

**TOWN OF ERIN**  
**2014 DEVELOPMENT CHARGES**  
**BACKGROUND STUDY**

JUNE 24, 2014  
(Including Addendum dated July 16, 2014)



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 Planning for growth

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## CONTENTS

	<u>Page</u>
<b>1. INTRODUCTION</b>	
1.1 Purpose of this Document	1-1
1.2 Summary of the Process	1-2
<b>2. CURRENT TOWN OF ERIN DC POLICY</b>	
2.1 Schedule of Charges	2-1
2.2 Services Covered	2-1
2.3 Timing of DC Calculation and Payment	2-1
2.4 Redevelopment Credit	2-1
2.5 Exemptions	2-2
<b>3. ANTICIPATED DEVELOPMENT IN THE TOWN OF ERIN</b>	
3.1 Requirements of the Act	3-1
3.2 Basis of Population, Household and Non-Residential Gross Floor Area Forecast	3-1
3.3 Summary of Growth Forecast	3-1
<b>4. THE APPROACH TO CALCULATION OF THE CHARGE</b>	
4.1 Introduction	4-1
4.2 Services Potentially Involved	4-1
4.3 Local Service Policy	4-1
4.4 Capital Forecast	4-5
4.5 Treatment of Credits	4-5
4.6 Eligible Debt and Committed Excess Capacity	4-6
4.7 Existing Reserve Funds	4-6
4.8 Deductions	4-7
4.8.1 Reduction Required by Level of Service Ceiling	4-7
4.8.2 Reduction for Uncommitted Excess Capacity	4-8
4.8.3 Reduction for Benefit to Existing Development	4-8
4.8.4 Reduction for Anticipated Grants, Subsidies and Other Contributions	4-9
4.8.5 The 10% Reduction	4-9
<b>5. DEVELOPMENT CHARGE ELIGIBLE COST ANALYSIS BY SERVICE</b>	
5.1 Introduction	5-1
5.2 Service Levels and 10-Year Capital Costs for Town DC Calculation	5-1
5.2.1 Growth-Related Studies	5-1
5.2.2 Parks and Recreation Services	5-3
5.2.3 Transportation Services	5-5
5.2.4 Fire Protection Services	5-7
5.3 Service Levels and Urban Buildout Capital Costs for Town Service Area DC Calculation	5-9
5.3.1 Water Services	5-9
<b>6. DEVELOPMENT CHARGE CALCULATION</b>	6-1

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## CONTENTS

	<u>Page</u>
<b>7. DEVELOPMENT CHARGE POLICY RECOMMENDATIONS AND DEVELOPMENT CHARGE BY-LAW RULES</b>	
7.1 Introduction	7-1
7.2 Development Charge By-Law Structure	7-1
7.3 Development Charge By-Law Rules	7-2
7.3.1 Payment in any Particular Case	7-2
7.3.2 Determination of the Amount of the Charge	7-2
7.3.3 Application to Redevelopment of Land (Demolition and Conversion)	7-3
7.3.4 Exemptions (full or partial)	7-3
7.3.5 Phasing in	7-4
7.3.6 Timing of Collection	7-4
7.3.7 Indexing	7-4
7.4 Other Development Charge By-Law Provisions	7-4
7.4.1 Categories of Services for Reserve Fund and Credit Purposes	7-4
7.4.2 By-law In-force Date	7-5
7.4.3 Minimum Interest Rate Paid on Refunds and Charges for Inter-Reserve Fund Borrowing	7-5
7.5 Other Recommendations	7-5
<b>8. BY-LAW IMPLEMENTATION</b>	
8.1 Public Consultation Process	8-1
8.1.1 Introduction	8-1
8.1.2 Public Meeting of Council	8-1
8.1.3 Other Consultation Activity	8-1
8.2 Anticipated Impact of the Charge on Development	8-2
8.3 Implementation Requirements	8-2
8.3.1 Introduction	8-2
8.3.2 Notice of Passage	8-3
8.3.3 By-law Pamphlet	8-3
8.3.4 Appeals	8-3
8.3.5 Complaints	8-4
8.3.6 Credits	8-4
8.3.7 Front-Ending Agreements	8-4
8.3.8 Severance and Subdivision Agreement Conditions	8-5
 <b><u>APPENDICES</u></b>	
A BACKGROUND INFORMATION ON RESIDENTIAL AND NON-RESIDENTIAL GROWTH FORECAST	A-1
B LEVEL OF SERVICE	B-1
C LOCAL SERVICE POLICY	C-1
D LONG TERM CAPITAL AND OPERATING COST EXAMINATION	D-1
E PROPOSED DEVELOPMENT CHARGE BY-LAW	E-1

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# 1. INTRODUCTION

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# 1. INTRODUCTION

## 1.1 Purpose of this Document

This background study has been prepared pursuant to the requirements of the *Development Charges Act, 1997* (s.10), and accordingly, recommends new development charges and policies for the Town of Erin.

The Town retained Watson & Associates Economists Ltd. (Watson) to undertake the Development Charges (DC) Study, with the process commencing in May 2014. Watson worked with senior staff of the Town in preparing the DC analysis and policy recommendations.

This DC Background Study, containing the proposed DC 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 DC Background Study, as summarized in Chapter 4. It also addresses the forecast amount, type and location of growth (Chapter 3), the requirement for "rules" governing the imposition of the charges (Chapter 7) and the proposed by-law to be made available as part of the approval process (Appendix E).

In addition, the report is designed to set out sufficient background on the legislation, the Town's current DC policy (Chapter 2) and the policies underlying the proposed by-law, to make the exercise understandable to interested parties.

Finally, the DC Background Study 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 development charge is provided herein.

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## 1.2 Summary of the Process

The Public Meeting required under Section 12 of the *Development Charges Act, 1997*, has been scheduled for July 8, 2014. Its purpose is to present the study to the public and to solicit public input on the proposed DC By-Law. The meeting is also being held to answer any questions regarding the study's purpose, methodology and the proposed modifications to the Town's development charges by-law.

In accordance with the legislation, the DC Background Study and proposed DC By-Law will be available for public review by June 24, 2014. The DC Addendum report will be available to the public on July 16, 2014.

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 Study and Council adoption of the DC by-law, currently scheduled for July 22, 2014.

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

**FIGURE 1-1**  
**SCHEDULE OF KEY DEVELOPMENT CHARGE PROCESS DATES**  
**FOR THE TOWN OF ERIN**

1.	Data collection, staff interviews, preparation of DC calculations	May – June 2014
2.	Preparation of Draft DC findings	June, 2014
3.	Review of draft findings with Staff	June, 2014
4.	Statutory notice of Public Meeting Ad placed in newspaper(s)	by June 17, 2014
5.	DC Background Study and proposed DC By-Law made available to the public	June 24, 2014
6.	Public Meeting of Council	July 8, 2014
7.	DC Addendum Report made available to the Public	July 16, 2014
8.	Council considers adoption of DC Background Study and passage of DC By-Law	July 22, 2014
9.	Newspaper notice given of by-law passage	By 20 days after passage
10.	Last day for by-law appeal	40 days after passage
11.	Town makes available DC pamphlet	By 60 days after in force date

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## **2. CURRENT TOWN OF ERIN DC POLICY**



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## **2. CURRENT TOWN OF ERIN DC POLICY**

### **2.1 Schedule of Charges**

On July 28, 2009, the Town of Erin passed By-Law 2009-35 under the *Development Charges Act, 1997*. The by-law came into force on upon passage and will expire on July 29, 2014. By-law 2009-35 imposes development charges on a Town-wide basis except for water services, which is imposed in applicable serviced areas.

### **2.2 Services Covered**

The following are the services covered under By-law 2009-35:

- Services related to a highway;
- Other transportation services;
- Fire protection services;
- Outdoor recreation services;
- Indoor recreation services;
- Administrative services; and
- Water Services

The by-law provides for mandatory annual indexing of the charges, on the anniversary of the by-law each year that the by-law is in effect. Table 2-1 provides the charges currently in effect, as well as a breakdown of the charges by service component.

### **2.3 Timing of DC Calculation and Payment**

The development charges are calculated, payable and collected at the time of building permit issuance in relation to a building or structure on land to which the development charge applies. Council from time to time, and at any time, may enter into agreements providing for all or any part of the development charge to be paid before or after it would otherwise be payable.

### **2.4 Redevelopment Credit**

The by-law provides DC credits for residential redevelopments, provided a building permit has been issued for the development within 48 months from the date the demolition permit was issued. The amount of the credit provided cannot exceed the total development charge that would otherwise be payable.

**Table 2-1  
Town of Erin Current Development Charges**

Current DC Rates	2014				
	RESIDENTIAL				NON-RESIDENTIAL
	Single & Semi-Detached	Multiple Unit Dwellings	Apartments - 2+ Bedrooms	Apartments - < 2 Bedrooms	Non-Residential - Per square Foot
<b>Town-Wide</b>					
Services Related to a Highway	3,256	2,602	2,023	1,391	2.01
Other Transportation Services	501	401	311	215	0.30
Fire Protection Services	1,003	801	624	429	0.44
Outdoor Recreation services	748	597	465	320	0.04
Indoor Recreation Services	2,185	1,747	1,358	932	0.14
Administration	541	433	337	231	0.33
<b>Total Town-wide Charges</b>	<b>8,234</b>	<b>6,581</b>	<b>5,118</b>	<b>3,518</b>	<b>3.26</b>
<b>Urban Serviced Area Charges</b>					
Water	5,092	4,070	3,164	2,176	1.93
<b>Total Urban Serviced Area Charges</b>	<b>13,326</b>	<b>10,651</b>	<b>8,282</b>	<b>5,694</b>	<b>5.19</b>

## 2.5 Exemptions

The Town's existing DC by-law includes statutory exemptions from payment of development charges with respect to:

- Industrial building expansions up to 50% of GFA;
- Intensification within existing residential developments, with up to 2 additional apartments permitted within existing low density dwellings and 1 additional dwelling unit permitted within medium and high density dwellings; and
- Local government and school boards.

The DC by-law also provides non-statutory exemptions from payment of development charges with respect to:

- lands, buildings or structures used for a place of worship or for the purposes of a churchyard or cemetery exempt from taxation under the *Assessment Act*;
- a public hospital receiving aid under the *Public Hospitals Act* R.S.O. 1990, Chap. P.40, as amended, or any successor thereof;
- the development of non-residential farm buildings constructed for bona-fide farm uses, which qualify as a farm business, being that which operates with a valid Farm Business Registration Number and is assessed in the Farmland Realty Tax Class.

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### **3. ANTICIPATED DEVELOPMENT IN THE TOWN OF ERIN**

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### **3. ANTICIPATED DEVELOPMENT IN THE TOWN OF ERIN**

#### **3.1 Requirements of the Act**

Chapter 4 provides the methodology for calculating a development charge as per the *Development Charges Act, 1997*. Figure 4-1 presents this methodology graphically. It is noted in the first box of the schematic that in order to determine the development charge that may be imposed, it is a requirement of Section 5 (1) of the *Development Charges Act* that “the anticipated amount, type and location of development, for which development charges can be imposed, must be estimated.”

The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the Town of Erin will be required to provide services, over a 10-year (2014-2024) and buildout time horizon.

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

The DC growth forecast has been developed by Watson & Associates Economists Ltd. in conjunction with the Town of Erin. In compiling the growth forecast, the following information sources were also consulted to help assess residential development potential over the forecast period; including:

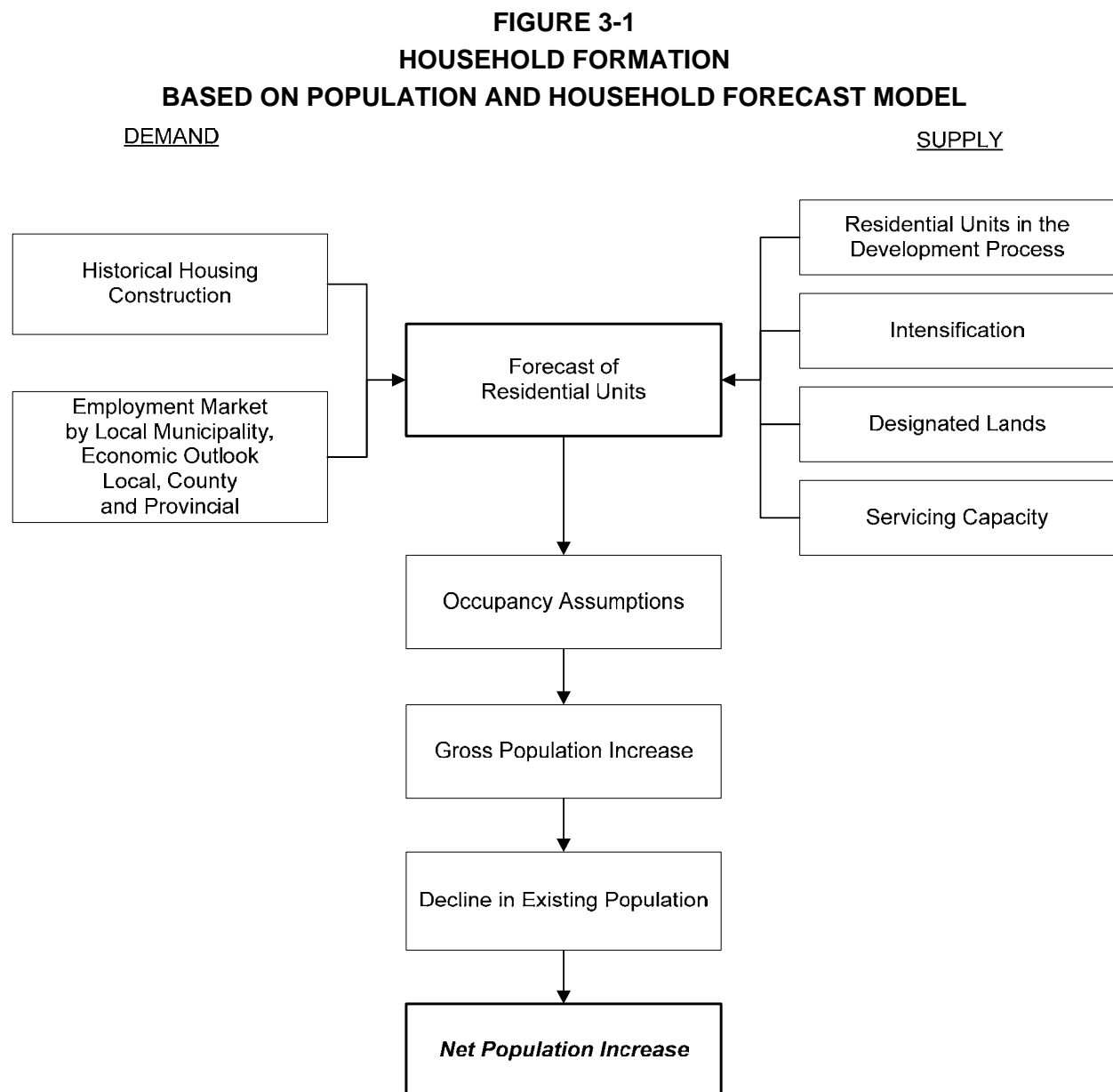
- Town of Erin Servicing and Settlement Master Plan;
- The Town of Erin 2009 Development Charge (DC) Study, prepared by Watson & Associates Economists Ltd;
- Town of Erin Official Plan April, approved by Wellington County December 2004, revised May 2012;
- 2011 Census data; and
- Discussions with planning staff regarding anticipated residential and non-residential development potential for the Town.

#### **3.3 Summary of Growth Forecast**

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

The population is summarized both including and excluding the net Census undercount. The Census undercount represents the net number of persons missed during Census enumeration. As of 2011, the net Census undercount is estimated at approximately 4%. It is noted that the DC calculation has been derived based on the population forecast excluding the net Census undercount. Accordingly, all references provided herein to the population forecast exclude the Census undercount.

As identified in Table 3-1 and *Schedule 1*, the Town's population is anticipated to reach approximately 12,920 by 2024 and 14,080 by buildout, resulting in an increase of 1,200 and 2,360 persons over the 10-year (2014 to 2024) and buildout<sup>1</sup> forecast period, respectively.



<sup>1</sup> Based on housing unit forecast derived from the Town of Erin Servicing and Settlement Master Plan

**TABLE 3-1  
TOWN OF ERIN  
RESIDENTIAL GROWTH FORECAST SUMMARY**

Year	Population (Excluding Census Undercount)	Population (Including Census Undercount) <sup>1</sup>	Housing Units					Person Per Unit (PPU)	
			Singles & Semi- Detached	Multiple Dwellings <sup>2</sup>	Apartments <sup>3</sup>	Other	Total Households		
<i>Mid 2011</i>	11,418	11,890	3,755	10	95	95	95	3,955	2.89
<i>Mid 2014</i>	11,722	12,200	3,854	11	96	96	95	4,056	2.89
<i>Mid 2024</i>	12,921	13,450	4,263	27	112	112	95	4,497	2.87
<i>Buildout</i>	14,078	14,660	4,645	53	138	138	95	4,931	2.86
<b>Mid 2011 - Mid 2014</b>	<b>304</b>	<b>310</b>	<b>99</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>101</b>	
<b>Mid 2014 - Mid 2024</b>	<b>1,199</b>	<b>1,250</b>	<b>409</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>0</b>	<b>441</b>	
<b>Mid 2014 - Buildout</b>	<b>2,357</b>	<b>2,460</b>	<b>791</b>	<b>42</b>	<b>42</b>	<b>42</b>	<b>0</b>	<b>875</b>	

Source: Watson & Associates Economists Ltd., 2014.

1. Census Undercount estimated at approximately 4%. Note: Population including the Undercount has been rounded.
2. Includes townhomes and apartments in duplexes.
3. Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

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1. Unit Mix (Appendix A – Schedules 1 through 5)

- The unit mix for the Town was derived from a review of historical development activity (as per *Schedule 6*), and discussions with planning staff regarding anticipated development trends for the Town.
- Based on the above, the 2014-2024 household growth forecast is comprised of a housing unit mix of approximately 92% low density (single detached and semi-detached), 4% medium density (multiples except apartments) and 4% high density (bachelor, 1 bedroom and 2 bedroom apartments).

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

- *Schedule 2* summarizes the anticipated amount, type and location of development for the Town of Erin by urban and remaining rural area. In accordance with forecast demand and available wastewater servicing capacity, housing growth has been allocated to the following areas over the 2014 to buildout forecast period:
  - Erin (Village) – 29%
  - Hillsburgh – 29%
  - Rural – 42%

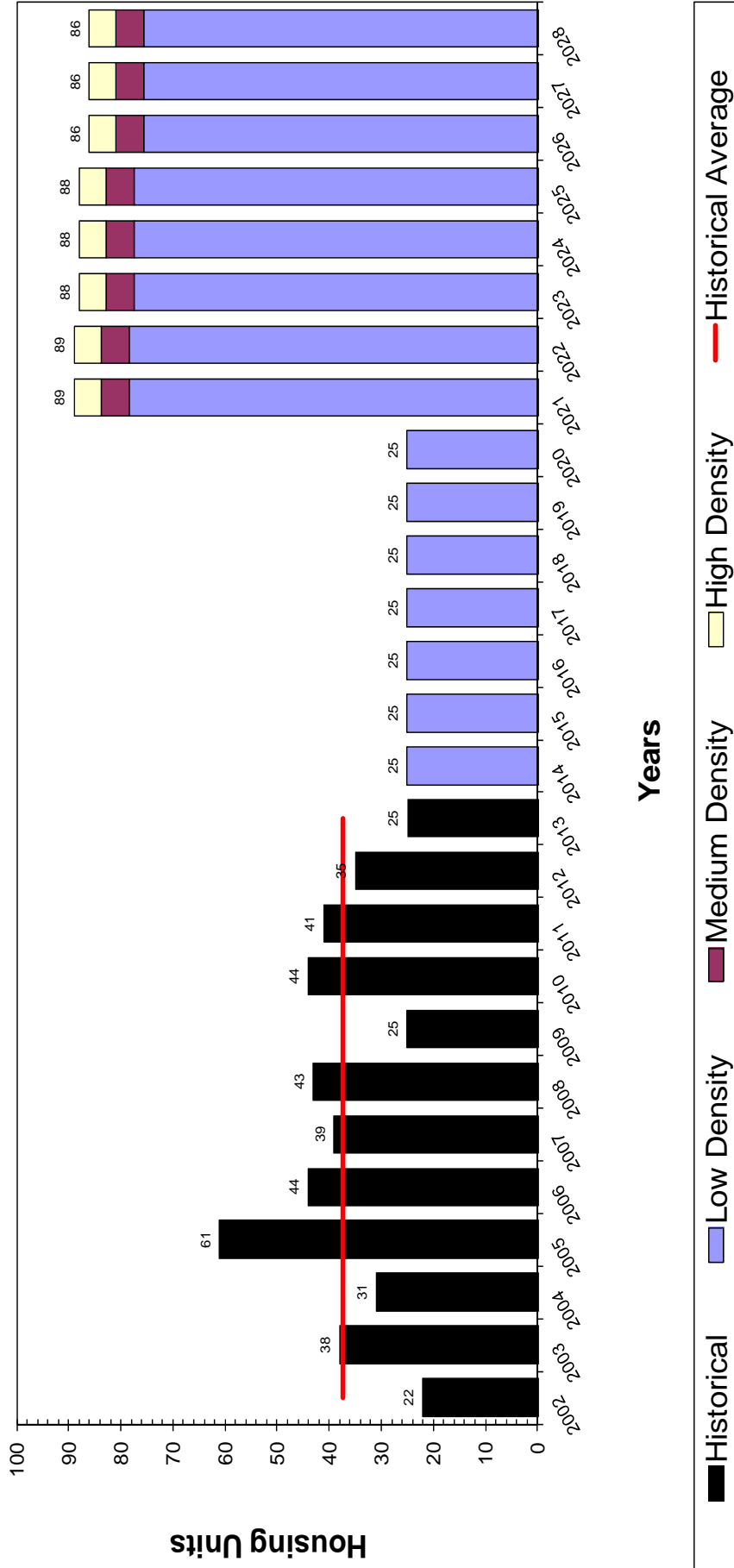
3. Planning Period

- Short and longer-term time horizons are required for the DC process. The DCA limits the planning horizon for certain services, such as parks, recreation and libraries, to a 10-year planning horizon. Services such as roads, fire, water and wastewater services utilize a longer planning period.

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

- The number of housing units to be constructed in the Town of Erin during the 2014-2024 period is presented on Figure 3-2. Over the 10-year forecast period, the Town is anticipated to average 44 new housing units per year.
- Population in new units is derived from *Schedules 3, 4 and 5*, which incorporate historical development activity, anticipated units (see unit mix discussion) and average persons per unit by dwelling type for new units.
- *Schedule 7a* summarizes the average number of persons per unit (PPU) for the new housing units by age and type of dwelling based on a 2011 custom Census data for the Town. Due to data limitations, medium and high density PPU's were derived from Wellington County as outlined in *Schedule 7b*. The total calculated PPU for all density types has been adjusted to account for the downward PPU trend which has been recently experienced in both new and older units, largely due to the aging of the population.

**FIGURE 3-2  
ANNUAL HOUSING FORECAST<sup>1</sup>**



Source: Historical housing activity (2002-2013) based on Statistics Canada building permits, Catalogue 64-001-XIB

1. Growth Forecast represents calendar year.



Adjusted 20-year average PPU's by dwelling type are as follows:

- o low density: 3.24
- o medium density: 2.52
- o high density: 1.77

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

- Existing households as of 2014 are based on the 2011 Census households, plus estimated residential units constructed between 2011 and 2013 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, 4 and 5*, by aging the existing population over the forecast period. The forecast population decline in existing households over the 2014 to 2024 forecast period is estimated at approximately 194.

6. Employment (Appendix A, Schedules 9a through 11)

- The employment projection is largely based on the activity rate method, which is defined as the number of jobs in a municipality divided by the number of residents. Key employment sectors include primary, industrial, commercial/population-related, institutional, and work at home, which are considered individually below.
- The Town of Erin 2011<sup>2</sup> employment by place of work is outlined in *Schedule 9a*. The 2011 employment base is comprised of the following sectors:
  - o 55 primary (2%);
  - o 830 work at home employment (approx. 32%);
  - o 655 industrial (approx. 25%);
  - o 745 commercial/population related (approx. 28%); and
  - o 350 institutional (approx. 13%).
- The 2011 employment base by usual place of work, including work at home, is approximately at 2,635. An additional 700 employees have been identified for the Town in 2011 that have no fixed place of work (NFPOW).<sup>3</sup> The 2011 employment base, including NFPOW, totals approximately 3,335.
- Total employment, including work at home and NFPOW, for the Town of Erin is anticipated to reach approximately 3,930 by 2024 and 4,540 at buildout. This represents an employment increase of 380 for the 10-year forecast period, and 1,000 over the 2014-buildout period.
- *Schedule 9b*, Appendix A, summarizes the employment forecast, excluding work at home employment and NFPOW employment, which is the basis for the DC

<sup>2</sup> 2011 employment based on Statistics Canada "Place of Work" custom employment data.

<sup>3</sup> Statistics Canada defines "No Fixed Place of Work" (NFPOW) 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."

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employment forecast. The impact on municipal services from work at home employees have already been included in the population forecast. The impacts of municipal services related to NFPOW employees have largely been included in the employment forecast by usual place of work (i.e. employment and GFA in the retail and accommodation sector generated from NFPOW construction employment). Furthermore, since these employees have no fixed work address, they cannot be captured in the non-residential gross floor area (GFA) calculation. Accordingly, work at home and NFPOW employees have been removed from the DC employment forecast and calculation.

- Total employment for the Town of Erin (excluding work at home and NFPOW employment) is anticipated to reach approximately 2,220 by 2024 and 2,570 at buildout. This represents an employment increase of 280 over the 10-year forecast period, and 630 over the 2014-buildout period.
- In accordance with forecast demand and available land supply, total employment growth (excluding work at home and NFPOW employment) has been allocated to the following areas over the 2014 to 2024 forecast period:
  - Erin (Village) – 75%
  - Hillsburgh – 22%
  - rural – 3%

7. Non-Residential Sq.ft. Estimates (Gross Floor Area (GFA), Appendix A, Schedule 9b)

- Square footage estimates were calculated in *Schedule 9b* based on the following employee density assumptions:
  - 1,300 sq.ft. per employee for industrial;
  - 550 sq.ft. per employee for commercial/population-related; and
  - 700 sq.ft. per employee for institutional employment.
- The Town-wide incremental Gross Floor Area (GFA) increase is anticipated to be approximately 208,200 sq.ft. over the 10-year forecast period, and 505,100 sq. ft. over the 2014-buildout forecast period.
- In terms of percentage growth, the long-term incremental GFA forecast by sector is broken down as follows:
  - industrial – (approx. 46%);
  - commercial/population-related – (approx. 41%); and
  - institutional – (approx. 13%).

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## **4. THE APPROACH TO THE CALCULATION OF THE CHARGE**

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## **4. THE APPROACH TO THE CALCULATION OF THE CHARGE**

### **4.1 Introduction**

This chapter addresses the requirements of s.s.5 (1) of the DCA, 1997 with respect to the establishment of the need for service which underpins the development charge 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.

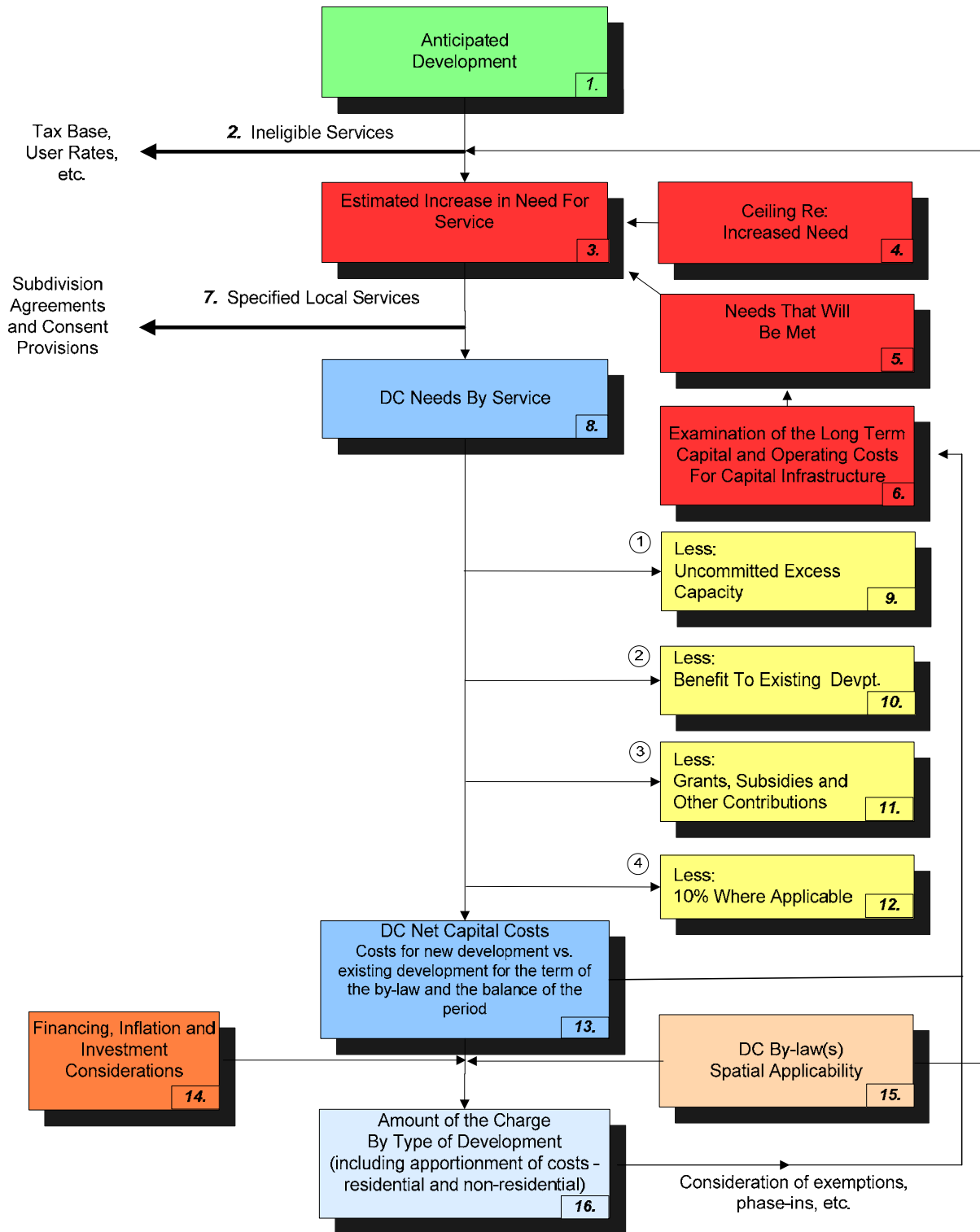
A number of these services are defined in s.s.2 (4) of the DCA, 1997 as being ineligible for inclusion in development charges. These are shown as “ineligible” on Table 4-1. In addition, two ineligible costs defined in s.s.5 (3) of the DCA are “computer equipment” and “rolling stock with an estimated 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 development charge are indicated with a “Yes.”

### **4.3 Local Service Policy**

The development charge 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 Municipal 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.

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. Please refer to Appendix C for the Town’s local service policy.

**Figure 4-1**  
**THE PROCESS OF CALCULATING A DEVELOPMENT CHARGE UNDER THE ACT**  
**THAT MUST BE FOLLOWED**



**Table 4-1**  
**Categories of Municipal Services**  
**To Be Addressed as Part of the Calculation**

CATEGORIES OF MUNICIPAL SERVICES	ELIGIBILITY FOR INCLUSION IN THE DC CALCULATION	SERVICE COMPONENTS	MAXIMUM POTENTIAL DC RECOVERY %
1. Transportation Services	Yes	1.1 Arterial roads	100
	Yes	1.2 Collector roads	100
	No	1.3 Local roads	0
	No	1.4 Intersections and Traffic signals	100
	Yes	1.5 Sidewalks and streetlights	100
2. Other Transportation Services	n/a	2.1 Transit vehicles	90
	n/a	2.2 Other transit infrastructure	90
	n/a	2.3 Municipal parking spaces - indoor	90
	n/a	2.4 Municipal parking spaces - outdoor	90
	Yes	2.5 Works Yards	100
	Yes	2.6 Rolling stock <sup>1</sup>	100
	n/a	2.7 Ferries	90
	n/a	2.8 Airport facilities	90
3. Stormwater Drainage and Control Services	No	3.1 Main channels and drainage trunks	100
	No	3.2 Channel connections	100
	No	3.3 Retention/detention ponds	100
4. Fire Protection Services	Yes	4.1 Fire stations	100
	Yes	4.2 Fire pumpers, aerials and rescue vehicles	100
	Yes	4.3 Small equipment and gear	100
5. Outdoor Recreation Services (i.e. Parks and Open Space)	Ineligible	5.1 Acquisition of land for parks, woodlots and ESAs	0
	Yes	5.2 Development of area municipal parks	90
	Yes	5.3 Development of district parks	90
	Yes	5.5 Development of special purpose parks	90
	Yes	5.6 Parks rolling stock <sup>1</sup> 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 <sup>1</sup>	90
7. Library Services	n/a	7.1 Public library space (incl. furniture and equipment)	90
	n/a	7.2 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 <sup>1</sup>	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
	n/a	10.2 Sewage trunks	100
	Ineligible	10.3 Local systems	0

<sup>1</sup>with 7+ year life time

<sup>2</sup>same percentage as service component to which it pertains computer equipment excluded throughout

CATEGORIES OF MUNICIPAL SERVICES	ELIGIBILITY FOR INCLUSION IN THE DC CALCULATION	SERVICE COMPONENTS	MAXIMUM POTENTIAL DC RECOVERY %
11. Water Supply Services	Yes Yes Ineligible	11.1 Treatment plants 11.2 Distribution systems 11.3 Local systems	100 100 0
12. Waste Management Services	Ineligible Ineligible Ineligible	12.1 Collection, transfer vehicles and equipment 12.2 Landfills and other disposal facilities 12.3 Other waste diversion facilities	0 0 0
13. Police Services	n/a n/a n/a	13.1 Police detachments 13.2 Police rolling stock <sup>2</sup> 13.3 Small equipment and gear	100 100 100
14. Homes for the Aged	n/a	14.1 Homes for the aged space	90
15. Day Care	n/a	15.1 Day care space	90
16. Health	n/a	16.1 Health department space	90
17. Social Services	n/a	17.1 Social service space	90
18. Ambulance	n/a n/a	18.1 Ambulance station space 18.2 Vehicles <sup>1</sup>	90 90
19. Hospital Provision	Ineligible	19.1 Hospital capital contributions	0
20. Provision of Headquarters for the General Administration of Municipalities and Area Municipal Boards	Ineligible Ineligible Ineligible	20.1 Office space (all services) 20.2 Office furniture 20.3 Computer equipment	0 0 0
21. Other Services	Yes  Yes	21.1 Studies in connection with acquiring buildings, rolling stock, materials and equipment, and improving land <sup>2</sup> and facilities, including the DC background study cost 21.2 Interest on money borrowed to pay for growth-related capital	0-100  0-100

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

<sup>2</sup>with 7+ year life time

<sup>2</sup>same percentage as service component to which it pertains computer equipment excluded throughout

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## 4.4 Capital Forecast

Paragraph 7 of s.s.5(1) of the DCA 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 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 development charge background study.

In order for an increase in need for service to be included in the DC calculation, Municipal 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.

## 4.5 Treatment of Credits

Section 8 para. 5 of O.Reg. 82/98 indicates that a development charge 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 development charges,” if the credit pertains to an ineligible service. This implies that a credit for eligible services can be recovered from future development charges. As a result, this provision should be made in the calculation, in order to avoid a funding shortfall with respect to future service needs.



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The Town has no outstanding DC credit obligations for services that have been employed by developers on behalf of the Town.

#### **4.6 Eligible Debt and Committed Excess Capacity**

Section 66 of the DCA, 1997 states that for the purposes of developing a development charge 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 development charges or other similar charges. For example, this may have been done as part of previous development charge processes.

#### **4.7 Existing Reserve Funds**

Section 35 of the DCA 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 DCA calculation method set out in s.s.5(1) to net the outstanding reserve fund balance as part of making the DC 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 DC 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 Development Charge Reserve Fund Balances, by service, as at December 31, 2013 are presented in the table below. The balances for have roads and related, administration and water services have been applied against future spending requirements. The existing reserve fund balances for fire protection and parks and recreations services has been included in the DC calculation for future recovery. The adjustments noted below are for debentures payments that were not taken from the reserve due to insufficient funds, but are development charge eligible.

**Table 4-2**  
**Town of Erin**  
**DC Reserve Fund Balances (as at December 31, 2013)**

Service	Totals December 31, 2013	Adjustments	Adjusted January 1, 2014
Roads and Related	\$ 411,956	\$ -	\$ 411,956
Fire Protection Services	\$ 52,651	\$ (69,440)	\$ (16,788)
Indoor Recreation	\$ 93,143	\$ (387,113)	\$ (293,970)
Outdoor Recreation	\$ 46,235	\$ (61,946)	\$ (15,711)
Administration - Studies	\$ 96,277	\$ -	\$ 96,277
Water	\$ 356,689		\$ 356,689
<b>Total</b>	<b>\$ 700,262</b>	<b>\$ (518,499)</b>	<b>\$ 181,763</b>

## **4.8 Deductions**

The DCA, 1997 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:

### **4.8.1 *Reduction Required by Level of Service Ceiling***

This is designed to ensure that the increase in need included in 4.2 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".

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

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

#### ***4.8.2 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 increase 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.

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

This step involves a further reduction to 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 roads 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 municipal-wide system basis. For example, facilities of the same type may provide different services (i.e. leisure pool vs. competitive pool), different programs (i.e.

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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.

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

This step involves reducing the capital costs necessary to provide the increased services by capital grants, subsidies and other contributions made or anticipated by Council and in accordance with various rules such as the attribution between the share related to new vs. existing development O.Reg 82.98 .s.6. Where grant programs do not allow funds to be applied to growth-related capital needs, the proceeds can be applied to the non-growth share of the project exclusively. Moreover, Gas Tax revenues are typically used to fund non-growth-related works or the non-growth share of DC projects, given that the contribution is not being made in respect of particular growth-related capital projects.

#### ***4.8.5 The 10% Reduction***

Paragraph 8 of s.s.(1) of the DCA requires that, “the capital costs must be reduced by 10 percent.” This paragraph does not apply to water supply services, wastewater services, stormwater drainage and control services, services related to a highway, police and fire protection services. The primary services that the 10% reduction does apply to include services such as parks and recreation, libraries, childcare/social services, ambulance, homes for the aged, health and transit.

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.

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## **5. DEVELOPMENT CHARGE ELIGIBLE COST ANALYSIS BY SERVICE**

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## **5. DEVELOPMENT CHARGE ELIGIBLE COST ANALYSIS BY SERVICE**

### **5.1 Introduction**

This chapter outlines the basis for calculating development charge eligible costs for the development charges 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 DCA, 1997, and described in Chapter 4, was followed in determining DC eligible costs.

The nature of the capital projects and timing identified in this chapter reflects Council's current intention. However, over time, municipal 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 Town DC Calculation**

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

#### **5.2.1 *Growth-Related Studies***

The DCA 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 DC process, as well as other studies which benefit growth (in whole or in part). The listing of studies included in the DC, as summarized in the following table, include Official Plan and Zoning By-Law Updates, the Servicing Settlement Master Plan, Strategic Plan Development, a Traffic Study and other applicable studies.

The cost of these projects totals \$989,700 over the 10-year forecast period, of which \$603,377 is deducted as an existing benefit, including existing reserve fund balance of \$96,277. A further \$15,585 has been deducted for 90% services under the Act. As a result the net growth-related capital costs included in the charge totals \$370,738. The net growth-related costs have been allocated 81% residential and 19% non-residential based on the incremental growth in population to employment, for the 10-year forecast period.



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## **5.2.2 Parks and Recreation Services**

The Town currently has 31.7 acres of developed parkland and 38 major park amenities within its jurisdiction. In addition, the Town provides 83,729 square feet of indoor recreation facility space and 6 major vehicles/equipment. The Town's level of service over the historic 10-year period averaged \$2.078 per capita or a maximum DC-eligible amount of \$2.49 million when applied to the anticipated development over the forecast period.

The total gross capital costs for parks and recreation services over the 10 year forecast period is approximately \$874,029, including \$309,681 for unfunded projects relating to existing debentures for eligible projects. A benefit to existing development deduction of approximately \$37,025 has been provided. The statutory 10% deduction applicable for parks and recreation services totals \$27,388, resulting in net growth-related capital costs for inclusion in the calculation of approximately \$809,617.

As the predominant users of parks and recreation services 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 COVERED IN THE DC CALCULATION**

Town of Erin  
Service Parks and Recreation Services

Prj.No	Increased Service Needs Attributable to Anticipated Development 2014-2024	Timing (year)	Gross Capital Cost Estimate	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Less: Grants, Subsidies and Other Contributions Attributable to New Development	Subtotal	Less: Other (e.g. 10% Statutory Deduction)	Potential DC Recoverable Cost		
											Total	Residential Share 95%	Non-Residential Share 5%
<b>Parkland Development</b>													
1	Provision for Parkland Development	2014-2023	53,900	-		53,900	-		53,900	5,390	48,510	46,085	2,426
2	Irrigation for Soccer Field - Barbour	2015	20,000	-		20,000	2,000		18,000	1,800	16,200	15,390	810
3	Lights for 2nd Soccer Field - Barbour	2017	91,600	-		91,600	9,160		82,440	8,244	74,196	70,486	3,710
4	Tennis Court Debt (Principal - Discounted)	2014-2015	18,678	-		18,678	-		18,678	-	18,678	17,744	934
5	Tennis Court Debt (Interest - Discounted)	2014-2015	2,445	-		2,445	-		2,445	-	2,445	2,322	122
6	Soccer Field Debt (Principal - Discounted)	2014	17,745	-		17,745	-		17,745	-	17,745	16,858	887
7	Soccer Field Debt (Interest - Discounted)	2014	1,459	-		1,459	-		1,459	-	1,459	1,386	73
<b>Vehicles and Equipment</b>													
1	Truck and Trailer	2014	69,900	-		69,900	6,990		62,910	6,291	56,619	53,788	2,831
<b>Recreation Facilities</b>													
1	Expansion of Parking Lot at Erin Community Centre	2019	75,500	-		75,500	18,875		56,625	5,663	50,963	48,414	2,548
2	Centre 2000 Debt (Principal - Discounted)	2014-2015	204,971	-		204,971	-		204,971	-	204,971	194,722	10,249
3	Centre 2000 Debt (Interest - Discounted)	2014-2015	8,150	-		8,150	-		8,150	-	8,150	7,743	408
	Reserve Adjustment (unfunded projects)		309,681	-		309,681	-		309,681	-	309,681	294,197	15,484
<b>Total</b>													
			<b>874,029</b>	<b>-</b>	<b>-</b>	<b>874,029</b>	<b>37,025</b>	<b>-</b>	<b>837,004</b>	<b>27,388</b>	<b>809,617</b>	<b>769,136</b>	<b>40,481</b>

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### **5.2.3 Transportation Services**

The Town has a current inventory of 294 kilometres of roads. This historic level of infrastructure investment equates to a \$5,624 per capita level of service. When applied to the forecast growth to 2024, a maximum DC-eligible cost of \$6.74 million dollars could be expected to meet the future increase in needs for service.

In addition to roadways, the Town's public works department utilizes 17,364 square feet of facility space and operates 22 pieces of major equipment and machinery, including vehicles. The Town also maintains 49 bridges and major culverts, 11 km of sidewalks and 823 streetlights. In this regard, a historic average level of service of \$3,172 per capita has been provided, resulting in additional DC-eligible cap room of approximately \$3.8 million dollars.

Review of the Town's roads and related needs for the forecast period identified \$6.94 million dollars in gross capital costs. Recognizing the benefit to existing development, \$3.93 million dollars has been deducted, including the existing reserve fund balance of \$411,465. In addition, \$97,650 has been deducted in anticipation of expected additional contributions. As a result, \$2.91 million dollars in capital needs have been included in the DC calculation.

The net growth-related costs for roads and related services have been allocated between residential and non-residential development on the basis of incremental population to employment growth over the 10-year forecast period, resulting in 81% allocated to residential and 19% to non-residential.

**INFRASTRUCTURE COSTS COVERED IN THE DC CALCULATION**

Town of Erin  
Service: Transportation Services

Prj_No	Increased Service Needs Attributable to Anticipated Development  2014-2024	Timing (year)	Gross Capital Cost Estimate	Post Period Benefit	Other Deductions	Net Capital Cost	Less:			Potential DC Recoverable Cost							
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share	Total					
	<b>Roads</b>																
1	Surface Treat 8th Line from CR124 to 15 SR	2020	1,347,300	-		1,347,300		673,650		673,650		547,227		126,423			
2	Daniel St Reconstruction/Upgrade (Dundas)	2019	1,201,100	-		1,201,100		792,726		408,374		331,735		76,639			
3	17 Sideroad - sections 00300, 00310 & 00320 (4th to 7th Line)	2014	602,700	-		602,700		301,350		301,350		244,796		56,554			
4	17 Sideroad - section 00290 (3rd to 4th Line)	2015-2016	297,500	-		297,500		148,750		148,750		120,834		27,916			
5	17 Sideroad - section 00280 (2nd to 3rd Line)	2016-2017	297,500	-		297,500		148,750		148,750		120,834		27,916			
6	17 Sideroad - section 00270 (1st to 2nd Line)	2017	180,000	-		180,000		90,000		90,000		73,110		16,890			
	<b>Sidewalks, Streetlights, Bridges and Culverts</b>																
2	Bridge #9 8th Line Below 17 SR	2021	494,900	-		494,900		98,980		395,920		321,618		74,302			
4	Bridge #2 Tenth Line above CR 52	2020	585,800	-		585,800		527,220		58,580		47,586		10,994			
5	Bridge #10 17 SR at the 8th Line	2018	646,400	-		646,400		581,760		64,640		52,509		12,131			
6	Sidewalk - Wellington Rd 124, Erin Village North	2017	310,000	-		310,000		-	97,650	212,350		172,498		39,852			
	<b>Domes and Depots</b>																
1	Hot Mix Sand Shed and Salt Brine Storage	2017	340,900	-		340,900		-		340,900		276,924		63,976			
	<b>Roads and Related Vehicles</b>																
1	Tandem Plow/Sand Truck	2022	315,000	-		315,000		157,500		157,500		127,942		29,558			
2	Street Sweeper	2022	194,000	-		194,000		-		194,000		157,592		36,408			
3	Sidewalk Maintenance Vehicle	2022	125,000	-		125,000		-		125,000		101,541		23,459			
	Reserve Adjustment			-		-		411,956		(411,956)		(334,645)		(77,312)			
	<b>Total</b>		<b>6,938,100</b>	<b>-</b>	<b>-</b>	<b>6,938,100</b>		<b>3,932,642</b>	<b>97,650</b>	<b>2,907,808</b>		<b>2,362,101</b>		<b>545,707</b>			

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#### **5.2.4 Fire Protection Services**

The Town currently has two fire stations: Hillsburgh Fire Hall and the Erin Fire Hall, which provide a total of 18,213 square feet of facility space. The Town currently has 10 fire vehicles operating out of these two facilities (along with other major equipment) and has 60 equipped firefighters. In this regard, a historic average level of service of \$580 per capita has been provided, resulting in additional DC-eligible cap room of approximately \$692,411.

Over the forecast period, the Town has identified the existing debenture for the expansion of the Hillsburgh Fire Hall, a proposed future expansion of the Erin Fire Hall, and various vehicle and equipment growth related needs. The total gross cost of these items total \$3.96 million dollars (including unfunded projects of \$16,788). In addition, a post period benefit of \$1.46 million dollars has been identified. There will be an existing benefit of \$1.37 and an anticipated donation of \$20,000 (for the Rescue ATV). The development charge calculated to be collected in the forecast period for this service component is approximately \$1.1 million dollars.

The residential/non-residential capital cost allocation for fire services are based on land area. On this basis, 84% of the costs are allocated to residential benefit and the remaining 16% to non-residential benefit.

**INFRASTRUCTURE COSTS COVERED IN THE DC CALCULATION**

Town of Erin  
Service: Fire Protection Services

Pj .No	Increased Service Needs Attributable to Anticipated Development 2014-2024	Timing (year)	Gross Capital Cost Estimate	Post Period Benefit	Other Deductions	Net Capital Cost	Benefit to Existing Development	Less:			Potential DC Recoverable Cost		
								Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share		
											84%	16%	
<b>1</b>	<b>Fire Stations</b>												
1	Hillsburgh Station Debt (Principal - discounted)		1,614,504	1,459,512		154,992	-				154,992	129,699	25,293
2	Hillsburgh Station Debt (Interest - discounted)		406,563	-		406,563	-				406,563	340,217	66,346
3	Erin Fire Hall Expansion (600 sq.ft.)	2018	180,000	-		180,000	-				180,000	150,626	29,374
	<u><b>Fire Vehicles and Equipment</b></u>												
1	Pumper Rescue Truck	2015	486,000	-		486,000	386,000				100,000	83,681	16,319
2	Tanker (3,000 gal)	2017	460,000	-		460,000	370,000				90,000	75,313	14,687
3	Tanker (3,000 gal)	2018	460,000	-		460,000	370,000				90,000	75,313	14,687
4	Rescue 4x4 Pickup Truck	2015	122,000	-		122,000	101,475				20,525	17,175	3,349
5	Rescue 4x4 Pickup Truck	2016	125,000	-		125,000	103,970				21,030	17,598	3,432
6	Emergency Plan Generator	2014	34,300	-		34,300	17,150				17,150	14,351	2,799
7	Rescue ATV	2015	25,000	-		25,000	5,000	20,000			-	-	-
8	Fire Reporting Software	2019	25,000	-		25,000	20,794				4,206	3,520	686
	Reserve Adjustment (unfunded projects)		16,788	-		16,788	-				16,788	14,049	2,740
											-	-	-
											-	-	-
											-	-	-
											-	-	-
											-	-	-
											-	-	-
											-	-	-
<b>Total</b>			<b>3,955,156</b>	<b>1,459,512</b>	-	<b>2,495,644</b>	<b>1,374,390</b>	<b>20,000</b>	<b>1,101,254</b>	<b>921,543</b>	<b>179,712</b>		

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### **5.3 Service Levels and Urban Buildout Capital Costs for Municipal Service Area DC Calculation**

The Town's current development charges by-law imposes charges for water services uniformly over the applicable service area. The anticipated development-related capital requirements for these services have been considered over the Urban Buildout (2014-2029) forecast period based on available capacity.

#### **5.3.1 Water Services**

Both Erin and Hillsburgh require new water supply within the forecast period. The gross capital cost estimates for these projects totals \$5.39 million. In addition, \$426,329 has been deducted as a benefit to existing, reflecting the non-growth share of the identified Erin project and \$356,689 has been deducted reflecting the existing reserve fund balance. As well, anticipated developer contributions have been deducted in the amount of \$2.48 million dollars. In total the capital costs identified for inclusion amount to \$2.12 million dollars.

These costs have been allocated 69% to residential and 31% to non-residential development on the basis of incremental population to employment growth over the 2014-2029 forecast period.



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## **6. DEVELOPMENT CHARGE CALCULATION**



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## 6. DEVELOPMENT CHARGE CALCULATION

Table 6-1 calculates the proposed development charge to be imposed on anticipated development in the Town over the Urban Buildout planning horizon. Table 6-2 calculates the proposed development charge to be imposed on anticipated development in the Town over the 10-year planning horizon.

The calculation for residential development is generated on a per capita basis, and is based upon four forms of housing types (single and semi-detached, apartments 2+ bedrooms, bachelor and 1 bedroom apartments, and all other multiples). The non-residential development charge has been calculated on a per sq.ft. of gross floor area basis for commercial, industrial and institutional development.

The DC eligible costs for each service component are provided in Chapter 5 for all municipal 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 DC cost calculations 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) to calculate the charge in Table 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 6-3 summarizes calculated maximum development charges that could be imposed by Council by residential dwelling type and non-residential gross floor area. Table 6-4 compares the Town’s existing charges to the charges proposed herein.

**TABLE 6-1**  
**TOWN OF ERIN**  
**DEVELOPMENT CHARGE CALCULATION**  
**Municipal-wide Services**  
**2014-Urban Build Out**

SERVICE	2014 \$ DC Eligible Cost		2014 \$ DC Eligible Cost	
	Residential	Non-Residential	SDU	per ft <sup>2</sup>
1. Water Services	\$ 1,469,352	\$ 655,295	\$ 3,116	\$ 1.30
<b>TOTAL DC ELIGIBLE CAPITAL COST</b>	<b>\$ 1,469,352</b>	<b>\$ 655,295</b>	<b>\$ 3,116</b>	<b>\$ 1.30</b>
10 Year Gross Population / GFA Growth (ft <sup>2</sup> .)	1,528	505,100		
Cost Per Capita / Non-Residential GFA (ft <sup>2</sup> .)	\$ 961.62	\$ 1.30		
<u>By Residential Unit Type</u>	<u>p.p.u</u>			
Single and Semi-Detached Dwelling	3.24	\$ 3,116		
Apartments - 2 Bedrooms +	1.84	\$ 1,769		
Apartments - Bachelor and 1 Bedroom	1.56	\$ 1,500		
Other Multiples	2.52	\$ 2,423		

**TABLE 6-2**  
**TOWN OF ERIN**  
**DEVELOPMENT CHARGE CALCULATION**  
**Municipal-wide Services**  
**2014-2024**

SERVICE	2014 \$ DC Eligible Cost		2014 \$ DC Eligible Cost	
	Residential	Non-Residential	SDU	per ft <sup>2</sup>
2. Transportation Services	\$ 2,362,101	\$ 545,707	\$ 5,494	\$ 2.62
3. Fire Protection Services	\$ 921,543	\$ 179,712	\$ 2,143	\$ 0.86
4. Parks and Recreation Services	\$ 769,136	\$ 40,481	\$ 1,789	\$ 0.19
5. Administration - Studies	\$ 301,162	\$ 69,576	\$ 700	\$ 0.33
<b>TOTAL DC ELIGIBLE CAPITAL COST</b>	<b>\$ 4,353,942</b>	<b>\$ 835,475</b>	<b>\$ 10,126</b>	<b>\$ 4.01</b>
10 Year Gross Population / GFA Growth (ft <sup>2</sup> .)	1,393	208,200		
Cost Per Capita / Non-Residential GFA (ft <sup>2</sup> .)	\$ 3,125.59	\$ 4.01		
<u>By Residential Unit Type</u>	<u>p.p.u</u>			
Single and Semi-Detached Dwelling	3.24	\$ 10,127		
Apartments - 2 Bedrooms +	1.84	\$ 5,751		
Apartments - Bachelor and 1 Bedroom	1.56	\$ 4,876		
Other Multiples	2.52	\$ 7,876		

**TABLE 6-3**  
**SCHEDULE OF DEVELOPMENT CHARGES**

Service	RESIDENTIAL				NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	(per ft <sup>2</sup> of Gross Floor Area)
<b>Municipal Wide Services:</b>					
Transportation Services	5,494	3,120	2,645	4,273	2.62
Fire Protection Services	2,143	1,217	1,032	1,667	0.86
Parks and Recreation Services	1,789	1,016	861	1,391	0.19
Administration - Studies	700	398	337	544	0.33
<b>Total Municipal Wide Services</b>	<b>\$ 10,126</b>	<b>\$ 5,751</b>	<b>\$ 4,875</b>	<b>\$ 7,876</b>	<b>\$ 4.01</b>
<b>Urban Services</b>					
Water Services	3,116	1,770	1,500	2,424	1.30
<b>Total Urban Services</b>	<b>\$ 3,116</b>	<b>\$ 1,770</b>	<b>\$ 1,500</b>	<b>\$ 2,424</b>	<b>\$ 1.30</b>
<b>GRAND TOTAL RURAL AREA</b>	<b>\$ 10,126</b>	<b>\$ 5,751</b>	<b>\$ 4,875</b>	<b>\$ 7,876</b>	<b>\$ 4.01</b>
<b>GRAND TOTAL URBAN SERVICED AREA</b>	<b>\$ 13,242</b>	<b>\$ 7,521</b>	<b>\$ 6,375</b>	<b>\$ 10,299</b>	<b>\$ 5.31</b>

**TABLE 6-4**  
**COMPARISON OF CURRENT AND CALCULATED DEVELOPMENT CHARGES FOR SPECIFIC TYPES OF DEVELOPMENT**

**Residential (Single Detached) Comparison**

Service	Current	Calculated
<b>Municipal Wide Services:</b>		
Transportation Services	\$ 3,757	\$ 5,494
Fire Protection Services	\$ 1,003	\$ 2,143
Parks and Recreation Services	\$ 2,933	\$ 1,789
Administration - Studies	\$ 541	\$ 700
<b>Total Municipal Wide Services</b>	<b>\$ 8,234</b>	<b>\$ 10,126</b>
<b>Urban Serviced Area Services:</b>		
Water Services	\$ 5,092	\$ 3,116
<b>Total Urban Serviced Area Services</b>	<b>\$ 5,092</b>	<b>\$ 3,116</b>
<b>Grand Total - Urban Serviced Area</b>	<b>\$ 13,326</b>	<b>\$ 13,242</b>

**Non-Residential (per ft<sup>2</sup>.) Comparison**

Service	Current	Calculated
<b>Municipal Wide Services:</b>		
Transportation Services	\$ 2.31	\$ 2.62
Fire Protection Services	\$ 0.44	\$ 0.86
Parks and Recreation Services	\$ 0.18	\$ 0.19
Administration - Studies	\$ 0.33	\$ 0.33
<b>Total Municipal Wide Services</b>	<b>\$ 3.26</b>	<b>\$ 4.01</b>
<b>Urban Serviced Area Services:</b>		
Water Services	\$ 1.93	\$ 1.30
<b>Total Urban Serviced Area Services</b>	<b>\$ 1.93</b>	<b>\$ 1.30</b>
<b>Grand Total - Urban Serviced Area</b>	<b>\$ 5.19</b>	<b>\$ 5.31</b>

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## **7. DEVELOPMENT CHARGE POLICY RECOMMENDATIONS AND DEVELOPMENT CHARGE BY-LAW RULES**

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## 7. DEVELOPMENT CHARGE POLICY RECOMMENDATIONS AND DEVELOPMENT CHARGE 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 development charges.

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

- the total of all development charges 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 development charges 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;
- if the rules provide for a type of development to have a lower development charge than is allowed, the rules for determining development charges may not provide for any resulting shortfall to be made up via other development.

With respect to “the rules,” Section 6 states that a DC 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 Development Charge By-law Structure

**It is recommended that:**

- the Town impose a uniform municipal-wide development charge calculation for all municipal services except water (to be imposed on the applicable service area); and
- one municipal development charge by-law be used for all services.

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### **7.3 Development Charge By-law Rules**

The following subsections set out the recommended rules governing the calculation, payment and collection of development charges in accordance with Section 6 of the *Development Charges Act, 1997*.

**It is recommended that the following sections provide the basis for the development charges:**

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

In accordance with the *Development Charges Act, 1997*, s.2(2), a development charge 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 to industrial and commercial/institutional uses based on the gross floor area constructed.
- 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 transportation services and growth-related studies, costs have been based on an employment vs. population growth ratio for the 10-year forecast period;
  - for parks and recreation services, a 5% non-residential attribution has been made to recognize use by the non-residential sector;

- for fire protection services, the costs have been based on an land area ratio for the Buildout forecast period; and
- for water services costs have been based on an employment vs. population growth ratio for the urban Buildout forecast period.

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

Despite any other provisions of this By-law, where, as a result of the redevelopment of land, a building or structure existing on the same land within 48 months prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

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

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

### **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 development charges (s.4(3));
- buildings or structures owned by and used for the purposes of any municipality, local board or Board of Education (s.3); and
- residential development that results in only 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:

- lands, buildings or structures used for a place of worship or for the purposes of a churchyard or cemetery exempt from taxation under the *Assessment Act*;
- a public hospital receiving aid under the *Public Hospitals Act* R.S.O. 1990, Chap. P.40, as amended, or any successor thereof;
- the development of non-residential farm buildings constructed for bona-fide farm uses, which qualify as a farm business, being that which operates with a valid Farm Business Registration Number and is assessed in the Farmland Realty Tax Class.

### **7.3.5 Phasing in**

No provisions for phasing in the development charge are provided in the proposed development charge by-law.

### **7.3.6 Timing of Collection**

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

### **7.3.7 Indexing**

All development charges, including those potentially being phased-in, will be subject to mandatory indexing annually commencing on January 1<sup>st</sup> each year, in accordance with the Statistics Canada Quarterly, Construction Price Statistics for the most recent year over year period.

## **7.4 Other Development Charge By-law Provisions**

It is recommended that:

### **7.4.1 Categories of Services for Reserve Fund and Credit Purposes**

It is recommended that the Town's development charge collections continue to be contributed into five separate reserve funds, including: Transportation; Fire Protection; Parks and Recreation, Administration and Water services.

### **7.4.2 By-law In-force Date**

The proposed by-law under DCA, 1997 will come into force on the date of by-law passage.



### **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)

## **7.5 Other Recommendations**

**It is recommended that Council:**

“Approve the capital project listing set out in Chapter 5 of the Development Charges Background Study dated June 24, 2014, subject to further annual review during the capital budget process”;

“Approve the Development Charges Background Study dated June 24, 2014”;

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

“Approve the Development Charge By-law as set out in Appendix E.”

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## **8. BY-LAW IMPLEMENTATION**

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## 8. BY-LAW IMPLEMENTATION

### 8.1 Public Consultation

#### 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 involvement of those involved, in order to produce the most suitable policy. Section 8.2 addresses the anticipated impact of the development charge on development, from a generic viewpoint.

#### 8.1.2 *Public Meeting of Council*

Section 12 of the DCA, 1997 indicates that before passing a development charge 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, the Council must determine whether a further meeting (under this section) is necessary (i.e. if the by-law which is proposed for adoption has been changed in any respect, the 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 OMB).

#### 8.1.3 *Other Consultation Activity*

There are three broad groupings of the public who are generally the most concerned with municipal development charge policy:

1. The residential development community, consisting of land developers and builders, who are typically responsible for generating the majority of the development charge revenues. Others, such as realtors, are directly impacted by development charge policy. They are therefore potentially interested in all aspects of the charge, particularly the quantum by unit type, projects to be funded by the DC and the timing thereof, and municipal policy with respect to development agreements, DC 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 (e.g. in encouraging a higher non-automobile modal split).
3. The third grouping is the industrial/commercial/institutional development sector, consisting of land developers and major owners or organizations with significant construction plans, such as hotels, entertainment complexes, shopping centres, offices, industrial buildings and institutions. Also involved are organizations such as Industry Associations, the Chamber of Commerce, the Board of Trade and the Economic Development Agencies, who are all potentially interested in municipal development charge policy. Their primary concern is frequently with the quantum of the charge, gross floor area exclusions such as basement, 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 development charge policy often requires the achievement of an acceptable balance between two competing realities. The first is that high non-residential development charges 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 development charges 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, development charges or other municipal capital funding sources need to be obtained in order to help ensure that the necessary infrastructure and amenities are installed. The timely installation of such works is a key initiative in providing adequate service levels and in facilitating strong economic growth, investment and wealth generation.

## **8.3 Implementation Requirements**

### ***8.3.1 Introduction***

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

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

The following sections overview requirements in each case.

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### **8.3.2 Notice of Passage**

In accordance with s.13 of the DCA, when a DC by-law is passed, the municipal 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 not 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;
- 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 development charge by-law in force, setting out:

- a description of the general purpose of the development charges;
- 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 development charges 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 OMB, 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 DCA, 1997 set out requirements relative to making and processing of a DC by-law appeal and OMB Hearing in response to an appeal. Any person or organization may appeal a DC by-law to the OMB by filing with the municipal clerk a notice of appeal, 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.

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### **8.3.5 Complaints**

A person required to pay a development charge, or his agent may complain to Municipal Council imposing the charge that:

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

Sections 20-25 of the DCA, 1997 set out the requirements that exist, including the fact that a complaint may not be made later than 90 days after a DC (or any part of it) is payable. A complainant may appeal the decision of Municipal Council to the OMB.

### **8.3.6 Credits**

Sections 38-41 of the DCA, 1997 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 DC by-law.

These credits would be used to reduce the amount of development charges 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 development charge 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 DC 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 DCA, 1997 (Sections 44-58) addresses front-ending agreements and removes some of the obstacles to their use which were contained in the DCA, 1989. Accordingly, the Town assesses whether this mechanism is appropriate for its use, as part of funding projects prior to Municipal funds being available.

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

Section 59 of the DCA, 1997 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*,”
- “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 DCA, 1997 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 development charges related to the development, at the time the land is transferred.

In this regard, if the municipality in question is a commenting agency, in order to comply with subsection 59(4) of the *Development Charges Act, 1997* it would need to provide to the approval authority, information regarding the applicable municipal development charges related to the site.

If the municipality 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 development charge.

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.

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**APPENDIX A**  
**BACKGROUND INFORMATION ON RESIDENTIAL**  
**AND NON-RESIDENTIAL GROWTH FORECAST**



**SCHEDULE 1  
TOWN OF ERIN  
RESIDENTIAL GROWTH FORECAST SUMMARY**

Year	Population (Excluding Census Undercount)	Population (Including Census Undercount) <sup>1</sup>	Housing Units					Total Households	Person Per Unit (PPU)
			Singles & Semi Detached	Multiple Dwellings <sup>2</sup>	Apartments <sup>3</sup>	Other			
<i>Mid 2011</i>	11,418	11,890	3,755	10	95	95	3,955	2.89	
<i>Mid 2014</i>	11,722	12,200	3,854	11	96	95	4,056	2.89	
<i>Mid 2024</i>	12,921	13,450	4,263	27	112	95	4,497	2.87	
<i>Buildout</i>	14,078	14,660	4,645	53	138	95	4,931	2.86	
<b>Mid 2011 - Mid 2014</b>	<b>304</b>	<b>310</b>	<b>99</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>101</b>		
<b>Mid 2014 - Mid 2024</b>	<b>1,199</b>	<b>1,250</b>	<b>409</b>	<b>16</b>	<b>16</b>	<b>0</b>	<b>441</b>		
<b>Mid 2014 - Buildout</b>	<b>2,357</b>	<b>2,460</b>	<b>791</b>	<b>42</b>	<b>42</b>	<b>0</b>	<b>875</b>		

Source: Watson & Associates Economists Ltd., 2014.

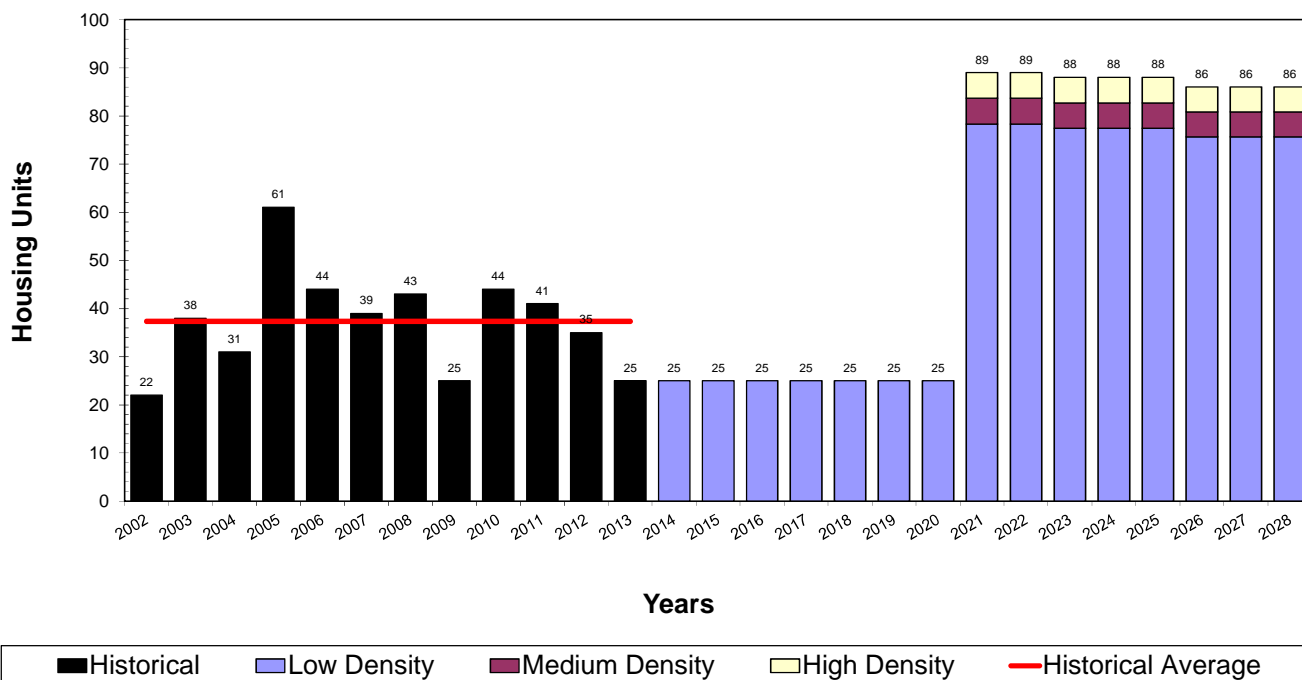
1. Census Undercount estimated at approximately 4%. Note: Population Including the Undercount has been rounded.

2. Includes townhomes and apartments in duplexes.

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

**FIGURE A-1**

**ANNUAL HOUSING FORECAST<sup>1</sup>**



Source: Historical housing activity (2002-2013) based on Statistics Canada building permits, Catalogue 64-001-XIB

1. Growth Forecast represents calendar year.

**SCHEDULE 2  
TOWN OF ERIN  
ESTIMATE OF THE ANTICIPATED AMOUNT, TYPE AND LOCATION OF  
DEVELOPMENT FOR WHICH DEVELOPMENT CHARGES CAN BE IMPOSED**

DEVELOPMENT LOCATION	TIMING	SINGLES & SEMI-DETACHED	MULTIPLES <sup>1</sup>	APARTMENTS <sup>2</sup>	TOTAL RESIDENTIAL UNITS	GROSS POPULATION IN NEW UNITS	EXISTING UNIT POPULATION CHANGE	NET POPULATION INCREASE
Erin (Village)	2014 - 2024	63	16	16	95	273	(52)	221
	2014 - Buildout	166	42	42	250	718	(102)	616
Hillsburgh	2014 - 2024	95	-	-	95	308	(24)	284
	2014 - Buildout	250	-	-	250	810	(47)	763
Rural	2014 - 2024	250	-	-	250	810	(118)	692
	2014 - Buildout	375	-	-	375	1,214	(236)	978
Town of Erin	2014 - 2024	409	16	16	441	1,393	(194)	1,199
	2014 - Buildout	791	42	42	875	2,742	(385)	2,357

Source: Watson & Associates Economists Ltd., 2014

Residential distribution based on a combination of historical permit activity, available housing supply and discussions with Town staff regarding future development prospects.

1. Includes townhomes and apartments in duplexes.
2. Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

**SCHEDULE 3  
TOWN OF ERIN  
CURRENT YEAR GROWTH FORECAST  
MID 2011 TO MID 2014**

			POPULATION
Mid 2011 Population			11,418
Occupants of New Housing Units, Mid 2011 to Mid 2014	<i>Units (2)</i>	101	
	<i>multiplied by persons per unit (3)</i>	3.91	
	<i>gross population increase</i>	395	395
Decline in Housing Unit Occupancy, Mid 2011 to Mid 2014	<i>Units (4)</i>	3,955	
	<i>multiplied by ppu decline rate (5)</i>	-0.0230	
	<i>total decline in population</i>	-91	-91
Population Estimate to Mid 2014			11,722
<i>Net Population Increase, Mid 2011 to Mid 2014</i>			304

- (1) 2011 population based on StatsCan Census unadjusted for Census Undercount.
- (2) Estimated residential units constructed, Mid 2011 to the beginning of the growth period, assuming a six month lag between construction and occupancy.
- (3) Average number of persons per unit (ppu) is assumed to be:

Structural Type	Persons Per Unit <sup>1</sup>	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	3.95	98%	3.87
<i>Multiples (6)</i>	2.57	1%	0.03
<i>Apartments (7)</i>	1.44	1%	0.01
Total		100%	3.91

<sup>1</sup> Based on 2011 Census custom database

<sup>2</sup> Based on Building permit/completion activity

- (4) 2011 households taken from StatsCan Census.
- (5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.
- (6) Includes townhomes and apartments in duplexes.
- (7) Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

**SCHEDULE 4  
TOWN OF ERIN  
TEN YEAR GROWTH FORECAST  
MID 2014 TO MID 2024**

		POPULATION
<b>Mid 2014 Population</b>		<b>11,722</b>
Occupants of New Housing Units, Mid 2014 to Mid 2024	<i>Units (2)</i>	441
	<i>multiplied by persons per unit (3)</i>	3.16
	<i>gross population increase</i>	1,393
		1,393
Decline in Housing Unit Occupancy, Mid 2014 to Mid 2024	<i>Units (4)</i>	4,056
	<i>multiplied by ppu decline rate (5)</i>	-0.0478
	<i>total decline in population</i>	-194
		-194
<b>Population Estimate to Mid 2024</b>		<b>12,921</b>
<i>Net Population Increase, Mid 2014 to Mid 2024</i>		<i>1,199</i>

(1) Mid 2014 Population based on:

2011 Population (11,418) + Mid 2011 to Mid 2014 estimated housing units to beginning of forecast period (101 x 3.91 = 395) + (3,955 x -0.023 = -91) = 11,722

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

(3) Average number of persons per unit (ppu) is assumed to be:

Structural Type	Persons Per Unit <sup>1</sup>	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	3.24	93%	3.00
<i>Multiples (6)</i>	2.52	4%	0.09
<i>Apartments (7)</i>	1.77	4%	0.06
<i>one bedroom or less</i>	1.56		
<i>two bedrooms or more</i>	1.84		
<b>Total</b>		100%	3.16

<sup>1</sup> Persons per unit based on adjusted Statistics Canada Custom 2011 Census database.

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

(4) Mid 2014 households based upon 3,955 (2011 Census) + 101 (Mid 2011 to Mid 2014 unit estimate) = 4,056

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

(6) Includes townhomes and apartments in duplexes.

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

**SCHEDULE 5  
TOWN OF ERIN  
BUILDOUT GROWTH FORECAST  
MID 2014 TO BUILDOUT**

		POPULATION
Mid 2014 Population		11,722
Occupants of New Housing Units, Mid 2014 to Buildout	<i>Units (2)</i>	875
	<i>multiplied by persons per unit (3)</i>	3.13
	<i>gross population increase</i>	2,742
		2,742
Decline in Housing Unit Occupancy, Mid 2014 to Buildout	<i>Units (4)</i>	4,056
	<i>multiplied by ppu decline rate (5)</i>	-0.0950
	<i>total decline in population</i>	-385
		-385
Population Estimate to Buildout		14,078
<i>Net Population Increase, Mid 2014 to Buildout</i>		2,356

(1) Mid 2014 Population based on:

2011 Population (11,418) + Mid 2011 to Mid 2014 estimated housing units to beginning of forecast period (101 x 3.91 = 395) + (3,955 x -0.023 = -91) = 11,722

(2) Mid 2014 Population based on:

(3) Average number of persons per unit (ppu) is assumed to be:

Structural Type	Persons Per Unit <sup>1</sup>	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	3.24	90%	2.93
<i>Multiples (6)</i>	2.52	5%	0.12
<i>Apartments (7)</i>	1.77	5%	0.09
<i>one bedroom or less</i>	1.56		
<i>two bedrooms or more</i>	1.84		
Total		100%	3.13

<sup>1</sup> Persons per unit based on adjusted Statistics Canada Custom 2011 Census database.

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

(4) Mid 2014 households based upon 3,955 (2011 Census) + 101 (Mid 2011 to Mid 2014 unit estimate) = 4,056

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

(6) Includes townhomes and apartments in duplexes.

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

## SCHEDULE 6

**TOWN OF ERIN  
HISTORICAL RESIDENTIAL BUILDING PERMITS  
YEARS 2002 - 2013**

Year	RESIDENTIAL BUILDING PERMITS			
	Singles & Semi Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total
2002	22	0	0	22
2003	36	1	1	38
2004	31	0	0	31
2005	61	0	0	61
2006	42	1	1	44
Sub-total	192	2	2	196
<b>Average (2002 - 2006)</b>	<b>38</b>	<b>0</b>	<b>0</b>	<b>39</b>
% Breakdown	98.0%	1.0%	1.0%	100.0%
2007	35	1	3	39
2008	33	3	7	43
2009	23	1	1	25
2010	41	1	2	44
2011	39	1	1	41
2012	35	0	0	35
2013	25	0	0	25
Sub-total	231	7	14	252
<b>Average (2007 - 2013)</b>	<b>33</b>	<b>1</b>	<b>2</b>	<b>36</b>
% Breakdown	91.7%	2.8%	5.6%	100.0%
2002 - 2013 Total	423	9	16	448
<b>Average</b>	<b>35</b>	<b>1</b>	<b>1</b>	<b>37</b>
% Breakdown	94.4%	2.0%	3.6%	100.0%

Sources:

Building Permits - Statistics Canada Publication, 64-001XIB

1. Includes townhomes and apartments in duplexes.

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

## SCHEDULE 7a

**TOWN OF ERIN  
PERSONS PER UNIT BY AGE AND TYPE OF DWELLING  
(2011 CENSUS)**

Age of Dwelling	SINGLES AND SEMI-DETACHED						Adjusted PPU <sup>1</sup>	20 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	3.788	-	<b>3.949</b>	3.83	
6-10	-	-	-	3.087	-	<b>3.143</b>	3.05	
11-15	-	-	-	3.056	-	<b>3.023</b>	2.96	
16-20	-	-	-	3.029	-	<b>3.167</b>	3.12	3.24
20-25	-	-	-	2.968	4.067	<b>3.131</b>	3.10	
25-35	-	-	-	3.174	-	<b>3.141</b>	3.12	
35+	-	-	2.063	2.835	4.167	<b>2.736</b>	2.73	
<b>Total</b>	-	-	<b>2.696</b>	<b>2.974</b>	<b>4.613</b>	<b>2.950</b>		

1. The Census PPU has been adjusted to account for the downward PPU trend which has been recently experienced in both new and older units, largely due to the aging of the population

2. Includes townhomes and apartments in duplexes.

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

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

*PPU Not calculated for samples less than or equal to 50 dwelling units, and does not include institutional population*

## SCHEDULE 7b

**WELLINGTON**  
**PERSONS PER UNIT BY AGE AND TYPE OF DWELLING**  
**(2011 CENSUS)**

Age of Dwelling	SINGLES AND SEMI-DETACHED						Adjusted PPU <sup>1</sup>	20 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	2.207	3.420	5.276	3.365	3.34	
6-10	-	-	1.867	3.130	4.742	3.180	3.16	
11-15	-	1.909	1.957	3.160	4.149	3.153	3.14	
16-20	-	-	2.250	2.972	3.962	3.079	3.07	3.18
20-25	-	-	2.122	3.063	4.364	3.056	3.05	
25-35	-	-	2.321	2.841	3.852	2.887	2.88	
35+	0.545	1.700	2.078	2.761	4.004	2.756	2.75	
<b>Total</b>	<b>0.400</b>	<b>1.779</b>	<b>2.087</b>	<b>2.916</b>	<b>4.185</b>	<b>2.920</b>		

Age of Dwelling	MULTIPLES <sup>2</sup>						Adjusted PPU <sup>1</sup>	20 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	2.636	2.688	-	2.571	2.57	
6-10	-	-	1.686	2.231	-	1.952	1.95	
11-15	-	-	-	3.154	-	2.684	2.68	
16-20	-	-	-	2.783	-	2.875	2.88	2.52
20-25	-	-	-	-	-	2.294	2.29	
25-35	-	-	-	-	-	-	-	
35+	-	1.038	2.174	2.471	-	1.843	1.84	
<b>Total</b>	<b>-</b>	<b>1.206</b>	<b>1.879</b>	<b>2.667</b>	<b>-</b>	<b>2.202</b>		

Age of Dwelling	APARTMENTS <sup>3</sup>						Adjusted PPU <sup>1</sup>	20 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	1.000	1.400	-	-	1.438	1.44	
6-10	-	-	-	-	-	1.800	1.80	
11-15	-	-	-	-	-	2.462	2.46	
16-20	-	-	1.286	-	-	1.385	1.38	1.77
20-25	-	0.929	1.550	-	-	1.250	1.25	
25-35	-	1.091	1.261	-	-	1.314	1.31	
35+	1.400	1.264	1.845	2.063	-	1.594	1.59	
<b>Total</b>	<b>1.389</b>	<b>1.243</b>	<b>1.695</b>	<b>2.200</b>	<b>-</b>	<b>1.551</b>		

Age of Dwelling	ALL DENSITY TYPES					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	1.067	2.063	3.364	4.968	3.106
6-10	-	1.348	1.887	3.017	4.656	2.893
11-15	-	1.913	2.085	3.156	4.261	3.034
16-20	-	1.818	1.703	2.967	3.889	2.837
20-25	-	1.318	1.864	3.038	4.043	2.904
25-35	-	1.522	1.864	2.846	4.000	2.682
35+	0.810	1.369	2.017	2.755	3.919	2.622
<b>Total</b>	<b>0.783</b>	<b>1.416</b>	<b>1.971</b>	<b>2.901</b>	<b>4.099</b>	<b>2.757</b>

1. The Census PPU has been adjusted to account for the downward PPU trend which has been recently experienced in both new and older units, largely due to the aging of the population

2. Includes townhomes and apartments in duplexes.

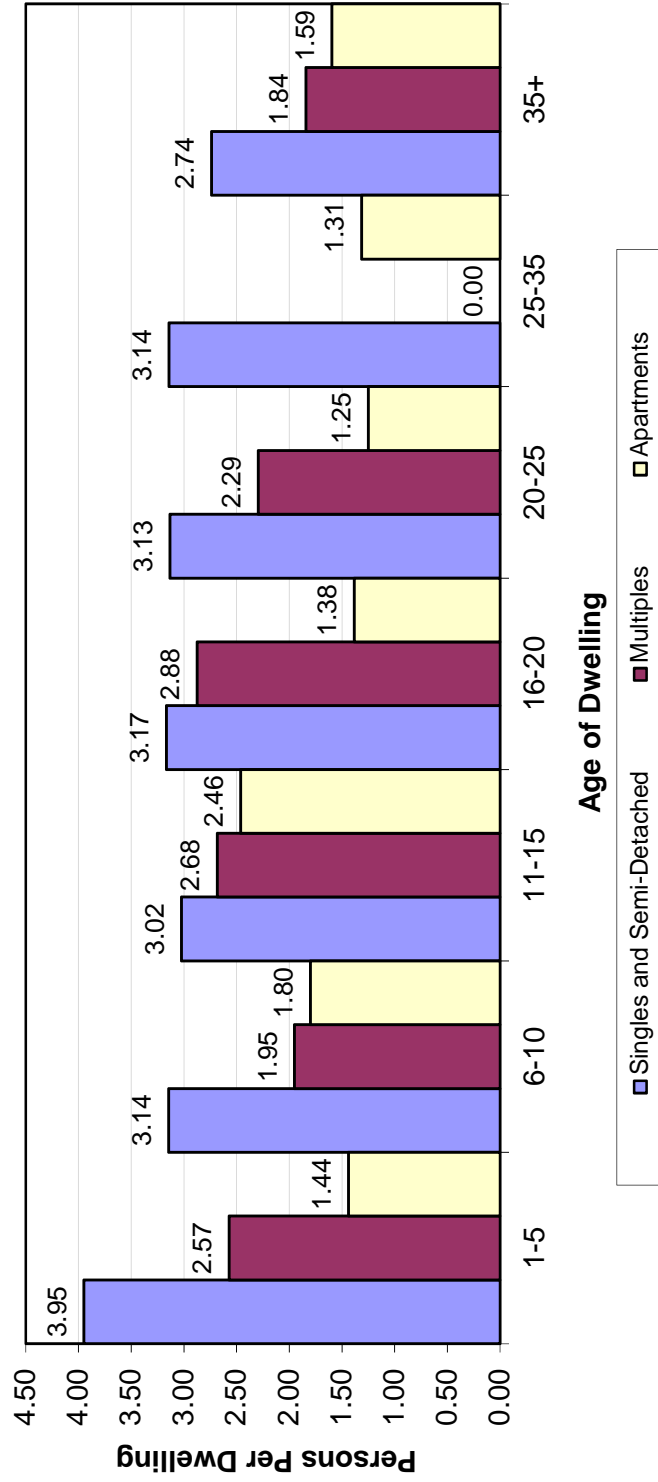
3. Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

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

*PPU Not calculated for samples less than or equal to 50 dwelling units, and does not include institutional population*



**SCHEDULE 8  
TOWN OF ERIN  
PERSONS PER UNIT BY STRUCTURAL TYPE AND AGE OF DWELLING  
(2011 CENSUS)**



Multiple and Apartment PPU's are based on Wellington County.

**SCHEDULE 9a  
TOWN OF ERIN  
EMPLOYMENT FORECAST, 2014 TO BUILDOUT**

Period	Activity Rate						Employment						Total (Excluding NFPW and Work at Home)				
	Population	Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	NFPW <sup>1</sup>	Total Including NFPW	Primary	Work at Home	Industrial		Commercial/ Population Related	Institutional	Total	NFPW <sup>1</sup>
<b>2001</b>	11,050	0.004	0.080	0.069	0.058	0.023	0.233	0.046	0.280	45	880	763	643	250	2,580	510	3,090
<b>2006</b>	11,148	0.007	0.079	0.052	0.066	0.027	0.232	0.063	0.295	75	885	590	740	305	2,585	700	3,285
<b>2011</b>	11,418	0.006	0.073	0.057	0.065	0.031	0.231	0.061	0.292	55	830	655	745	350	2,635	700	3,335
<b>Mid 2014</b>	11,722	0.006	0.072	0.060	0.070	0.030	0.238	0.065	0.303	65	845	702	824	350	2,786	762	3,548
<b>Mid 2024</b>	12,921	0.006	0.069	0.060	0.076	0.030	0.241	0.063	0.304	73	895	775	982	388	3,113	814	3,927
<b>Buildout</b>	14,078	0.006	0.075	0.064	0.080	0.033	0.258	0.065	0.323	80	1,056	901	1,126	465	3,628	915	4,543
<b>Incremental Change</b>																	
<b>2001 - 2006</b>	98	0.003	0.000	-0.017	0.008	0.005	-0.002	0.017	0.015	30	5	-183	98	55	5	190	195
<b>2006 - 2011</b>	270	-0.0019	-0.0067	0.0053	-0.0011	0.0033	-0.0011	-0.0015	-0.0026	-20	-55	75	-0.0015	45	50	0	50
<b>2011 - Mid 2014</b>	304	0.0007	-0.0006	0.0025	0.0051	-0.0008	0.0069	0.0037	0.0106	10	15	47	79	0	151	62	213
<b>Mid 2014 - Mid 2024</b>	1,199	0.0001	-0.0028	0.0001	0.0057	0.0001	0.0032	-0.0020	0.0012	8	50	73	158	38	327	52	379
<b>Mid 2014 - Buildout</b>	2,357	0.0001	0.0029	0.0041	0.0097	0.0031	0.0200	0.0000	0.0200	15	211	199	302	115	842	153	895
<b>Annual Average</b>																	
<b>2001 - 2006</b>	20	0.0053	-0.0005	-0.0040	0.00165	0.00095	-0.00032	0.00333	0.00301	6	1	-37	20	11	1	38	39
<b>2006 - 2011</b>	54	-0.0004	-0.0013	0.0011	-0.0002	0.0007	-0.0002	-0.0003	-0.0005	-4	-11	15	1	9	10	0	10
<b>2011 - Mid 2014</b>	101	0.00024	-0.00020	0.00084	0.00169	-0.00026	0.00231	0.00123	0.00354	3	5	16	26	0	50	21	71
<b>Mid 2014 - Mid 2024</b>	120	0.00001	-0.00028	0.00001	0.00057	0.00001	0.00032	-0.00020	0.00012	1	5	7	16	4	33	5	38
<b>Mid 2014 - Buildout</b>	157	0.00001	0.00019	0.00027	0.00065	0.00021	0.00133	0.00000	0.00133	1	14	13	20	8	56	10	66

Source: Watson & Associates Economists Ltd., 2014.  
 1. Statistics Canada defines no fixed place of work (NFPW) employees as "persons who do not go from home to the same work place location at the beginning of each shift". Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc.

**SCHEDULE 9b  
TOWN OF ERIN  
EMPLOYMENT GROSS FLOOR AREA (GFA) FORECAST, 2014 TO BUILDOUT**

Period	Population	Employment				Gross Floor Area in Square Feet (Estimated) <sup>1</sup>				
		Primary	Industrial	Commercial/ Population Related	Institutional	Total	Industrial	Commercial/ Population Related	Institutional	Total
<b>2001</b>	11,050	45	763	643	250	1,700				
<b>2006</b>	11,148	75	580	740	305	1,700				
<b>2011</b>	11,418	55	655	745	350	1,805				
<b>Mid 2014</b>	11,722	65	702	824	350	1,941				
<b>Mid 2024</b>	12,921	73	775	982	388	2,218				
<b>Buildout</b>	14,078	80	901	1,126	465	2,572				
<b>Incremental Change</b>										
<b>2001 - 2006</b>	98	30	-183	98	55	0				
<b>2006 - 2011</b>	270	-20	75	5	45	105				
<b>2011 - Mid 2014</b>	304	10	47	79	0	136	61,100	43,600	0	104,700
<b>Mid 2014 - Mid 2024</b>	1,199	8	73	158	38	277	94,900	86,700	26,600	208,200
<b>Mid 2014 - Buildout</b>	2,357	15	199	302	115	631	258,700	165,900	80,500	505,100
<b>Annual Average</b>										
<b>2001 - 2006</b>	20	6	-37	20	11	0				
<b>2006 - 2011</b>	54	-4	15	1	9	21				
<b>2011 - Mid 2014</b>	101	3	16	26	0	45	20,367	14,533	0	34,900
<b>Mid 2014 - Mid 2024</b>	120	1	7	16	4	28	9,490	8,670	2,660	20,820
<b>Mid 2014 - Buildout</b>	157	1	13	20	8	42	17,247	11,060	5,367	33,673

Source: Watson & Associates Economists Ltd., 2014.

1. Square Foot Per Employee Assumptions

Industrial	1,300
Commercial/ Population Related	550
Institutional	700

**SCHEDULE 9c**  
**ESTIMATE OF THE ANTICIPATED AMOUNT, TYPE AND LOCATION OF**  
**NON-RESIDENTIAL DEVELOPMENT FOR WHICH DEVELOPMENT CHARGES CAN BE IMPOSED**

DEVELOPMENT LOCATION	TIMING	INDUSTRIAL GFA S.F.	COMMERCIAL GFA S.F.	INSTITUTIONAL GFA S.F.	TOTAL NON-RES GFA S.F.	EMPLOYMENT INCREASE <sup>1</sup>
Erin (Village)	2014 - 2024	76,900	70,200	15,200	162,300	209
	2014 - Buildout	209,500	134,400	45,900	389,800	471
Hillsburgh	2014 - 2024	18,000	16,500	11,400	45,900	60
	2014 - Buildout	49,200	31,500	34,600	115,300	144
Rural	2014 - 2024	-	-	-	-	8
	2014 - Buildout	-	-	-	-	15
Town of Erin	2014 - 2024	94,900	86,700	26,600	208,200	277
	2014 - Buildout	258,700	165,900	80,500	505,100	631

Source: Watson & Associates Economists Ltd., 2014

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

2. Square feet per employee assumptions:

Industrial	1,300
Commercial	550
Institutional	700

**SCHEDULE 10  
TOWN OF ERIN  
NON-RESIDENTIAL CONSTRUCTION VALUE  
YEARS 2002 - 2013  
(000's 2014 \$)**

YEAR	Industrial			Commercial			Institutional			Total						
	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total				
2002	1,273	56	0	1,329	786	412	0	1,199	0	174	0	174	2,059	643	0	2,702
2003	2,173	172	0	2,345	0	131	0	131	9	695	0	704	2,182	999	0	3,181
2004	1,660	312	0	1,972	0	52	0	52	636	151	1,908	2,696	2,296	515	1,908	4,720
2005	2,734	373	0	3,107	1,572	68	458	2,099	0	81	0	81	4,306	522	458	5,286
2006	1,638	177	0	1,815	0	153	574	728	0	88	0	88	1,638	419	574	2,631
2007	1,692	383	285	2,361	51	375	0	427	0	314	342	656	1,743	1,073	628	3,443
2008	1,624	92	0	1,717	11	27	271	309	0	8	0	8	1,635	127	271	2,033
2009	0	1,369	0	1,369	0	284	0	284	0	600	0	600	0	2,253	0	2,253
2010	1,106	134	0	1,240	1,718	174	558	2,451	0	54	591	644	2,825	362	1,149	4,336
2011	973	305	0	1,278	521	68	709	1,298	0	1,069	0	1,069	1,494	1,442	709	3,645
2012	1,071	227	0	1,298	468	0	0	468	0	110	0	110	1,539	338	0	1,877
2013	2,844	1,494	0	4,338	3,810	221	0	4,031	0	0	0	0	6,654	1,715	0	8,369
Subtotal	18,789	5,095	285	24,169	8,938	1,967	2,571	13,476	645	3,343	2,841	6,830	28,372	10,406	5,698	44,475
Percent of Total	78%	21%	1%	100%	66%	15%	19%	100%	9%	49%	42%	100%	64%	23%	13%	100%
<b>Average</b>	<b>1,566</b>	<b>425</b>	<b>24</b>	<b>2,014</b>	<b>745</b>	<b>164</b>	<b>214</b>	<b>1,123</b>	<b>54</b>	<b>279</b>	<b>237</b>	<b>569</b>	<b>2,364</b>	<b>867</b>	<b>475</b>	<b>3,706</b>
2002 - 2013 Period Total				24,169				13,476				6,830				44,475
<b>2002-2013 Average</b>				<b>2,014</b>				<b>1,123</b>				<b>569</b>				<b>3,706</b>
% Breakdown				54.3%				30.3%				15.4%				100.0%

Source: Statistics Canada Publication, 64-001-XIB  
Note: Inflated to year-end 2013 (January, 2014) dollars using Reed Construction Cost Index

**SCHEDULE 11**  
**TOWN OF ERIN**  
**EMPLOYMENT TO POPULATION RATIO BY MAJOR EMPLOYMENT SECTOR, 2001 TO 2011**

		Year			Change		Comments
		2001	2006	2011	01-06	06-11	
<b>Employment by industry</b>							
<b>1.0</b>	<b>Primary Industry Employment</b>						Categories which relate to local land-based resources.
1.1	All primary	280	265	245	-15	-20	
<b>Sub-total</b>		<b>280</b>	<b>265</b>	<b>245</b>	<b>-15</b>	<b>-20</b>	
<b>2.0</b>	<b>Industrial and Other Employment</b>						Categories which relate primarily to industrial land supply and demand.
2.1	Manufacturing	420	295	455	-125	160	
2.2	Wholesale trade	260	190	165	-70	-25	
2.3	Construction	155	160	150	5	-10	
2.4	Transportation, storage, communication and other utility	140	135	178	-5	43	
<b>Sub-total</b>		<b>975</b>	<b>780</b>	<b>948</b>	<b>-195</b>	<b>168</b>	
<b>3.0</b>	<b>Population Related Employment</b>						Categories which relate primarily to population growth within the municipality.
3.1	Retail trade	295	385	305	90	-80	
3.2	Finance, insurance, real estate operator and insurance agent	80	75	65	-5	-10	
3.3	Business service	320	350	413	30	63	
3.4	Accommodation, food and beverage and other service	310	370	275	60	-95	
<b>Sub-total</b>		<b>1,005</b>	<b>1,180</b>	<b>1,058</b>	<b>175</b>	<b>-123</b>	
<b>4.0</b>	<b>Institutional</b>						
4.1	Government Service	45	45	25	0	-20	
4.2	Education service, Health, Social Services	275	315	360	40	45	
<b>Sub-total</b>		<b>320</b>	<b>360</b>	<b>385</b>	<b>40</b>	<b>25</b>	
<b>Total Employment</b>		<b>2,580</b>	<b>2,585</b>	<b>2,635</b>	<b>5</b>	<b>50</b>	
<b>Population</b>		<b>11,050</b>	<b>11,148</b>	<b>11,418</b>	<b>98</b>	<b>270</b>	
<b>Employment to Population Ratio</b>							
Industrial and Other Employment		0.09	0.07	0.08	-0.02	0.01	
Population Related Employment		0.09	0.11	0.09	0.01	-0.01	
Institutional Employment		0.03	0.03	0.03	0.00	0.00	
Primary Industry Employment		0.03	0.02	0.02	0.00	0.00	
<b>Total</b>		<b>0.23</b>	<b>0.23</b>	<b>0.23</b>	<b>0.00</b>	<b>0.00</b>	

Source: Statistics Canada Employment by Place of Work

Note: 2001-2011 employment figures are classified by Standard Industrial Classification (SIC) Code

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**APPENDIX B**  
**LEVEL OF SERVICE**

**Town of Erin  
Service Standard Calculation Sheet**

Service: Parkland Development  
Unit Measure: No. of developed parkland acres

**Quantity Measure**

Description	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014 Value (\$/Acre)
Parkette adjacent to Medical Centre	1.21	1.21	1.21	1.21	1.21	1.21	1.21	1.21	1.21	1.21	\$ 60,000
Hillsburgh (105 Main St.)	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	\$ 60,000
Lions Club Park	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	\$ 60,000
Hulls Dam	16.80	16.80	16.80	16.80	16.80	16.80	16.80	16.80	16.80	16.80	\$ 60,000
Carberry Park	1.79	1.79	1.79	1.79	1.79	1.79	1.79	1.79	1.79	1.79	\$ 60,000
Mountainview Park	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	\$ 60,000
Athenwood (Orton)	0.52	0.52	0.52	0.52	0.52	0.52	0.52	0.52	0.52	0.52	\$ 60,000
Madison Lakes	7.14	7.14	7.14	7.14	7.14	7.14	7.14	7.14	7.14	7.14	\$ 60,000
Crewson Ridge	-	-	-	1.73	1.73	1.73	1.73	1.73	1.73	1.73	\$ 60,000
McMillan Park (109 Main St)	-	-	-	-	-	-	0.07	0.07	0.07	0.07	\$ 60,000
<b>Total</b>	<b>29.9</b>	<b>29.9</b>	<b>29.9</b>	<b>31.6</b>	<b>31.6</b>	<b>31.6</b>	<b>31.7</b>	<b>31.7</b>	<b>31.7</b>	<b>31.7</b>	

Population	11,046	11,049	11,148	11,227	11,281	11,338	11,342	11,418	11,546	11,653
Per Capita Standard	0.0027	0.0027	0.0027	0.0028	0.0028	0.0028	0.0028	0.0028	0.0027	0.0027

	2004-2013
10 Year Average	
Quantity Standard	0.0028
Quality Standard	\$ 58,971
Service Standard	\$ 165

	10 Year
DC Amount (before deductions)	
Forecast Population	1,199
\$ per Capita	\$ 165
Eligible Amount	\$ 197,979



**Town of Erin  
Service Standard Calculation Sheet**

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

**Quantity Measure**

Description	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014 Value (\$/item)
Lighting of Fields	3	4	4	4	4	4	4	4	4	4	\$ 120,600
Bleachers	3	3	3	3	3	3	3	3	3	3	\$ 22,500
Tennis Courts	5	5	5	5	5	5	5	5	5	5	\$ 60,000
Lighting of Tennis Courts	1	1	1	1	1	1	1	1	1	1	\$ 135,400
Play Structures	6	6	6	6	6	6	6	6	6	6	\$ 31,200
Soccer Field	9	9	9	9	9	9	9	9	9	10	\$ 30,500
Baseball Diamonds	5	5	5	5	5	5	5	5	5	5	\$ 21,600
Stakeboard Park, Boland Dr	-	-	-	-	-	-	-	-	1	1	\$ 144,000
Barbour Field Pavilion	1	1	1	1	1	1	1	1	1	1	\$ 259,200
McMillan Park Pavilion	-	-	-	-	1	1	1	1	1	1	\$ 47,600
Ballinavad CC Pavilion	1	1	1	1	1	1	1	1	1	1	\$ 29,300
<b>Total</b>	<b>34</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>36</b>	<b>36</b>	<b>36</b>	<b>36</b>	<b>37</b>	<b>38</b>	

Population	11,046	11,049	11,148	11,227	11,281	11,338	11,342	11,418	11,546	11,653
Per Capita Standard	0.0031	0.0032	0.0031	0.0031	0.0032	0.0032	0.0032	0.0032	0.0032	0.0033

	2004-2013
10 Year Average	
Quantity Standard	0.0032
Quality Standard	\$ 52,272
Service Standard	\$ 167

	10 Year
DC Amount (before deductions)	
Forecast Population	1,199
\$ per Capita	\$ 167
Eligible Amount	\$ 200,557

**Town of Erin**  
**Service Standard Calculation Sheet**

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

**Quantity Measure**

Description	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014 Value (\$/Vehicle)
Riding Mower	4	4	4	4	4	4	4	4	4	4	\$ 28,600
Ice Resurfacers	2	2	2	2	2	2	2	2	2	2	\$ 85,000
<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	

Population	11,046	11,049	11,148	11,227	11,281	11,338	11,342	11,418	11,546	11,653
Per Capita Standard	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005

	2004-2013
10 Year Average	
Quantity Standard	0.0005
Quality Standard	\$ 50,320
Service Standard	\$ 25

	10 Year
DC Amount (before deductions)	
Forecast Population	1,199
\$ per Capita	\$ 25
Eligible Amount	\$ 30,167

**Town of Erin  
Service Standard Calculation Sheet**

Service: Indoor Recreation Facilities  
Unit Measure: ft<sup>2</sup> of building area

**Quantity Measure**

Description	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014 Bidg Value (\$/ft <sup>2</sup> )	Value/ft <sup>2</sup> with land, site works, etc.
Community Hall - Ballinacfad	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	\$ 175.76	\$ 199.00
Seniors Drop In Centre - 109 Main St	1,600	-	-	-	-	-	-	-	-	-	\$ 263.10	\$ 294.00
Tennis Clubhouse	600	600	600	600	600	600	600	600	600	600	\$ 100.10	\$ 114.00
Canteens/Concessions - Vic Park, Barbour Field	3,380	3,380	3,380	3,380	3,380	3,380	3,380	3,380	3,380	3,380	\$ 29.70	\$ 36.00
Hillsburgh Arena & Comm. Centre - 95 Trafalgar Rd, Hillsburgh	20,888	20,888	20,888	20,888	20,888	20,888	20,888	20,888	20,888	20,888	\$ 290.12	\$ 323.00
Centre 2000 Arena & Comm. Centre - 14 Boland Dr., Erin	50,729	50,729	50,729	50,729	50,729	50,729	50,729	53,861	53,861	53,861	\$ 193.15	\$ 222.00
<b>Total</b>	<b>82,197</b>	<b>80,597</b>	<b>80,597</b>	<b>80,597</b>	<b>80,597</b>	<b>80,597</b>	<b>80,597</b>	<b>83,729</b>	<b>83,729</b>	<b>83,729</b>		

Population	11,046	11,049	11,148	11,227	11,281	11,338	11,342	11,418	11,546	11,653
Per Capita Standard	7.4413	7.2945	7.2297	7.1789	7.1445	7.1086	7.1061	7.3331	7.2518	7.1652

	2004-2013
10 Year Average	7.2274
Quantity Standard	
Quality Standard	\$ 238
Service Standard	\$ 1,721

DC Amount (before deductions)	10 Year
Forecast Population	1,199
\$ per Capita	\$ 1,721
Eligible Amount	\$ 2,063,059

**FACILITY VALUATION**

Community Hall - Ballinacraigh	
Facility	878,801
Equipment (5%)	43,940
Land (acres)	0.50
Total	947,741
Add 5% for parking, site work, landscaping, etc.	47,387
Total	995,128
Ft <sup>2</sup>	5,000
\$ per Ft <sup>2</sup>	199.00

Tennis Clubhouse	
Facility	60,060
Equipment (5%)	3,003
Land (acres)	0.04
Total	65,129
Add 5% for parking, site work, landscaping, etc.	3,256
Total	68,386
Ft <sup>2</sup>	600
\$ per Ft <sup>2</sup>	114.00

Hillsburgh Arena & Comm. Centre - 95 Trafalgar Rd, Hillsburgh	
Facility	6,060,000
Equipment (5%)	303,000
Land (acres)	1.44
Total	6,434,928
Add 5% for parking, site work, landscaping, etc.	321,746
Total	6,756,675
Ft <sup>2</sup>	20,888
\$ per Ft <sup>2</sup>	323.00

Seniors Drop In Centre - 109 Main St	
Facility	420,960
Equipment (5%)	21,048
Land (acres)	0.11
Total	447,518
Add 5% for parking, site work, landscaping, etc.	22,376
Total	469,894
Ft <sup>2</sup>	1,600
\$ per Ft <sup>2</sup>	294.00

Canteens/Concessions - Vic Park, Barbour Field	
Facility	100,394
Equipment (5%)	5,020
Land (acres)	0.23
Total	117,053
Add 5% for parking, site work, landscaping, etc.	5,853
Total	122,905
Ft <sup>2</sup>	3,380
\$ per Ft <sup>2</sup>	36.00

Centre 2000 Arena & Comm. Centre - 14 Boland Dr., Erin	
Facility	10,403,000
Equipment (5%)	520,150
Land (acres)	9.65
Total	11,405,650
Add 5% for parking, site work, landscaping, etc.	570,283
Total	11,975,933
Ft <sup>2</sup>	53,861
\$ per Ft <sup>2</sup>	222.00

Indexed AMP 2013 Replacement Costs (highlighted orange)

**Town of Erin  
Service Standard Calculation Sheet**

Service: Roads  
Unit Measure: km of roadways

**Quantity Measure**

Description	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014 Value (\$/km)
Earth Roads	6.5	6.5	6.5	6.5	0.6	0.6	0.6	0.6	0.6	0.3	\$ 11,500
Gravel Roads	209.5	209.5	209.5	209.5	199.4	199.4	199.4	199.4	199.4	191.7	\$ 124,200
Surface Treated Roads	38.1	38.1	38.1	38.1	35.6	35.6	35.6	35.6	35.6	35.4	\$ 270,000
Hot Mix Asphalt Roads	34.3	34.3	34.3	34.3	58.4	58.4	58.4	58.4	58.4	66.3	\$ 576,700
<b>Total</b>	<b>288</b>	<b>288</b>	<b>288</b>	<b>288</b>	<b>294</b>	<b>294</b>	<b>294</b>	<b>294</b>	<b>294</b>	<b>294</b>	<b>294</b>

Population	11,046	11,049	11,148	11,227	11,281	11,338	11,342	11,418	11,546	11,653
Per Capita Standard	0.0261	0.0261	0.0259	0.0257	0.0261	0.0259	0.0259	0.0257	0.0255	0.0252

	2004-2013
10 Year Average	
Quantity Standard	0.0258
Quality Standard	\$ 217,984
Service Standard	\$ 5,624

DC Amount (before deductions)	10 Year
Forecast Population	1,199
\$ per Capita	\$ 5,624
Eligible Amount	\$ 6,743,176

**Town of Erin  
Service Standard Calculation Sheet**

Service: Sidewalks, Streetlights, Bridges and Culverts  
Unit Measure: km of roadways and number of items

**Quantity Measure**

Description	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014 Value (\$/km)
Sidewalks (km)	11	11	11	11	11	11	11	11	11	11	\$ 56,400
Streetlights (Units)	563	563	563	563	782	782	782	782	782	823	\$ 950
Bridges (Units)	11	11	11	11	11	12	12	12	12	12	\$ 780,200
Culverts (Units)	37	37	37	37	37	37	37	37	37	37	\$ 501,400
<b>Total</b>	622.0	622.0	622.0	622.0	841.0	842.0	842.0	842.0	842.0	883.0	

Population	11,046	11,049	11,148	11,227	11,281	11,338	11,342	11,418	11,546	11,653
Per Capita Standard	0.0563	0.0563	0.0558	0.0554	0.0746	0.0743	0.0742	0.0737	0.0729	0.0758

10 Year Average	2004-2013
Quantity Standard	0.0669
Quality Standard	\$ 38,093
Service Standard	\$ 2,548

DC Amount (before deductions)	10 Year
Forecast Population	1,199
\$ per Capita	\$ 2,548
Eligible Amount	\$ 3,055,532

**Town of Erin  
Service Standard Calculation Sheet**

Service: Public Works Facilities  
Unit Measure: ft² of building area

**Quantity Measure**

Description	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014 Bld'g Value (\$/ft²)	Value/ft² with land, site works, etc.
Storage Shed	3,234	3,234	3,234	3,234	3,234	3,234	3,234	3,234	3,234	3,234	\$ 50.91	\$ 72.00
Equipment Depot	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	\$ 365.28	\$ 435.00
Sand Dome	7,530	7,530	7,530	7,530	7,530	7,530	7,530	7,530	7,530	7,530	\$ 33.56	\$ 51.00
<b>Total</b>	17,364	17,364	17,364	17,364	17,364	17,364	17,364	17,364	17,364	17,364		

Population	11,046	11,049	11,148	11,227	11,281	11,338	11,342	11,418	11,546	11,653
Per Capita Standard	1.5720	1.5715	1.5576	1.5466	1.5392	1.5315	1.5309	1.5208	1.5039	1.4901

	2004-2013
10 Year Average	
Quantity Standard	1.5364
Quality Standard	\$ 201
Service Standard	\$ 309

DC Amount (before deductions)	10 Year
Forecast Population	1,199
\$ per Capita	\$ 309
Eligible Amount	\$ 370,035

**FACILITY VALUATION**

Storage Shed	
Facility	164,630
Equipment (5%)	8,232
Land (acres)	1.00
Land (acres)	50,000
Total	222,862
Add 5% for parking, site work, landscaping, etc.	11,143
Total	234,005
Ft²	3,234
\$ per Ft²	72.00

Sand Dome	
Facility	252,702
Equipment (5%)	12,635
Land (acres)	2.00
Land (acres)	100,000
Total	365,337
Add 5% for parking, site work, landscaping, etc.	18,267
Total	383,604
Ft²	7,530
\$ per Ft²	51.00

Equipment Depot	
Facility	2,410,870
Equipment (5%)	120,544
Land (acres)	4.12
Land (acres)	206,000
Total	2,737,414
Add 5% for parking, site work, landscaping, etc.	136,871
Total	2,874,284
Ft²	6,600
\$ per Ft²	435.00



**Town of Erin  
Service Standard Calculation Sheet**

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

**Quantity Measure**

Description	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014 Value (\$/Vehicle)
Brush Chipper	1	1	1	1	1	1	1	1	1	1	\$ 40,400
Single Axle Dump Truck	2	2	2	2	2	-	-	-	-	-	\$ 525,500
Tandem Axle Trucks	3	3	3	3	3	4	4	4	4	4	\$ 315,000
Tractor	1	1	1	1	1	1	1	1	1	1	\$ 45,100
Tractor Attachments	1	1	1	1	1	5	5	5	5	5	\$ 69,800
Equipment Trailers	2	2	2	3	3	2	2	2	1	1	\$ 33,700
Grader	2	2	2	2	3	3	3	3	3	3	\$ 350,000
Loader	1	1	1	1	1	1	1	1	1	1	\$ 270,000
Culvert Steamer	1	1	1	1	1	1	1	1	1	1	\$ 18,000
Trackless Sidewalk Maintainer	-	-	1	1	1	1	1	1	1	1	\$ 125,000
Excavator	-	1	1	1	1	1	1	1	1	1	\$ 200,000
Pickup Trucks	1	1	1	2	2	2	2	2	2	2	\$ 40,200
One Ton Utility Truck	-	1	1	1	1	1	1	1	1	1	\$ 31,000
<b>Total</b>	<b>15</b>	<b>17</b>	<b>18</b>	<b>20</b>	<b>21</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>22</b>	<b>22</b>	

Population	11,046	11,049	11,148	11,227	11,281	11,338	11,342	11,418	11,546	11,653
Per Capita Standard	0.0014	0.0015	0.0016	0.0018	0.0019	0.0020	0.0020	0.0020	0.0019	0.0019

10 Year Average	2004-2013
Quantity Standard	0.0018
Quality Standard	\$ 175,206
Service Standard	\$ 315

DC Amount (before deductions)	10 Year
Forecast Population	1,199
\$ per Capita	\$ 315
Eligible Amount	\$ 378,129

**Town of Erin  
Service Standard Calculation Sheet**

Service: Fire Facilities  
 Unit Measure: ft<sup>2</sup> of building area  
 Quantity Measure

Description	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014 Bid'g Value (\$/ft <sup>2</sup> )	Value/ft <sup>2</sup> with land, site works, etc.
Hillsburgh Fire Hall (Station #50)	4,360	4,360	4,360	4,360	4,360	4,360	4,360	4,360	4,360	13,368	\$ 211.65	\$ 236.00
Erin Fire Hall (Station #10) w/Tower, Shed	4,845	4,845	4,845	4,845	4,845	4,845	4,845	4,845	4,845	4,845	\$ 165.12	\$ 193.00
<b>Total</b>	9,205	9,205	9,205	9,205	9,205	9,205	9,205	9,205	9,205	18,213		

Population	11,046	11,049	11,148	11,227	11,281	11,338	11,342	11,418	11,546	11,653
Per Capita Standard	0.8333	0.8331	0.8257	0.8199	0.8160	0.8119	0.8116	0.8062	0.7972	1.5629

	2004-2013
10 Year Average	
Quantity Standard	0.8918
Quality Standard	\$ 215
Service Standard	\$ 192

	10 Year
DC Amount (before deductions)	
Forecast Population	1,199
\$ per Capita	\$ 192
Eligible Amount	\$ 230,244

**FACILITY VALUATION**

Hillsburgh Fire Hall (Station #50)	
Facility	2,829,401
Equipment (5%)	141,470
Land (acres)	0.70
Total	3,005,871
Add 5% for parking, site work, landscaping, etc.	150,294
Total	3,156,165
Ft <sup>2</sup>	13,368
\$ per Ft <sup>2</sup>	236.00

Erin Fire Hall (Station #10) w/Tower, Shed	
Facility	800,000
Equipment (5%)	40,000
Land (acres)	1.02
Total	891,000
Add 5% for parking, site work, landscaping, etc.	44,550
Total	935,550
Ft <sup>2</sup>	4,845
\$ per Ft <sup>2</sup>	193.00

**Town of Erin  
Service Standard Calculation Sheet**

Service: Fire Vehicles and Equipment  
Unit Measure: No. of Items

**Quantity Measure**

Description	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014 Value (\$/item)
Pumper	4	4	4	4	4	4	4	4	4	4	\$ 538,900
Tanker	3	3	3	3	3	3	3	3	3	3	\$ 460,000
SCAT/Rescue Van	2	2	2	2	2	2	2	2	2	2	\$ 215,600
Equipped Firefighters	60	60	60	60	60	60	60	60	60	60	\$ 6,700
Radio Dispatch	2	2	2	2	2	2	2	2	2	2	\$ 7,500
Fire Chief's Pickup	-	-	-	-	-	-	-	-	1	1	\$ 29,000
<b>Total</b>	<b>71</b>	<b>71</b>	<b>71</b>	<b>71</b>	<b>71</b>	<b>71</b>	<b>71</b>	<b>71</b>	<b>72</b>	<b>72</b>	

Population	11,046	11,148	11,227	11,281	11,338	11,342	11,418	11,546	11,653
Per Capita Standard	0.0064	0.0064	0.0063	0.0063	0.0063	0.0063	0.0062	0.0062	0.0062

	2004-2013
10 Year Average	
Quantity Standard	0.0063
Quality Standard	\$ 61,649
Service Standard	\$ 388

	10 Year
DC Amount (before deductions)	
Forecast Population	1,199
\$ per Capita	\$ 388
Eligible Amount	\$ 465,680

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**APPENDIX C**  
**LOCAL SERVICE POLICY**

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## APPENDIX C - LOCAL SERVICE POLICY

### GENERAL POLICY GUIDELINES ON DEVELOPMENT CHARGE AND LOCAL SERVICE FUNDING FOR ROAD-RELATED, WATER AND STORMWATER MANAGEMENT

Through discussions with Town staff, the following local service guidelines are proposed to delineate the jurisdiction for capital cost recovery (i.e. local service or development charges).

#### 1. Collector Roads

- 1.1 Collector Roads Internal to Development - Direct developer responsibility under s.59 of the DCA (as a local service).
- 1.2 Roads (collector and arterial) external to development – Include in the DC calculation to the extent permitted under s.5(1) of the DCA (dependent on local circumstances).
- 1.3 Stream crossing and rail crossing road works, excluding underground utilities but including all other works within lands to be dedicated to the Town or rail corridors – Include in DC calculation to the extent permitted under s.5(1) of the DCA (dependent on local circumstances).

#### 2. Traffic Signals

- 2.1 Traffic signalization external to development – Include in the DC calculation to the extent permitted under s.5(1) of the DCA.

#### 3. Intersection Improvements

- 3.1 New roads (collector and arterial) and road (collector and arterial) improvements – Include as part of road costing noted in item 1, to limits or right of way (ROW).
- 3.2 Intersections improvement within specific developments and all works necessary to connect to entrances (private and specific subdivision) to the roadway – Direct developer responsibility under s.59 of the DCA (as a local service).
- 3.3 Intersections with County roads – Include in the DC Calculation to the extent that they are the Town's responsibility.
- 3.4 Intersection improvements on other roads due to development growth increasing traffic – Include in the DC calculation.

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#### 4. **Streetlights**

- 4.1 Streetlights on external roads – Include in the DC (linked to collector road funding source in item 1).
- 4.2 Streetlights with specific developments – Direct developer responsibility under s.59 of the DCA (as a local service).

#### 5. **Sidewalks**

- 5.1 Sidewalks on MTO and Regional roads – Include in the DC or, in exceptional circumstances, may be local improvement or direct developer responsibility through local service provisions (s.59 of the DCA).
- 5.2 Sidewalks on area municipal roads – Linked to collector road funding source in item 1.
- 5.3 Other sidewalks external to development (which are a local service within the area to which the plan relates) – Direct developer responsibility as a local service provision (under s.59 of DCA).

#### 6. **Bike Routes/Bike Lanes/Bike Paths/Multi-use Trails/Naturalized Walkways**

- 6.1 Bike routes and bike lanes, within road allowance, external to development – Include in DC road costs (regional and area municipal), consistent with the service standard provisions of the DCA, s.5(1).
- 6.2 Bike paths/multi-use trails/naturalized walkways external to development – Include in DC road costs (regional and area municipal), consistent with the service standard provisions of the DCA, s.5(1).
- 6.3. Bike lanes, within road allowance, internal to development – Direct developer responsibility as a local service provision (under s.59 of DCA).
- 6.4 Bike paths/multi-use trails/naturalized walkways internal to development – Direct developer responsibility as a local service provision (under s.59 of DCA)
- 6.5 Trail Bridges/Underpasses and associated works – Include in area municipal DCs consistent with the service standard provisions of the DCA, s.5(1).

#### 7. **Noise Abatement Measures**

- 7.1 Internal to Development - Direct developer responsibility though local service provisions (s.59 of DCA).

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## 8. **Traffic Control Systems**

- 8.1 Include in DC calculation

## 9. **Land Acquisition for Road Allowances**

- 9.1 Land Acquisition for Arterial Roads - Dedication under the *Planning Act* subdivision provisions (s.51) through development lands; in areas with limited or no development, include in the DC (to the extent eligible).
- 9.2 Land Acquisition for Collector Roads - Dedication under the *Planning Act* subdivision provision (s.51) through development lands (up to 26 metre right of way); in areas with limited or no development, include in the DC (to the extent eligible).
- 9.3 Land acquisition for grade separations (beyond normal dedication requirements) – Internal to a subdivision to be provided by developer; external – Include in the DC to the extent eligible.

## 10. **Land Acquisition for Easements**

- 10.1 Easement costs external to subdivisions shall be provided by developer.

## 11. **Stormwater Management**

- 11.1 Quality and Quantity Works, direct developer responsibility through local service provisions (s.59 of DCA).
- 11.2 Oversizing of stormwater management works for development external to developments will be subject to best efforts clauses by the Town.

## 12. **Water**

- 12.1 Pumping stations and works associated with zone boundaries to be included within the DC.
- 12.2 Booster pumping stations to serve a specific development to be a direct developer responsibility.
- 12.3 Marginal costs of waterworks within the subdivision included in the DC above 250mm nominal diameter.
- 12.4 Connection to trunk water mains and pumping stations to service specific areas, to be a direct developer responsibility.
- 12.5 Trunk water mains not included in the items above, to be included in the DC.



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**APPENDIX D**  
**LONG TERM CAPITAL AND OPERATING COST**  
**EXAMINATION**

## APPENDIX D - TOWN OF ERIN ANNUAL CAPITAL AND OPERATING COST IMPACT

As a requirement of the *Development Charges Act, 1997* under subsection 10(2)(c), an analysis must be undertaken to assess the long term capital and operating cost impacts for the capital infrastructure projects identified within the development charge. As part of this analysis, it was deemed necessary to isolate the incremental operating expenditures directly associated with these capital projects, factor in cost saving attributable to economies of scale or cost sharing where applicable, and prorate the cost on a per unit basis (i.e. square foot of building space, per vehicle, etc.). This was undertaken through a review of the Town's 2012 Financial Information Return.

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

ASSET	LIFE CYCLE COST FACTORS	
	AVERAGE USEFUL LIFE (YEARS)	FACTOR
Facilities, Buildings	40	0.01656
Roads	25	0.04116
Rolling Stock	10	0.09133
Fire Vehicles	15	0.05783
Parks Related	20	0.04116

Table D-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 municipal 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 D-1**  
**OPERATING AND CAPITAL EXPENDITURE IMPACTS**  
**FOR FUTURE CAPITAL EXPENDITURES**

SERVICE	NET GROWTH RELATED EXPENDITURES	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
1. Water Services	2,124,646	11,000	(1,557)	9,443
2. Transportation Services	2,907,808	119,700	8,232	127,932
3. Fire Protection Services	1,101,254	63,700	105,940	169,640
4. Parks and Recreation Services	809,617	20,000	172,121	192,121
5. Administration - Studies	370,738	-	-	-

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**APPENDIX E**  
**PROPOSED DEVELOPMENT CHARGE BYLAW**

**THE CORPORATION OF THE TOWN OF ERIN**

**BY-LAW NUMBER 2014-\_\_\_\_**

**A BY-LAW FOR THE IMPOSITION OF DEVELOPMENT CHARGE**

**WHEREAS** the Town of Erin will experience growth through development and re-development;

**AND WHEREAS** development and re-development requires the provision of physical and social services by the Town of Erin;

**AND WHEREAS** Council desires to ensure that the capital cost of meeting growth-related demands for or burden on municipal services does not place an excessive financial burden on the Town of Erin or its existing taxpayers while at the same time ensuring new taxpayers contribute no more than the net capital cost attributable to providing the current level of municipal services;

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

**AND WHEREAS** a development charge background study has been completed in accordance with the Act;

**AND WHEREAS** the Council of The Corporation of the Town of Erin has given notice of and held a public meeting on the 8th day of July, 2014 in accordance with the Act and the regulations thereto;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF ERIN ENACTS AS FOLLOWS:**

**1. INTERPRETATION**

1.1 In this By-law the following items shall have the corresponding meanings:

"Act" means the *Development Charges Act*, as amended, or any successor thereof;

"apartment unit" means any residential unit within a building containing more than four dwelling units where the units are connected by an interior corridor;

“bedroom” means a habitable room which can be used as sleeping quarters, but does not include a bathroom, living room, dining room or kitchen;

“board of education” has the same meaning as set out in the *Education Act*, R.S.O. 1990, Chap. E.2, as amended, or any successor thereof;

“bona fide farm uses” means the proposed development will qualify as a farm business operating with a valid Farm Business Registration Number issued by the Ontario Ministry of Agriculture, Food and Rural Affairs and be assessed in the Farmland Realty Tax Class by the Ontario Property Assessment Corporation;

“Building Code Act” means the *Building Code Act*, S.O. 1992, as amended, or any successor thereof;

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

- (a) to acquire land or an interest in land, including a leasehold interest,
- (b) to improve land,
- (c) to acquire, lease, construct or improve buildings and structures,
- (d) to acquire, construct or improve facilities including,
  - (i) furniture and equipment other than computer equipment, and
  - (ii) material acquired for circulation, reference or information purposes by a library board as defined in the *Public Libraries Act*, R.S.O. 1990, Chap. P.44, as amended, or any successor thereof; and
  - (iii) rolling stock with an estimated useful life of seven years or more, and
- (e) to undertake studies in connection with any matter under the Act and any of the matters in clauses (a) to (d) above, including the development charge background study required for the provision of services designated in this By-law within or outside the Town, including interest on borrowing for those expenditures under clauses (a) to (e) above that are growth-related;

“commercial” means any use of land, structures or buildings for the purposes of buying or selling commodities and services, but does not include industrial or agricultural uses, but does include hotels, motels, motor inns and boarding, lodging and rooming houses;

“Council” means the Council of the Town;

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

“development charge” means a charge imposed with respect to this By-law;

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

“Existing” means the number, use and size that existed as of the date this by-law was passed;

“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;

“gross floor area” means:

- (a) in the case of a residential building or structure, the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of party walls dividing the dwelling unit from any other dwelling unit or other portion of a building; and
- (b) in the case of a non-residential building or structure, or in the case of a mixed-use building or structure in respect of the non-residential portion thereof, the total area of all building floors above or below grade measured between the outside surfaces of the exterior walls, or between the outside surfaces of exterior walls and the centre line of party walls dividing a non-residential use and a residential use, except for:
  - (i) a room or enclosed area within the building or structure above or below that is used exclusively for the accommodation of heating, cooling, ventilating,

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ventilating, electrical, mechanical or telecommunications equipment that service the building;

(ii) loading facilities above or below grade; and

(iii) a part of the building or structure below grade that is used for the parking of motor vehicles or for storage or other accessory use;

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

“Institutional” means land, buildings, structures or any part thereof used by any organization, group or association for promotion of charitable (registered in accordance with the *Income Tax Act*), educational or benevolent objectives and not for profit or gain;

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

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

“multiple dwellings” means all dwellings other than single-detached, semi-detached and apartment unit dwellings;

“non-residential use” means a building or structure of any kind whatsoever used, designed or intended to be used for other than a residential use;

“Official Plan” means the Official Plan adopted for the Town, as amended and approved;

“Owner” means the owner of land or a person who has made application for an approval for the development of land upon which a development charge is imposed’



“place of worship” means that part of a building or structure that is exempt from taxation as a place of worship under the *Assessment Act*, R.S.O. 1990, Chap. A.31, as amended, or any successor thereof;

“Rate” means the interest rate established weekly by the Bank of Canada based on Treasury Bills having a term of 91 days;

“regulation” means any regulation made pursuant to the Act;

“Residential Dwelling” means a building, occupied or capable of being occupied as a home, residence or sleeping place by one or more persons, containing one or more Dwelling Units but not including motels, hotels, tents, truck campers, tourist trailers, mobile camper trailers or boarding, lodging or rooming houses;

“residential use” means the use of a building or structure or portion thereof for one or more Dwelling Units. This also includes a Dwelling Unit on land that is used for an Agricultural Use;

“row dwelling” means a building containing three or more attached dwelling units in a single row, each of which dwelling units has an independent entrance from the outside and is vertically separated from any abutting dwelling unit;

“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 not other parts, attached or another dwelling unit where the residential unit are not connected by an interior corridor;

“service” means a service designed in Schedule “A” to this By-law, and “services” shall have a corresponding meaning;

“servicing agreement” means an agreement between a landowner and the Town relative to the provision of municipal services to specified land within the Town;

“single detached dwelling unit” means a residential building consisting of one dwelling unit and not attached to another structure;

“Town” means the Corporation of the Town of Erin and/or the area within the geographic limits of the Town of Erin; “

“Zoning By-Law” means the Zoning By-Law of the Town of Erin, including the former Village of Erin, the former Township of Erin or any successor thereof passed pursuant to Section 34 of the Planning Act, S.O. 1998.

## **2. DESIGNATION OF SERVICES**

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

- (a) Transportation Services;
- (b) Fire Protection Services;
- (c) Parks and Recreation Services
- (d) Administration (studies); and
- (e) Water Supply Services.

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

## **3. APPLICATION OF BY-LAW RULES**

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

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

### **Area to Which By-law Applies**

3.2 Subject to section 3.3, this By-law applies to all lands in the Town whether or not the land or use thereof is exempt from taxation under s. 13 or the Assessment Act.

3.3. Notwithstanding clause 3.2 above, this by-law shall not apply to lands that are owned by and used for the purposes of:

- (a) the Town or a local board thereof;
- (b) a board of education; or
- (c) the Corporation of the County of Wellington or a local board thereof.

### Approvals for Development

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

### Exemptions

- 3.5 Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to:
- (a) an enlargement to an existing dwelling unit;
  - (b) one or two additional dwelling units in an existing single detached dwelling; or
  - (c) one additional dwelling unit in any other existing residential building;
- 3.6 Notwithstanding section 3.5(b), development charges shall be imposed if the total gross floor area of the additional one or two units exceeds the gross floor area of the existing dwelling unit.
- 3.7 Notwithstanding section 3.5, development charges shall be imposed if the additional unit has a gross floor area greater than
- i. in the case of a semi-detached or row dwelling, the gross floor area of the existing dwelling unit; and

- ii. in the case of any other residential building, the gross floor area of the smallest dwelling unit contained in the residential building.

### Rules with Respect to an Industrial Expansion Exemption

3.8 If a development includes the enlargement of the gross floor area of an existing industrial building, the amount of the development charge that is payable in respect of the enlargement is determined in accordance with the following:

- (i) Subject to subsection 3.8 (iii), if the gross floor area is enlarged by 50 per cent or less of the lesser of:
  1. the gross floor area of the existing industrial building, or
  2. the gross floor area of the existing industrial building before the first enlargement for which:
    - a. an exemption from the payment of development charges was granted, or
    - b. a lesser development charge than would otherwise be payable under this by-law, or predecessor thereof, was paid, pursuant to Section 4 of the Act and this subsection,

the amount of the development charge in respect of the enlargement is zero;

- (ii) Subject to subsection 3.8 (iii), if the gross floor area is enlarged by more than 50 per cent or less of the lesser of:
  - (A) the gross floor area of the existing industrial building, or
  - (B) the gross floor area of the existing industrial building before the first enlargement for which:
    - (i) an exemption from the payment of development charges was granted, or
    - (ii) a lesser development charge than would otherwise be payable under this by-law, or predecessor thereof, was paid,

pursuant to Section 4 of the Act and this subsection,

the amount of the development charge in respect of the enlargement is the amount of the development charge that would otherwise be payable multiplied by the fraction determined as follows:

- (A) determine the amount by which the enlargement exceeds 50 per cent of the gross floor area before the first enlargement, and

(B) divide the amount determined under subsection (A) by the amount of the enlargement

(iii) For the purposes of calculating the extent to which the gross floor area of an existing industrial building is enlarged in subsection 3.8 (ii), the cumulative gross floor area of any previous enlargements for which:

- (A) An exemption from the payment of development charges was granted, or
- (B) A lesser development charge than would otherwise be payable under this by-law, or predecessor thereof, was paid,

pursuant to Section 4 of the Act and this subsection,

shall be added to the calculation of the gross floor area of the proposed enlargement.

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

3.9 For the purpose of section 3.8 herein, “existing industrial building” is used as defined in the Regulation made pursuant to the Act.

3.10 Other Exemptions:

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

- a) lands, buildings or structures used or to be used for a place of worship or for the purposes of a cemetery or burial ground exempt from taxation under the *Assessment Act*;
- b) a public hospital receiving aid under the *Public Hospitals Act*, R.S.O. 1990, Chap. P.40, as amended, or any successor thereof; and
- c) the development of non-residential farm buildings constructed for bona fide farm uses, which qualify as a farm business, being that which operates with a valid Farm Business Registration Number and is assessed in the Farmland Realty Tax Class;

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## Amount of Charges

### Residential

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

### Non-Residential

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

## Reduction of Development Charges for Redevelopment

3.13 Despite any other provisions of this by-law, where, as a result of the redevelopment of land, a building or structure existing on the same land within 48 months prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

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

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

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### Time of Payment of Development Charges

- 3.14 Development charges imposed under this by-law are calculated, payable, and collected upon issuance of a building permit for the development.
- 3.15 Despite section 3.14, Council from time to time, and at any time, may enter into agreements providing for all or any part of a development charge to be paid before or after it would otherwise be payable, in accordance with section 27 of the Act.

### **4. PAYMENT BY SERVICES**

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

### **5. INDEXING**

- 5.1 Development charges imposed pursuant to this by-law shall be adjusted annually, without amendment to this by-law, commencing on January 1<sup>st</sup> each year thereafter, in accordance with the prescribed index in the Act.

### **6. SCHEDULES**

- 6.1 The following schedules shall form part of this by-law:

Schedule A - Components of Services Designated in subsection 2.1

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

### **7. CONFLICTS**

- 7.1 Where the Town and an owner or former owner have entered into an agreement with respect to land within the area to which this by-law applies, and a conflict exists between the provisions of this by-law and such agreement, the provisions of the agreement shall prevail to the extent that there is a conflict.
- 7.2 Notwithstanding section 7.1, where a development which is the subject of an agreement to which section 7.1 applies, is subsequently the subject of one or more of the actions described in subsection 3.4(a), an additional development charge in respect of the development permitted by the action shall be calculated, payable and collected in

accordance with the provisions of this by-law if the development has the effect of increasing the need for services, unless such agreement provides otherwise.

**8. SEVERABILITY**

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

**9. DATE BY-LAW IN FORCE**

9.1 This By-law shall come into effect at 12:01 AM on \_\_\_\_\_, 2014.

**10. DATE BY-LAW EXPIRES**

10.1 This By-law will expire at 12:01 AM on \_\_\_\_\_, 2019 unless it is repealed by Council at an earlier date.

**11. EXISTING BY-LAW REPEALED**

11.1 By-law Number 2009-35 is hereby repealed as of the date and time of this By-law coming into effect.

PASSED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Town Clerk



**SCHEDULE "A" TO BY-LAW**

**COMPONENTS OF SERVICES DESIGNATED IN SUBSECTION 2.1**

100% Eligible Services

- Water Services
  - Facilities and Storage
  - Distribution Systems
- Transportation Services
  - Roads
  - Sidewalks, Streetlights and Bridges
  - Depots and Domes
  - Rolling Stock
- Fire Protection Services
  - Fire Facilities
  - Fire Vehicles, Equipment and Gear

90% Eligible Services

- Administration
  - Studies
- Parks and Recreation Services
  - Parkland Development, Amenities and Trails
  - Recreation Facilities
  - Parks and Recreation Vehicles and Equipment

**SCHEDULE B**  
**SCHEDULE OF DEVELOPMENT CHARGES**

Service	RESIDENTIAL				NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	(per ft <sup>2</sup> of Gross Floor Area)
<b>Municipal Wide Services:</b>					
Transportation Services	5,494	3,120	2,645	4,273	2.62
Fire Protection Services	2,143	1,217	1,032	1,667	0.86
Parks and Recreation Services	1,789	1,016	861	1,391	0.19
Administration - Studies	700	398	337	544	0.33
<b>Total Municipal Wide Services</b>	<b>\$ 10,126</b>	<b>\$ 5,751</b>	<b>\$ 4,875</b>	<b>\$ 7,876</b>	<b>\$ 4.01</b>
<b>Urban Services</b>					
Water Services	3,116	1,770	1,500	\$ 2,424	1.30
<b>Total Urban Services</b>	<b>\$ 3,116</b>	<b>\$ 1,770</b>	<b>\$ 1,500</b>	<b>\$ 2,424</b>	<b>\$ 1.30</b>
<b>GRAND TOTAL RURAL AREA</b>	<b>\$ 10,126</b>	<b>\$ 5,751</b>	<b>\$ 4,875</b>	<b>\$ 7,876</b>	<b>\$ 4.01</b>
<b>GRAND TOTAL URBAN SERVICED AREA</b>	<b>\$ 13,242</b>	<b>\$ 7,521</b>	<b>\$ 6,375</b>	<b>\$ 10,299</b>	<b>\$ 5.31</b>