



# Development Charges Background Study

Town of Tillsonburg

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For Public Circulation and Comment

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# Table of Contents

	Page
<b>1. Introduction.....</b>	<b>1-1</b>
1.1 Purpose of this Document.....	1-1
1.2 Summary of the Process.....	1-2
<b>2. Town of Tillsonburg Current D.C. Policy.....</b>	<b>2-1</b>
2.1 By-law Enactment.....	2-1
2.2 Services Covered .....	2-1
2.3 Timing of D.C. Calculation and Payment .....	2-1
2.4 Indexing .....	2-1
2.5 Redevelopment Allowance .....	2-1
2.6 Exemptions .....	2-2
2.7 Current Schedule of Charges .....	2-2
<b>3. Anticipated Development in the Town of Tillsonburg.....</b>	<b>3-1</b>
3.1 Requirement of the Act .....	3-1
3.2 Basis of Population, Household and Non-Residential Gross Floor Area Forecast .....	3-1
3.3 Summary of Growth Forecast .....	3-1
<b>4. The Approach to the Calculation of the Charge .....</b>	<b>4-1</b>
4.1 Introduction .....	4-1
4.2 Services Potentially Involved .....	4-1
4.3 Increase in the Need for Service.....	4-1
4.4 Local Service Policy.....	4-7
4.5 Capital Forecast.....	4-7
4.6 Treatment of Credits .....	4-8
4.7 Existing Reserve Funds .....	4-8
4.8 Deductions.....	4-9
4.8.1 Reduction Required by Level of Service Ceiling .....	4-10
4.8.2 Reduction for Uncommitted Excess Capacity .....	4-10
4.8.3 Reduction for Benefit to Existing Development.....	4-11



# Table of Contents (Cont'd)

	Page	
4.8.4	Reduction for Anticipated Grants, Subsidies and Other Contributions.....	4-12
4.8.5	The 10% Reduction .....	4-12
4.9	Municipal-wide vs. Area Rating.....	4-13
4.10	Allocation of Development .....	4-13
<b>5.</b>	<b>D.C.-Eligible Cost Analysis by Service .....</b>	<b>5-1</b>
5.1	Introduction .....	5-1
5.2	Service Levels and 10-Year Capital Costs for D.C. Calculation.....	5-1
5.2.1	Fire Services .....	5-1
5.2.2	Police Services .....	5-2
5.2.3	Parks and Recreation Services .....	5-3
5.2.4	Administration .....	5-3
5.3	Service Levels and 22-Year Capital Costs for D.C. Calculation.....	5-9
5.3.1	Roads and Related Services.....	5-9
<b>6.</b>	<b>D.C. Calculation .....</b>	<b>6-1</b>
<b>7.</b>	<b>D.C. Policy Recommendations and D.C. By-law Rules .....</b>	<b>7-1</b>
7.1	Introduction .....	7-1
7.2	D.C. By-law Structure .....	7-2
7.3	D.C. By-law Rules.....	7-2
7.3.1	Payment in any Particular Case.....	7-2
7.3.2	Determination of the Amount of the Charge.....	7-2
7.3.3	Application to Redevelopment of Land (Demolition and Conversion).....	7-3
7.3.4	Exemptions (full or partial) .....	7-4
7.3.5	Phasing in .....	7-5
7.3.6	Timing of Collection .....	7-5
7.3.7	Indexing .....	7-5
7.3.8	D.C. Spatial Applicability.....	7-5
7.4	Other D.C. By-law Provisions .....	7-7
7.4.1	Categories of Services for Reserve Fund and Credit Purposes.....	7-7
7.4.2	By-law In-force Date .....	7-7
7.4.3	Minimum Interest Rate Paid on Refunds and Charged for Inter-Reserve Fund Borrowing.....	7-7
7.5	Other Recommendations .....	7-7
<b>8.</b>	<b>Asset Management Plan .....</b>	<b>8-1</b>
8.1	Introduction .....	8-1
<b>9.</b>	<b>By-law Implementation .....</b>	<b>9-1</b>



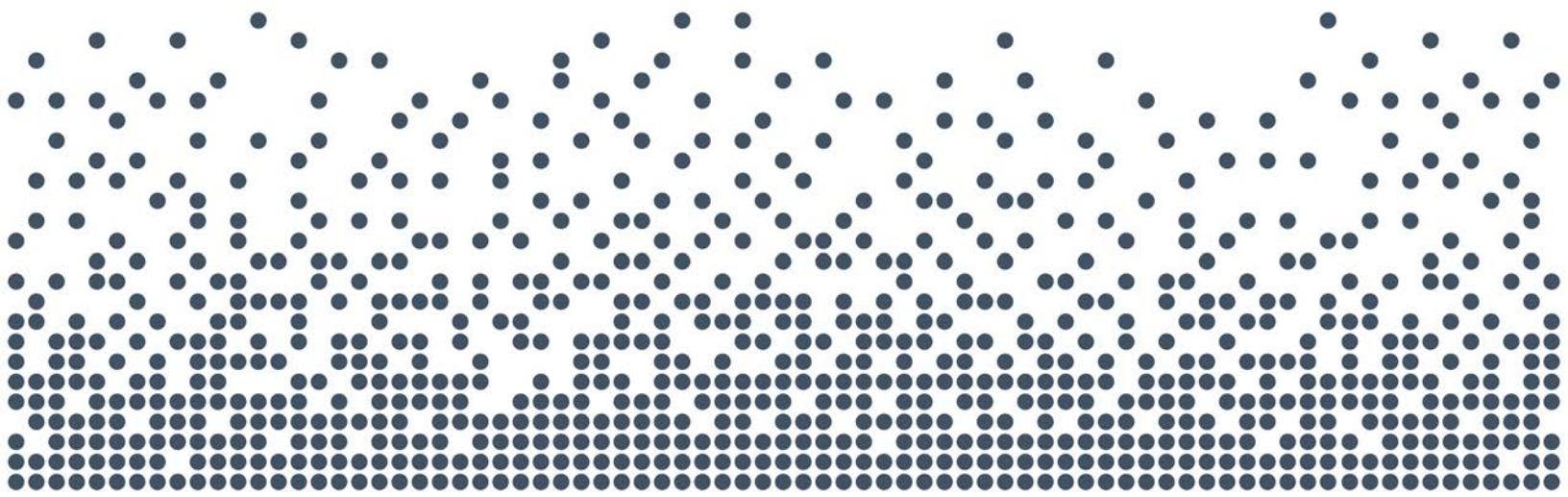
# Table of Contents (Cont'd)

	Page
9.1 Public Consultation Process .....	9-1
9.1.1 Introduction .....	9-1
9.1.2 Public Meeting of Council.....	9-1
9.1.3 Other Consultation Activity.....	9-1
9.2 Anticipated Impact of the Charge on Development.....	9-2
9.3 Implementation Requirements .....	9-3
9.3.1 Introduction .....	9-3
9.3.2 Notice of Passage.....	9-3
9.3.3 By-law Pamphlet .....	9-3
9.3.4 Appeals.....	9-4
9.3.5 Complaints .....	9-4
9.3.6 Credits .....	9-5
9.3.7 Front-Ending Agreements.....	9-5
9.3.8 Severance and Subdivision Agreement Conditions .....	9-5
<b>Appendix A Background Information on Residential and Non-Residential Growth Forecast.....</b>	<b>A-1</b>
<b>Appendix B Historical Level of Service Calculations.....</b>	<b>B-1</b>
<b>Appendix C Cash-Flow Calculation .....</b>	<b>C-1</b>
<b>Appendix D Long-Term Capital and Operating Cost Examination .....</b>	<b>D-1</b>
<b>Appendix E Local Service Policy .....</b>	<b>E-1</b>
<b>Appendix F Proposed D.C. By-law.....</b>	<b>F-1</b>



## List of Acronyms and Abbreviations

<b>Acronym</b>	<b>Full Description of Acronym</b>
D.C.	Development charge
D.C.A.	Development Charges Act, 1997, as amended
G.F.A.	Gross floor area
L.P.A.T.	Local Planning Appeal Tribunal
N.F.P.O.W.	No Fixed Place of Work
O.M.B.	Ontario Municipal Board
O.P.A.	Official Plan Amendment
O.Reg.	Ontario Regulation
P.O.A.	Provincial Offences Act
P.P.U.	Persons per unit
S.D.E.	Single detached equivalent
S.D.U.	Single detached unit
s.s.	Subsection
S.W.M.	Stormwater management
sq.ft.	square foot
sq.m.	square metre
T.F.A.	total floor area



# Report



# Chapter 1

## Introduction





# 1. Introduction

## 1.1 Purpose of this Document

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This background study has been prepared pursuant to the requirements of the D.C.A. (s.10) and, accordingly, recommends new D.C.s and policies for the Town of Tillsonburg (Town).

Watson & Associates Economists Ltd. (Watson) was retained by the Town of Tillsonburg, to undertake the D.C. study process for the Town in 2018. The process was undertaken, in part, with the broader County and Area-Municipal D.C. Steering Committee<sup>1</sup> to provide efficiency and consistency in the process and methodology amongst the participating municipalities. Moreover, Watson worked with the Town's senior staff in preparing the D.C. analysis and policy recommendations specific to this background study.

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

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

In addition, the report is designed to set out sufficient background on the legislation (Chapter 4), the Town's current D.C. policies (Chapter 2) and the policies underlying the proposed by-law, to make the exercise understandable to those who are involved. Finally, the study addresses post-adoption implementation requirements (Chapter 9) 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

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<sup>1</sup> County and Area-Municipal D.C. Steering Committee included staff members for the County and all area municipalities, with the exception for the City of Woodstock.





requirements for the preparation of a background study and calculation of a D.C. is provided herein.

## 1.2 Summary of the Process

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The public meeting required under Section 12 of the D.C.A., has been scheduled for May 13, 2019. Its purpose is to present the study to the public and to solicit public input. The meeting is also being held to answer any questions regarding the study's purpose, methodology and the proposed modifications to the Town's D.C.s.

In accordance with the legislation, the background study and proposed D.C. by-law will be made available for public review at least 60 days prior to by-law passage.

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

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

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

Figure 1-1  
Schedule of Key D.C. Process Dates

Process Steps	Dates
1. Project initiation meetings with County and Area-Municipal D.C. Steering Committee	June 18, 2018
2. Data collection, Town Staff interviews, preparation of D.C. calculations	July – December, 2018
3. Joint Council Information Session	July 10, 2018
4. Development Industry Stakeholder Consultation	August 13, and September 5, 2018



Process Steps	Dates
5. Preparation of draft D.C. background study and review of draft findings with staff	January – March, 2019
6. Joint Council Information Session	March 13, 2019
7. Development Industry Stakeholder Consultation	March 21 and March 25, 2019
8. County and Area-Municipal D.C. Steering Committee review of D.C. by-law policies	April, 10, 2019
9. D.C. background study and proposed D.C. by-law available to public	April 12, 2019
10. Statutory notice of Public Meeting advertisement placed in newspaper(s)	20 days prior to public meeting
11. Public Meeting of Council	May 13, 2019
12. Council considers adoption of D.C. background study and passage of by-law	June 13, 2019
13. Newspaper notice given of by-law passage	By 20 days after passage
14. Last day for by-law appeal	40 days after passage
15. Town makes available D.C. pamphlet	by 60 days after in force date



# Chapter 2

## Town of Tillsonburg Current D.C. Policy



## 2. Town of Tillsonburg Current D.C. Policy

### 2.1 By-law Enactment

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The Town passed By-law 3827 on July 14, 2014 under the D.C.A, 1997. The by-law, imposes uniform municipal-wide D.C.s by service for all permissible municipal services.

### 2.2 Services Covered

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The following services are covered under By-law 3827:

- Fire Protection Services;
- Public Works and Fleet Services;
- Parks and Recreation Services;
- General Government Services;
- Roads and Related Services; and
- Stormwater Services.

### 2.3 Timing of D.C. Calculation and Payment

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D.C.s are payable at the time the first building permit is issued and are collected by the Town's Building Department.

### 2.4 Indexing

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The rates contained in the by-law are indexed on April 1 of each year, by the year-over-year percentage change in the most recent Non-Residential Building Construction Price Index produced by Statistics Canada.

### 2.5 Redevelopment Allowance

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As a result of the redevelopment of land, a credit is provided, where the land was occupied within a five year period prior to the issuance of a building permit, and the building permit was issued for the redevelopment of the land within five years from the



date that the demolition permit was issued, or the building or structure was removed in accordance with the municipality's assessment roll records.

## 2.6 Exemptions

The following non-statutory exemptions from the payment of development charges are provided under By-law 3827:

- Non-residential uses;
- Farm buildings
- Temporary buildings or structures;
- Affordable housing;
- Places of worship exempt under Section 3 of the *Assessment Act*;
- Development in the Central Business District and Entrepreneurial Area: and
- A public hospital under the *Public Hospitals Act*.

## 2.7 Current Schedule of Charges

Table 2-1  
Current Schedule of Charges

Service	RESIDENTIAL			
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples
<b>Municipal Wide Services:</b>				
Roads and Related	2,796	1,915	1,436	2,633
Fire Services	490	336	252	461
Parks & Recreation	383	263	196	361
Stormwater	38	26	20	35
Administration Studies	89	62	46	85
<b>Total Municipal Wide Services</b>	<b>3,796</b>	<b>2,602</b>	<b>1,950</b>	<b>3,575</b>



# Chapter 3

## Anticipated Development in the Town of Tillsonburg



## 3. Anticipated Development in the Town of Tillsonburg

### 3.1 Requirement of the Act

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Chapter 4 provides the methodology for calculating a D.C. as per the D.C.A. Figure 4-1 presents this methodology graphically. It is noted in the first box of the schematic that in order to determine the D.C. that may be imposed, it is a requirement of Section 5 (1) of the D.C.A. that “the anticipated amount, type and location of development, for which 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 Tillsonburg will be required to provide services, over a 10-year (2019-2029) and a longer term (2019-2041) time horizon.

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

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

- Oxford County Phase One Comprehensive Review: Population, Housing and Employment Forecast and Area Municipality Growth Allocations (Updated) January 23, 2019;
- Historical residential and non-residential building permit data for 2008 to 2018 period; and
- Available Census data regarding population, housing and employment.

### 3.3 Summary of Growth Forecast

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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

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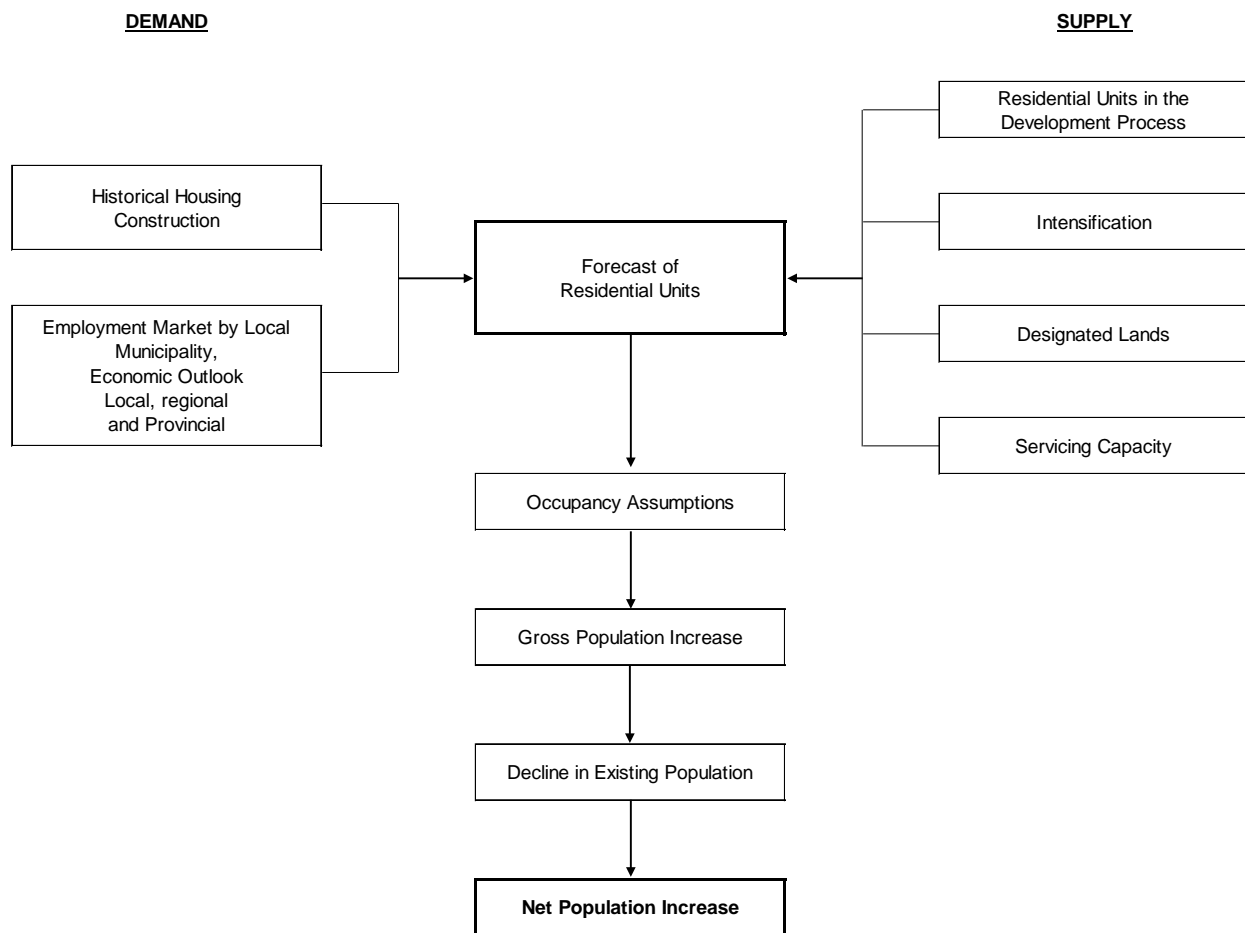




basis for the forecast. The results of the residential growth forecast analysis are summarized in Table 3-1 below, and *Schedule 1* in Appendix A.

As identified in Table 3-1 and *Schedule 1*, the Town's population is anticipated to reach approximately 18,390 by 2029 and 20,710 by 2041, resulting in an increase of approximately 1,840 and 4,170 persons, respectively, over the 10-year and longer term forecast periods<sup>1</sup>

Figure 3-1  
Population and Household Forecast Model



<sup>1</sup> The population figures used in the calculation of the 2019 D.C. exclude the net Census undercount, which is estimated at approximately 2.7%.



Table 3-1  
Town of Tillsonburg  
Residential Growth Forecast Summary

	Year	Population (Including Census Undercount) <sup>1</sup>	Excluding Census Undercount			Housing Units					Person Per Unit (P.P.U.): Total Population/ Total Households	
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi- Detached	Multiple Dwellings <sup>2</sup>	Apartments <sup>3</sup>	Other	Total Households		Equivalent Institutional Households
Historical	<i>Mid 2006</i>	15,230	14,822	197	14,625	4,530	480	1,250	115	6,375	179	2.325
	<i>Mid 2011</i>	15,720	15,301	246	15,055	4,870	505	1,322	117	6,814	224	2.246
	<i>Mid 2016</i>	16,310	15,872	282	15,590	5,125	540	1,440	25	7,130	256	2.226
Forecast	<i>Mid 2019</i>	17,000	16,545	286	16,259	5,341	558	1,512	25	7,436	260	2.225
	<i>Mid 2024</i>	17,960	17,484	306	17,178	5,658	588	1,614	25	7,885	278	2.217
	<i>Mid 2029</i>	18,890	18,386	325	18,061	5,938	625	1,706	25	8,294	295	2.217
	<i>Mid 2031</i>	19,300	18,786	333	18,453	6,050	640	1,740	25	8,455	303	2.222
	<i>Mid 2041</i>	21,280	20,713	370	20,343	6,540	720	1,920	25	9,205	336	2.250
Incremental	<b>Mid 2006 - Mid 2011</b>	<b>490</b>	<b>479</b>	<b>49</b>	<b>430</b>	<b>340</b>	<b>25</b>	<b>72</b>	<b>2</b>	<b>439</b>	<b>45</b>	
	<b>Mid 2011 - Mid 2016</b>	<b>590</b>	<b>571</b>	<b>36</b>	<b>535</b>	<b>255</b>	<b>35</b>	<b>118</b>	<b>-92</b>	<b>316</b>	<b>32</b>	
	<b>Mid 2016 - Mid 2019</b>	<b>690</b>	<b>673</b>	<b>4</b>	<b>669</b>	<b>216</b>	<b>18</b>	<b>72</b>	<b>0</b>	<b>306</b>	<b>4</b>	
	<b>Mid 2019 - Mid 2024</b>	<b>960</b>	<b>938</b>	<b>20</b>	<b>919</b>	<b>317</b>	<b>30</b>	<b>102</b>	<b>0</b>	<b>449</b>	<b>18</b>	
	<b>Mid 2019 - Mid 2029</b>	<b>1,890</b>	<b>1,841</b>	<b>39</b>	<b>1,802</b>	<b>597</b>	<b>67</b>	<b>194</b>	<b>0</b>	<b>858</b>	<b>35</b>	
	<b>Mid 2019 - Mid 2031</b>	<b>2,300</b>	<b>2,241</b>	<b>47</b>	<b>2,194</b>	<b>709</b>	<b>82</b>	<b>228</b>	<b>0</b>	<b>1,019</b>	<b>43</b>	
	<b>Mid 2019 - Mid 2041</b>	<b>4,280</b>	<b>4,168</b>	<b>84</b>	<b>4,084</b>	<b>1,199</b>	<b>162</b>	<b>408</b>	<b>0</b>	<b>1,769</b>	<b>76</b>	

Source: Derived from County of Oxford - Phase One Comprehensive Review, Population, Housing and Employment Forecasts and Area Municipal Growth Allocations (Updated), January, 2019, by Watson & Associates Economists Ltd., 2019.

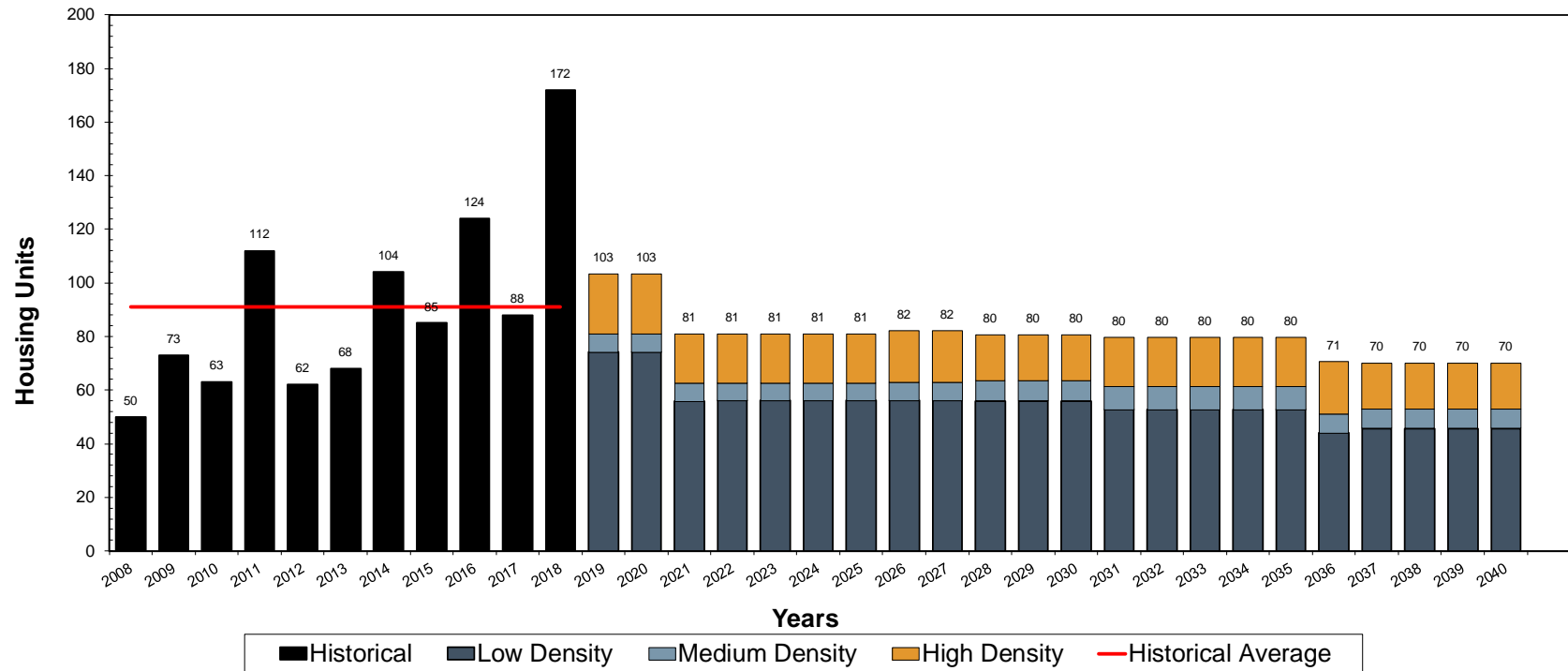
<sup>1</sup> Census undercount estimated at approximately 2.7%. Note: Population including the undercount has been rounded.

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

<sup>3</sup> Includes bachelor, 1-bedroom and 2-bedroom+ apartments.



Figure 3-2  
Town of Tillsonburg  
Annual Housing Forecast



Source: Historical housing activity from Oxford County Planning Department, 2007-2017.

<sup>1</sup> Growth forecast represents calendar year.



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

#### 1. Unit Mix (Appendix A – Schedules 1, 2, and 6)

- The unit mix for the Town was derived from the Oxford County Phase One Comprehensive Review, as well as historical development activity (as per Schedule 6);
- Based on the above indicators, the 2019 to 2041 household growth forecast is comprised of a unit mix of 68% low density (single detached and semi-detached), 9% medium density (multiples except apartments) and 23% 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 Town of Tillsonburg by urban serviced area and remaining rural; and
- The percentage of forecast housing growth between 2019 and 2041 by development location is summarized below.

<b>Development Location</b>	<b>Percentage Housing Growth, 2019-2041</b>
Urban Serviced Area	100%
Unserviced Urban Settlement Area and Remaining Rural Area	0%
<b>Total</b>	<b>100%</b>

#### 3. Planning Period

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

#### 4. Population in New Units (Appendix A - Schedules 2 through 5)



- The number of permanent housing units to be constructed in the Town of Tillsonburg during the short- and long-term periods is presented on Figure 3-2. Over the 10-year and longer term forecast periods, the Town is anticipated to average of approximately 86 and 80 new housing units per year, respectively.
- Institutional population<sup>1</sup> is anticipated to grow by approximately 80 persons between 2019 and 2041.
- 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 P.P.U. for the new housing units by age and type of dwelling based on a 2016 custom Census data. The total calculated P.P.U. for all density types has been adjusted to account for the P.P.U. trends which has been recently experienced in both new and older units. Adjusted 25-year average P.P.U.s by dwelling type are as follows:
  - Low density: 3.061
  - Medium density: 1.923
  - High density: 1.539
  - Institutional density: 1.106

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

- Existing households for 2019 are based on the 2016 Census households, plus estimated residential units constructed between 2017 and 2018 assuming a 6-month lag between construction and occupancy (see Schedule 3).
- The decline in average occupancy levels for existing housing units is calculated in Schedules 3 through 5, by aging the existing population over the forecast period. The forecast population decline in existing households over the 10-year and longer term forecast period is approximately 450 and 525, respectively

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<sup>1</sup> Institutional includes special care facilities such as nursing home or residences for senior citizens. A P.P.U. of 1.106 depicts 1-bedroom and 2 or more-bedroom units in these special care facilities.



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

- Employment projections are largely based on the activity rate method, which is defined as the number of jobs in a municipality divided by the number of residents. Key employment sectors include primary, industrial, commercial/ population-related, institutional, and work at home, which are considered individually below.
- 2016 employment data (place of work) for Town of Tillsonburg is outlined in Schedule 9a. The 2016 employment base is comprised of the following sectors:
  - 40 primary (< 1%);
  - 340 work at home employment (4%);
  - 3,378 industrial (43%);
  - 2,653 commercial/population related (34%); and
  - 1,405 institutional (18%).
- The 2016 employment by usual place of work, including work at home, is estimated at 7,815. An additional 780 employees have been identified for the Town in 2016 that have no fixed place of work (N.F.P.O.W.).<sup>1</sup> The 2016 employment base, including N.F.P.O.W., totals approximately 8,595.
- Total employment, including work at home and N.F.P.O.W., for the Town of Tillsonburg is anticipated to reach approximately 9,510 by 2029, and 10,365 by 2041. This represents an employment increase of approximately 630 for the 10-year forecast period, and 1,480 for the longer term forecast period.
- Schedule 9b, Appendix A, summarizes the employment forecast, excluding work at home employment and N.F.P.O.W. employment, which is the basis for the D.C. employment forecast. The impact on municipal services from these employees has already been included in the population forecast. The impacts on municipal services regarding N.F.P.O.W. employees are less clear, given the transient nature of these employees. Furthermore, since these employees have no fixed work

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



address, they cannot be captured in the non-residential gross floor area (G.F.A.) calculation. Accordingly, work at home and N.F.P.O.W. employees have been removed from the D.C. calculation.

- Total employment for the Town of Tillsonburg (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 8,280 by 2029 and 9,030 by 2041. This represents an employment increase of approximately 550 and 1,300 over the 10-year and longer term forecast periods, respectively.

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

- Square meter estimates were calculated in Schedule 9b based on the following employee density assumptions:
  - 139 sq.m. per employee for industrial;
  - 51 sq.m. per employee for commercial/population-related; and
  - 65 sq.m. per employee for institutional employment.
- The Town-wide incremental G.F.A. increase is anticipated to be 45,300 sq.m. over the 10-year forecast period and 102,800 sq.m. over the longer term forecast period.
- In terms of percentage growth, the longer term incremental G.F.A. forecast by sector is broken down as follows:
  - industrial – 59%;
  - commercial/population-related – 29%; and
  - institutional – 12%.
- The percentage of forecast employment growth between 2019 and 2041 by development location is summarized below.

<b>Development Location</b>	<b>Percentage Employment Growth, 2019-2041</b>
Urban Serviced Area	100%
Unserviced Urban Settlement Areas and Remaining Rural Areas	0 %
<b>Total</b>	<b>100%</b>





# Chapter 4

## The Approach to the Calculation of the Charge



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

### 4.1 Introduction

---

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

### 4.2 Services Potentially Involved

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

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

### 4.3 Increase in the Need for Service

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



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

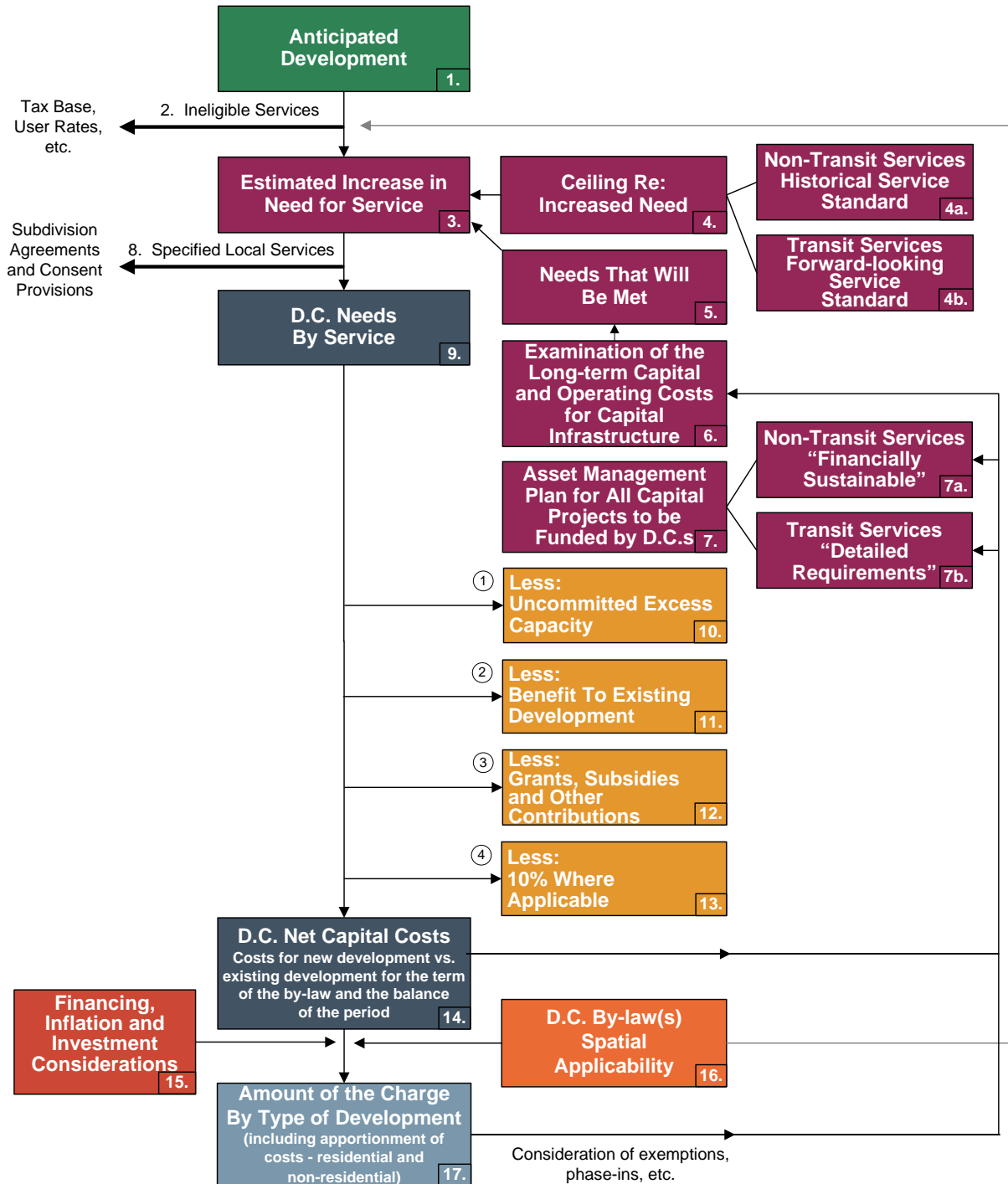




Table 4-1  
Categories of Municipal Services to be Addressed as Part of the Calculation

Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
1. Services Related to a Highway	Yes	1.1 Arterial roads	100
	Yes	1.2 Collector roads	100
	Yes	1.3 Bridges, Culverts and Roundabouts	100
	No	1.4 Local municipal roads	0
	Yes	1.5 Traffic signals	100
	Yes	1.6 Sidewalks and streetlights	100
	Yes	1.7 Active Transportation	100
2. Other Transportation Services	No	2.1 Transit vehicles <sup>1</sup> & facilities	100
	No	2.2 Other transit infrastructure	100
	n/a	2.3 Municipal parking spaces - indoor	90
	No	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
	No	2.8 Airport	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 <sup>1</sup>	100
	Yes	4.3 Small equipment and gear	100

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

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



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
5. Outdoor Recreation Services (i.e. Parks and Open Space)	Ineligible	5.1 Acquisition of land for parks, woodlots and E.S.A.s	0
	Yes	5.2 Development of area municipal parks	90
	Yes	5.3 Development of district parks	90
	Yes	5.4 Development of municipal-wide parks	90
	n/a	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 vehicles <sup>1</sup>	90
	n/a	7.3 Library materials	90
8. Electrical Power Services	Ineligible	8.1 Electrical substations	0
	Ineligible	8.2 Electrical distribution system	0
	Ineligible	8.3 Electrical system rolling stock	0
9. Provision of Cultural, Entertainment and Tourism Facilities and Convention Centres	Ineligible	9.1 Cultural space (e.g. art galleries, museums and theatres)	0
	Ineligible	9.2 Tourism facilities and convention centres	0
10. Wastewater Services	n/a	10.1 Treatment plants	100
	n/a	10.2 Sewage trunks	100
	n/a	10.3 Local systems	0
	n/a	10.4 Vehicles and equipment <sup>1</sup>	100

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



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
11. Water Supply Services	n/a	11.1 Treatment plants	100
	n/a	11.2 Distribution systems	100
	n/a	11.3 Local systems	0
	n/a	11.4 Vehicles and equipment <sup>1</sup>	100
12. Waste Management Services	Ineligible	12.1 Landfill collection, transfer vehicles and equipment	0
	Ineligible	12.2 Landfills and other disposal facilities	0
	n/a	12.3 Waste diversion facilities	90
	n/a	12.4 Waste diversion vehicles and equipment <sup>1</sup>	90
13. Police Services	Yes	13.1 Police detachments	100
	n/a	13.2 Police rolling stock <sup>1</sup>	100
	n/a	13.3 Small equipment and gear	100
14. Homes for the Aged	n/a	14.1 Homes for the aged space	90
	n/a	14.2 Vehicles <sup>1</sup>	90
15. Child Care	n/a	15.1 Child care space	90
	n/a	15.2 Vehicles <sup>1</sup>	90
16. Health	n/a	16.1 Health department space	90
	n/a	16.2 Health department vehicles <sup>1</sup>	90
17. Social Housing	n/a	17.1 Social Housing space	90
18. Provincial Offences Act (P.O.A.)	n/a	18.1 P.O.A. space	90
19. Social Services	n/a	19.1 Social service space	90
20. Ambulance	n/a	20.1 Ambulance station space	90
	n/a	20.2 Vehicles <sup>1</sup>	90
21. Hospital Provision	Ineligible	21.1 Hospital capital contributions	0

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



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

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

<sup>2</sup>same percentage as service component to which it pertains

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





## 4.4 Local Service Policy

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Some of the need for services generated by additional development consists of local services related to a plan of subdivision. As such, they will be required as a condition of subdivision agreements or consent conditions. The Towns' Local Service Policy is included in Appendix E.

## 4.5 Capital Forecast

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

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

The capital costs include:

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

In order for an increase in need for service to be included in the D.C. calculation, Town Council must indicate “...that it intends to ensure that such an increase in need will be met” (s.s.5 (1)3). This can be done if the increase in service forms part of a Council-approved Official Plan, capital forecast or similar expression of the intention of Council



(O.Reg. 82/98 s.3). The capital program contained herein reflects the Town's approved and proposed capital budgets and master servicing/needs studies.

## 4.6 Treatment of Credits

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

The Town has no outstanding D.C. credit obligations.

## 4.7 Existing Reserve Funds

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

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

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

For services which are subject to a per capita based, service level "cap," the reserve fund balance should be applied against the development-related costs for which the charge was imposed once the project is constructed (i.e. the needs of recent growth). This cost component is distinct from the development-related costs for the next 10-year period, which underlie the D.C. calculation herein.

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



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

The Town's adjusted D.C. Reserve Fund Balance by service at December 31, 2018 is shown below:

Table 4-1  
December 31, 2018 Adjusted Reserve Fund Balances

Service	Adjusted Balance
Fire Services	84,795
Roads and Related Services	1,163,311
Police Services	1,074
Parking Services	8,627
Parks and Recreation	(50,453)
Administration Studies	29,824
Stormwater Management	42,870
<b>Total</b>	<b>1,280,048</b>

## 4.8 Deductions

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

- the level of service ceiling;
- uncommitted excess capacity;
- benefit to existing development;
- anticipated grants, subsidies and other contributions; and
- 10% reduction for certain services.

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

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<sup>1</sup> Reserve balance to be combined with Administration Studies.

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

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

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

With respect to transit services, the changes to the Act as a result of Bill 73 have provided for an alternative method for calculating the services standard ceiling. Transit services must now utilize a forward-looking service standard analysis, described later in this section.

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

#### **4.8.2 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.”

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



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

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

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

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

This step involves a further reduction in the need, by the extent to which such an increase in service would benefit existing development. The level of services cap in 4.4 is related but is not the identical requirement. Sanitary, storm and water trunks are highly localized to growth areas and can be more readily allocated in this regard than other services such as services related to a highway, which do not have a fixed service area.

Where existing development has an adequate service level which will not be tangibly increased by an increase in service, no benefit would appear to be involved. For example, where expanding existing library facilities simply replicates what existing residents are receiving, they receive very limited (or no) benefit as a result. On the other hand, where a clear existing service problem is to be remedied, a deduction should be made accordingly.

In the case of services such as recreation facilities, community parks, libraries, etc., the service is typically provided on a Town-wide system basis. For example, facilities of the same type may provide different services (i.e. leisure pool vs. competitive pool), different programs (i.e. hockey vs. figure skating) and different time availability for the same service (i.e. leisure skating available on Wednesday in one arena and Thursday in



another). As a result, residents will travel to different facilities to access the services they want at the times they wish to use them, and facility location generally does not correlate directly with residence location. Even where it does, displacing users from an existing facility to a new facility frees up capacity for use by others and generally results in only a very limited benefit to existing development. Further, where an increase in demand is not met for a number of years, a negative service impact to existing development is involved for a portion of the planning period.

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

This step involves reducing the capital costs necessary to provide the increased services by capital grants, subsidies and other contributions (including direct developer contributions required due to the local service policy) made or anticipated by Council and in accordance with various rules such as the attribution between the share related to new vs. existing development (O.Reg. 82.98 s.6). That is, some grants and contributions may not specifically be applicable to growth or where Council targets fundraising as a measure to offset impacts on taxes. Moreover, Gas Tax revenues are typically used to fund non-growth-related works or the non-growth share of D.C. 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 D.C.A. requires that, “the capital costs must be reduced by 10 percent.” This paragraph does not apply to water supply services, waste water services, storm water drainage and control services, services related to a highway, police and fire protection services. The primary services to which the 10% reduction does apply include services such as parks and recreation, libraries, childcare/social services, the Provincial Offences Act, ambulance, homes for the aged, and health.

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



## 4.9 Municipal-wide vs. Area Rating

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This step involves determining whether all of the subject costs are to be recovered on a uniform municipal-wide basis or whether some or all are to be recovered on an area-specific basis. Under the D.C.A., it is now mandatory to “consider” area-rating of services (providing charges for specific areas and services), however, it is not mandatory to implement area-rating. Further discussion is provided in section 7.3.8.

## 4.10 Allocation of Development

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





# Chapter 5

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



## 5. D.C.-Eligible Cost Analysis by Service

### 5.1 Introduction

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This chapter outlines the basis for calculating eligible costs for the D.C.s to be applied on a uniform basis. In each case, the required calculation process set out in s.5(1) paragraphs 2 to 8 in the D.C.A. and described in Chapter 4, was followed in determining D.C. eligible costs.

The nature of the capital projects and timing identified in the Chapter reflects Council's current intention. However, over time, 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 D.C. Calculation

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

#### 5.2.1 Fire Services

The Town currently provides a total of 5,000 sq.ft. of facility space at the Tillsonburg Fire Station. In addition to facility space, the Town also provides Fire Services through the operation of 6 vehicles and 56 items of fire equipment and gear, including equipment for 32 fire fighters. In total, the per capital average level of service provided through the capital infrastructure has been \$370. In aggregate the maximum D.C. eligible amount that could be included in the calculation of the charge for Fire Services is \$680,700.

Based on the Town's 2014 D.C. Background Study, discussions with staff, and the Fire Apparatus Plan, Town is anticipating the purchase of a new aerial truck and two other

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fire service vehicles. In addition, an expansion and renovation of the existing Fire Station and various other equipment items, are also anticipated over the 10-year forecast period. The gross capital costs for the identified works totals \$2.4 million.

The gross capital costs for the capital program discussed above have been reduced by \$1.7 million to reflect the benefit to existing development for the replacement of existing facility space, and benefits of service to the current constituency. After deducting a further \$149,300 for the benefit to development anticipated to occur beyond 2028, and \$84,800 to reflect existing reserve fund balances collected towards these needs, the net growth-related costs included in the calculation of the charge is \$489,400.

The net growth-related costs for Fire Services have been allocated between residential and non-residential development, 78% residential and 22% non-residential, based on forecast incremental population and employment growth over the period.

### **5.2.2 Police Services**

Police Services in the Town are provided through agreement by the OPP. The Town is however responsible for the capital requirements at the OPP detachment facility. The current facility is 12,686 sq.ft. in size, providing an average per capita level of service over the historical 10-year period of \$265. Based on this level of service and the population growth over the period to 2028 (i.e. 1,841), the maximum D.C. eligible amount that could be included in the calculation of the charge for Police Services is \$488,300.

Based on the anticipated growth within the Town, there are parking improvements at the OPP detachment facility that will be required in the next 10-years. As such, \$315,000 has been identified for these improvements and required studies. After deducting \$269,300 for the benefit to growth beyond the 10-year forecast period, and the reserve fund balance of \$1,100, the net growth-related costs included in the calculation of the charge total \$44,644.

The allocation net growth-related costs for Police Services between residential and non-residential development is 78% residential and 22% non-residential, based on forecast incremental population and employment growth over the period.



### **5.2.3 Parks and Recreation Services**

With respect to Parks and Recreation Services, the Town currently maintains 63.8 acres of developed parkland, including 53 amenity items and outdoor park buildings, 555 parking spaces and 23.5 kilometres of recreation trails. Based on this level of investment, the average level of service provided has been \$1,105 per capita. The Town also provides service through the provision of 136,000 sq.ft. of facility space and 10 vehicles and equipment items. The Town's total level of service over the historical 10-year period averaged \$5,206 per capita. In total, the maximum D.C. eligible amount for Parks and Recreation Services over the 10-year forecast period is \$9.6 million based on the established level of service.

Over the 10-year forecast period, the Town will require various projects related to recreation facilities, parkland development, trail development and additional vehicles, totalling \$2.5 million in gross capital costs. Of this cost, \$1.8 million has been deducted as a benefit to existing development. Further deductions of \$3,300 for contributions towards the growth-related cost share of the Rail Trail Expansion, and \$69,700 for the statutory 10% deduction have also been made. Adding \$50,400 to reflect the unfunded D.C. eligible capital costs within the 2014 D.C. bylaw for Parks and Recreation Services, a net capital cost of \$677,500 has been included in the calculation of the D.C.

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

### **5.2.4 Administration**

The D.C.A. permits the inclusion of studies undertaken to facilitate the completion of the Town's capital works program and to support the preparation of future D.C. background studies. The Town has made provision for the inclusion of new studies undertaken to facilitate this D.C. process, as well as other studies which benefit growth (in whole or in part). The list of studies includes future D.C. background studies, as well as other planning studies and servicing studies.



The cost of these studies is \$732,400, of which \$246,700 has been deducted as benefit to existing development. After deducting \$30,400 for the mandatory 10% deduction, and \$72,700 for the existing reserve balance, a net capital cost of \$382,600 and has been included in the D.C. calculation.

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



### Infrastructure Costs Covered in the D.C. Calculation – Fire Services

Prj .No	Increased Service Needs Attributable to Anticipated Development  2019-2028	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
						Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share  78%	Non- Residential Share  22%
1	Current Station Renovation and Expansion	2019-2028	1,000,000	149,300	850,700	500,000		350,700	273,546	77,154
2	Additional Firefighter Equipment (6)	2019-2028	23,400	-	23,400	-		23,400	18,252	5,148
3	New Medical Equipment	2019-2020	9,000	-	9,000	-		9,000	7,020	1,980
4	EM Mobile System	2019-2028	19,100	-	19,100	9,550		9,550	7,449	2,101
5	New SCBA Units and Personal Face Masks	2019-2028	278,300	-	278,300	249,995		28,305	22,078	6,227
6	Technical Rescue Equipment	2019	39,725	-	39,725	35,685		4,040	3,151	889
7	Engineering Study for Fire Expansion	2019-2028	40,000	-	40,000	20,000		20,000	15,600	4,400
	<b>Aparatus Plan</b>									
8	Quint Apparatus	2026	892,500	-	892,500	850,000		42,500	33,150	9,350
9	Light Duty/Command Vehicle	2020	76,500	-	76,500	-		76,500	59,670	16,830
10	Single Axel Enclosed Trailer	2020	10,200	-	10,200	-		10,200	7,956	2,244
	Reserve Fund Adjustment							(84,795)	(66,140)	(18,655)
	<b>Total</b>		<b>2,388,725</b>	<b>149,300</b>	<b>2,239,425</b>	<b>1,665,230</b>	<b>-</b>	<b>489,400</b>	<b>381,732</b>	<b>107,668</b>



### Infrastructure Costs Covered in the D.C. Calculation – Police Services

Prj .No	Increased Service Needs Attributable to Anticipated Development  2019-2028	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
						Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 78%	Non-Residential Share 22%
1	Police Parking Improvements (Phase 1)	2019	30,000	25,646	4,354	-		4,354	3,396	958
2	Police Parking Study (Phase 2)	2019	35,000	29,920	5,080	-		5,080	3,962	1,118
3	Police Parking Improvements (Phase 2)	2022	250,000	213,716	36,284	-		36,284	28,302	7,983
			-	-	-	-		-	-	-
	Reserve Fund Adjustment		-	-	-	-		(1,074)	(838)	(236)
			-	-	-	-		-	-	-
			-	-	-	-		-	-	-
			-	-	-	-		-	-	-
			-	-	-	-		-	-	-
	<b>Total</b>		<b>315,000</b>	<b>269,282</b>	<b>45,718</b>	<b>-</b>	<b>-</b>	<b>44,644</b>	<b>34,823</b>	<b>9,822</b>



## Infrastructure Costs Covered in the D.C. Calculation – Parks and Recreation Services

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
						Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share	Non-Residential Share
2019-2028										95%	5%	
	<b>Facilities</b>											
1	Health Club Facility in Community Centre	2022	562,100	-	562,100	513,014		49,086	4,909	44,177	41,968	2,209
	<b>Parkland and Park Facilities</b>											
2	New Picnic Pavilion	2019-2028	33,700	-	33,700	30,272		3,428	343	3,085	2,931	154
3	Memorial Park Parking Lot	2019	245,000	-	245,000	-		245,000	24,500	220,500	209,475	11,025
4	Rolling Meadows Park	2019-2028	120,000	-	120,000	-		120,000	12,000	108,000	102,600	5,400
5	Kinsmen Bridge Upgrades	2019-2028	500,000	-	500,000	449,146		50,854	5,085	45,768	43,480	2,288
6	Splash Pad	2019-2028	500,000	-	500,000	449,146		50,854	5,085	45,768	43,480	2,288
7	Northcrest Estates Park	2022	100,000	-	100,000	-		100,000	10,000	90,000	85,500	4,500
	<b>Trail Development</b>											
8	New Trail Development	2019-2028	98,700	-	98,700	88,662		10,038	1,004	9,035	8,583	452
9	Upgrade Participark Trail	2020	86,700	-	86,700	77,882		8,818	882	7,936	7,539	397
10	Rail Trail Expansion	2019-2028	65,000	-	65,000	58,389	3,305	3,305	331	2,975	2,826	149
	<b>Vehicles</b>											
11	Beautification Truck	2019-2020	80,000	-	80,000	40,000		40,000	4,000	36,000	34,200	1,800
12	Ice Resurfacers	2019-2020	120,000	-	120,000	107,795		12,205	1,220	10,984	10,435	549
	<b>Additional Projects</b>											
13	Landscaping Plan for Columbaria Garden etc.	2019-2020	30,900	-	30,900	27,757		3,143	314	2,828	2,687	141
	Reserve Fund Adjustment							50,453		50,453	47,930	2,523
	<b>Total</b>		<b>2,542,100</b>	<b>-</b>	<b>2,542,100</b>	<b>1,842,064</b>	<b>3,305</b>	<b>747,183</b>	<b>69,673</b>	<b>677,510</b>	<b>643,635</b>	<b>33,876</b>





### Infrastructure Costs Covered in the D.C. Calculation – Administration Studies

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Net Capital Cost	Less:		Less: Other (e.g. 10% Statutory Deduction)	Potential D.C. Recoverable Cost		
						Benefit to Existing Development	Subtotal		Total	Residential Share	Non-Residential Share
	<b>2019-2028</b>									<b>78%</b>	<b>22%</b>
1	Development Charges Study	2023	20,000	-	20,000	-	20,000	2,000	18,000	14,040	3,960
2	Development Charges Study	2028	20,000	-	20,000	-	20,000	2,000	18,000	14,040	3,960
3	Fire Master Plan	2022-2023	50,000	-	50,000	12,500	37,500		37,500	29,250	8,250
4	Master Transportation Study	2020	80,000	-	80,000	20,000	60,000		60,000	46,800	13,200
5	Master Drainage Planning Study	2021	112,400	-	112,400	28,100	84,300		84,300	65,754	18,546
6	Recreation and Community Parks Master Plan	2023	75,000	-	75,000	18,750	56,250	5,625	50,625	39,488	11,138
7	Recreation Facilities Master Plan	2021	75,000	-	75,000	18,750	56,250	5,625	50,625	39,488	11,138
8	Parks Master Plan	2020	75,000	-	75,000	18,750	56,250	5,625	50,625	39,488	11,138
9	Aquatic Facility Design Study	2019	75,000	-	75,000	67,372	7,628	763	6,865	5,355	1,510
10	Council/Community Strategic Plan (2)	2019-2023	100,000	-	100,000	50,000	50,000	5,000	45,000	35,100	9,900
11	Secondary Plan	2019-2028	50,000	-	50,000	12,500	37,500	3,750	33,750	26,325	7,425
	Reserve Fund Adjustment						(72,694)		(72,694)	(56,701)	(15,993)
	<b>Total</b>		<b>732,400</b>	<b>-</b>	<b>732,400</b>	<b>246,722</b>	<b>412,984</b>	<b>30,388</b>	<b>382,596</b>	<b>298,425</b>	<b>84,171</b>



## 5.3 Service Levels and 22-Year Capital Costs for D.C. Calculation

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This section evaluates the development-related capital requirements for Roads and Related Services over a 22-year planning period (i.e. 2019-2041). The service component is evaluated on two format sheets: the average historical 10-year level of service calculation (see Appendix B), which “caps” the D.C. amounts; and, the infrastructure cost calculation, which determines the potential D.C. recoverable cost.

### 5.3.1 Roads and Related Services

The Town has a current inventory of 34.1 kilometres of collector and arterial roads, 50 bridges and culverts, 97 kilometres of sidewalks, and 2,794 streetlights and signalized intersections. This level of investment results in an invested historical level of service of \$5,585 per capita. Furthermore, the Town operates 13,352 sq.ft. of depots and domes and 98 vehicle and equipment items in the provision of this service. The total historical level of infrastructure investment equates to a \$7,716 per capita level of service. When applied to the forecast population growth to 2041 (i.e. 4,168 population), a maximum D.C. eligible cost of \$32.1 million could be expected to meet the future increase in needs for service.

Review of the Town’s 2014 D.C. Background Study, capital budget, and discussion with staff have identified future needs required to service new development in the Town over the 22-year forecast period. These capital needs include road reconstructions, signalization and streetlight development expansions, as well as additional public works facility space and vehicles to maintain the additional infrastructure. In total, \$13.8 million in gross capital costs have been identified in the Roads and Related Services program. A total of \$1.9 million has been deducted from the growth-related capital needs recognizing the benefit to existing development. A further \$1.9 million has been deducted for other anticipated contributions towards the growth-related costs, and \$1.1 million has been deducted recognizing the Town’s uncommitted D.C. reserve fund balance. In total, \$8.8 million has been included in the D.C. calculation.

Net growth-related capital costs for Roads and Related Services have been allocated between future residential and non-residential development based on the relationship of



incremental population and employment growth over the 22-year forecast period (i.e. 77% residential and 23% non-residential).



## Infrastructure Costs Covered in the D.C. Calculation – Roads and Related Services

Prj. No	Increased Service Needs Attributable to Anticipated Development 2019-2041					Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
										Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 77%	Non-Residential Share 23%
	Project Name	Project Details	Length (km)	Existing Road Surface	Surface Work									
<b>Public Works Buildings</b>														
1	Salt Storage					2020-2021	475,000	-	475,000	378,084		96,916	74,625	22,291
2	Salt Storage Study					2019	75,000	-	75,000	59,697		15,303	11,783	3,520
3	Additional Space for Fleet Vehicles (3 bays)					2023	1,050,000	-	1,050,000	-		1,050,000	808,500	241,500
<b>Public Works Fleet</b>														
4	Snowplow with Anti-Icing Unit					2025	309,200	-	309,200	-		309,200	238,084	71,116
5	Sidewalk Plow					2027	165,000	-	165,000	-		165,000	127,050	37,950
6	Hydrovac Sewer Vacuum					2028	337,300	-	337,300	-		337,300	259,721	77,579
7	Sidewalk Plow					2021	165,000	-	165,000	-		165,000	127,050	37,950
<b>Road Reconstructions</b>														
8	Bayham Drive - Trillum Railway to Newell Road		0.58	Asphalt	Asphalt	2028	1,180,000	-	1,180,000	197,200	491,400	491,400	378,378	113,022
9	Concession Street - Charlotte Street to Rolph Street		0.59	Asphalt	Asphalt	2020	1,740,000	-	1,740,000	200,600	900,000	639,400	492,338	147,062
10	Concession Street - Tillson Ave to Maple Lane		0.32	Asphalt	Asphalt	2019-2041	730,000	-	730,000	108,800		621,200	478,324	142,876
11	West Town Line - boundary road with Norwich (Simcoe to Potters)		1	Asphalt	Asphalt	2019-2041	1,435,000	-	1,435,000	340,000	547,500	547,500	421,575	125,925
12	Concession Street - Quarterline Rd to West Town Limit		0.5	Asphalt	Asphalt	2019-2041	1,230,000	-	1,230,000	170,000		1,060,000	816,200	243,800
13	Cranberry Rd. - North St. to North Town Limit		0.8	Rural	Ashphalt	2019-2041	1,075,000	-	1,075,000	96,000		979,000	753,830	225,170
14	Concession St. East - Broadway to Tillson Ave.		0.8	Asphalt	Asphalt	2019-2041	2,375,000	-	2,375,000	272,000		2,103,000	1,619,310	483,690
<b>Signalization</b>														
15	Town-wide Signalization					2019-2041	269,800	-	269,800	-		269,800	207,746	62,054
16	Signal Priority Control System Expansion	Phase 2				2019	37,700	-	37,700	-		37,700	29,029	8,671
17	Signal Priority Control System Expansion	Phase 3				2020	16,900	-	16,900	-		16,900	13,013	3,887
18	Signal Priority Control System Expansion	Phase 4				2021	16,900	-	16,900	-		16,900	13,013	3,887
<b>Town-wide Streetlight Development</b>														
19	Potters Rd.					2019	28,500	-	28,500	-		28,500	21,945	6,555
20	Sidewalk Connectivity Plan					2019-2041	1,098,500	-	1,098,500	109,850		988,650	761,261	227,390
	Reserve Fund Adjustment											(1,163,311)	(895,749)	(267,561)
	<b>Total</b>						<b>13,809,800</b>	<b>-</b>	<b>13,809,800</b>	<b>1,932,231</b>	<b>1,938,900</b>	<b>8,775,358</b>	<b>6,757,025</b>	<b>2,018,332</b>

Note:

1. For newly constructed projects benefit to existing or non-growth share is considered to be nil. For road widenings or upgrades, benefit to existing or non-growth share is based on the cost to the Town of repaving the existing sections of road twice to build-out of the Town. In short the non-growth share is the capital cost the Town would incur if there was no growth in the Town to 2031. The calculation of the non-growth share assumes the following resurfacing costs per km:

- 2-Lane Asphalt - \$170,000
- Road Surface Treatment - \$60,000



# Chapter 6

## D.C. Calculation



## 6. D.C. Calculation

The calculation of the maximum D.C.s that could be imposed by Council have been undertaken using a cash-flow approach for the growth-related capital costs identified in Chapter 5. **Error! Reference source not found.** presents the Town-wide D.C. calculation for Roads and Related Services over the 22-year period (i.e. 2019-2041) and **Error! Reference source not found.** presents the Town-wide D.C. calculation for all other Town-wide services over the 10-year planning horizon (i.e. 2019-2028).

The calculation for residential development is generated on a per capital basis and is based upon four forms of housing types (single and semi-detached, apartments 2+ bedrooms, apartment's bachelor and 1 bedroom, and all other multiples). Special care/special needs facilities would be considered residential dwelling units and charged the small apartment D.C. The non-residential D.C. has been calculated uniformly on a per sq.m. of G.F.A. basis.

Wind Turbine developments would be defined as industrial development within the growth forecast. As these developments do not produce G.F.A. similar to other industrial developments, a charging mechanism is deemed. For each Wind Turbine, a charge is deemed equivalent to a residential single detached unit, as it relates to Roads and Related, Fire, Police, and Administration Studies Services only.

The cash-flow calculations of the maximum D.C.s s that could be imposed by Council have been undertaken to account for the timing of revenues and expenditures and the resultant financing needs. The cash-flow calculations have been undertaken by service for each forecast development type, i.e. residential, and non-residential. D.C. cash flow calculation tables are provided in Appendix C and have been undertaken to account for 1% earnings on D.C. reserve fund balances and 3% interest charged for reserve fund borrowing.

Table 6-3 summarizes the recommended schedule of charges, reflecting the maximum D.C.s by residential dwelling type, per sq.m. of G.F.A. for non-residential development, and per wind turbine.

Table 6-4 compares the Town's existing charges to the charges proposed herein (Table 6-3), for a single detached residential dwelling unit and per sq.m. of G.F.A. for non-residential development. The calculated charges are \$6,252 for a single detached



residential dwelling unit, and \$24.95 per sq.m. of non-residential G.F.A. The residential charges for a single detached dwelling unit represent an 65% increase (+\$2,456) over the current charges of \$3,796. The Town does not currently impose D.C.s on non-residential development.

Table 6-1  
Municipal-Wide Services D.C. Calculation  
2019-2041

SERVICE	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	SDU	per m <sup>2</sup>
	\$	\$	\$	\$
1. Roads and Related	6,757,025	2,018,332	4,434	19.73
<b>TOTAL</b>	<b>\$6,757,025</b>	<b>\$2,018,332</b>	<b>\$4,434</b>	<b>\$19.73</b>
Financing Costs	\$40,556	\$9,764		
D.C.-Eligible Capital Cost	\$6,797,582	\$2,028,097		
22-Year Gross Population/GFA Growth (m <sup>2</sup> )	4,693	102,800		
<b>Cost Per Capita/Non-Residential GFA (m<sup>2</sup>)</b>	<b>\$1,448.45</b>	<b>\$19.73</b>		
<b>By Residential Unit Type</b>	<b>P.P.U.</b>			
Single and Semi-Detached Dwelling	3.061	\$4,434		
Apartments - 2 Bedrooms +	1.632	\$2,364		
Apartments - Bachelor and 1 Bedroom	1.104	\$1,599		
Other Multiples	1.923	\$2,785		

Table 6-2  
Municipal-Wide Services D.C. Calculation  
2019-2028

SERVICE	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	SDU	per m <sup>2</sup>
	\$	\$	\$	\$
2. Fire Services	381,732	107,668	512	2.39
3. Police Services	34,823	9,822	47	0.22
4. Parks & Recreation	643,635	33,876	860	0.75
5. Administration Studies	298,425	84,171	400	1.87
<b>TOTAL</b>	<b>\$1,358,614</b>	<b>\$235,536</b>	<b>\$1,818</b>	<b>\$5.22</b>
Financing Cost	\$3,706	\$883		
D.C.-Eligible Capital Cost	\$1,362,320	\$236,419		
10-Year Gross Population/GFA Growth (m <sup>2</sup> )	2,294	45,300		
<b>Cost Per Capita/Non-Residential GFA (m<sup>2</sup>)</b>	<b>\$593.86</b>	<b>\$5.22</b>		
<b>By Residential Unit Type</b>	<b>P.P.U.</b>			
Single and Semi-Detached Dwelling	3.061	\$1,818		
Apartments - 2 Bedrooms +	1.632	\$969		
Apartments - Bachelor and 1 Bedroom	1.104	\$656		
Other Multiples	1.923	\$1,142		



Table 6-3  
Schedule of Calculated D.C.s

Service	RESIDENTIAL				NON-RESIDENTIAL	
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	(per m <sup>2</sup> of Gross Floor Area)	(per Wind Turbine)
<b>Municipal Wide Services:</b>						
Roads and Related	4,434	2,364	1,599	2,785	19.73	4,434
Fire Services	512	273	185	322	2.39	512
Police Services	47	25	17	29	0.22	47
Parks & Recreation	860	458	310	540	0.75	
Administration Studies	400	213	144	251	1.87	400
<b>Total Municipal Wide Services</b>	<b>6,252</b>	<b>3,333</b>	<b>2,255</b>	<b>3,927</b>	<b>24.95</b>	<b>5,392</b>

Table 6-4  
Comparison of Current and Calculated D.C.s

**Residential (Single Detached) Comparison**

Service	Current	Calculated
<b>Municipal Wide Services:</b>		
Roads and Related	2,796	4,434
Fire Services	490	512
Police Services	-	47
Parks & Recreation	383	860
Administration Studies	127	400
<b>Total Municipal Wide Services</b>	<b>3,796</b>	<b>6,252</b>

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

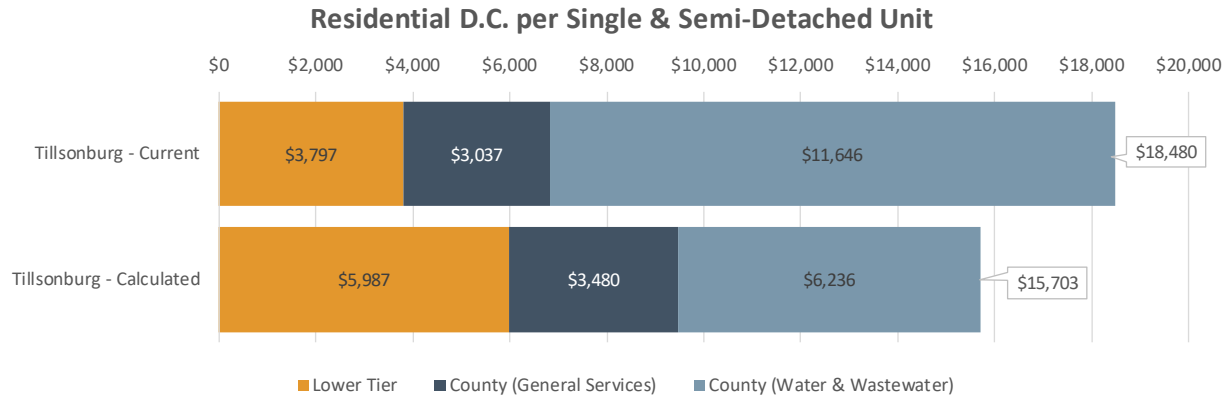
Service	Current	Calculated
<b>Municipal Wide Services:</b>		
Roads and Related	-	19.73
Fire Services	-	2.39
Police Services	-	0.22
Parks & Recreation	-	0.75
Administration Studies	-	1.87
<b>Total Municipal Wide Services</b>	<b>-</b>	<b>24.95</b>

New development within the Town would be subject to paying not only the Town's D.C. but also the applicable D.C. for Oxford County. Although the calculated D.C. for the Town is increasing by \$2,456 per residential single and semi-detached unit, the overall D.C. payable (including County charges) would decrease by \$2,777, when incorporating the County's draft calculated charges. The Town is recommending maintaining the current policy of exempting all non-residential development. The total D.C.s payable (Town and County charges) for a residential single and semi-detached dwelling are presented in Table 6-5 under the current by-law and as calculated herein.





Table 6-5  
Comparison of Current and Calculated D.C.s (Town and County of Oxford)





# Chapter 7

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



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

### 7.1 Introduction

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This chapter outlines the D.C. policy recommendations and by-law rules.

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

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

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

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

- the total of all D.C.s that would be imposed on anticipated development must not exceed the capital costs determined under 5(1) 2-8 for all services involved;
- if the rules expressly identify a type of development, they must not provide for it to pay D.C.s that exceed the capital costs that arise from the increase in the need for service for that type of development; however, this requirement does not relate to any particular development;
- if the rules provide for a type of development to have a lower D.C. than is allowed, the rules for determining D.C.s may not provide for any resulting shortfall to be made up via other development; and

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

The rules provided are based on the Town’s existing policies and discussions with the Town of Tillsonburg, and the County and Area-Municipal D.C. Steering Committee.



## 7.2 D.C. By-law Structure

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**It is recommended that:**

- the Town uses a uniform Town-wide D.C. calculation for all municipal services; and
- one municipal D.C. by-law be used for all services.

## 7.3 D.C. By-law Rules

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

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

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

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

- 1) the passing of a zoning by-law or of an amendment to a zoning by-law under Section 34 of the Planning Act;
- 2) the approval of a minor variance under Section 45 of the Planning Act;
- 3) a conveyance of land to which a by-law passed under Section 50(7) of the Planning Act applies;
- 4) the approval of a plan of subdivision under Section 51 of the Planning Act;
- 5) a consent under Section 53 of the Planning Act;
- 6) the approval of a description under Section 50 of the Condominium Act; or
- 7) 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 25 years. Costs allocated to non-residential uses will be assigned to



industrial, commercial and institutional uses based on the total floor area (T.F.A.) constructed. T.F.A. is defined as:

- The sum total of the total areas of all floors in a building or structure, whether at, above, or below-grade, measured between the exterior faces of the exterior walls of the building or structure or from the centre line of a common wall separating two uses, or from the outside edge of a floor where the outside edge of the floor does not meet an exterior or common wall, and;
    - includes the floor area of a mezzanine and air-supported structure and the space occupied by interior walls partitions;
    - where a building or structure does not have any walls, the total floor area of the building or structure shall be the total of the area of all floors, including the ground floor, that are directly beneath the roof of the building or structure.
- 2) Costs allocated to residential and non-residential uses are based upon a number of conventions, as may be suited to each municipal circumstance. These are summarized in Chapter 5 herein.

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

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

- 1) the number of dwelling units demolished/converted multiplied by the applicable residential D.C. in place at the time the D.C. is payable; and/or
- 2) the gross floor area of the building demolished/converted multiplied by the current non-residential D.C. in place at the time the D.C. is payable.

The demolition credit is allowed only if the land was improved by occupied structures, and if the demolition permit related to the site was issued less than 5 years prior to the issuance of a building permit.



No credit shall be given with respect to the redevelopment, conversions, demolition, or change of use of a building or structure or part thereof where the existing building or structure or part thereof would have been exempt from D.C.s in accordance with the active by-law. The credit can, in no case, exceed the amount of D.C.s that would otherwise be payable.

Where a Building cannot be demolished until the new Building has been erected, the Owner shall notify the Town in writing and pay the applicable Development Charge for the new Building in full and, if the existing Building is demolished not later than twelve (12) months from the date a building permit is issued for the new Building, the Town shall provide a refund. If more than twelve months is required to demolish the existing Building, the Owner may make a written request to the Town to extend the time in which the existing Building must be demolished.

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

##### a) Statutory exemptions

- industrial building additions of up to and including 50% of the existing gross floor area (defined in O.Reg. 82/98, s.1) of the building; for industrial building additions which exceed 50% of the existing gross floor area, only the portion of the addition in excess of 50% is subject to D.C.s (s.4(3)) of the D.C.A.;
- buildings or structures owned by and used for the purposes of any municipality, local board or Board of Education (s.3);
- residential development that results only in the enlargement of an existing dwelling unit, or that results only in the creation of up to two additional dwelling units (based on prescribed limits set out in s.2 of O.Reg. 82/98).

##### b) Non-statutory exemptions

- Non-residential uses;
- Farm buildings
- Temporary buildings or structures
- Temporary dwelling units;
- Affordable housing;
- Places of worship exempt under Section 3 of the Assessment Act;



- Development in the Central Business District and Entrepreneurial Area;
- Long-term care homes; and
- A public hospital under the *Public Hospitals Act*.

For the purposes of funding non-statutory exemptions, the charge for Farm Buildings has been determined to be \$0.54 per sq.m. of G.F.A. reflective of the lower demand for service and density of development.

### **7.3.5 Phasing in**

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

### **7.3.6 Timing of Collection**

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

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

### **7.3.7 Indexing**

All D.C.s will be subject to mandatory indexing annually on April 1<sup>st</sup> of each year, in accordance with provisions under the D.C.A.

### **7.3.8 D.C. Spatial Applicability**

The D.C.A. historically has provided the opportunity for a municipality to impose municipal-wide charges or area specific charges. Sections 2(7) and 2(8) of the D.C.A. provide that a D.C. by-law may apply to the entire municipality or only part of it and more than one D.C. by-law may apply to the same area. Amendments to the D.C.A. now require municipalities to consider the application of municipal-wide and area-specific D.C.s. s.10(2)(c.1) requires Council to consider the use of more than one D.C. by-law to reflect different needs from services in different areas. Most municipalities in Ontario have established uniform, municipal-wide D.C.s. This has been the Town's approach in prior D.C. by-laws. When area-specific charges are used, it is generally to



underpin master servicing and front-end financing arrangements for more localized capital costs.

The rationale for maintaining a municipal-wide D.C. approach is based, in part, on the following:

- The ten-year service level from all applicable services across the municipality can be included to establish an upper ceiling on the amount of funds which can be collected. If a D.C. by-law applied to only a part of the municipality, the level of service cannot exceed that which would be determined if the by-law applied to the whole municipality. As such, when applied to forecast growth within the specific area, it would establish an area specific level of service ceiling which could reduce the total revenue recoverable for the municipality, potentially resulting in D.C. revenue shortfalls and impacts on property taxes and user rates.
- Municipal-wide D.C.s ensures a consistent approach to financing the entire cost associated with growth-related capital projects. For example, user rates and property taxes are required to finance the share of growth-related capital projects not recoverable by D.C.s and all associated operating costs. Therefore, the use of area specific D.C.s results in a share of growth-related capital costs being recovered from a specific area, with the remaining capital costs of the projects (i.e. non-D.C. recoverable share) and the associated operating costs with those new assets being recovered from uniform user rates and property taxes, applied to the entire municipality.
- Attempting to impose an area-specific D.C. potentially causes equity issues in transitioning from a municipal-wide approach to an area-specific approach. An area of a municipality that is less developed and becomes subject to an area specific D.C., could face a significant increase in D.C. rates, as the municipality will not benefit from drawing on the pool of D.C. funding and may have contributed regional D.C.s to fund capital required to support development in other communities of the municipality. Whereas, another part of the municipality that has experienced significant growth which required substantial capital investments, benefitted from the capital investments being financed by municipal-wide D.C.s. The implementation of area specific development charges could result in varying D.C.s across the municipality, which may impact the ability to attract investment into parts of the community.





- Services are generally available across the Town, used often by all residents and are not restricted to one specific geographic area. The use of a municipal-wide D.C. approach reflects these system-wide benefits of service and more closely aligns with the funding principles of service provision (e.g. uniform municipal-wide property tax rates, etc.).

Based on the foregoing and discussions with Town staff, there is no apparent justification for the establishment of area-specific D.C.s at this time. The recommendation is to continue to apply municipal-wide D.C.s for all services.

## **7.4 Other D.C. By-law Provisions**

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

It is recommended that the Town's D.C. collections be contributed into five (5) separate reserve funds, including: Roads and Related Services, Fire Services, Police Services, Parks and Recreation Services, and Administration Studies.

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

The proposed by-law under D.C.A., 1997 will come into force on the day 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**

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**It is recommended that Council:**

“Approve the capital project listing set out in Chapter 5 of the D.C. Background Study dated April 12, 2019, subject to further annual review during the capital budget process;”

“Approve the D.C. Background Study dated April 12, 2019”



“Determine that no further public meeting is required;” and  
“Approve the D.C. By-law as set out in Appendix F.”



# Chapter 8

## Asset Management Plan



## 8. Asset Management Plan

### 8.1 Introduction

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Text The changes to the D.C.A. (new section 10(c.2)) in 2016 require that the background study must include an Asset Management Plan (A.M.P) related to new infrastructure. Section 10 (3) of the D.C.A. provides:

**The A.M.P. shall,**

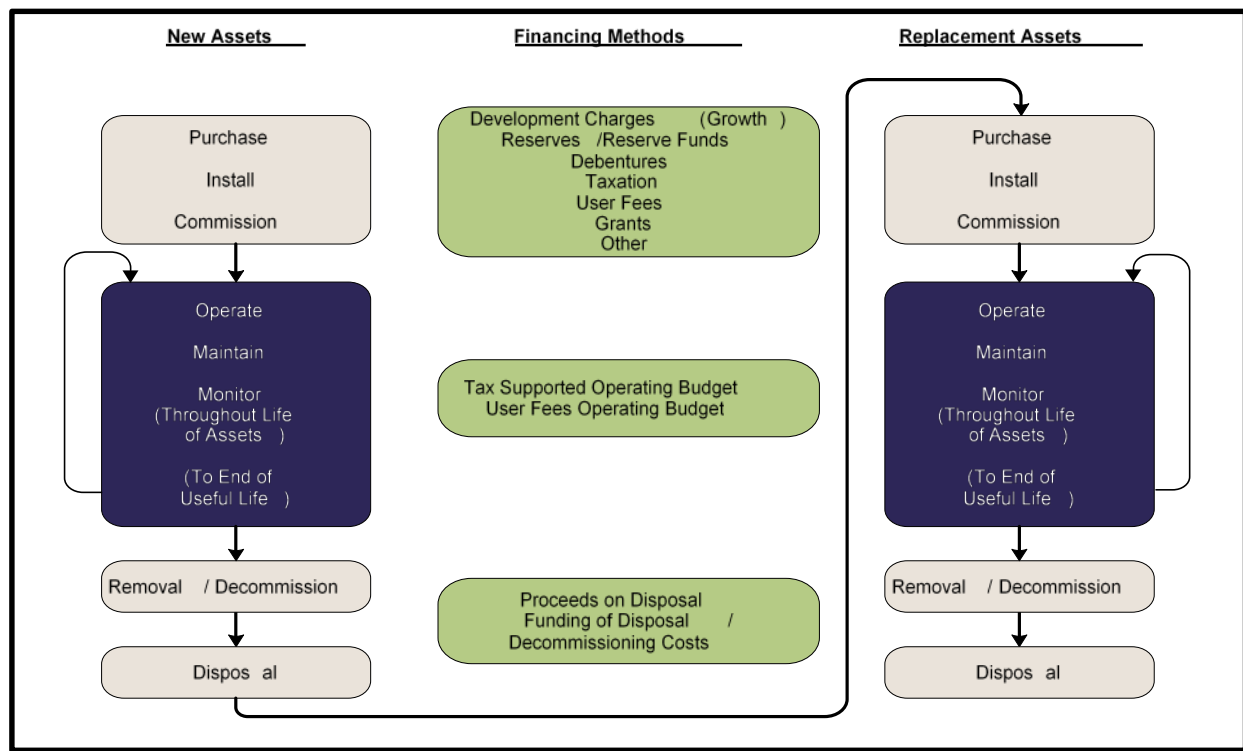
- a) deal with all assets whose capital costs are proposed to be funded under the development charge by-law;**
- b) demonstrate that all the assets mentioned in clause (a) are financially sustainable over their full life cycle;**
- c) contain any other information that is prescribed; and**
- d) be prepared in the prescribed manner.**

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

In 2012, the Province developed Building Together: Guide for Municipal Asset Management Plans which outlines the key elements for an A.M.P., as follows:

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

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



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

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

The above provides for the general approach to be considered by Ontario municipalities. At this time, there is not a mandated approach for municipalities hence leaving discretion to individual municipalities as to how they plan for the long-term replacement of their assets. The Town has previously completed its AMP in 2016, however, the AMP did not address all assets included in the D.C. Background Study or growth-related assets. As a result, the asset management requirement for this D.C. Background Study must be undertaken in the absence of this complete information.



In recognition to the schematic in Section 8.1, the following table (presented in 2019\$) has been developed to provide the annualized expenditures and revenues associated with new growth. Note that the D.C.A. does not require an analysis of the non-D.C. capital needs or their associated operating costs so these are omitted from the table below. Furthermore, as only the present infrastructure gap been considered at this time within the A.M.P., the following does not represent a fiscal impact assessment (including future tax/rate increases) but provides insight into the potential affordability of the new assets:

1. The non-D.C. recoverable portion of the projects which will require financing from Town financial resources (i.e. taxation, rates, fees, etc.). This amount has been presented on an annual debt charge amount based on 20-year financing.
2. Lifecycle costs for the 2019 D.C. capital works have been presented based on a sinking fund basis. The assets have been considered over their estimated useful lives.
3. Incremental operating costs for the D.C. services (only) have been included.
4. The resultant total annualized expenditures are \$3.3 million.
5. Consideration was given to the potential new taxation and user fee revenues which will be generated as a result of new growth. These revenues will be available to finance the expenditures above. The new operating revenues are \$3.9 million. This amount, totalled with the existing operating revenues of \$22.1 million, provides annual revenues of \$26.1 million by the end of the period.
6. In consideration of the above, the capital plan is deemed to be financially sustainable.



Table 8-1  
Town of Tillsonburg  
Asset Management – Future Expenditures and Associated Revenues (2019\$)

	2041 (Total)
<b>Expenditures (Annualized)</b>	
Annual Debt Payment on Non-Growth Related Capital <sup>1</sup>	397,447
Annual Debt Payment on Post Period Capital <sup>2</sup>	28,598
<b>Lifecycle:</b>	
Annual Lifecycle - Township Wide Services	847,294
<b>Incremental Operating Costs (for D.C. Services)</b>	2,081,301
<b>Total Expenditures</b>	<b>3,326,041</b>
<b>Revenue (Annualized)</b>	
Total Existing Revenue <sup>3</sup>	22,155,631
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	3,940,489
<b>Total Revenues</b>	<b>26,096,120</b>

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

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

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



# Chapter 9

## By-law Implementation





## 9. By-law Implementation

### 9.1 Public Consultation Process

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#### **9.1.1 Introduction**

This chapter addresses the mandatory, formal public consultation process (Section 9.1.2), as well as the optional, informal consultation process (Section 9.1.3). The latter is designed to seek the co-operation and participation of those involved, in order to produce the most suitable policy. Section 9.1.4 addresses the anticipated impact of the D.C. on development from a generic viewpoint.

#### **9.1.2 Public Meeting of Council**

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

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

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

#### **9.1.3 Other Consultation Activity**

There are three broad groupings of the public who are generally the most concerned with municipal D.C. policy:

1. The first grouping is the residential development community, consisting of land developers and builders, who are typically responsible for generating the majority



of the D.C. revenues. Others, such as realtors, are directly impacted by D.C. policy. They are, therefore, potentially interested in all aspects of the charge, particularly the quantum by unit type, projects to be funded by the D.C. and the timing thereof, and municipal policy with respect to development agreements, D.C. credits and front-ending requirements.

2. The second public grouping embraces the public at large and includes taxpayer coalition groups and others interested in public policy.
3. The third grouping is the industrial/commercial/institutional development sector, consisting of land developers and major owners or organizations with significant construction plans, such as hotels, entertainment complexes, shopping centres, offices, industrial buildings and institutions. Also involved are organizations such as Industry Associations, the Chamber of Commerce, the Board of Trade and the Economic Development Agencies, who are all potentially interested in municipal D.C. policy. Their primary concern is frequently with the quantum of the charge, gross floor area exclusions such as basements, mechanical or indoor parking areas, or exemptions and phase-in or capping provisions in order to moderate the impact.

## 9.2 Anticipated Impact of the Charge on Development

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

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



## 9.3 Implementation Requirements

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### 9.3.1 Introduction

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

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

The sections which follow overview the requirements in each case.

### 9.3.2 Notice of Passage

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

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

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

### 9.3.3 By-law Pamphlet

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

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



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

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

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

### **9.3.4 Appeals**

Sections 13 to 19 of the D.C.A. set out the requirements relative to making and processing a D.C. by-law appeal and L.P.A.T. Hearing in response to an appeal. Any person or organization may appeal a D.C. by-law to the L.P.A.T. by filing a notice of appeal with the Town clerk, setting out the objection to the by-law and the reasons supporting the objection. This must be done by the last day for appealing the by-law, which is 40 days after the by-law is passed.

The Town, along with the Town of Tillsonburg and Area-Municipalities has carried out a public consultation process in order to address the issues that come forward as part of that process, thereby avoiding or reducing the need for an appeal to be made.

### **9.3.5 Complaints**

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

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

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



### **9.3.6 Credits**

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

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

### **9.3.7 Front-Ending Agreements**

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

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

### **9.3.8 Severance and Subdivision Agreement Conditions**

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

- “local services, related to a plan of subdivision or within the area to which the plan relates, to be installed or paid for by the owner as a condition of approval under section 51 of the Planning Act;” and
- “local services to be installed or paid for by the owner as a condition of approval under section 53 of the Planning Act.”

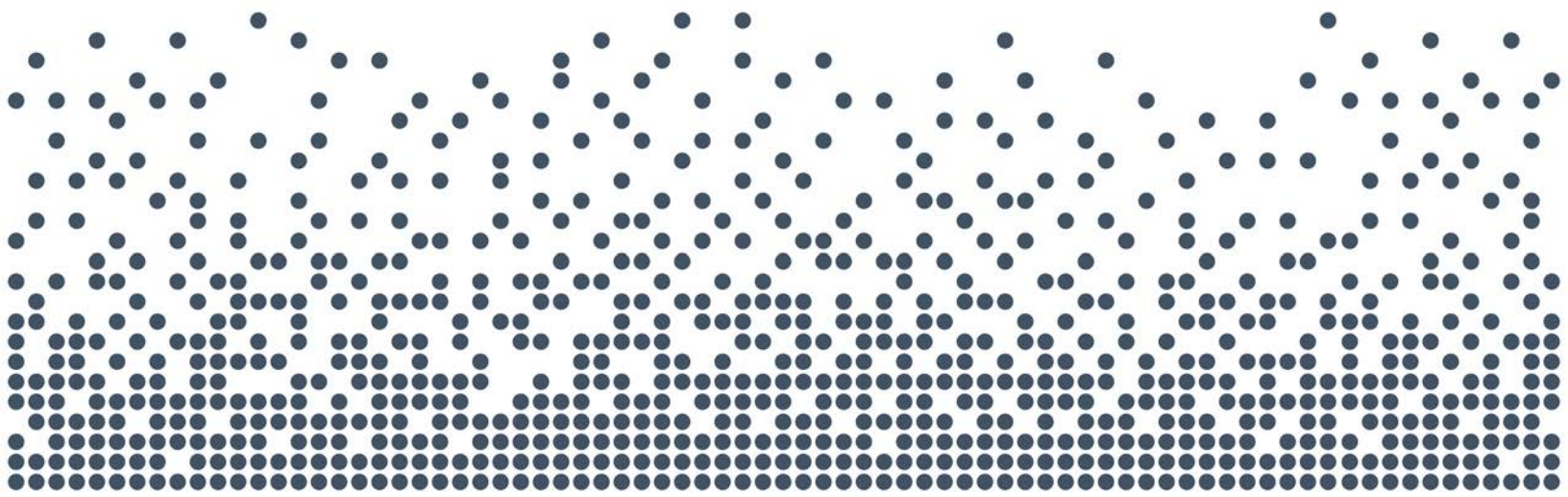


It is also noted that s.s.59(4) of the D.C.A. requires that the municipal approval authority for a draft plan of subdivision under s.s.51(31) of the Planning Act, use its power to impose conditions to ensure that the first purchaser of newly subdivided land is informed of all the D.C.s related to the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

In this regard, if the municipality in question is a commenting agency, in order to comply with subsection 59(4) of the D.C.A. it would need to provide to the approval authority, information regarding the applicable municipal D.C.s related to the site.

If the 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 D.C.

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



# Appendices



# Appendix A

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





## Schedule 1 Town of Tillsonburg Residential Growth Forecast Summary

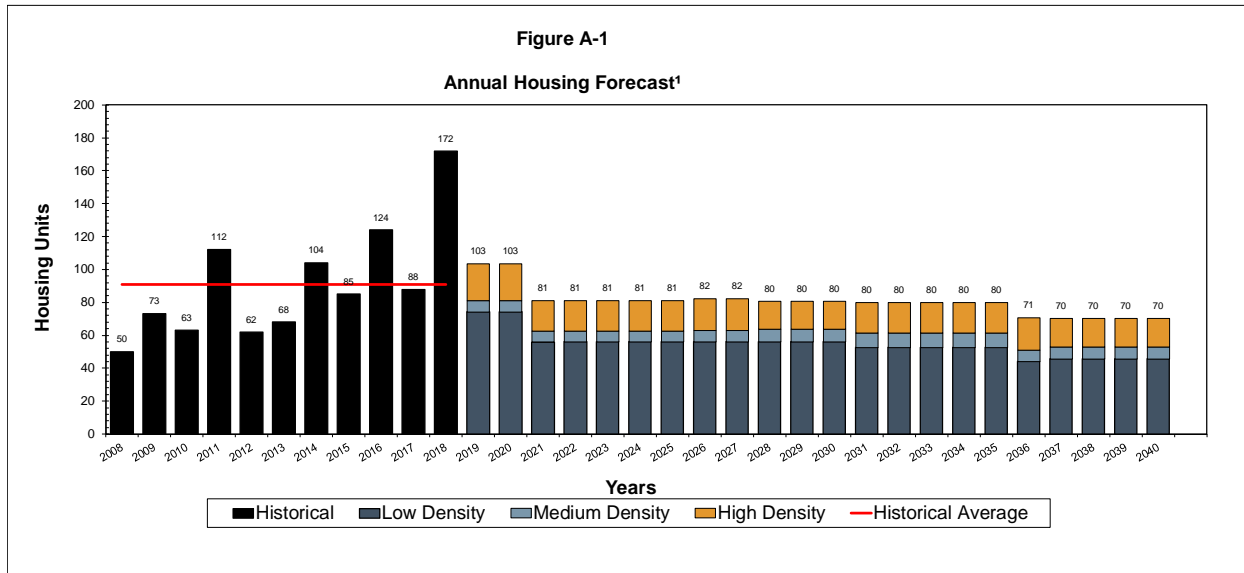
Year	Population (Including Census Undercount) <sup>1</sup>	Excluding Census Undercount				Housing Units						Person Per Unit (P.P.U.): Total Population/ Total Households
		Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi-Detached	Multiple Dwellings <sup>2</sup>	Apartments <sup>3</sup>	Other	Total Households	Equivalent Institutional Households		
Historical	Mid 2006	15,230	14,822	197	14,625	4,530	480	1,250	115	6,375	179	2.325
	Mid 2011	15,720	15,301	246	15,055	4,870	505	1,322	117	6,814	224	2.246
	Mid 2016	16,310	15,872	282	15,590	5,125	540	1,440	25	7,130	256	2.226
Forecast	Mid 2019	17,000	16,545	286	16,259	5,341	558	1,512	25	7,436	260	2.225
	Mid 2024	17,960	17,484	306	17,178	5,658	588	1,614	25	7,885	278	2.217
	Mid 2029	18,890	18,386	325	18,061	5,938	625	1,706	25	8,294	295	2.217
	Mid 2031	19,300	18,786	333	18,453	6,050	640	1,740	25	8,455	303	2.222
	Mid 2041	21,280	20,713	370	20,343	6,540	720	1,920	25	9,205	336	2.250
Incremental	Mid 2006 - Mid 2011	490	479	49	430	340	25	72	2	439	45	
	Mid 2011 - Mid 2016	590	571	36	535	255	35	118	-92	316	32	
	Mid 2016 - Mid 2019	690	673	4	669	216	18	72	0	306	4	
	Mid 2019 - Mid 2024	960	938	20	919	317	30	102	0	449	18	
	Mid 2019 - Mid 2029	1,890	1,841	39	1,802	597	67	194	0	858	35	
	Mid 2019 - Mid 2031	2,300	2,241	47	2,194	709	82	228	0	1,019	43	
Mid 2019 - Mid 2041	4,280	4,168	84	4,084	1,199	162	408	0	1,769	76		

Source: Derived from County of Oxford - Phase One Comprehensive Review, Population, Housing and Employment Forecasts and Area Municipal Growth Allocations (Updated), January, 2019, by Watson & Associates Economists Ltd., 2019.

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

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

<sup>3</sup> Includes bachelor, 1-bedroom and 2-bedroom+ apartments.



Source: Historical housing activity from Oxford County Planning Department, 2007-2017.

<sup>1</sup> Growth forecast represents calendar year.



Schedule 2  
Town of Tillsonburg  
Estimate of the Anticipated Amount, Type and Location of Residential Development for which Development Charges Can Be Imposed

Development Location	Timing	Single & Semi-Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total Residential Units	Gross Population In New Units	Existing Unit Population Change	Net Population Increase, Excluding Institutional	Institutional Population	Net Population Including Institutional
Urban Serviced Area	2019 - 2024	317	30	102	449	1,185	(266)	919	20	938
	2019 - 2029	597	67	194	858	2,255	(452)	1,802	39	1,841
	2019 - 2031	709	82	228	1,019	2,679	(485)	2,194	47	2,241
	2019 - 2041	1,199	162	408	1,769	4,609	(526)	4,084	84	4,168
Unserviced Urban Settlement Areas and Remaining Rural Areas	2019 - 2024	0	0	0	0	0	-	0	0	0
	2019 - 2029	0	0	0	0	0	-	0	0	0
	2019 - 2031	0	0	0	0	0	-	0	0	0
	2019 - 2041	0	0	0	0	0	-	0	0	0
Town of Tillsonburg	2019 - 2024	317	30	102	449	1,185	(266)	919	20	938
	2019 - 2029	597	67	194	858	2,255	(452)	1,802	39	1,841
	2019 - 2031	709	82	228	1,019	2,679	(485)	2,194	47	2,241
	2019 - 2041	1,199	162	408	1,769	4,609	(526)	4,084	84	4,168

Source: Source: Derived from County of Oxford - Phase One Comprehensive Review, Population, Housing and Employment Forecasts and Area Municipal Growth Allocations (Updated), January, 2019, by Watson & Associates Economists Ltd., 2019.

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

<sup>2</sup> Includes accessory apartments, bachelor, 1 bedroom and 2 bedroom+ apartments.

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



Schedule 3  
Town of Tillsonburg  
Current Year Growth Forecast  
Mid 2016 to Mid 2019

		Population
Mid 2016 Population (1)		15,872
Occupants of New Housing Units, Mid 2016 to Mid 2019	<i>Units (2)</i>	306
	<i>multiplied by P.P.U. (3)</i>	2.242
	<i>gross population increase</i>	686
		686
Occupants of New Equivalent Institutional Units, Mid 2016 to Mid 2019	<i>Units</i>	4
	<i>multiplied by P.P.U. (3)</i>	1.100
	<i>gross population increase</i>	4
		4
Decline in Housing Unit Occupancy, Mid 2016 to Mid 2019	<i>Units (4)</i>	7,130
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.002
	<i>total decline in population</i>	-17
		-17
Population Estimate to Mid 2019		16,545
<i>Net Population Increase, Mid 2016 to Mid 2019</i>		673

- (1) 2016 population based on Statistics Canada Census unadjusted for Census Undercount.
- (2) Estimated residential units constructed, Mid 2016 to the beginning of the growth period, assuming a six month lag between construction and occupancy.
- (3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.558	71%	1.805
<i>Multiples (6)</i>	2.118	6%	0.125
<i>Apartments (7)</i>	1.324	24%	0.312
Total		100%	2.242

<sup>1</sup> Based on 2016 Census custom database

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

- (4) 2016 households taken from Statistics Canada Census.
- (5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.
- (6) Includes townhouses and apartments in duplexes.
- (7) Includes bachelor, 1 bedroom and 2 bedroom+ apartments.



Schedule 4a  
Town of Tillsonburg  
5-Year Growth Forecast  
Mid 2019 to Mid 2024

		Population
Mid 2019 Population (1)		16,545
Occupants of New Housing Units, Mid 2019 to Mid 2024	<i>Units (2)</i>	449
	<i>multiplied by P.P.U. (3)</i>	2,639
	<i>gross population increase</i>	1,185
Occupants of New Equivalent Institutional Units, Mid 2019 to Mid 2024	<i>Units</i>	18
	<i>multiplied by P.P.U. (3)</i>	1.100
	<i>gross population increase</i>	20
Decline in Housing Unit Occupancy, Mid 2019 to Mid 2024	<i>Units (4)</i>	7,436
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.036
	<i>total decline in population</i>	-267
Population Estimate to Mid 2024		17,484
<i>Net Population Increase, Mid 2019 to Mid 2024</i>		938

(1) Mid 2019 Population (1) based on:

2016 Population (15,872) + Mid 2016 to Mid 2019 estimated housing units to beginning of forecast period (306 x 2.242 = 686) + (4 x 1.1 = 4) = 7,130

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

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

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	3.061	71%	2.161
<i>Multiples (6)</i>	1.923	7%	0.129
<i>Apartments (7)</i>	1.539	23%	0.350
<i>one bedroom or less</i>	1.104		
<i>two bedrooms or more</i>	1.632		
<b>Total</b>		100%	2.639

<sup>1</sup> Persons per unit based on adjusted Statistics Canada Custom 2016 Census database.

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

(4) Mid 2019 households based upon 7,130 (2016 Census) + 306 (Mid 2016 to Mid 2019 unit estimate) = 7,436

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

(6) Includes townhouses and apartments in duplexes.

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



Schedule 4b  
Town of Tillsonburg  
10-Year Growth Forecast  
Mid 2019 to Mid 2029

		Population
Mid 2019 Population (1)		16,545
Occupants of New Housing Units, Mid 2019 to Mid 2029	<i>Units (2)</i>	858
	<i>multiplied by P.P.U. (3)</i>	2,628
	<i>gross population increase</i>	2,255
Occupants of New Equivalent Institutional Units, Mid 2019 to Mid 2029	<i>Units</i>	35
	<i>multiplied by P.P.U. (3)</i>	1,113
	<i>gross population increase</i>	39
Decline in Housing Unit Occupancy, Mid 2019 to Mid 2029	<i>Units (4)</i>	7,436
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.061
	<i>total decline in population</i>	-453
Population Estimate to Mid 2029		18,386
<i>Net Population Increase, Mid 2019 to Mid 2029</i>		<i>1,841</i>

(1) Mid 2019 Population (1) based on:

2016 Population (15,872) + Mid 2016 to Mid 2019 estimated housing units to beginning of forecast period (306 x 2.242 = 686) + (4 x 1.1 = 4) = 7,130

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

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

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	3.061	70%	2.130
<i>Multiples (6)</i>	1.923	8%	0.150
<i>Apartments (7)</i>	1.539	23%	0.348
<i>one bedroom or less</i>	1.104		
<i>two bedrooms or more</i>	1.632		
<b>Total</b>		100%	2.628

<sup>1</sup> Persons per unit based on adjusted Statistics Canada Custom 2016 Census database.

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

(4) Mid 2019 households based upon 7,130 (2016 Census) + 306 (Mid 2016 to Mid 2019 unit estimate) = 7,436

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

(6) Includes townhouses and apartments in duplexes.

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



Schedule 4c  
Town of Tillsonburg  
Long Term Growth Forecast  
Mid 2019 to Mid 2031

		Population
Mid 2019 Population (1)		16,545
Occupants of New Housing Units, Mid 2019 to Mid 2031	<i>Units (2)</i>	1,019
	<i>multiplied by P.P.U. (3)</i>	2,629
	<i>gross population increase</i>	2,679
Occupants of New Equivalent Institutional Units, Mid 2019 to Mid 2031	<i>Units</i>	43
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	47
Decline in Housing Unit Occupancy, Mid 2019 to Mid 2031	<i>Units (4)</i>	7,436
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.065
	<i>total decline in population</i>	-485
Population Estimate to Mid 2031		18,786
<i>Net Population Increase, Mid 2019 to Mid 2031</i>		2,241

(1) Mid 2019 Population (1) based on:

2016 Population (15,872) + Mid 2016 to Mid 2019 estimated housing units to beginning of forecast period (306 x 2.242 = 686) + (4 x 1.1 = 4) = 7,130

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

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

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	3.061	70%	2.130
<i>Multiples (6)</i>	1.923	8%	0.155
<i>Apartments (7)</i>	1.539	22%	0.344
<i>one bedroom or less</i>	1.104		
<i>two bedrooms or more</i>	1.632		
<b>Total</b>		100%	2.629

<sup>1</sup> Persons per unit based on adjusted Statistics Canada Custom 2016 Census database.

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

(4) Mid 2019 households based upon 7,130 (2016 Census) + 306 (Mid 2016 to Mid 2019 unit estimate) = 7,436

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

(6) Includes townhouses and apartments in duplexes.

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



Schedule 5  
Town of Tillsonburg  
Long Term Growth Forecast  
Mid 2019 to Mid 2041

		Population
Mid 2019 Population (1)		16,545
Occupants of New Housing Units, Mid 2019 to Mid 2041	<i>Units (2)</i>	1,769
	<i>multiplied by P.P.U. (3)</i>	2.606
	<i>gross population increase</i>	4,609
Occupants of New Equivalent Institutional Units, Mid 2019 to Mid 2041	<i>Units</i>	76
	<i>multiplied by P.P.U. (3)</i>	1.106
	<i>gross population increase</i>	84
Decline in Housing Unit Occupancy, Mid 2019 to Mid 2041	<i>Units (4)</i>	7,436
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.071
	<i>total decline in population</i>	-525
Population Estimate to Mid 2041		20,713
<i>Net Population Increase, Mid 2019 to Mid 2041</i>		4,168

(1) Mid 2019 Population (1) based on:

2016 Population (15,872) + Mid 2016 to Mid 2019 estimated housing units to beginning of forecast period (306 x 2.242 = 686) + (4 x 1.1 = 4) = 7,130

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

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

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	3.061	68%	2.075
<i>Multiples (6)</i>	1.923	9%	0.176
<i>Apartments (7)</i>	1.539	23%	0.355
<i>one bedroom or less</i>	1.104		
<i>two bedrooms or more</i>	1.632		
<b>Total</b>		100%	2.606

<sup>1</sup> Persons per unit based on adjusted Statistics Canada Custom 2016 Census database.

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

(4) Mid 2019 households based upon 7,130 (2016 Census) + 306 (Mid 2016 to Mid 2019 unit estimate) = 7,436

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

(6) Includes townhouses and apartments in duplexes.

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



Schedule 6  
Town of Tillsonburg  
Historical Residential Building Permits  
Years 2008 to 2017

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total
2008	50	0	0	50
2009	41	2	30	73
2010	60	3	0	63
2011	44	0	68	112
2012	59	3	0	62
Sub-total	254	8	98	360
<b>Average (2008 - 2012)</b>	<b>51</b>	<b>2</b>	<b>20</b>	<b>72</b>
% Breakdown	70.6%	2.2%	27.2%	100.0%
2013	58	10	0	68
2014	63	3	38	104
2015	62	0	23	85
2016	118	6	0	124
2017	81	0	7	88
Sub-total	382	19	68	469
<b>Average (2013 - 2017)</b>	<b>76</b>	<b>4</b>	<b>14</b>	<b>94</b>
% Breakdown	81.4%	4.1%	14.5%	100.0%
2008 - 2017				
Total	636	27	166	829
<b>Average</b>	<b>64</b>	<b>3</b>	<b>17</b>	<b>83</b>
% Breakdown	76.7%	3.3%	20.0%	100.0%

Source: Oxford County Planning Department, 2018

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

<sup>2</sup> Includes bachelor, 1-bedroom and 2-bedroom+ apartments.





Schedule 7a  
Town of Tillsonburg  
Person Per Unit by Age and Type of Dwelling  
(2016 Census)

Age of Dwelling	Singles and Semi-Detached						Historical 25 Year Average	25 Year Forecast Average <sup>3</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	2.000	2.613	-	2.558		
6-10	-	-	1.731	2.471	-	2.368		
11-15	-	-	1.857	2.519	-	2.446		
16-20	-	-	1.667	2.500	-	2.404		
20-25	-	-	1.714	2.651	-	2.437	2.443	3.061
25-35	-	-	1.659	2.315	-	2.133		
35+	-	1.385	1.780	2.530	3.774	2.423		
<b>Total</b>	-	1.333	1.758	2.514	3.918	2.393		

Age of Dwelling	Multiples <sup>1</sup>						Historical 25 Year Average	25 Year Forecast Average <sup>3</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	-	-	-		
6-10	-	-	-	-	-	-		
11-15	-	-	-	-	-	-		
16-20	-	-	-	-	-	1.833		
20-25	-	-	-	-	-	-	1.833	1.923
25-35	-	-	-	-	-	2.813		
35+	-	-	1.818	2.034	-	1.981		
<b>Total</b>	-	-	1.791	2.291	-	2.009		

Age of Dwelling	Apartments <sup>2</sup>						Historical 25 Year Average	25 Year Forecast Average <sup>3</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	-	-	-		
6-10	-	-	-	-	-	-		
11-15	-	-	-	-	-	-		
16-20	-	-	-	-	-	-		
20-25	-	-	-	-	-	1.571	1.571	1.539
25-35	-	1.074	1.522	-	-	1.373		
35+	-	1.173	1.873	-	-	1.548		
<b>Total</b>	-	1.146	1.718	-	-	1.498		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	-	1.895	2.529	-	2.433
6-10	-	-	1.676	2.491	-	2.220
11-15	-	-	1.857	2.448	-	2.318
16-20	-	-	1.528	2.494	-	2.258
20-25	-	-	1.697	2.657	-	2.275
25-35	-	1.034	1.706	2.488	-	1.989
35+	-	1.222	1.805	2.494	3.933	2.182
<b>Total</b>	-	1.220	1.756	2.505	4.041	2.192

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

<sup>2</sup> Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

<sup>3</sup> Adjusted based on 2011-2016 historical trends.

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

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



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

Age of Dwelling	Singles and Semi-Detached						Historical 25 Year Average	25 Year Forecast Average <sup>3</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	2.067	2.928	4.958	<b>2.896</b>		
6-10	-	-	1.831	2.943	4.881	<b>2.957</b>		
11-15	-	-	1.930	2.895	5.000	<b>2.984</b>		
16-20	-	-	1.837	2.791	4.000	<b>2.720</b>		
20-25	-	-	1.868	2.823	3.920	<b>2.751</b>	2.862	3.061
25-35	-	-	1.899	2.686	3.553	<b>2.616</b>		
35+	-	1.565	1.843	2.663	4.036	<b>2.593</b>		
<b>Total</b>	-	<b>1.573</b>	<b>1.864</b>	<b>2.730</b>	<b>4.191</b>	<b>2.675</b>		

Age of Dwelling	Multiples <sup>1</sup>						Historical 25 Year Average	25 Year Forecast Average <sup>3</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	1.667	2.378	-	<b>2.118</b>		
6-10	-	-	1.476	2.111	-	<b>1.689</b>		
11-15	-	-	1.607	1.833	-	<b>1.702</b>		
16-20	-	-	1.636	2.895	-	<b>2.273</b>		
20-25	-	-	1.800	2.200	-	<b>2.123</b>	1.981	1.923
25-35	-	-	2.091	2.788	-	<b>2.591</b>		
35+	-	1.429	1.904	2.724	-	<b>2.320</b>		
<b>Total</b>	<b>0.357</b>	<b>1.632</b>	<b>1.799</b>	<b>2.580</b>	-	<b>2.249</b>		

Age of Dwelling	Apartments <sup>2</sup>						Historical 25 Year Average	25 Year Forecast Average <sup>3</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	1.059	1.500	-	-	<b>1.324</b>		
6-10	-	1.200	1.641	-	-	<b>1.535</b>		
11-15	-	1.063	1.619	-	-	<b>1.517</b>		
16-20	-	1.083	1.514	-	-	<b>1.429</b>		
20-25	-	1.250	1.612	-	-	<b>1.500</b>	1.461	1.539
25-35	-	1.160	1.543	-	-	<b>1.410</b>		
35+	0.500	1.146	1.693	2.263	-	<b>1.454</b>		
<b>Total</b>	<b>0.591</b>	<b>1.149</b>	<b>1.642</b>	<b>2.321</b>	-	<b>1.455</b>		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	1.217	1.911	2.851	5.174	<b>2.709</b>
6-10	-	1.345	1.695	2.899	4.791	<b>2.652</b>
11-15	-	1.273	1.719	2.835	4.875	<b>2.675</b>
16-20	-	1.182	1.676	2.792	4.000	<b>2.528</b>
20-25	-	1.351	1.710	2.704	3.704	<b>2.469</b>
25-35	-	1.178	1.735	2.694	3.425	<b>2.375</b>
35+	-	1.237	1.801	2.661	4.021	<b>2.414</b>
<b>Total</b>	<b>1.800</b>	<b>1.239</b>	<b>1.775</b>	<b>2.712</b>	<b>4.147</b>	<b>2.466</b>

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

<sup>2</sup> Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

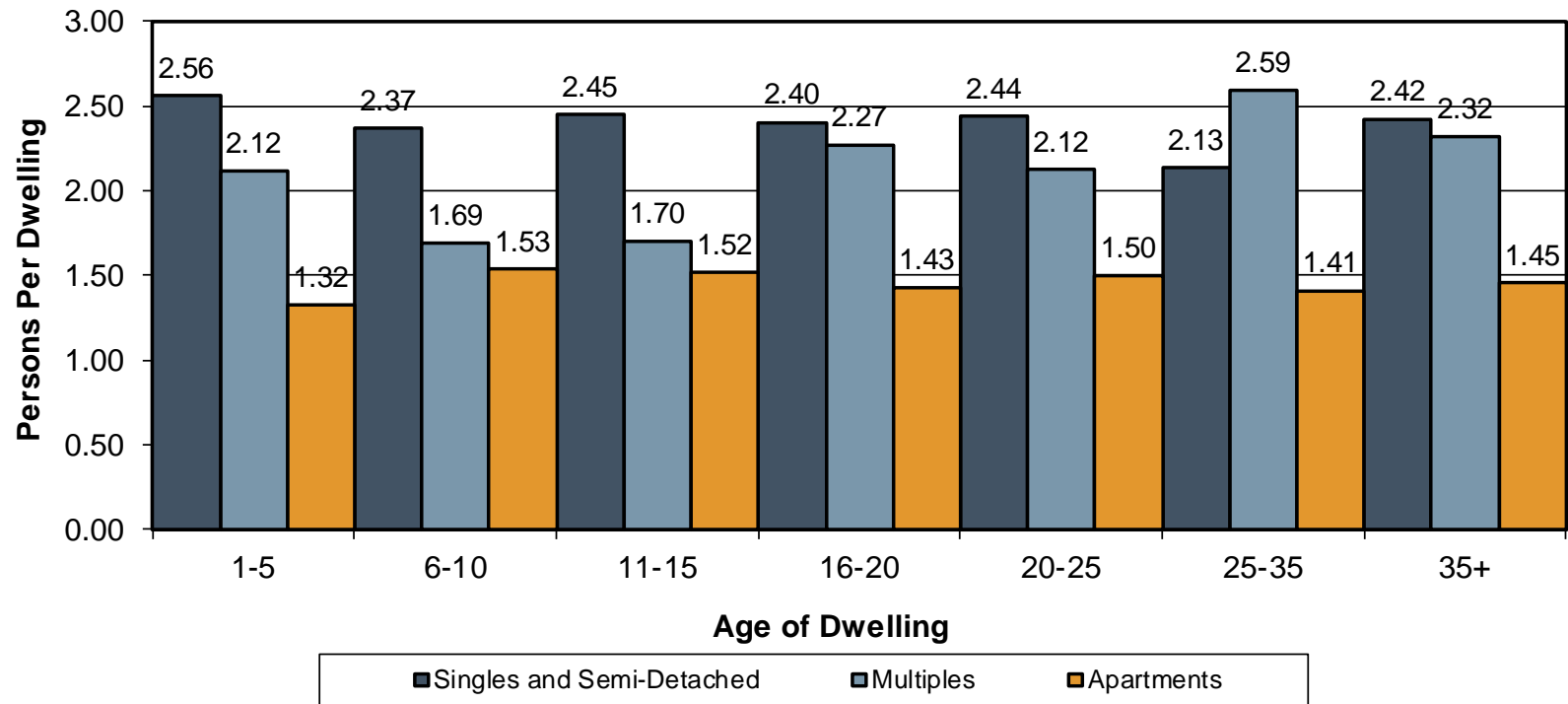
<sup>3</sup> Adjusted based on 2001-2016 historical trends.

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

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



Schedule 8  
Town of Tillsonburg  
Person Per Unit Structural Type and Age of Dwelling  
(2016 Census)



Multiple and Apartment P.P.U.s are based on Oxford County.



## Schedule 9a Town of Tillsonburg Employment Forecast, 2019 to 2041

Period	Population	Activity Rate								Employment								Employment Total (Excluding Work at Home)
		Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. <sup>1</sup>	Total Including N.F.P.O.W.	Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. <sup>1</sup>	Total Employment (Including N.F.P.O.W.)	
Mid 2006	15,230	0.005	0.031	0.274	0.202	0.099	0.612	0.034	0.646	75	475	4,180	3,070	1,515	9,315	520	9,835	8,840
Mid 2011	15,720	0.002	0.017	0.184	0.164	0.092	0.459	0.037	0.496	30	270	2,885	2,585	1,445	7,215	585	7,800	6,945
Mid 2016	16,310	0.002	0.021	0.207	0.163	0.086	0.479	0.048	0.527	40	340	3,378	2,653	1,405	7,815	780	8,595	7,475
Mid 2019	17,000	0.002	0.021	0.206	0.162	0.085	0.475	0.047	0.523	40	352	3,494	2,754	1,440	8,079	804	8,883	7,727
Mid 2024	17,960	0.002	0.020	0.203	0.160	0.082	0.467	0.047	0.514	40	360	3,650	2,866	1,477	8,393	838	9,231	8,033
Mid 2029	18,890	0.002	0.019	0.196	0.159	0.081	0.457	0.046	0.503	40	360	3,705	2,995	1,535	8,635	874	9,509	8,275
Mid 2031	19,300	0.002	0.019	0.194	0.158	0.080	0.453	0.046	0.499	40	360	3,735	3,047	1,553	8,735	890	9,625	8,375
Mid 2041	21,280	0.002	0.021	0.185	0.157	0.081	0.445	0.042	0.487	40	440	3,929	3,342	1,714	9,465	900	10,365	9,025
<b>Incremental Change</b>																		
Mid 2006 - Mid 2011	490	-0.003	-0.014	-0.091	-0.037	-0.008	-0.153	0.003	-0.150	-45	-205	-1,295	-485	-70	-2,100	65	-2,035	-1,895
Mid 2011 - Mid 2016	590	0.001	0.004	0.024	-0.002	-0.006	0.020	0.0106	0.0308	10	70	493	68	-40	600	195	795	530
Mid 2016 - Mid 2019	690	0.000	0.000	-0.002	-0.001	-0.001	-0.004	-0.001	-0.004	0	12	116	101	35	264	24	288	252
Mid 2019 - Mid 2024	960	0.000	-0.001	-0.002	-0.002	-0.002	-0.008	-0.001	-0.009	0	8	157	113	37	314	34	348	306
Mid 2019 - Mid 2029	1,890	0.000	-0.002	-0.009	-0.003	-0.003	-0.018	-0.001	-0.019	0	8	212	242	95	556	70	626	548
Mid 2019 - Mid 2031	2,300	0.000	-0.002	-0.012	-0.004	-0.004	-0.023	-0.001	-0.024	0	8	242	294	113	656	86	742	648
Mid 2019 - Mid 2041	4,280	0.000	0.000	-0.021	-0.005	-0.004	-0.030	-0.005	-0.035	0	88	436	589	274	1,386	96	1,482	1,298
<b>Annual Average</b>																		
Mid 2006 - Mid 2011	98	-0.0006	-0.0028	-0.0182	-0.0074	-0.0015	-0.0305	0.00061	-0.02992	-9	-41	-259	-97	-14	-420	13	-407	-379
Mid 2011 - Mid 2016	118	0.0001	0.0007	0.0047	-0.0004	-0.0012	0.0040	0.0021	0.0062	2	14	99	14	-8	120	39	159	106
Mid 2016 - Mid 2019	230	0.000	0.000	-0.001	0.000	0.000	-0.001	0.000	-0.001	0	4	39	34	12	88	8	96	84
Mid 2019 - Mid 2024	192	0.000	0.000	0.000	0.000	0.000	-0.002	0.000	-0.002	0	2	31	23	7	63	7	70	61
Mid 2019 - Mid 2029	189	0.000	0.000	-0.001	0.000	0.000	-0.002	0.000	-0.002	0	1	21	24	10	56	7	63	55
Mid 2019 - Mid 2031	192	0.000	0.000	-0.001	0.000	0.000	-0.002	0.000	-0.002	0	1	20	24	9	55	7	62	54
Mid 2019 - Mid 2041	195	0.000	0.000	-0.001	0.000	0.000	-0.001	0.000	-0.002	0	4	20	27	12	63	4	67	59

Source: Derived from County of Oxford - Phase One Comprehensive Review, Population, Housing and Employment Forecasts and Area Municipal Growth Allocations (Updated), January, 2019, by Watson & Associates Economists Ltd., 2019.

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

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



Schedule 9b  
Town of Tillsonburg  
Employment and Gross Floor Area (G.F.A.) Forecast, 2019 to 2041

Period	Population	Employment					Gross Floor Area in Square Meters (Estimated) <sup>1</sup>			
		Primary	Industrial	Commercial/ Population Related	Institutional	Total	Industrial	Commercial/ Population Related	Institutional	Total
Mid 2006	15,230	75	4,180	3,070	1,515	8,840				
Mid 2011	15,720	30	2,885	2,585	1,445	6,945				
Mid 2016	16,310	40	3,378	2,653	1,405	7,475				
Mid 2019	17,000	40	3,493	2,754	1,435	7,722				
Mid 2024	17,960	40	3,650	2,866	1,453	8,009				
Mid 2029	18,890	40	3,705	2,995	1,493	8,233				
Mid 2031	19,300	40	3,735	3,047	1,503	8,325				
Mid 2041	21,280	40	3,929	3,342	1,630	8,941				
<b>Incremental Change</b>										
Mid 2006 - Mid 2011	490	-45	-1,295	-485	-70	-1,895				
Mid 2011 - Mid 2016	590	10	493	68	-40	530				
Mid 2016 - Mid 2019	690	0	116	102	30	248	16,100	5,200	1,900	23,200
Mid 2019 - Mid 2024	960	0	157	112	18	287	21,900	5,700	1,000	28,600
Mid 2019 - Mid 2029	1,890	0	212	241	58	511	29,500	12,300	3,500	45,300
Mid 2019 - Mid 2031	2,300	0	242	293	68	603	33,700	15,000	4,100	52,800
Mid 2019 - Mid 2041	4,280	0	436	588	195	1,219	60,800	30,000	12,000	102,800
<b>Annual Average</b>										
Mid 2006 - Mid 2011	98	-9	-259	-97	-14	-379				
Mid 2011 - Mid 2016	118	2	99	14	-8	106				
Mid 2016 - Mid 2019	230	0	39	34	10	83	5,367	1,733	633	7,733
Mid 2019 - Mid 2024	192	0	31	22	4	57	4,380	1,140	200	5,720
Mid 2019 - Mid 2029	189	0	21	24	6	51	2,950	1,230	350	4,530
Mid 2019 - Mid 2031	192	0	20	24	6	50	2,808	1,250	342	4,400
Mid 2019 - Mid 2041	195	0	20	27	9	55	2,764	1,364	545	4,673

Source: Derived from County of Oxford - Phase One Comprehensive Review, Population, Housing and Employment Forecasts and Area Municipal Growth Allocations (Updated), January, 2019, by Watson & Associates Economists Ltd., 2019.

<sup>1</sup> Square meter Per Employee Assumptions

Industrial 139

Commercial/ Population Related 51

Institutional\* 65

\* Reflects Mid 2019 - Mid 2041 forecast period

Note: Oxford County square meter per employee assumption based on specific averages for each area municipality for the County. Numbers may not add up precisely due to rounding.



Schedule 9c  
Town of Tillsonburg  
Estimate of the Anticipated Amount, Type and Location of Non-Residential Development for Which Development Charges Can be Imposed

Development Location	Timing	Industrial G.F.A. sq.m. <sup>1</sup>	Commercial G.F.A. sq.m. <sup>1</sup>	Institutional G.F.A. sq.m. <sup>1</sup>	Total Non-Residential G.F.A. sq.m. <sup>2</sup>	Employment Increase <sup>2</sup>
Urban Serviced Area	2019 - 2024	21,900	5,700	1,000	28,600	287
	2019 - 2029	29,500	12,300	3,500	45,300	511
	2019 - 2031	33,700	15,000	4,100	52,800	603
	2019 - 2041	60,800	30,000	12,000	102,800	1,219
Unserviced Urban Settlement Areas and Remaining Rural Areas	2019 - 2024	-	-	-	-	-
	2019 - 2029	-	-	-	-	-
	2019 - 2031	-	-	-	-	-
	2019 - 2041	-	-	-	-	-
Town of Tillsonburg	2019 - 2024	21,900	5,700	1,000	28,600	287
	2019 - 2029	29,500	12,300	3,500	45,300	511
	2019 - 2031	33,700	15,000	4,100	52,800	603
	2019 - 2041	60,800	30,000	12,000	102,800	1,219

Source: Derived from County of Oxford - Phase One Comprehensive Review, Population, Housing and Employment Forecasts and Area Municipal Growth Allocations (Updated), January, 2019, by Watson & Associates Economists Ltd., 2019.

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

<sup>1</sup> Employment Increase does not include No Fixed Place of Work.

<sup>2</sup> Square meter per employee assumptions:

Industrial	139
Commercial	51
Institutional	65

\* Reflects Mid 2019 - Mid 2041 forecast period

Note: Oxford County square meter per employee assumption based on specific averages for each area municipality for the County.



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

YEAR	Industrial				Commercial				Institutional				Total			
	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total
2007	531	68	0	598	5,162	1,746	0	6,908	6	405	0	411	5,699	2,219	0	7,918
2008	587	259	0	846	446	1,316	0	1,761	921	1,720	0	2,641	1,954	3,295	0	5,249
2009	0	11	0	11	2,954	1,550	0	4,504	1,701	872	8,927	11,500	4,654	2,434	8,927	16,015
2010	0	1,014	0	1,014	22	1,162	0	1,184	0	230	279	508	22	2,405	279	2,706
2011	0	2,702	0	2,702	917	254	0	1,171	38	79	0	118	955	3,034	0	3,990
2012	72	471	0	542	3,035	4,457	683	8,175	72	163	0	235	3,178	5,091	683	8,952
2013	1,178	2,043	0	3,221	530	1,057	368	1,956	0	271	658	929	1,708	3,372	1,026	6,106
2014	2,069	2,140	1,106	5,316	0	5,400	0	5,400	9,288	5,410	4,128	18,826	11,357	12,951	5,234	29,542
2015	141	91	0	232	333	240	0	573	1,499	1,005	611	3,115	1,973	1,336	611	3,920
2016	3,041	365	0	3,406	1,864	2,531	0	4,395	0	62	0	62	4,904	2,958	0	7,863
Subtotal	7,619	9,163	1,106	17,888	15,263	19,714	1,051	36,028	13,524	10,218	14,602	38,344	36,406	39,094	16,760	92,260
Percent of Total	43%	51%	6%	100%	42%	55%	3%	100%	35%	27%	38%	100%	39%	42%	18%	100%
Average	1,088	916	1,106	1,789	1,696	1,971	526	3,603	1,932	1,022	2,920	3,834	3,641	3,909	2,793	9,226
2007 - 2011 Period Total				5,171				15,529				15,178				35,877
<b>2007 - 2011 Average</b>				<b>1,034</b>				<b>3,106</b>				<b>3,036</b>				<b>7,175</b>
% Breakdown				14.4%				43.3%				42.3%				100.0%
2012 - 2016 Period Total				12,717				20,500				23,166				56,383
<b>2012 - 2016 Average</b>				<b>2,543</b>				<b>4,100</b>				<b>4,633</b>				<b>11,277</b>
% Breakdown				22.6%				36.4%				41.1%				100.0%
2007 - 2016 Period Total				17,888				36,028				38,344				92,260
<b>2007 - 2016 Average</b>				<b>1,789</b>				<b>3,603</b>				<b>3,834</b>				<b>9,226</b>
% Breakdown				19.4%				39.1%				41.6%				100.0%

Source: Statistics Canada Publication, 64-001-XIB

Note: Inflated to year-end 2018 (January, 2019) dollars using Reed Construction Cost Index



Schedule 11  
Town of Tillsonburg  
Employment to Population Ratio by Major Employment Sector, 2001 to 2016

NAICS		Year			Change		Comments
		2006	2011	2016	06-11	11-16	
<b>Employment by industry</b>							
<b>Primary Industry Employment</b>							
11	<i>Agriculture, forestry, fishing and hunting</i>	90	30	55	-60	25	Categories which relate to local land-based resources
21	<i>Mining and oil and gas extraction</i>	0	0	0	0	0	
<b>Sub-total</b>		<b>90</b>	<b>30</b>	<b>55</b>	<b>-60</b>	<b>25</b>	
<b>Industrial and Other Employment</b>							
22	<i>Utilities</i>	10	15	35	5	20	Categories which relate primarily to industrial land supply and demand
23	<i>Construction</i>	295	175	265	-120	90	
31-33	<i>Manufacturing</i>	3,460	2,280	2,710	-1,180	430	
41	<i>Wholesale trade</i>	280	185	185	-95	0	
48-49	<i>Transportation and warehousing</i>	125	130	105	5	-25	
56	<i>Administrative and support</i>	138	155	133	18	-23	
<b>Sub-total</b>		<b>4,308</b>	<b>2,940</b>	<b>3,433</b>	<b>-1,368</b>	<b>493</b>	
<b>Population Related Employment</b>							
44-45	<i>Retail trade</i>	1,260	845	1,130	-415	285	Categories which relate primarily to population growth within the municipality
51	<i>Information and cultural industries</i>	230	75	65	-155	-10	
52	<i>Finance and insurance</i>	225	255	215	30	-40	
53	<i>Real estate and rental and leasing</i>	110	70	100	-40	30	
54	<i>Professional, scientific and technical services</i>	290	195	280	-95	85	
55	<i>Management of companies and enterprises</i>	0	0	0	0	0	
56	<i>Administrative and support</i>	138	155	133	18	-23	
71	<i>Arts, entertainment and recreation</i>	80	80	110	0	30	
72	<i>Accommodation and food services</i>	485	590	485	105	-105	
81	<i>Other services (except public administration)</i>	490	430	335	-60	-95	
<b>Sub-total</b>		<b>3,308</b>	<b>2,695</b>	<b>2,853</b>	<b>-613</b>	<b>158</b>	
<b>Institutional</b>							
61	<i>Educational services</i>	300	265	280	-35	15	
62	<i>Health care and social assistance</i>	1,030	1,100	920	70	-180	
91	<i>Public administration</i>	295	185	260	-110	75	
<b>Sub-total</b>		<b>1,625</b>	<b>1,550</b>	<b>1,460</b>	<b>-75</b>	<b>-90</b>	
<b>Total Employment</b>		<b>9,330</b>	<b>7,215</b>	<b>7,800</b>	<b>-2,115</b>	<b>585</b>	
<b>Population</b>		<b>14,822</b>	<b>15,301</b>	<b>15,872</b>	<b>479</b>	<b>571</b>	
<b>Employment to Population Ratio</b>							
<b>Industrial and Other Employment</b>		<b>0.29</b>	<b>0.19</b>	<b>0.22</b>	<b>-0.10</b>	<b>0.02</b>	
<b>Population Related Employment</b>		<b>0.22</b>	<b>0.18</b>	<b>0.18</b>	<b>-0.05</b>	<b>0.00</b>	
<b>Institutional Employment</b>		<b>0.11</b>	<b>0.10</b>	<b>0.09</b>	<b>-0.01</b>	<b>-0.01</b>	
<b>Primary Industry Employment</b>		<b>0.01</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total</b>		<b>0.63</b>	<b>0.47</b>	<b>0.49</b>	<b>-0.16</b>	<b>0.02</b>	

Source: Statistics Canada Employment by Place of Work

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





# Appendix B

## Historical Level of Service Calculations



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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/ft <sup>2</sup> with land, site works, etc.
Tilsonburg Fire Station - Concession Street	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	\$281	\$347
<b>Total</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>		

Population	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard	0.3318	0.3294	0.3268	0.3248	0.3229	0.3208	0.3176	0.3150	0.3102	0.3075

10 Year Average	2009-2018
Quantity Standard	0.3207
Quality Standard	\$347
Service Standard	\$111

D.C. Amount (before deductions)	10 Year
Forecast Population	1,841
\$ per Capita	\$111
Eligible Amount	\$204,866



Service: Fire Vehicles  
 Unit Measure: No. of vehicles

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
Pumper 1 (70)	1	1	1								\$526,000
Pumper/Tanker (Pump 1)	1	1	1	1	1	1	1	1	1	1	\$850,000
Pumper/Tanker (Pump 2)	-	-	-	1	1	1	1	1	1	1	\$820,000
Rescue Truck (Rescue 3)	1	1	1	1	1	1	1	1	1	1	\$236,100
Aerial Devices (73) (Ladder 4)	1	1	1	1	1	1	1	1	1	1	\$1,236,700
Car 1 (#38)	1	1	1	1	1	1	1	1	1	1	\$53,000
Command 1 (#37) (Car 2)	1	1	1	1	1	1	1	1	1	1	\$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	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard (per 1,000)	0.3982	0.3953	0.3921	0.3898	0.3875	0.3850	0.3811	0.3780	0.3722	0.3690

10 Year Average	2009-2018
Quantity Standard (per 1,000)	0.3848
Quality Standard	\$531,731
Service Standard	\$205

D.C. Amount (before deductions)	10 Year
Forecast Population	1,841
\$ per Capita	\$205
Eligible Amount	\$376,687



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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Dispatch Centre Equipment	1	1	1	1	1	1	1	1	1	1	\$338,000
Hoses and Appliances (i.e. nozzles, valves)	1	1	1	1	1	1	1	1	1	1	\$112,400
Pagers and Radios	1	1	1	1	1	1	1	1	1	1	\$46,700
SCBA Units (17)	17	17	17	17	17	17	17	17	17	20	\$10,700
SCBA Cylinder Fill Station	-	-	1	1	1	1	1	1	1	1	\$45,000
<b>Equipment for Firefighters (bunker gear, uniforms, helmets, etc.)</b>											
Full Time	2	2	2	2	2	2	2	2	2	2	\$3,900
Volunteers	28	28	28	30	30	30	30	30	30	30	\$3,900
<b>Total</b>	<b>50</b>	<b>50</b>	<b>51</b>	<b>53</b>	<b>53</b>	<b>53</b>	<b>53</b>	<b>53</b>	<b>53</b>	<b>56</b>	

Population	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard	0.0033	0.0033	0.0033	0.0034	0.0034	0.0034	0.0034	0.0033	0.0033	0.0034

10 Year Average	2009-2018
Quantity Standard	0.0034
Quality Standard	\$15,850
Service Standard	\$54

D.C. Amount (before deductions)	10 Year
Forecast Population	1,841
\$ per Capita	\$54
Eligible Amount	\$99,211



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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/ft <sup>2</sup> with land, site works, etc.
OPP Facility	12,686	12,686	12,686	12,686	12,686	12,686	12,686	12,686	12,686	12,686	\$268	\$326
<b>Total</b>	<b>12,686</b>	<b>12,686</b>	<b>12,686</b>	<b>12,686</b>	<b>12,686</b>	<b>12,686</b>	<b>12,686</b>	<b>12,686</b>	<b>12,686</b>	<b>12,686</b>		

Population	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard	0.8419	0.8357	0.8291	0.8241	0.8193	0.8140	0.8058	0.7993	0.7869	0.7802

10 Year Average	2009-2018
Quantity Standard	0.8136
Quality Standard	\$326
Service Standard	\$265

D.C. Amount (before deductions)	10 Year
Forecast Population	1,841
\$ per Capita	\$265
Eligible Amount	\$488,307



Service: Roads  
 Unit Measure: km of roadways

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/km)
Arterial Roads	19.1	19.1	19.1	19.1	19.1	19.1	19.1	19.1	19.1	19.1	\$1,330,600
Collector Roads	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	\$919,700
<b>Total</b>	<b>34.1</b>	<b>34.1</b>	<b>34.1</b>	<b>34.1</b>	<b>34.1</b>	<b>34.1</b>	<b>34.1</b>	<b>34.1</b>	<b>34.1</b>	<b>34.1</b>	

Population	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard	0.0023	0.0022	0.0022	0.0022	0.0022	0.0022	0.0022	0.0021	0.0021	0.0021

10 Year Average	2009-2018
Quantity Standard	0.0022
Quality Standard	\$1,143,000
Service Standard	\$2,515

D.C. Amount (before deductions)	22 Year
Forecast Population	4,168
\$ per Capita	\$2,515
Eligible Amount	\$10,480,853



Service: Sidewalks  
 Unit Measure: km of sidewalks

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/km)
Sidewalks	83.1	83.1	86.3	88.1	89.1	89.5	91.6	94.2	96.6	96.6	\$123,100
<b>Total</b>	<b>83</b>	<b>83</b>	<b>86</b>	<b>88</b>	<b>89</b>	<b>90</b>	<b>92</b>	<b>94</b>	<b>97</b>	<b>97</b>	

Population	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard	0.0055	0.0055	0.0056	0.0057	0.0058	0.0057	0.0058	0.0059	0.0060	0.0059

10 Year Average	2009-2018
Quantity Standard	0.0057
Quality Standard	\$124,263
Service Standard	\$708

D.C. Amount (before deductions)	22 Year
Forecast Population	4,168
\$ per Capita	\$708
Eligible Amount	\$2,952,194



Service: Traffic Signals & Streetlights  
 Unit Measure: No. of Traffic Signals

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Streetlights	2,788	2,788	2,788	2,788	2,788	2,788	2,788	2,788	2,788	2,788	\$3,300
Signalized Intersections	6	6	6	6	6	6	6	6	6	6	\$215,500
<b>Total</b>	<b>2,794</b>	<b>2,794</b>	<b>2,794</b>	<b>2,794</b>	<b>2,794</b>	<b>2,794</b>	<b>2,794</b>	<b>2,794</b>	<b>2,794</b>	<b>2,794</b>	

Population	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard	0.1854	0.1841	0.1826	0.1815	0.1804	0.1793	0.1775	0.1760	0.1733	0.1718

10 Year Average	2009-2018
Quantity Standard	0.1792
Quality Standard	\$3,756
Service Standard	\$673

D.C. Amount (before deductions)	22 Year
Forecast Population	4,168
\$ per Capita	\$673
Eligible Amount	\$2,805,064





Service: Bridges, Culverts & Structures  
 Unit Measure: Number of Bridges, Culverts & Structures

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Bridges > 3m span	2	2	2	2	2	2	2	2	2	2	\$3,359,000
Culverts > 3m span	7	7	7	7	7	7	7	7	7	7	\$567,700
Culverts < 3m span; > 40m length	12	12	12	12	12	12	12	12	12	12	\$913,300
Culverts < 3m span; < 40m length	22	22	22	22	22	22	22	22	22	22	\$117,000
Retaining Walls	7	7	7	7	7	7	7	7	7	7	\$302,500
<b>Total</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	

Population	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard	0.0033	0.0033	0.0033	0.0032	0.0032	0.0032	0.0032	0.0032	0.0031	0.0031

10 Year Average	2009-2018
Quantity Standard	0.0032
Quality Standard	\$527,938
Service Standard	\$1,689

D.C. Amount (before deductions)	22 Year
Forecast Population	4,168
\$ per Capita	\$1,689
Eligible Amount	\$7,041,419



Service: Depots and Domes  
 Unit Measure: ft<sup>2</sup> of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/ft <sup>2</sup> with land, site works, etc.
Equipment Depot/Office - 20 Spruce Street	9,859	9,859	9,859	9,859	9,859	9,859	9,859	9,859	9,859	9,859	\$148	\$189
Salt Shed - 20 Spruce Street	2,096	2,096	2,096	2,096	2,096	2,096	2,096	2,096	2,096	2,096	\$62	\$95
Sign Shop - 20 Spruce Street	608	608	608	608	608	608	608	608	608	608	\$62	\$95
Storage Building	692	692	692	692	692	692	692	692	692	692	\$92	\$128
Sand Shed	2,096	2,096	2,096	2,096	2,096	2,096	2,096	2,096	2,096	2,096	\$62	\$95
Brine Facility (#)	1	1	1	1	1	1	1	1	1	1	\$39,349	\$43,409
<b>Total</b>	<b>15,352</b>	<b>15,352</b>	<b>15,352</b>	<b>15,352</b>	<b>15,352</b>	<b>15,352</b>	<b>15,352</b>	<b>15,352</b>	<b>15,352</b>	<b>15,352</b>		

Population	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard	1.0188	1.0113	1.0033	0.9973	0.9915	0.9851	0.9751	0.9672	0.9523	0.9442

10 Year Average	2009-2018
Quantity Standard	0.9846
Quality Standard	\$160
Service Standard	\$157

D.C. Amount (before deductions)	22 Year
Forecast Population	4,168
\$ per Capita	\$157
Eligible Amount	\$655,293



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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
Engineering - 2007 Ford Ranger Pickup Truck	1	1	1	1	1	1	1	1	1	1	\$35,000
Engineering - 2015 Nissan Pathfinder SUV	1	1	1	1	1	1	1	1	1	1	\$40,000
Roads - 2008 Dodge Ram 1500 Pickup Truck	1	1	1	1	1	1	1	1	1	1	\$35,000
Roads - 2016 Dodge 5500 w/ Service Body	1	1	1	1	1	1	1	1	1	1	\$145,000
Roads - 2007 Chevy Silverado Pickup Truck	1	1	1	1	1	1	1	1	1	1	\$35,000
Roads - 2015 Dodge Ram 3500 w/ Alum Dump Body	1	1	1	1	1	1	1	1	1	1	\$125,000
Roads - 2007 Ford F350 w/ Alum Dump Body	1	1	1	1	1	1	1	1	1	1	\$130,000
Roads - 2005 Peterbuilt 335 Plow /Wing Truck	1	1	1	1	1	1	1	1	1	1	\$280,000
Roads - 2012 International 7400 Plow/WingTruck	1	1	1	1	1	1	1	1	1	1	\$280,000
Roads - 2016 IHC 7400 Plow Truck	1	1	1	1	1	1	1	1	1	1	\$280,000
Roads - 2006 Peterbuilt 335 Underslung Plow Truck	1	1	1	1	1	1	1	1	1	1	\$280,000
Roads - 2004 Peterbuilt 330 Plow/Wing Truck	1	1	1	1	1	1	1	1	1	1	\$280,000
Roads - 2015 International Plow / Wing Truck	1	1	1	1	1	1	1	1	1	1	\$280,000
Roads - 2001 Komatsu WA250 LOADER	1	1	1	1	1	1	1	1	1	1	\$260,000
Roads - 2004 Cat 924G LOADER	1	1	1	1	1	1	1	1	1	1	\$260,000
Roads - 1995 Champion 710 Grader	1	1	1	1	1	1	1	1	1	1	\$350,000
Roads - 2002 Cat 420D Backhoe	1	1	1	1	1	1	1	1	1	1	\$210,000
Roads - 2008 Trackless MT6 Sidewalk Machine	1	1	1	1	1	1	1	1	1	1	\$165,000
Roads - 2005 Trackless MT5 Sidewalk Machine	1	1	1	1	1	1	1	1	1	1	\$165,000
Roads - 2015 Trackless MT6 Sidewalk Machine	1	1	1	1	1	1	1	1	1	1	\$165,000
Roads - 2017 Ravo 5i Streetsweeper	1	1	1	1	1	1	1	1	1	1	\$280,000
Roads - 2015 Monster Vac Leaf Vacuum	1	1	1	1	1	1	1	1	1	1	\$50,000
Roads - 2008 WK800 Snowblower	1	1	1	1	1	1	1	1	1	1	\$150,000
Roads - 1987 Sicard Snowblower	1	1	1	1	1	1	1	1	1	1	\$150,000
Roads - 2010 Vermeer BC 1500 Brush Chipper	1	1	1	1	1	1	1	1	1	1	\$45,000
Roads - 1999 Sommers 100 KW GenSet	1	1	1	1	1	1	1	1	1	1	\$80,000



Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
Roads - Misc. Equipment & Attachments	55	55	55	55	55	55	55	55	55	55	\$460,000
Water - 2015 Dodge Ram 1500 Pickup Truck	1	1	1	1	1	1	1	1	1	1	\$35,000
Water - 2010 Chevy Silverado Hybrid Pickup Truck	1	1	1	1	1	1	1	1	1	1	\$35,000
Water - 2008 Dodge 4500 Truck w/ Service Body, Crane	1	1	1	1	1	1	1	1	1	1	\$145,000
Water - 2016 GMC Savana	1	1	1	1	1	1	1	1	1	1	\$35,000
Water - 2015 Mitsubishi Electric Forklift	1	1	1	1	1	1	1	1	1	1	\$60,000
Water - Misc. Equipment & Attachments	12	12	12	12	12	12	12	12	12	12	\$50,000
<b>Total</b>	<b>98</b>	<b>98</b>	<b>98</b>	<b>98</b>	<b>98</b>	<b>98</b>	<b>98</b>	<b>98</b>	<b>98</b>	<b>98</b>	

Population	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard	0.0065	0.0065	0.0064	0.0064	0.0063	0.0063	0.0062	0.0062	0.0061	0.0060

10 Year Average	2009-2018
Quantity Standard	0.0063
Quality Standard	\$313,198
Service Standard	\$1,973

D.C. Amount (before deductions)	22 Year
Forecast Population	4,168
\$ per Capita	\$1,973
Eligible Amount	\$8,224,089



Service: Parkland Development  
 Unit Measure: Hectares of Parkland

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Hectare)
Newman Park	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	\$56,200
Kiwanis Park	1.58	1.58	1.58	1.58	1.58	1.58	1.58	1.58	1.58	1.58	\$56,200
Coronation Park	4.86	4.86	4.86	4.86	4.86	4.86	4.86	4.86	4.86	4.86	\$56,200
Annandale Park	5.46	5.46	5.46	5.46	5.46	5.46	5.46	5.46	5.46	5.46	\$56,200
Fairgrounds	10.12	10.12	10.12	10.12	10.12	10.12	10.12	10.12	10.12	10.12	\$56,200
Memorial Park	4.05	4.05	4.05	4.05	4.05	4.05	4.05	4.05	4.05	4.05	\$56,200
Ball Diamonds	1.58	1.58	1.58	1.58	1.58	1.58	1.58	1.58	1.58	1.58	\$56,200
Westmount Park	1.42	1.42	1.42	1.42	1.42	1.42	1.42	1.42	1.42	1.42	\$56,200
Trottier Park	1.01	1.01	1.01	1.01	1.01	1.01	3.26	3.26	3.26	3.26	\$56,200
Southridge Park	1.82	1.82	1.82	1.82	1.82	1.82	1.82	1.82	1.82	1.82	\$56,200
Glendale Park	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	\$56,200
Elliott Fairbairn Park	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	\$56,200
Soccer Park	9.70	9.70	9.70	9.70	9.70	9.70	9.70	9.70	9.70	9.70	\$56,200
Participark	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	\$56,200
Library Parkette	0.06	0.06	0.06	0.06	0.06	0.06	0.06	0.06	0.06	0.06	\$56,200
Cranberry Park	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70	\$56,200
Gilvesy Park	3.24	3.24	3.24	3.24	3.24	3.24	3.24	3.24	3.24	3.24	\$56,200
Oak Park									0.27	0.27	\$56,200
Rolling Meadows Park	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	\$56,200
Woodhaven Park	0.32	0.32	0.32	0.32	0.32	0.32	0.32	0.32	0.32	0.32	\$56,200
<b>Total</b>	<b>61.24</b>	<b>61.24</b>	<b>61.24</b>	<b>61.24</b>	<b>61.24</b>	<b>61.24</b>	<b>63.49</b>	<b>63.49</b>	<b>63.76</b>	<b>63.76</b>	

Population	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard	0.0041	0.0040	0.0040	0.0040	0.0040	0.0039	0.0040	0.0040	0.0040	0.0039

10 Year Average	2009-2018
Quantity Standard	0.0040
Quality Standard	\$56,023
Service Standard	\$224

D.C. Amount (before deductions)	10 Year
Forecast Population	1,841
\$ per Capita	\$224
Eligible Amount	\$412,550



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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Play Structures (All Parks)	11	11	11	12	12	12	12	12	13	13	\$56,200
Newman Park - Gazebo	1	1	1	1	1	1	1	1	1	1	\$7,900
Kiwanis Park - Ball Diamond - Lit	1	1	1	1	1	1	1	1	1	1	\$140,500
Coronation Park - Picnic Pavilion & Washroom	2	2	2	2	2	2					\$67,500
Annandale Park - Canteen	1	1	1	1	1	1	1	1	1	1	\$50,600
Fairgrounds	1	1	1	1	1	1	1	1	1	1	\$746,600
Memorial Park - Ball Diamond - Unlit	1	1	1	1	-	-	-	-	-	-	\$22,500
Annandale Park - Ball Diamond - Unlit	2	4	4	4	4	4	4	4	3	3	\$33,700
Annandale Park - Ball Diamond - Lit	1	1	1	1	1	1	1	1	1	1	\$140,500
Fairgrounds - Ball Diamond/Race Track - Lit	1	1	1	1	1	1	1	1	1	1	\$202,400
Fairgrounds - Ball Diamond - Unlit	1	1	1	1	1	1	1	1	1	1	\$22,500
Annandale Park - Soccer Field	1	-	-	-	-	-	-	-	-	-	\$22,500
Soccer Park- Lit	1	1	1	1	1	1	1	1	1	1	\$134,900
Soccer Park - Unlit	11	11	11	11	11	11	11	11	11	11	\$22,500
Memorial Park - Picnic Pavilion	1	1	1	1	1	1	1	1	1	1	\$33,700
Memorial Park - Beach Volleyball	-	-	-	-	1	1					\$4,500
<b>Bridges</b>											
Kinsmen Bridge	1	1	1	1	1	1	1	1	1	1	\$2,600,000
Van Street Pedestrian Bridge	1	1	1	1	1	1	1	1	1	1	\$272,000
Hawkins Bridge	1	1	1	1	1	1	1	1	1	1	\$833,000
<b>Outdoor Buildings</b>											
Kiwanis Park Lighting Building	1	1	1	1	1	1	1	1	1	1	\$6,700
Tennis Club House	1	1	1	1	-	-	-	-	-	-	\$10,100
Parks Equipment Depot	1	1	1	-	-	-	-	-	-	-	\$202,400
Waterpark Storage Sheds	1	1	1	1	1	1	1	1	1	1	\$16,900
Waterpark Canteen	1	1	1	1	1	1	1	1	1	1	\$28,100
Summer Place/Rowing Club	1	1	1	1	1	1	1	1	1	1	\$202,400
Gibson House	1	1	1	1	1	1	1	1	1	1	



Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
<b>Parking Lots</b>											
Paved Parking Lots (# of spaces)	181	181	181	181	181	181	181	181	181	181	\$2,600
Unpaved Parking Lots 9# of spaces)	262	262	262	292	292	292	292	302	302	374	\$1,800
<b>Special Facilities</b>											
Lake Lisgar Water Park	1	1	1	1	1	1	1	1	1	1	\$197,000
Horse Stables	1	1	1	1							\$337,300
Skatepark	1	1	1	1	1	1	1	1	1	1	\$168,600
Rowing Club Dock	1	1	1	1	1	1	1	1	1	1	\$89,900
Dock at Gibson House	1	1	1	1	1	1	1	1	1	1	\$28,100
Structural Steel Gazebo over Lake Lisgar	1	1	1	1	1	1	1	1	1	1	\$112,400
Fountain in Lake Lisgar	1	1	1	1	1	1	1	1	1	1	\$28,100
Grandstand	1	1	1	1	-	-	-	-	-	-	\$899,400
Racetrack	1	1	1	1	-	-	-	-	-	-	\$146,200
Celebration Plaza Bandshell									1	1	\$349,800
Pump Track								1	1	1	\$52,100
Dog Park									1	1	\$38,800
<b>Total</b>	<b>499</b>	<b>500</b>	<b>500</b>	<b>530</b>	<b>526</b>	<b>526</b>	<b>523</b>	<b>534</b>	<b>536</b>	<b>608</b>	

Population	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard	0.0331	0.0329	0.0327	0.0344	0.0340	0.0338	0.0332	0.0336	0.0332	0.0374

10 Year Average	2009-2018
Quantity Standard	0.0338
Quality Standard	\$16,915
Service Standard	\$572

D.C. Amount (before deductions)	10 Year
Forecast Population	1,841
\$ per Capita	\$572
Eligible Amount	\$1,052,537



Service: Parkland Trails  
 Unit Measure: Kilometres of Paths and Trails

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Kilometre)
Participark (unpaved)	2.7	2.7	2.7	2.7	2.7	2.2	2.2	2.2	2.2	2.2	\$5,600
Participark (paved)						0.5	0.5	0.5	0.5	0.5	\$2,800
Borden Crescent Walking Trail	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	\$5,600
Tillsonburg Golf Course Trail	3.4	3.4	3.4	3.4	3.4	3.4	3.4	3.4	3.4	3.4	\$88,235
McLaughlin Way	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	\$5,600
Veterans Memorial Walkway	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	\$50,600
Cadman Park	-	-	1.2	1.2	1.0	1.0	1.0	1.0	1.0	1.0	\$5,600
TCT 4th St - Cranberry	-	-	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	\$24,700
Celebration Piazza									2.0	2.0	\$5,600
Pedestrian Bridges >3m (# of bridges)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	\$609,000
<b>Total</b>	<b>18.1</b>	<b>18.1</b>	<b>21.7</b>	<b>21.7</b>	<b>21.5</b>	<b>21.5</b>	<b>21.5</b>	<b>21.5</b>	<b>23.5</b>	<b>23.5</b>	

Population	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard (per 1,000)	1.2012	1.1924	1.4182	1.4096	1.3885	1.3796	1.3656	1.3546	1.4553	1.4429

10 Year Average	2009-2018
Quantity Standard (per 1,000)	1.3608
Quality Standard	\$227,234
Service Standard	\$309

D.C. Amount (before deductions)	10 Year
Forecast Population	1,841
\$ per Capita	\$309
Eligible Amount	\$569,274





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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
<b>Recreation</b>											
Pickup Truck (#29)	1	1	1	1	1	1	1	1	1	1	\$40,000
Ice Resurfacer (#16)	1	1	1	1	1	1	1	1	1	1	\$120,000
<b>Parks</b>											
Crew Cab Pickup Truck (#43)	1	1	1	1	1	1	1	1	1	1	\$50,000
1 Ton Truck with Dump Body (#46)	1	1	1	1	1	1	1	1	1	1	\$65,000
John Deere Tractor (#88, 89)	2	2	2	2	2	2	2	2	2	2	\$65,000
John Deere Gator	1	1	1	1	1	1	1	1	1	1	\$25,000
Zero Turn Mower (#204)	1	1	1	1	1	1	1	1	1	1	\$15,000
Tractor (#232)								1	1	1	\$20,000
Misc Equipment	1	1	1	1	1	1	1	1	1	1	\$80,000
<b>Total</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>10</b>	

Population	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard (per 1,000)	0.5973	0.5929	0.5882	0.5846	0.5812	0.5775	0.5716	0.6300	0.6203	0.6150

10 Year Average	2009-2018
Quantity Standard (per 1,000)	0.5959
Quality Standard	\$57,140
Service Standard	\$34

D.C. Amount (before deductions)	10 Year
Forecast Population	1,841
\$ per Capita	\$34
Eligible Amount	\$62,686



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

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/ft <sup>2</sup> with land, site works, etc.
Community Complex - With Renovated Rink	136,000	136,000	136,000	136,000	136,000	136,000	136,000	136,000	136,000	136,000	\$393	\$443
Tillsonburg Special Events Centre (Recreational Space)	35,000	35,000	35,000	35,000	-	-	-	-	-	-	\$197	\$221
<b>Total</b>	<b>171,000</b>	<b>171,000</b>	<b>171,000</b>	<b>171,000</b>	<b>136,000</b>	<b>136,000</b>	<b>136,000</b>	<b>136,000</b>	<b>136,000</b>	<b>136,000</b>		

Population	15,068	15,180	15,301	15,394	15,484	15,584	15,744	15,872	16,121	16,260
Per Capita Standard	11.3486	11.2648	11.1757	11.1082	8.7833	8.7269	8.6382	8.5685	8.4362	8.3641

10 Year Average	2009-2018
Quantity Standard	9.6415
Quality Standard	\$422
Service Standard	\$4,067

D.C. Amount (before deductions)	10 Year
Forecast Population	1,841
\$ per Capita	\$4,067
Eligible Amount	\$7,487,642



# Appendix C

## Cash-Flow Calculation



**Town of Tillsonburg  
2019 Development Charges Study  
Cash Flow Calculation - Fire - Residential**

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	Development Related Long-Term Debt	Population Growth	\$167.19	Anticipated Revenues	Annual Surplus/ (Deficit)	1% / 3%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%	Existing Debt Payments		Per Capita per Year Inflated at (3%) Starting in 2020			D.C. Reserve Fund Interest Earnings/ (Cost)	
2019	66,140	40,354	40,354		229	167.19	38,354	64,140	651	64,792
2020	64,792	104,828	107,973		229	172.21	39,505	(3,677)	306	(3,372)
2021	(3,372)	33,692	35,744		229	177.37	40,690	1,574	(27)	1,547
2022	1,547	33,692	36,817		229	182.70	41,910	6,640	41	6,681
2023	6,681	33,692	37,921		229	188.18	43,168	11,928	93	12,021
2024	12,021	33,692	39,059		229	193.82	44,463	17,425	147	17,572
2025	17,572	33,692	40,231		229	199.64	45,797	23,138	204	23,341
2026	23,341	66,842	82,208		229	205.63	47,170	(11,696)	58	(11,638)
2027	(11,638)	33,692	42,681		229	211.79	48,586	(5,733)	(261)	(5,994)
2028	(5,994)	33,692	43,961		229	218.15	50,043	89	(89)	(0)
<b>Total</b>		<b>447,872</b>	<b>506,948</b>	<b>-</b>	<b>2,294</b>		<b>439,684</b>		<b>1,124</b>	

Note: Numbers may not add due to rounding



**Town of Tillsonburg  
2019 Development Charges Study  
Cash Flow Calculation - Fire - Non-Residential**

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	Development Related Long-Term Debt	sq.m. of Gross Floor Area	\$2.388	Anticipated Revenues	Annual Surplus/ (Deficit)	1% / 3%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%	Existing Debt Payments		per sq.m. per Year Inflated at (3%) Starting in 2020			D.C. Reserve Fund Interest Earnings /(Cost)	
2019	18,655	11,382	11,382		4,530	2.388	10,818	18,091	184	18,275
2020	18,275	29,567	30,454		4,530	2.460	11,142	(1,037)	86	(951)
2021	(951)	9,503	10,082		4,530	2.533	11,477	444	(8)	436
2022	436	9,503	10,384		4,530	2.609	11,821	1,873	12	1,884
2023	1,884	9,503	10,696		4,530	2.688	12,175	3,364	26	3,390
2024	3,390	9,503	11,017		4,530	2.768	12,541	4,915	42	4,956
2025	4,956	9,503	11,347		4,530	2.851	12,917	6,526	57	6,583
2026	6,583	18,853	23,187		4,530	2.937	13,304	(3,299)	16	(3,282)
2027	(3,282)	9,503	12,038		4,530	3.025	13,704	(1,617)	(73)	(1,690)
2028	(1,690)	9,503	12,399		4,530	3.116	14,115	25	(25)	(0)
<b>Total</b>		<b>126,323</b>	<b>142,985</b>	<b>-</b>	<b>45,300</b>		<b>124,014</b>		<b>317</b>	

Note: Numbers may not add due to rounding



**Town of Tillsonburg  
2019 Development Charges Study  
Cash Flow Calculation - Police - Residential**

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	Development Related Long-Term Debt	Population Growth	\$15.19	Anticipated Revenues	Annual Surplus/ (Deficit)	1% / 3%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%	Existing Debt Payments		Per Capita per Year Inflated at (3%) Starting in 2020			D.C. Reserve Fund Interest Earnings/ (Cost)	
2019	838	7,358	7,358		229	15.19	3,485	(3,035)	(33)	(3,068)
2020	(3,068)	-	-		229	15.65	3,590	522	(38)	483
2021	483	-	-		229	16.12	3,698	4,181	23	4,204
2022	4,204	28,302	30,926		229	16.60	3,809	(22,913)	(281)	(23,194)
2023	(23,194)	-	-		229	17.10	3,923	(19,271)	(637)	(19,908)
2024	(19,908)	-	-		229	17.61	4,040	(15,868)	(537)	(16,404)
2025	(16,404)	-	-		229	18.14	4,162	(12,243)	(430)	(12,672)
2026	(12,672)	-	-		229	18.69	4,287	(8,386)	(316)	(8,702)
2027	(8,702)	-	-		229	19.25	4,415	(4,287)	(195)	(4,481)
2028	(4,481)	-	-		229	19.82	4,548	66	(66)	0
<b>Total</b>		<b>35,660</b>	<b>38,285</b>	<b>-</b>	<b>2,294</b>		<b>39,956</b>		<b>(2,509)</b>	

Note: Numbers may not add due to rounding



**Town of Tillsonburg  
2019 Development Charges Study  
Cash Flow Calculation - Police - Non-Residential**

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	Development Related Long-Term Debt	sq.m. of Gross Floor Area	\$0.217	Anticipated Revenues	Annual Surplus/ (Deficit)	1% / 3%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%	Existing Debt Payments		per sq.m. per Year Inflated at (3%) Starting in 2020			D.C. Reserve Fund Interest Earnings /(Cost)	
2019	236	2,075	2,075		4,530	0.217	983	(856)	(9)	(865)
2020	(865)	-	-		4,530	0.224	1,013	147	(11)	136
2021	136	-	-		4,530	0.230	1,043	1,179	7	1,186
2022	1,186	7,983	8,723		4,530	0.237	1,074	(6,463)	(79)	(6,542)
2023	(6,542)	-	-		4,530	0.244	1,106	(5,435)	(180)	(5,615)
2024	(5,615)	-	-		4,530	0.252	1,140	(4,476)	(151)	(4,627)
2025	(4,627)	-	-		4,530	0.259	1,174	(3,453)	(121)	(3,574)
2026	(3,574)	-	-		4,530	0.267	1,209	(2,365)	(89)	(2,454)
2027	(2,454)	-	-		4,530	0.275	1,245	(1,209)	(55)	(1,264)
2028	(1,264)	-	-		4,530	0.283	1,283	19	(19)	0
<b>Total</b>		<b>10,058</b>	<b>10,798</b>	<b>-</b>	<b>45,300</b>		<b>11,270</b>		<b>(708)</b>	

Note: Numbers may not add due to rounding



**Town of Tillsonburg  
2019 Development Charges Study  
Cash Flow Calculation - Roads and Related - Residential**

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	Development Related Long-Term Debt	Population Growth	\$1,448.45	Anticipated Revenues	Annual Surplus/ (Deficit)	1% / 3%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%	Existing Debt Payments		Per Capita per Year Inflated at (3%) Starting in 2020			D.C. Reserve Fund Interest Earnings/ (Cost)	
2019	895,749	282,681	282,681		229	1,448.45	332,275	945,343	9,205	954,549
2020	954,549	762,587	785,465		229	1,491.90	342,243	511,327	7,329	518,656
2021	518,656	397,299	421,495		229	1,536.66	352,510	449,672	4,842	454,513
2022	454,513	219,924	240,317		229	1,582.76	363,086	577,282	5,159	582,441
2023	582,441	1,028,424	1,157,500		229	1,630.24	373,978	(201,081)	1,907	(199,174)
2024	(199,174)	219,924	254,952		229	1,679.15	385,197	(68,928)	(4,022)	(72,950)
2025	(72,950)	458,008	546,885		229	1,729.53	396,753	(223,082)	(4,440)	(227,522)
2026	(227,522)	219,924	270,478		229	1,781.41	408,656	(89,345)	(4,753)	(94,098)
2027	(94,098)	346,974	439,536		229	1,834.85	420,916	(112,718)	(3,102)	(115,820)
2028	(115,820)	858,023	1,119,525		229	1,889.90	433,543	(801,802)	(13,764)	(815,566)
2029	(815,566)	219,924	295,559		185	1,946.60	359,222	(751,903)	(23,512)	(775,415)
2030	(775,415)	219,924	304,426		185	2,005.00	369,999	(709,842)	(22,279)	(732,121)
2031	(732,121)	219,924	313,559		185	2,065.15	381,099	(664,581)	(20,951)	(685,532)
2032	(685,532)	219,924	322,965		185	2,127.10	392,532	(615,965)	(19,522)	(635,488)
2033	(635,488)	219,924	332,654		185	2,190.91	404,308	(563,835)	(17,990)	(581,825)
2034	(581,825)	219,924	342,634		185	2,256.64	416,437	(508,022)	(16,348)	(524,369)
2035	(524,369)	219,924	352,913		185	2,324.34	428,930	(448,352)	(14,591)	(462,943)
2036	(462,943)	219,924	363,500		185	2,394.07	441,798	(384,646)	(12,714)	(397,360)
2037	(397,360)	219,924	374,405		185	2,465.89	455,052	(316,713)	(10,711)	(327,424)
2038	(327,424)	219,924	385,638		185	2,539.87	468,703	(244,359)	(8,577)	(252,935)
2039	(252,935)	219,924	397,207		185	2,616.06	482,764	(167,378)	(6,305)	(173,682)
2040	(173,682)	219,924	409,123		185	2,694.55	497,247	(85,558)	(3,889)	(89,446)
2041	(89,446)	219,924	421,397		185	2,775.38	512,165	1,322	(1,322)	0
<b>Total</b>		<b>7,652,775</b>	<b>10,134,813</b>	<b>-</b>	<b>4,693</b>		<b>9,419,412</b>		<b>(180,348)</b>	

Note: Numbers may not add due to rounding





**Town of Tillsonburg  
2019 Development Charges Study  
Cash Flow Calculation - Roads and Related - Non-Residential**

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	Development Related Long-Term Debt	sq.m. of Gross Floor Area	\$19,729	Anticipated Revenues	Annual Surplus/ (Deficit)	1% / 3%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%	Existing Debt Payments		per sq.m. per Year Inflated at (3%) Starting in 2020			D.C. Reserve Fund Interest Earnings /(Cost)	
2019	267,561	84,437	84,437		4,530	19,729	89,370	272,495	2,700	275,195
2020	275,195	227,786	234,619		4,530	20,320	92,052	132,627	2,039	134,666
2021	134,666	118,674	125,901		4,530	20,930	94,813	103,578	1,191	104,770
2022	104,770	65,692	71,783		4,530	21,558	97,657	130,644	1,177	131,821
2023	131,821	307,192	345,747		4,530	22,205	100,587	(113,338)	92	(113,246)
2024	(113,246)	65,692	76,154		4,530	22,871	103,605	(85,796)	(2,986)	(88,781)
2025	(88,781)	136,808	163,355		4,530	23,557	106,713	(145,424)	(3,513)	(148,937)
2026	(148,937)	65,692	80,792		4,530	24,264	109,914	(119,815)	(4,031)	(123,846)
2027	(123,846)	103,642	131,290		4,530	24,992	113,212	(141,924)	(3,987)	(145,911)
2028	(145,911)	256,293	334,404		4,530	25,741	116,608	(363,706)	(7,644)	(371,350)
2029	(371,350)	65,692	88,284		4,423	26,514	117,271	(342,363)	(10,706)	(353,069)
2030	(353,069)	65,692	90,932		4,423	27,309	120,790	(323,211)	(10,144)	(333,356)
2031	(333,356)	65,692	93,660		4,423	28,128	124,413	(302,603)	(9,539)	(312,142)
2032	(312,142)	65,692	96,470		4,423	28,972	128,146	(280,466)	(8,889)	(289,356)
2033	(289,356)	65,692	99,364		4,423	29,841	131,990	(256,730)	(8,191)	(264,921)
2034	(264,921)	65,692	102,345		4,423	30,736	135,950	(231,317)	(7,444)	(238,760)
2035	(238,760)	65,692	105,416		4,423	31,659	140,028	(204,148)	(6,644)	(210,791)
2036	(210,791)	65,692	108,578		4,423	32,608	144,229	(175,140)	(5,789)	(180,929)
2037	(180,929)	65,692	111,835		4,423	33,587	148,556	(144,208)	(4,877)	(149,086)
2038	(149,086)	65,692	115,190		4,423	34,594	153,013	(111,263)	(3,905)	(115,169)
2039	(115,169)	65,692	118,646		4,423	35,632	157,603	(76,212)	(2,871)	(79,082)
2040	(79,082)	65,692	122,206		4,423	36,701	162,331	(38,957)	(1,771)	(40,727)
2041	(40,727)	65,692	125,872		4,423	37,802	167,201	602	(602)	(0)
<b>Total</b>		<b>2,285,894</b>	<b>3,027,282</b>	<b>-</b>	<b>102,800</b>		<b>2,856,052</b>		<b>(96,332)</b>	

Note: Numbers may not add due to rounding



**Town of Tillsonburg  
2019 Development Charges Study  
Cash Flow Calculation - Parks and Recreation - Residential**

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	Development Related Long-Term Debt	Population Growth	\$280.88	Anticipated Revenues	Annual Surplus/ (Deficit)	1% / 3%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%	Existing Debt Payments		Per Capita per Year Inflated at (3%) Starting in 2020			D.C. Reserve Fund Interest Earnings/ (Cost)	
2019	(47,930)	253,526	253,526		229	280.88	64,434	(237,022)	(4,274)	(241,296)
2020	(241,296)	51,590	53,138		229	289.31	66,367	(228,067)	(7,040)	(235,108)
2021	(235,108)	20,390	21,632		229	297.99	68,358	(188,381)	(6,352)	(194,733)
2022	(194,733)	147,858	161,569		229	306.93	70,409	(285,893)	(7,209)	(293,103)
2023	(293,103)	20,390	22,949		229	316.14	72,521	(243,530)	(8,049)	(251,580)
2024	(251,580)	20,390	23,638		229	325.62	74,697	(200,520)	(6,781)	(207,302)
2025	(207,302)	20,390	24,347		229	335.39	76,938	(154,710)	(5,430)	(160,141)
2026	(160,141)	20,390	25,077		229	345.45	79,246	(105,971)	(3,992)	(109,963)
2027	(109,963)	20,390	25,829		229	355.81	81,623	(54,169)	(2,462)	(56,631)
2028	(56,631)	20,390	26,604		229	366.49	84,072	837	(837)	0
<b>Total</b>		<b>595,704</b>	<b>638,308</b>	<b>-</b>	<b>2,294</b>		<b>738,667</b>		<b>(52,428)</b>	

Note: Numbers may not add due to rounding



**Town of Tillsonburg  
2019 Development Charges Study  
Cash Flow Calculation -Parks and Recreation - Non-Residential**

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	Development Related Long-Term Debt	sq.m. of Gross Floor Area	\$0.749	Anticipated Revenues	Annual Surplus/ (Deficit)	1% / 3%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%	Existing Debt Payments		per sq.m. per Year Inflated at (3%) Starting in 2020			D.C. Reserve Fund Interest Earnings /(Cost)	
2019	(2,523)	13,343	13,343		4,530	0.749	3,391	(12,475)	(225)	(12,700)
2020	(12,700)	2,715	2,797		4,530	0.771	3,493	(12,004)	(371)	(12,374)
2021	(12,374)	1,073	1,139		4,530	0.794	3,598	(9,915)	(334)	(10,249)
2022	(10,249)	7,782	8,504		4,530	0.818	3,706	(15,047)	(379)	(15,426)
2023	(15,426)	1,073	1,208		4,530	0.843	3,817	(12,817)	(424)	(13,241)
2024	(13,241)	1,073	1,244		4,530	0.868	3,931	(10,554)	(357)	(10,911)
2025	(10,911)	1,073	1,281		4,530	0.894	4,049	(8,143)	(286)	(8,428)
2026	(8,428)	1,073	1,320		4,530	0.921	4,171	(5,577)	(210)	(5,788)
2027	(5,788)	1,073	1,359		4,530	0.948	4,296	(2,851)	(130)	(2,981)
2028	(2,981)	1,073	1,400		4,530	0.977	4,425	44	(44)	0
<b>Total</b>		<b>31,353</b>	<b>33,595</b>	<b>-</b>	<b>45,300</b>		<b>38,877</b>		<b>(2,759)</b>	

Note: Numbers may not add due to rounding



**Town of Tillsonburg  
2019 Development Charges Study  
Cash Flow Calculation - Administration Studies - Residential**

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	Development Related Long-Term Debt	Population Growth	\$130.59	Anticipated Revenues	Annual Surplus/ (Deficit)	1% / 3%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%	Existing Debt Payments		Per Capita per Year Inflated at (3%) Starting in 2020			D.C. Reserve Fund Interest Earnings/ (Cost)	
2019	56,701	15,007	15,007		229	130.59	29,958	71,652	642	72,294
2020	72,294	95,940	98,818		229	134.51	30,857	4,333	383	4,716
2021	4,716	114,894	121,891		229	138.55	31,783	(85,392)	(1,210)	(86,602)
2022	(86,602)	24,278	26,529		229	142.70	32,736	(80,394)	(2,505)	(82,899)
2023	(82,899)	77,805	87,570		229	146.99	33,719	(136,751)	(3,295)	(140,046)
2024	(140,046)	2,633	3,052		229	151.40	34,730	(108,367)	(3,726)	(112,093)
2025	(112,093)	2,633	3,143		229	155.94	35,772	(79,465)	(2,873)	(82,338)
2026	(82,338)	2,633	3,238		229	160.62	36,845	(48,731)	(1,966)	(50,697)
2027	(50,697)	2,633	3,335		229	165.43	37,950	(16,081)	(1,002)	(17,083)
2028	(17,083)	16,673	21,754		229	170.40	39,089	252	(252)	(0)
<b>Total</b>		<b>355,126</b>	<b>384,337</b>	<b>-</b>	<b>2,294</b>		<b>343,440</b>		<b>(15,805)</b>	

Note: Numbers may not add due to rounding



**Town of Tillsonburg**  
**2019 Development Charges Study**  
**Cash Flow Calculation - Administration Studies - Non-Residential**

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	Development Related Long-Term Debt	sq.m. of Gross Floor Area	\$1.865	Anticipated Revenues	Annual Surplus/ (Deficit)	1% / 3%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%	Existing Debt Payments		per sq.m. per Year Inflated at (3%) Starting in 2020			D.C. Reserve Fund Interest Earnings /(Cost)	
2019	15,993	4,233	4,233		4,530	1.865	8,450	20,210	181	20,391
2020	20,391	27,060	27,872		4,530	1.921	8,703	1,222	108	1,330
2021	1,330	32,406	34,380		4,530	1.979	8,964	(24,085)	(341)	(24,426)
2022	(24,426)	6,848	7,482		4,530	2.038	9,233	(22,675)	(707)	(23,382)
2023	(23,382)	21,945	24,699		4,530	2.099	9,510	(38,571)	(929)	(39,500)
2024	(39,500)	743	861		4,530	2.162	9,796	(30,565)	(1,051)	(31,616)
2025	(31,616)	743	887		4,530	2.227	10,090	(22,413)	(810)	(23,224)
2026	(23,224)	743	913		4,530	2.294	10,392	(13,745)	(555)	(14,299)
2027	(14,299)	743	941		4,530	2.363	10,704	(4,536)	(283)	(4,818)
2028	(4,818)	4,703	6,136		4,530	2.434	11,025	71	(71)	(0)
<b>Total</b>		<b>100,164</b>	<b>108,403</b>	<b>-</b>	<b>45,300</b>		<b>96,868</b>		<b>(4,458)</b>	

Note: Numbers may not add due to rounding



# Appendix D

## Long-Term Capital and Operating Cost Examination



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

As a requirement of the D.C.A. under subsection 10(2)(c), an analysis must be undertaken to assess the long-term capital and operating cost impacts for the capital infrastructure projects identified within the D.C. As part of this analysis, it was deemed necessary to isolate the incremental operating expenditures directly associated with these capital projects, factor in cost saving attributable to economies of scale or cost sharing where applicable and prorate the cost on a per unit basis (i.e. sq.ft. of building space, per vehicle, etc.). This was undertaken through a review of the Town's approved 2017 Financial Information Return (FIR).

In addition to the operational impacts, over time the initial capital projects will require replacement. This replacement of capital is often referred to as lifecycle cost. By definition, lifecycle costs are all the costs which are incurred during the life of a physical asset, from the time its acquisition is first considered, to the time it is taken out of service for disposal or redeployment. The method selected for lifecycle costing is the sinking fund method which provides that money will be contributed annually and invested, so that those funds will grow over time to equal the amount required for future replacement.

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	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
1. Roads and Related	737,514	1,014,799	1,752,313
2. Fire Services	49,960	164,922	214,882
3. Police	15,121	372,860	387,981
4. Parks & Recreation	44,699	528,720	573,419
5. Administration Studies		-	-
<b>Total</b>	<b>847,294</b>	<b>2,081,301</b>	<b>2,928,595</b>



# Appendix E

## Local Service Policy





# Appendix E: Local Service Policy

The following provides local service and developer contribution policy for the Town of Tillsonburg and its area municipalities.

## 1. Roads and Related Services

### 1.1. Collector Roads

- The local component of a collector road internal to a development is a direct developer responsibility under s.59 of the D.C.A. as a local service. The oversized share of a collector road internal to a development is D.C. recoverable.
- Collector roads external to a development are a local service if the works are within the area to which the plan relates and, therefore, a direct developer responsibility under s.59 of the D.C.A. Otherwise, the works are included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

### 1.2. Arterial Roads

- New arterial roads and arterial road improvements are included as part of road costing funded through D.C.s. Only the oversized component would be recovered through D.C.s and local road equivalent costs are considered to be a local service.

### 1.3. Local Roads

- Local roads, as defined by the municipalities' engineering standards, are local services and a direct developer responsibility under s.59 of the D.C.A.

### 1.4. Subdivision/Site Entrances and Related

- Entrances and all related costs (including, but not limited to: signalization, turn lanes, utilities and extensions, etc.), no matter the class of road, are a local service and a direct developer responsibility under s.59 of the D.C.A.



### **1.5. Streetlights**

- Streetlights internal to a development or site are a direct developer responsibility through local service provisions (s.59 of the D.C.A.).
- Streetlights external to a development but related to the subject lands are a direct developer responsibility through local service provisions (s.59 of the D.C.A.).
- New streetlights in other areas related to development may be included in the D.C. calculation to the extent permitted under S. 5(1) of the D.C.A.

### **1.6. Sidewalks**

- Sidewalks internal to a development or site are a direct developer responsibility through local service provisions (s.59 of the D.C.A.).
- Sidewalks external to a development but required and related to the subject lands are a direct developer responsibility through local service provisions (s.59 of the D.C.A.).
- New sidewalks in other areas related to development are included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

### **1.7. Bike Routes/Bike Lanes/Bike Paths/Multi-Use Trails/Naturalized Walkways**

- Bike or transit lanes, where requested, internal to a development or site are a direct developer responsibility through local service provisions (s.59 of the D.C.A.).
- Bike or transit lanes external to a development but required and related to the subject lands are a direct developer responsibility through local service provisions (s.59 of the D.C.A.).
- New bike or transit lanes in other areas related to development are included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

### **1.8. Noise Abatement Measures**

- Noise abatement measures internal to a development are a direct developer responsibility through local service provisions (s.59 of the D.C.A.).
- Noise abatement measures external to a development but required and related to, or mitigate impacts from, the development of the subject lands, are a direct developer responsibility through local service provisions (s.59 of the D.C.A.).



### **1.9. Street Tree Planting**

- Street tree planting, as required in the Engineering Standards, is considered a local area service and a direct responsibility of the developer.

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

- Land acquisition for planned road allowances within development lands is a dedication under the *Planning Act* provisions.
- Land acquisition for planned road allowances outside of development lands, and that is not a dedication under the *Planning Act*, is included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.
- Additional land acquisition for bridges or grade separations (beyond normal dedication requirements) is to the extent eligible as identified and included, if applicable, in the D.C. Background Study

### **1.11. County Roads**

- All improvements to a County road to facilitate development are considered local services to be paid by the developer unless they fall into one of the following categories:
- The improvement is designated as required for traffic flow improvement for an area greater than the development, is defined as a road improvement required by the County, and is identified through the Class Environmental Assessment process or the County Transportation study. Such an improvement would be listed in the D.C. Background Study
- The improvement is designated as required by Town of Tillsonburg staff to serve a greater area than the development and is identified in the 5-year Capital Works forecast and is listed in the D.C. Background Study.
- The improvement is designated as required by Town of Tillsonburg staff to serve a greater area than the development and is identified in the capital works forecast or similar County financial documents and is listed in the D.C. study.



## **2. Water Services**

- All growth-related water supply, storage, treatment facilities and booster pumping stations will be included in the D.C. calculation, unless specifically noted otherwise in the D.C. Background Study.
- Watermains within the development that are larger than 250 mm are to be included in the D.C. calculation. The amount of cost contribution for watermains within a development shall be calculated using tendered unit prices and shall be the difference between the cost of the actual pipe diameter and the cost of a 250mm pipe diameter including a 10% engineering fee. Only watermain and valves will be included in the calculation. Any costs related to the depth of pipe are the responsibility of the developer.
- Watermains 250mm and under are deemed to be a local service and are a direct funding responsibility of the developer.
- Connections to trunk mains and pumping stations to service specific areas are to be a direct developer responsibility. Watermains will generally be required to be carried to a property line or external to the subdivision to connect to an existing watermain as a local service as a direct funding responsibility of the developer.
- Trunk watermains, generally outside the development area, identified by a Class Environmental Assessment, Servicing Study or by County staff will be included in the D.C. calculation.

## **3. Wastewater Services**

- All sanitary sewage treatment facilities are to be included in the D.C. calculation, unless specified otherwise in the D.C. Background Study.
- Major sanitary trunk sewers, external to the development and major pumping stations serving more than one development are to be included in the D.C. calculation. These services will be identified through a Class Environmental assessment, Servicing Study or by County staff.
- Sewer collectors 250mm and under are deemed to be a local service and are a direct funding responsibility of the developer. Sanitary sewers larger than 250mm that also service upstream properties will have cost sharing calculated on the tendered unit prices and shall be the difference between the cost of the actual pipe diameter and the cost of a 250mm pipe including a 10% engineering fee. All



other appurtenances with respect to oversizing and any costs related to the depth of pipe are the responsibility of the developer.

- Connections to collectors and pumping stations to service specific areas are to be a direct developer responsibility. The cost of continuing the last run of a sewer upstream past the last manhole to property line is the responsibility of the developer as a local service.
- Local pumping stations serving a small localized area (which may include more than one development property) are local services to be paid by the developer on a flow area or proportional basis. Local pumping stations will not be included in the list of projects in the D.C. Background Study and therefore not eligible for D.C. funding or credits.
- Any oversizing costs for other developers on a local pumping station will be negotiated as part of the development agreement for the particular developer.

#### **4. Stormwater Management Services**

- The costs of stormwater management facilities internal to subdivision and related to a plan of subdivision are considered to be a local service under the D.C.A. and the associated costs are not included in the D.C. calculation. Local SWM facilities would typically include:
  - Stormwater management facilities servicing local drainage areas;
  - Storm sewer oversizing associated with local drainage areas; and
  - Storm sewer works on existing roads.
- New stormwater facilities in other areas, which may or may not be associated with D.C. eligible road infrastructure, may be included in the D.C. calculation.
- Master drainage planning studies or similar non-development specific studies may be included in the D.C. calculation.

#### **5. Parkland Development**

For the purpose of parkland development, local services include the requirement for the owner to undertake preparation of the park plan, retaining necessary consultants to prepare design and grading plans for the park, prior to development. In addition, the owner is required to provide stripping and stockpiling, leveling, topsoiling, seeding and stormwater servicing including all appurtenances (consistent with the plan), fencing the property perimeter, and provide municipal water and wastewater services to the lot line.



These requirements are part of the conditions of s.51 and 53 *Planning Act* agreements. The municipality also requires the owner to dedicate parkland or provide cash-in-lieu, consistent with the *Planning Act* provisions. All of these costs are deemed a direct responsibility of the developer and have not been included in the D.C. calculation.

With respect to other parkland development costs, the municipal policy is to include all other components of parkland development in the D.C. calculation, including parking, park furniture, signage, landscaping and walkways and multi-purpose trails, in addition to the necessary fields, diamonds, playground equipment, lighting, irrigation and field houses.



# Appendix F

## Proposed D.C. By-law



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

## Town of Tillsonburg

### By-Law No. XXXX

#### A By-law to Establish Development Charges for the Town of Tillsonburg

**WHEREAS** subsection 2(1) of the *Development Charges Act, 1997*, S.O. 1997, c.27 (hereinafter called “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 arising from the Development of the area to which the By-law applies;

**AND WHEREAS** Council has before it a report entitled “Development Charges Background Study”, the Town of Tillsonburg, hereinafter referred to as the “Town”, dated April 12, 2019 by Watson & Associates Economists Ltd. (the “Study”), wherein it is indicated that the Development of any land within the Town will increase the need for Services as defined herein;

**AND WHEREAS** Council gave notice to the public and held a public meeting pursuant to section 12 of the Act on May 13, 2019 prior to and at which the Study and the proposed Development Charge By-law were made available to the public in accordance with the Act and regulations thereto and Council heard comments and representations from all persons who applied to be heard (the “Public Meeting”);

**AND WHEREAS** Council intends to ensure that the increase in the need for services attributable to the anticipated development, including any capital costs, will be met, by updating its capital budget and forecast where appropriate;

**AND WHEREAS** by approval of the Development Charges Background Study, dated April 12, 2019, Council has indicated its intent that the future excess capacity identified in the Study, shall be paid for by the development charges or other similar charges.

#### **NOW THEREFORE THE COUNCIL OF THE TOWN OF TILLSONBURG ENACTS AS FOLLOWS:**

##### **1. DEFINITIONS**

In this by-law,

- (1) “**Act**” means the *Development Charges Act, 1997*, c. 27, as amended;



TOWN OF TILLSONBURG

BY-LAW NO. XXXX

- (2) **“Affordable housing”** means dwelling units and incidental facilities, primarily for persons of low and moderate income, that meet the requirements of any program for such purpose as administered by any agency of the Federal or Provincial government, the County of Oxford and/or the Area Municipality and for which an agreement has been entered into with the County of Oxford with respect to the provision of such dwelling units and facilities;
- (3) **“Apartment Dwelling”** means any dwelling unit within a building containing more than four dwelling units where the units are connected by an interior corridor. Notwithstanding the foregoing, an Apartment Dwelling includes a Stacked Townhouse Dwelling;
- (4) **“Area Municipality”** means a lower-tier municipality that forms part of the County of Oxford;
- (5) **“Back-to-back Townhouse Dwelling”** means a building containing four (4) or more Dwelling Units separated vertically by a common wall, including a rear common wall, that does not have a rear yard with amenity area;
- (6) **“Bedroom”** means a habitable room larger than seven square metres, including a den, study, or other similar area, but does not include a living room, dining room or kitchen;
- (7) **“Board of Education”** means a board defined in s.s. 1(1) of the *Education Act*, R.S.O. 1990, c. E,2, as amended;
- (8) **“Building Code Act”** means the *Building Code Act*, R.S.O. 1992, S.O. 1992, c. 23, as amended;
- (9) **“Building”** means a permanent enclosed structure occupying an area greater than ten square metres (10 m<sup>2</sup>) and, notwithstanding the generality of the foregoing, includes, but is not limited to:
  - (a) An above-grade storage tank;
  - (b) An air-supported structure;
  - (c) An industrial tent;
  - (d) A roof-like structure over a gas-bar or service station; and
  - (e) An area attached to and ancillary to a retail Development delineated by one or more walls or part walls, a roof-like structure, or any one or more of them;

TOWN OF TILLSONBURG

BY-LAW NO. XXXX

- (10) “**Capital Cost**” means costs incurred or proposed to be incurred by the Town or a local board thereof directly or by others on behalf of, and as authorized by, the Town or local board,
- (a) to acquire land or an interest in land, including a leasehold interest;
  - (b) to improve land;
  - (c) to acquire, lease, construct or improve buildings and structures;
  - (d) to acquire, lease, construct or improve facilities including (but not limited to),
    - (i) rolling stock with an estimated useful life of seven years or more;
    - (ii) furniture and equipment, other than computer equipment; and
    - (iii) materials acquired for circulation, reference or information purposes by a library board as defined in the *Public Libraries Act*, 1990, R.S.O. 1990, c. 44, as amended;
  - (e) to undertake studies in connection with any of the matters referred to in clauses (a) to (d);
  - (f) to complete the Development Charge background study under Section 10 of the Act; and
  - (g) interest on money borrowed to pay for costs in (a) to (d);
- required for provision of services designated in this by-law within or outside the Town;
- (11) “**Council**” means the Council of the Town of Tillsonburg;
- (12) “**Development**” means any activity or proposed activity in respect of land that requires one or more of the actions referred to in section 5 of this by-law and including the redevelopment of land or the redevelopment, expansion, extension or alteration of a use, building or structure except interior alterations to an existing building or structure which do not change or intensify the use of land;
- (13) “**Development Charge**” means a charge imposed pursuant to this By-law;
- (14) “**Dwelling**” or “**Dwelling Unit**” means any part of a building or structure with a room or suite of rooms used, or designed or intended for use by, one person

TOWN OF TILLSONBURG

BY-LAW NO. XXXX

or persons living together, in which sanitary facilities and a separate kitchen may or may not be provided for the exclusive use of such person or persons;

- (15) **“Farm Building”** means a Building or structure associated with and located on land devoted to the practice of farming and that is used essentially for the housing of farm equipment or livestock or the production, storage or processing of agricultural and horticultural produce or feeds and as part of or in connection with a bona fide farming operation and includes barns, silos and other buildings or structures ancillary to that farming operation, but excludes:
- (a) a Residential Use, with the exception of a bunk house for seasonal farm workers required for that farm operation; and
  - (b) any Building or portion thereof used or intended to be used for any other Non-Residential Use, including, but not limited to: retail sales; commercial services; restaurants; banquet facilities; hospitality and accommodation facilities; gift shops; contractors shops; services related to grooming, boarding, or breeding of household pets; and alcohol and marijuana production facilities.
- (16) **“Grade”** means the average level of finished ground adjoining a building or structure at all exterior walls;
- (17) **“Gross Floor Area”** means the total floor area measured between the outside of exterior walls, or between the outside of exterior walls and the centre line of party walls dividing the Building from another Building, of all floors above the average level of finished ground adjoining the building at its exterior walls; and
- (18) **“Industrial Building”** means a building used for or in connection with,
- (a) manufacturing, producing, processing, storing or distributing something;
  - (b) research or development in connection with manufacturing, producing or processing something;
  - (c) retail sales by a manufacturer, producer or processor of something they manufactured, produced or processed, if the retail sales are at the site where the manufacturing, production, or processing takes place;
  - (d) office or administrative purposes, if they are;
    - (i) carried out with respect to manufacturing, producing, processing, storage or distributing of something, and

TOWN OF TILLSONBURG

BY-LAW NO. XXXX

- (ii) in or attached to the Building or structure used for that manufacturing, producing, processing, storage or distribution;
  - (e) shall not include self-storage facilities or retail warehouses.
- (19) **“Local Board”** means a municipal service board, public utility commission, public library board, board of health, police services board or any other board, commission, committee or body or local authority established or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes, including school purposes, of the Town or any part or parts thereof, excluding a conservation authority, any municipal business corporation not deemed to be a local board under O.Reg. 168/03 under the Municipal Act, 2001, S.O. 2001, c. 25, as amended, and any corporation enacted under the Electricity Act, 1998, S.O. 1998, c. 15, Sched. A, as amended, or successor legislation;
- (20) **“Local Services”** means those services or facilities which are under the jurisdiction of the Town and are related to a plan of subdivision or within the area to which the plan relates, required as a condition of approval under s.51 of the *Planning Act*, or as a condition of approval under s.53 of the *Planning Act*;
- (21) **“Long-Term Care Home”** means the floor area of a facility directly related to beds that are licensed, regulated or funded by the Ministry of Health and Long-Term Care, in an approved charitable home for the aged (as defined in the Charitable Institutions Act, R.S.O. 1990, c. C.9), a home (as defined in the Homes for the Aged and Rest Homes Act, R.S.O. 1990, c. H.13), or a nursing home (as defined in the Nursing Homes Act, R.S.O. 1990, c. N.7);
- (22) **“Mezzanine”** means an intermediate floor assembly between the floor and ceiling of any room or storey and includes an interior balcony;
- (23) **“Multiple Dwelling”** means all dwellings other than single detached dwellings, semi-detached dwellings, and apartment dwellings, and shall include Park Model Trailers;
- (24) **“Non-Residential Uses”** means a building or structure, or portions thereof, used, or designed or intended for a use other than a Residential Use;
- (25) **“Official Plan”** means the Official Plan of the County of Oxford and any amendments thereto;
- (26) **“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;

TOWN OF TILLSONBURG

BY-LAW NO. XXXX

- (27) **“Park Model Trailer”** means a trailer conforming to National Standard of Canada CAN CSA-Z241.0-92, CAN CSA-Z240 or similar standard that is up to a maximum size of 50 square metres and designed to facilitate relocation from time to time.
- (28) **“Planning Act”** means the *Planning Act, 1990*, R.S.O. 1990, c.P.13, as amended;
- (29) **“Private School”** means an academic education school to which all of the following apply:
- (a) registered with the Province as a “private school” under section 16 of the Education Act;
  - (b) non-publicly funded;
  - (c) operated on a not-for-profit basis;
  - (d) operated by a non-share non-profit corporation, or an established or a “religious organization” as defined by the Religious Organizations’ Land Act; and
  - (e) offering elementary or secondary academic education.
- (30) **“Regulation”** means any regulation made pursuant to the Act;
- (31) **“Residential Uses”** means lands, Buildings or structures or portions thereof used, or designed or intended for use as a home or residence of one or more individuals, and shall include Single Detached Dwelling, Semi-Detached Dwelling, Multiple Dwelling, Apartment Dwelling, and the residential portion of a mixed-use Building or structure;
- (32) **“Row Townhouse Dwelling”** means a building vertically divided into three or more Dwelling Units by common walls extending from the base of the foundation to the roof. Each Dwelling Unit shall have separate entrance directly to the outside
- (33) **“Semi-Detached Dwelling”** means a building divided vertically into two Dwelling Units each of which has a separate entrance and access to grade;
- (34) **“Services”** means services set out in Schedule “A” to this By-law;
- (35) **“Single Detached Dwelling”** means a completely detached Building containing only one Dwelling Unit;
- (36) **“Special Care/Special Need Dwelling”** **Special Care/Special Need Dwelling** means a Building, or part of a Building:

TOWN OF TILLSONBURG

BY-LAW NO. XXXX

- (a) containing two or more Dwelling Units which units have a common entrance from street level;
  - (b) where the occupants have the right to use in common with other occupants, halls, stairs, yards, common rooms and accessory Buildings;
  - (c) that is designed to accommodate persons with specific needs, including but not limited to independent permanent living arrangements; and
  - (d) where support services, such as meal preparation, grocery shopping, laundry, housekeeping, nursing, respite care and attendant services are provided at any one or more various levels;
  - (e) and includes, but is not limited to, retirement homes or lodges, charitable dwellings, group homes (including correctional group homes) and hospices.
  - (f) Special Care/Special Needs Dwellings will be charged the D.C. rate for Bachelor and 1 Bedroom Apartment Units.
- (37) **“Stacked Townhouse Dwelling”** means a building, other than a Duplex, Row Townhouse, Back to Back Townhouse, containing at least 3 Dwelling Units; each Dwelling Unit separated from the other vertically and/or horizontally and each Dwelling Unit having a separate entrance to grade;
- (38) **“Temporary Building or Structure”** means a Building or structure constructed or erected or placed on land for a continuous period not exceeding twelve months, or an addition or alteration to a Building or structure that has the effect of increasing the total floor area thereof for a continuous period not exceeding twelve months;
- (39) **“Temporary Dwelling Unit”** means a dwelling unit, which is:
- (a) designed to be portable (e.g. Mobile Home);
  - (b) clearly ancillary to, and fully detached from, an existing permanent dwelling unit located on the same lot;
  - (c) only permitted to be in place for a limited period of time; and
  - (d) subject to an agreement with the Area Municipality specifying the maximum period of time the dwelling unit is to be permitted and any other matters that may be deemed necessary or appropriate by the Area Municipality, such as installation, maintenance and removal

TOWN OF TILLSONBURG

BY-LAW NO. XXXX

provisions, financial security requirements and restrictions on occupancy;

- (40) **“Total Floor Area”** means, the sum total of the total areas of all floors in a building or structure whether at above or below grade measured between the exterior faces of the exterior walls of the building or structure or from the centre line of a common wall separating two uses or from the outside edge of a floor where the outside edge of the floor does not meet an exterior or common wall, and;
- (a) includes the floor area of a mezzanine, atrium, or air supported structure, and the space occupied by interior wall partitions;
  - (b) excludes those areas used exclusively for parking garages or structures; and
  - (c) where a building or structure does not have any walls, the total floor area of the building or structure shall be the total of the area of all floors including the ground floor that are directly beneath the roof of the building or structure;
- (41) **“Wind Turbine”** means any wind energy conversion system with a nameplate generating capacity greater than 300 kilowatts, that converts wind energy into electricity for sale to an electrical utility or intermediary.

## **2. CALCULATION OF DEVELOPMENT CHARGES**

- (1) Subject to the provisions of this By-law, the Development Charges against land in the Town shall be imposed, calculated and collected in accordance with the rates set out in Schedule “B” relating to the services set out in Schedule “A”
- (2) Council hereby determines that the Development of land, Buildings or structures for Residential and Non-Residential uses will require the provision, enlargement or expansion of the Services referenced in Schedule “A”; and shall be calculated as follows:
- (a) In the case of Residential Development or redevelopment, or a Residential portion of a mixed-use Development or redevelopment, the Development Charge shall be the sum of the products of:
    - (i) the number of Dwelling Units of each type, multiplied by,
    - (ii) the corresponding total dollar amount for such Dwelling Unit as set out in Schedule “B”, further adjusted by section 13; and

TOWN OF TILLSONBURG

BY-LAW NO. XXXX

- (b) In the case of Non-Residential Development or redevelopment, or a Non-Residential portion of a mixed-use Development or redevelopment, the Development Charge shall be the sum of the products of
  - (i) the Total Floor Area of Non-Residential Development or portion multiplied by,
  - (ii) the corresponding total dollar amount per square metre of Total Floor Area, as set out in Schedule “B”, further adjusted by section 13; and
- (c) In the case of Wind Turbines, the sum of the number of wind turbines multiplied by the corresponding amount for each wind turbine as set out in Schedule “B”, further adjusted by section 13.

**3. APPLICABLE LANDS**

- (1) Subject to the exceptions and exemptions described in the following subsections, this By-law applies to all lands in the County, whether or not the land or use is exempt from taxation under section 3 of the Assessment Act, R.S.O. 1990, c.A.31, as amended.
- (2) This By-law shall not apply to land that is owned by and used for the purposes of:
  - (a) a Board of Education;
  - (b) any municipality or Local Board thereof;
  - (c) a Place of Worship exempt under s.3 of the Assessment Act, R.S.O. 1990, c. A31, as amended;
  - (d) a Public Hospital under the Public Hospitals Act, R.S.O. 1990, c. P.40, as amended;
- (3) This by-law shall not apply to:
  - (a) Farm Buildings as defined herein;
  - (b) Non-Residential Buildings as defined herein;
  - (c) Temporary Buildings or structures as defined herein;
  - (d) Affordable Housing as defined herein;
  - (e) Temporary Dwelling Units as defined herein;



TOWN OF TILLSONBURG

BY-LAW NO. XXXX

- (f) Long-Term Care home, as defined herein; and
- (g) Lands designated as “Central Business District” and “Entrepreneurial Area” in the County of Oxford Official Plan, Schedule T-1, attached here as Schedule “C”.

**4. RULES WITH RESPECT TO EXEMPTIONS FOR INTENSIFICATION OF EXISTING HOUSING**

- (1) Notwithstanding Section 3 above, no Development Charge shall be imposed with respect to Developments or portions of Developments as follows:
  - (a) the enlargement of an existing Residential Dwelling Unit;
  - (b) the creation of one or two additional Residential Dwelling Units in an existing Single Detached Dwelling;
  - (c) the creation of one additional Dwelling Unit in any other existing residential building.
- (2) Notwithstanding subsection 4(1)(b), Development Charges shall be calculated and collected in accordance with Schedule “B” where the total Residential Gross Floor Area of the additional one or two Dwelling Units is greater than the Gross Floor Area of the existing Single Detached Dwelling Unit.
- (3) Notwithstanding subsection 4(1)(c), Development Charges shall be calculated and collected in accordance with Schedule “B” where the additional Dwelling Unit has a Residential Gross Floor Area greater than,
  - (a) in the case of Semi-Detached Dwelling or Multiple Dwelling, the Gross Floor Area of the smallest existing Dwelling Unit, and
  - (b) in the case of any other Residential Building, the Residential Gross Floor Area of the smallest existing Dwelling Unit.

**5. TIMING OF CALCULATION FOR DEVELOPMENT CHARGES**

- (1) Subject to subsection 5(2), Development Charges shall be calculated and collected in accordance with the provisions of this by-law and be imposed on land to be developed for Residential and Non-Residential Use, where, the development requires,
  - (a) the passing of a zoning by-law or an amendment thereto under Section 34 of the Planning Act, R.S.O. 1990, c.P13;
  - (b) the approval of a minor variance under Section 45 of the *Planning Act*, R.S.O. 1990, c.P.13;
  - (c) conveyance of land to which a by-law passed under subsection 50(7) of the *Planning Act*, R. S.O. 1990, c.P.13 applies;
  - (d) the approval of a plan of subdivision under Section 51 of the *Planning Act*, R.S.O. 1990, c.P. 13;
  - (e) a consent under Section 53 of the *Planning Act*, R.S.O. 1990, c.P. 13;
  - (f) the approval of a description under Section 9 of the *Condominium Act*, S.O. 1998, c.9, as amended; or
  - (g) the issuing of a permit under the *Building Code Act*, 1992, S.O. 1992, c.23, as amended in relation to a Building or structure.
- (2) Subsection 5(1) shall not apply in respect to
  - (a) Local Services installed or paid for by the owner within a plan of subdivision or within the area to which the plan relates, as a condition of approval under Section 51 of the Planning Act, R.S.O. 1990, c.P. 13;
  - (b) Local Services installed or paid for by the owner as a condition of approval under Section 53 of the *Planning Act*, R.S.O. 1990 c.P.13.
- (3) A Development Charge shall be calculated and payable in full in money or by provision of Services as may be agreed upon, or by credit granted pursuant to the Act or this By-law, on the date that the first building permit is issued in relation to a Building or structure on land to which a Development Charge applies.
- (4) Where a Development Charge applies to land in relation to which a building permit is required, the building permit shall not be issued until the development charge has been paid in full.

**6. LOCAL SERVICE INSTALLATION**

- (1) Nothing in this by-law prevents Council from requiring, as a condition of an agreement under Section 51 or 53 of the Planning Act that the Owner, at his or her own expense, shall install or pay for such Local Services, within the Plan of Subdivision or within the area to which the plan relates, as Council may require.

**7. MULTIPLE CHARGES**

- (1) Where two or more of the actions described in subsection 5(1) are required before land to which a Development Charge applies can be developed, only one Development Charge shall be calculated and collected in accordance with the provisions of this By-law, as prescribed in Section 5.
- (2) Notwithstanding subsection 7(1), if two or more of the actions described in subsection 5(1) occur at different times, and if the subsequent action has the effect of a net increase in the number of Residential Dwelling Units and/or a net increase in the amount of Non-Residential Gross Floor Area, additional Development Charges shall be calculated and collected in accordance with the provisions of this By-law.

**8. SERVICES IN LIEU**

- (1) Council may authorize an Owner, through an agreement under Section 38 of the Act, to substitute such part of the Development Charge applicable to the Owner's Development as may be specified in the agreement, by the provision at the sole expense of the Owner, of services in lieu. Such agreement shall further specify that where the Owner provides services in lieu in accordance with the agreement, Council shall give to the Owner a credit against the Development Charge in accordance with the agreement provisions and the provisions of Section 39 of the Act, equal to the reasonable cost to the Owner of providing the services in lieu. In no case shall the agreement provide for a credit which exceeds the total Development Charge payable by an Owner to the Town in respect of the Development to which the agreement relates.
- (2) In any agreement under subsection 8(1), Council may also give a further credit to the Owner equal to the reasonable cost of providing services in addition to, or of a greater size or capacity, than would be required under this By-law.
- (3) The credit provided for in subsection 8(2) shall not be charged to any Development Charge reserve fund.

**9. FRONT-ENDING AGREEMENTS**

TOWN OF TILLSONBURG

BY-LAW NO. XXXX

- (1) Council may authorize a front-ending agreement in accordance with the provisions of Part III of the Act, upon such terms as Council may require, in respect of the Development of land.

**10. DEMOLITION AND CONVERSION CREDITS FOR REDEVELOPMENT OF LAND**

- (1) If a Development involves the demolition of and replacement of all or part of a building or structure, or the conversion from one principal use to another a credit shall be allowed, provided that the land was improved by occupied structures, or structures capable of being occupied without structural improvement, within the five years prior to the issuance of the building permit, and the building permit has been issued for the development within five years from the date the demolition permit has been issued; and;
- (2) subject to section 10(3), the credit shall be calculated:
  - (a) in the case of the demolition of a Building, or a part of a Building, used for a Residential purpose, by multiplying the number and type of Dwelling Units demolished by the relevant Development Charge in effect under this By-law on the date when the Development Charge with respect to the Redevelopment is payable pursuant to this By-law; or
  - (b) in the case of the demolition of a Building, or part of a Building, used for a Non-Residential purpose, by multiplying the Non-Residential Total Floor Area demolished, by the relevant Development Charge in effect under this By-law on the date when the Development Charge with respect to the Redevelopment is payable pursuant to this By-law;
- (3) A credit can, in no case, exceed the amount of the development charge that would otherwise be payable. No credit is available if the use for which the demolished/converted buildings or structures was last lawfully occupied is exempt under this by-law.
- (4) Notwithstanding subsection 10(1) above, where the Building cannot be demolished until the new Building has been erected, the Owner shall notify the Town in writing and pay the applicable Development Charge for the new Building in full and, if the existing Building is demolished not later than twelve (12) months from the date a building permit is issued for the new Building, the Town shall provide a refund calculated in accordance with this section to the Owner without interest. If more than twelve (12) months is required to demolish the existing Building, the Owner may make a written request to the Town, and the Town's Treasurer or designate, in his or her sole and absolute discretion and upon such terms and conditions as he or she considers

TOWN OF TILLSONBURG

BY-LAW NO. XXXX

necessary or appropriate, may extend the time in which the existing Building must be demolished, and such decision shall be made prior to the issuance of the first building permit for the new Building.

**11. RESERVE FUNDS**

- (1) Monies received from payment of Development Charges under this by-law shall be maintained in a separate reserve fund for each Service category set out in Schedule "A".
- (2) Monies received for the payment of Development Charges shall be used only in accordance with the provisions of Section 35 of the Act.
- (3) Council directs the Town Treasurer to divide the reserve fund created hereunder into separate accounts in accordance with the Service categories set out in Schedule "A" to which the Development Charge payments, together interest earned thereon, shall be credited.
- (4) Where any Development Charge, or part thereof, remains unpaid after the due date, the amount unpaid shall be added to the tax roll for the property on with the Development occurred and shall be collected as taxes.
- (5) Where any unpaid Development Charges are collected as taxes under subsection 13(4), the monies so collected shall be credited to the development charge reserve funds referred to in subsection 13(1).
- (6) The Town Treasurer shall in each year commencing in 2020 for the 2019 year, furnish to Council a statement in respect of the reserve funds established hereunder for the prior year, containing the information set out in Section 12 of O.Reg. 82/98.

**12. BY-LAW AMENDMENT OR APPEAL**

- (1) Where this By-law or any Development Charge prescribed thereunder is amended or repealed either by order of the -Local Planning Appeal Tribunal (LPAT) or by resolution of Council, the Town Treasurer shall calculate forthwith the amount of any overpayment to be refunded as a result of said amendment or repeal.
- (2) Refunds that are required to be paid under subsection 12(1) shall be paid with interest to be calculated as follows:
  - (a) Interest shall be calculated from the date on which the overpayment was collected to the date on which the refund is paid;

TOWN OF TILLSONBURG

BY-LAW NO. XXXX

- (b) The Bank of Canada interest rate in effect on the date of enactment of this by-law shall be used.
- (3) Refunds that are required to be paid under subsection 112(1) shall include the interest owed under this section.

**13. BY-LAW INDEXING**

- (1) The Development Charges set out in Schedule “B” to this By-law shall be adjusted annually as of April 1, without amendment to this By-law, in accordance with the most recent twelve month change in the Statistics Canada Quarterly, “Construction Price Statistics”.

**14. SEVERABILITY**

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

**15. BY-LAW ADMINISTRATION**

- (1) This by-law shall be administered by the Town Treasurer.

**16. SCHEDULES TO THE BY-LAW**

- (1) The following Schedules to this By-law form an integral part of this By-law:
  - Schedule A – Schedule of Municipal Services
  - Schedule B – Schedule of Development Charges
  - Schedule C – Schedule of Lands exempt from this By-law.

**17. DATE BY-LAW EFFECTIVE**

- (1) This By-law shall come into force and effect on the day of By-law passage.

**18. EXISTING BY-LAW REPEAL**

- (1) By-law 3827 is repealed as of the effective date of this By-law.

**19. SHORT TITLE**

- (1) This by-law may be cited as the “2019 Town of Tillsonburg Development Charge By-law.”

TOWN OF TILLSONBURG

BY-LAW NO. XXXX

**READ a first and second time this 13<sup>th</sup> day of June, 2019.**

**READ a third time and finally passed in Open Council this 13<sup>th</sup> day of June, 2019.**

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MAYOR

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CLERK

TOWN OF TILLSONBURG

BY-LAW NO. XXXX

**SCHEDULE “A”**

**TO BY-LAW NO. XXXX**

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

- (1) Roads and Related
- (2) Fire Services
- (3) Police Services
- (4) Parks & Recreation
- (5) Administration Studies



TOWN OF TILLSONBURG

BY-LAW NO. XXXX

**SCHEDULE “B”**

**TO BY-LAW NO. XXXX**

**SCHEDULE OF DEVELOPMENT CHARGES**

Service	RESIDENTIAL				NON-RESIDENTIAL	
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	(per m <sup>2</sup> of Gross Floor Area)	(per Wind Turbine)
<b>Municipal Wide Services:</b>						
Roads and Related	4,434	2,364	1,599	2,785	19.73	4,434
Fire Services	512	273	185	322	2.39	512
Police Services	47	25	17	29	0.22	47
Parks & Recreation	860	458	310	540	0.75	
Administration Studies	400	213	144	251	1.87	400
<b>Total Municipal Wide Services</b>	<b>6,252</b>	<b>3,333</b>	<b>2,255</b>	<b>3,927</b>	<b>24.95</b>	<b>5,392</b>

TOWN OF TILLSONBURG


BY-LAW NO. XXXX

SCHEDULE "C"

TO BY-LAW NO. XXXX

SCHEDULE OF LANDS EXEMPT FROM THE DEVELOPMENT CHARGE BY-LAW



 LANDS TO WHICH BY-LAW 3827 DOES NOT APPLY FOR THE PURPOSES OF THE TOWN DEVELOPMENT CHARGE

