	100%

Reduction of Development Charges for Redevelopment

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

- (a) in the case of a residential building or structure, or in the case of a mixed-use building or structure, the residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charge under subsection 3.10 and 3.11 by the number, according to type, of dwelling units that have been or will be demolished or converted to another principal use; and
- (b) in the case of a non-residential building or structure or, in the case of mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the greater of the applicable development charges under subsection 3.12 and 3.13 by the gross floor area that has been or will be demolished or converted to another principal use;

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



Time of Payment of Development Charges

- 3.15 Development charges imposed under this section are payable upon issuance of a building permit with respect to each dwelling unit, building or structure.
- 3.16 Notwithstanding Subsection 3.10 to 3.13, Development Charges for rental housing and institutional developments are due and payable in 6 installments commencing with the first installment payable on the date of occupancy, and each subsequent installment, including interest, payable on the anniversary date each year thereafter.
- 3.17 Notwithstanding Subsections 3.10 to 3.13, Development Charges for non-profit housing developments are due and payable in 21 installments commencing with the first installment payable on the date of occupancy, and each subsequent installment, including interest, payable on the anniversary date each year thereafter.
- 3.18 Where the development of land results from the approval of a Site Plan or Zoning Bylaw Amendment received on or after January 1, 2020, and the approval of the application occurred within 2 years of building permit issuance, the Development Charges under Subsections 3.10, 3.11, 3.12, and 3.13 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 Subsections 3.10, 3.11, 3.12, and 3.13 shall be calculated on the rates, including interest, set out in Schedules "B" on the date of the later planning application, including interest.
- 3.19 Council may enter into an agreement for payment of the development charges before or after the date of building permit issuance subject to Section 27 of the Act.

4. Phase-in of Development Charges

- 4.1 The development charges imposed - pursuant to this by-law are being phased-in as per subsections 3.10 to 3.13 and are payable in full, subject to the exemptions herein, from the effective date of this by-law.



5. Payment by Services

5.1 Despite the payment required under subsections 3.10, 3.11, 3.12, and 3.13, Council may, by agreement, give a credit towards a development charge in exchange for work that relates to a service to which a development charge relates under this By-law.

6. Indexing

6.1 Development charges imposed pursuant to this By-law shall be adjusted annually commencing on January 1, 2021, without amendment to this By-law in accordance with the prescribed index in the Act.

7. Schedules

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

Schedule A Components of Services Designated in section 2.1

Schedule B Residential and Non-Residential Township-Wide
Development Charges

8. Conflicts

8.1 Where the Township of Whitewater Region and an owner or former owner have entered into an agreement with respect to land within the area to which this By-law applies, and a conflict exists between the provisions of this By-law and such agreement, the provisions of the agreement shall prevail to the extent that there is a conflict.

8.2 Notwithstanding section 8.1, where a development which is the subject of an agreement to which section 8.1 applies, is subsequently the subject of one or more of the actions described in subsection 3.4(a), an additional development charge in respect of the development permitted by the action shall be calculated, payable and collected in accordance with the provisions of this By-law if the development has the effect of increasing the need for services, unless such agreement provides otherwise.



9. Severability

9.1 If, for any reason, any provision of this By-law is held to be invalid, it is hereby declared to be the intention of Council that all the remainder of this By-law shall continue in full force and effect until repealed, re-enacted, amended or modified.

10. Date By-law in Force

10.1 This By-law shall come into effect at 12:01 AM on January 1, 2021.

11. Date By-law Expires

11.1 This By-law will expire at 11:59 PM on December 31, 2025 unless it is repealed by Council at an earlier date.

PASSED THIS --th day of _____, 2020.

Mayor

Township of Whitewater Region Clerk



**Schedule A
To By-law Number _____
Township of Whitewater Region
Components of Services Designated in Subsection 2.1**

100% Eligible Services

Services Related to a Highway

- Roads
- PW Facilities, Vehicles, and Equipment

Water Services

- Treatment, storage and distribution systems

Wastewater Services

- Treatment plants & Sewers

Fire Protection Services

- Fire facilities, vehicles & equipment

90% Eligible Services

Outdoor Recreation Services

- Parkland development, amenities & trails
- Parks vehicles and equipment

Indoor Recreation Services

- Recreation facilities

Library Services

- Library facilities and materials

Administration

- Studies

Waste Diversion

- Waste diversion facilities, vehicles, equipment and other



Schedule B
By-law Number _____
Schedule of Development Charges

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Township Wide Services:						
Services Related to a Highway	4,046	2,931	2,338	1,595	1,595	1.00
Fire Protection Services	1,825	1,322	1,054	720	720	0.45
Outdoor Recreation Services	682	494	394	269	269	0.03
Indoor Recreation Services	4,109	2,976	2,374	1,620	1,620	0.20
Library Services	483	350	279	190	190	0.02
Administration	397	288	229	157	157	0.10
Waste Diversion	87	63	50	34	34	0.00
Total Township Wide Services	11,629	8,424	6,718	4,585	4,585	1.81
Urban Services						
Wastewater Services	7,192	5,210	4,155	2,836	2,836	3.57
Water Services	1,182	856	683	466	466	0.59
Total Urban Services	8,374	6,066	4,838	3,302	3,302	4.16
GRAND TOTAL RURAL AREA	11,629	8,424	6,718	4,585	4,585	1.81
GRAND TOTAL URBAN AREA - PARTIAL SERVICES (WATER ONLY)	12,811	9,280	7,401	5,051	5,051	2.40
GRAND TOTAL URBAN AREA - FULL SERVICES (WATER AND WASTEWATER)	20,003	14,490	11,556	7,887	7,887	5.97