



Town of Niagara-on-the-Lake Development Charges Background Study



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 Planning for growth

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List of Acronyms and Abbreviations

Acronym	Full Description of Acronym
D.C.	Development Charges
D.C.A.	Development Charges Act
G.F.A.	Gross floor area
L.P.A.T.	Local Planning Appeal Tribunal
N.F.P.O.W.	No Fixed Place of Work
O.M.B.	Ontario Municipal Board
O.P.A.	Official Plan Amendment
O.Reg.	Ontario Regulation
P.O.A.	Provincial Offences Act
P.P.U.	Persons per unit
S.D.E.	Single detached equivalent
S.D.U.	Single detached unit
s.s.	Subsection
S.W.M.	Stormwater management
sq.ft.	Square footage

Executive Summary

1. The report provided herein represents the Development Charges Background Study for the Town of Niagara-on-the-Lake 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 – Review of present Development Charge (D.C.) policies of the Town;
 - Chapter 3 – Summary of the residential and non-residential growth forecasts for the Town;
 - Chapter 4 – Approach to calculating the D.C.;
 - Chapter 5 – Review of historic service standards and identification of future capital requirements to service growth and related deductions and allocations;
 - Chapter 6 – Calculation of the D.C.s;
 - Chapter 7 – D.C. policy recommendations and rules; and
 - Chapter 8 – By-law implementation.

2. D.C.s provide for the recovery of growth-related capital expenditures from new development. The *D.C.A.* is the statutory basis to recover these charges. The methodology is detailed in Chapter 4; a simplified summary is provided below:
 - 1) Identify amount, type and location of growth;
 - 2) Identify servicing needs to accommodate growth;
 - 3) Identify capital costs to provide services to meet the needs;
 - 4) Deduct:
 - Grants, subsidies and other contributions;
 - Benefit to existing development;
 - Statutory 10% deduction (soft services);
 - Amounts in excess of 10-year historic 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 D.C.
3. A number of changes to the D.C. process need to be addressed as a result of Bill 73. These changes have been incorporated throughout the report and in the updated draft by-law, as necessary. These items include:
- Area-rating: Council must consider the use of area specific charges.
 - 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.
 - 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.
 - 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. The growth forecast (Chapter 3) on which the D.C. is based, projects the following population, housing and non-residential floor area for the 10-year (2018-2027), buildout, and urban buildout periods.

Measure	10 Year 2018-2027	Buildout 2018-Buildout	Urban Buildout 2018-Urban Buildout
(Net) Population Increase	3,019	10,969	10,824
Residential Unit Increase	1,558	5,210	5,147
Non-Residential Gross Floor Area Increase (sq.ft.)	1,042,200	3,123,600	2,709,600

Source: Watson & Associates Economists Ltd. Forecast 2018

5. On November 18, 2013, the Town of Niagara-on-the-Lake passed By-laws 4679-13 (Town-wide) and 4680-13 (St. Davids Area-specific) under the *D.C.A.* By-law 4679-13 imposes D.C.s on residential and non-residential uses and by-law 4680-13 imposes D.C.s on residential uses. These by-laws came into force on January 1, 2014. These by-laws will expire on January 1, 2019. The Town is undertaking a D.C. public process and anticipates passing a new by-law in advance of the expiry date. The mandatory public meeting has been set for July 9, 2018 with adoption of the by-law set for July 16, 2018.

6. The Town's D.C.s currently in effect are \$10,435 for single detached dwelling units for full services (excluding the St. Davids area-specific charge). Non-residential charges are \$7.05 per square foot for full services (excluding the St. Davids area-specific charge). This report has undertaken a recalculation of the charge based on future identified needs (presented in Schedule ES-1 for residential and non-residential). Charges have been provided on a Town-wide basis for all services except water, wastewater, and stormwater. The corresponding single-detached unit charge is \$10,503. The non-residential charge is \$4.51 per square foot of building area. These rates are submitted to Council for its consideration.
7. The Town's area-specific D.C.s currently in effect in St. Davids are \$1,662 for single detached dwelling units and \$0.92 per sq.ft. for non-residential development. Building activity has exceeded the anticipated development identified in the previous study and as a result, the Town has collected the funds required to pay the remaining debt charges. Therefore, there is no area-specific D.C. for the St. Davids area.
8. The *D.C.A.* requires a summary be provided of the gross capital costs and the net costs to be recovered over the life of the by-law. This calculation is provided by service and is presented in Table 6-5. A summary of these costs is provided below:

Total gross expenditures planned over the next five years	\$25,111,782
Less:	
Benefit to existing development	\$ 948,940
Post planning period benefit	\$ 91,850
Ineligible re: Level of Service	\$ -
Mandatory 10% deduction for certain services	\$ 475,706
Grants, subsidies and other contributions	\$ -
Net Costs to be recovered from development charges	\$23,595,286

Hence, \$1.52 million (or an annual amount of \$0.30 million) will need to be contributed from taxes and rates, or other sources. Of this amount, \$91,850 will be included in subsequent D.C. study updates to reflect the portion of capital that benefits growth in the post period D.C. forecasts.

Based on the above table, the Town plans to spend \$25.11 million over the next five years, of which \$23.60 million (94%) is recoverable from D.C.s. Of this net amount, \$17.74 million is recoverable from residential development and \$5.85 million from non-residential development. It is noted also that any exemptions or reductions in the charges would reduce this recovery further.

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

The following services are calculated based on an urban buildout forecast:

- Stormwater Drainage and Control Services;
- Wastewater Services; and
- Water Services.

The following services are calculated based on a buildout forecast:

- Services Related to a Highway - Roads

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

- Services Related to a Highway – Facilities and Vehicles;
- Fire Protection Services;
- Parking;
- By-law Services;
- Indoor & Outdoor Recreation Services;
- Library Services; and
- Administration.

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
Town of Niagara-on-the-Lake
Schedule of Development Charges

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide Services:						
Services Related to a Highway	3,268	2,221	1,889	2,682	1,366	1.97
By-law Services	3	2	2	2	1	0.00
Fire Protection Services	1,165	792	673	956	487	0.82
Indoor & Outdoor Recreation Services	3,680	2,501	2,127	3,020	1,538	0.27
Library Services	171	116	99	140	71	0.01
Administration	560	381	324	460	234	0.40
Parking	61	41	35	50	25	0.04
Total Municipal Wide Services	8,908	6,054	5,149	7,310	3,722	3.51
Urban Services						
Stormwater Drainage and Control Services	1,147	780	663	941	479	0.71
Wastewater Services	216	147	125	177	90	0.14
Water Services	232	158	134	190	97	0.15
Total Urban Services	1,595	1,085	922	1,308	666	1.00
GRAND TOTAL RURAL AREA	8,908	6,054	5,149	7,310	3,722	3.51
GRAND TOTAL URBAN AREA	10,503	7,139	6,071	8,618	4,388	4.51

1. Introduction

1.1 Purpose of this Document

This background study has been prepared pursuant to the requirements of the *D.C.A.* (s.10) and, accordingly, recommends new development charges (D.C.s) and policies for the Town of Niagara-on-the-Lake.

The Town retained Watson & Associates Economists Ltd. (Watson), to undertake the D.C. study process throughout 2017 and 2018. Watson worked with Town staff in preparing the D.C. analysis and policy recommendations.

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

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

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

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

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

1.2 Summary of the Process

The public meeting required under Section 12 of the *D.C.A.*, has been scheduled for July 9, 2018. Its purpose is to present the study to the public and to solicit public input. The meeting is also being held to answer any questions regarding the study's purpose, methodology and the proposed modifications to the Town's D.C.s.

In accordance with the legislation, the background study and proposed D.C. by-law will be available for public review on May 17, 2018.

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

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

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

Figure 1-1
Schedule of Key D.C. Process Dates for the Town of Niagara-on-the-Lake

1. Data collection, staff review, engineering work, D.C. calculations and policy work	Summer 2017 to Spring 2018
2. Public meeting advertisement placed in newspaper(s)	No later than June 18 (Niagara This Week)
3. Background study and proposed by-law available to public	May 17, 2018
4. Council Workshop	June 4, 2018
5. Public meeting of Council	July 9, 2018
6. Council considers adoption of background study and passage of by-law	July 16, 2018
7. Newspaper notice given of by-law passage	By 20 days after passage
8. Last day for by-law appeal	40 days after passage
9. Town makes pamphlet available (where by-law not appealed)	By 60 days after in force date

1.3 Changes to the D.C.A.: Bill 73

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 Town is in compliance with the D.C.A., as amended. The following provides an explanation of the changes to the Act that affect the Town'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.

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 (s.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 May 17, 2018 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 Town's present process. However, there may be instances 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 Town 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; however, these sections do not impact the Town's D.C.

2. Current Town of Niagara-on-the-Lake Policy

2.1 Schedule of Charges

On November 18, 2013, the Town of Niagara-on-the-Lake passed By-laws 4679-13 (Town-wide) and 4680-13 (St. Davids Area-specific) under the D.C.A. By-law 4679-13 imposes D.C.s on residential and non-residential uses and by-law 4680-13 imposes D.C.s on residential uses. These by-laws came into force on January 1, 2014 and they will expire on January 1, 2019. The table below provides the rates currently in effect, as at January 1, 2018.

Service	Residential				Non-Residential
	Single & Semi Detached	Multiples	Apartments with >= 2 Bedrooms	Apartments with < 2 Bedrooms	per sq.ft.
Town-wide					
Roads, Sidewalks & Lights	5,210	3,751	3,296	2,167	4.12
Fire Protection Services	1,139	820	721	473	1.08
Parkland & Recreation	1,259	907	796	524	0.08
Library Services	635	457	401	263	0.04
Development Related Studies	200	143	127	82	0.19
Total Town-wide	8,443	6,078	5,341	3,509	5.51
Urban-specific					
Water Services	398	287	252	166	0.31
Sanitary	321	232	203	134	0.25
Stormwater	1,273	918	806	530	0.98
Total Town-wide	1,992	1,437	1,261	830	1.54
St. Davids Area-specific (Sanitary)	1,662	1,200	1,053	692	0.92
Grand Total - Rural	8,443	6,078	5,341	3,509	5.51
Grand Total - Urban Area (not incl St. Davids)	10,435	7,515	6,602	4,339	7.05
Grand Total - St. Davids	12,097	8,715	7,655	5,031	7.97

2.2 Services Covered

The following services are covered under By-laws 4679-13 and 4680-13:

By-law 4679-13 (Town-wide):

- Roads, Sidewalks, & Lights;
- Fire Protection;
- Parkland & Recreation;
- Library;
- Administration (development related studies);
- Water;

- Sanitary; and
- Stormwater.

By-law 4680-13 (St. Davids Area-specific):

- Sanitary sewer.

2.3 Timing of D.C. Calculation and Payment

D.C.s are payable at the time of first building permit issuance and are collected by the Town of Niagara-on-the-Lake Building Department. An owner may enter into an agreement with the municipality to provide for the payment in full of a D.C. before building permit issuance or later than the issuing of a building permit and any such agreement may be registered on title.

2.4 Indexing

Rates shall be indexed annually beginning on January 1, 2015, by the percentage change recorded in the average annual Non-Residential Construction Price Index produced by Statistics Canada.

2.5 Redevelopment Allowance

As a result of the redevelopment of land, a building or structure existing on the same land within 5 years prior to the date of payment of D.C.s 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 D.C.s 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 D.C. 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 applicable D.C.s 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 D.C.s otherwise payable with respect to the redevelopment.

2.6 Exemptions

The following non-statutory exemptions are provided under By-laws 09-143 and 09-144:

- Non-residential farm building used for bona fide agricultural purposes;
- Place of worship; and
- 50% for non-profit special care or non-profit retirement homes in a building containing more than ten dwelling units.

3. Anticipated Development in the Town of Niagara-on-the-Lake

3.1 Requirement of the Act

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

The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the Town of Niagara-on-the-Lake will be required to provide services, over a 10-year (mid 2018 to mid 2028), 20-year (mid 2018 to mid 2031), and buildout period¹.

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

In compiling the growth forecast, the following specific information sources were consulted to assess residential and non-residential development potential for the Town over the forecast period; including:

- Niagara Region Municipal Comprehensive Review (MCR), November 2016²;
- Town of Niagara-on-the-Lake Official Plan Review: Growth Analysis – Technical Background Report, Watson & Associates Economists Ltd., 2015;
- A review of historical development activity; and
- Discussions with Town staff regarding recent development trends and development applications in the planning approvals process.

3.3 Summary of Growth Forecast

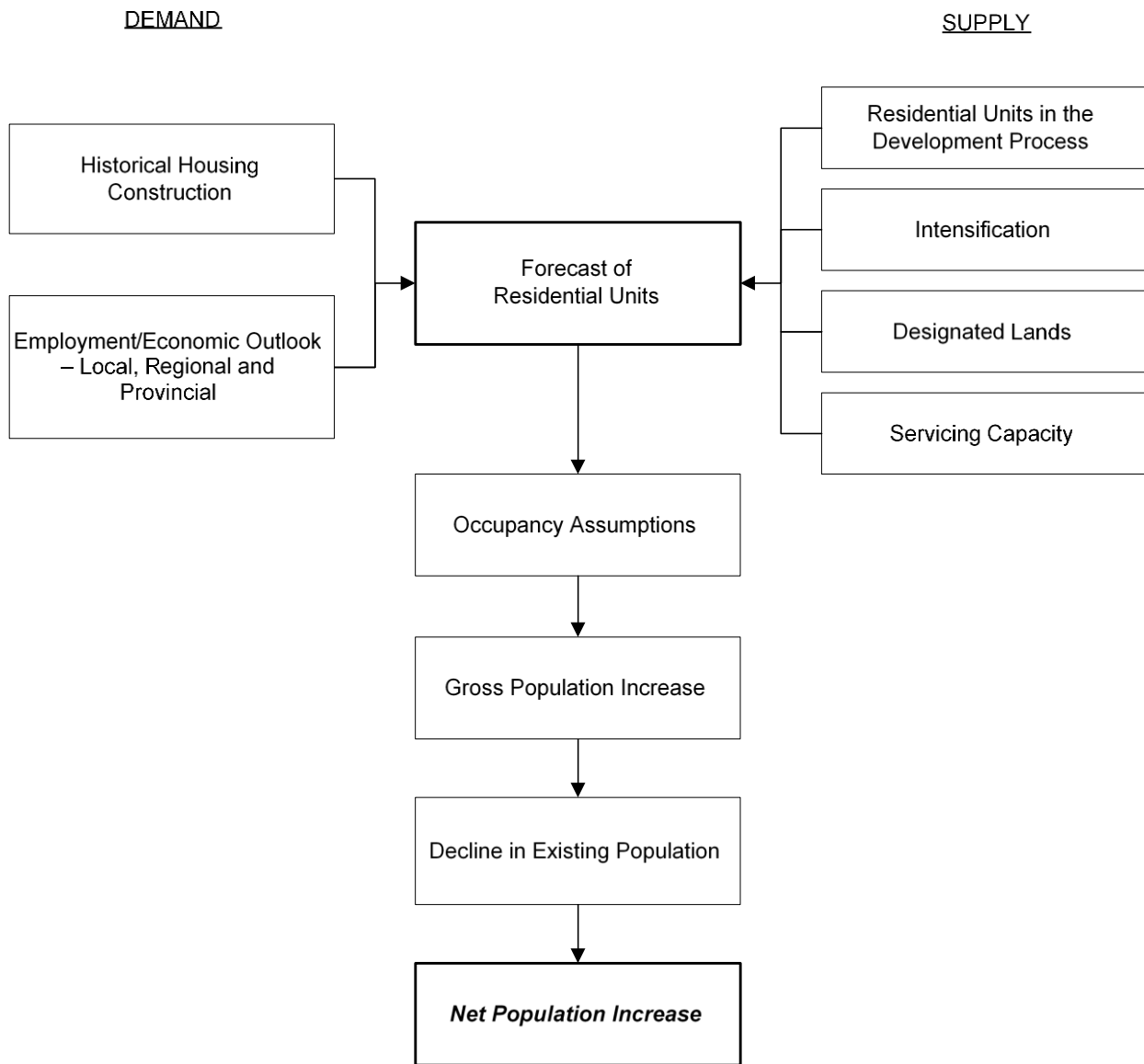
A detailed analysis of the residential and non-residential growth forecasts are provided in Appendix A. The discussion provided herein summarizes the anticipated growth for the Town of Niagara-on-the-Lake and describes the basis for the forecast. The results

¹ Buildout reflects the development of all designated vacant urban land supply within the Town of Niagara-on-the-Lake.

² Niagara Region: How we Grow, Municipal Comprehensive Review Phase 3 Strategic Growth Option for Niagara Region Summary Report, November 2016.

of the residential growth forecast analysis are summarized in Figure 3-1 below, and Schedule 1 in Appendix A.

**Figure 3-1
Household Formation-based Population and Household Projection Model**



As identified in Table 3-1 and Schedule 1, the Town's population is anticipated to reach approximately 21,140 by mid 2028, 24,660 by mid 2038, and 29,090 at buildout. This represents an increase of 3,020 persons, 6,540 persons, and 10,970 persons, respectively, over the 10-year, 20-year, and buildout periods. The population forecast summarized in Schedule 1 excludes the net Census undercount, which is estimated at approximately 4%. The Census undercount represents the net number of persons missed during Census enumeration. In calculating the D.C. for Town, the net Census undercount has been excluded from the growth forecast. Accordingly, all references provided herein to the population forecast exclude the net Census undercount. Provided below is a summary of key assumptions and findings regarding the Town's D.C. growth forecast.

1. Housing Unit Mix (Appendix A – Schedules 1 through 9)

- The unit mix for the Town was derived from historical development activity (as per Schedule 7), residential supply opportunities (Schedule 6), the Niagara Region November 2016 MCR report, and discussions with Town staff regarding anticipated development trends for the Town.
- Based on the above, the buildout household growth forecast is comprised of a housing unit mix of approximately 51% low density (single detached and semi-detached), 37% medium density (multiples except apartments) and 12% 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 residential development between urban and rural locations for the Town of Niagara-on-the-Lake. The percentage of forecast housing growth between 2018 and buildout by area within the Town is summarized below.
 - Urban - 99%
 - Rural - 1%

**Table 3-1
Town of Niagara-on-the-Lake
Residential Growth Forecast Summary**

Year	Population (Including Census Undercount) ¹	Excluding Census Undercount			Housing Units						Person Per Unit (PPU): 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	15,190	14,587	857	13,730	4,890	295	130	125	5,440	779	2.681
	Mid 2011	16,030	15,400	695	14,705	5,226	418	154	124	5,922	632	2.600
	Mid 2016	18,230	17,511	631	16,880	6,115	680	270	25	7,090	574	2.470
Forecast	Mid 2018	18,880	18,119	656	17,463	6,346	790	282	25	7,443	596	2.434
	Mid 2023	20,640	19,827	728	19,099	6,859	1,015	347	25	8,247	662	2.404
	Mid 2028	22,000	21,138	760	20,378	7,315	1,232	429	25	9,000	691	2.349
	Mid 2038	25,670	24,655	879	23,776	8,129	1,908	645	25	10,707	799	2.303
	Buildout	30,281	29,088	1,153	27,935	8,993	2,741	894	25	12,653	1,048	2.299
Incremental	Mid 2006 - Mid 2011	840	813	-162	975	336	123	24	-1	482	-147	
	Mid 2011 - Mid 2016	2,200	2,111	-64	2,175	889	262	116	-99	1,168	-58	
	Mid 2016 - Mid 2018	630	608	25	583	231	110	12	0	353	22	
	Mid 2018 - Mid 2023	1,780	1,708	72	1,636	513	225	65	0	804	66	
	Mid 2018 - Mid 2028	3,140	3,019	104	2,915	969	442	147	0	1,557	95	
	Mid 2018 - Mid 2038	6,810	6,536	223	6,313	1,783	1,118	363	0	3,264	203	
	Mid 2018 - Buildout	11,421	10,969	497	10,472	2,647	1,951	612	0	5,210	452	

Source: Watson & Associates Economists Ltd., 2018. Forecast based on Niagara Region Municipal Comprehensive Review, 2016.

¹ Census Undercount estimated at approximately 4.1%. Note: Population including the undercount has been rounded.

² Includes townhouses and apartments in duplexes.

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

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. Roads and fire services utilize a long-term forecast period.

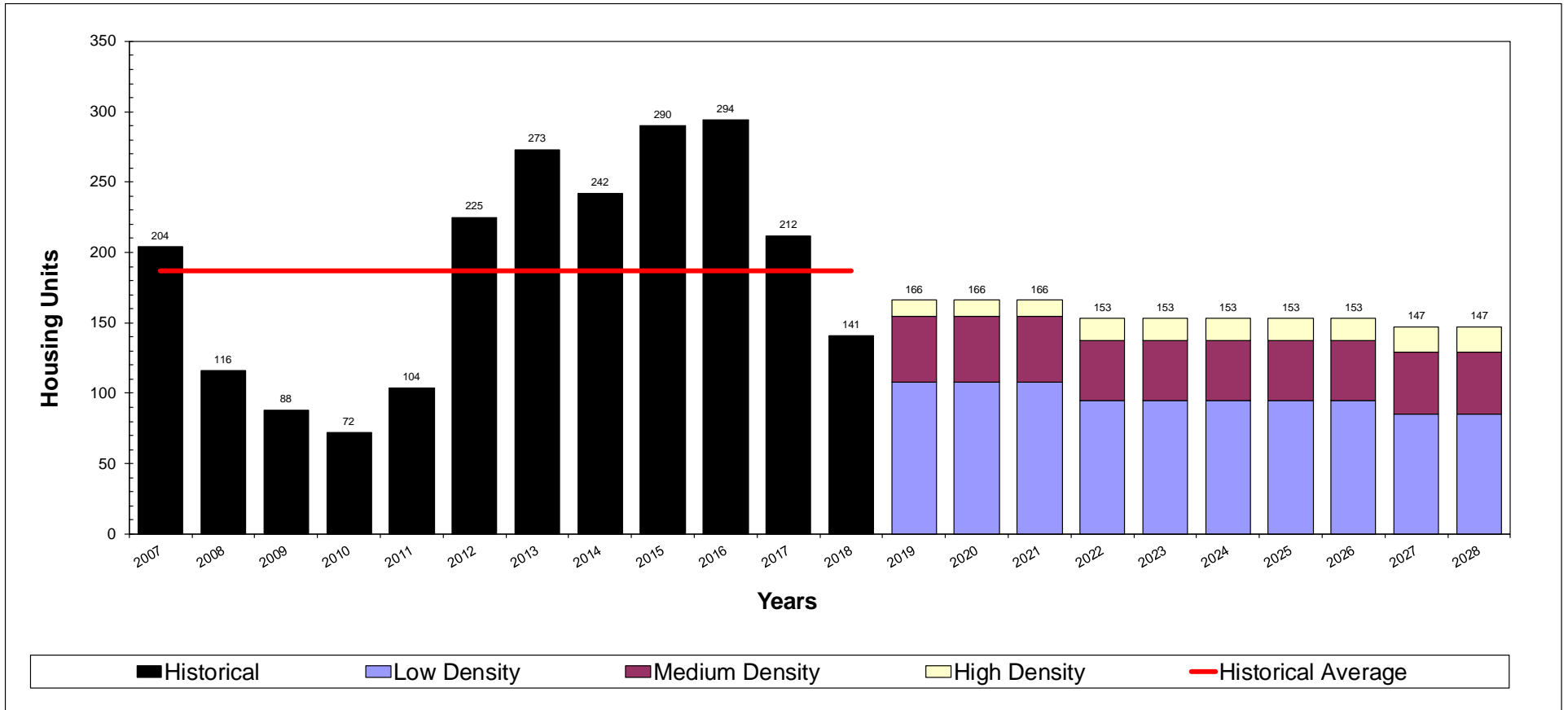
4. Population in New Units (Appendix A - Schedules 2 through 9)

- The number of housing units to be constructed in the Town of Niagara-on-the-Lake during the short-term and long-term periods is presented on Figure 3-2. Over the buildout period, the Town is anticipated to average 163 housing units annually.
- Population in new units is derived from Schedules 3, 4a, 4b, 4c, and 5, which incorporate historical development activity, anticipated units (see unit mix discussion) and average persons per unit by dwelling type for new units.
- Schedule 8 summarizes the average number of persons per unit (P.P.U.) for the new permanent residential housing units by age and type of dwelling, based on 2016 custom Census data. P.P.U. data for low dwelling units was derived based on 2016 Census data for Town of Niagara-on-the-Lake as outlined in Schedule 8a. Due to data limitations, medium and high-density P.P.U.s were derived from Niagara Region as outlined in Schedule 8b. The 25-year average P.P.U.'s by dwelling type are as follows:
 - Low density (Town of Niagara-on-the-Lake): 2.632
 - Medium density (Niagara Region): 2.160
 - High density (Niagara Region): 1.705

5. Existing Units and Population Change (Appendix A - Schedules 2 through 5)

- Existing households as of 2018 are based on the 2016 Census households, plus estimated residential units constructed between 2016 and 2018, 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 2018 to buildout forecast period is estimated at approximately 1,750.

**Figure 3-2
Town of Niagara-on-the-Lake
Annual Housing Forecast¹**



Source: Historical housing activity derived from Statistics Canada building permit data for the Town of Niagara-on-the-Lake, 2007-2017.

¹ Growth forecast represents calendar year.

¹ Growth forecast represents calendar year.

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

- The long-term Town-wide employment forecast by major sector is based on a review of recent non-residential development trends, anticipated demand, the Niagara Region 2016 MCR report, and available designated non-residential land supply.
- Key employment sectors include primary, industrial, commercial/population-related, institutional, and work at home, which are considered individually below.
- Town of Niagara-on-the-Lake's 2016¹ employment base by place of work is outlined in Schedule 10a. The 2016 employment base is comprised of the following sectors:
 - 740 primary (approx. 6%);
 - 1,325 work at home employment (approx. 10%);
 - 2,163 industrial (approx. 17%);
 - 5,688 commercial/population-related (approx. 44%); and
 - 1,650 institutional (approx. 13%); and
 - 1,421 no fixed place of work (approx. 11%).
- The 2016 employment base by usual place of work, including work at home, is approximately 11,570 jobs. An additional 1,420 jobs have been identified for the Town as having no fixed place of work (N.F.P.O.W.)². The total employment including N.F.P.O.W. in 2016 is 12,990. As of mid-2018 the Town's total employment base is estimated at 13,370.
- Schedule 10b, Appendix A, summarizes the employment forecast, excluding work at home employment and N.F.P.O.W., 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 G.F.A. in the retail and accommodation sectors 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

¹ 2016 Employment is based on Statistics Canada 2016 Places of Work Employment dataset.

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."

(G.F.A.) calculation. Accordingly, work-at-home and N.F.P.O.W. employees have been removed from the D.C. employment forecast and calculation.

- Total employment for Town of Niagara-on-the-Lake (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 12,060 by mid 2028, 13,400 by mid 2038, and 14,830 by buildout. This represents an employment increase of 1,540, 2,880, and 4,310 additional jobs over the 10-year, 20-year, and buildout forecast periods, respectively.

7. Non-Residential Sq. Ft. Estimates (Gross Floor Area (G.F.A.)), Appendix A, Schedule 10b)

- Square footage estimates were calculated in Schedule 10b based on the following employee density assumptions:¹
 - 1,300 sq.ft. per employee for industrial;
 - 500 sq.ft. per employee for commercial/population-related;
 - 700 sq.ft. per employee for institutional employment.
- The Town-wide incremental non-residential G.F.A. increase is anticipated to be approximately 1,042,200 sq.ft. over the 10-year forecast period, 2,034,200 over the 20-year period and 3,123,600 sq.ft. over the buildout period.
- In terms of percentage growth, the buildout incremental G.F.A. forecast by sector is broken down as follows:
 - industrial – approx. 43%;
 - commercial/population-related – approx. 38%; and
 - institutional – approx. 19%.

¹ Based on discussions with municipal staff regarding anticipated industrial development and based on Watson & Associates Economists Ltd. employment surveys.

4. The Approach to Calculation of the Charge

4.1 Introduction

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

4.2 Services Potentially Involved

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

A number of these services are defined in s.s.2(4) of the D.C.A. as being ineligible for inclusion in D.C.s. These are shown as “ineligible” on Table 4-1. Two ineligible costs defined in s.s.5(3) of the D.C.A. are “computer equipment” and “rolling stock with an estimated useful life of (less than) seven years...” In addition, local roads are covered separately under subdivision agreements and related means (as are other local services). Services which are potentially eligible for inclusion in the Town’s D.C. are indicated with a “Yes.”

4.3 Increase in the Need for Service

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

4.4 Local Service Policy

Some of the need for services generated by additional development consists of local services related to a plan of subdivision. As such, they will be required as a condition of subdivision agreements or consent conditions.

Figure 4-1
The Process of Calculating a D.C. under the D.C.A.

The Process of Calculating a Development Charge under the Act that must be followed

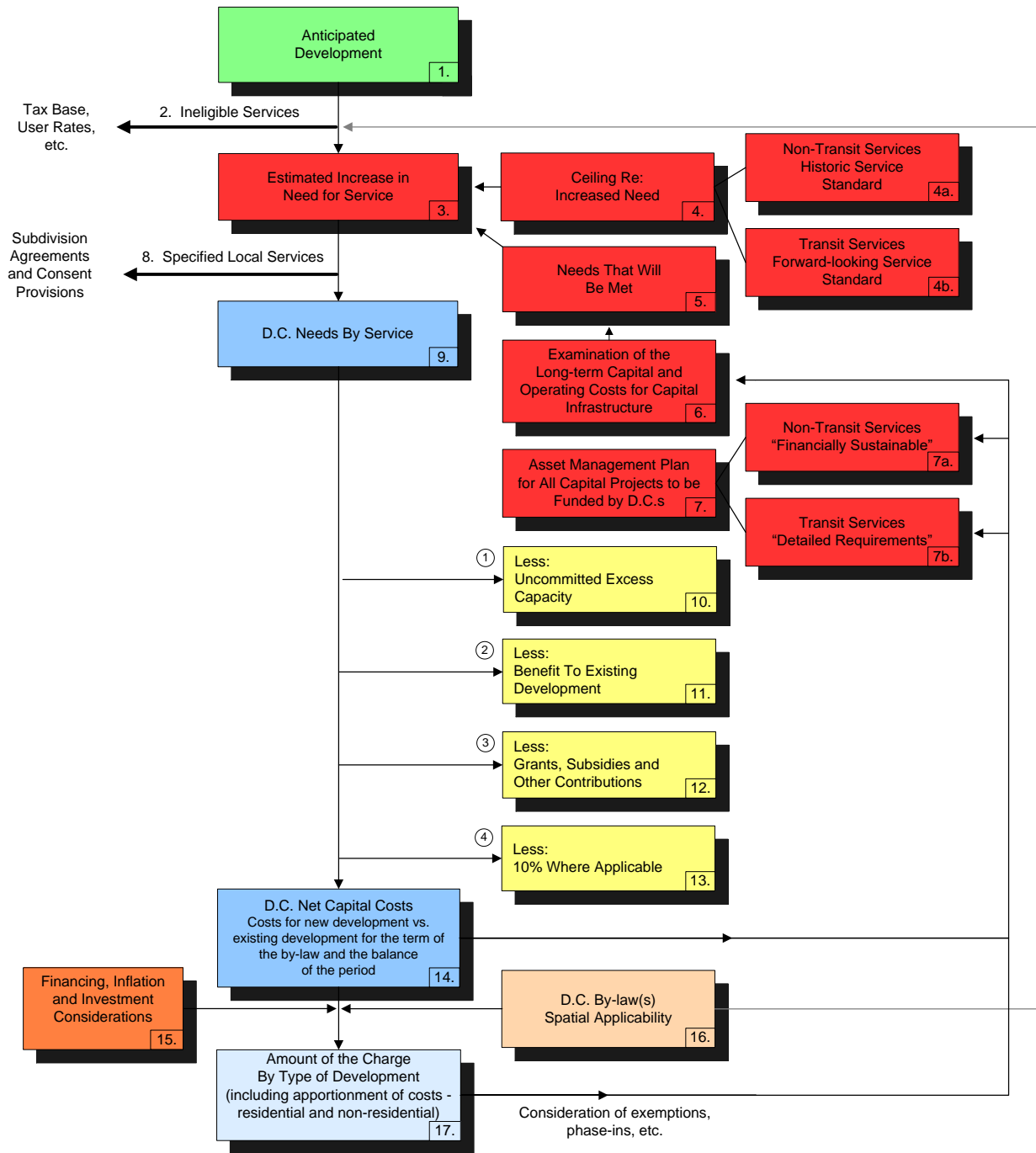


Table 4-1
Categories of Municipal Services to be Addressed as Part of the Calculation

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
	Yes	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
	No	2.8 Airport	90
3. Stormwater Drainage and Control Services	Yes	3.1 Main channels and drainage trunks	100
	Yes	3.2 Channel connections	100
	Yes	3.3 Retention/detention ponds	100
4. Fire Protection Services	Yes	4.1 Fire stations	100
	Yes	4.2 Fire pumpers, aerials and rescue vehicles ¹	100
	Yes	4.3 Small equipment and gear	100

¹with 7+ year life time

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

Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
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
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	n/a	10.1 Treatment plants	100
	Yes	10.2 Sewage trunks	100
	n/a	10.3 Local systems	0
	Yes	10.4 Vehicles and equipment ¹	100

¹with 7+ year life time

Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
11. Water Supply Services	n/a	11.1 Treatment plants	100
	Yes	11.2 Distribution systems	100
	n/a	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
	n/a	12.3 Waste diversion facilities	90
	n/a	12.4 Waste diversion vehicles and equipment ¹	90
13. Police Services	n/a	13.1 Police detachments	100
	n/a	13.2 Police rolling stock ¹	100
	n/a	13.3 Small equipment and gear	100
14. Homes for the Aged	n/a	14.1 Homes for the aged space	90
	n/a	14.2 Vehicles 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	No	19.1 Social service space	90
20. Ambulance	n/a	20.1 Ambulance station space	90
	n/a	20.2 Vehicles ¹	90
21. Hospital Provision	Ineligible	21.1 Hospital capital contributions	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 %
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	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	0-100
	Yes	23.2 Interest on money borrowed to pay for growth-related capital	0-100

¹with a 7+ year life time

²same percentage as service component to which it pertains

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.

4.5 Capital Forecast

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

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

The capital costs include:

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

4.6 Treatment of Credits

Section 8 para. 5 of O.Reg. 82/98 indicates that a D.C. background study must set out "the estimated value of credits that are being carried forward relating to the service." s.s.17 para. 4 of the same Regulation indicates that "...the value of the credit cannot be recovered from future D.C.s," if the credit pertains to an ineligible service. This implies that a credit for eligible services can be recovered from future D.C.s. As a result, this provision should be made in the calculation, in order to avoid a funding shortfall with respect to future service needs. Outstanding credit obligations have been included in the D.C. calculations for stormwater services as they relate to By-law 4494-11.

4.7 Eligible Debt and Committed Excess Capacity

Section 66 of the D.C.A. states that, for the purposes of developing a D.C. by-law, a debt incurred with respect to an eligible service may be included as a capital cost, subject to any limitations or reductions in the Act. Similarly, s.18 of O.Reg. 82/98

indicates that debt with respect to an ineligible service may be included as a capital cost, subject to several restrictions.

In order for such costs to be eligible, two conditions must apply. First, they must have funded excess capacity which is able to meet service needs attributable to the anticipated development. Second, the excess capacity must be “committed,” that is, either before or at the time it was created, Council must have expressed a clear intention that it would be paid for by D.C.s or other similar charges; for example, this may have been done as part of previous D.C. processes. It is noted that projects which have been debentured to-date and to which the principal and interest costs need to be recovered are included within the capital detail sheets.

4.8 Existing Reserve Funds

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

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

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

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

The Town's D.C. Reserve Fund Balance by service at December 31, 2017 is shown below:

Service	Totals
Services Related to a Highway	\$4,123,787
Fire Protection Services	\$208,986
Indoor and Outdoor Recreation Services	\$1,290,541
Library Services	\$263,771
Administration	\$509,282
Stormwater Drainage and Control Services	\$2,113,329
Wastewater Services	\$368,383
Water Services	\$94,515
St. Davids Area-specific Sewers	\$750,309
Total	\$9,722,904

4.9 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:

4.9.1 Reduction Required by Level of Service Ceiling

This is designed to ensure that the increase in need included in 4.3 does "...not include an increase that would result in the level of service (for the additional development increment) exceeding the average level of the service provided in the Municipality over the 10-year period immediately preceding the preparation of the background study..." O.Reg. 82.98 (s.4) goes further to indicate that "...both the quantity and quality of a service shall be taken into account in determining the level of service and the average level of service."

In many cases, this can be done by establishing a quantity measure in terms of units as floor area, land area or road length per capita and a quality measure, in terms of the average cost of providing such units based on replacement costs, engineering

¹ Reserve balance to be combined with Administration Studies.

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.

4.9.2 Reduction for Uncommitted Excess Capacity

Paragraph 5 of s.s.5(1) requires a deduction from the increase in the need for service attributable to the anticipated development that can be met using the Town's "excess capacity," other than excess capacity which is "committed" (discussed above in 4.6).

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

4.9.3 Reduction for Benefit to Existing Development

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 following:

- 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 in 4.4 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 Town-wide system basis. For example, facilities of the same type may provide different services (i.e. leisure pool vs. competitive pool), different programs (i.e. hockey vs. figure skating) and different time availability for the same service (i.e. leisure skating available on Wednesday in one arena and Thursday in another). As a result, residents will travel to different facilities to access the services they want at the times they wish to use them, and facility location generally does not correlate directly with residence location. Even where it does, displacing users from an existing facility to a new facility frees up capacity for use by others and generally results in only a very limited benefit to existing development. Further, where an increase in demand is not met for a number of years, a negative service impact to existing development is involved for a portion of the planning period.

4.9.4 Reduction for Anticipated Grants, Subsidies and Other Contributions

This step involves reducing the capital costs necessary to provide the increased services by capital grants, subsidies and other contributions (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 s.6).

4.9.5 The 10% Reduction

Paragraph 8 of s.s.(1) of the D.C.A. requires that, “the capital costs must be reduced by 10 percent.” This paragraph does not apply to water supply services, waste water services, storm water 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 indoor and outdoor recreation and libraries.

The 10% is to be netted from the capital costs necessary to provide the increased services, once the other deductions have been made, as per the infrastructure costs sheets in Chapter 5.

4.10 Municipal-Wide vs. Area Rating

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

4.11 Allocation of Development

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

4.12 Asset Management

The new legislation now requires that a D.C. Background Study must include an Asset Management Plan (s. 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 (as noted in the subsequent subsection) however, 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 the asset management planning. This examination has been included in Appendix F.

4.13 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 (section 5.2.(i) of the D.C.A.).
- B. The Background Study requires the following in regard to transit costs (as per section 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 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 (section 6.1(3) of the Regulation) that includes lifecycle costs, action plans that will enable the assets to be sustainable, summary of how to achieve the proposed level of service, discussion on procurement measures and risk.

The Town has currently, and in the near future does not intend to, provide transit services. Therefore, the above calculations and reporting requirements are not required.

5. D.C. Eligible Cost Analysis by Service

5.1 Introduction

This chapter outlines the basis for calculating eligible costs for the D.C.s to be applied on a uniform basis. In each case, the required calculation process set out in s.5(1) paragraphs 2 to 8 in the D.C.A. and described in Chapter 4, 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. However, over time, Town projects and Council priorities change and accordingly, Council's intentions may alter and different capital projects (and timing) may be required to meet the need for services required by new growth.

5.2 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.

5.2.1 By-law Services

The Town currently has two by-law vehicles to service the population. Over the past ten years, the average level of service was 0.1 by-law enforcement vehicle per 1,000 population. Based on this service standard, the Town would be eligible to collect approximately \$8,300 from D.C.s for by-law vehicles (over the 10-year period).

As the Town grows over the next ten years, it has been identified that a new by-law enforcement vehicle may be required. As a result, a provision for an additional vehicle in the amount of \$8,300 has been provided. After the 10% mandatory deduction the net growth-related D.C. recoverable amount is \$7,470. As this is a new service, there is currently no reserve fund balance to incorporate into the calculations.

The growth costs have been allocated 66% residential and 34% non-residential based on the incremental growth in population to employment, for the 10-year forecast period.

5.2.2 Parking

The Town currently provides parking services utilizing 63 single spaces and 57 pay-and-display parking machines. Over the previous ten-year period the Town has realized an average level of investment of \$48 per capita in parking services. Based on the 10-year anticipated growth, this provides \$145,878 in D.C.-eligible funding.

The Town has identified the need for 15 pay-and-display machines on Byron Street, 4 pay-and-display machines at the old hospital lot, and a provision for land and site development for future parking spaces/meters. In total, the capital costs included are \$250,000. Of this amount, approximately \$104,000 has been deducted to recognize the amounts that will benefit growth outside of the 10-year forecast period. After the 10% mandatory deduction, the net growth-related amount included in the D.C. calculation is \$131,063. Note, as this is a new service there is no reserve fund balance to include in the calculation.

The growth-related costs for parking have been allocated 66% residential and 34% non-residential based on the incremental growth in population to employment, for the 10-year forecast period.

5.2.3 Indoor & Outdoor Recreation Services

The Town currently has 119.3 acres of parkland within its jurisdiction. This parkland consists of various sized parkettes, neighbourhood/community parks, natural parks, and open space area. The Town has sustained the current level of service over the historic 10-year period (2008-2017), with an average of 6.8 acres of parkland per 1,000 population. The Town also provides 1.5 parks vehicles and equipment per 1,000 population. Including parkland development, parkland amenities, (e.g. ball diamonds, playground equipment, soccer fields, etc.), and park vehicles and equipment, the level of service provided is approximately \$811 per capita. When applied over the forecast period, this average level of service translates into a D.C.-eligible amount of \$2,447,715.

With respect to recreation facilities, there are currently eight facilities provided by the Town, located throughout Niagara-on-the-Lake amounting to a total of 93,192 sq.ft. of space. The average historic level of service for the previous ten years has been approximately 5.23 sq.ft. of space per capita or an investment of \$1,603 per capita. Based on this service standard, the Town would be eligible to collect \$4,839,034 from D.C.s for facility space.

In total, the D.C. eligible amount for indoor and outdoor recreation services is \$7,286,749.

In 2019, the Town will be undertaking a Parks and Recreation Master Plan which will provide further details on recommended capital needs. Based on the projected growth over the 10-year forecast period and the Town's current strategy, the Town has identified \$7,581,200 in future growth capital costs for indoor and outdoor recreation services. These projects include, the development of additional parks and parkettes, including amenities and trails, parks vehicles and equipment, and a provision for additional facility space. Allocations for a benefit to existing amount \$8,940 have been made along with the reduction of \$1,290,541 to recognize the reserve fund deficit. The net growth capital cost after the mandatory 10% deduction and the allocation of the reserve fund balance is \$5,524,493. This amount has been included in the D.C. calculations.

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

Infrastructure Costs Included in the D.C. Calculation

Town of Niagara-on-the-Lake
 Service: Indoor & Outdoor Recreation

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2018\$)	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
	2018-2027										95%	5%	
1	Villages Neighbourhood Parkettes	2018	83,800	-		83,800	-		83,800	8,380	75,420	71,649	3,771
2	Riding Mowers (2)	2018	89,400	-		89,400	8,940		80,460	8,046	72,414	68,793	3,621
3	Cannery Park Development	2019	80,000	-		80,000	-		80,000	8,000	72,000	68,400	3,600
4	Parking lot - Rye Heritage	2020	40,000	-		40,000	-		40,000	4,000	36,000	34,200	1,800
5	Memorial Park - Tennis Courts - Ph 2	2021	85,000	-		85,000	-		85,000	8,500	76,500	72,675	3,825
6	Glendale Storage building	2021	150,000	-		150,000	-		150,000	15,000	135,000	128,250	6,750
7	Niagara-On-The-Green - Skatepark	2024	150,000	-		150,000	-		150,000	15,000	135,000	128,250	6,750
8	Riding mower	2025	35,000	-		35,000	-		35,000	3,500	31,500	29,925	1,575
9	Trailer	2022	20,000	-		20,000	-		20,000	2,000	18,000	17,100	900
10	1 Ton Truck with Dump box	2025	48,000	-		48,000	-		48,000	4,800	43,200	41,040	2,160
11	Provision for Dock Area Park and Shoreline Protection	2018-2027	2,000,000	-		2,000,000	-		2,000,000	200,000	1,800,000	1,710,000	90,000
12	Provision for Additional Facility Space	2018-2027	4,800,000	-		4,800,000	-		4,800,000	480,000	4,320,000	4,104,000	216,000
	Reserve Fund Balance						1,290,541		(1,290,541)		(1,290,541)	(1,226,014)	(64,527)
	Total		7,581,200	-	-	7,581,200	1,299,481	-	6,281,719	757,226	5,524,493	5,248,268	276,225

Note: the details of the provision for Dock Area Park and Shoreline Protection will be identified through the Parks and Recreation Master Plan
 The Town will be undertaking Parks and Recreation Master Plan in 2019 which will provide recommendations on capital needs

5.2.4 Library Services

The Town provides a library facility which has 10,183 sq.ft. in library space. Over the past ten years, the average level of service was 0.63 sq.ft. of space per capita or an investment of \$211 per capita. Based on the service standard over the past ten years, the Town would be eligible to collect a total of \$637,039 from D.C.s for library facilities.

The Town has identified the need for mobile library stations, self-service stations, and storage space to facilitate growth over the 10-year forecast period. The gross costs of the projects have been included at a total of \$171,500. The net growth-related capital cost after the mandatory 10% deduction is \$154,350.

The Town has an inventory of library collection items (87,866 items currently). These collection items include various materials including books, periodicals, audio visual materials, electronic resources as well as subscriptions, all of which have a total value of approximately \$2.18 million. Over the past ten years, the average level of service was 5.27 collection items per capita or an investment of \$134 per capita. Based on this service standard, the Town would be eligible to collect approximately \$405,935 from D.C.s for library collection items (over the 10-year period).

Based on the projected growth over the 10-year forecast period, expansion to the collection has been identified for future capital. The net growth-related capital cost to be included in the D.C. is \$101,629, after the mandatory 10% deduction, and reduction for the reserve fund balance of \$263,771.

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

Infrastructure Costs Included in the D.C. Calculation

Town of Niagara-on-the-Lake
 Service: Library Collection Materials

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2018\$)	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
	2018-2027											95%	5%
1	Library Collection Materials	2018-2027	406,000	-		406,000	-		406,000	40,600	365,400	347,130	18,270
	Reserve Fund Balance						263,771		(263,771)		(263,771)	(250,582)	(13,189)
	Total		406,000	-	-	406,000	263,771	-	142,229	40,600	101,629	96,548	5,081

5.2.5 Administration

The D.C.A. permits the inclusion of studies undertaken to facilitate the completion of the Town's capital works program. The Town 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 Charges Background studies;
- Community service studies;
- Transportation studies;
- Operations facilities studies;
- Fire studies;
- Parks and recreation studies;
- Library studies;
- Official plans;
- Secondary plans; and
- Water, Wastewater, and Stormwater studies.

The cost of these studies is anticipated to be \$2,053,000. Of this amount, \$260,000 has been identified as the amounts that benefit existing development. A further reduction in the amounts included in the calculation of \$509,282 has been provided for the balance of the reserve fund. After the mandatory 10% deduction (on studies related to services not including roads, water, wastewater, or fire), the net growth-related capital cost included in the D.C. calculations is \$1,210,418.

These costs have been allocated 66% residential and 34% non-residential based on the incremental growth in population to employment for the 10-year forecast period.

Infrastructure Costs Included in the D.C. Calculation

Town of Niagara-on-the-Lake
Service: Administration Studies

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2018\$)	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
	2018-2027										66%	34%	
1	Development Charges Background Study	2018	84,000	-		84,000	-		84,000	8,400	75,600	49,896	25,704
2	Development Charges Background Study	2023	84,000	-		84,000	-		84,000	8,400	75,600	49,896	25,704
3	Strategic Library Master Plan	2019	50,000	-		50,000	40,000		10,000	1,000	9,000	5,940	3,060
4	Official Plan Review	2019	100,000	-		100,000	50,000		50,000	5,000	45,000	29,700	15,300
5	Official Plan Review	2024	100,000	-		100,000	50,000		50,000	5,000	45,000	29,700	15,300
6	Zoning Bylaw	2022	100,000	-		100,000	50,000		50,000	5,000	45,000	29,700	15,300
7	Zoning Bylaw	2027	100,000	-		100,000	50,000		50,000	5,000	45,000	29,700	15,300
8	Secondary Plan - Virgil	2023	125,000	-		125,000	-		125,000	12,500	112,500	74,250	38,250
9	Secondary Plan - Old Town	2025	50,000	-		50,000	-		50,000	5,000	45,000	29,700	15,300
10	Secondary Plan - Old Town	2019	40,000	-		40,000	-		40,000	4,000	36,000	23,760	12,240
11	Heritage Conservation District Plan (Old Town Expansion Area)	2020	40,000	-		40,000	10,000		30,000	3,000	27,000	17,820	9,180
12	St. Davids Heritage Conservation District Plan	2020	40,000	-		40,000	10,000		30,000	3,000	27,000	17,820	9,180
13	Fire Master Plan	2020	35,000	-		35,000	-		35,000		35,000	23,100	11,900
14	Parks and Recreation Master Plan	2019	80,000	-		80,000	-		80,000	8,000	72,000	47,520	24,480
15	Transportation Master Plan	2018	200,000	-		200,000	-		200,000		200,000	132,000	68,000
16	Transportation Master Plan - Minor Update	2023	75,000	-		75,000	-		75,000		75,000	49,500	25,500
17	Sanitary Sewer Model and Needs Study	2019	100,000	-		100,000	-		100,000		100,000	66,000	34,000
18	Sanitary Sewer Model and Needs Study - Minor Update	2024	50,000	-		50,000	-		50,000		50,000	33,000	17,000
19	Stormwater Master Plan (for Virgil, St. Davids, Old Town, and Glendale)	2020-2027	600,000	-		600,000	-		600,000		600,000	396,000	204,000
	Reserve Fund Balance						509,282		(509,282)		(509,282)	(336,126)	(173,156)
	Total		2,053,000	-	-	2,053,000	769,282	-	1,283,718	73,300	1,210,418	798,876	411,542

5.2.6 Services Related to a Highway – Facilities and Vehicles

The Public Works Department has a variety of vehicles and major equipment totalling approximately \$3.40 million. The inventory provides for a per capita standard of \$213. Over the forecast period, the D.C.-eligible amount for vehicles and equipment is \$642,081.

The Town operates their Public Works service out of a few facilities. The facilities provide 27,262 sq.ft. of building area, providing for an average level of service of 0.93 sq.ft. per capita or an investment of \$202 per capita. This level of service provides the Town with a maximum D.C.-eligible amount for recovery over the 10-year forecast period of \$609,506.

There have been seven projects identified by Town staff as well as by the current Facilities Master Plan. These works include a provision for additional vehicles, a three-sided winter storage facility, an operations warehouse, and a bulk materials storage site. The total cost of the projects identified is \$3,160,000 and \$460,000 has been deducted for the amount that benefits existing development. The bulk materials storage site is anticipated to be required for growth outside the forecast period, therefore the project is 100% post-period benefit (after the deduction for benefit to existing development). The net growth-related capital costs included in the D.C. are \$1.25 million.

The residential/non-residential capital cost allocation for facilities and fleet is based on a 66%/34% split which is based on the incremental growth in population to employment for the 10-year forecast period.

Infrastructure Costs Included in the D.C. Calculation

Town of Niagara-on-the-Lake

Service: Services Related to a Highway - Facilities & Vehicles

Prj .No	Increased Service Needs Attributable to Anticipated Development 2018-2027	Timing (year)	Gross Capital Cost Estimate (2018\$)	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 66%	Non-Residential Share 34%
1	Provision for additional vehicles	2018-2027	400,000	-		400,000	-		400,000	264,000	136,000
2	3-Sided Winter Storage Facility	2021	460,000	-		460,000	230,000		230,000	151,800	78,200
3	Operations Warehouse	2026	1,300,000	548,600		751,400	130,000		621,400	410,124	211,276
4	Bulk Material Storage Site	2033	1,000,000	900,000		100,000	100,000		-	-	-
	Total		3,160,000	1,448,600	-	1,711,400	460,000	-	1,251,400	825,924	425,476

5.2.7 Fire Protection Services

Niagara-on-the-Lake currently operates its fire services from five stations which provide a total of 40,800 sq.ft. of facility space. Over the past 10-years, the Town has achieved an average level of service of 2.54 sq.ft. per capita or \$833 per capita. The Town's fire service currently utilizes 20 fire vehicles which includes a number of pumpers, ladder trucks, light and heavy rescue trucks, and staff vehicles. The average level of investment over the previous 10-year period is \$419 per capita for fire vehicles. Additionally, the Town's fire service provides gear for 110 volunteer firefighters and 66 self contained breathing apparatus (S.C.B.A.). The average level of investment over the 10-year period is \$55 per capita. In total, the average level of investment is \$1,308 per capita. This level of service provides the Town with a maximum D.C.-eligible amount for recovery over the forecast period of \$3,947,493 for fire services.

The Town has identified the need for platform trucks due to the increased number of high density, higher storey, developments in the Town. Also identified was the need for a pumper, a fire prevention truck, a provision for an additional fire vehicles, a provision for protective equipment, and a provision for firehall expansion. Additionally, the Town has one year left on the debt payments for the Virgil firehall station. In total, the capital costs included total \$5,275,712. Of this amount, approximately \$2.55 million has been deducted for the amounts that benefit existing development. A further reduction in the calculation has been made to reflect the balance in the fire reserve fund (\$208,986). The net growth-related capital costs included in the D.C. calculations are \$2,516,726.

These costs are shared between residential and non-residential based on the population to employment ratio over the forecast period, resulting in 66% being allocated to residential development and 34% being allocated to non-residential development.

5.3 Service Levels and Town-wide Buildout Capital Costs for Niagara-on-the-Lake's D.C. Calculation

5.3.1 Services Related to a Highway – Roads

It is noted that the Town is currently undertaking a review of their future capital needs and an updated capital program will be available in the near future. As a result, the following analysis is based on the capital program identified through the previous D.C. study process as this reflects the most up-to-date information. Should the review of capital needs result in a different capital program, this study may be amended to reflect the updated information.

Niagara-on-the-Lake owns and maintains 202 km of semi-urban and rural roads throughout the Town. Over the previous 10-year period, the Town averaged a level of service of 12.6 km per 1,000 population. This provides an average level of investment of \$13,859 per capita. In total, the D.C.-eligible recovery amount for services related to a highway – roads, is approximately \$152.02 million over the buildout forecast period.

With respect to future needs, the identified service related to highways program was based on the study provided by AECOM in 2013. To date, some projects have been completed and funded from the D.C. reserve fund. The Town has identified that \$21.47 million in capital works are still to be completed. These costs represent the growth-related amounts provided in the previous D.C. study. The capital projects include various works related to adding capacity to the highway system including road improvements/expansions, intersection improvements, and complete street additions & modifications. A deduction in the amount of \$4,123,787 has been made to reflect the current balance in the reserve fund. The net growth-related amounts included in the D.C. calculations are \$17,348,213.

The residential/non-residential allocation for services related to a highway – roads is based on the ratio anticipated population to employment growth over the buildout forecast period. This results in a 72% residential, 28% non-residential split.

Infrastructure Costs Included in the D.C. Calculation

Town of Niagara-on-the-Lake

Service: Services Related to a Highway - Roads

Prj .No	Increased Service Needs Attributable to Anticipated Development 2018-Buildout	Timing (year)	Gross Capital Cost Estimate (2018\$)	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 72%	Non-Residential Share 28%
1	John- Mississauga to King	2018	335,000			335,000	-		335,000	241,200	93,800
2	Anne - Mississauga to King	2018	374,000			374,000	-		374,000	269,280	104,720
3	Anne - Butler to Mississagua	2018-Buildout	75,000			75,000	-		75,000	54,000	21,000
4	Cottage - Rye to King	2018-Buildout	50,000			50,000	-		50,000	36,000	14,000
5	King - Mary to John	2027	43,000			43,000	-		43,000	30,960	12,040
6	King - Anne to Terminus	2027	143,000			143,000	-		143,000	102,960	40,040
7	Flynn - Rye to Charlotte	2023	152,000			152,000	-		152,000	109,440	42,560
8	Green - Flynn to Niagara	2022	277,000			277,000	-		277,000	199,440	77,560
9	Con 6 - line 1 to Line 2	2021	1,517,000			1,517,000	-		1,517,000	1,092,240	424,760
10	Con 6 - Line 2 to Niagara Stone	2019	1,152,000			1,152,000	-		1,152,000	829,440	322,560
11	Line 1 - Con 6 to Homestead	2020	489,000			489,000	-		489,000	352,080	136,920
12	Line 1 - Homestead to FMCR	2020	1,422,000			1,422,000	-		1,422,000	1,023,840	398,160
13	Line 2 - Concession 6 to NSR	2021	1,353,000			1,353,000	-		1,353,000	974,160	378,840
14	Tanbark - York to northern UB	2017	677,000			677,000	-		677,000	487,440	189,560
15	Johanna Drive - FMCR to FMCR	2018-Buildout	206,000			206,000	-		206,000	148,320	57,680
16	Paxton - York to South Limit	2021	616,000			616,000	-		616,000	443,520	172,480
17	Queenston rd - eight mile creek to townline	2019	1,134,000			1,134,000	-		1,134,000	816,480	317,520
18	Glendale industrial new access rd- York to Queenston	2018-Buildout	3,586,000			3,586,000	-		3,586,000	2,581,920	1,004,080
19	Concession 7 York to Queenston	2018-Buildout	1,035,000			1,035,000	-		1,035,000	745,200	289,800
20	UB/CON 7 to Townline	2018	3,336,000			3,336,000	-		3,336,000	2,401,920	934,080
21	Provision for Additional Roads, Bike Lanes, and Trails	2018-Buildout	3,500,000			3,500,000	-		3,500,000	2,520,000	980,000
	Reserve Fund Balance						4,123,787		(4,123,787)	(2,969,127)	(1,154,660)
	Total		21,472,000	-	-	21,472,000	4,123,787	-	17,348,213	12,490,713	4,857,500

5.4 Service Levels and Urban Buildout Capital Costs for Niagara-on-the-Lake's D.C. Calculation

This section evaluates the development-related capital requirements for those services with urban buildout capital costs. As noted for Services Related to a Highway – Roads, the Town is currently undertaking a review of their future capital needs and an updated capital program will be available in the near future for water, sanitary, and stormwater services. As a result, the following analysis is based on the capital program identified through the previous D.C. study process as this reflects the most up-to-date information. Should the review of capital needs result in a different capital program, this study may be amended to reflect the updated information.

5.4.1 Stormwater Drainage and Control Services

Based on the capital works identified by AECOM for the 2013 D.C. study process and adjusted for works completed to date, the gross capital costs included total approximately \$9.26 million. These works include storm sewers identified throughout various urban areas of the Town. In addition, outstanding credit obligations for the settlement at St. Davids (as per By-law 4494-11) have been included in the amount of \$57,731. The reserve fund balance of \$2,113,329 has been deducted from the calculations, resulting in a net growth-related amount of \$7.20 million to be included in the D.C. calculations.

Consistent with the information provided in the previous study, the costs for all stormwater services are shared 73%/23% between residential and non-residential based on the anticipated population to employment growth ratio in the urban areas.

Infrastructure Costs Included in the D.C. Calculation

Town of Niagara-on-the-Lake

Service: Stormwater

Prj.No	Increased Service Needs Attributable to Anticipated Development 2018-Urban Buildout	Timing (year)	Gross Capital Cost Estimate (2018\$)	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 73%	Non-Residential Share 27%
1	Flynn - ONL13 to Green	2023	68,000	-		68,000	-		68,000	49,640	18,360
2	Green Street - Flynn to Trunk	2022	54,000	-		54,000	-		54,000	39,420	14,580
3	Anne Street - Boatworks to Victoria	2018	52,000	-		52,000	-		52,000	37,960	14,040
4	Anne Street - ONL05 to Simcoe	2018	32,000	-		32,000	-		32,000	23,360	8,640
5	Simcoe St - @ Johnson Street	2018-Buildout	61,000	-		61,000	-		61,000	44,530	16,470
6	Various Storm Works	2018-Buildout	4,245,000	-		4,245,000	-		4,245,000	3,098,850	1,146,150
7	queenston - walnut	2023	5,700	-		5,700	-		5,700	4,161	1,539
8	Queenston - ONL 30 to NRP	2018-Buildout	47,000	-		47,000	-		47,000	34,310	12,690
9	Queenston - ONL 30 to NRP	2018-Buildout	25,000	-		25,000	-		25,000	18,250	6,750
10	Queenston - NRP to outlet	2018-Buildout	41,000	-		41,000	-		41,000	29,930	11,070
11	Various Storm Works	2018-Buildout	2,625,000	-		2,625,000	-		2,625,000	1,916,250	708,750
	Provision for Additional Stormwater Works	2018-Buildout	2,000,000	-		2,000,000	-		2,000,000	1,460,000	540,000
	DC Credit Recovery										
	Settlement at St. Davids (By-law 4494-11)	2018	57,731	-		57,731	-		57,731	42,144	15,587
	Reserve Fund Balance						2,113,329		(2,113,329)	(1,542,730)	(570,599)
	Total		9,313,431	-	-	9,313,431	2,113,329	-	7,200,102	5,256,075	1,944,028

5.4.2 Water Services

Based on the capital works identified by AECOM for the 2013 D.C. study process and adjusted for works completed to date, the gross capital costs included total approximately \$1.55 million. These works include water distribution projects throughout the urban areas of the Town. The reserve fund balance of \$94,515 has been deducted from the calculations, resulting in a net growth-related amount of \$1.46 million to be included in the D.C. calculations.

Consistent with the information provided in the previous study, the costs for water services are shared 73%/23% between residential and non-residential based on the anticipated population to employment growth ratio in the urban areas.

Infrastructure Costs Included in the D.C. Calculation

Town of Niagara-on-the-Lake
 Service: Water Distribution

Prj.No	Increased Service Needs Attributable to Anticipated Development 2018-Urban Buildout	Timing (year)	Gross Capital Cost Estimate (2018\$)	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 73%	Non-Residential Share 27%
1	Homestead	2018-Buildout	240,000	-		240,000	-		240,000	175,200	64,800
2	Concession 6 - Line to Niagara Stone	2018	866,000	-		866,000	-		866,000	632,180	233,820
3	ONL 19 - Internal	2018-Buildout	118,000	-		118,000	-		118,000	86,140	31,860
4	Queenston Rd - Airport area	2019-2020	234,000	-		234,000	-		234,000	170,820	63,180
5	Looping of main on york rd	2028	95,000	-		95,000	-		95,000	69,350	25,650
	Reserve Fund Balance						94,515		(94,515)	(68,996)	(25,519)
	Total		1,553,000	-	-	1,553,000	94,515	-	1,458,485	1,064,694	393,791

5.4.3 Wastewater Services

Based on the capital works identified by AECOM for the 2013 D.C. study process and adjusted for works completed to date, the gross capital costs included total approximately \$1.72 million. These works include sanitary sewers identified throughout various urban areas of the Town and Inflow and Infiltration reduction works. The reserve fund balance of \$368,383 has been deducted from the calculations, resulting in a net growth-related amount of \$1.36 million to be included in the D.C. calculations.

Consistent with the information provided in the previous study, the costs for sanitary services are shared 73%/23% between residential and non-residential based on the anticipated population to employment growth ratio in the urban areas.

Infrastructure Costs Included in the D.C. Calculation

Town of Niagara-on-the-Lake
Service: Wastewater - Sewers

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2018\$)	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 73%	Non-Residential Share 27%
	2018-Urban Buildout		-	-		-			-	-	-
1	Johnson Street - Mississauga to Mississuga	2021	63,000	-		63,000	-		63,000	45,990	17,010
2	I/I Reduction Program	2018-Buildout	113,000	-		113,000	-		113,000	82,490	30,510
3	Con 6 - line 2 to line 1	2018-Buildout	671,000	-		671,000	-		671,000	489,830	181,170
4	Line 1 - Con 6 to Homestead	2018-Buildout	326,000	-		326,000	-		326,000	237,980	88,020
5	Line 1 - Homestead to Henry	2018-Buildout	121,000	-		121,000	-		121,000	88,330	32,670
6	Line 2 - Concession 6	2018-Buildout	66,000	-		66,000	-		66,000	48,180	17,820
7	Internal Sewer - ONL 19 Oversizing	2018-Buildout	193,000	-		193,000	-		193,000	140,890	52,110
8	I/I Reduction Program	2018-Buildout	171,000	-		171,000	-		171,000	124,830	46,170
	Reserve Fund Balance						368,383		(368,383)	(268,920)	(99,463)
	Total		1,724,000	-	-	1,724,000	368,383	-	1,355,617	989,600	366,017

5.5 St. Davids Area-specific D.C.

Presently, there is an area-specific D.C. for the St. Davids area to recover the growth-related debt payments for sanitary works required for growth and to remedy existing issues.

The sharing of the capital cost of the project between existing users, by type, and potential new development, was based on a “single family unit equivalent” calculation for sewage flows. The results were calculated as per by-law 3956-05. The capital cost attributable to future development which is to be accounted for, was originally \$1,483,374 as per By-law 3956-05; however, at the time of issue of the debenture, only \$1,351,617 was required.

A 20-year O.S.I.F.A. debenture was issued with an annual interest rate of 2.38% (semi-annual payment) commencing on September 1, 2005, with a maturity date of September 2, 2025. The outstanding principal balance is currently \$540,647.

The previous study anticipated approximately 420 single-detached equivalent units to be built from 2014-2025, based on historic building trends in St. Davids. The actual rate of growth in St. Davids, however, was significantly higher than anticipated as 443 units were constructed between 2014 and 2017. This accelerated growth has provided the Town with a current reserve fund balance of \$750,309. As a result, the Town has the funds necessary to make the remaining debt payments and no area-specific D.C. is required at this time. The balance of the reserve fund may remain as new capital costs may be required in the future. Any new costs will be analysed in subsequent D.C. study updates.

6. D.C. Calculation

Table 6-1 calculates the proposed uniform D.C.s to be imposed for infrastructure services based upon an urban buildout horizon (stormwater, wastewater, and water).

Table 6-2 calculates the proposed uniform D.C. to be imposed on anticipated development in the Town for Services Related to a Highway – Roads, over a Town-wide buildout planning horizon. Table 6-3 calculates the proposed uniform D.C. to be imposed on anticipated development in the Town for Town-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 (single and semi-detached, apartments 2+ bedrooms, apartment's 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 5 for all Town services, based on their proposed capital programs.

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

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

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

**Table 6-1
Town of Niagara-on-the-Lake
Development Charges Calculation
2018-Urban Buildout**

SERVICE	2018\$ D.C.-Eligible Cost		2018\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
1. <u>Stormwater Drainage and Control Services</u>				
1.1 Channels, drainage and ponds	5,256,075	1,944,028	1147	0.71
	5,256,075	1,944,028	1,147	0.71
2. <u>Wastewater Services</u>				
2.1 Sewers	989,600	366,017	216	0.14
	989,600	366,017	216	0.14
3. <u>Water Services</u>				
3.1 Distribution systems	1,064,694	393,791	232	0.15
	1,064,694	393,791	232	0.15
TOTAL	\$7,310,369	\$2,703,835	\$1,595	1.00
D.C.-Eligible Capital Cost	\$7,310,369	\$2,703,835		
Buildout Gross Population/GFA Growth (sq.ft.)	12,060	2,709,600		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$606.17	\$1.00		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.632	\$1,595		
Apartments - 2 Bedrooms +	1.789	\$1,084		
Apartments - Bachelor and 1 Bedroom	1.521	\$922		
Other Multiples	2.160	\$1,309		
Special Care/Special Dwelling Units	1.100	\$667		

**Table 6-2
Town of Niagara-on-the-Lake
Development Charges Calculation
2018- Buildout**

SERVICE	2018\$ D.C.-Eligible Cost		2018\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
4. <u>Services Related to a Highway</u>				
4.1 Roads	12,490,713	4,857,500	2,689	1.56
TOTAL	\$12,490,713	\$4,857,500	\$2,689	\$1.56
D.C.-Eligible Capital Cost	\$12,490,713	\$4,857,500		
Buildout-Year Gross Population/GFA Growth (sq.ft.)	12,226	3,123,600		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$1,021.65	\$1.56		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.632	\$2,689		
Apartments - 2 Bedrooms +	1.789	\$1,828		
Apartments - Bachelor and 1 Bedroom	1.521	\$1,554		
Other Multiples	2.160	\$2,207		
Special Care/Special Dwelling Units	1.100	\$1,124		

Table 6-3
Town of Niagara-on-the-Lake
Development Charges Calculation
2018 – 2027

SERVICE	2018\$ D.C.-Eligible Cost		2018\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
4. <u>Services Related to a Highway</u>				
4.2 Facilities and Vehicles	825,924	425,476	579	0.41
	825,924	425,476	579	0.41
5. <u>Fire Protection Services</u>				
5.1 Fire facilities, vehicles & equipment	1,661,039	855,687	1,165	0.82
	1,661,039	855,687	1,165	0.82
6. <u>By-law Services</u>				
6.1 By-law Vehicles	4,930	2,540	3	0.00
	4,930	2,540	3	0.00
7. <u>Other Transportation Services</u>				
7.1 Municipal parking spaces	86,501	44,561	61	0.04
	86,501	44,561	61	0.04
8. <u>Indoor & Outdoor Recreation Services</u>				
8.1 Parkland development, amenities & trails and recreation	5,248,268	276,225	3,680	0.27
	5,248,268	276,225	3,680	0.27
9. <u>Library Services</u>				
9.1 Library facilities	146,633	7,718	103	0.01
9.2 Library materials	96,548	5,081	68	0.00
	243,180	12,799	171	0.01
10. <u>Administration</u>				
10.1 Studies	798,876	411,542	560	0.40
TOTAL	\$8,868,719	\$2,028,830	\$6,219	\$1.95
D.C.-Eligible Capital Cost	\$8,868,719	\$2,028,830		
10-Year Gross Population/GFA Growth (sq.ft.)	3,754	1,042,200		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$2,362	\$1.95		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.632	\$6,219		
Apartments - 2 Bedrooms +	1.789	\$4,226		
Apartments - Bachelor and 1 Bedroom	1.521	\$3,593		
Other Multiples	2.160	\$5,103		
Special Care/Special Dwelling Units	1.100	\$2,599		

Table 6-4
Town of Niagara-on-the-Lake
Development Charges Calculation
Total All Services

	2018\$ D.C.-Eligible Cost		2018\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
Urban-wide Services Buildout	\$7,310,369	\$2,703,835	\$1,595	\$1.00
Municipal-wide Services Buildout	12,490,713	4,857,500	2,689	1.56
Municipal-wide Services 10 Year	8,868,719	2,028,830	6,219	1.95
TOTAL	28,669,801	9,590,164	10,503	4.51

Table 6-5
Town of Niagara-on-the-Lake
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. Stormwater Drainage and Control Services 1.1 Channels, drainage and ponds	1,727,036	0	0	0	0	0	1,260,736	466,300
2. Wastewater Services 2.1 Sewers	424,087	0	0	0	0	0	309,583	114,503
3. Water Services 3.1 Distribution systems	1,177,826	0	0	0	0	0	859,813	318,013
4. Services Related to a Highway 4.1 Roads 4.2 Facilities and Vehicles	13,758,522 660,000	0 0	0 230,000	0 0	0 0	0 0	9,906,136 283,800	3,852,386 146,200
5. Fire Protection Services 5.1 Fire facilities, vehicles & equipment	1,786,462	0	550,000	0	0	0	816,065	420,397
6. By-law Services 6.1 By-law Vehicles	4,150	0	0	0	415	0	2,465	1,270
7. Other Transportation Services 7.1 Municipal parking spaces	220,000	0	0	0	12,815	91,850	76,121	39,214
8. Indoor & Outdoor Recreation Services 8.1 Parkland development, amenities & trails and recreation facilities	3,948,200	0	8,940	0	393,926	0	3,368,067	177,267
9. Library Services 9.1 Library facilities 9.2 Library materials	108,500 203,000	0 0	0 0	0 0	10,850 20,300	0 0	92,768 173,565	4,883 9,135
10. Administration 10.1 Studies	1,094,000	0	160,000	0	37,400	0	591,756	304,844
Total Expenditures & Revenues	\$25,111,782	\$0	\$948,940	\$0	\$475,706	\$91,850	\$17,740,875	\$5,854,411

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

7.1 Introduction

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

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

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

s.s.5(6) establishes the following restrictions on the rules:

- the total of all D.C.s that would be imposed on anticipated development must not exceed the capital costs determined under 5(1) 2-8 for all services involved;
- if the rules expressly identify a type of development, they must not provide for it to pay D.C.s that exceed the capital costs that arise from the increase in the need for service for that type of development; however, this requirement does not relate to any particular development; 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 s.s.5(1) para. 9 and 10, as well as how the rules apply to the redevelopment of land.

The rules provided are based on the Town’s existing policies; however, there are items under consideration at this time and these may be refined prior to adoption of the by-law.

7.2 D.C. By-law Structure

It is recommended that:

- the Town uses a uniform Town-wide D.C. calculation for all Municipal services except for water, wastewater, and stormwater;

- water, wastewater, and stormwater services be imposed on the urban service areas of the Town; and
- one Municipal D.C. by-law be used for all services.

7.3 D.C. By-law Rules

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

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

7.3.1 Payment in any Particular Case

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

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

7.3.2 Determination of the Amount of the Charge

The following conventions be adopted:

- 1) Costs allocated to residential uses will be assigned to different types of residential units based on the average occupancy for each housing type constructed during the previous 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, By-law, Parking, Fire, and Services Related to a Highway – Facilities and Vehicles, the costs have been based on a

- population vs. employment growth ratio (66%/34%) for residential and non-residential, respectively) over the 10-year forecast period;
- for Indoor and Outdoor Recreation and Library services, a 5% non-residential attribution has been made to recognize use by the non-residential sector;
 - for Services Related to a Highway – Roads, a 72% residential/28% non-residential allocation has been made based on anticipated population to employment growth within the Town over the Town-wide buildout forecast period; and
 - for Water, Wastewater, and Stormwater services a 73% residential/27% non-residential allocation has been made based on population vs. employment growth over the urban-buildout forecast period.

7.3.3 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 5 years 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.

7.3.4 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, s.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 (s.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 (s.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 s.2 of O.Reg. 82/98).
- b) Non-statutory exemptions
- Non-residential farm building used for bona fide agricultural purposes;
 - Places of worship; and
 - 50% for non-profit special care or non-profit retirement homes in a building containing more than ten dwelling units.

7.3.5 Phasing of D.C.

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

7.3.6 Timing of Collection

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

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

7.3.7 Indexing

Indexing of the D.C.s shall be implemented on a mandatory basis annually commencing on January 1, 2019 and each January 1st thereafter, in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index (CANSIM Table 327-0043)¹ for the most recent year-over-year period.

7.3.8 The Applicable Areas

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

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

¹ O.Reg 82/98 referenced “The Statistics Canada Quarterly, Construction Price Statistics, catalogue number 62-007” as the index source. As of the end of December, 2013 this catalogue has been discontinued and replaced by this web based table.

- Water, Wastewater, and Stormwater Services – the full residential and non-residential charge will be imposed on the urban service areas of the Town.

7.4 Other D.C. By-law Provisions

It is recommended that:

7.4.1 Categories of Services for Reserve Fund and Credit Purposes

The Town's D.C. collections are currently reserved in nine separate reserve funds: Roads, Fire Protection Services, Indoor and Outdoor Recreation Services, Library Services, Administration, Water Services, Wastewater Services, Stormwater Services, and St. Davids Area-specific Sewers. It is recommended that the Town adds two separate reserve funds for By-law and Parking Services. Appendix D outlines the reserve fund policies that the Town is required to follow as per the *D.C.A.*

7.4.2 By-law In-force Date

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

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

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

7.4.4 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.

Presently, the Town's by-law does provide for area-rating for water, wastewater, and stormwater services. All other Town services are recovered based on a uniform, Town-wide basis. There have been several reasons why they have not been imposed including:

1. All Town 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 Town, 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 Town 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 Town-wide approach to an area specific approach. For example, if all services were now built (and funded) within area A (which is 75% built out) and this was funded with some revenues from areas B and C, moving to an area rating approach would see Area A contribute no funds to the costs of services in Areas B & C. The development charges would be lower in Area A (as all services are now funded) and higher in B and C. As well, funding shortfalls may then potentially encourage the municipality to provide less services to 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 Town will be used by residents from all areas depending on the programming of the facility (i.e. a public skate is available each night, but at a different arena; hence usage of any one facility at any given time is based on programming availability).

For the reasons noted above, it is recommended that Council continue the D.C. approach to calculate the charges on an urban-area basis for water, wastewater, and stormwater, and on a uniform Town-wide basis for all other services.

7.5 Other Recommendations

It is recommended that Council:

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

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

“Continue the D.C. approach to calculate water, wastewater, and stormwater services on an urban-area basis and calculate all other services on a uniform Town-wide basis”;

“Approve the capital project listing set out in Chapter 5 of the D.C.s Background Study dated May 17, 2018, subject to further annual review during the capital budget process;”

“Approve the D.C.s Background Study dated May 17, 2018, 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.”

8. By-law Implementation

8.1 Public Consultation Process

8.1.1 Introduction

This chapter addresses the mandatory, formal public consultation process (Section 8.1.2), as well as the optional, informal consultation process (Section 8.1.3). The latter is designed to seek the co-operation and participation of those involved, in order to produce the most suitable policy. Section 8.1.4 addresses the anticipated impact of the D.C. on development from a generic viewpoint.

8.1.2 Public Meeting of Council

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

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

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

8.1.3 Other Consultation Activity

There are three broad groupings of the public who are generally the most concerned with Town 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 Town 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 Town 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.

8.2 Anticipated Impact of the Charge on Development

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

On the other hand, D.C.s or other Town capital funding sources need to be obtained in order to help ensure that the necessary infrastructure and amenities are installed. The timely installation of such works is a key initiative in providing adequate service levels and in facilitating strong economic growth, investment and wealth generation.

8.3 Implementation Requirements

8.3.1 Introduction

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

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

The sections which follow overview the requirements in each case.

8.3.2 Notice of Passage

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

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

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

8.3.3 By-law Pamphlet

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

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

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

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

8.3.4 Appeals

Sections 13-19 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 Town clerk, setting out the objection to the by-law and the reasons supporting the objection. This must be done by the last day for appealing the by-law, which is 40 days after the by-law is passed.

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

8.3.5 Complaints

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

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

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

8.3.6 Credits

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

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

8.3.7 Front-Ending Agreements

The Town and one or more landowners may enter into a front-ending agreement which provides for the costs of a project which will benefit an area in the Town to which the

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

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

8.3.8 Severance and Subdivision Agreement Conditions

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

- “local services, related to a plan of subdivision or within the area to which the plan relates, to be installed or paid for by the owner as a condition of approval under section 51 of the *Planning Act*,” 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 s.s.59(4) of the D.C.A. requires that the municipal approval authority for a draft plan of subdivision under s.s.51(31) of the *Planning Act*, use its power to impose conditions to ensure that the first purchaser of newly subdivided land is informed of all the D.C.s related to the development, at the time the land is transferred.

In this regard, if the Town 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 Town D.C.s related to the site.

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

Appendix A – Background Information on Residential and Non-residential Growth Forecast

Schedule 1
Town of Niagara-on-the-Lake
Residential Growth Forecast

	Year	Population (Including Census Undercount) ¹	Excluding Census Undercount			Housing Units						Person Per Unit (PPU): 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>	15,190	14,587	857	13,730	4,890	295	130	125	5,440	779	2.681
	<i>Mid 2011</i>	16,030	15,400	695	14,705	5,226	418	154	124	5,922	632	2.600
	<i>Mid 2016</i>	18,230	17,511	631	16,880	6,115	680	270	25	7,090	574	2.470
Forecast	<i>Mid 2018</i>	18,860	18,119	656	17,463	6,346	790	282	25	7,443	596	2.434
	<i>Mid 2023</i>	20,640	19,827	728	19,099	6,859	1,015	347	25	8,247	662	2.404
	<i>Mid 2028</i>	22,000	21,138	760	20,378	7,315	1,232	429	25	9,000	691	2.349
	<i>Mid 2038</i>	25,670	24,655	879	23,776	8,129	1,908	645	25	10,707	799	2.303
	<i>Buildout</i>	30,281	29,088	1,153	27,935	8,993	2,741	894	25	12,653	1,048	2.299
Incremental	Mid 2006 - Mid 2011	840	813	-162	975	336	123	24	-1	482	-147	
	Mid 2011 - Mid 2016	2,200	2,111	-64	2,175	889	262	116	-99	1,168	-58	
	Mid 2016 - Mid 2018	630	608	25	583	231	110	12	0	353	22	
	Mid 2018 - Mid 2023	1,780	1,708	72	1,636	513	225	65	0	804	66	
	Mid 2018 - Mid 2028	3,140	3,019	104	2,915	969	442	147	0	1,557	95	
	Mid 2018 - Mid 2038	6,810	6,536	223	6,313	1,783	1,118	363	0	3,264	203	
	Mid 2018 - Buildout	11,421	10,969	497	10,472	2,647	1,951	612	0	5,210	452	

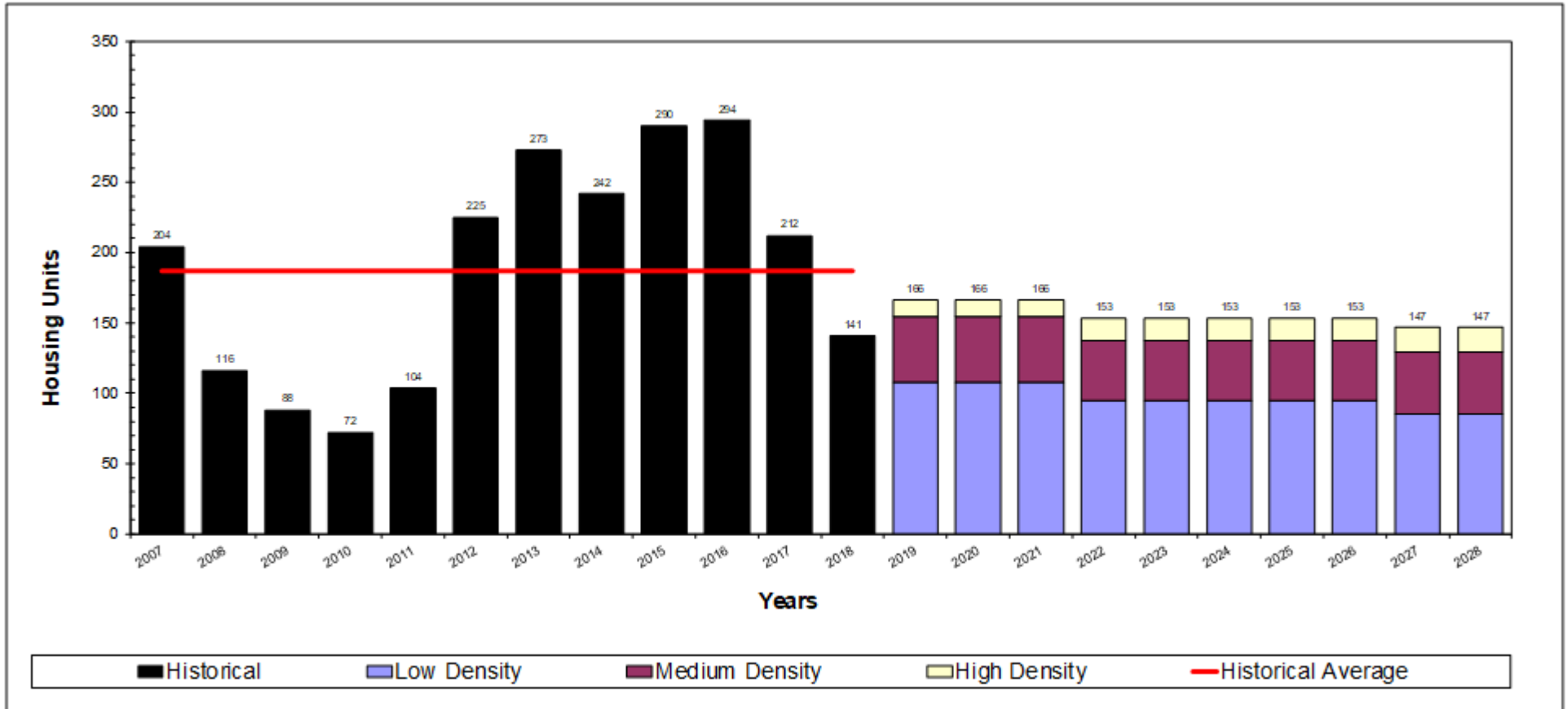
Source: Watson & Associates Economists Ltd., 2018. Forecast based on Niagara Region Municipal Comprehensive Review, 2016.

¹ Census Undercount estimated at approximately 4.1%. 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
Annual Housing Forecast¹**



Source: Historical housing activity derived from Statistics Canada building permit data for the Town of Niagara-on-the-Lake, 2007-2017.

¹ Growth forecast represents calendar year.

Schedule 2
Town of Niagara-on-the-Lake
Estimate of the Anticipated Amount, Type and Location of
Residential Development for which Development Charges can be Imposed

Development Location	Timing	Single & Semi-Detached	Multiples ¹	Apartments ²	Total Residential Units	Gross Population In New Units	Existing Unit Population Change	Net Population Increase, Excluding Institutional	Institutional Population	Net Population Including Institutional
Urban	2018 - 2023	503	225	65	794	1,923	(310)	1,613	73	1,686
	2018 - 2028	949	442	147	1,537	3,701	(829)	2,872	105	2,977
	2018 - 2038	1,743	1,118	363	3,224	7,622	(1,397)	6,225	223	6,449
	2018 - Buildout	2,584	1,951	612	5,147	12,060	(1,733)	10,327	497	10,824
Rural	2018 - 2023	10	0	0	10	26	(4)	22	0	22
	2018 - 2028	20	0	0	20	53	(11)	42	0	42
	2018 - 2038	40	0	0	40	105	(17)	88	0	88
	2018 - Buildout	63	0	0	63	166	(21)	145	0	145
Niagara-on-the-Lake	2018 - 2023	513	225	65	804	1,949	(314)	1,635	73	1,708
	2018 - 2028	969	442	147	1,557	3,754	(840)	2,914	105	3,019
	2018 - 2038	1,783	1,118	363	3,264	7,727	(1,414)	6,313	223	6,537
	2018 - Buildout	2,647	1,951	612	5,210	12,226	(1,754)	10,472	497	10,969

Source: Watson & Associates Economists Ltd., 2018

¹ Includes townhouses and apartments in duplexes.

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

Schedule 3
Town of Niagara-on-the-Lake
Current Year Growth Forecast
Mid-2016 to Mid-2018

		Population
Mid 2016 Population		17,511
Occupants of New Housing Units, Mid 2016 to Mid 2018	<i>Units (2)</i>	353
	<i>multiplied by persons per unit (3)</i>	2.425
	<i>gross population increase</i>	856
		856
Occupants of New Equivalent Institutional Units, Mid 2016 to Mid 2018	<i>Units</i>	22
	<i>multiplied by persons per unit</i>	1.100
	<i>gross population increase</i>	24
		24
Decline in Housing Unit Occupancy, Mid 2016 to Mid 2018	<i>Units (4)</i>	7,090
	<i>multiplied by ppu decline rate (5)</i>	-0.038
	<i>total decline in population</i>	-272
		-272
Population Estimate to Mid 2018		18,119
<i>Net Population Increase, Mid 2016 to Mid 2018</i>		608

- (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	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.577	66%	1.686
<i>Multiples (6)</i>	2.189	31%	0.682
<i>Apartments (7)</i>	1.669	3%	0.057
Total		100%	2.425

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 4a
Town of Niagara-on-the-Lake
Current Year Growth Forecast
Mid-2018 to Mid-2023

		Population
Mid 2018 Population		18,119
Occupants of New Housing Units, Mid 2018 to Mid 2023	<i>Units (2)</i>	804
	<i>multiplied by persons per unit (3)</i>	2,425
	<i>gross population increase</i>	1,949
Occupants of New Equivalent Institutional Units, Mid 2018 to Mid 2023	<i>Units</i>	66
	<i>multiplied by persons per unit</i>	1,100
	<i>gross population increase</i>	73
Decline in Housing Unit Occupancy, Mid 2018 to Mid 2023	<i>Units (4)</i>	7,443
	<i>multiplied by ppu decline rate (5)</i>	-0.042
	<i>total decline in population</i>	-314
Population Estimate to Mid 2023		19,827
<i>Net Population Increase, Mid 2018 to Mid 2023</i>		1,708

(1) Mid 2018 Population based on:

2016 Population (17,511) + Mid 2016 to Mid 2018 estimated housing units to beginning of forecast period (353 x = 856) + (7,090 x -0.035 = -248) = 18,119

(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	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.632	64%	1.681
<i>Multiples (6)</i>	2.160	28%	0.605
<i>Apartments (7)</i>	1.705	8%	0.139
<i>one bedroom or less</i>	1.521		
<i>two bedrooms or more</i>	1.789		
Total		100%	2.425

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) Mid 2018 households based upon 7,090 (2016 Census) + 353 (Mid 2016 to Mid 2018 unit estimate) = 7,443

(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 4b
Town of Niagara-on-the-Lake
Current Year Growth Forecast
Mid-2018 to Mid-2028

		Population
Mid 2018 Population		18,119
Occupants of New Housing Units, Mid 2018 to Mid 2028	<i>Units (2)</i>	1,557
	<i>multiplied by persons per unit (3)</i>	2,411
	<i>gross population increase</i>	3,754
		3,754
Occupants of New Equivalent Institutional Units, Mid 2018 to Mid 2028	<i>Units</i>	95
	<i>multiplied by persons per unit</i>	1,100
	<i>gross population increase</i>	105
		105
Decline in Housing Unit Occupancy, Mid 2018 to Mid 2028	<i>Units (4)</i>	7,443
	<i>multiplied by ppu decline rate (5)</i>	-0.113
	<i>total decline in population</i>	-840
		-840
Population Estimate to Mid 2028		21,138
<i>Net Population Increase, Mid 2018 to Mid 2028</i>		3,019

(1) Mid 2018 Population based on:

2016 Population (17,511) + Mid 2016 to Mid 2018 estimated housing units to beginning of forecast period (353 x = 856) + (7,090 x -0.035 = -248) = 18,119

(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	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.632	63%	1.638
<i>Multiples (6)</i>	2.160	28%	0.613
<i>Apartments (7)</i>	1.705	9%	0.161
<i>one bedroom or less</i>	1.521		
<i>two bedrooms or more</i>	1.789		
Total		100%	2.411

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) Mid 2018 households based upon 7,090 (2016 Census) + 353 (Mid 2016 to Mid 2018 unit estimate) = 7,443

(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 4c
Town of Niagara-on-the-Lake
Current Year Growth Forecast
Mid-2018 to Mid-2038

		Population	
Mid 2018 Population		18,119	
Occupants of New Housing Units, Mid 2018 to Mid 2038	<i>Units (2)</i>	3,264	
	<i>multiplied by persons per unit (3)</i>	2.367	
	<i>gross population increase</i>	7,727	7,727
Occupants of New Equivalent Institutional Units, Mid 2018 to Mid 2038	<i>Units</i>	203	
	<i>multiplied by persons per unit</i>	1.100	
	<i>gross population increase</i>	223	223
Decline in Housing Unit Occupancy, Mid 2018 to Mid 2038	<i>Units (4)</i>	7,443	
	<i>multiplied by ppu. decline rate (5)</i>	-0.190	
	<i>total decline in population</i>	-1,414	-1,414
Population Estimate to Mid 2038		24,655	
<i>Net Population Increase, Mid 2018 to Mid 2038</i>		6,536	

(1) Mid 2018 Population based on:

2016 Population (17,511) + Mid 2016 to Mid 2018 estimated housing units to beginning of forecast period (353 x = 856) + (7,090 x -0.035 = -248) = 18,119

(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	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.632	55%	1.438
<i>Multiples (6)</i>	2.160	34%	0.740
<i>Apartments (7)</i>	1.705	11%	0.190
<i>one bedroom or less</i>	1.521		
<i>two bedrooms or more</i>	1.789		
Total		100%	2.367

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) Mid 2018 households based upon 7,090 (2016 Census) + 353 (Mid 2016 to Mid 2018 unit estimate) = 7,443

(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
Town of Niagara-on-the-Lake
Current Year Growth Forecast
Mid-2018 to Buildout

		Population
Mid 2018 Population		18,119
Occupants of New Housing Units, Mid 2018 to Buildout	<i>Units (2)</i>	5,210
	<i>multiplied by persons per unit (3)</i>	2,347
	<i>gross population increase</i>	12,226
Occupants of New Equivalent Institutional Units, Mid 2018 to Buildout	<i>Units</i>	452
	<i>multiplied by persons per unit</i>	1,100
	<i>gross population increase</i>	497
Decline in Housing Unit Occupancy, Mid 2018 to Buildout	<i>Units (4)</i>	5,210
	<i>multiplied by ppu. decline rate (5)</i>	-0,337
	<i>total decline in population</i>	-1,754
Population Estimate to Buildout		29,088
<i>Net Population Increase, Mid 2018 to Buildout</i>		<i>10,969</i>

(1) Mid 2018 Population based on:

2016 Population (17,511) + Mid 2016 to Mid 2018 estimated housing units to beginning of forecast period (353 x = 856) + (7,090 x -0.035 = -248) = 18,119

(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	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.632	51%	1.337
<i>Multiples (6)</i>	2.160	37%	0.809
<i>Apartments (7)</i>	1.705	12%	0.200
<i>one bedroom or less</i>	1.521		
<i>two bedrooms or more</i>	1.789		
Total		100%	2.347

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) Mid 2018 households based upon 7,090 (2016 Census) + 353 (Mid 2016 to Mid 2018 unit estimate) = 7,443

(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
Town of Niagara-on-the-Lake
Summary of Residential Land Supply

Stage of Development	Density Type			
	Singles & Semi-Detached	Multiples ¹	Apartments ²	Total
<u>Unit Yields from Potential Developable Parcels</u>	2,153	1,100	0	3,253
Old Town	163	306	0	469
Virgil	690	32	0	722
Queenston	29	0	0	29
St. Davids	858	113	0	971
Glendale	413	649	0	1,062
<i>% Breakdown</i>	66%	34%	0%	100%
<u>Plans of Subdivisions</u>	431	851	144	1,426
Old Town	57	121	134	312
Queenston	0	0	0	0
St. Davids	67	42	0	109
Glendale	281	632	10	923
<i>% Breakdown</i>	30%	60%	10%	100%
Intensification Provision	0	0	468	468
<i>% Breakdown</i>	0%	0%	100%	100%
<u>Total</u>	2,584	1,951	612	5,147
Old Town	220	427	134	781
Virgil	716	88	0	804
Queenston	29	0	0	29
St. Davids	925	155	0	1,080
Glendale	694	1,281	10	1,985
<i>% Breakdown</i>	50%	38%	12%	100%

Source: Town of Niagara-on-the-Lake Planning Department as of 10/2017, Niagara-on-the-Lake Official Plan Draft 3 - 2016 & NOTL Official Plan Review Growth Analysis - Technical Background Report, 2015.

¹ Includes townhouses and apartments in duplexes.

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

Schedule 7
Town of Niagara-on-the-Lake
Historical Residential Building Permits
Years 2007 - 2017

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples ¹	Apartments ²	Total
2007	89	27	0	116
2008	70	18	0	88
2009	61	11	0	72
2010	80	24	0	104
2011	84	54	87	225
Average (2007 - 2011)	77	27	17	121
% Breakdown	63.5%	22.1%	14.4%	100.0%
2012	105	68	100	273
2013	95	147	0	242
2014	128	162	0	290
2015	196	77	21	294
2016	155	45	12	212
Sub-total	679	499	133	1,311
Average (2012 - 2016)	136	100	27	262
% Breakdown	51.8%	38.1%	10.1%	100.0%
2017	76	65	0	141
Sub-total	76	65	0	141
% Breakdown	53.9%	46.1%	0.0%	100.0%
2007 - 2017				
Total	1,139	698	220	2,057
Average	104	63	20	192
% Breakdown	55.4%	33.9%	10.7%	100.0%

Source: Statistics Canada Publication, 64-001XIB

¹ Includes townhouses and apartments in duplexes.

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

Schedule 8a
Town of Niagara-on-the-Lake
Person Per Unit by Age and Type of Dwelling (2016 Census)

Age of Dwelling	Singles and Semi-Detached						25 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	-	2.000	2.696	-	2.577	
6-10	-	-	1.727	2.487	-	2.482	
11-15	-	-	1.929	2.660	3.667	2.683	
16-20	-	-	-	2.717	3.182	2.773	2.632
20-25	-	-	-	2.875	-	2.649	
25-35	-	-	1.737	2.548	2.643	2.343	
35+	-	1.389	1.852	2.474	3.333	2.427	
Total	-	1.432	1.872	2.553	3.436	2.491	

Age of Dwelling	Multiples ¹						25 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	-	1.682	1.958	-	1.780	
6-10	-	-	1.917	-	-	1.826	
11-15	-	-	-	1.538	-	1.636	
16-20	-	-	-	-	-	1.650	1.723
20-25	-	-	-	-	-	-	
25-35	-	-	-	-	-	-	
35+	-	-	-	-	-	-	
Total	-	1.250	1.714	1.667	-	1.756	

Age of Dwelling	Apartments ²						25 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	-	1.500	-	-	1.600	
6-10	-	-	-	-	-	-	
11-15	-	-	-	-	-	-	
16-20	-	-	-	-	-	-	1.600
20-25	-	-	-	-	-	-	
25-35	-	-	-	-	-	-	
35+	-	1.273	-	-	-	1.231	
Total	-	1.400	1.655	-	-	1.426	

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	-	1.794	2.527	-	2.314
6-10	-	-	1.737	2.391	-	2.324
11-15	-	-	1.833	2.555	4.000	2.523
16-20	-	-	1.760	2.611	3.182	2.426
20-25	-	-	-	2.760	-	2.556
25-35	-	-	1.667	2.510	2.467	2.299
35+	-	1.385	1.803	2.483	3.309	2.392
Total	-	1.483	1.785	2.506	3.429	2.386

¹ Includes townhouses and apartments in duplexes.

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

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

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

Schedule 8b
Niagara Region
Person Per Unit by Age and Type of Dwelling (2016 Census)

Age of Dwelling	Singles and Semi-Detached						25 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	1.500	1.915	3.045	4.522	2.929	
6-10	-	1.500	1.864	3.078	4.414	2.981	
11-15	-	1.909	1.928	3.005	4.323	2.999	
16-20	-	-	1.846	2.962	3.950	2.936	2.948
20-25	-	1.615	1.893	2.931	4.022	2.895	
25-35	-	1.594	1.929	2.797	3.713	2.805	
35+	2.091	1.420	1.816	2.532	3.765	2.445	
Total	2.467	1.481	1.834	2.666	3.895	2.592	

Age of Dwelling	Multiples ¹						25 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	1.647	1.726	2.424	-	2.189	
6-10	-	1.231	1.807	2.275	-	1.997	
11-15	-	1.529	1.675	2.432	-	2.111	
16-20	-	1.500	1.914	2.494	-	2.208	2.160
20-25	-	1.360	1.748	2.726	3.143	2.296	
25-35	-	1.292	2.000	2.640	2.750	2.404	
35+	-	1.216	1.823	2.630	3.407	2.176	
Total	-	1.275	1.814	2.562	3.243	2.197	

Age of Dwelling	Apartments ²						25 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	1.317	1.652	2.783	-	1.669	
6-10	-	1.178	1.721	3.067	-	1.685	
11-15	-	1.381	1.865	2.632	-	1.817	
16-20	-	1.241	1.847	2.652	-	1.686	1.705
20-25	-	1.224	1.780	2.974	-	1.668	
25-35	-	1.199	1.729	3.082	-	1.589	
35+	1.085	1.167	1.740	2.616	2.550	1.562	
Total	0.892	1.185	1.746	2.716	2.875	1.589	

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	1.411	1.792	2.879	4.380	2.604
6-10	-	1.338	1.821	2.966	4.291	2.688
11-15	-	1.447	1.836	2.931	4.284	2.745
16-20	-	1.430	1.868	2.895	3.934	2.656
20-25	-	1.253	1.799	2.895	3.934	2.515
25-35	-	1.231	1.818	2.787	3.648	2.497
35+	1.250	1.219	1.790	2.539	3.725	2.272
Total	1.250	1.242	1.800	2.658	3.841	2.383

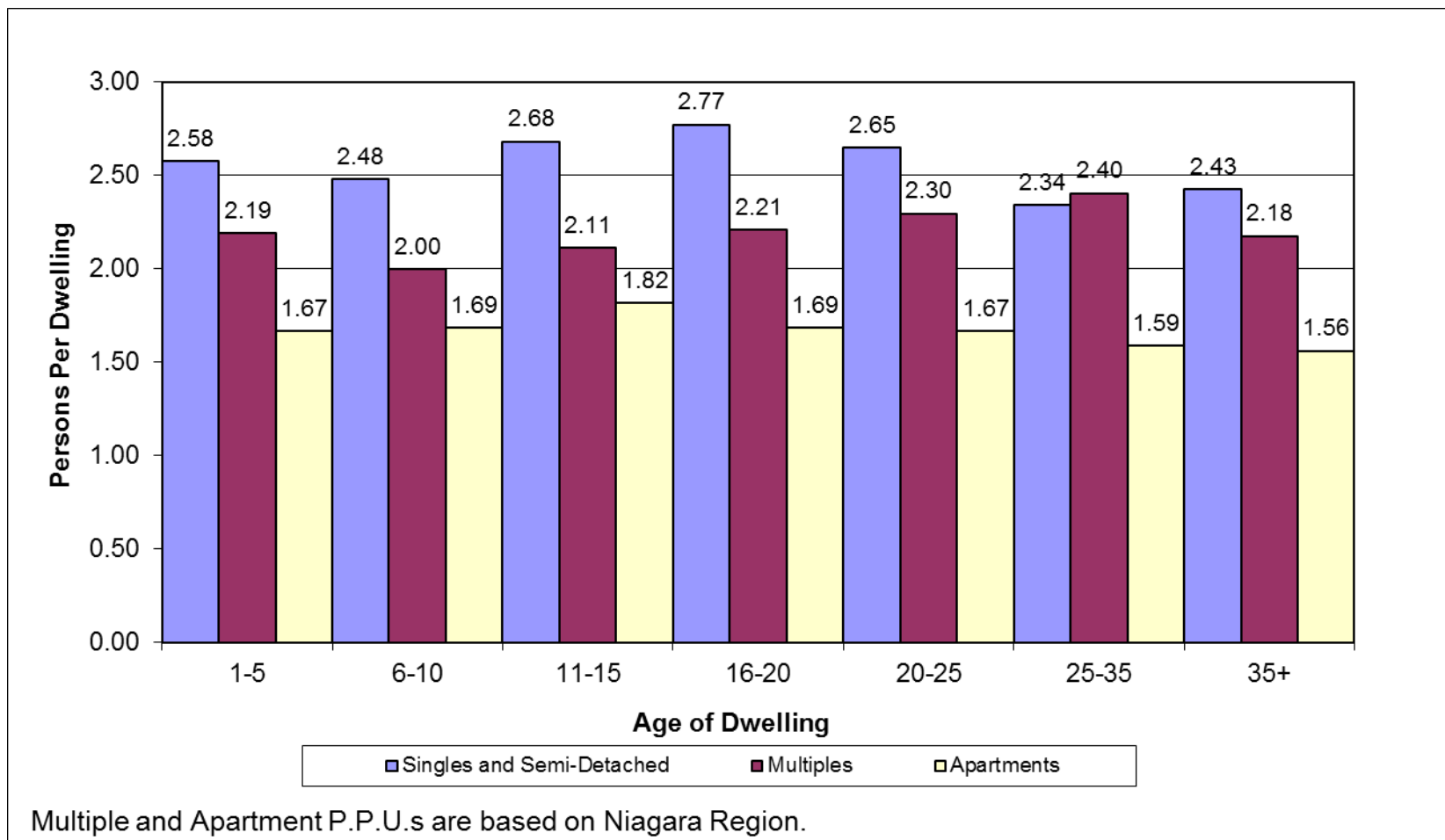
¹ Includes townhouses and apartments in duplexes.

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

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

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

**Schedule 9
Town of Niagara-on-the-Lake
Pers Per Unit by Structure Type and Age of Dwelling (2016 Census)**



Schedule 10a Town of Niagara-on-the-Lake Employment Forecast, 2018 to Buildout

Period	Population	Activity Rate								Employment								Employment Total (Excluding N.F.P.O.W. and Work at Home)
		Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ¹	Total Including N.F.P.O.W.	Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ¹	Total Employment (Including N.F.P.O.W.)	
Mid 2006	14,587	0.048	0.102	0.168	0.279	0.088	0.685	0.072	0.757	705	1,490	2,448	4,063	1,290	9,995	1,050	11,045	8,505
Mid 2011	15,400	0.052	0.068	0.150	0.246	0.100	0.616	0.077	0.692	800	1,040	2,313	3,793	1,540	9,485	1,178	10,663	8,445
Mid 2016	17,511	0.042	0.076	0.123	0.325	0.094	0.660	0.081	0.742	740	1,325	2,163	5,688	1,650	11,565	1,421	12,986	10,240
Mid 2018	18,119	0.041	0.076	0.123	0.325	0.091	0.657	0.081	0.738	745	1,380	2,236	5,883	1,653	11,897	1,470	13,367	10,517
Mid 2023	19,827	0.038	0.077	0.121	0.323	0.093	0.653	0.081	0.734	760	1,520	2,397	6,410	1,852	12,939	1,611	14,550	11,419
Mid 2028	21,138	0.037	0.077	0.119	0.322	0.093	0.648	0.081	0.729	775	1,631	2,513	6,802	1,971	13,692	1,717	15,409	12,061
Mid 2038	24,655	0.032	0.078	0.115	0.303	0.093	0.621	0.081	0.702	790	1,914	2,845	7,465	2,298	15,312	2,003	17,315	13,398
Buildout	29,088	0.028	0.078	0.112	0.283	0.087	0.587	0.081	0.669	800	2,258	3,263	8,242	2,523	17,086	2,363	19,449	14,828
Incremental Change																		
Mid 2006 - Mid 2011	813	0.004	-0.035	-0.018	-0.032	0.012	-0.069	0.005	-0.065	95	-450	-135	-270	250	-510	129	-381	-60
Mid 2011 - Mid 2016	2,111	-0.0097	0.0081	-0.0267	0.0785	-0.0058	0.0445	0.0046	0.0492	-60	285	-150	1,895	110	2,080	242	2,322	1,795
Mid 2016 - Mid 2018	608	-0.0011	0.0005	-0.0001	-0.0001	-0.0030	-0.0038	0.0000	-0.0038	5	55	74	196	3	332	49	381	277
Mid 2018 - Mid 2023	1,708	-0.0028	0.0005	-0.0025	-0.0014	0.0022	-0.0040	0.0001	-0.0039	15	140	161	527	199	1,042	141	1,183	902
Mid 2018 - Mid 2028	3,019	-0.0045	0.0010	-0.0045	-0.0029	0.0020	-0.0089	0.0001	-0.0088	30	251	277	919	318	1,795	247	2,042	1,544
Mid 2018 - Mid 2038	6,536	-0.0091	0.0014	-0.0080	-0.0219	0.0020	-0.0355	0.0001	-0.0354	45	534	609	1,582	645	3,415	533	3,948	2,881
Mid 2018 - Buildout	10,969	-0.0136	0.0014	-0.0112	-0.0413	-0.0045	-0.0692	0.0001	-0.0691	55	878	1,027	2,359	870	5,189	893	6,082	4,311
Annual Average																		
Mid 2006 - Mid 2011	163	0.00072	-0.00692	-0.00352	-0.00645	0.00231	-0.01386	0.00091	-0.01294	19	-90	-27	-54	50	-102	26	-76	-12
Mid 2011 - Mid 2016	422	-0.0019	0.0016	-0.0053	0.0157	-0.0012	0.0089	0.0009	0.0098	-12	57	-30	379	22	416	48	464	359
Mid 2016 - Mid 2018	304	-0.0006	0.0003	-0.0001	0.0000	-0.0015	-0.0019	0.0000	-0.0019	3	28	37	98	2	166	25	191	139
Mid 2018 - Mid 2023	342	-0.00056	0.00010	-0.00050	-0.00028	0.00044	-0.00080	0.00002	-0.00078	3	28	32	105	40	208	28	237	180
Mid 2018 - Mid 2028	302	-0.00045	0.00010	-0.00045	-0.00029	0.00020	-0.00089	0.00001	-0.00088	3	25	28	92	32	180	25	204	154
Mid 2018 - Mid 2038	327	-0.00045	0.00007	-0.00040	-0.00110	0.00010	-0.00178	0.00001	-0.00177	2	27	30	79	32	171	27	197	144

Source: Watson & Associates Economists Ltd., 2018. Forecast based on Niagara Region Municipal Comprehensive Review, 2016.

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

Schedule 10b
Town of Niagara-on-the-Lake
Employment & Gross Floor Area (G.F.A) Forecast, 2018 to Buildout

Period	Population	Employment						Gross Floor Area in Square Feet (Estimated) ¹				
		Primary	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ¹	Total Employment (Including N.F.P.O.W.)	Industrial	Commercial/ Population Related	Institutional	Total
Mid 2006	14,587	705	2,448	4,063	1,290	8,505	1,050	9,555				
Mid 2011	15,400	800	2,313	3,793	1,540	8,445	1,178	9,623				
Mid 2016	17,511	740	2,163	5,688	1,650	10,240	1,421	11,661				
Mid 2018	18,119	745	2,236	5,883	1,653	10,517	1,470	11,987				
Mid 2023	19,827	760	2,397	6,410	1,852	11,419	1,611	13,030				
Mid 2028	21,138	775	2,513	6,802	1,971	12,061	1,717	13,778				
Mid 2038	24,655	790	2,845	7,465	2,298	13,398	2,003	15,401				
Buildout	29,088	800	3,263	8,242	2,523	14,828	2,363	17,191				
Incremental Change												
Mid 2006 - Mid 2011	813	95	-135	-270	250	-60	129	69				
Mid 2011 - Mid 2016	2,111	-60	-150	1,895	110	1,795	242	2,037				
Mid 2016 - Mid 2018	608	5	74	196	3	277	49	326	95,500	97,700	2,100	195,300
Mid 2018 - Mid 2023	1,708	15	161	527	199	902	141	1,043	209,300	263,500	139,300	612,100
Mid 2018 - Mid 2028	3,019	30	277	919	318	1,544	247	1,791	360,100	459,500	222,600	1,042,200
Mid 2018 - Mid 2038	6,536	45	609	1,582	645	2,881	533	3,414	791,700	791,000	451,500	2,034,200
Mid 2018 - Buildout	10,969	55	1,027	2,359	870	4,311	893	5,204	1,335,100	1,179,500	609,000	3,123,600
Annual Average												
Mid 2006 - Mid 2011	163	19	-27	-54	50	-12	26	14				
Mid 2011 - Mid 2016	422	-12	-30	379	22	359	48	407				
Mid 2016 - Mid 2018	304	3	37	98	2	139	25	163	47,750	48,850	1,050	97,650
Mid 2018 - Mid 2023	342	3	32	105	40	180	28	209	41,860	52,700	27,860	122,420
Mid 2018 - Mid 2028	302	3	28	92	32	154	25	179	36,010	45,950	22,260	104,220
Mid 2018 - Mid 2038	327	2	30	79	32	144	27	171	39,585	39,550	22,575	101,710

Source: Watson & Associates Economists Ltd., 2018. Forecast based on Niagara Region Municipal Comprehensive Review, 2016.

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

² Square Foot Per Employee Assumptions

Industrial	1,300
Commercial/ Population Related	500
Institutional	700

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

Development Location	Timing	Industrial	Commercial	Institutional	Total Non-Res	Employment
		G.F.A. S.F.	G.F.A. S.F.	G.F.A. S.F.	G.F.A. S.F.	Increase ¹
Urban	2018 - 2028	285,400	444,500	95,100	825,000	1,283
	2018 - 2038	642,400	761,000	316,500	1,719,900	2,546
	2018 - Buildout	1,111,100	1,134,500	464,000	2,709,600	3,903
Rural	2018 - 2028	74,700	15,000	127,500	217,200	261
	2018 - 2038	149,300	30,000	135,000	314,300	335
	2018 - Buildout	224,000	45,000	145,000	414,000	408
Niagara-on-the-Lake	2018 - 2028	360,100	459,500	222,600	1,042,200	1,544
	2018 - 2038	791,700	791,000	451,500	2,034,200	2,881
	2018 - Buildout	1,335,100	1,179,500	609,000	3,123,600	4,311

Source: Watson & Associates Economists Ltd., 2018

¹ Employment Increase does not include No Fixed Place of Work.

² Square feet per employee assumptions:

Industrial	1,300
Commercial	500
Institutional	700

Schedule 11
Town of Niagara-on-the-Lake
Non-Residential Construction Value
Years 2007 – 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	7,359	1,624	14,236	23,218	2,968	2,581	873	6,422	93	132	0	225	10,420	4,336	15,109	29,865
2008	3,118	601	0	3,719	687	2,372	0	3,060	5,643	74	0	5,717	9,448	3,047	0	12,496
2009	930	606	339	1,875	0	1,189	1,582	2,771	15	170	6,780	6,964	945	1,964	8,701	11,610
2010	2,678	921	0	3,599	345	925	6,707	7,977	15,342	741	0	16,084	18,365	2,588	6,707	27,660
2012	10,275	265	3,538	14,078	4,545	844	429	5,818	10,741	596	375	11,713	25,562	1,704	4,342	31,608
2013	1,519	207	0	1,726	111,566	6,230	0	117,796	42	63	789	894	113,127	6,500	789	120,416
2014	2,472	3,806	0	6,278	9,319	17,299	0	26,618	1,548	93	1,238	2,879	13,339	21,198	1,238	35,775
2015	9,875	3,025	1,160	14,060	1,366	9,566	380	11,311	0	0	6,001	6,001	11,240	12,591	7,541	31,372
2016	7,306	456	2,652	10,414	1,588	4,895	814	7,296	12	2,543	212	2,767	8,906	7,894	3,678	20,478
Subtotal	47,129	12,284	22,933	82,346	133,700	46,645	11,165	191,509	33,509	5,792	15,396	54,696	214,337	64,720	49,494	328,551
Percent of Total	57%	15%	28%	100%	70%	24%	6%	100%	61%	11%	28%	100%	65%	20%	15%	100%
Average	4,713	1,228	2,293	8,235	13,370	4,664	1,116	19,151	3,351	579	1,540	5,470	21,434	6,472	4,949	32,855
2007 - 2011 Period Total				35,790				22,670				30,441				88,902
2007 - 2011 Average				7,158				4,534				6,088				17,780
% Breakdown				40.3%				25.5%				34.2%				100.0%
2012 - 2016 Period Total				46,555				168,839				24,255				239,649
2012 - 2016 Average				9,311				33,768				4,851				47,930
% Breakdown				19.4%				70.5%				10.1%				100.0%
2007 - 2016 Period Total				82,346				191,509				54,696				328,551
2007 - 2016 Average				8,235				19,151				5,470				32,855
% Breakdown				25.1%				58.3%				16.6%				100.0%

Source: Statistics Canada Publication, 64-001-XIB

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

Schedule 12
Town of Niagara-on-the-Lake
Employment to Population Ratio by Major Employment Sector, 2006 to 2016

NAICS	Employment & Gross Floor Area (G.F.A) Forecast, 2016 To Buildout	Year			Change		Comments
		2006	2011	2016	06-11	11-16	
Employment by industry							
Primary Industry Employment							
11	<i>Agriculture, forestry, fishing and hunting</i>	1,155	1,060	980	-95	-80	Categories which relate to local land-based resources.
21	<i>Mining and oil and gas extraction</i>	25	0	0	-25	0	
Sub-total		1,180	1,060	980	-120	-80	
Industrial and Other Employment							
22	<i>Utilities</i>	195	420	45	225	-375	Categories which relate primarily to industrial land supply and demand.
23	<i>Construction</i>	325	370	365	45	-5	
31-33	<i>Manufacturing</i>	990	740	820	-250	80	
41	<i>Wholesale trade</i>	480	465	590	-15	125	
48-49	<i>Transportation and warehousing</i>	510	485	405	-25	-80	
56	<i>Administrative and support</i>	145	83	193	-63	110	
Sub-total		2,645	2,563	2,418	-83	-145	
Population Related Employment							
44-45	<i>Retail trade</i>	980	1,145	2,175	165	1,030	Categories which relate primarily to population growth within the municipality.
51	<i>Information and cultural industries</i>	45	50	95	5	45	
52	<i>Finance and insurance</i>	160	160	165	0	5	
53	<i>Real estate and rental and leasing</i>	120	100	195	-20	95	
54	<i>Professional, scientific and technical services</i>	390	465	445	75	-20	
55	<i>Management of companies and enterprises</i>	10	0	10	-10	10	
56	<i>Administrative and support</i>	145	83	193	-63	110	
71	<i>Arts, entertainment and recreation</i>	550	655	625	105	-30	
72	<i>Accommodation and food services</i>	2,110	1,385	2,180	-725	795	
81	<i>Other services (except public administration)</i>	280	260	315	-20	55	
Sub-total		4,790	4,303	6,398	-488	2,095	
Institutional							
61	<i>Educational services</i>	495	490	600	-5	110	
62	<i>Health care and social assistance</i>	530	590	765	60	175	
91	<i>Public administration</i>	355	480	405	125	-75	
Sub-total		1,380	1,560	1,770	180	210	
Total Employment		9,995	9,485	11,565	-510	2,080	
Population		14,587	15,400	17,511	813	2,111	
Employment to Population Ratio							
Industrial and Other Employment		0.18	0.17	0.14	-0.01	-0.03	
Population Related Employment		0.33	0.28	0.37	-0.05	0.09	
Institutional Employment		0.09	0.10	0.10	0.01	0.00	
Primary Industry Employment		0.08	0.07	0.06	-0.01	-0.01	
Total		0.69	0.62	0.66	-0.07	0.04	

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
Town of Niagara-on-the-Lake
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	Services Related to a Highway - Roads	\$13,858.90	0.0126	km of roadways	1,099,913	per lane km	152,018,274
	Services Related to a Highway - Facilities	\$201.89	0.9258	ft ² of building area	218	per sq.ft.	609,506
	Services Related to a Highway - Vehicles	\$212.68	0.0018	No. of vehicles and equipment	118,156	per vehicle	642,081
Fire	Fire Facilities	\$832.70	2.5389	ft ² of building area	328	per sq.ft.	2,513,921
	Fire Vehicles	\$419.41	0.0011	No. of vehicles	381,282	per vehicle	1,266,199
	Fire Small Equipment and Gear	\$55.44	0.0109	No. of equipment and gear	5,086	per Firefighter	167,373
Parking	Parking Spaces	\$48.32	0.0129	No. of spaces	3,746	per space	145,878
Indoor & Outdoor Recreation	Parkland Development	\$719.15	0.0068	Acres of Parkland	105,757	per acre	2,171,114
	Parks Vehicles and Equipment	\$91.62	0.0015	No. of vehicles and equipment	61,080	per vehicle	276,601
	Indoor Recreation Facilities	\$1,602.86	5.2292	ft ² of building area	307	per sq.ft.	4,839,034
Library	Library Facilities	\$211.01	0.6336	ft ² of building area	333	per sq.ft.	637,039
	Library Collection Materials	\$134.46	5.2732	No. of library collection items	25	per collection item	405,935
By-law	By-law Vehicles	\$2.75	0.0001	No. of vehicles	\$27,500	per vehicle	8,302

**Town of Niagara-on-the-Lake
Service Standard Calculation Sheet**

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

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Value (\$/km)
Semi-urban	56	56	56	56	56	56	56	56	56	56	\$1,630,000
Rural	146	146	146	146	146	146	146	146	146	146	\$900,000
Total	202	202	202	202	202	202	202	202	202	202	

Population	15,127	15,218	15,268	15,400	15,527	15,973	16,394	16,934	17,511	17,905
Per Capita Standard	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01

10 Year Average	2008-2017
Quantity Standard	0.0126
Quality Standard	\$1,099,913
Service Standard	\$13,859

D.C. Amount (before deductions)	Buildout
Forecast Population	10,969
\$ per Capita	\$13,859
Eligible Amount	\$152,018,274

**Town of Niagara-on-the-Lake
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Vehicles
Unit Measure: No. of vehicles and equipment

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Value (\$/Vehicle)
Excavator	1	1	1	1	1	1	1	1	1	1	\$330,000
Backhoe Loader	2	2	2	2	2	2	2	2	2	2	\$150,000
Tandem Truck w/Plow	2	2	2	2	2	2	2	2	2	2	\$215,000
5ton Truck w/Plow	5	5	5	5	5	5	5	5	5	5	\$215,000
1ton Truck	3	2	2	2	2	2	2	2	2	2	\$52,000
Utility Van	1	1	1	1	1	1	1	1	1	1	\$55,900
Pick-up Trucks	4	5	5	5	5	5	5	5	5	5	\$35,000
Van	5	5	5	4	3	3	3	3	3	3	\$35,000
Grader	1	1	1	1	1	1	1	1	1	1	\$350,000
Tractors w/mower	2	2	2	2	2	2	2	2	2	2	\$75,000
Front End Loader	1	-	-	-	-	-	-	-	-	-	\$59,500
1ton 4 Wheel Drive w/ Plow	1	1	1	1	1	1	1	1	1	1	\$50,300
Trackless Snow Plow w/ Attachment	1	2	2	2	2	2	2	2	2	2	\$125,000
Small Pickup	-	-	1	1	1	1	1	1	1	1	\$27,900
Valve and Vaccuum Trailer	-	-	-	-	-	-	-	-	-	1	\$90,000
Total	29	29	30	29	28	28	28	28	28	29	

Population	15,127	15,218	15,268	15,400	15,527	15,973	16,394	16,934	17,511	17,905
Per Capita Standard	0.0019	0.0019	0.0020	0.0019	0.0018	0.0018	0.0017	0.0017	0.0016	0.0016

10 Year Average	2008-2017
Quantity Standard	0.0018
Quality Standard	\$118,156
Service Standard	\$213

D.C. Amount (before deductions)	10 Year
Forecast Population	3,019
\$ per Capita	\$213
Eligible Amount	\$642,081

**Town of Niagara-on-the-Lake
Service Standard Calculation Sheet**

Service: Parkland Development
Unit Measure: Acres of Parkland

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Value (\$/Acre)
Memorial Park	13.5	13.5	13.5	13.5	13.5	13.5	13.5	13.5	13.5	13.5	\$230,000
Queens Royal Park	5.4	5.4	5.4	5.4	5.4	5.4	5.4	5.4	5.4	5.4	\$112,000
Simcoe Park	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	\$246,000
Rye Heritage Park	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	\$87,000
Newark Park	24.4	24.4	24.4	24.4	24.4	24.4	24.4	24.4	24.4	24.4	\$56,000
Garrison Village Green	2.3	2.3	2.3	2.3	2.3	2.3	2.3	2.3	2.3	2.3	\$129,000
Centennial and Sports Park 1	22.7	22.7	22.7	22.7	22.7	22.7	22.7	22.7	22.7	22.7	\$109,000
St. Davids Lions Club Park	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	\$56,000
William Nassau Park	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	\$78,000
Homestead Park	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	\$168,000
Chautauqua Park	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	\$56,000
Ryerson Park	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	\$56,000
Lowry Park, St. Davids	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	\$56,000
Nelson Park	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	\$145,000
Villages Park	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8	1.8	\$56,000
Niagara on the Green Parkette	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	\$56,000
Anderson Park Lane 2	8.0	8.0	8.0	14.0	14.0	14.0	14.0	14.0	14.0	14.0	\$56,000
Niagara on the Green Phase 2	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	\$93,000
Sparky's Park, St. Davids	-	-	-	-	-	-	-	-	2.8	3.0	\$90,000
Villages Park, Ph 2	-	-	-	-	-	-	-	-	3.8	4.0	\$108,500
Queenston Village Common	-	-	-	-	-	-	-	-	-	0.8	\$237,000
Cannery Park	-	-	-	-	-	-	-	-	-	1.2	\$108,500
Total	104.3	104.3	104.3	110.3	110.3	110.3	110.3	110.3	116.9	119.3	

Population	15,127	15,218	15,268	15,400	15,527	15,973	16,394	16,934	17,511	17,905
Per Capita Standard	0.007	0.007	0.007	0.007	0.007	0.007	0.007	0.007	0.007	0.007

10 Year Average	2008-2017
Quantity Standard	0.0068
Quality Standard	\$105,757
Service Standard	\$719

D.C. Amount (before deductions)	10 Year
Forecast Population	3,019
\$ per Capita	\$719
Eligible Amount	\$2,171,114

**Town of Niagara-on-the-Lake
Service Standard Calculation Sheet**

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

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Value (\$/Vehicle)
Riding mowers	6	6	6	6	6	7	7	7	7	7	\$35,000
1/2 ton pickups	5	2	2	2	2	2	2	2	2	2	\$35,000
3/4 ton pickups	2	4	4	4	4	4	4	4	4	4	\$50,300
1 ton pickups	2	4	4	4	4	4	4	5	7	7	\$61,000
Vans	2	2	2	2	2	2	2	2	2	2	\$40,000
Tractors	1	1	1	1	1	1	1	1	1	1	\$100,000
Resurfacers	2	2	2	2	2	2	2	2	2	2	\$112,000
Tractor loader	1	1	1	1	1	1	1	1	1	1	\$100,000
Cleanup vehicle	1	1	1	1	1	1	1	1	1	1	\$200,000
Total	22	23	23	23	23	24	24	25	27	27	

Population	15,127	15,218	15,268	15,400	15,527	15,973	16,394	16,934	17,511	17,905
Per Capita Standard	0.0015	0.0015	0.0015	0.0015	0.0015	0.0015	0.0015	0.0015	0.0015	0.0015

10 Year Average	2008-2017
Quantity Standard	0.0015
Quality Standard	\$61,080
Service Standard	\$92

D.C. Amount (before deductions)	10 Year
Forecast Population	3,019
\$ per Capita	\$92
Eligible Amount	\$276,601

**Town of Niagara-on-the-Lake
Service Standard Calculation Sheet**

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

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Bld'g Value (\$/sq.ft.)	Value/ft ² with land, site works, etc.
Niagara-on-the-Lake Community Centre	4,128	4,128	4,128	4,128	-	-	-	-	-	-	\$270	\$307
Court House (Community Hall portion)	3,748	3,748	3,748	3,748	3,748	3,748	3,748	3,748	3,748	3,748	\$270	\$307
Arena	51,890	51,890	51,890	51,890	51,890	51,890	51,890	51,890	51,890	51,890	\$270	\$307
Queenston Community Centre	1,944	1,944	1,944	1,944	1,944	1,944	1,944	1,944	1,944	1,944	\$270	\$307
St. Davids Pool	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	\$270	\$307
Niagara Pool	3,210	3,210	3,210	3,210	3,210	3,210	3,210	3,210	3,210	3,210	\$270	\$307
Niagara-on-the-Lake Community Centre Barn	-	-	-	29,200	29,200	29,200	29,200	29,200	29,200	29,200	\$270	\$307
	-	-	-	-	-	-	-	-	-	1,800	\$45	\$59
Total	66,320	66,320	66,320	95,520	91,392	91,392	91,392	91,392	91,392	93,192		

Population	15,127	15,218	15,268	15,400	15,527	15,973	16,394	16,934	17,511	17,905
Per Capita Standard	4.3842	4.3580	4.3437	6.2026	5.8860	5.7217	5.5747	5.3970	5.2191	5.2048

10 Year Average	2008-2017
Quantity Standard	5,2292
Quality Standard	\$307
Service Standard	\$1,603

D.C. Amount (before deductions)	10 Year
Forecast Population	3,019
\$ per Capita	\$1,603
Eligible Amount	\$4,839,034

**Town of Niagara-on-the-Lake
Service Standard Calculation Sheet**

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

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2013 Value (\$/item)	2018 Value (\$/item)
Books	44,490	44,593	44,635	44,719	44,826	45,103	38,300	44,872	42,367	42,367	\$30	\$34
Periodicals	57	57	57	58	61	62	62	62	62	60	\$50	\$56
Videos	1,488	1,243	1,197	1,103	56	-	-	-	-	-	\$30	\$34
Microfilm	446	452	468	475	483	504	504	504	504	504	\$28	\$31
CD-ROMS	72	70	62	40	-	-	-	-	-	-	\$80	\$89
DVD	1,332	1,689	1,935	2,519	2,809	3,218	3,029	3,949	3,165	3,249	\$31	\$35
Audio Books/Tapes & CDs	837	915	947	983	1,044	1,125	966	904	773	823	\$45	\$50
CD - Sound Recordings	863	883	943	987	1,043	1,075	1,075	1,075	1,075	-	\$19	\$21
On-Line Resources	6	7	12	16	20	22	14	9	10	9	\$300	\$335
Downloadable Audio Books & Videos	-	1	1	1	1	1	1	1	1	2	\$4,866	\$5,437
Downloadable Music	-	-	-	-	1	1	1	1	-	-	\$3,268	\$3,651
Ebooks (consortium)	-	21,067	34,670	51,649	63,437	70,594	68,267	-	-	40,000	\$12	\$13
Ebooks (NOTL owned)	-	-	-	-	-	-	-	779	869	851		\$40
Emagazines										1		\$1,600
Total	49,591	70,977	84,927	102,550	113,781	121,705	112,219	52,156	48,826	87,866		

Population	15,127	15,218	15,268	15,400	15,527	15,973	16,394	16,934	17,511	17,905
Per Capita Standard	3.28	4.66	5.56	6.66	7.33	7.62	6.85	3.08	2.79	4.91

10 Year Average	2008-2017
Quantity Standard	5.2732
Quality Standard	\$25
Service Standard	\$134

D.C. Amount (before deductions)	10 Year
Forecast Population	3,019
\$ per Capita	\$134
Eligible Amount	\$405,935

Appendix C – Long Term Capital and Operating Cost Examination

Appendix C – Long Term Capital and Operating Cost Examination

Town of Niagara-on-the-Lake 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 Town's approved 2012 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, lifecycle costs are all the costs which are incurred during the life of a physical asset, from the time its acquisition is first considered, to the time it is taken out of service for disposal or redeployment. The method selected for 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, Wastewater, and Stormwater	100	0.00320
Roads	40	0.01656
Facilities	40	0.01656
Parkland Development	30	0.02465
Fire Vehicles	20	0.04116
Vehicles	10	0.09133
Collection Materials	7	0.13451

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

Table C-1
Town of Niagara-on-the-Lake
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. Stormwater Drainage and Control Services				
1.1 Channels, drainage and ponds	9,313,431	541,878	523,788	1,065,666
2. Wastewater Services				
2.1 Sewers	1,724,000	100,987	2,437,883	2,538,870
3. Water Services				
3.1 Distribution systems	1,553,000	94,493	2,874,628	2,969,121
4. Services Related to a Highway				
4.1 Roads	21,472,000	1,100,226	1,410,936	2,511,162
4.2 Facilities and Vehicles	2,700,000	173,302	177,418	350,720
5. Fire Protection Services				
5.1 Fire facilities, vehicles & equipment	2,725,712	177,309	697,707	875,016
6. By-law Services				
6.1 By-law Vehicles	8,300	1,020	25,141	26,161
7. Other Transportation Services				
7.1 Municipal parking spaces	250,000	17,233	134,550	151,783
8. Indoor & Outdoor Recreation Services				
8.1 Parkland development, amenities & trails and recreation facilities	7,572,260	172,634	798,195	970,829
9. Library Services				
9.1 Library facilities	171,500	21,046	42,587	63,633
9.2 Library materials	406,000	67,170	100,819	167,989
10. Administration				
10.1 Studies	1,793,000	0	0	0
Total	49,689,203	2,467,298	9,223,652	11,690,950

Annual Operating Expenditures base on Schedule 40 of FIR (do not include columns 2, 6, 8, 9, 12 & 16)

Appendix D – D.C. Reserve Fund Policy

Appendix D – D.C. Reserve Fund Policy

D.1 Legislative Requirements

The D.C.A. requires D.C. 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 Town shall establish a reserve fund for each service to which the D.C. by-law relates; s.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 Town shall pay each D.C. it collects into a reserve fund or funds to which the charge relates;
- the money in a reserve fund shall be spent only for the “capital costs” determined through the legislated calculation process (as per s.5(1) 2-8);
- money may be borrowed from the fund but must be paid back with interest (O.Reg. 82/98, s.11(1) defines this as the 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); and
- D.C. reserve funds may not be consolidated with other Town reserve funds for investment purposes (s.37).

Annually, the Treasurer of the Town is required to provide Council with a financial statement related to the D.C. by-law(s) and reserve funds. This statement must also be forwarded to the Minister of Municipal Affairs and Housing within 60 days of the statement being filed with Council.

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;
- transactions for the year (e.g. collections, draws);
- 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);

- amounts borrowed, purpose of the borrowing and interest accrued during previous year;
- amount and source of money used by the Town to repay municipal obligations to the fund;
- schedule identifying the value of credits recognized by the Town, the service to which it applies, and the source of funding used to finance the credit; and
- for each draw, 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.

Based upon the above, Figure D-1 sets 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.

Figure 1
Town of Niagara-on-the-Lake
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	Stormwater Drainage and Control Services	Fire Protection Services	Indoor & Outdoor Recreation Services	By-law Services	Library Services	Administration	Parking	
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	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	0
Closing Balance, December 31, _____	0	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
Town of Niagara-on-the-Lake
Amount Transferred to Capital (or Other) Funds - Capital Fund Transactions

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

Amount Transferred to Operating (or Other) Funds - Operating Fund Transactions

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

Attachment 2
Town of Niagara-on-the-Lake
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 Municipality's General Policy Guidelines on Development Charges (D.C.) and local service funding for Services Related to a Highway, Stormwater Management, Transit Bus Stops and Amenities, Parkland Development, and Underground Linear Services. The guidelines outline, in general terms, the size and nature of engineered infrastructure that is included in the study as a development charge project, versus infrastructure that is considered as a local service, to be replaced 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.

A. SERVICES RELATED TO A HIGHWAY

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

The associated infrastructure to achieve this concept shall include, but is not limited to: road pavement structure and curbs; grade separation/bridge structures (for any vehicles, railways and/or pedestrians); grading, drainage and retaining wall features; culvert structures; storm water drainage systems; utilities; traffic control systems; signage; gateway features; street furniture; active transportation facilities (e.g. sidewalks, bike lanes, multi-use trails which interconnect the transportation network, etc.); transit lanes & lay-bys; roadway illumination systems; boulevard and median surfaces (e.g. sod & topsoil, paving, etc.); street trees and landscaping; parking lanes &

lay-bys; (excluding on-street parking in the downtown) and driveway entrances; noise attenuation systems; railings and safety barriers.

1) Local and Collector Roads (including land)

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

2) Arterial Roads

- a) New, widened, extended or upgraded arterial roads, inclusive of all associated infrastructure: Included as part of road costing funded through D.C.A., s.5(1).
- b) Land acquisition for arterial roads on existing rights-of-way to achieve a complete street: dedication under the Planning Act provisions (s. 41, 51 and s. 53) through development lands; in area with limited development: included in D.C.'s.
- c) Land acquisition for arterial roads on new rights-of-way to achieve a complete street: dedication, where possible, under the Planning Act provisions (s. 51 and s. 53) through development lands up to the ROW 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, public transit and/or railway vehicles: included in D.C.'s.

3) Traffic Control Systems, Signals and Intersection Improvements

- a) On new arterial roads and arterial road improvements unrelated to a specific development: included as part of road costing funded through D.C.'s.
- b) On non-arterial roads, or for any private site entrances or entrances to specific development: direct developer responsibility under s.59 of D.C.A. (as a local service).

- c) On arterial or collector road intersections with Regional/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.

4) Streetlights

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

5) Transportation Related Pedestrian and Cycling Facilities

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

and form part of the municipality's active transportation network for cycling and/or walking: included in D.C.'s

6) Noise Abatement Measures

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

7) Transit Lanes and Lay-bys

- a) Transit lanes and lay-bys located within municipal arterial and regional/County road corridors: considered part of the complete street and included in D.C.'s
- b) Transit lanes and lay-bys located within non-arterial road corridors internal to development: considered part of the complete street and direct developer responsibility under s. 59 of the D.C.A. (as a local service).
- c) Transit lanes and lay-bys located within non-arterial road corridors external to development and needed to support a specific development or required to link with the area to which the plan relates: direct developer responsibility under s. 59 of the D.C.A. (as a local service).

B. STORMWATER MANAGEMENT

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

C. TRANSIT BUS STOPS AND AMENITIES

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

D. PARKLAND DEVELOPMENT

1. RECREATIONAL TRAILS

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

2. PARKLAND

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

3. LANDSCAPE BUFFER BLOCKS, FEATURES, CUL-DE-SAC ISLANDS, BERMS, GRADE TRANSITION AREAS, WALKWAY CONNECTIONS TO ADJACENT ARTERIAL ROADS, OPEN SPACE, ETC.

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

4. NATURAL HERITAGE SYSTEM (N.H.S.)

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

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

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

Infrastructure Assets Constructed by Developers

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

E. 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:

1. 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 200mm for water, 300mm for sanitary services and 450 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 Municipality;
- d) providing stormwater management ponds and other facilities required by the development including all associated features such as landscaping and fencing;
- e) water booster pumping stations, reservoir pumping stations and/or sanitary pumping stations serving individual developments;
- f) Water treatment, storage facilities, transmission mains, re-chlorination/sampling stations and Wells associated with municipal service areas to be included within the DC; and
- g) Wastewater treatment plants and transmission mains associated with municipal service areas shall be included in the DC.

2. The costs of the following items shall be paid through development charges:

- a) external underground services involving trunk infrastructure and pipe sizes exceeding 200mm for water, 300mm for sanitary services and 450mm 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 section 10(2) (c.2)) require that the Background Study must include an asset management plan related to new infrastructure. Section 10(3) of the D.C.A. provides:

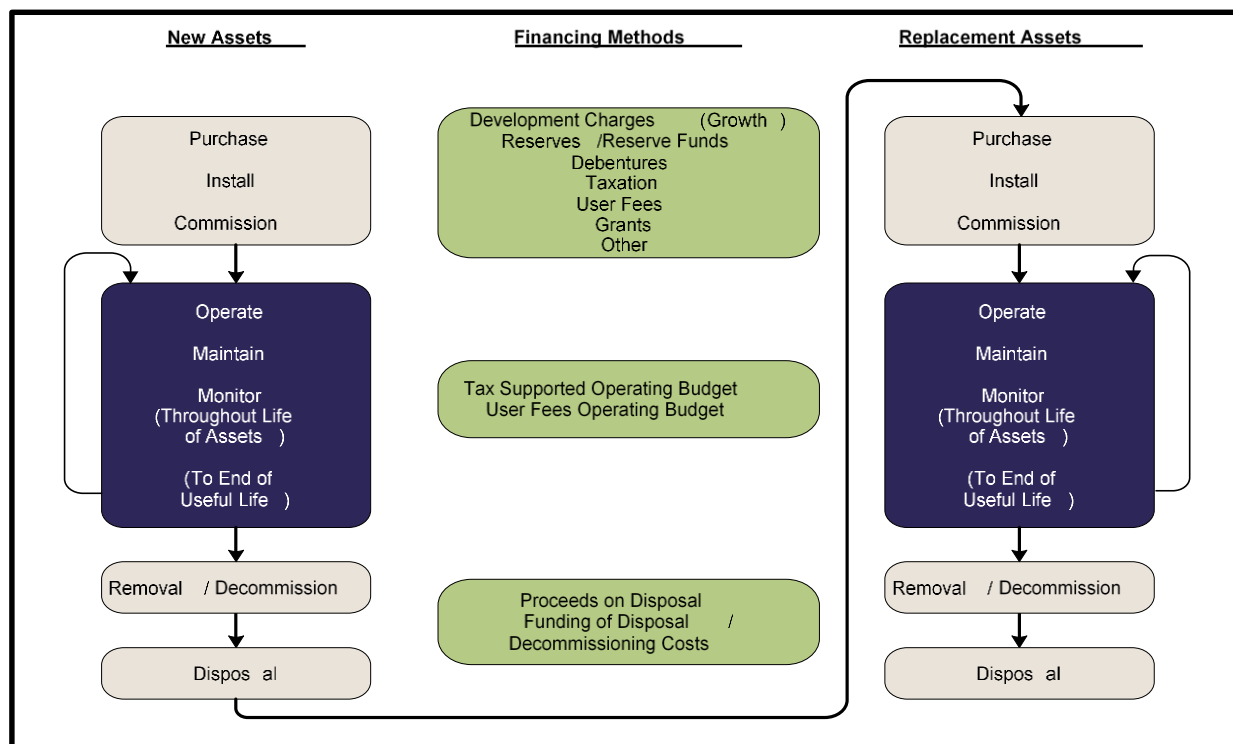
The asset management plan shall,

- (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 Asset Management Plan 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 asset management plans, 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 asset management plans (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 asset management plan (A.M.P.), as follows:

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

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

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

Financing strategy: having a financial plan is critical for putting an A.M.P. into action. By having a strong financial plan, municipalities can also demonstrate that they have made a concerted effort to integrate the A.M.P. with financial planning and municipal budgeting and are making full use of all available infrastructure financing tools.

Commensurate with the above, the Town prepared an Asset Management Plan in 2015 for its existing assets however, did not take into account future growth-related assets.

As a result, the asset management requirement for the D.C. must be undertaken in the absence of this information.

In recognition to the schematic above, the following table (presented in 2018 \$) has been developed to provide the annualized expenditures and revenues associated with new growth. Note that the D.C.A. does not require an analysis of the non-D.C. capital needs or their associated operating costs so these are omitted from the table below. As well, as all capital costs included in the D.C. eligible capital costs are not included in the Town's Asset Management Plan, 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 Township 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 2018 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 \$12.31 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 \$9.97 million. This amount, totalled with the existing operating revenues of \$32.88 million, provide annual revenues of \$42.85 million by the end of the period.
6. In consideration of the above, the capital plan is deemed to be financially sustainable.

Town of Niagara-on-the-Lake
Asset Management – Future Expenditures and Associated Revenues
2018\$

	Sub-Total	2037 (Total)
Expenditures (Annualized)		
Annual Debt Payment on Non-Growth Related Capital ¹		247,859
Annual Debt Payment on Post Period Capital ²		114,271
Lifecycle:		
Annual Lifecycle - Town-wide Services	\$2,467,299	
Sub-Total - Annual Lifecycle	\$2,467,299	\$2,467,299
Incremental Operating Costs (for D.C. Services)⁴		\$9,592,598
Total Expenditures		\$12,307,755
Revenue (Annualized)		
Total Existing Revenue ^{3,4}		\$32,879,152
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)		\$9,967,031
Total Revenues		\$42,846,183

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 F.I.R.

⁴ F.I.R. amounts indexed to 2018\$ by 4%

Appendix G – Proposed D.C. By-law

The Corporation of the Town of Niagara-on-the-Lake

By-law Number ____ - 18

A by-law to establish D.C.s for the Corporation of the Town of Niagara-on-the-Lake

WHEREAS Section 2(1) of the Development Charges Act, 1997, c.27 (hereinafter called the Act) enables the council of a municipality by by-law to impose development charges against land to pay for increased capital costs required because of increased needs for services arising from development of the area to which the by-law applies and the development requires one of the actions set out in subsection 2(2) of the Act;

AND WHEREAS the Council of the Corporation of the Town of Niagara-on-the-Lake, at its meeting of July 16, 2018, approved a report dated May 17, 2018, entitled "Niagara-on-the-Lake Development Charges Background Study", prepared by Watson & Associates Economists Ltd.;

AND WHEREAS the Council has given Notice in accordance with Section 12 of the Development Charges Act, 1997 of its development charges proposal and held a public meeting on July 9, 2018;

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

AND WHEREAS the Council in adopting the said report on July 16, 2018 directed that development charges be imposed on land under development or redevelopment within the geographical limits of the municipality as hereinafter provided.

NOW THEREFORE BE IT ENACTED AS A BY-LAW OF THE CORPORATION OF THE TOWN OF NIAGARA-ON-THE-LAKE, AS FOLLOWS:

1. In this by-law,

DEFINITIONS

- (1) "Act" means the Development Charges Act, 1997, C.27;

- (2) "accessory use" means where used to describe a use, building or structure, that the use, building or structure is naturally and normally incidental, subordinate in purpose and floor area, and exclusively devoted to a principal use, building or structure;
- (3) "agricultural use" means use or intended use for bona fide farming purposes:
- (a) including (but not limited to):
 - (i) cultivation of crops, whether on open land or in greenhouses, including (but not limited to) fruit, vegetables, herbs, grains, field crops, sod, trees, shrubs, flowers, and ornamental plants;
 - (ii) raising of animals, including (but not limited to) cattle, horses, pigs, poultry, livestock, fish;
 - (iii) agricultural animal husbandry, dairying, equestrian activities, horticulture, fallowing, pasturing, and market gardening; and
 - (iv) services related to the boarding or breeding of household pets.
 - (b) but excluding:
 - (i) retail sales activities; including but not limited to restaurants, banquet facilities, hospitality facilities and gift shops;
 - (ii) services related to grooming of household pets;
- (4) "apartment" means any residential building containing more than four dwelling units where the units are connected by an interior corridor, but does not include a special care/special need dwelling unit/room, or dormitories;
- (5) "back-to-back townhouse dwellings" means a building containing more than two dwelling units separated vertically by a common wall, including a rear common wall, that do not have rear yards;
- (6) "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;
- (7) "benefiting area" is as defined in the Act;
- (8) "board of education" is as defined in subsection 1(1) of the Education Act;

- (9) "Building Code Act" means the Building Code Act, S.O. 1992, c.23, as amended;
- (10) "capital cost" is as defined in the Act;
- (11) "council" means the Council of the municipality;
- (12) "credits" are defined as per sections 8 and 9 of this by-law;
- (13) "development" means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of increasing the size or usability thereof, and includes redevelopment notwithstanding the foregoing, development does not include temporary structures, including but not limited to, seasonal hoop structures, seasonal fabric structures, tents, produce sales stands or temporary sales offices not used for the purposes of habitation;
- (14) "development charge" is as defined in the Act;
- (15) "dwelling unit" means any part of a building or structure used, designed or intended to be used as a domestic establishment in which one or more persons may sleep and are provided with access to culinary and/or sanitary facilities;
- (16) "farm building" means that part of a bona fide farming operation encompassing barns, silos and other ancillary development to an agricultural use, but excluding a residential use;
- (17) "front-ending agreement" is as defined in the Act;
- (18) "grade" means the average level of finished ground adjoining a building or structure at all exterior walls;
- (19) "gross floor area" means the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of party walls dividing the dwelling unit from another dwelling unit or other portion of a building;

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

- a room or enclosed area within the building or structure above or below grade that is used exclusively for the accommodation of heating, cooling, ventilating, electrical, mechanical or telecommunications equipment that service the building;
 - loading facilities above or below grade; and
 - a part of the building or structure below grade that is used for the parking of motor vehicles or for storage;
- (20) "level of service" means the prescribed level of service referenced in calculating the Schedule "B" charges;
- (21) "live/work unit" means a unit which contains separate residential and non-residential areas intended for both residential and non-residential concurrently, and shares a common wall or floor with direct access between the residential and non-residential areas;
- (22) "local board" is as defined in the Act;
- (23) "local services" means those services, facilities or things which are under the jurisdiction of the municipality and are related to a plan of subdivision or within the area to which the plan relates or are to be installed or paid for by the owner as a condition of approval under Section 51 of the Planning Act;
- (24) "mobile home" means any dwelling that is designed to be made mobile, and constructed or manufactured to provide a permanent residence for one or more persons, but does not include a travel trailer, tent trailer or seasonal mobile home;
- (25) "municipality" means The Corporation of the Town of Niagara-on-the-Lake;
- (26) "non-profit" means any organizations that are incorporated under the Ministry of Community and Social Services and hold a Letter of Patent from the Ministry.
- (27) "non-residential use" means land, buildings or structures or portion thereof used for other than residential use, but includes short stay rental use;
- (28) "official plan" means the Official Plan of the Town of Niagara-on-the-Lake and any amendments thereto;
- (29) "other multiple family dwellings" means all dwellings other than single-family dwellings, semi-detached dwellings and apartment units including but not limited

- to, mobile homes, row dwellings, multiplex, back-to-back townhouse dwellings, stacked townhouse dwellings, and the residential component of live/work units.
- (30) "place of worship" means any building or part thereof that is owned by a church or religious organization that is exempt from taxation as a place of worship pursuant to the Assessment Act, R.S.O. 1990, c. A.31, as amended;
- (31) "Planning Act" means the Planning Act, as amended;
- (32) "rate" means the Bank of Canada rate on the day the by-law comes into force updated on the first business day of every January, April, July and October;
- (33) "regulation" means any regulation made pursuant to the Act;
- (34) "residential use" means land or buildings or structures or portion thereof of any kind whatsoever used, designed or intended to be used as living accommodations for one or more individuals;
- (35) "rural areas" means those areas within the municipality not defined as urban areas;
- (36) "semi-detached dwelling" means a dwelling unit in a residential building consisting of two dwelling units having one vertical wall or one horizontal wall, but no other parts, attached to another dwelling unit where the residential units are not connected by an interior corridor;
- (37) "services in lieu" means those services specified in an agreement made under Section 38 of the Act;
- (38) "servicing agreement" means an agreement between a landowner and the municipality relative to the provision of services to specified lands within the municipality;
- (39) "short stay rental use" means use or intended use for human habitation on a temporary basis for profit (such as a hotel, motel, guest cabin, and boarding, lodging and rooming house);
- (40) "single detached dwelling unit" means a residential building consisting of one dwelling unit and not attached to another structure;
- (41) "special care/special dwelling unit/room" mean a residence

- (a) containing two or more dwelling rooms, which rooms have common entrance from street level; and
 - (b) where the occupants have the right to use in common with other occupants, halls, stairs, yards, common room, and accessory buildings; and
 - (c) that is designed to accommodate persons with specific needs, including but not limited to, independent permanent living arrangements; and where support services, such as meal preparation, grocery shopping, laundry, housing, nursing, respite care, and attending services are provided at various levels; and includes but is not limited to retirement homes or lodges, group homes, dormitories, and hospices.
- (42) "stacked townhouse dwelling" means a building containing two or more dwelling units where each dwelling unit is separated horizontally and/or vertically from another dwelling unit by a common wall or floor;
- (42) "subsidized housing units" means any residential use declared by resolution of Council to be subsidized housing;
- (43) "urban areas" means those areas within the municipality where municipal sanitary, stormwater, and water services are available or are expected to be made available during the term of the by-law.

Schedule of Development Charges

2. (1) Subject to the provisions of this by-law, development charges against land shall be calculated and collected in accordance with the base rates set out in Schedules "B" which relate to the services set out in Schedule "A".
- (2) This by-law does not provide for the phasing in of the schedule of base rates in Schedule "B".
- (3) The development charge with respect to the use of any land, buildings or structures shall be calculated as follows:
- (a) in the case of residential development, or the residential portion of a mixed-use development, based upon the number and type of dwelling units. This By-law establishes the following categories of residential development:

- (i) single-detached or semi-detached dwelling units,
 - (ii) two bedroom and larger apartments or one-two bedroom, non-apartment multiple dwelling units,
 - (iii) bachelor or one-bedroom apartment units, and
 - (iv) all other dwelling unit types.
- (b) in the case of non-residential development, based on the gross floor area of buildings or structures to be constructed;
- (c) the water services charge is applicable to development located within the area to which services are available or expected to be made available during the term of the by-law;
- (d) the wastewater services charge is applicable to development located within the area to which services are available or expected to be made available during the term of the by-law;
- (e) the stormwater services charge is applicable to development located within the area to which services are available or expected to be made available during the term of the by-law;
- (4) Council hereby determines that the development of land, buildings or structures for residential or non-residential uses have required or will require the provision, enlargement, expansion or improvement of the services referenced in Schedule "A".
- (5) Notwithstanding the provision of subsection (1), the development of a building is exempt from that portion of the development charges calculated for any particular service, if it is located outside of the boundaries applicable to such service.
- (6) Nothing in this By-law affects the connection charges for connection to the following municipally-constructed works:
- (i) Epp Drain Diversion,
 - (ii) Concession 3 water main, and
 - (iii) Queenston Road Sanitary Sewer.

Applicable Lands

3. (1) Subject to subsections (2), (3), (4), (5) and (6), this by-law applies to all lands in the municipality, whether or not the land or use is exempt from taxation under Section 3 of the Assessment Act.
- (2) This by-law shall not apply to land that is owned by and used for the purposes of:
 - (a) a board of education as defined in Subsection 1(1) of the Education Act;
 - (b) any municipality or local board thereof;
 - (c) the development of a non-residential farm building used for bona fide agricultural purposes;
 - (d) that portion of a place of worship which is used exclusively as a place of worship for religious services and any reception and meeting areas used in connection with, or integral to, the worship space, including hallways, attached meeting rooms and lobbies and excluding, but not limited to, areas such as office, storage buildings, kitchen, classrooms, fellowship hall and library.
- (3) This by-law shall not apply to:
 - (a) the enlargement of the gross floor area of an existing industrial building, if the gross floor area is enlarged by 50 percent or less and assuming that no previous expansions have taken place since 1991;
 - (b) for the purpose of subsection (a) the terms “gross floor area” and “existing industrial building” shall have the same meaning as those terms have in O. Reg. 82/98 made under the Act;
 - (c) Notwithstanding subsection (a), if the gross floor area is enlarged by more than 50 percent, development charges shall be calculated and collected in accordance with Schedule B in the amount by which the enlargement exceeds 50 percent of the gross floor area before the enlargement.
- (4) No development charge shall be levied for development to the extent of one dwelling unit on a vacant lot of record existing as of November 18, 1991 except a lot created by means of testamentary devise.

- (5) This by-law shall not apply to that category of exempt development described in subsection 2(3) of the Development Charges Act, 1997, and Section 2 of O. Reg. 82/98.
 - (6) 50% of the development charges otherwise applicable shall be levied against non-profit special care or non-profit retirement homes in a building containing more than ten dwelling units.
 - (7) Where a conflict exists between the provision of the new By-law and any other signed pre-existing agreement between the Town and the owner, with respect to land to be charged under this By-law, the provisions of such agreement prevail to the extent of the conflict.
 - (8) This by-law is not applicable to development for which a complete application for building permit has been submitted and the development charge has been paid, prior to the in-force date of this by-law.
4. (1) Subject to subsection (2), development charges shall apply to, and shall be calculated and collected in accordance with the provisions of this by-law on land to be developed for residential and non-residential use, where,
- (a) development of the area to which the by-law relates, creates the need for increased capital costs required because of increased needs for servicing thereto, and
 - (b) the development requires,
 - (i) the passing of a zoning by-law or of an amendment thereto 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; or
 - (vii) the issuing of a permit under the Building Code Act, 1992, in relation to a building or structure.
- (2) Subsection (1) shall not apply in respect of:
- (a) 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;
 - (b) local services to be installed or paid for by the owner as a condition of approval under section 53 of the Planning Act;

Existing Agreements

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

Local Service Installation

6. Nothing in this by-law prevents Council from requiring, as a condition of an agreement under section 41, 51 or 53 of the Planning Act, that the owner, at his or her own expense, shall install such local services within the plan of subdivision and otherwise, as Council may require, or that the owner pay for local connections to water mains, sanitary sewers and/or storm drainage facilities installed at the owner's expense.

Multiple Charges

7. (1) Where two or more of the actions described in Section 4(1) are required before land to which a development charge applies can be developed, only one development charge shall be calculated and collected in accordance with the provisions of this by-law.
- (2) Notwithstanding subsection (1), more than one development charge may apply to the same area where there is no duplication in the servicing costs being recovered.

Credits

8. (1) Council shall give a development charge credit to a person allowed by Council to perform work that relates to a service in Schedule A and addressed in the project listing forming part of the Background Study.
- (2) The amount of such credit is the reasonable cost of doing the work, as agreed by the municipality and the person given the credit, prior to the issuance of the first building permit related thereto, provided that such cost does not involve an increase in the average level of service in the Town 2004-2013 and the credit is only in relation to the service to which the work relates.
- (3) In the case of the demolition of all or part of a residential or non-residential building or structure:
 - (a) a development charge credit shall be allowed, provided that a building permit has been issued for the development or redevelopment within five years from the date the demolition permit has been issued;
 - (b) if a development or redevelopment involves the demolition of, and replacement of, a building or structure, or the conversion from one principal use to another, a credit shall be allowed equivalent to:
 - (i) the number of dwelling units demolished/converted multiplied by the applicable residential development charge in place at the time the development charge is payable. The credit can, in no case, exceed the amount of the development charge that would otherwise be payable, and/or
 - (ii) The gross floor area of the building demolished/converted, multiplied by the current non-residential development charge in place at the time the development charge is payable. The credit can, in no case, exceed the amount of the development charge that would otherwise be payable.

Front-end Agreements

9. (1) The Town may enter into a front-ending agreement with respect to work done after the agreement is entered into, related to the provision of services for which there will be an increased need as a result of

development, benefiting a defined area, to which the land and service(s) the Town's development charge by-law applies.

- (2) Such agreement may provide for persons developing land within the defined area to reimburse some part of the costs of the work.
- (3) A person is entitled to be given a credit towards a development charge for the amount of his non-reimbursable share of the costs of work under a front-ending agreement.

Timing of Calculation and Payment

10. (1) Development charges shall be calculated and payable in full in money or by provision of services as may be agreed upon, or by credit granted by the Act or this by-law, on the date that the first building permit is issued in relation to a building or structure on land to which a development charge applies, or in a manner or at a time otherwise lawfully agreed upon.
- (2) Where development charges apply to land in relation to which a building permit is required, the building permit shall not be issued until the development charge has been paid in full.
- (3) Notwithstanding subsections (1) and (2), an owner may enter into an agreement with the municipality to provide for the payment in full of a development charge before building permit issuance or later than the issuing of a building permit and any such agreement may be registered on title.

By-law Registration

11. A certified copy of this by-law or agreement thereunder may be registered on title to any land to which this by-law applies.

Reserve Fund(s)

12. (1) Monies received from payment of development charges plus interest earned thereon, shall be maintained in separate reserve funds for each category of service to which the development charge relates, and may be spent only for capital costs determined under paragraphs 2 to 8 of subsection 5(1) of the Act.

- (2) Where the Town borrows money from one of these reserve funds, it shall repay the amount used, plus interest, at a rate no less than the prescribed minimum interest rate.
- (3) Where any development charge, or part thereof, remains unpaid after the due date, the amount unpaid shall be added to the tax roll and shall be collected in the same manner as taxes.
- (4) Where any unpaid development charges are collected as taxes under subsection (3), the monies so collected shall be credited to the development charge reserve fund or funds referred to in subsection (1).
- (5) The Treasurer of the Municipality shall, in each year on or before May 1, commencing in 2015 for the 2014 year, furnish to Council a statement in respect of the reserve funds established hereunder for the prior year, containing the information set out in Section 43 of the Act and Sections 12 and 13 of O. Reg. 82/98.

By-law Amendment of Repeal

13. (1) Where this by-law or any development charge prescribed thereunder is amended or repealed either by order of the Ontario Municipal Board or by resolution of the Municipal Council, the Municipal Treasurer shall calculate forthwith the amount of any overpayment to be refunded as a result of said amendment or repeal.
- (2) In the case of a repeal by the Ontario Municipal Board, the municipality shall refund any development charge paid under the by-law.
- (3) In the case of a development charge by-law amendment by the Ontario Municipal Board, the municipality shall refund the difference between any development charge paid under the by-law and the development charge that would have been payable under the by-law as amended.
- (4) Such refunds are to be made within thirty days after the repeal or amendment.
- (5) The municipality shall pay interest on an amount it refunds at a rate not less than the prescribed minimum interest rate from the time the amount was paid to it, to the time it is refunded.

Development Charge Schedule Indexing

14. The development charges referred to in Schedule "B" shall be adjusted annually, without amendment to this by-law, commencing in January, 2019, and annually thereafter in each January while this by-law is in force, in accordance with the most recent twelve month change in the Statistics Canada Quarterly, Construction Price Statistics, Catalogue Number 62-007.

By-law Administration

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

Schedules to By-law

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

Schedule "A" - Designated Municipal Services

Schedule "B" - Schedule of Development Charges

Existing By-laws Repealed

17. The Town's current development charge by-law which includes By-law 4265-08 is repealed as of the date on which this by-law comes into force.

Date By-law Effective

18. This by-law shall come into force on January 1, 2019.
19. Each of the clauses of the by-law is separate and independent, and in the event that any clause of this by-law is found, for any reason, to be invalid, the remainder of the by-law shall continue in full force and effect and the by-law shall be read as if such invalid clause was not contained therein.

Short Title

20. This by-law may be cited as the Town-wide Development Charge By-law.

READ A FIRST, SECOND AND THIRD TIME AND PASSED THIS 16th DAY OF JULY 2018.

LORD MAYOR

TOWN CLERK

**SCHEDULE A
TOWN OF NIAGARA-ON-THE-LAKE
DESIGNATED MUNICIPAL SERVICES**

Town-wide Services

- Services Related to a Highway
 - Roads
 - Facilities and Vehicles
- Fire Protection Services
 - Fire Stations
 - Fire Vehicles
 - Fire Small Equipment & Gear
- Parking Services
 - Parking Spaces and Meters
- By-law Services
 - By-law Vehicles
- Indoor & Outdoor Recreation Services
 - Parkland Development
 - Park Vehicles
 - Recreation Facilities
- Library Services
 - Facilities
 - Collection Materials
- Administration
 - Growth-related Studies

Urban-area Services

- Stormwater Services
 - Storm Sewers
- Wastewater Services
 - Sanitary Sewers
- Water Services
 - Distribution

SCHEDULE B
to By-law Number ____ -18
Schedule of Development Charges

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide Services:						
Services Related to a Highway	3,268	2,221	1,889	2,682	1,366	1.97
By-law Services	3	2	2	2	1	0.00
Fire Protection Services	1,165	792	673	956	487	0.82
Indoor & Outdoor Recreation Services	3,680	2,501	2,127	3,020	1,538	0.27
Library Services	171	116	99	140	71	0.01
Administration	560	381	324	460	234	0.40
Parking	61	41	35	50	25	0.04
Total Municipal Wide Services	8,908	6,054	5,149	7,310	3,722	3.51
Urban Services	-	-	-	-	-	0.00
Stormwater Drainage and Control Services	1,147	780	663	941	479	0.71
Wastewater Services	216	147	125	177	90	0.14
Water Services	232	158	134	190	97	0.15
Total Urban Services	1,595	1,085	922	1,308	666	1.00
GRAND TOTAL RURAL AREA	8,908	6,054	5,149	7,310	3,722	3.51
GRAND TOTAL URBAN AREA	10,503	7,139	6,071	8,618	4,388	4.51