



 **Watson  
& Associates**  
ECONOMISTS LTD.

# Development Charges Background Study

Township of Havelock-Belmont-Methuen

December 20, 2024

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# Table of Contents

|  | Page       |
|--|------------|
| <b>Executive Summary .....</b>   | <b>i</b>   |
| <b>1. Introduction.....</b>  | <b>1-1</b> |
| 1.1 Purpose of this Document.....  | 1-1        |
| 1.2 Summary of the Process.....  | 1-2        |
| <b>1.3 Changes to the D.C.A.: Bills 108, 138, 197, 213, and 109 .....</b>  | <b>1-3</b> |
| <b>1.3.1 Bill 108: More Homes, More Choice Act – An Act to Amend Various Statutes with Respect to Housing, Other Development, and Various Matters.....</b> | <b>1-3</b> |
| 1.3.2 Bill 138: Plan to Build Ontario Together Act, 2019 .....   | 1-5        |
| 1.3.3 Bill 197: COVID-19 Economic Recovery Act, 2020 .....   | 1-5        |
| 1.3.4 Bill 213: Better for People, Smarter for Business Act, 2020 .....  | 1-7        |
| 1.3.5 Bill 109: More Homes for Everyone Act, 2022 .....  | 1-7        |
| 1.4 Changes to the D.C.A. – <i>Bill 23: More Homes Built Faster Act, 2022</i> .....  | 1-8        |
| 1.4.1 Additional Residential Unit Exemption .....  | 1-8        |
| 1.4.2 Removal of Housing as an Eligible D.C. Service .....   | 1-9        |
| 1.4.3 New Statutory Exemption for Non-Profit Housing .....   | 1-9        |
| 1.4.4 New Statutory Exemptions for Affordable Units, Attainable Units, and Affordable Inclusionary Zoning Units .....                                      | 1-9        |
| 1.4.5 Historical Level of Service Extended to Previous 15-Year Period .....  | 1-10       |
| 1.4.6 Revised Definition of Capital Costs.....   | 1-10       |
| 1.4.7 Mandatory Phase-in of a D.C.....   | 1-10       |
| 1.4.8 D.C. By-law Expiry .....   | 1-10       |
| 1.4.9 Installment Payments.....  | 1-11       |
| 1.4.10 Rental Housing Discount.....  | 1-11       |
| 1.4.11 Maximum Interest Rate for Instalments and Determination of Charge for Eligible Site Plan and Zoning By-law Amendment Applications .....             | 1-11       |
| 1.4.12 Requirement to Allocate Funds Received .....  | 1-11       |



# Table of Contents (Cont'd)

|           | Page   |
|-----------|--|
| 1.5       | <i>Bill 134: Affordable Homes and Good Jobs Act, 2023</i> ..... 1-11   |
| 1.6       | <i>Bill 185: Cutting Red Tape to Build More Homes Act, 2024</i> ..... 1-13                                     |
| 1.6.1     | Revised Definition of Capital Costs..... 1-13  |
| 1.6.2     | Removal of the Mandatory Phase-in..... 1-14  |
| 1.6.3     | Process for Minor Amendments to D.C. By-laws ..... 1-14  |
| 1.6.4     | Reduction of D.C. Rate Freeze Timeframe..... 1-15  |
| 1.6.5     | Modernizing Public Notice Requirements ..... 1-15  |
| <b>2.</b> | <b>Anticipated Development in the Township of Havelock-Belmont-Methuen..... 2-1</b>                            |
| 2.1       | Requirement of the Act ..... 2-1   |
| 2.2       | Basis of Population, Household and Non-Residential Gross Floor Area Forecast ..... 2-1                         |
| 2.3       | Summary of Growth Forecast..... 2-2  |
| <b>3.</b> | <b>The Approach to the Calculation of the Charge ..... 3-12</b>  |
| 3.1       | Introduction ..... 3-12  |
| 3.2       | Services Potentially Involved ..... 3-12   |
| 3.3       | Increase in the Need for Service..... 3-12   |
| 3.4       | Local Service Policy..... 3-18   |
| 3.5       | Capital Forecast..... 3-18   |
| 3.6       | Treatment of Credits ..... 3-19  |
| 3.7       | Classes of Services ..... 3-19   |
| 3.8       | Existing Reserve Funds ..... 3-20  |
| 3.9       | Deductions..... 3-20   |
| 3.9.1     | Reduction Required by Level of Service Ceiling ..... 3-21  |
| 3.9.2     | Reduction for Uncommitted Excess Capacity ..... 3-21   |
| 3.9.3     | Reduction for Benefit to Existing Development..... 3-22  |
| 3.9.4     | Reduction for Anticipated Grants, Subsidies and Other Contributions..... 3-23                                  |
| 3.10      | Municipal-wide vs. Area Rating..... 3-23   |
| 3.11      | Allocation of Development ..... 3-23   |
| 3.12      | Asset Management..... 3-24   |
| 3.13      | Transit..... 3-24  |
| <b>4.</b> | <b>D.C.-Eligible Cost Analysis by Service..... 4-1</b>   |
| 4.1       | Introduction..... 4-1  |
| 4.2       | Service Levels and 10-Year Capital Costs for Township of Havelock-Belmont-Methuen's D.C. Calculation ..... 4-1 |
| 4.2.1     | Services Related to a Highway ..... 4-1  |
| 4.2.2     | Fire Protection Services..... 4-6  |
| 4.2.3     | Parks and Recreation Services..... 4-8   |



# Table of Contents (Cont'd)

|   | Page       |
|---|------------|
| 4.2.4 Library Services .....  | 4-11       |
| 4.2.5 Growth Studies .....  | 4-13       |
| 4.3 Urban Area-Specific D.C. Calculations .....   | 4-15       |
| 4.3.1 Wastewater Services .....   | 4-15       |
| <b>5. D.C. Calculation .....</b>  | <b>5-1</b> |
| 5.1 Township-Wide Calculations.....   | 5-1        |
| <b>6. D.C. Policy Recommendations and D.C. By-law Rules .....</b>                                 | <b>6-1</b> |
| 6.1 Introduction .....  | 6-1        |
| 6.2 D.C. By-law Structure .....   | 6-2        |
| 6.3 D.C. By-law Rules.....  | 6-2        |
| 6.3.1 Payment in any Particular Case.....   | 6-2        |
| 6.3.2 Determination of the Amount of the Charge.....  | 6-3        |
| 6.3.3 Application to Redevelopment of Land (Demolition and<br>Conversion).....                    | 6-3        |
| 6.3.4 Exemptions (full or partial) .....  | 6-3        |
| 6.3.5 Timing of Collection .....  | 6-4        |
| 6.3.6 The Applicable Areas.....   | 6-5        |
| 6.3.7 Indexing .....  | 6-5        |
| 6.4 Other D.C. By-law Provisions .....  | 6-6        |
| 6.4.1 Categories of Services/Class of Services for Reserve Fund<br>and Credit Purposes .....      | 6-6        |
| 6.4.2 By-law In-force Date .....  | 6-6        |
| 6.4.3 Minimum Interest Rate Paid on Refunds and Charged for<br>Inter-Reserve Fund Borrowing ..... | 6-6        |
| 6.4.4 Area Rating .....   | 6-6        |
| 6.5 Other Recommendations .....   | 6-8        |
| <b>7. By-law Implementation .....</b>   | <b>7-1</b> |
| 7.1 Public Consultation Process .....   | 7-1        |
| 7.1.1 Introduction .....  | 7-1        |
| 7.1.2 Public Meeting of Council.....  | 7-1        |
| 7.1.3 Other Consultation Activity.....  | 7-1        |
| 7.2 Anticipated Impact of the Charge on Development.....  | 7-2        |
| 7.3 Implementation Requirements .....   | 7-3        |
| 7.3.1 Introduction .....  | 7-3        |
| 7.3.2 Notice of Passage.....  | 7-3        |
| 7.3.3 By-law Pamphlet .....   | 7-3        |
| 7.3.4 Appeals.....  | 7-4        |
| 7.3.5 Complaints .....  | 7-4        |
| 7.3.6 Credits .....   | 7-5        |



# Table of Contents (Cont'd)

|   | Page       |
|---|------------|
| 7.3.7 Front-Ending Agreements .....   | 7-5        |
| 7.3.8 Severance and Subdivision Agreement Conditions .....  | 7-5        |
| <b>Appendix A Background Information on Residential and Non-Residential Growth Forecast .....</b> | <b>A-1</b> |
| <b>Appendix B Level of Service.....</b>   | <b>B-1</b> |
| <b>Appendix C Long-Term Capital and Operating Cost Examination .....</b>                          | <b>C-1</b> |
| <b>Appendix D D.C. Reserve Fund Policy.....</b>   | <b>D-1</b> |
| <b>Appendix E Local Service Policy .....</b>  | <b>E-1</b> |
| <b>Appendix F Asset Management Plan.....</b>  | <b>F-1</b> |
| <b>Appendix G Proposed D.C. By-law.....</b>   | <b>G-1</b> |



## List of Acronyms and Abbreviations

| <b>Acronym</b> | <b>Full Description of Acronym</b>   |
|----------------|--|
| A.M.P.         | Asset management plan  |
| CANSIM         | Canadian Socio-Economic Information Management System<br>(Statistics Canada) |
| D.C.           | Development charge   |
| D.C.A.         | <i>Development Charges Act, 1997, as amended</i>                             |
| F.I.R.         | Financial Information Return   |
| G.F.A.         | Gross floor area   |
| LPAT           | Local Planning Appeal Tribunal   |
| N.F.P.O.W.     | No fixed place of work   |
| N.R.B.C.P.I.   | No-Residential Building Construction Price Index                             |
| OLT            | Ontario Land Tribunal  |
| O.M.B.         | Ontario Municipal Board  |
| O.P.A.         | Official Plan Amendment  |
| O. Reg.        | Ontario Regulation   |
| P.O.A.         | <i>Provincial Offences Act</i>   |
| P.P.U.         | Persons per unit   |
| S.D.E.         | Single detached equivalent   |
| S.D.U.         | Single detached unit   |
| sq.ft.         | square foot  |
| sq.m           | square metre   |



# Executive Summary





# Executive Summary

1. The report provided herein represents the Development Charges (D.C.) Background Study for the Township of Havelock-Belmont-Methuen required by the *Development Charges Act, 1997*, as amended (D.C.A.). This report has been prepared in accordance with the methodology required under the D.C.A. The contents include the following:

- Chapter 1 – Overview of the legislative requirements of the Act;
- Chapter 2 – Summary of the residential and non-residential growth forecasts for the Township;
- Chapter 3 – Approach to calculating the D.C.;
- Chapter 4 – Review of historical service standards and identification of future capital requirements to service growth and related deductions and allocations;
- Chapter 5 – Calculation of the D.C.s;
- Chapter 6 – D.C. policy recommendations and rules; and
- Chapter 7 – By-law implementation.

2. D.C.s provide for the recovery of growth-related capital expenditures from new development. The D.C.A. is the statutory basis to recover these charges. The methodology is detailed in Chapter 3; a simplified summary is provided below.

- 1) Identify amount, type and location of growth.
- 2) Identify servicing needs to accommodate growth.
- 3) Identify capital costs to provide services to meet the needs.
- 4) Deduct:
  - Grants, subsidies and other contributions;
  - Benefit to existing development;
  - Amounts in excess of 15-year historical service calculation; and
  - D.C. reserve funds (where applicable).
- 5) Net costs are then allocated between residential and non-residential benefit; and
- 6) Net costs divided by growth to provide the D.C.





- The growth forecast (Chapter 2) on which the Township-wide D.C. is based, projects the following population, housing, and non-residential floor area for the 10-year forecast period (2024 to 2033).

Table ES-1  
Summary of Growth Forecast by Planning Period

| Measure  | 10 Year<br>2024-2033 |
|--|----------------------|
| (Net) Population Increase                          | 612                  |
| Residential Unit Increase                          | 169                  |
| Non-Residential Gross Floor Area Increase (sq.ft.) | 133,100              |
| Employment Increase                                | 121                  |

Source: *Watson & Associates Economists Ltd. forecast 2024*

- The Township is undertaking a D.C. public process and anticipates passing a new by-law for eligible services. The mandatory public meeting has been scheduled for January 14, 2025 with adoption of the by-law anticipated for February 2025.
- The Township does not currently impose development charges. This report has undertaken a calculation of charges based on future identified needs (presented in Schedule ES-3 for residential and non-residential). Charges have been provided on a Township-wide basis for all services, excluding wastewater, which have been provided on an area-specific basis. The corresponding Township-wide single detached unit charge is \$12,388. Developments in the Township that will be serviced with the Havelock Wastewater Treatment Plant (WWTP) would be charged an additional wastewater D.C. of \$5,700 per single detached unit, for a total D.C. of \$18,088. The corresponding Township-wide non-residential charge is \$4.45 per sq.ft. of building area, while developments that will be serviced with the Havelock Wastewater Treatment Plant would be charged an additional wastewater D.C. of \$3.52 per sq.ft., for a total D.C. of \$7.97 per sq.ft. of building area. These rates are submitted to Council for their consideration
- The D.C.A. requires a summary be provided of the gross capital costs and the net costs to be recovered over the life of the by-law. This calculation is provided



by service and is presented in Table 5-5. A summary of these costs is provided below:

Table ES-2  
Summary of Expenditures Anticipated Over the Life of the By-law

| Summary of Expenditures Anticipated Over the Life of the By-law | Expenditure Amount |
|---|--------------------|
| Total gross expenditures planned over the next ten years        | \$31,196,500       |
| Less: Benefit to existing development                           | \$13,641,300       |
| Less: Post planning period benefit                              | \$9,815,400        |
| Less: Ineligible re: Level of Service                           | \$10,000           |
| Less: Grants, subsidies and other contributions                 | \$3,923,000        |
| <b>Net costs to be recovered from development charges</b>       | <b>\$4,606,800</b> |

This suggests that for the non-D.C. cost over the 10-year D.C. by-law (benefit to existing development, and grants, subsidies and other contributions), approximately \$17.27 million (or an annual amount of approximately \$1.73 million) will need to be contributed from taxes and rates, or other sources. With respect to the post period benefit amount of approximately \$9.82 million, it will be included in subsequent D.C. study updates to reflect the portion of capital that benefits growth in the post period D.C. forecasts.

Based on the above table, the Township plans to spend approximately \$31.70 million over the next 10 years, of which \$4.61 million (15%) is recoverable from D.C.s. Of this net amount, \$3.94 million is recoverable from residential development and \$0.66 million from non-residential development. It is noted also that any exemptions or reductions in the charges would reduce this recovery further.

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

The following services are calculated based on developments that will utilize the Havelock Wastewater Treatment Plant (the capacity buildout of the WWTP):

- Wastewater Services.



The following services are being calculated based on a Township-wide 10-year forecast:

- Services Related to a Highway;
- Fire Protection Services;
- Parks and Recreation Services; and
- Library Services.

In addition, a class of service has been established for Growth Studies (which is calculated based on a Township-wide 10-year forecast).

Council will consider the findings and recommendations provided in the report and, in conjunction with public input, approve such policies and rates it deems appropriate. These directions will refine the draft D.C. by-law which is appended in Appendix G. These decisions may include:

- adopting the charges and policies recommended herein;
- considering additional exemptions to the by-law; and
- considering reductions in the charge by class of development (obtained by removing certain services on which the charge is based and/or by a general reduction in the charge).



Table ES-3  
Schedule of Development Charges

| Service/Class of Service  | RESIDENTIAL                       |               |                           |                                     | NON-RESIDENTIAL                  |
|---|-----------------------------------|---------------|---------------------------|-------------------------------------|----------------------------------|
|   | Single and Semi-Detached Dwelling | Multiples     | Apartments - 2 Bedrooms + | Apartments - Bachelor and 1 Bedroom | (per sq.ft. of Gross Floor Area) |
| <b>Township-Wide Services/Class of Service:</b>                   |                                   |               |                           |                                     |                                  |
| Services Related to a Highway                                     | 8,068                             | 7,274         | 7,153                     | 3,773                               | 3.58                             |
| Fire Protection Services  | 619                               | 558           | 549                       | 289                                 | 0.27                             |
| Parks and Recreation Services                                     | 2,804                             | 2,528         | 2,486                     | 1,311                               | 0.32                             |
| Library Services  | 231                               | 208           | 205                       | 108                                 | 0.03                             |
| Growth Studies  | 666                               | 600           | 590                       | 311                                 | 0.25                             |
| <b>Total Township-Wide Services/Class of Services</b>             | <b>12,388</b>                     | <b>11,168</b> | <b>10,983</b>             | <b>5,792</b>                        | <b>4.45</b>                      |
| <b>Urban Services</b>   |                                   |               |                           |                                     |                                  |
| Wastewater Services   | 5,700                             | 5,139         | 5,054                     | 2,665                               | 3.52                             |
| <b>Total Urban Services</b>                                       | <b>5,700</b>                      | <b>5,139</b>  | <b>5,054</b>              | <b>2,665</b>                        | <b>3.52</b>                      |
| <b>GRAND TOTAL TOWNSHIP-WIDE SERVICES</b>                         | <b>12,388</b>                     | <b>11,168</b> | <b>10,983</b>             | <b>5,792</b>                        | <b>4.45</b>                      |
| <b>GRAND TOTAL TOWNSHIP-WIDE SERVICES AND URBAN AREA SERVICES</b> | <b>18,088</b>                     | <b>16,307</b> | <b>16,037</b>             | <b>8,457</b>                        | <b>7.97</b>                      |



# Report



# Chapter 1

## Introduction



# 1. Introduction

## 1.1 Purpose of this Document

---

This background study has been prepared pursuant to the requirements of the *Development Charges Act, 1997*, as amended, (D.C.A.) (section 10) and, accordingly, recommends new development charges (D.C.s) and policies for the Township of Havelock-Belmont-Methuen.

The Township retained Watson & Associates Economists Ltd. (Watson), to undertake the D.C. study process throughout 2023 to 2024. Watson worked with Township staff in preparing the D.C. analysis and policy recommendations.

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

This report has been prepared, in the first instance, to meet the statutory requirements applicable to the Township's D.C. background study, as summarized in Chapter 3. It also addresses the requirement for "rules" (contained in Chapter 6) and the proposed by-law to be made available as part of the approval process (included as Appendix G).

In addition, the report is designed to set out sufficient background on the legislation (Chapter 3), and the growth anticipated within the Township (Chapter 2), to make the exercise understandable to those who are involved.

Finally, it addresses post-adoption implementation requirements (Chapter 7) which are critical to the successful application of the new policy.

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





## 1.2 Summary of the Process

---

The public meeting required under section 12 of the D.C.A. has been scheduled for January 14, 2025. 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 introduction of D.C.'s to the Township.

In accordance with the legislation, the background study and proposed D.C. by-law will be available for public review on December 20, 2024.

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

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

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



Figure 1-1  
Schedule of Key D.C. Process Dates for the Township of Havelock-Belmont-Methuen

| Schedule of Study Milestone   | Dates                          |
|---|--------------------------------|
| 1. Data collection, staff review, D.C. calculations and policy work     | April 2023 to August 2024      |
| 2. Council Workshop #1  | April 20, 2023                 |
| 3. Council Workshop #2  | November 5, 2024               |
| 4. Council Workshop #3  | December 17, 2024              |
| 5. Public release of final D.C. Background study and proposed by-law    | December 20, 2024              |
| 6. Public meeting advertisement placed in newspaper(s)                  | December 24, 2024              |
| 7. Public Meeting of Council  | January 14, 2025               |
| 8. Council considers adoption of background study and passage of by-law | February 2025                  |
| 9. Newspaper notice given of by-law passage                             | By 20 days after passage       |
| 10. Last day for by-law appeal  | 40 days after passage          |
| 11. Township makes pamphlet available (where by-law not appealed)       | By 60 days after in force date |

## 1.3 Changes to the D.C.A.: Bills 108, 138, 197, 213, and 109

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

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

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



- Effective January 1, 2020, rental housing and institutional developments will pay D.C.s in six equal annual payments commencing at occupancy. Interest may be charged on the instalments, and any unpaid amounts may be added to the property and collected as taxes. As per Bill 23, non-profit housing developments are now exempt from paying D.C.s; however, prior to Bill 23, and as a result of Bill 108, non-profit housing developments paid D.C.s in 21 equal annual payments. Effective January 1, 2020, the D.C. amount for all developments occurring within 2 years of a Site Plan or Zoning By-law Amendment planning approval (for application submitted after this section is proclaimed), shall be determined based on the D.C. in effect on the day of Site Plan or Zoning By-law Amendment application. If the development is not proceeding via these planning approvals, then the amount is determined as of the date of issuance of a building permit.

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

**Changes to Eligible Services** – Prior to Bill 108, the D.C.A. provided a list of ineligible services whereby municipalities could include growth related costs for any service that was not listed. With Bill 108, the changes to the D.C.A. would now specifically list the services that are eligible for inclusion in the by-law. Furthermore, the initial list of eligible services under Bill 108 was limited to "hard services", with the "soft services" being removed from the D.C.A. These services would be considered as part of a new community benefits charge (discussed below) imposed under the *Planning Act*. As noted in the next section this list of services has been amended through Bill 197.

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

**Remaining Services to be Included in a New Community Benefits Charge (C.B.C.) Under the *Planning Act*** – It was proposed that a municipality may, by by-law, impose a C.B.C. against land to pay for the capital costs of facilities, services and matters required because of development or redevelopment in the area to which the by-law applies. The C.B.C. was proposed to include formerly eligible D.C. services that are not included in the above listing, in addition to parkland dedication and bonus zoning contributions.



### **1.3.2 Bill 138: Plan to Build Ontario Together Act, 2019**

On November 6, 2019, the Province released Bill 138 which provided further amendments to the D.C.A. and *Planning Act*. This Bill received Royal Assent on December 10, 2019, and was proclaimed which resulted in sections related to the D.C.A. (schedule 10) becoming effective on January 1, 2020. The amendments to the D.C.A. included removal of instalment payments for commercial and industrial developments that were originally included in Bill 108.

### **1.3.3 Bill 197: COVID-19 Economic Recovery Act, 2020**

In response to the global pandemic that began affecting Ontario in early 2020, the Province released Bill 197 which provided amendments to a number of Acts, including the D.C.A. and *Planning Act*. This Bill also revised some of the proposed changes identified in Bill 108. Bill 197 was tabled on July 8, 2020, received Royal Assent on July 21, 2020, and was proclaimed on September 18, 2020. The following provides a summary of the changes.

#### **1.3.3.1 D.C.-Related Changes**

##### List of D.C.-Eligible Services

- As noted above, under Bill 108 some services were to be included under the D.C.A. and some would be included under the C.B.C. authority. Bill 197, however, revised this proposed change and has included all services (with some exceptions) under the D.C.A. These services are as follows:
  - Water supply services, including distribution and treatment services.
  - Wastewater services, including sewers and treatment services.
  - Storm water drainage and control services.
  - Services related to a highway.
  - Electrical power services.
  - Toronto-York subway extension.
  - Transit services.
  - Waste diversion services.
  - Policing services.
  - Fire protection services.
  - Ambulance services.



- Library services.
- Long-term care services.
- Parks and recreation services, but not the acquisition of land for parks.
- Public health services.
- Childcare and early years services.
- Housing services (no longer eligible as per Bill 23).
- *Provincial Offences Act* services.
- Services related to emergency preparedness.
- Services related to airports, but only in the Regional Municipality of Waterloo.
- Additional services as prescribed.

### Classes of Services – D.C.

Pre-Bill 108/197 legislation (i.e., D.C.A., 1997) allowed for categories of services to be grouped together into a minimum of two categories (90% and 100% services).

The Act (as amended) repeals and replaces the above with the four following subsections:

- A D.C. by-law may provide for any eligible service or capital cost related to any eligible service to be included in a class, set out in the by-law.
- A class may be composed of any number or combination of services and may include parts or portions of the eligible services or parts or portions of the capital costs in respect of those services.
- A D.C. by-law may provide for a class consisting of studies in respect of any eligible service whose capital costs are described in paragraphs 5 and 6 of section 5 of the D.C.A.
- A class of service set out in the D.C. by-law is deemed to be a single service with respect to reserve funds, use of monies, and credits.

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

### Mandatory 10% Deduction

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



As a result of the passage of Bill 197, and subsequent proclamation on September 18, 2020, this report has provided the D.C. calculations without the 10% mandatory deduction.

### **1.3.3.2 C.B.C.-Related Changes**

#### **C.B.C. Eligibility**

The C.B.C. is limited to lower-tier and single-tier municipalities; upper-tier municipalities will not be allowed to impose this charge.

### **1.3.3.3 Combined D.C. and C.B.C. Impacts**

#### **D.C. vs. C.B.C. Capital Cost**

A C.B.C. may be imposed with respect to the services listed in subsection 2 (4) of the D.C.A. (eligible services), “provided that the capital costs that are intended to be funded by the community benefits charge are not capital costs that are intended to be funded under a development charge by-law.”

### **1.3.4 Bill 213: Better for People, Smarter for Business Act, 2020**

On December 8, 2020, Bill 213 received Royal Assent. One of the changes of the Bill that took effect upon Royal Assent included amending the *Ministry of Training, Colleges and Universities Act* by introducing a new section that would exempt the payment of D.C.s for developments of land intended for use by a university that receives operating funds from the Government. As a result, this mandatory exemption will be included in the D.C. by-law.

### **1.3.5 Bill 109: More Homes for Everyone Act, 2022**

On April 14, 2022, Bill 109 received Royal Assent. One of the changes of the Bill and Ontario Regulation (O. Reg.) 438/22 that took effect upon Royal Assent included amending the D.C.A. and O. Reg. 82/98 related to the requirements for the information which is to be included in the annual Treasurer’s statement on D.C. reserve funds and the requirement for publication of the statement. The following additional information must be provided for each D.C. service being collected for during the year:



- a) whether, as of the end of the year, the municipality expects to incur the amount of capital costs that were estimated, in the relevant development charge background study, to be incurred during the term of the applicable development charge by-law;
- b) if the answer to a) is no, the amount the municipality now expects to incur and a statement as to why this amount is expected; and
- c) if no money was spent from the reserve fund during the year, a statement as to why there was no spending during the year.

The changes to the D.C.A. has also been amended to now require that the annual Treasurer's statement be made available to the public on the website of the municipality or, if there is no such website, in the municipal office.

## **1.4 Changes to the D.C.A. – *Bill 23: More Homes Built Faster Act, 2022***

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On November 28, 2022, Bill 23 received Royal Assent. This Bill amends a number of pieces of legislation including the *Planning Act* and the D.C.A. It is noted that, the Province removed the phase-in requirements and reinstated studies as an eligible capital costs through Bill 185 (discussed in section 1.5). The following provides a summary of the changes to the D.C.A.

### **1.4.1 *Additional Residential Unit Exemption***

The rules for these exemptions are now provided in the D.C.A., rather than the regulations and are summarized as follows:

- Exemption for residential units in existing rental residential buildings – For rental residential buildings with four or more residential units, the creation of the greater of one unit or 1% of the existing residential units will be exempt from a D.C.
- Exemption for additional residential units in existing and new residential buildings – The following developments will be exempt from a D.C.:
  - A second unit in a detached, semi-detached, or rowhouse if all buildings and ancillary structures cumulatively contain no more than one residential unit;





- A third unit in a detached, semi-detached, or rowhouse if no buildings or ancillary structures contain any residential units; and
- One residential unit in a building or structure ancillary to a detached, semi-detached, or rowhouse on a parcel of urban land, if the detached, semi-detached, or rowhouse contains no more than two residential units and no other buildings or ancillary structures contain any residential units.

### **1.4.2 Removal of Housing as an Eligible D.C. Service**

Housing services are removed as an eligible service. Municipalities with by-laws that include a charge for housing services can no longer collect for this service.

### **1.4.3 New Statutory Exemption for Non-Profit Housing**

Non-profit housing units are exempt from D.C.s and D.C. instalment payments due after November 28, 2022.

### **1.4.4 New Statutory Exemptions for Affordable Units, Attainable Units, and Affordable Inclusionary Zoning Units**

Affordable units, attainable units, and inclusionary zoning units (affordable) are exempt from the payment of D.C.s, as follows:

- Affordable Rental Units: Where rent is no more than 80% of the average market rent as defined by a new bulletin published by the Ministry of Municipal Affairs and Housing.
- Affordable Owned Units: Where the price of the unit is no more than 80% of the average purchase price as defined by a new bulletin published by the Ministry of Municipal Affairs and Housing.

*Note: Section 1.4.13 provides further details of the Affordable Rental Unit and Affordable Owned Unit definitions, which have been modified through Bill 134*

- Attainable Units: Excludes affordable units and rental units; will be defined as prescribed development or class of development and sold to a person who is at “arm’s length” from the seller.
  - Note: for affordable and attainable units, the municipality shall enter into an agreement that ensures the unit remains affordable or attainable for 25 years.



*Note: the above Affordable Owned and Rental Unit exemptions came into force as of June 1, 2024. At the time of writing, it is not known when the exemption for Attainable Units will be in force.*

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

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

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

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

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

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

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

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

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

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



### **1.4.9 Installment Payments**

Non-profit housing development has been removed from the instalment payment section of the Act (subsection 26.1), as these units are now exempt from the payment of a D.C.

### **1.4.10 Rental Housing Discount**

The D.C. payable for rental housing development will be reduced based on the number of bedrooms in each unit as follows:

- Three or more bedrooms – 25% reduction;
- Two bedrooms – 20% reduction; and
- All other bedroom quantities – 15% reduction.

### **1.4.11 Maximum Interest Rate for Instalments and Determination of Charge for Eligible Site Plan and Zoning By-law Amendment Applications**

No maximum interest rate was previously prescribed. As per Bill 23, the maximum interest rate is set at the average prime rate plus 1%. This maximum interest rate provision would apply to all instalment payments and eligible site plan and zoning by-law amendment applications occurring after November 28, 2022.

### **1.4.12 Requirement to Allocate Funds Received**

Annually, beginning in 2023, municipalities will be required to spend or allocate at least 60% of the monies in a reserve fund at the beginning of the year for water, wastewater, and services related to a highway. Other services may be prescribed by the regulation.

## **1.5 Bill 134: Affordable Homes and Good Jobs Act, 2023**

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The exemption for affordable residential units was included in the More Homes Built Faster Act (Bill 23), enacted by the Province on November 28, 2022. Under this legislation, affordable residential units were defined within subsection 4.1 of the D.C.A. and exemptions for D.C.s were provided in respect of this definition. While the legislation was enacted in November 2022, the ability for municipalities to implement the exemptions is based on the “Affordable Residential Units for the Purposes of the

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Development Charges Act, 1997 Bulletin” published by the Minister of Municipal Affairs and Housing. This bulletin informs the average market rent and purchase price to be used in determining which developments qualify as affordable residential units. This bulletin was published on April 5, 2024.

Bill 134 received Royal Assent on December 4, 2023 and provides for a modification to the affordable residential unit definition by:

- Introducing an income-based test for affordable rent and purchase price; and
- Increasing the threshold for the market test of affordable rent and purchase price.

This change provides the exemption based on the lesser of the two measures.

Moreover, the rules in subsection 4.1 of the D.C.A. are unchanged with respect to:

- The tenant and purchaser transacting the affordable unit being at arm’s length;
- The intent of maintaining the affordable residential unit definition for a 25-year period, requiring an agreement with the municipality (which may be registered on title); and
- Exemptions for attainable residential units and associated rules (requiring further regulations).

The following table provides the definitions provided through Bill 134 (underlining added for emphasis).

| Item  | Bill 134 Definition<br>(Current D.C.A. Definition)   |
|---|--|
| Affordable residential unit rent (subsection 4.1 (2), para. 1)  | The rent is no greater than <u>the lesser of</u> , <ul style="list-style-type: none"> <li>i. <u>the income-based affordable rent</u> for the residential unit set out in the Affordable Residential Units bulletin, as identified by the Minister of Municipal Affairs and Housing in accordance with subsection (5), and</li> <li>ii. <u>the average market rent</u> identified for the residential unit set out in the Affordable Residential Units bulletin.</li> </ul>                 |
| Average market rent/rent based on income (subsection 4.1 (5)) for the purposes of subsection 4.1 (2), para. 1 | The Minister of Municipal Affairs and Housing shall, <ul style="list-style-type: none"> <li>(a) determine the <u>income of a household</u> that, in the Minister’s opinion, is <u>at the 60<sup>th</sup> percentile of gross annual incomes for renter households in the applicable local municipality</u>; and</li> <li>(b) identify the <u>rent</u> that, in the Minister’s opinion, is <u>equal to 30 per cent of the income of the household</u> referred to in clause (a).</li> </ul> |



| Item  | Bill 134 Definition<br>(Current D.C.A. Definition)   |
|---|--|
| Affordable residential unit ownership (subsection 4.1 (3), para. 1)   | The price of the residential unit is no greater than <u>the lesser of</u> ,<br>i. <u>the income-based affordable purchase price</u> for the residential unit set out in the Affordable Residential Units bulletin, as identified by the Minister of Municipal Affairs and Housing in accordance with subsection (6), and<br>ii. <u>90 per cent of the average purchase price</u> identified for the residential unit set out in the Affordable Residential Units bulletin.       |
| Average market purchase price/purchase price based on income (subsection 4.1 (6)) for the purposes of subsection 4.1 (3), para. 1 | The Minister of Municipal Affairs and Housing shall,<br>(a) determine the <u>income of a household</u> that, in the Minister's opinion, is at the <u>60<sup>th</sup> percentile of gross annual incomes for households in the applicable local municipality</u> ; and<br>(b) identify the <u>purchase price</u> that, in the Minister's opinion, <u>would result in annual accommodation costs equal to 30 per cent of the income of the household</u> referred to in clause (a) |

Note: the Affordable Unit exemption came into force on June 1, 2024

## 1.6 **Bill 185: Cutting Red Tape to Build More Homes Act, 2024**

On April 10, 2024, the Province released Bill 185: *Cutting Red Tape to Build More Homes Act*. The Bill received Royal Assent on June 6, 2024. This Bill reversed many of the key changes that were implemented through Bill 23. The following sections provide a summary of the changes.

### 1.6.1 **Revised Definition of Capital Costs**

Bill 185 reversed the capital cost amendments of Bill 23 by reinstating studies as an eligible capital cost. The following paragraphs were added to subsection 5(3) of the D.C.A.:

5. *Costs to undertake studies in connection with any of the matters referred to in paragraphs 1 to 4.*
6. *Costs of the development charge background study required under section 10.*



### **1.6.2 Removal of the Mandatory Phase-in**

As noted in Section 1.4.7 above, Bill 23 required the phase-in of charges imposed in a D.C. by-law over a five-year term for any by-laws passed after January 1, 2022. Bill 185 removed this mandatory phase-in. This change is effective for any D.C. by-laws passed after Bill 185 came into effect.

For site plan and zoning by-law amendment applications that were made prior to Bill 185 receiving Royal Assent, the charges payable will be the charges that were in place on the day the planning application was made (i.e., including the mandatory phase-in).

### **1.6.3 Process for Minor Amendments to D.C. By-laws**

Section 19 of the D.C.A. requires that a municipality must follow sections 10 through 18 of the D.C.A. (with necessary modifications) when amending D.C. by-laws. Sections 10 through 18 of the D.C.A. generally require the following:

- Completion of a D.C. background study, including the requirement to post the background study 60 days prior to passage of the D.C. by-law;
- Passage of a D.C. by-law within one year of the completion of the D.C. background study;
- A public meeting, including notice requirements; and
- The ability to appeal the by-law to the Ontario Land Tribunal.

Bill 185 allows municipalities to undertake minor amendments to D.C. by-laws for the following purposes without adherence to the requirements noted above (with the exception of the notice requirements):

1. To repeal a provision of the D.C. by-law specifying the date the by-law expires or to amend the provision to extend the expiry date (subject to the 10-year limitations provided in the D.C.A.);
2. To impose D.C.s for studies, including the D.C. background study; and
3. To remove the provisions related to the mandatory phase-in of D.C.s.

Minor amendments related to items 2 and 3 noted above may be undertaken only if the D.C. by-law being amended was passed after November 28, 2022, and before Bill 185



took effect. Moreover, the amending by-law must be passed within six months of Bill 185 coming into effect.

Notice requirements for these minor amending by-laws are similar to the typical notice requirements, with the exception of the requirement to identify the last day for appealing the by-law (as these provisions do not apply).

#### ***1.6.4 Reduction of D.C. Rate Freeze Timeframe***

Bill 108 (see Section 1.3.1 above) provides for the requirement to freeze the D.C.s imposed on developments subject to a site plan and/or a zoning by-law amendment application. The D.C. rate for these developments is “frozen” at the rates that were in effect at the time the site plan and/or zoning by-law amendment application was submitted (subject to applicable interest). Once the application is approved by the municipality, if the date the D.C. is payable is more than two years from the approval date, the D.C. rate freeze would no longer apply. Bill 185 reduced the two-year timeframe to 18 months.

#### ***1.6.5 Modernizing Public Notice Requirements***

The D.C.A. sets out the requirements for municipalities to give notice of public meetings and of by-law passage. These requirements are prescribed in sections 9 and 10 of O. Reg. 82/98 and include giving notice in a newspaper of sufficiently general circulation in the area to which the by-law would apply. The regulatory changes modernized public notice requirements by allowing municipalities to provide notice on a municipal website if a local newspaper is not available.





# Chapter 2

## Anticipated Development in the Township of Havelock- Belmont-Methuen



## 2. Anticipated Development in the Township of Havelock-Belmont-Methuen

### 2.1 Requirement of the Act

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The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the Township will be required to provide services over a 10-year (2024 to 2034) time horizon.

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

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

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The D.C. growth forecast has been derived by Watson. In preparing the growth forecast, the following information sources were consulted to assess the residential and non-residential development potential for the Township over the forecast period, including:

- County of Peterborough Growth Analysis Report (March 28, 2022);
- Peterborough County, County Official Plan (Adopted by County Council June 29, 2022)
- Official Plan of the Township of Havelock-Belmont-Methuen (November 2012);
- 2011, 2016 and 2021 population, household and employment Census data;
- Historical residential building permit data over the 2014 to 2023 period;
- Residential and non-residential supply opportunities as identified by Township of Havelock-Belmont-Methuen staff; and
- Discussions from Township staff regarding anticipated residential and non-residential development in the Township of Havelock-Belmont-Methuen.

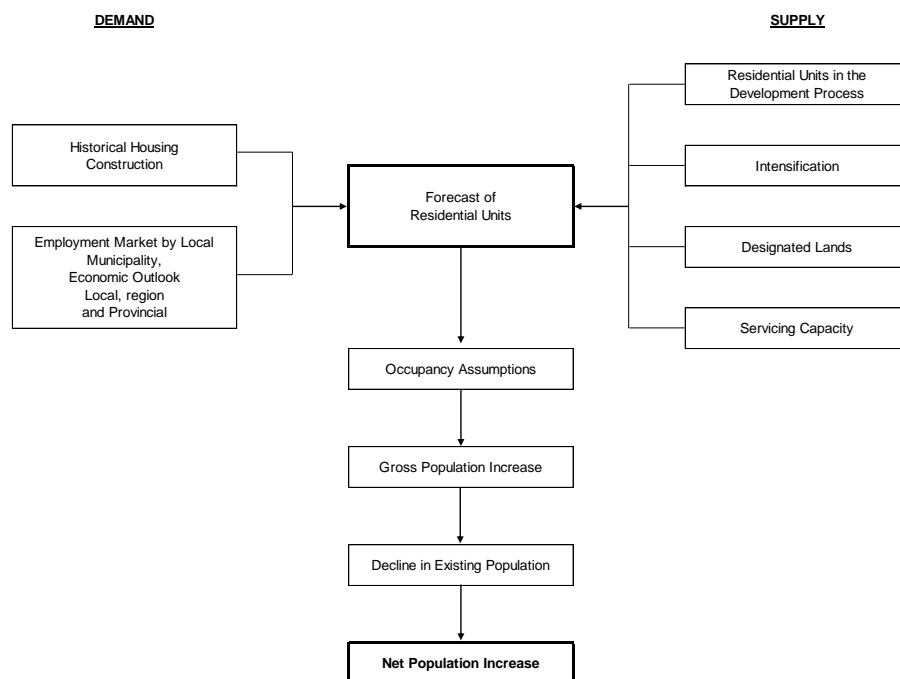


## 2.3 Summary of Growth Forecast

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

As identified in Table 2-1 and Appendix A – Schedule 1, the permanent population in the Township of Havelock-Belmont-Methuen (excluding census undercount) is anticipated to reach approximately 5,640 by mid-2034, resulting in an increase of approximately 330 persons.<sup>[1]</sup> The Township’s seasonal population is forecast to increase to 6,240 persons in mid-2034. The total population (permanent and seasonal population) is forecast to reach 11,880 by 2034.

Figure 2-1  
Population and Household Forecast Model



<sup>[1]</sup> The population figures used in the calculation of the 2024 D.C. exclude the net Census undercount, which is estimated at approximately 2.5%. Population figures presented herein have been rounded.



**Table 2-1  
Township of Havelock-Belmont-Methuen  
Residential Growth Forecast Summary**

| Year        | Permanent Population (Including Census Undercount) | Excluding Census Undercount       |                          |   |                     |   | Housing Units           |                        |                         |                    |                            |                                  |   | Permanent Person Per Unit (P.P.U.) | Permanent + Seasonal Person Per Unit (P.P.U.) |      |
|-------------|--|-----------------------------------|--------------------------|---|---------------------|---|-------------------------|------------------------|-------------------------|--------------------|----------------------------|----------------------------------|---|------------------------------------|---|------|
|             |  | Permanent Population <sup>1</sup> | Institutional Population | Permanent Population Excluding Institutional <sup>1</sup> | Seasonal Population | Total Permanent and Seasonal Population | Singles & Semi-Detached | Multiples <sup>2</sup> | Apartments <sup>3</sup> | Other <sup>4</sup> | Total Permanent Households | Seasonal Households <sup>5</sup> | Total Permanent and Seasonal Households |                                    |   |      |
| Historical  | Mid 2006   | 4,754                             | 4,637                    | 7   | 4,630               | 7,962                                   | 12,599                  | 1,840                  | 20                      | 110                | 5                          | 1,975                            | 2,224                                   | 4,199                              | 2.35  | 3.00 |
|             | Mid 2011   | 4,637                             | 4,523                    | 3   | 4,520               | 6,433                                   | 10,956                  | 1,712                  | 5                       | 86                 | 147                        | 1,950                            | 1,797                                   | 3,747                              | 2.32  | 2.92 |
|             | Mid 2016   | 4,644                             | 4,530                    | 5   | 4,525               | 6,877                                   | 11,407                  | 1,885                  | 20                      | 90                 | 20                         | 2,015                            | 1,921                                   | 3,936                              | 2.25  | 2.90 |
|             | Mid 2021   | 5,211                             | 5,083                    | 13  | 5,070               | 5,807                                   | 10,890                  | 2,110                  | 35                      | 70                 | 15                         | 2,230                            | 1,622                                   | 3,852                              | 2.28  | 2.83 |
| Forecast    | Mid 2024   | 5,443                             | 5,309                    | 141   | 5,168               | 5,957                                   | 11,266                  | 2,176                  | 37                      | 74                 | 15                         | 2,302                            | 1,664                                   | 3,966                              | 2.31  | 2.84 |
|             | Mid 2034   | 5,777                             | 5,635                    | 149   | 5,486               | 6,244                                   | 11,879                  | 2,290                  | 61                      | 106                | 15                         | 2,472                            | 1,744                                   | 4,216                              | 2.28  | 2.82 |
| Incremental | Mid 2006 - Mid 2011                                | -117                              | -114                     | -4  | -110                | -1,529                                  | -1,643                  | -128                   | -15                     | -24                | 142                        | -25                              | -427                                    | -452                               |   |      |
|             | Mid 2011 - Mid 2016                                | 7                                 | 7                        | 2   | 5                   | 444                                     | 451                     | 173                    | 15                      | 4                  | -127                       | 65                               | 124                                     | 189                                |   |      |
|             | Mid 2016 - Mid 2021                                | 567                               | 553                      | 8   | 545                 | -1,070                                  | -517                    | 225                    | 15                      | -20                | -5                         | 215                              | -299                                    | -84                                |   |      |
|             | Mid 2021 - Mid 2024                                | 232                               | 226                      | 128   | 98                  | 150                                     | 376                     | 66                     | 2                       | 4                  | 0                          | 72                               | 42                                      | 114                                |   |      |
|             | Mid 2024 - Mid 2034                                | 334                               | 326                      | 8   | 318                 | 286                                     | 612                     | 114                    | 23                      | 32                 | 0                          | 170                              | 80                                      | 250                                |   |      |

Note: A long-Term Care home expected to be built in 2025 with 128 beds has been captured as part of the Mid-2024 base because permits have already been issued and a DC charge cannot be collected.

Source: County of Peterborough Growth Analysis Report (March 28, 2022), derived by Watson & Associates Economists Ltd., 2024.

<sup>1</sup> Population excludes net Census Undercount of approximately 2.5%.

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

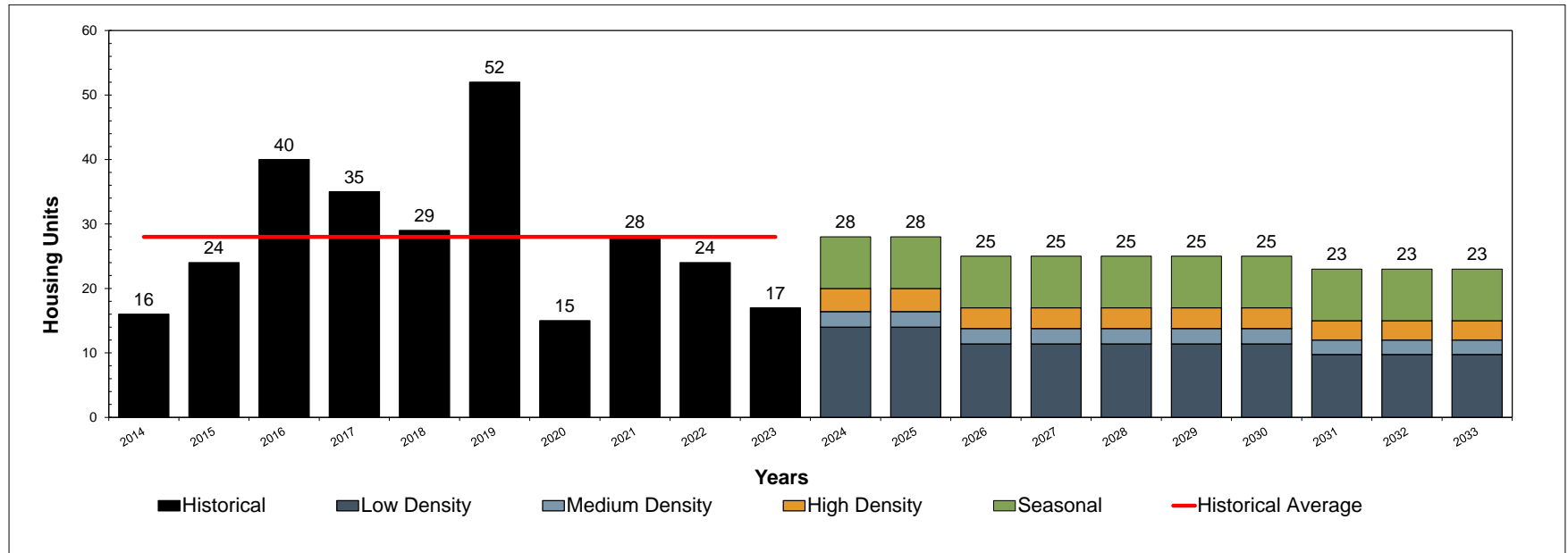
<sup>3</sup> Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

<sup>4</sup> Includes mobile dwellings and the Statistics Canada structure type category of 'Other'.

<sup>5</sup> Historical seasonal dwellings derived from unoccupied dwellings as reported through the Statistics Canada Census.



Figure 3-2  
Township of Havelock-Belmont-Methuen  
Annual Housing Forecast <sup>[1]</sup>



[1] The growth forecast represents the calendar year.

Source: Historical building permits from 2014 to 2017 from Statistics Canada and building permits between 2018 and 2023 are derived from Township data, by Watson & Associates Economists Ltd., 2024.



Provided below is a summary of the key assumptions and findings regarding the Township of Havelock-Belmont-Methuen D.C. growth forecast:

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

- The housing unit mix for the Township was derived from a detailed review of the County of Peterborough Growth Analysis Report (March 28, 2022), historical development activity (as per Schedule 5), and discussions with Township staff regarding anticipated development trends for the Township of Havelock-Belmont-Methuen.
- Based on the above indicators, the 2024 to 2034 household growth forecast for the Township is comprised of a unit mix of 46% low density units (single detached and semi-detached), 9% medium density (multiples except apartments), 13% high density (bachelor, 1-bedroom and 2-bedroom apartments), and 32% seasonal.

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

- Schedule 2 summarizes the anticipated amount, type, and location of development by area for the Township of Havelock-Belmont-Methuen
- In accordance with forecast demand and available land supply, the amount and percentage of forecast permanent housing growth between 2024 and 2034 by development location is summarized below.

Table 3-2  
Township of Havelock-Belmont-Methuen  
Geographic Location of Permanent Residential Development

| Development Location                        | Amount of Housing Growth, 2024 to 2034 | Percentage of Housing Growth, 2024 to 2034 |
|---|--|--|
| Urban                                       | 140                                    | 82%  |
| Rural                                       | 30                                     | 18%  |
| <b>Township of Havelock-Belmont-Methuen</b> | <b>170</b>                             | <b>100%</b>                                |

Note: Figures may not sum precisely due to rounding.



### 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 transit services to a 10-year planning horizon. All other services can utilize a longer planning period if the municipality has identified the growth-related capital infrastructure needs associated with the longer-term growth planning period.

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

- The number of permanent housing units to be constructed by 2034 in the Township of Havelock-Belmont-Methuen over the forecast period is presented in Table 3-1. Over the 2024 to 2034 forecast period, the Township is anticipated to average 17 new permanent housing units per year. Additionally, the Township is forecast to increase by eight seasonal units annually, bringing the combined total to 25 new units annually.
- Institutional population <sup>[1]</sup> is anticipated to increase by approximately 10 people between 2024 to 2034.
- Population in new units is derived from Schedules 3 and 4, which incorporate historical development activity, anticipated units (see unit mix discussion), and average persons per unit (P.P.U.) by dwelling type for new units.
- Schedule 6a summarizes the average P.P.U. assumed for new housing units by age and type of dwelling based on Statistics Canada 2021 custom Census data for the Township of Havelock-Belmont-Methuen. Due to data limitations, medium- and high-density P.P.U. data was derived from the County of Peterborough (see Schedule 6b). The total calculated P.P.U. for all density types has been adjusted accordingly to account for the P.P.U. trends which has been recently experienced in both new and older units. Forecasted 20-year average P.P.U.s by dwelling type are as follows:

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<sup>[1]</sup> Institutional population largely includes special care facilities such as nursing home or residences for senior citizens. A P.P.U. of 1.100 depicts 1-bedroom and 2-or-more-bedroom units in collective households.



- Low density: 2.267
- Medium density: 2.044
- High density: 1.635

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

- Existing households for mid-2024 are based on the 2021 Census households, plus estimated residential units constructed between 2021 to the beginning of the growth period, assuming a minimum six-month lag between construction and occupancy (see Schedule 3).
- The change in average occupancy levels for existing housing units is calculated in Schedules 3 and 4.<sup>[1]</sup> The forecast population change in existing households over the 2024 to 2034 forecast period is forecast to decline by approximately 40.

#### 6. Employment (Appendix A – Schedules 8a, 8b and 8c)

- The employment projections provided herein are largely based on the activity rate method, which is defined as the number of jobs in the Township divided by the number of residents. Key employment sectors include primary, industrial, commercial/population-related, institutional, and work at home, which are considered individually below.
- 2016 employment data <sup>[2],[3]</sup> (place of work) for the Township of Havelock-Belmont-Methuen is outlined in Schedule 8a. The 2016 employment base is comprised of the following sectors:
  - 215 primary (19%);
  - 180 work at home employment (16%);
  - 205 industrial (18%);

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<sup>[2]</sup> Change in occupancy levels for existing households occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

<sup>[3]</sup> 2016 employment is based on Statistics Canada 2016 Place of Work Employment dataset by Watson & Associates Economists Ltd.

<sup>[4]</sup> Statistics Canada 2021 Census place of work employment data has been reviewed. The 2021 Census employment results have not been utilized due to a significant increase in work at home employment captured due to Census enumeration occurring during the provincial COVID-19 lockdown from April 1, 2021 to June 14, 2021.





- 405 commercial/population-related (36%); and
- 130 institutional (11%).
- The 2016 employment by usual place of work, including work at home, is 1,135. Approximately 210 additional employees have been identified for the Township of Havelock-Belmont-Methuen in 2016 that have no fixed place of work (N.F.P.O.W.).<sup>[1]</sup>
- Total employment, including work at home and N.F.P.O.W. for the Township of Havelock-Belmont-Methuen is anticipated to reach approximately 1,850 by 2034. This represents an employment increase of approximately 330 for the 10-year forecast period.
- Schedule 8b, Appendix A, summarizes the employment forecast, excluding work-at-home employment and N.F.P.O.W. employment, which is the basis for the D.C. employment forecast. The impact on municipal services from work-at-home employees has already been included in the population forecast. The need for municipal services related to N.F.P.O.W. employees has largely been included in the employment forecast by usual place of work (i.e., employment and gross floor area generated from N.F.P.O.W. construction employment). Furthermore, since these employees have no fixed work address, they cannot be captured in the non-residential G.F.A. calculation. Accordingly, work-at-home and N.F.P.O.W. employees have been removed from the D.C.A. employment forecast and calculation.
- Total employment for the Township of Havelock-Belmont-Methuen (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 1,050 by mid-2034. This represents an employment increase of approximately 120 for the 10-year forecast period. <sup>[2]</sup>

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

<sup>[1]</sup> G.F.A. and employment associated within special care institutional dwellings treated as residential, resulting in an institutional employment difference between Schedules 8a and 8b. Total employment growth in Schedule 8b (excluding work at home and N.F.P.O.W. employment) has been downwardly adjusted to account for institutional



## 7. Non-Residential Sq.ft. Estimates (G.F.A.), Appendix A – Schedule 8b)

- Square footage estimates were calculated in Schedule 8b based on the following employee density assumptions:
  - 1,500 sq.ft. per employee for industrial;
  - 550 sq.ft. per employee for commercial/population-related; and
  - 680 sq.ft. per employee for institutional employment.
- The Town-wide incremental G.F.A. is anticipated to increase by 133,100 sq.ft. over the 10-year forecast period .
- In terms of percentage growth, the 2024 to 2034 incremental G.F.A. forecast by sector is broken down as follows:
  - industrial – 79%;
  - commercial/population-related – 12%; and
  - institutional – 9%.

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

- Schedule 8c summarizes the anticipated amount, type and location of non-residential development by servicing area for the Township of Havelock-Belmont-Methuen by area.
- The amount and percentage of forecast total non-residential growth between 2024 and 2034 by development location is summarized below.

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employment associated with special care facilities. Total employment in Schedule 10b is anticipated to reach approximately 3,890 by mid-2034 and 4,460 by 2034.

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Table 2-3  
Township of Havelock-Belmont-Methuen  
Geographic Location of Non-Residential Development

| Development Location                        | Amount of Non-Residential G.F.A. (sq.ft.), 2024 to 2034 | Percentage of Non-Residential G.F.A., 2024 to 2034 |
|---|---|--|
| Urban                                       | 38,600  | 29%  |
| Rural                                       | 94,500  | 71%  |
| <b>Township of Havelock-Belmont-Methuen</b> | <b>133,100</b>  | <b>100%</b>  |

Note: Figures may not sum precisely due to rounding



# Chapter 3

## The Approach to the Calculation of the Charge



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

### 3.1 Introduction

---

This chapter addresses the requirements of subsection 5 (1) of the D.C.A. with respect to the establishment of the need for service which underpins the D.C. calculation. These requirements are illustrated schematically in Figure 3-1.

### 3.2 Services Potentially Involved

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Table 3-1 lists the full range of municipal services that are provided within the Township.

A number of these services are not listed as eligible services for inclusion in the D.C. by-law as per subsection 2 (4) of the D.C.A. These are shown as “ineligible” on Table 3-1. Two ineligible costs defined in subsection 5 (3) of the D.C.A. are “computer equipment” and “rolling stock with an estimated useful life of (less than) seven years.” In addition, local roads are covered separately under subdivision agreements and related means (as are other local services). Services which are potentially eligible for inclusion in the Township’s D.C. are indicated with a “Yes.”

### 3.3 Increase in the Need for Service

---

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



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

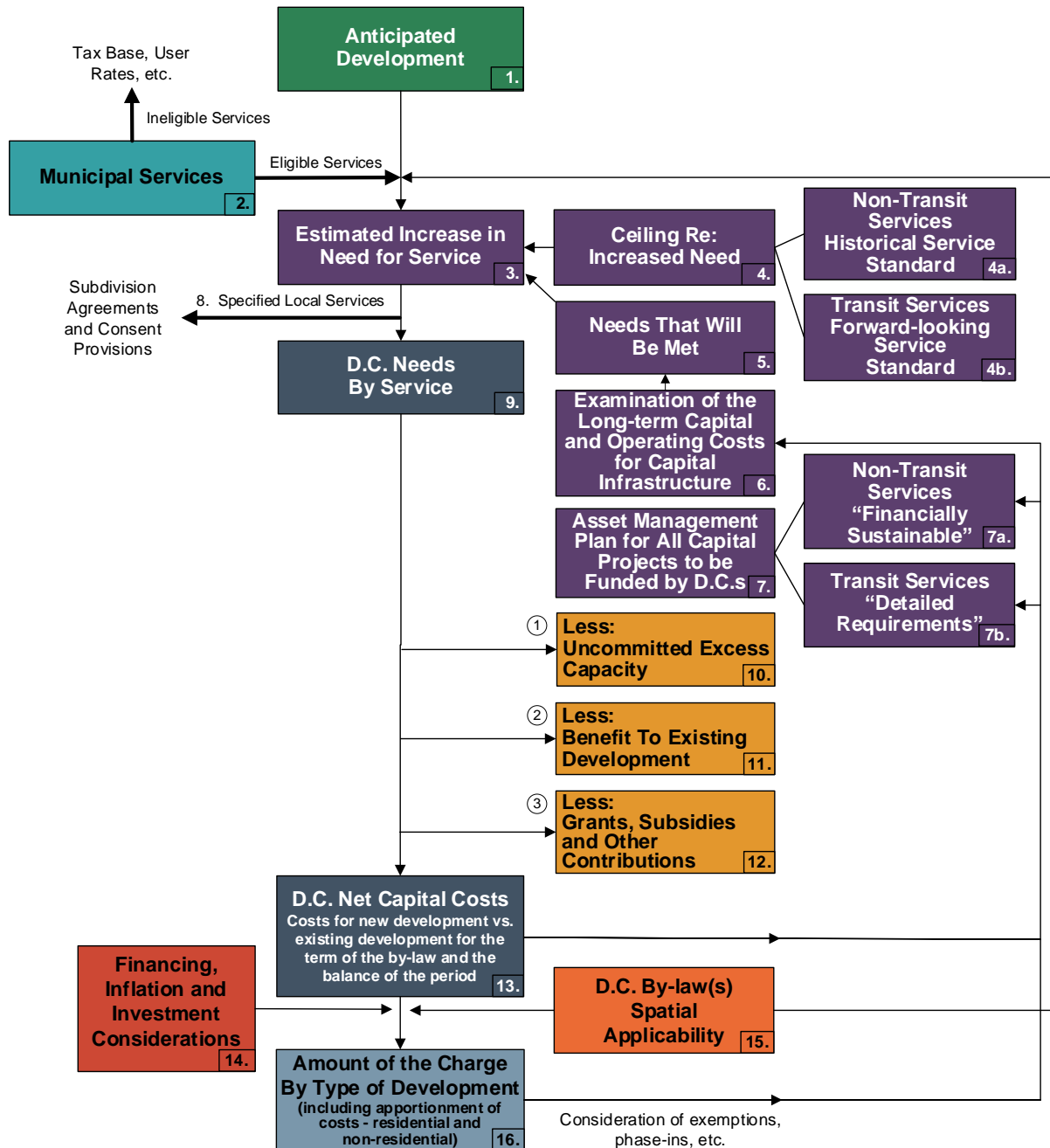




Table 3-1  
Categories of Municipal Services to be Addressed as Part of the Calculation

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

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

<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 % |
|---|---|--|-----------------------------------|
| 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                               |
| 5. Parks Services (i.e. Parks and Open Space) | Ineligible  | 5.1 Acquisition of land for parks, woodlots and E.S.A.s                                | 0                                 |
|   | Yes   | 5.2 Development of area municipal parks  | 100                               |
|   | Yes   | 5.3 Development of district parks  | 100                               |
|   | Yes   | 5.4 Development of municipal-wide parks  | 100                               |
|   | Yes   | 5.5 Development of special purpose parks   | 100                               |
|   | Yes   | 5.6 Parks rolling stock <sup>1</sup> and yards   | 100                               |
| 6. Recreation Services                        | Yes   | 6.1 Arenas, indoor pools, fitness facilities, community centres, etc. (including land) | 100                               |
|   | Yes   | 6.2 Recreation vehicles and equipment <sup>1</sup>                                     | 100                               |
| 7. Library Services                           | Yes   | 7.1 Public library space (incl. furniture and equipment)                               | 100                               |
|   | n/a   | 7.2 Library vehicles <sup>1</sup>  | 100                               |
|   | Yes   | 7.3 Library materials  | 100                               |
| 8. Emergency Preparedness Services            | No  | 8.1 Facility space (incl. furniture and equipment)                                     | 100                               |
|   | No  | 8.2 Vehicles <sup>1</sup>  | 100                               |
|   | No  | 8.3 Equipment  | 100                               |
| 9. Electrical Power Services                  | Ineligible  | 9.1 Electrical substations   | 0                                 |
|   | Ineligible  | 9.2 Electrical distribution system   | 0                                 |
|   | Ineligible  | 9.3 Electrical system rolling stock  | 0                                 |

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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 % |
|--|---|--|-----------------------------------|
| 10. Provision of Cultural, Entertainment and Tourism Facilities and Convention Centres | Ineligible  | 10.1 Cultural space (e.g. art galleries, museums and theatres) | 0                                 |
|  | Ineligible  | 10.2 Tourism facilities and convention centres                 | 0                                 |
| 11. Wastewater Services  | Yes   | 11.1 Treatment plants  | 100                               |
|  | No  | 11.2 Sewage trunks   | 100                               |
|  | No  | 11.3 Local systems   | 0                                 |
|  | Yes   | 11.4 Vehicles and equipment <sup>1</sup>                       | 100                               |
| 12. Water Supply Services  | No  | 12.1 Treatment plants  | 100                               |
|  | No  | 12.2 Distribution systems                                      | 100                               |
|  | No  | 12.3 Local systems   | 0                                 |
|  | Yes   | 12.4 Vehicles and equipment <sup>1</sup>                       | 100                               |
| 13. Waste Management Services  | Ineligible  | 13.1 Landfill collection, transfer vehicles and equipment      | 0                                 |
|  | Ineligible  | 13.2 Landfills and other disposal facilities                   | 0                                 |
|  | No  | 13.3 Waste diversion facilities                                | 100                               |
|  | No  | 13.4 Waste diversion vehicles and equipment <sup>1</sup>       | 100                               |
| 14. Policing Services  | n/a   | 14.1 Policing detachments                                      | 100                               |
|  | n/a   | 14.2 Policing rolling stock <sup>1</sup>                       | 100                               |
|  | n/a   | 14.3 Small equipment and gear                                  | 100                               |
| 15. Long-term Care   | n/a   | 15.1 Long-term care space                                      | 100                               |
|  | n/a   | 15.2 Vehicles <sup>1</sup>                                     | 100                               |
| 16. Child Care and Early Years   | n/a   | 16.1 Childcare and Early Years space                           | 100                               |
|  | n/a   | 16.2 Vehicles <sup>1</sup>                                     | 100                               |
| 17. Public Health  | n/a   | 17.1 Public Health space                                       | 100                               |
|  | n/a   | 17.2 Public Health vehicles <sup>1</sup>                       | 100                               |
| 18. Housing Services   | Ineligible  | 18.1 Housing Services space                                    | 0                                 |

<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 % |
|--|---|---|-----------------------------------|
| 19. <i>Provincial Offences Act</i> (P.O.A.) including By-law Enforcement                                 | n/a   | 19.1 P.O.A. including By-law Enforcement space  | 100                               |
|  | n/a   | 19.2 P.O.A. including By-law Enforcement vehicles and equipment <sup>1</sup>  | 100                               |
| 20. Social Services  | Ineligible  | 20.1 Social service space   | 0                                 |
| 21. Ambulance Services   | n/a   | 21.1 Ambulance station space  | 100                               |
|  | n/a   | 21.2 Vehicles <sup>1</sup>  | 100                               |
|  | n/a   | 21.3 Equipment and gear   | 100                               |
| 22. Hospital Provision   | Ineligible  | 22.1 Hospital capital contributions   | 0                                 |
| 23. Provision of Headquarters for the General Administration of Municipalities and Area Municipal Boards | Ineligible<br>Ineligible<br>Ineligible            | 23.1 Office space   | 0                                 |
|  |   | 23.2 Office furniture   | 0                                 |
|  |   | 23.3 Computer equipment   | 0                                 |
| 24. Other Services   | Yes   | 24.1 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 | 0                                 |
|  | Yes   | 24.2 Interest on money borrowed to pay for growth-related capital   | 0-100                             |

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

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



## 3.4 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 Township's detailed Local Service Policy is provided in Appendix E.

## 3.5 Capital Forecast

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

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

The capital costs include:

- a) costs to acquire land or an interest therein (including a leasehold interest);
- b) costs to improve land;
- c) costs to acquire, lease, construct or improve buildings and structures;
- d) costs to acquire, lease or improve facilities, including rolling stock (with a useful life of 7 or more years), furniture and equipment (other than computer equipment), materials acquired for library circulation, reference, or information purposes;
- e) costs to undertake studies in connection with any of the matters referred to in paragraphs a to d;
- f) costs of the development charge background study required under section 10; and
- g) interest on money borrowed to pay for the above-referenced costs;

In order for an increase in need for service to be included in the D.C. calculation, Township Council must indicate “that it intends to ensure that such an increase in need will be met” (subsection 5 (1) 3). This can be done if the increase in service forms part



of a Council-approved Official Plan, capital forecast, or similar expression of the intention of Council (O. Reg. 82/98 section 3). The capital program contained herein reflects the Township's approved and proposed capital budgets and master servicing/needs studies.

### **3.6 Treatment of Credits**

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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. There are no outstanding credits for inclusion in the D.C. calculations.

### **3.7 Classes of Services**

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

These provisions allow for services to be grouped together to create a class for the purposes of the D.C. by-law and D.C. reserve funds. The D.C. calculations and by-law provided herein include a class of service for growth studies. This class is comprised of the following services:

- Growth Studies
  - Services Related to a Highway;
  - Fire Protection Services;
  - Parks and Recreation Services;
  - Library Services; and
  - Wastewater Services.



## 3.8 Existing Reserve Funds

---

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

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 7 of subsection 5 (1).”

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

For services that are subject to a per capita based, service level “cap,” the reserve fund balance should be applied against the development-related costs for which the charge was imposed once the project is constructed (i.e. the needs of recent growth). This cost component is distinct from the development-related costs for the next 15-year period, which underlie the D.C. calculation herein.

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

There are no reserve fund adjustments to be incorporated into the calculations as this is the Township’s first D.C. by-law.

## 3.9 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
- costs related to services that are ineligible as per the D.C.A.

The requirements behind each of these reductions are addressed below.

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

This is designed to ensure that the increase in need included in section 3.3 does “not include an increase that would result in the level of service [for the additional development increment] exceeding the average level of the service provided in the municipality over the 15-year period immediately preceding the preparation of the background study” (D.C.A., subsection 5 (1) 4). O. Reg. 82/98 (section 4) goes further to indicate that “both the quantity and quality of a service shall be taken into account in determining the level of service and the average level of service.”

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

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

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

### **3.9.2 Reduction for Uncommitted Excess Capacity**

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

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



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

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

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

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

This step involves a further reduction in the need, by the extent to which such an increase in service would benefit existing development. The level of service cap in section 3.9.1 is related but is not the identical requirement. Sanitary, storm, and water trunks are highly localized to growth areas and can be more readily allocated in this regard than other services such as services related to a highway, which do not have a fixed service area.

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

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



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

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

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

## **3.10 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 amended D.C.A., it is now mandatory to “consider” area rating of services (providing charges for specific areas and services), however, it is not mandatory to implement area rating. Further discussion is provided in section 6.4.4.

## **3.11 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.





## 3.12 Asset Management

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The new legislation now requires that a D.C. background study must include an asset management plan (A.M.P.) (subsection 10 (2) c. 2). The A.M.P. must deal with all assets that are proposed to be funded, in whole or in part, by D.C.s. The current regulations provide very extensive and specific requirements for the A.M.P. related to transit services (as noted in the subsequent subsection); however, they are silent with respect to how the A.M.P. is to be provided for all other services. As part of any A.M.P., the examination should be consistent with the municipality's existing assumptions, approaches, and policies on the asset management planning. This examination has been included in Appendix F.

## 3.13 Transit

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

- Transit no longer requires the statutory 10% mandatory deduction from the net capital cost (subsection 5.2 (i) of the D.C.A.).
- The background study requires the following in regard to transit costs (as per subsection 8 (2) of the regulations):
  - The calculations that were used to prepare the estimate for the planned level of service for transit services, as mentioned in subsection 5.2 (3) of the Act.
    - i. An identification of the portion of the total estimated capital cost relating to the transit services that would benefit,
    - ii. the anticipated development over the 10-year period immediately following the preparation of the background study, or
    - iii. the anticipated development after the 10-year period immediately following the preparation of the background study.
  - An identification of the anticipated excess capacity that would exist at the end of the 10-year period immediately following the preparation of the background study.



- An assessment of ridership forecasts for all modes of transit services proposed to be funded by the D.C. over the 10-year period immediately following the preparation of the background study, categorized by development types, and whether the forecast ridership will be from existing or planned development.
- An assessment of the ridership capacity for all modes of transit services proposed to be funded by the development charge over the 10-year period immediately following the preparation of the background study.
- A new forward-looking service standard (as per subsection 6.1 (2) of the regulations) requires the following:
  - The service is a discrete service.
  - No portion of the service that is intended to benefit anticipated development after the 10-year period immediately following the preparation of the background study may be included in the estimate.
  - No portion of the service that is anticipated to exist as excess capacity at the end of the 10-year period immediately following the preparation of the background study may be included in the estimate.
- A very detailed asset management strategy and reporting requirements (subsection 6.1 (3) of the regulation) that includes lifecycle costs, action plans that will enable the assets to be sustainable, a summary of how to achieve the proposed level of service, discussion on procurement measures and risk are required.

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



# Chapter 4

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



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

### 4.1 Introduction

---

This chapter outlines the basis for calculating eligible costs for the D.C.s to be applied on a uniform basis. In each case, the required calculation process set out in subsection 5 (1) paragraphs 2 to 7 in the D.C.A. and described in Chapter 3, was followed in determining D.C. eligible costs.

The service component is evaluated on two format sheets:

- The service standards that provide the average historical 15-year level of service calculation (see Appendix B), which “caps” the D.C. amounts (note that this is not required for wastewater); and
- The infrastructure cost calculation, which determines the potential D.C. recoverable cost.

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

### 4.2 Service Levels and 10-Year Capital Costs for Township of Havelock-Belmont-Methuen’s D.C. Calculation

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This section evaluates the development-related capital requirements for services related to a highway – roads and related, services to a highway— public works facilities, equipment, and fleet, fire protection services, parks and recreation services, library services, and growth studies over a 10-year planning period.

#### 4.2.1 Services Related to a Highway

##### 4.2.1.1 Services Related to a Highway – Roads and Related

The Township currently owns and maintains the following road-related assets:



- 82 km of gravel roads;
- 10.5 km of asphalt roads;
- 66 km of surface treated roads;
- 529 drainage culverts (under 3 metres);
- 3 culverts (over 3 metres);
- 2 bridges;
- 13.64 km of sidewalks;
- 467 signs and signals; and
- 179 streetlights.

The level of service provided over the historical 15-year period by these assets translates to an average investment of \$28,786 per capita and a maximum D.C. eligible amount of approximately \$17.62 million for recovery over the forecast period.

The Township has identified future capital needs totaling approximately \$7.50 million. The capital listing includes a variety of projects, from a full road reconstruction to various road upgrades (to asphalt). Of this amount, deductions of approximately \$1.56 million and \$3.85 million have been made for the share of the projects that benefits growth outside of the forecast period and for the amount that benefits the existing development, respectively. Additionally, a \$200,000 grant has also been deducted from the calculations. In total, the net growth-related recoverable amount included in the D.C. calculation is approximately \$1.89 million.

These costs are shared between residential and non-residential development based on the population to employment ratio over the forecast period, resulting in 83% being allocated to residential development and 17% being allocated to non-residential development.



**Table 4-1**  
**Infrastructure Costs Included in the Development Charges Calculation**  
**Services Related to a Highway – Roads and Related**

| Prj. No | Increased Service Needs Attributable to Anticipated Development<br><br>2024-2033 | Timing (year) | Gross Capital Cost Estimate (2024\$) | Post Period Benefit | Other Deductions | Net Capital Cost | Less:                           |   | Potential D.C. Recoverable Cost |                          |                              |
|---------|--|---------------|--------------------------------------|---------------------|------------------|------------------|---------------------------------|---|---------------------------------|--------------------------|------------------------------|
|         |  |               |                                      |                     |                  |                  | Benefit to Existing Development | Grants, Subsidies and Other Contributions Attributable to New Development | Total                           | Residential Share<br>83% | Non-Residential Share<br>17% |
| 1       | Unimin Road Upgrade to Asphalt   | 2025-2030     | 1,367,000                            | 567,700             |                  | 799,300          | 410,100                         | 200,000   | 189,200                         | 157,036                  | 32,164                       |
| 2       | 3rd Line Upgrade to Asphalt  | 2024-2029     | 1,405,000                            | 245,900             |                  | 1,159,100        | 421,500                         |   | 737,600                         | 612,208                  | 125,392                      |
| 3       | 6th Line Upgrade to Asphalt  | 2024-2029     | 350,000                              | 61,300              |                  | 288,700          | 105,000                         |   | 183,700                         | 152,471                  | 31,229                       |
| 4       | Old Norwood Road Upgrade to Asphalt  | 2024-2029     | 1,172,000                            | 205,100             |                  | 966,900          | 351,600                         |   | 615,300                         | 510,699                  | 104,601                      |
| 5       | Alexander Street Reconstruction  | 2025-2030     | 3,200,000                            | 480,000             |                  | 2,720,000        | 2,560,000                       |   | 160,000                         | 132,800                  | 27,200                       |
|         |  |               |                                      |                     |                  |                  |                                 |   |                                 |                          |                              |
|         |  |               |                                      |                     |                  |                  |                                 |   |                                 |                          |                              |
|         | <b>Total</b>   |               | <b>7,494,000</b>                     | <b>1,560,000</b>    | <b>-</b>         | <b>5,934,000</b> | <b>3,848,200</b>                | <b>200,000</b>  | <b>1,885,800</b>                | <b>1,565,214</b>         | <b>320,586</b>               |



#### *4.2.1.2 Services Related to a Highway – Public Works Facilities, Equipment, and Fleet*

The Township operates its Public Works Division out of three (3) facilities, totalling approximately 18,000 sq.ft. of facility space. The 15-year historical average level of service is approximately 2.54 sq.ft. per capita, or a level of investment of \$2,309 per capita. This level of service provides the Township with a maximum D.C.-eligible amount of approximately \$1.41 million for recovery over the forecast period.

Currently, the Township utilizes a fleet of 10 vehicles to service the community. Over the historical 15-year period, the Township has provided an average level of service of 2.20 vehicles per 1,000 population. This level of service translates to an average investment of \$490 per capita. Over the forecast period, the Township would be eligible to collect \$300,131 from D.C.s for vehicles.

Therefore, the total service standard ceiling for Public Works is \$1,713,508.

Based on the projected growth over the 10-year forecast planning period, the Township has identified future capital needs totaling \$12.78 million. These capital items include a new public works building and additional vehicles and equipment. Of this amount, deductions of approximately \$7.54 million and \$4.33 million have been made for the share of the projects that benefits growth outside of the forecast period and for the amount that benefits the existing development, respectively. In total the net D.C. recoverable amount included in the D.C. calculation is \$918,500.

These costs are shared between residential and non-residential development based on the population to employment ratio over the forecast period, resulting in 83% being allocated to residential development and 17% being allocated to non-residential development.



**Table 4-2**  
**Infrastructure Costs Included in the Development Charges Calculation**  
**Services Related to a Highway – Public Works Facilities, Equipment, and Fleet**

| Prj. No | Increased Service Needs<br>Attributable to Anticipated<br>Development<br><br>2024-2033 | Timing<br>(year) | Gross Capital<br>Cost Estimate<br>(2024\$) | Post<br>Period<br>Benefit | Other<br>Deductions | Net Capital Cost | Less:                                 |   | Potential D.C. Recoverable Cost |                                 |   |
|---------|--|------------------|--|---------------------------|---------------------|------------------|---------------------------------------|---|---------------------------------|---------------------------------|---|
|         |  |                  |  |                           |                     |                  | Benefit to<br>Existing<br>Development | Grants, Subsidies<br>and Other<br>Contributions<br>Attributable to New<br>Development | Total                           | Residential<br>Share<br><br>83% | Non-<br>Residential<br>Share<br><br>17% |
| 1       | 1/2 Ton Truck  | 2024             | 65,000                                     | -                         |                     | 65,000           | -                                     |   | 65,000                          | 53,950                          | 11,050                                  |
| 2       | Rubber Tire Excavator  | 2025-2030        | 450,000                                    | 405,100                   |                     | 44,900           | -                                     |   | 44,900                          | 37,267                          | 7,633                                   |
| 3       | Pressure Washer  | 2024             | 7,500                                      | -                         |                     | 7,500            | -                                     |   | 7,500                           | 6,225                           | 1,275                                   |
| 4       | Digital Speed Road Sign  | 2024             | 9,000                                      | -                         |                     | 9,000            | -                                     |   | 9,000                           | 7,470                           | 1,530                                   |
| 5       | New Public Works Building  | 2030             | 12,000,000                                 | 6,905,600                 |                     | 5,094,400        | 4,327,100                             |   | 767,200                         | 636,776                         | 130,424                                 |
| 6       | Loader   | 2025-2030        | 250,000                                    | 225,100                   |                     | 24,900           | -                                     |   | 24,900                          | 20,667                          | 4,233                                   |
|         | <b>Total</b>   |                  | <b>12,781,500</b>                          | <b>7,535,800</b>          | <b>-</b>            | <b>5,245,700</b> | <b>4,327,100</b>                      | <b>-</b>  | <b>918,500</b>                  | <b>762,355</b>                  | <b>156,145</b>                          |





## **4.2.2 Fire Protection Services**

Over the past 15 years, Havelock-Belmont-Methuen has operated its fire services from a combined 6,899 sq.ft. of facility space, providing for a 15-year historical average level of service of 1.18 sq.ft. per capita, or a level of investment of \$695 per capita. This level of service provides the Township with a maximum D.C.-eligible amount of approximately \$425,046 for recovery over the forecast period.

The fire department has a current inventory of 8 vehicles. The average level of service provided by this inventory over the previous 15-year period equates to 1.60 vehicles per 1,000 population, or an average level of investment of \$408 per capita. This level of service provides for a D.C. eligible amount of approximately \$249,445 over the forecast period.

In addition to vehicles, the Township also provides 810 items of small equipment and gear for use in fire services, with a total value of approximately \$1.05 million. This results in a calculated average level of service for the historical 15-year period of \$208 per capita, providing for a D.C.-eligible amount over the forecast period of approximately \$127,008 for equipment and gear.

Based on the above, the maximum D.C.-eligible amount for recovery over the 10-year forecast planning period for fire services is \$801,500.

The Township has identified future capital needs totaling \$215,000 which includes the need for additional vehicles and equipment. This amount has been included in the D.C. calculation for recovery.

These costs are shared between residential and non-residential development based on the population to employment ratio over the forecast period, resulting in 83% being allocated to residential development and 17% being allocated to non-residential development.



**Table 4-3**  
**Infrastructure Costs Included in the Development Charges Calculation**  
**Fire Protection Services**

| Prj. No | Increased Service Needs<br>Attributable to Anticipated<br>Development<br><br>2024-2033 | Timing<br>(year) | Gross<br>Capital<br>Cost<br>Estimate<br>(2024\$) | Post<br>Period<br>Benefit | Other<br>Deductions | Net Capital<br>Cost | Less:                                 |   | Potential D.C. Recoverable Cost |                                 |   |
|---------|--|------------------|--|---------------------------|---------------------|---------------------|---------------------------------------|---|---------------------------------|---------------------------------|---|
|         |  |                  |  |                           |                     |                     | Benefit to<br>Existing<br>Development | Grants, Subsidies<br>and Other<br>Contributions<br>Attributable to New<br>Development | Total                           | Residential<br>Share<br><br>83% | Non-<br>Residential<br>Share<br><br>17% |
| 1       | Defibrillator  | 2024             | 3,000  | -                         |                     | 3,000               | -                                     |   | 3,000                           | 2,490                           | 510                                     |
| 2       | Rescue Lifting Air Bags  | 2024             | 8,000  | -                         |                     | 8,000               | -                                     |   | 8,000                           | 6,640                           | 1,360                                   |
| 3       | ATV/UTV (2)  | 2024             | 48,000   | -                         |                     | 48,000              | -                                     |   | 48,000                          | 39,840                          | 8,160                                   |
| 4       | Trailer (2)  | 2024             | 6,000  | -                         |                     | 6,000               | -                                     |   | 6,000                           | 4,980                           | 1,020                                   |
| 5       | Provision for Vehicles and Equipment   | 2025             | 150,000  | -                         |                     | 150,000             | -                                     |   | 150,000                         | 124,500                         | 25,500                                  |
|         |  |                  |  |                           |                     |                     |                                       |   |                                 |                                 |   |
|         |  |                  |  |                           |                     |                     |                                       |   |                                 |                                 |   |
|         | <b>Total</b>   |                  | <b>215,000</b>                                   | <b>-</b>                  | <b>-</b>            | <b>215,000</b>      | <b>-</b>                              | <b>-</b>  | <b>215,000</b>                  | <b>178,450</b>                  | <b>36,550</b>                           |



### **4.2.3 Parks and Recreation Services**

The Township currently provides their park services through 345.17 acres of parkland, 62 parkland amenities (including, outdoor ice facilities, boat launches, a splash pad, picnic shelters, and various other facilities), and 3,100 linear metres of trails.

Including parkland development, amenities, and trails, the average level of service provided equates to \$4,773 per capita. When applied to the amount of growth expected over the forecast period, this average level of service translates into a D.C.-eligible amount of approximately \$2.92 million.

With respect to recreation facilities, there are currently four (4) facilities provided by the Township including the Old Town Hall, Havelock-Belmont-Methuen Arena and Lions Banquet Hall, Cordova Mines Recreation Hall, and Stone Hall. In total, these facilities provide the Township with 37,162 sq.ft. of recreation facility space. Based on the inventory of space over the historical 15-year period (2009 to 2023), the Township has provided an average of approximately 7.86 sq.ft. of recreation facility space per capita or an investment of \$4,507 per capita. Based on this service standard, the Township would be eligible to collect approximately \$2.76 million from D.C.s for recreation facility space.

The Township utilizes nine vehicles and related equipment to service the above-mentioned parks and recreation facilities. Over the historical 15-year period, the Township has provided an average level of service of 1.40 vehicles per 1,000 population. This level of service translates to an average investment of \$75 per capita. Over the forecast period, the Township would be eligible to collect approximately \$46,188 from D.C.s for vehicles and equipment.

In total the Township is eligible to collect approximately \$5.73 million for parks and recreation services.

Based on the projected growth over the 10-year forecast planning period, the Township has identified future capital needs totaling approximately \$5.29 million. These capital needs include a Community Centre expansion, a community dog park, basketball court, and a provision for additional parks and vehicles. Of the total estimated capital cost, a deduction of approximately \$719,500 has been made for the share of the projects that benefits growth outside of the forecast period. Additionally, a \$3.72 million grant related



to the Community Centre expansion has been deducted from the calculations. In total the net D.C. recoverable amount included in the D.C. calculation is \$851,500.

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



**Table 4-4  
Infrastructure Costs Included in the Development Charges Calculation  
Parks and Recreation Services**

| Prj.No | Increased Service Needs<br>Attributable to Anticipated<br>Development<br><br>2024-2033 | Timing<br>(year) | Gross<br>Capital<br>Cost<br>Estimate<br>(2024\$) | Post<br>Period<br>Benefit | Other<br>Deductions | Net Capital<br>Cost | Less:                                 |   | Potential D.C. Recoverable Cost |                                 |  |
|--------|--|------------------|--|---------------------------|---------------------|---------------------|---------------------------------------|---|---------------------------------|---------------------------------|--|
|        |  |                  |  |                           |                     |                     | Benefit to<br>Existing<br>Development | Grants,<br>Subsidies and<br>Other<br>Contributions<br>Attributable to<br>New<br>Development | Total                           | Residential<br>Share<br><br>95% | Non-<br>Residential<br>Share<br><br>5% |
| 1      | Community Centre Upgrade/Expansion   | 2024-2030        | 5,152,000  | 714,500                   |                     | 4,437,500           | -                                     | 3,723,000   | 714,500                         | 678,775                         | 35,725                                 |
| 2      | West End Park - Basketball Court   | 2024-2027        | 10,000   | -                         |                     | 10,000              | -                                     |   | 10,000                          | 9,500                           | 500                                    |
| 3      | Additional Baseball Field (Feasibility +<br>Site Plan)                                 | 2027-2030        | 10,000   | 5,000                     |                     | 5,000               | -                                     |   | 5,000                           | 4,750                           | 250                                    |
| 4      | Purchase Two Benches - Patterson<br>Parkette   | 2024             | 2,000  | -                         |                     | 2,000               | -                                     |   | 2,000                           | 1,900                           | 100                                    |
| 5      | Create Community Dog Park  | 2024-2027        | 55,000   | -                         |                     | 55,000              | -                                     |   | 55,000                          | 52,250                          | 2,750                                  |
| 6      | Provision for additional Parks and<br>Recreation Vehicles                              | 2024-2032        | 65,000   | -                         |                     | 65,000              | -                                     |   | 65,000                          | 61,750                          | 3,250                                  |
|        |  |                  |  |                           |                     |                     |                                       |   |                                 |                                 |  |
|        |  |                  |  |                           |                     |                     |                                       |   |                                 |                                 |  |
|        |  |                  |  |                           |                     |                     |                                       |   |                                 |                                 |  |
|        | <b>Total</b>   |                  | <b>5,294,000</b>                                 | <b>719,500</b>            | <b>-</b>            | <b>4,574,500</b>    | <b>-</b>                              | <b>3,723,000</b>  | <b>851,500</b>                  | <b>808,925</b>                  | <b>42,575</b>                          |



#### **4.2.4 Library Services**

The Township provides library services out of two branches; HBM Public Library and HBM Cordova Library. The total floor area of library facility space provided in the Township is 7,969 sq.ft. Over the previous 15 years, the average level of service was 1.69 sq.ft. of space per capita, or an investment of \$1,187 per capita. Over the forecast period, the D.C. eligible amount for recovery is \$726,713.

The Township has a current inventory of 42,266 library collection items. These collection items include books, audio books, DVDs, and e-resources, which have a total replacement value of approximately \$1.48 million. Over the past 15 years, the average level of service was 7.70 collection items per capita, or an investment of \$271 per capita. Based on this service standard, the Township would be eligible to collect \$165,644 from D.C.s for library collection items.

In total, the Township would be eligible to collect \$892,357 from D.C.s for library services.

With respect to capital needs to accommodate growth over the forecast period, the Township has identified a provision for additional facility space and additional materials. In total, the gross capital cost estimate is \$70,000, which is being included in the D.C. calculations.

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



**Table 4-5  
Infrastructure Costs Included in the Development Charges Calculation  
Library Services**

| Prj.No | Increased Service Needs Attributable to Anticipated Development | Timing (year) | Gross Capital Cost Estimate (2024\$) | Post Period Benefit | Other Deductions | Net Capital Cost | Less:                           |   | Potential D.C. Recoverable Cost |                   |                       |
|--------|---|---------------|--------------------------------------|---------------------|------------------|------------------|---------------------------------|---|---------------------------------|-------------------|-----------------------|
|        |   |               |                                      |                     |                  |                  | Benefit to Existing Development | Grants, Subsidies and Other Contributions Attributable to New Development | Total                           | Residential Share | Non-Residential Share |
|        | <b>2024-2033</b>  |               |                                      |                     |                  |                  |                                 |   |                                 | 95%               | 5%                    |
| 1      | Provision for additional materials                              | 2024          | 20,000                               | -                   |                  | 20,000           | -                               |   | 20,000                          | 19,000            | 1,000                 |
| 2      | Provision for facility space/upgrades                           | 2025          | 50,000                               | -                   |                  | 50,000           | -                               |   | 50,000                          | 47,500            | 2,500                 |
|        |   |               |                                      |                     |                  |                  |                                 |   |                                 |                   |                       |
|        |   |               |                                      |                     |                  |                  |                                 |   |                                 |                   |                       |
|        | <b>Total</b>  |               | <b>70,000</b>                        | <b>-</b>            | <b>-</b>         | <b>70,000</b>    | <b>-</b>                        | <b>-</b>  | <b>70,000</b>                   | <b>66,500</b>     | <b>3,500</b>          |



#### **4.2.5 Growth Studies**

Based on the anticipated growth forecast, a number of growth studies have been identified to support various initiatives for the Township. The total gross capital cost of the studies is \$342,000. These studies include Master Plans, Planning Studies, D.C. Background Study, etc. For broader planning related studies, a deduction of 10% (\$10,000) has been applied to recognize the extent to which the studies relate to non-D.C.-eligible service. A further deduction of \$106,00 was made to recognize the benefit to the existing community. Therefore, the net amount of \$226,000 has been included in the D.C. calculations.

The capital costs for each study have been allocated based on the 10-year growth allocation for specific services provided in the D.C., following a similar percentage distribution as presented in the capital costs calculation (i.e., parks & recreation capital costs are allocated at 95% residential and 5% non-residential and have been allocated as such for any studies specific to parks and recreation).





**Table 4-6  
Infrastructure Costs Included in the Development Charges Calculation  
Growth Studies**

| Prj.No    | Increased Service Needs Attributable to Anticipated Development | Timing (year) | Service to Which Project Relates | Gross Capital Cost Estimate (2024\$) | Post Period Benefit | Other Deductions (to recognize benefit to non-D.C. services) | Net Capital Cost | Less:                           |   | Potential D.C. Recoverable Cost |                   |                       |
|-----------|---|---------------|----------------------------------|--------------------------------------|---------------------|--|------------------|---------------------------------|---|---------------------------------|-------------------|-----------------------|
|           |   |               |                                  |                                      |                     |  |                  | Benefit to Existing Development | Grants, Subsidies and Other Contributions Attributable to New Development | Total                           | Residential Share | Non-Residential Share |
| 2024-2033 |   |               |                                  |                                      |                     |  |                  |                                 |   | Service Specific                |                   |                       |
| 1         | Development Charges Background Study                            | 2024          | All D.C. services                | 40,000                               | -                   |  | 40,000           | -                               |   | 40,000                          | 33,200            | 6,800                 |
| 2         | Development Charges Background Study                            | 2029          | All D.C. services                | 40,000                               | -                   |  | 40,000           | -                               |   | 40,000                          | 33,200            | 6,800                 |
| 3         | Fire Masterplan   | 2024          | Fire Protection Services         | 50,000                               | -                   |  | 50,000           | 12,500                          |   | 37,500                          | 31,125            | 6,375                 |
| 4         | Official Plan Update  | 2028          | All D.C. services                | 50,000                               | -                   | 5,000  | 45,000           | 12,500                          |   | 32,500                          | 26,975            | 5,525                 |
| 5         | Roads Needs Study   | 2024-2025     | Services Related to a Highway    | 32,000                               | -                   |  | 32,000           | 16,000                          |   | 16,000                          | 13,280            | 2,720                 |
| 6         | Sign Study  | 2024          | Services Related to a Highway    | 15,000                               | -                   |  | 15,000           | 7,500                           |   | 7,500                           | 6,225             | 1,275                 |
| 7         | Road Speed Study  | 2024          | Services Related to a Highway    | 15,000                               | -                   |  | 15,000           | 7,500                           |   | 7,500                           | 6,225             | 1,275                 |
| 8         | Parks and Recreation Masterplan                                 | 2029          | Parks and Recreation Services    | 50,000                               | -                   |  | 50,000           | 12,500                          |   | 37,500                          | 35,625            | 1,875                 |
| 9         | Strategic Plan  | 2029          | All D.C. services                | 50,000                               | -                   | 5,000  | 45,000           | 37,500                          |   | 7,500                           | 6,225             | 1,275                 |
|           |   |               |                                  | -                                    | -                   |  |                  | -                               |   |                                 |                   |                       |
|           | <b>Total</b>  |               |                                  | <b>342,000</b>                       | <b>-</b>            | <b>10,000</b>  | <b>332,000</b>   | <b>106,000</b>                  | <b>-</b>  | <b>226,000</b>                  | <b>192,080</b>    | <b>33,920</b>         |



## 4.3 Urban Area-Specific D.C. Calculations

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This section evaluates the wastewater capital requirements for urban area-specific proposed developments.

### 4.3.1 Wastewater Services

The Township retained the Ontario Clean Water Agency (OCWA) and CIMA+ to prepare an Environmental Study Report (ESR). This report outlined the Township's wastewater infrastructure and detailed capacity calculations to determine current and future capital needs. As identified in the ESR, a two-phased approach was recommended for expanding the Wastewater Treatment Plant (WWTP) in Havelock. Phase 1 provided upgrades to the existing WWTP which would add a small increase in capacity to accommodate new development, while Phase 2 would be an entire expansion to the WWTP in order to accommodate future growth. Further details of the proposed projects can be found in the ESR.

Given that the details of Phase 2 are still being developed, only Phase 1 of the WWTP Upgrades have been included in the D.C. study. It is anticipated that Phase 2 will be included in a subsequent D.C. update.

Based on the findings of the ESR, it is estimated that the Phase 1 upgrades to the Havelock WWTP will provide additional capacity for 147 people and 28 non-residential employees. This forecast will be considered the capacity buildout of the Havelock WWTP for the purposes of the D.C. calculations herein.

The cost estimate for the Phase 1 WWTP Upgrade is \$5.50 million. Of this amount, a deduction of \$5.06 million has been made to recognize the portion of the project that benefits the existing users of the WWTP. Therefore, \$440,000 has been included in the D.C. calculations.

These costs are shared between residential and non-residential development based on the urban population to employment ratio over the forecast period, resulting in 84% being allocated to residential development and 16% being allocated to non-residential development.



**Table 4-7**  
**Infrastructure Costs Included in the Development Charges Calculation**  
**Wastewater Services**

| Prj.No | Increased Service Needs Attributable to Anticipated Development | Timing (year) | Gross Capital Cost Estimate (2024\$) | Post Period Benefit | Other Deductions | Net Capital Cost | Less:                           |   | Potential D.C. Recoverable Cost |                   |                       |
|--------|---|---------------|--------------------------------------|---------------------|------------------|------------------|---------------------------------|---|---------------------------------|-------------------|-----------------------|
|        |   |               |                                      |                     |                  |                  | Benefit to Existing Development | Grants, Subsidies and Other Contributions Attributable to New Development | Total                           | Residential Share | Non-Residential Share |
|        | 2024-WWTP Capacity Buildout                                     |               |                                      |                     |                  |                  |                                 |   |                                 | 84%               | 16%                   |
| 1      | Phase 1 WWTP Upgrades   | 2024-2025     | 5,500,000                            | -                   |                  | 5,500,000        | 5,060,000                       |   | 440,000                         | 369,600           | 70,400                |
|        |   |               |                                      |                     |                  |                  |                                 |   |                                 |                   |                       |
|        |   |               |                                      |                     |                  |                  |                                 |   |                                 |                   |                       |
|        |   |               |                                      |                     |                  |                  |                                 |   |                                 |                   |                       |
|        |   |               |                                      |                     |                  |                  |                                 |   |                                 |                   |                       |
|        | <b>Total</b>  |               | <b>5,500,000</b>                     | <b>-</b>            | <b>-</b>         | <b>5,500,000</b> | <b>5,060,000</b>                | <b>-</b>  | <b>440,000</b>                  | <b>369,600</b>    | <b>70,400</b>         |



# Chapter 5

## D.C. Calculation



## 5. D.C. Calculation

### 5.1 Township-Wide Calculations

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Table 5-1 calculates the proposed urban area D.C.s to be imposed on specific developments connecting to the Havelock WWTP for wastewater services over the capacity buildout out forecast period. Table 5-2 calculates the proposed uniform D.C.s to be imposed on anticipated development in the Township for Township-wide services over the 10-year (2024 to 2033) forecast period.

The calculation for residential development is generated on a per capita basis and is based upon four forms of housing types (singles and semi-detached, multiples, apartments 2+ bedrooms, and apartments bachelor and 1 bedroom). The non-residential D.C. has been calculated on a per sq.ft. of G.F.A. basis for all types of non-residential development (industrial, commercial, and institutional).

The D.C.-eligible costs for each service component are identified in Chapter 4 for all Township services, based on their proposed capital programs.

For the residential calculations, the total cost is divided by the “gross” (new resident) population to determine the per capita amount. The D.C.-eligible cost calculations set out in Chapter 4 are based on the net anticipated population increase (the forecast new unit population less the anticipated decline in existing units). The cost per capita is then multiplied by the average occupancy of the new units (as detailed in Appendix A, Schedule 7) to calculate the charge.

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

Table 5-3 summarizes the total D.C.s that are applicable for the Township-wide and urban area services and Table 5-4 summarizes the gross capital expenditures and sources of revenue for works to be undertaken during the life of the by-law.



Table 5-1  
 Township of Havelock-Belmont-Methuen  
 Development Charge Calculation  
 Urban Area Services  
 2024 to Capacity Buildout of the WWTP

| SERVICE/CLASS  | 2024\$ D.C.-Eligible Cost |                 | 2024\$ D.C.-Eligible Cost |             |
|--|---------------------------|-----------------|---------------------------|-------------|
|  | Residential               | Non-Residential | S.D.U.                    | per sq.ft.  |
|  | \$                        | \$              | \$                        | \$          |
| 1. <u>Wastewater Services</u>                          |                           |                 |                           |             |
| 1.1 Treatment plants & Sewers                          | 369,600                   | 70,400          | 5,700                     | 3.52        |
|  | 369,600                   | 70,400          | 5,700                     | 3.52        |
|  |                           |                 |                           |             |
| <b>TOTAL</b>   | <b>369,600</b>            | <b>\$70,400</b> | <b>\$5,700</b>            | <b>3.52</b> |
|  |                           |                 |                           |             |
| D.C.-Eligible Capital Cost                             | \$369,600                 | \$70,400        |                           |             |
| Capacity Buildout Gross Population/GFA Growth (sq.ft.) | 147                       | 20,020          |                           |             |
| <b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>    | <b>\$2,514.29</b>         | <b>\$3.52</b>   |                           |             |
| <b><u>By Residential Unit Type</u></b>                 | <b><u>P.P.U.</u></b>      |                 |                           |             |
| Single and Semi-Detached Dwelling                      | 2.267                     | \$5,700         |                           |             |
| Multiples  | 2.044                     | \$5,139         |                           |             |
| Apartments - 2 Bedrooms +                              | 2.010                     | \$5,054         |                           |             |
| Apartments - Bachelor and 1 Bedroom                    | 1.060                     | \$2,665         |                           |             |



Table 5-2  
Township of Havelock-Belmont-Methuen  
Development Charge Calculation  
Township-wide Services and Classes of Services  
2024 to 2033

| SERVICE/CLASS   | 2024\$ D.C.-Eligible Cost |                  | 2024\$ D.C.-Eligible Cost |               |
|---|---------------------------|------------------|---------------------------|---------------|
|   | Residential               | Non-Residential  | S.D.U.                    | per sq.ft.    |
|   | \$                        | \$               | \$                        | \$            |
| 2. <u>Services Related to a Highway</u>                           |                           |                  |                           |               |
| 2.1 Roads and Related   | 1,565,214                 | 320,586          | 5,425                     | 2.41          |
| 2.2 Public Works Facilities, Equipment, and Fleet                 | 762,355                   | 156,145          | 2,643                     | 1.17          |
|   | 2,327,569                 | 476,731          | 8,068                     | 3.58          |
| 3. <u>Fire Protection Services</u>                                |                           |                  |                           |               |
| 3.1 Fire facilities, vehicles & equipment                         | 178,450                   | 36,550           | 619                       | 0.27          |
|   | 178,450                   | 36,550           | 619                       | 0.27          |
| 4. <u>Parks and Recreation Services</u>                           |                           |                  |                           |               |
| 4.1 Park development, amenities, trails and recreation facilities | 808,925                   | 42,575           | 2,804                     | 0.32          |
|   | 808,925                   | 42,575           | 2,804                     | 0.32          |
| 5. <u>Library Services</u>  |                           |                  |                           |               |
| 5.1 Library facilities, materials and vehicles                    | 66,500                    | 3,500            | 231                       | 0.03          |
|   | 66,500                    | 3,500            | 231                       | 0.03          |
| 6. <u>Growth Studies</u>  |                           |                  |                           |               |
| 6.1 Growth Studies  | 192,080                   | 33,920           | 666                       | 0.25          |
|   | 192,080                   | 33,920           | 666                       | 0.25          |
| <b>TOTAL</b>  | <b>3,573,524</b>          | <b>\$593,276</b> | <b>\$12,388</b>           | <b>\$4.45</b> |
| D.C.-Eligible Capital Cost  | \$3,573,524               | \$593,276        |                           |               |
| 10-Year Gross Population/GFA Growth (sq.ft.)                      | 654                       | 133,100          |                           |               |
| <b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>               | <b>\$5,464.10</b>         | <b>\$4.45</b>    |                           |               |
| <b>By Residential Unit Type</b>                                   | <b>P.P.U.</b>             |                  |                           |               |
| Single and Semi-Detached Dwelling                                 | 2.267                     | \$12,388         |                           |               |
| Multiples   | 2.044                     | \$11,169         |                           |               |
| Apartments - 2 Bedrooms +   | 2.010                     | \$10,983         |                           |               |
| Apartments - Bachelor and 1 Bedroom                               | 1.060                     | \$5,792          |                           |               |



Table 5-3  
Township of Havelock-Belmont-Methuen  
Development Charge Calculation

|   | 2024\$ D.C.-Eligible Cost |                 | 2024\$ D.C.-Eligible Cost |             |
|---|---------------------------|-----------------|---------------------------|-------------|
|   | Residential               | Non-Residential | S.D.U.                    | per sq.ft.  |
| Urban Area Services - Capacity Buildout | \$ 369,600                | \$ 70,400       | \$ 5,700                  | \$ 3.52     |
| Township-Wide Services/Classes 10 Year  | 3,573,524                 | 593,276         | 12,388                    | 4.45        |
| <b>TOTAL</b>                            | <b>3,943,124</b>          | <b>663,676</b>  | <b>18,088</b>             | <b>7.97</b> |





Table 5-4  
Township of Havelock-Belmont-Methuen  
Gross Expenditure and Sources of Revenue Summary for Costs to be Incurred over the Life of the By-law

| Service/Class   | Total Gross Cost    | Sources of Financing              |                     |                    |                          |                    |                  |
|---|---------------------|-----------------------------------|---------------------|--------------------|--------------------------|--------------------|------------------|
|   |                     | Tax Base or Other Non-D.C. Source |                     |                    | Post D.C. Period Benefit | D.C. Reserve Fund  |                  |
|   |                     | Other Deductions                  | Benefit to Existing | Other Funding      |                          | Residential        | Non-Residential  |
| <b>1. Wastewater Services</b>                                     |                     |                                   |                     |                    |                          |                    |                  |
| 1.1 Wastewater Services   | 5,500,000           | 0                                 | 5,060,000           | 0                  | 0                        | 369,600            | 70,400           |
| <b>2. Services Related to a Highway</b>                           |                     |                                   |                     |                    |                          |                    |                  |
| 2.1 Roads and Related   | 7,494,000           | 0                                 | 3,848,200           | 200,000            | 1,560,000                | 1,565,214          | 320,586          |
| 2.2 Public Works Facilities, Equipment, and Fleet                 | 12,781,500          | 0                                 | 4,327,100           | 0                  | 7,535,900                | 762,355            | 156,145          |
| <b>3. Fire Protection Services</b>                                |                     |                                   |                     |                    |                          |                    |                  |
| 3.1 Fire facilities, vehicles & equipment                         | 215,000             | 0                                 | 0                   | 0                  | 0                        | 178,450            | 36,550           |
| <b>4. Parks and Recreation Services</b>                           |                     |                                   |                     |                    |                          |                    |                  |
| 4.1 Park development, amenities, trails and recreation facilities | 5,294,000           | 0                                 | 0                   | 3,723,000          | 719,500                  | 808,925            | 42,575           |
| <b>5. Library Services</b>  |                     |                                   |                     |                    |                          |                    |                  |
| 5.1 Library facilities, materials and vehicles                    | 70,000              | 0                                 | 0                   | 0                  | 0                        | 66,500             | 3,500            |
| <b>6. Growth Studies</b>  |                     |                                   |                     |                    |                          |                    |                  |
| 6.1 Growth Studies  | 342,000             | 10,000                            | 106,000             | 0                  | 0                        | 192,080            | 33,920           |
| <b>Total Expenditures &amp; Revenues</b>                          | <b>\$31,696,500</b> | <b>\$10,000</b>                   | <b>\$13,341,300</b> | <b>\$3,923,000</b> | <b>\$9,815,400</b>       | <b>\$3,943,124</b> | <b>\$663,676</b> |



# Chapter 6

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



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

### 6.1 Introduction

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

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

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

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

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

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

The rules provided are based on best practices across Ontario; with consideration for the changes to the D.C.A. resulting from Bills 108, 138, 109, 197, 213, 23 and 185. However, these policies are provided for Council’s consideration and may be refined prior to adoption of the by-law.



## 6.2 D.C. By-law Structure

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### **It is recommended that:**

- the Township uses a uniform Township-wide D.C. calculation for services excluding wastewater services;
- D.C.s for wastewater services be imposed on an urban area-specific basis as provided in Chapters 4 and 5;
- one D.C. by-law be used for all services referenced above; and
- a class of service be established for growth studies.

## 6.3 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.:**

#### **6.3.1 Payment in any Particular Case**

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

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



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

### **6.3.2 Determination of the Amount of the Charge**

The following conventions be adopted:

- 1) Costs allocated to residential uses will be assigned to different types of residential units based on the average occupancy for each housing type constructed during the previous decade. Costs allocated to non-residential uses will be assigned based on the amount of square feet of G.F.A. constructed for eligible uses (i.e. industrial, commercial, and institutional).
- 2) Costs allocated to residential and non-residential uses are based upon a number of conventions, as may be suited to each municipal circumstance and are summarized in Chapter 4.

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

If a development involves the demolition and replacement of a building or structure on the same site (within 60 months prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part), or the conversion from one principal use to another, the developer shall be allowed a credit equivalent to:

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

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

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

- a) Statutory exemptions:



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

b) Non-statutory exemptions (for Council's consideration):

- Hospitals under the Public Hospitals Act;
- land, buildings or structures used for a place of worship or for the purpose of a cemetery or burial ground and exempt from taxation under the Assessment Act, R.S.O. 1990, c.A.31, as amended; and
- Buildings or structures used as farm buildings.

### **6.3.5 Timing of Collection**

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



Rental housing and institutional developments will pay D.C.s in 6 equal annual payments commencing at occupancy subject to early or late payment agreements entered into by the Township and an owner under s. 27 of the D.C.A.

Moreover, the D.C. amount for all developments occurring within 18 months of a Site Plan or Zoning By-law Amendment planning approval (for applications submitted after June 6, 2024), shall be determined based on the D.C. in effect on the day the applicable Site Plan or Zoning By-law Amendment application was submitted (as a complete application).

Instalment payments and payments determined at the time of Site Plan or Zoning By-law Amendment application are subject to annual interest charges. The maximum interest rate the Township can impose is the average prime rate plus 1%.

### **6.3.6 The Applicable Areas**

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

- All Townshipwide services – the full residential and non-residential charge will be imposed on all lands within the Township; and
- Wastewater Services – the full residential and non-residential charge will be imposed on the urban serviced areas of the Township.

### **6.3.7 Indexing**

Indexing of the D.C.s shall be implemented on a mandatory basis annually commencing on January 1, 2026, and each January 1<sup>st</sup> thereafter, in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index (Table 18-10-0289-01)<sup>[1]</sup> for the most recent year-over-year period.

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[8] O. Reg. 82/98 referenced “The Statistics Canada Non-residential Building Construction Price Index for Ottawa-Gatineau or for Toronto, as appropriate, is prescribed for the purposes of paragraph 10 of subsection 5 (1) of the Act. O. Reg. 454/19, s. 2.” as the index source. The draft by-law provided herein refers to O. Reg. 82/98 to ensure traceability should this index continue to be modified over time.



## 6.4 Other D.C. By-law Provisions

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### It is recommended that:

#### **6.4.1 Categories of Services/Class of Services for Reserve Fund and Credit Purposes**

It is recommended that the Township create new reserve funds for: Fire Protection Services, Parks and Recreation Services, Library Services, Growth Studies, Services Related to a Highway – Roads and Related, Services Related to a Highway – Public Works Facilities, Equipment and Fleet, and Wastewater Services.

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

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

It is proposed that the new D.C. by-law will come into force in February 2025.

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

The minimum interest rate is what the Bank of Canada rate is on the day the by-law comes into force updated on the first business day of every January, April, July and October (as per section 11 of O. Reg. 82/98).

#### **6.4.4 Area Rating**

The D.C.A. required that Council must consider the use of area specific charges:

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





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

It is recommended that all Township services except wastewater be recovered on a uniform, Township-wide basis as a result of the following:

1. All Township services require that the average 15-year service standard be calculated. This average service standard, multiplied by growth in the Township, establishes an upper ceiling on the amount of funds that can be collected from all developing landowners. Section 4 (4) of O. Reg. 82/98 provides that “if a development charge by-law applies to a part of the municipality, the level of service and average level of service cannot exceed that which would be determined if the by-law applied to the whole municipality.” Put in layman terms, the average service standard multiplied by the growth within the specific area would establish an area-specific ceiling which would significantly reduce the total revenue recoverable for the Township, hence potentially resulting in D.C. revenue shortfalls and impacts on property taxes.
2. Extending on item 1, attempting to impose an area charge potentially causes equity issues in transitioning from a Township-wide approach to an area-specific approach. For example, if all services were now built (and funded) within Area A (which is 75% built out) and this was funded with some revenues from Areas B and C, moving to an area rating approach would see Area A contribute no funds to the costs of services in Areas B and C. The D.C.s would be lower in Area A (as all services are now funded) and higher in Areas B and C. As well, funding shortfalls may then potentially encourage the municipality to provide less services to Areas B and C due to reduced revenue.
3. Many services provided (roads, parks, recreation facilities, library) are not restricted to one specific area and are often used by all residents. For example, arenas located in different parts of the Township will be used by residents from all areas depending on the programming of the facility (i.e. a public skate is available each night, but at a different arena; hence usage of any one facility at any given time is based on programming availability).



For the reasons noted above, it is recommended that Council impose the D.C. charges on an urban area-specific basis for wastewater while all other services be charged on a uniform Township-wide basis.

## 6.5 Other Recommendations

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### It is recommended that Council:

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

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

“Establish a class of service for Growth Studies;”

“Adopt the D.C. approach to calculate the charges on a uniform Township-wide basis for all services except wastewater;”

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

“Approve the capital project listing set out in Chapter 4 of the D.C.s Background Study dated December 20, 2024, subject to further annual review during the capital budget process;”

“Approve the D.C.s Background Study dated December 20, 2024, as amended (if applicable);”

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

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



# Chapter 7

## By-law Implementation



## 7. By-law Implementation

### 7.1 Public Consultation Process

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#### **7.1.1 Introduction**

This chapter addresses the mandatory, formal public consultation process (section 7.1.2), as well as the optional, informal consultation process (section 7.1.3). The latter is designed to seek the co-operation and participation of those involved, in order to produce the most suitable policy. Section 7.2 addresses the anticipated impact of the D.C. on development from a generic viewpoint.

#### **7.1.2 Public Meeting of Council**

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

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

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

#### **7.1.3 Other Consultation Activity**

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

1. The first grouping is the residential development community, consisting of land developers and builders, who are typically responsible for generating the majority of the D.C. revenues. Others, such as realtors, are directly impacted by D.C.



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

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

## **7.2 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 Township capital funding sources need to be obtained in order to help ensure that the necessary infrastructure and amenities are installed. The timely installation of such works is a key initiative in providing adequate service levels and in facilitating strong economic growth, investment, and wealth generation.



## 7.3 Implementation Requirements

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### 7.3.1 Introduction

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

The sections that follow overview the requirements in each case.

### 7.3.2 Notice of Passage

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

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

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

### 7.3.3 By-law Pamphlet

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

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



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

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

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

### **7.3.4 Appeals**

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

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

### **7.3.5 Complaints**

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

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

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



### **7.3.6 Credits**

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

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

### **7.3.7 Front-Ending Agreements**

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

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

### **7.3.8 Severance and Subdivision Agreement Conditions**

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

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





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

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

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

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



# Appendices



# Appendix A

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



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

## Schedule 1 Township of Havelock-Belmont-Methuen Residential Growth Forecast Summary

| Year        | Permanent Population (Including Census Undercount) | Excluding Census Undercount       |                          |   |                     |   | Housing Units           |                        |                         |                    |                            |                                  | Permanent Person Per Unit (P.P.U.) | Permanent + Seasonal Person Per Unit (P.P.U.) |   |      |
|-------------|--|-----------------------------------|--------------------------|---|---------------------|---|-------------------------|------------------------|-------------------------|--------------------|----------------------------|----------------------------------|------------------------------------|---|---|------|
|             |  | Permanent Population <sup>1</sup> | Institutional Population | Permanent Population Excluding Institutional <sup>1</sup> | Seasonal Population | Total Permanent and Seasonal Population | Singles & Semi-Detached | Multiples <sup>2</sup> | Apartments <sup>3</sup> | Other <sup>4</sup> | Total Permanent Households | Seasonal Households <sup>5</sup> |                                    |   | Total Permanent and Seasonal Households |      |
| Historical  | Mid 2006   | 4,754                             | 4,637                    | 7   | 4,630               | 7,962                                   | 12,599                  | 1,840                  | 20                      | 110                | 5                          | 1,975                            | 2,224                              | 4,199   | 2.35                                    | 3.00 |
|             | Mid 2011   | 4,637                             | 4,523                    | 3   | 4,520               | 6,433                                   | 10,956                  | 1,712                  | 5                       | 86                 | 147                        | 1,950                            | 1,797                              | 3,747   | 2.32                                    | 2.92 |
|             | Mid 2016   | 4,644                             | 4,530                    | 5   | 4,525               | 6,877                                   | 11,407                  | 1,885                  | 20                      | 90                 | 20                         | 2,015                            | 1,921                              | 3,936   | 2.25                                    | 2.90 |
|             | Mid 2021   | 5,211                             | 5,083                    | 13  | 5,070               | 5,807                                   | 10,890                  | 2,110                  | 35                      | 70                 | 15                         | 2,230                            | 1,622                              | 3,852   | 2.28                                    | 2.83 |
| Forecast    | Mid 2024   | 5,443                             | 5,309                    | 141   | 5,168               | 5,957                                   | 11,266                  | 2,176                  | 37                      | 74                 | 15                         | 2,302                            | 1,664                              | 3,966   | 2.31                                    | 2.84 |
|             | Mid 2034   | 5,777                             | 5,635                    | 149   | 5,486               | 6,244                                   | 11,879                  | 2,290                  | 61                      | 106                | 15                         | 2,472                            | 1,744                              | 4,216   | 2.28                                    | 2.82 |
| Incremental | Mid 2006 - Mid 2011                                | -117                              | -114                     | -4  | -110                | -1,529                                  | -1,643                  | -128                   | -15                     | -24                | 142                        | -25                              | -427                               | -452  |   |      |
|             | Mid 2011 - Mid 2016                                | 7                                 | 7                        | 2   | 5                   | 444                                     | 451                     | 173                    | 15                      | 4                  | -127                       | 65                               | 124                                | 189   |   |      |
|             | Mid 2016 - Mid 2021                                | 567                               | 553                      | 8   | 545                 | -1,070                                  | -517                    | 225                    | 15                      | -20                | -5                         | 215                              | -299                               | -84   |   |      |
|             | Mid 2021 - Mid 2024                                | 232                               | 226                      | 128   | 98                  | 150                                     | 376                     | 66                     | 2                       | 4                  | 0                          | 72                               | 42                                 | 114   |   |      |
|             | Mid 2024 - Mid 2034                                | 334                               | 326                      | 8   | 318                 | 286                                     | 612                     | 114                    | 23                      | 32                 | 0                          | 170                              | 80                                 | 250   |   |      |

Note: A long-Term Care home expected to be built in 2025 with 128 beds has been captured as part of the Mid-2024 base because permits have already been issued and a DC charge cannot be collected.

Source: County of Peterborough Growth Analysis Report (March 28, 2022), derived by Watson & Associates Economists Ltd., 2024.

<sup>1</sup> Population excludes net Census Undercount of approximately 2.5%.

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

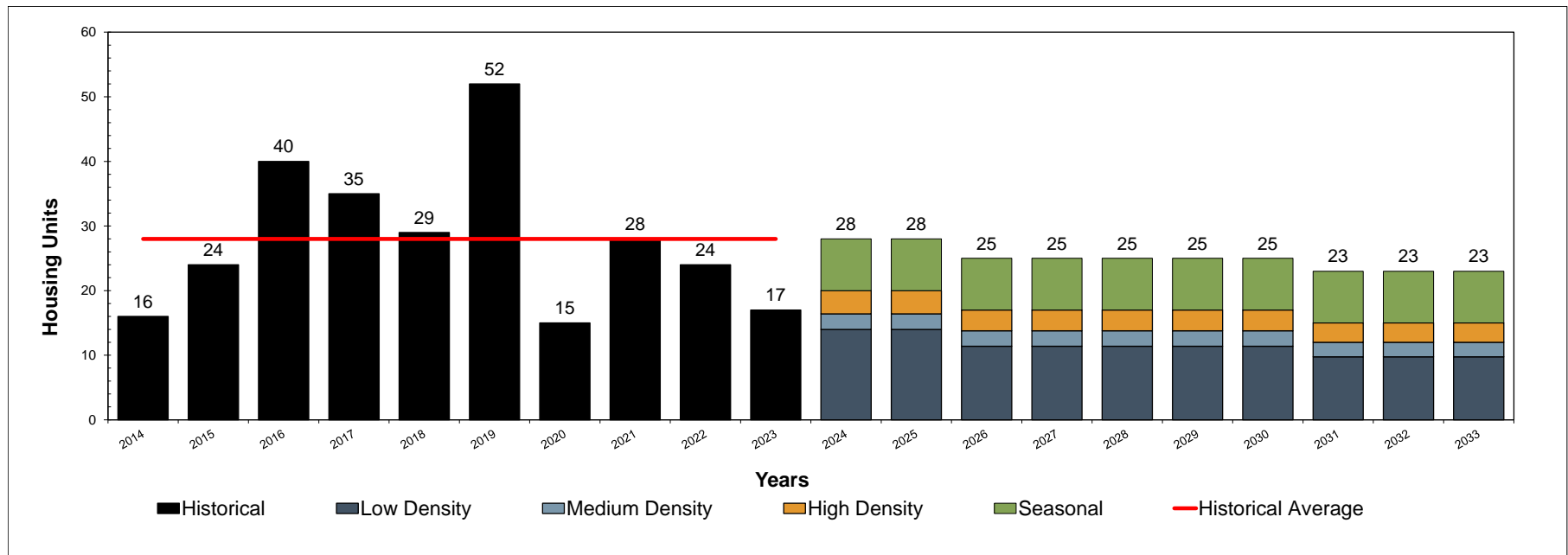
<sup>3</sup> Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

<sup>4</sup> Includes mobile dwellings and the Statistics Canada structure type category of 'Other'.

<sup>5</sup> Historical seasonal dwellings derived from unoccupied dwellings as reported through the Statistics Canada Census.



Figure 1  
Township of Havelock-Belmont-Methuen  
Annual Housing Forecast <sup>[1]</sup>



<sup>[1]</sup> The growth forecast represents the calendar year.

Source: Historical building permits from 2014 to 2017 from Statistics Canada and building permits between 2018 and 2023 are derived from Township data, by Watson & Associates Economists Ltd., 2024.



**Schedule 2**  
**Township of Havelock-Belmont-Methuen**  
**Estimate of the Anticipated Amount, Type and Location of**  
**Residential Development for Which Development Charges can be Imposed**

| Development Location                 | Timing      | Singles & Semi-Detached | Multiples <sup>1</sup> | Apartments <sup>2</sup> | Total Permanent Residential Units | Net Seasonal Units | Total Permanent and Seasonal Units | Gross Permanent Population in New Units | Existing Unit Population Change | Permanent Net Population Increase | Institutional Population | Seasonal Population | Net Population Increase (including Seasonal Population Equivalent) |
|--------------------------------------|-------------|-------------------------|------------------------|-------------------------|-----------------------------------|--------------------|------------------------------------|---|---------------------------------|-----------------------------------|--------------------------|---------------------|--|
| Urban                                | 2024 - 2034 | 84                      | 23                     | 32                      | 140                               | -                  | 140                                | 292                                     | (9)                             | 282                               | 8                        | -                   | 290  |
| Rural                                | 2024 - 2034 | 30                      | -                      | -                       | 30                                | 80                 | 110                                | 68                                      | (32)                            | 36                                | -                        | 286                 | 322  |
| Township of Havelock-Belmont-Methuen | 2024 - 2034 | 114                     | 23                     | 32                      | 170                               | 80                 | 250                                | 360                                     | (41)                            | 318                               | 8                        | 286                 | 612  |

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

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

Source: Watson & Associates Economists Ltd.



**Schedule 3**  
**Township of Havelock-Belmont-Methuen**  
**Current Year Growth Forecast**  
**Mid-2021 to Mid-2024**

|  |  | Population |
|--|--|------------|
| Mid 2021 Population  |  | 10,890     |
| Occupants of Permanent New Housing Units, Mid 2021 to Mid 2024       | <i>Units (2)</i>                             | 72         |
|  | <i>multiplied by P.P.U. (3)</i>              | 2.43       |
|  | <i>gross population increase</i>             | 175        |
|  | <i>Conversion Units (2)</i>                  | 0          |
|  | <i>multiplied by P.P.U. (3)</i>              | 2.43       |
|  | <i>gross population increase</i>             | 0          |
| Occupants of New Seasonal Units Mid 2021 to Mid 2024                 | <i>Net Seasonal Units (2)</i>                | 42         |
|  | <i>multiplied by P.P.U. (3)</i>              | 3.58       |
|  | <i>gross population increase</i>             | 150        |
| Occupants of New Equivalent Institutional Units Mid 2021 to Mid 2024 | <i>Units</i>                                 | 116        |
|  | <i>multiplied by P.P.U. (3)</i>              | 1.1        |
|  | <i>gross population increase</i>             | 128        |
| Total Units (Permanent and Seasonal)                                 | <i>Total Units</i>                           | 114        |
|  | <i>Total gross population increase</i>       | 453        |
| Decline in Housing Unit Occupancy, 0                                 | <i>Units (4)</i>                             | 2,230      |
|  | <i>multiplied by P.P.U. decline rate (5)</i> | -0.0344    |
|  | <i>total decline in population</i>           | -77        |
| Population Estimate to Mid 2024                                      |  | 11,266     |
| <i>Net Population Increase, Mid 2021 to Mid 2024</i>                 |  | 376        |

- (1) 2016 population based on Statistics Canada Census unadjusted for Census undercount.  
(2) Estimated residential units constructed, - 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> | 2.48                                   | 92%  | 2.27                              |
| <i>Multiples (6)</i>               | 2.25                                   | 3%   | 0.08                              |
| <i>Apartments (7)</i>              | 1.63                                   | 5%   | 0.08                              |
| Total                              |  | 100%   | 2.43                              |

- <sup>1</sup> Based on 2011 Census custom database  
<sup>2</sup> Based on Building permit/completion activity  
(4) 2011 households taken from StatsCan Census.  
(5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.  
(6) Includes townhomes and apartments in duplexes.  
(7) Includes bachelor, 1 bedroom and 2 bedroom+ apartments.



**Schedule 4**  
**Township of Havelock-Belmont-Methuen**  
**10-Year Growth Forecast**  
**Mid-2024 to Mid-2034**

|  |  | Population |
|--|--|------------|
| Mid 2024 Population  |  | 11,266     |
| Occupants of Permanent New Housing Units, Late 2023 to Late 2033     | <i>Units (2)</i>                             | 170        |
|  | <i>multiplied by P.P.U. (3)</i>              | 2.12       |
|  | <i>gross population increase</i>             | 360        |
|  |  | 360        |
| Occupants of New Seasonal Units Mid 2024 to Mid 2034                 | <i>Net Seasonal Units (2)</i>                | 80         |
|  | <i>multiplied by P.P.U. (3)</i>              | 3.58       |
|  | <i>gross population increase</i>             | 286        |
|  |  | 286        |
| Occupants of New Equivalent Institutional Units Mid 2024 to Mid 2034 | <i>Units</i>                                 | 7          |
|  | <i>multiplied by P.P.U. (3)</i>              | 1.1        |
|  | <i>gross population increase</i>             | 8          |
|  |  | 8          |
| Total Units (Permanent and Seasonal)                                 | <i>Total Units</i>                           | 250        |
|  | <i>Total gross population increase</i>       | 654        |
| Decline in Housing Unit Occupancy, Mid 2024 to Mid 2034              | <i>Units (4)</i>                             | 2,302      |
|  | <i>multiplied by P.P.U. decline rate (5)</i> | -0.0180    |
|  | <i>total decline in population</i>           | -41        |
|  |  | -41        |
| Population Estimate to Mid 2034                                      |  | 11,879     |
| <i>Net Population Increase, Mid 2024 to Mid 2034</i>                 |  | 613        |

(1) Mid 2024 Population based on:

2011 Population (10,890) + Mid 2021 to Mid 2024 estimated housing units to beginning of forecast period (72 x 2.43 = 175) + (2,230 x -0.0344 = -77) + Seasonal population (42 x 3.58 = 150) + Conversions ( x 2.43 = ) = 11,266

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

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

| Structural Type                    | Persons Per Unit <sup>1</sup> (P.P.U.) | % Distribution of Estimated Units <sup>2</sup> | Weighted Persons Per Unit Average |
|------------------------------------|--|--|-----------------------------------|
| <i>Singles &amp; Semi Detached</i> | 2.267                                  | 67%  | 1.52                              |
| <i>Multiples (6)</i>               | 2.044                                  | 14%  | 0.28                              |
| <i>Apartments (7)</i>              | 1.635                                  | 19%  | 0.31                              |
| <i>one bedroom or less</i>         | 1.06                                   |  |                                   |
| <i>two bedrooms or more</i>        | 2.01                                   |  |                                   |
| <b>Total</b>                       |  | 100%   | 2.12                              |

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

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

(4) Mid 2024 households based upon 2,230 (2011 Census) + 72 (Mid 2011 to Mid 2024 unit estimate) = 2,302

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

(6) Includes townhomes and apartments in duplexes.

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





Schedule 5  
Township of Havelock-Belmont-Methuen  
Historical Residential Building Permits  
Years 2014 to 2023

| Year                         | Residential Building Permits |                          |                           |           |
|------------------------------|------------------------------|--------------------------|---------------------------|-----------|
|                              | Singles & Semi Detached      | Multiples <sup>[1]</sup> | Apartments <sup>[2]</sup> | Total     |
| 2014                         | 16                           | 0                        | 0                         | 16        |
| 2015                         | 24                           | 0                        | 0                         | 24        |
| 2016                         | 40                           | 0                        | 0                         | 40        |
| 2017                         | 35                           | 0                        | 0                         | 35        |
| 2018                         | 29                           | 0                        | 0                         | 29        |
| Sub-total                    | 144                          | 0                        | 0                         | 144       |
| <b>Average (2014 - 2018)</b> | <b>29</b>                    | <b>0</b>                 | <b>0</b>                  | <b>29</b> |
| % Breakdown                  | 100.0%                       | 0.0%                     | 0.0%                      | 100.0%    |
| 2019                         | 28                           | 0                        | 24                        | 52        |
| 2020                         | 15                           | 0                        | 0                         | 15        |
| 2021                         | 28                           | 0                        | 0                         | 28        |
| 2022                         | 24                           | 0                        | 0                         | 24        |
| 2023                         | 17                           | 0                        | 0                         | 17        |
| Sub-total                    | 112                          | 0                        | 24                        | 136       |
| <b>Average (2019 - 2023)</b> | <b>22</b>                    | <b>0</b>                 | <b>5</b>                  | <b>27</b> |
| % Breakdown                  | 82.4%                        | 0.0%                     | 17.6%                     | 100.0%    |
| 2014 - 2023                  |                              |                          |                           |           |
| Total                        | 256                          | 0                        | 24                        | 280       |
| <b>Average</b>               | <b>26</b>                    | <b>0</b>                 | <b>2</b>                  | <b>28</b> |
| % Breakdown                  | 91.4%                        | 0.0%                     | 8.6%                      | 100.0%    |

Source: Historical building permits from 2014 to 2017 from Statistics Canada and building permits between 2018 and 2023 are derived from Township data, by Watson & Associates Economists Ltd., 2024.

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

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



Schedule 6a  
Township of Havelock-Belmont-Methuen  
Person Per Unit by Age and Type of Dwelling  
(2021 Census)

| Age of Dwelling | Singles and Semi-Detached |       |       |        |       |       | 20 Year Average Adjusted |
|-----------------|---------------------------|-------|-------|--------|-------|-------|--------------------------|
|                 | < 1 BR                    | 1 BR  | 2 BR  | 3/4 BR | 5+ BR | Total |                          |
| 1-5             | -                         | -     | -     | 2.846  | -     | 2.476 |                          |
| 6-10            | -                         | -     | -     | -      | -     | 2.000 |                          |
| 11-15           | -                         | -     | -     | 1.933  | -     | 1.833 |                          |
| 16-20           | -                         | -     | -     | 2.267  | -     | 2.444 | 2.267                    |
| 20-25           | -                         | -     | -     | 2.273  | -     | 2.278 |                          |
| 25-35           | -                         | -     | -     | -      | -     | 1.952 |                          |
| 35+             | -                         | 1.727 | 1.873 | 2.545  | -     | 2.376 |                          |
| <b>Total</b>    | -                         | 1.714 | 1.835 | 2.476  | 4.643 | 2.320 |                          |

| Age of Dwelling | All Density Types |       |       |        |       |       |
|-----------------|-------------------|-------|-------|--------|-------|-------|
|                 | < 1 BR            | 1 BR  | 2 BR  | 3/4 BR | 5+ BR | Total |
| 1-5             | -                 | -     | -     | 2.857  | -     | 2.259 |
| 6-10            | -                 | -     | -     | -      | -     | 2.000 |
| 11-15           | -                 | -     | -     | 1.933  | -     | 1.833 |
| 16-20           | -                 | -     | -     | 2.267  | -     | 2.444 |
| 20-25           | -                 | -     | -     | 2.273  | -     | 2.278 |
| 25-35           | -                 | -     | -     | -      | -     | 1.952 |
| 35+             | -                 | 1.400 | 1.847 | 2.551  | -     | 2.317 |
| <b>Total</b>    | -                 | 1.343 | 1.817 | 2.484  | 4.643 | 2.268 |

<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 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.*

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

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

*Note: This 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 6b  
County of Peterborough  
Person Per Unit by Age and Type of Dwelling  
(2021 Census)

| Age of Dwelling | Multiples <sup>[1]</sup> |              |              |              |              |              | 20 Year Average Adjusted |
|-----------------|--------------------------|--------------|--------------|--------------|--------------|--------------|--------------------------|
|                 | < 1 BR                   | 1 BR         | 2 BR         | 3/4 BR       | 5+ BR        | Total        |                          |
| 1-5             | -                        | 1.167        | 2.150        | 2.826        | -            | <b>2.250</b> |                          |
| 6-10            | -                        | -            | 1.636        | 2.407        | -            | <b>1.881</b> |                          |
| 11-15           | -                        | 1.308        | 1.649        | 2.459        | -            | <b>2.033</b> |                          |
| 16-20           | -                        | -            | 1.808        | 2.524        | -            | <b>2.074</b> | 2.044                    |
| 20-25           | -                        | -            | 1.688        | 2.406        | -            | <b>2.014</b> |                          |
| 25-35           | -                        | -            | 1.806        | 2.773        | -            | <b>2.094</b> |                          |
| 35+             | 1.545                    | 1.343        | 1.802        | 2.806        | 3.568        | <b>2.275</b> |                          |
| <b>Total</b>    | <b>1.091</b>             | <b>1.335</b> | <b>1.788</b> | <b>2.729</b> | <b>3.773</b> | <b>2.202</b> |                          |

| Age of Dwelling | Apartments <sup>[2]</sup> |              |              |              |          |              | 20 Year Average Adjusted |
|-----------------|---------------------------|--------------|--------------|--------------|----------|--------------|--------------------------|
|                 | < 1 BR                    | 1 BR         | 2 BR         | 3/4 BR       | 5+ BR    | Total        |                          |
| 1-5             | -                         | 1.095        | 1.700        | -            | -        | <b>1.625</b> |                          |
| 6-10            | -                         | 1.235        | 1.657        | -            | -        | <b>1.780</b> |                          |
| 11-15           | -                         | 1.200        | 1.667        | -            | -        | <b>1.552</b> |                          |
| 16-20           | -                         | 1.067        | 2.000        | -            | -        | <b>2.176</b> | 1.635                    |
| 20-25           | -                         | 1.435        | 1.886        | -            | -        | <b>1.797</b> |                          |
| 25-35           | -                         | 1.343        | 1.818        | -            | -        | <b>1.695</b> |                          |
| 35+             | 1.148                     | 1.161        | 1.687        | 2.954        | -        | <b>1.561</b> |                          |
| <b>Total</b>    | <b>1.150</b>              | <b>1.176</b> | <b>1.705</b> | <b>3.068</b> | <b>-</b> | <b>1.595</b> |                          |

| Age of Dwelling | All Density Types |              |              |              |              |              |
|-----------------|-------------------|--------------|--------------|--------------|--------------|--------------|
|                 | < 1 BR            | 1 BR         | 2 BR         | 3/4 BR       | 5+ BR        | Total        |
| 1-5             | -                 | 1.214        | 2.008        | 2.728        | 4.256        | <b>2.546</b> |
| 6-10            | -                 | 1.414        | 1.697        | 2.728        | 3.756        | <b>2.519</b> |
| 11-15           | -                 | 1.297        | 1.707        | 2.689        | 3.887        | <b>2.511</b> |
| 16-20           | -                 | 1.346        | 1.957        | 2.677        | 3.779        | <b>2.641</b> |
| 20-25           | -                 | 1.429        | 1.807        | 2.556        | 3.118        | <b>2.378</b> |
| 25-35           | -                 | 1.370        | 1.847        | 2.621        | 3.431        | <b>2.401</b> |
| 35+             | 1.354             | 1.256        | 1.773        | 2.552        | 3.496        | <b>2.291</b> |
| <b>Total</b>    | <b>1.317</b>      | <b>1.272</b> | <b>1.790</b> | <b>2.582</b> | <b>3.570</b> | <b>2.346</b> |

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

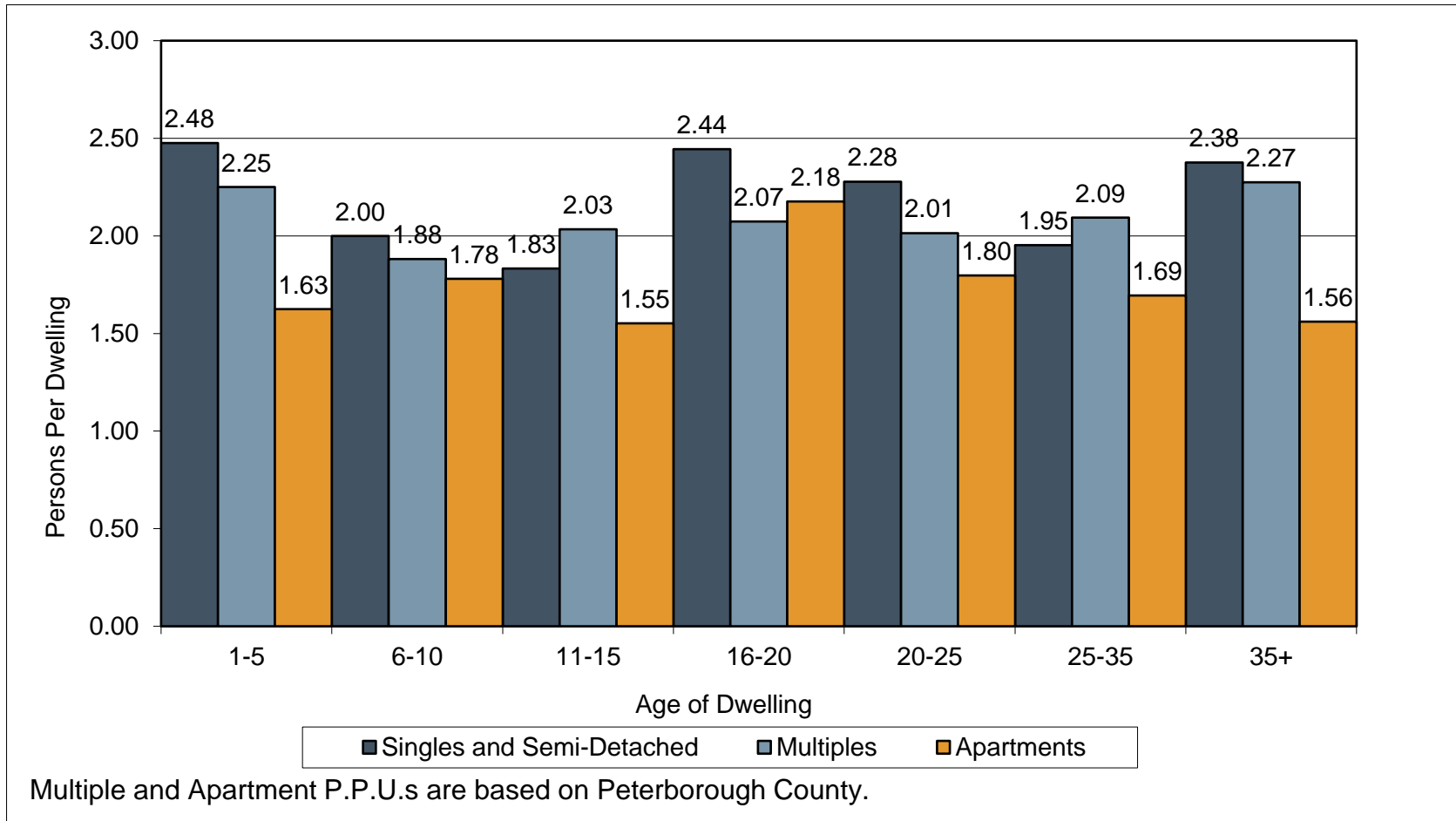
[2] Adjusted based on historical trends.

Note: This 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 7  
Township of Havelock-Belmont-Methuen  
Person Per Unit Structural Type and Age of Dwelling  
(2021 Census)





## Schedule 8a Township of Havelock-Belmont-Methuen Employment Forecast, 2024 to 2034

| Period                    | Population | Activity Rate |              |            |                                      |               |          |                           |                                  | Employment |              |            |                                      |               |       |                           |   | Employment  |
|---------------------------|------------|---------------|--------------|------------|--------------------------------------|---------------|----------|---------------------------|----------------------------------|------------|--------------|------------|--------------------------------------|---------------|-------|---------------------------|---|---|
|                           |            | Primary       | Work at Home | Industrial | Commercial/<br>Population<br>Related | Institutional | Total    | N.F.P.O.W. <sup>[1]</sup> | Total<br>Including<br>N.F.P.O.W. | Primary    | Work at Home | Industrial | Commercial/<br>Population<br>Related | Institutional | Total | N.F.P.O.W. <sup>[1]</sup> | Total Employment<br>(Including<br>N.F.P.O.W.) | Total (Excluding<br>Work at Home and<br>N.F.P.O.W.) |
| Mid 2016                  | 4,530      | 0.047         | 0.040        | 0.045      | 0.089                                | 0.029         | 0.251    | 0.047                     | 0.297                            | 215        | 180          | 205        | 405                                  | 130           | 1,135 | 211                       | 1,346   | 955   |
| Mid 2024                  | 5,309      | 0.039         | 0.045        | 0.024      | 0.080                                | 0.055         | 0.243    | 0.043                     | 0.286                            | 209        | 241          | 126        | 423                                  | 291           | 1,290 | 229                       | 1,519   | 1,049   |
| Mid 2034                  | 5,635      | 0.037         | 0.059        | 0.035      | 0.080                                | 0.055         | 0.267    | 0.062                     | 0.329                            | 209        | 334          | 196        | 453                                  | 312           | 1,504 | 348                       | 1,852   | 1,170   |
| <b>Incremental Change</b> |            |               |              |            |                                      |               |          |                           |                                  |            |              |            |                                      |               |       |                           |   |   |
| Mid 2016 - Mid 2024       | 779        | -0.0081       | 0.0057       | -0.0215    | -0.0097                              | 0.0261        | -0.0075  | -0.0034                   | -0.0110                          | -6         | 61           | -79        | 18                                   | 161           | 155   | 18                        | 173   | 94  |
| Mid 2024 - Mid 2034       | 326        | -0.0023       | 0.0139       | 0.0110     | 0.0007                               | 0.0006        | 0.0239   | 0.0186                    | 0.0425                           | 0          | 93           | 70         | 30                                   | 21            | 214   | 119                       | 333   | 121   |
| <b>Annual Average</b>     |            |               |              |            |                                      |               |          |                           |                                  |            |              |            |                                      |               |       |                           |   |   |
| Mid 2016 - Mid 2024       | 97         | -0.00101      | 0.00071      | -0.00269   | -0.00122                             | 0.00326       | -0.00094 | -0.00043                  | -0.00137                         | -1         | 8            | -10        | 2                                    | 20            | 19    | 2                         | 22  | 12  |
| Mid 2024 - Mid 2034       | 33         | -0.00023      | 0.00139      | 0.00110    | 0.00007                              | 0.00006       | 0.00239  | 0.00186                   | 0.00425                          | 0          | 9            | 7          | 3                                    | 2             | 21    | 12                        | 33  | 12  |

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

Note: Statistics Canada 2021 Census place of work employment data has been reviewed. The 2021 Census employment results have not been utilized due to a significant increase in work at home employment captured due to Census enumeration occurring during the provincial COVID-19 lockdown from April 1, 2021 to June 14, 2021.

Note: Long-Term Care home expected to be built in 2025 with approximately 120 jobs has been captured in the Mid-2024 base because permits have been issued and a DC charge cannot be collected.

Source: County of Peterborough Growth Analysis Report (March 28, 2022), derived by Watson & Associates Economists Ltd., 2024.



Schedule 8b  
Township of Havelock-Belmont-Methuen  
Employment and Gross Floor Area (G.F.A.) Forecast, 2024 to 2034

| Period                    | Population | Employment |                                      |                              |       | Gross Floor Area in Square Feet (Estimated) <sup>[1]</sup> |                                      |                              |         |
|---------------------------|------------|------------|--------------------------------------|------------------------------|-------|--|--------------------------------------|------------------------------|---------|
|                           |            | Industrial | Commercial/<br>Population<br>Related | Institutional <sup>[2]</sup> | Total | Industrial   | Commercial/<br>Population<br>Related | Institutional <sup>[2]</sup> | Total   |
| Mid 2006                  | 4,523      | 0          | 0                                    | 0                            | 0     |  |                                      |                              |         |
| Mid 2011                  | 4,523      | 0          | 0                                    | 0                            | 0     |  |                                      |                              |         |
| Mid 2016                  | 4,530      | 205        | 405                                  | 130                          | 955   |  |                                      |                              |         |
| Mid 2024                  | 5,309      | 126        | 423                                  | 171                          | 929   |  |                                      |                              |         |
| Mid 2034                  | 5,635      | 196        | 453                                  | 188                          | 1,046 |  |                                      |                              |         |
| <b>Incremental Change</b> |            |            |                                      |                              |       |  |                                      |                              |         |
| Mid 2006 - Mid 2011       | 0          | 0          | 0                                    | 0                            | 0     |  |                                      |                              |         |
| Mid 2011 - Mid 2016       | 7          | 205        | 405                                  | 130                          | 955   |  |                                      |                              |         |
| Mid 2016 - Mid 2024       | 779        | -79        | 18                                   | 41                           | -26   |  |                                      |                              |         |
| Mid 2024 - Mid 2034       | 326        | 70         | 30                                   | 17                           | 117   | 105,000  | 16,500                               | 11,600                       | 133,100 |
| <b>Annual Average</b>     |            |            |                                      |                              |       |  |                                      |                              |         |
| Mid 2006 - Mid 2011       | 0          | 0          | 0                                    | 0                            | 0     |  |                                      |                              |         |
| Mid 2011 - Mid 2016       | 1          | 41         | 81                                   | 26                           | 191   |  |                                      |                              |         |
| Mid 2016 - Mid 2024       | 97         | -10        | 2                                    | 5                            | -3    |  |                                      |                              |         |
| Mid 2024 - Mid 2034       | 33         | 7          | 3                                    | 2                            | 12    | 10,500   | 1,650                                | 1,160                        | 13,310  |

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

|                               |       |
|-------------------------------|-------|
| Industrial                    | 1,500 |
| Commercial/Population-Related | 550   |
| Institutional                 | 680   |

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

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

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

Note: Long-Term Care home expected to be built in 2025 with approximately 120 jobs has been captured in the Mid-2024 base because permits have been issued and a DC charge cannot be collected.

Source: Watson & Associates Economists Ltd.



Schedule 8c  
 Township of Havelock-Belmont-Methuen  
 Estimate of the Anticipated Amount, Type and Location of  
 Non-Residential Development for Which Development Charges Can Be Imposed

| Development Location                 | Timing      | Industrial<br>G.F.A. S.F. <sup>[1]</sup> | Commercial<br>G.F.A. S.F. <sup>[1]</sup> | Institutional<br>G.F.A. S.F. <sup>[1],[2]</sup> | Total Non-Residential<br>G.F.A. S.F. | Employment Increase <sup>[3]</sup> |
|--------------------------------------|-------------|--|--|---|--------------------------------------|------------------------------------|
| Urban                                | 2024 - 2034 | 10,500                                   | 16,500                                   | 11,600  | 38,600                               | 54                                 |
| Rural                                | 2024 - 2034 | 94,500                                   | -  | -   | 94,500                               | 63                                 |
| Township of Havelock-Belmont-Methuen | 2024 - 2034 | 105,000                                  | 16,500                                   | 11,600  | 133,100                              | 121                                |

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

|                               |       |
|-------------------------------|-------|
| Industrial                    | 1,500 |
| Commercial/Population-Related | 550   |
| Institutional                 | 680   |

<sup>[2]</sup> Forecast institutional employment and gross floor area has been adjusted downward to account for employment associated with special care units.

<sup>[3]</sup> Employment Increase does not include No Fixed Place of Work.

\*Reflects Mid-2024 to Mid-2034 forecast period.

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

Note: Long-Term Care home expected to be built in 2025 with approximately 120 jobs has been captured in the Mid-2024 base because permits have been issued and a DC charge cannot be collected.

Source: Watson & Associates Economists Ltd.



# Appendix B

## Level of Service





## Appendix B: Level of Service

| SUMMARY OF SERVICE STANDARDS AS PER DEVELOPMENT CHARGES ACT, 1997, AS AMENDED |  |                                  |                     |   |                    |                     |                     |
|---|--|----------------------------------|---------------------|---|--------------------|---------------------|---------------------|
| Service Category  | Sub-Component  | 15 Year Average Service Standard |                     |   |                    |                     | Maximum Ceiling LOS |
|   |  | Cost (per capita)                | Quantity (per unit) |   | Quality (per unit) |                     |                     |
| Service Related to a Highway  | Services Related to a Highway - Roads and Related : Roads                              | \$26,132.00                      | 0.0335              | km of roadways                            | 780,060            | per km              | 15,992,784          |
|   | Services Related to a Highway - Roads and Related: Bridges, Culverts & Structures      | \$1,519.00                       | 0.1130              | Number of Bridges, Culverts & Structures  | 13,442             | per item            | 929,628             |
|   | Services Related to a Highway - Roads and Related: Sidewalks and Active Transportation | \$750.13                         | 0.0029              | km of sidewalks and active transportation | 258,666            | per km              | 459,080             |
|   | Services Related to a Highway - Roads and Related: Traffic Signals & Streetlights      | \$385.07                         | 0.1366              | No. of Traffic Signals                    | 2,819              | per signal          | 235,663             |
|   | Service Related to a Highway - Public Works Facilities                                 | \$2,309.44                       | 2.5415              | sq.ft. of building area                   | 909                | per sq.ft.          | 1,413,377           |
|   | Service Related to a Highway - Public Works Vehicles & Equipment                       | \$490.41                         | 0.0022              | No. of vehicles and equipment             | 222,914            | per vehicle         | 300,131             |
| Fire Protection   | Fire Protection Services - Facilities  | \$694.52                         | 1.1750              | sq.ft. of building area                   | 591                | per sq.ft.          | 425,046             |
|   | Fire Protection Services - Vehicles & Equipment  | \$407.59                         | 0.0016              | No. of vehicles                           | 254,744            | per vehicle         | 249,445             |
|   | Fire Protection Services - Small Equipment and Gear                                    | \$207.53                         | 0.1538              | No. of equipment and gear                 | 1,349              | per item            | 127,008             |
| Parks & Recreation  | Parkland Development   | \$4,252.66                       | 0.0730              | Acres of Parkland                         | 58,256             | per acre            | 2,602,628           |
|   | Parkland Amenities   | \$389.25                         | 0.0123              | No. of parkland amenities                 | 31,646             | per amenity         | 238,221             |
|   | Parkland Trails  | \$131.14                         | 0.6557              | Linear Metres of Paths and Trails         | 200                | per linear m        | 80,258              |
|   | Recreation Facilities  | \$4,506.66                       | 7.8605              | sq.ft. of building area                   | 573                | per sq.ft.          | 2,758,076           |
|   | Parks & Recreation Vehicles and Equipment  | \$75.47                          | 0.0014              | No. of vehicles and equipment             | 53,907             | per vehicle         | 46,188              |
| Library   | Library Services - Facilities  | \$1,187.44                       | 1.6856              | sq.ft. of building area                   | 704                | per sq.ft.          | 726,713             |
|   | Library Services - Collection Materials  | \$270.66                         | 7.7018              | No. of library collection items           | 35                 | per collection item | 165,644             |



**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

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

| Description                    | 2009         | 2010         | 2011         | 2012         | 2013         | 2014         | 2015         | 2016         | 2017         | 2018         | 2019         | 2020         | 2021         | 2022         | 2023         | 2024<br>Bld'g<br>Value<br>(\$/sq.ft.) | Value/sq.ft.<br>with land,<br>site works,<br>etc. |
|--------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------------------------------|---|
| Fire Hall (3360 County Rd. 48) | 1,411        | 1,411        | 1,411        | 1,411        | 1,411        | 1,411        | 1,411        | 1,411        | 1,411        | 1,411        | 1,609        | 1,609        | 1,609        | 1,609        | 1,609        | \$450                                 | \$583   |
| Fire Hall (7 King St. W)       | 3,690        | 3,690        | 3,690        | 3,690        | 3,690        | 3,690        | 3,690        | 3,690        | 3,690        | 3,690        | 3,690        | 5,290        | 5,290        | 5,290        | 5,290        | \$500                                 | \$594   |
|                                |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |                                       |   |
| <b>Total</b>                   | <b>5,101</b> | <b>5,101</b> | <b>5,101</b> | <b>5,101</b> | <b>5,101</b> | <b>5,101</b> | <b>5,101</b> | <b>5,101</b> | <b>5,101</b> | <b>5,101</b> | <b>5,299</b> | <b>6,899</b> | <b>6,899</b> | <b>6,899</b> | <b>6,899</b> |                                       |   |

|                     |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
|---------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| Population          | 4,621 | 4,531 | 4,523 | 4,516 | 4,507 | 4,518 | 4,514 | 4,530 | 4,659 | 4,775 | 4,878 | 5,013 | 5,083 | 5,185 | 5,277 |
| Per Capita Standard | 1.10  | 1.13  | 1.13  | 1.13  | 1.13  | 1.13  | 1.13  | 1.13  | 1.09  | 1.07  | 1.09  | 1.38  | 1.36  | 1.33  | 1.31  |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 1.18      |
| Quality Standard  | \$591     |
| Service Standard  | \$695     |

| D.C. Amount (before deductions) | 10 Year   |
|---------------------------------|-----------|
| Forecast Population             | 612       |
| \$ per Capita                   | \$695     |
| Eligible Amount                 | \$425,046 |



**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

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

| Description                 | 2009     | 2010     | 2011     | 2012     | 2013     | 2014     | 2015     | 2016     | 2017     | 2018     | 2019     | 2020     | 2021     | 2022     | 2023     | 2024 Value (\$/Vehicle) |
|-----------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-------------------------|
| Car 1 Dodge 1500 4Door 4X4  | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | \$65,000                |
| Car 2 Ford F150 4Door 4X4   | -        | -        | -        | -        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | \$65,000                |
| Rescue 1 - Command Vehicle  | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | \$300,000               |
| Rescue 2 - Mini Pumper      | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | \$400,000               |
| Rescue 3 - Medical/Forestry | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | \$65,000                |
| Pump 1 International        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | \$450,000               |
| Tank 1 and 2 International  | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | \$300,000               |
|                             |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |                         |
| <b>Total</b>                | <b>7</b> | <b>7</b> | <b>7</b> | <b>7</b> | <b>8</b> | <b>8</b> | <b>8</b> | <b>8</b> | <b>8</b> | <b>8</b> | <b>8</b> | <b>8</b> | <b>8</b> | <b>8</b> | <b>8</b> |                         |

|                     |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Population          | 4,621  | 4,531  | 4,523  | 4,516  | 4,507  | 4,518  | 4,514  | 4,530  | 4,659  | 4,775  | 4,878  | 5,013  | 5,083  | 5,185  | 5,277  |
| Per Capita Standard | 0.0015 | 0.0015 | 0.0015 | 0.0016 | 0.0018 | 0.0018 | 0.0018 | 0.0018 | 0.0017 | 0.0017 | 0.0016 | 0.0016 | 0.0016 | 0.0015 | 0.0015 |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 0.0016    |
| Quality Standard  | \$254,744 |
| Service Standard  | \$408     |

| D.C. Amount (before deductions) | 10 Year   |
|---------------------------------|-----------|
| Forecast Population             | 612       |
| \$ per Capita                   | \$408     |
| Eligible Amount                 | \$249,445 |



**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

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

| Description               | 2009       | 2010       | 2011       | 2012       | 2013       | 2014       | 2015       | 2016       | 2017       | 2018       | 2019       | 2020       | 2021       | 2022       | 2023       | 2024 Value (\$/item) |
|---------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|----------------------|
| Cutters                   | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | \$17,000             |
| Ram                       | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | \$14,000             |
| Combie                    | -          | -          | -          | -          | -          | -          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | \$15,500             |
| Rescue Air Bags           | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | \$8,000              |
| Water/Ice Rescue Suits    | 6          | 6          | 6          | 6          | 6          | 6          | 6          | 6          | 6          | 6          | 8          | 8          | 8          | 8          | 8          | \$1,750              |
| Water/Ice Equipment/Ropes | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | \$7,500              |
| RDC rescue craft          | -          | -          | -          | -          | -          | -          | -          | -          | -          | -          | 1          | 1          | 1          | 1          | 1          | \$6,500              |
| Porta Tanks               | 4          | 4          | 4          | 4          | 4          | 4          | 4          | 4          | 4          | 4          | 4          | 4          | 4          | 4          | 4          | \$1,750              |
| Hose - 1.5 inch           | 60         | 60         | 60         | 60         | 60         | 60         | 60         | 60         | 60         | 60         | 60         | 60         | 60         | 60         | 60         | \$225                |
| Hose - 2.5 inch           | 33         | 33         | 33         | 33         | 33         | 33         | 33         | 33         | 33         | 33         | 33         | 33         | 33         | 33         | 33         | \$400                |
| Hose - 4 inch             | 20         | 20         | 20         | 20         | 20         | 20         | 20         | 20         | 20         | 20         | 20         | 20         | 20         | 20         | 20         | \$700                |
| Forestry 1.5 inch         | 36         | 36         | 36         | 36         | 36         | 36         | 72         | 72         | 72         | 72         | 72         | 72         | 72         | 72         | 72         | \$175                |
| Pagers                    | 35         | 35         | 35         | 35         | 35         | 35         | 35         | 35         | 35         | 35         | 35         | 35         | 35         | 35         | 35         | \$525                |
| Radios - Analog           | 20         | 20         | 20         | 20         | 20         | 20         | 20         | 20         | 20         | -          | -          | -          | -          | -          | -          | \$450                |
| Radios - Digital          | -          | -          | -          | -          | -          | -          | -          | -          | -          | 20         | 20         | 20         | 20         | 20         | 20         | \$900                |
| Thermal Imaging Camera    | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | \$8,000              |
| Nozzles                   | 15         | 15         | 15         | 15         | 15         | 15         | 15         | 15         | 15         | 15         | 15         | 15         | 15         | 15         | 15         | \$1,600              |
| Defibrillator             | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | \$3,000              |
| Ventilation Fans          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | \$4,800              |
|                           |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |                      |
|                           |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |                      |
|                           |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |                      |
| <b>Total</b>              | <b>689</b> | <b>689</b> | <b>689</b> | <b>689</b> | <b>689</b> | <b>689</b> | <b>726</b> | <b>727</b> | <b>727</b> | <b>730</b> | <b>748</b> | <b>763</b> | <b>778</b> | <b>793</b> | <b>810</b> |                      |

|                     |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Population          | 4,621  | 4,531  | 4,523  | 4,516  | 4,507  | 4,518  | 4,514  | 4,530  | 4,659  | 4,775  | 4,878  | 5,013  | 5,083  | 5,185  | 5,277  |
| Per Capita Standard | 0.1491 | 0.1521 | 0.1523 | 0.1526 | 0.1529 | 0.1525 | 0.1608 | 0.1605 | 0.1560 | 0.1529 | 0.1533 | 0.1522 | 0.1531 | 0.1529 | 0.1535 |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 0.1538    |
| Quality Standard  | \$1,349   |
| Service Standard  | \$208     |

| D.C. Amount (before deductions) | 10 Year   |
|---------------------------------|-----------|
| Forecast Population             | 612       |
| \$ per Capita                   | \$208     |
| Eligible Amount                 | \$127,008 |



**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

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

| Description                 | 2009         | 2010         | 2011         | 2012         | 2013         | 2014         | 2015         | 2016         | 2017         | 2018         | 2019         | 2020         | 2021         | 2022         | 2023         | 2024 Value (\$/km) |
|-----------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------------|
| Gravel Road                 | 83.0         | 83.0         | 83.0         | 83.0         | 83.0         | 83.0         | 83.0         | 83.0         | 83.0         | 83.0         | 83.0         | 83.0         | 82.0         | 82.0         | 82.0         | \$600,000          |
| Asphalt Roads - HCB         | 10.0         | 10.0         | 10.0         | 10.0         | 10.0         | 10.0         | 10.5         | 10.0         | 10.0         | 10.0         | 10.0         | 10.0         | 10.5         | 10.5         | 10.5         | \$1,500,000        |
| Surface Treated Roads - LCB | 65.0         | 65.0         | 65.0         | 65.0         | 65.0         | 65.0         | 65.0         | 65.0         | 65.0         | 65.0         | 65.0         | 65.0         | 66.0         | 66.0         | 66.0         | \$900,000          |
|                             |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |                    |
|                             |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |                    |
| <b>Total</b>                | <b>158.0</b> | <b>158.0</b> | <b>158.0</b> | <b>158.0</b> | <b>158.0</b> | <b>158.0</b> | <b>158.5</b> | <b>158.0</b> | <b>158.0</b> | <b>158.0</b> | <b>158.0</b> | <b>158.0</b> | <b>158.5</b> | <b>158.5</b> | <b>158.5</b> |                    |

|                     |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Population          | 4,621  | 4,531  | 4,523  | 4,516  | 4,507  | 4,518  | 4,514  | 4,530  | 4,659  | 4,775  | 4,878  | 5,013  | 5,083  | 5,185  | 5,277  |
| Per Capita Standard | 0.0342 | 0.0349 | 0.0349 | 0.0350 | 0.0351 | 0.0350 | 0.0351 | 0.0349 | 0.0339 | 0.0331 | 0.0324 | 0.0315 | 0.0312 | 0.0306 | 0.0300 |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 0.0335    |
| Quality Standard  | \$780,060 |
| Service Standard  | \$26,132  |

| D.C. Amount (before deductions) | 10 Year      |
|---------------------------------|--------------|
| Forecast Population             | 612          |
| \$ per Capita                   | \$26,132     |
| Eligible Amount                 | \$15,992,784 |



**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Roads and Related: Bridges, Culverts & Structures  
Unit Measure: Number of Bridges, Culverts & Structures

| Description                  | 2009       | 2010       | 2011       | 2012       | 2013       | 2014       | 2015       | 2016       | 2017       | 2018       | 2019       | 2020       | 2021       | 2022       | 2023       | 2024 Value (\$/item) |
|------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|----------------------|
| Drainage Culverts (under 3m) | 529        | 529        | 529        | 529        | 529        | 529        | 529        | 529        | 529        | 529        | 529        | 529        | 529        | 529        | 529        | \$7,500              |
| Culverts (over 3m)           | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | 3          | \$538,000            |
| Bridges                      | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | 2          | \$800,000            |
|                              |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |                      |
| <b>Total</b>                 | <b>534</b> | <b>534</b> | <b>534</b> | <b>534</b> | <b>534</b> | <b>534</b> | <b>534</b> | <b>534</b> | <b>534</b> | <b>534</b> | <b>534</b> | <b>534</b> | <b>534</b> | <b>534</b> | <b>534</b> |                      |

|                     |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Population          | 4,621  | 4,531  | 4,523  | 4,516  | 4,507  | 4,518  | 4,514  | 4,530  | 4,659  | 4,775  | 4,878  | 5,013  | 5,083  | 5,185  | 5,277  |
| Per Capita Standard | 0.1156 | 0.1179 | 0.1181 | 0.1182 | 0.1185 | 0.1182 | 0.1183 | 0.1179 | 0.1146 | 0.1118 | 0.1095 | 0.1065 | 0.1051 | 0.1030 | 0.1012 |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 0.1130    |
| Quality Standard  | \$13,442  |
| Service Standard  | \$1,519   |

| D.C. Amount (before deductions) | 10 Year   |
|---------------------------------|-----------|
| Forecast Population             | 612       |
| \$ per Capita                   | \$1,519   |
| Eligible Amount                 | \$929,628 |



**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Roads and Related: Sidewalks and Active Transportation  
 Unit Measure: km of sidewalks and active transportation

| Description  | 2009         | 2010         | 2011         | 2012         | 2013         | 2014         | 2015         | 2016         | 2017         | 2018         | 2019         | 2020         | 2021         | 2022         | 2023         | 2024 Value (\$/km) |
|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------------|
| Sidewalks    | 13.64        | 13.64        | 13.64        | 13.64        | 13.64        | 13.64        | 13.64        | 13.64        | 13.64        | 13.64        | 13.64        | 13.64        | 13.64        | 13.64        | 13.64        | \$260,000          |
|              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |                    |
|              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |                    |
| <b>Total</b> | <b>13.64</b> | <b>13.64</b> | <b>13.64</b> | <b>13.64</b> | <b>13.64</b> | <b>13.64</b> | <b>13.64</b> | <b>13.64</b> | <b>13.64</b> | <b>13.64</b> | <b>13.64</b> | <b>13.64</b> | <b>13.64</b> | <b>13.64</b> | <b>13.64</b> |                    |

|                     |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Population          | 4,621  | 4,531  | 4,523  | 4,516  | 4,507  | 4,518  | 4,514  | 4,530  | 4,659  | 4,775  | 4,878  | 5,013  | 5,083  | 5,185  | 5,277  |
| Per Capita Standard | 0.0030 | 0.0030 | 0.0030 | 0.0030 | 0.0030 | 0.0030 | 0.0030 | 0.0030 | 0.0029 | 0.0029 | 0.0028 | 0.0027 | 0.0027 | 0.0026 | 0.0026 |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 0.0029    |
| Quality Standard  | \$258,666 |
| Service Standard  | \$750     |

| D.C. Amount (before deductions) | 10 Year   |
|---------------------------------|-----------|
| Forecast Population             | 612       |
| \$ per Capita                   | \$750     |
| Eligible Amount                 | \$459,080 |



**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Roads and Related: Traffic Signals & Streetlights  
Unit Measure: No. of Traffic Signals

| Description     | 2009       | 2010       | 2011       | 2012       | 2013       | 2014       | 2015       | 2016       | 2017       | 2018       | 2019       | 2020       | 2021       | 2022       | 2023       | 2024 Value (\$/item) |
|-----------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|----------------------|
| Signs & Signals | 467        | 467        | 467        | 467        | 467        | 467        | 467        | 467        | 467        | 467        | 467        | 467        | 467        | 467        | 467        | \$1,600              |
| Street Lights   | 179        | 179        | 179        | 179        | 179        | 179        | 179        | 179        | 179        | 179        | 179        | 179        | 179        | 179        | 179        | \$6,000              |
|                 |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |                      |
|                 |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |                      |
| <b>Total</b>    | <b>646</b> | <b>646</b> | <b>646</b> | <b>646</b> | <b>646</b> | <b>646</b> | <b>646</b> | <b>646</b> | <b>646</b> | <b>646</b> | <b>646</b> | <b>646</b> | <b>646</b> | <b>646</b> | <b>646</b> |                      |

|                     |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Population          | 4,621  | 4,531  | 4,523  | 4,516  | 4,507  | 4,518  | 4,514  | 4,530  | 4,659  | 4,775  | 4,878  | 5,013  | 5,083  | 5,185  | 5,277  |
| Per Capita Standard | 0.1398 | 0.1426 | 0.1428 | 0.1430 | 0.1433 | 0.1430 | 0.1431 | 0.1426 | 0.1387 | 0.1353 | 0.1324 | 0.1289 | 0.1271 | 0.1246 | 0.1224 |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 0.1366    |
| Quality Standard  | \$2,819   |
| Service Standard  | \$385     |

| D.C. Amount (before deductions) | 10 Year   |
|---------------------------------|-----------|
| Forecast Population             | 612       |
| \$ per Capita                   | \$385     |
| Eligible Amount                 | \$235,663 |





**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

Class of Service: Service Related to a Highway - Public Works Facilities  
Unit Measure: sq.ft. of building area

| Description                            | 2009          | 2010          | 2011          | 2012          | 2013          | 2014          | 2015          | 2016          | 2017          | 2018          | 2019          | 2020          | 2021          | 2022          | 2023          | 2024 Bld'g Value (\$/sq.ft.) | Value/sq.ft. with land, site works, etc. |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|------------------------------|--|
| PW Garage 6th Line (6713 Hwy 7)        | 6,104         | 6,104         | 6,104         | 6,104         | 6,104         | 6,104         | 6,104         | 6,104         | 6,104         | 6,104         | 6,104         | 6,104         | 6,104         | 6,104         | 6,104         | \$500                        | \$766                                    |
| Salt Shed (945 Bel Twp 6th Line)       | 5,100         | 5,100         | 5,100         | 5,100         | 5,100         | 5,100         | 5,100         | 5,100         | 5,100         | 5,100         | 5,100         | 5,100         | 5,100         | 5,100         | 5,100         | \$250                        | \$1,049                                  |
| Public Works Garage (116 County Rd 46) | -             | -             | -             | -             | -             | -             | -             | -             | -             | -             | -             | -             | -             | 6,735         | 6,735         | \$500                        | \$1,100                                  |
|  |               |               |               |               |               |               |               |               |               |               |               |               |               |               |               |                              |  |
|  |               |               |               |               |               |               |               |               |               |               |               |               |               |               |               |                              |  |
|  |               |               |               |               |               |               |               |               |               |               |               |               |               |               |               |                              |  |
| <b>Total</b>                           | <b>11,204</b> | <b>11,204</b> | <b>11,204</b> | <b>11,204</b> | <b>11,204</b> | <b>11,204</b> | <b>11,204</b> | <b>11,204</b> | <b>11,204</b> | <b>11,204</b> | <b>11,204</b> | <b>11,204</b> | <b>11,204</b> | <b>17,939</b> | <b>17,939</b> |                              |  |

|                     |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
|---------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| Population          | 4,621 | 4,531 | 4,523 | 4,516 | 4,507 | 4,518 | 4,514 | 4,530 | 4,659 | 4,775 | 4,878 | 5,013 | 5,083 | 5,185 | 5,277 |
| Per Capita Standard | 2.42  | 2.47  | 2.48  | 2.48  | 2.49  | 2.48  | 2.48  | 2.47  | 2.40  | 2.35  | 2.30  | 2.24  | 2.20  | 3.46  | 3.40  |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 2.54      |
| Quality Standard  | \$909     |
| Service Standard  | \$2,309   |

| D.C. Amount (before deductions) | 10 Year     |
|---------------------------------|-------------|
| Forecast Population             | 612         |
| \$ per Capita                   | \$2,309     |
| Eligible Amount                 | \$1,413,377 |



**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

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

| Description                | 2009      | 2010      | 2011      | 2012      | 2013      | 2014      | 2015      | 2016      | 2017      | 2018      | 2019      | 2020      | 2021      | 2022      | 2023      | 2024 Value (\$/Vehicle) |
|----------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-------------------------|
| Backhoe                    | 1         | 1         | 2         | 2         | 2         | 2         | 2         | 2         | 2         | 1         | 1         | 1         | 1         | 1         | 1         | \$144,000               |
| Tandems                    | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | \$350,000               |
| Trackless/Sidewalk Machine | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$230,000               |
| Pick up Trucks (3/4 tons)  | 2         | 2         | 2         | 2         | 2         | 2         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | \$70,000                |
| Pick up Trucks (1/2 ton)   | 1         | 1         | 1         | 1         | 1         | 1         | -         | -         | -         | -         | -         | -         | -         | -         | -         | \$65,000                |
| Pick up Trucks (1 ton)     | 1         | 1         | 1         | 1         | 1         | 1         | -         | -         | -         | -         | -         | -         | -         | -         | -         | \$100,000               |
| Single axle dump truck     | -         | -         | -         | -         | -         | -         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$300,000               |
| Grader                     | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$400,000               |
|                            |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |                         |
|                            |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |                         |
|                            |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |                         |
| <b>Total</b>               | <b>10</b> | <b>10</b> | <b>11</b> | <b>11</b> | <b>11</b> | <b>11</b> | <b>11</b> | <b>11</b> | <b>11</b> | <b>10</b> | <b>10</b> | <b>10</b> | <b>10</b> | <b>10</b> | <b>10</b> |                         |

|                     |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Population          | 4,621  | 4,531  | 4,523  | 4,516  | 4,507  | 4,518  | 4,514  | 4,530  | 4,659  | 4,775  | 4,878  | 5,013  | 5,083  | 5,185  | 5,277  |
| Per Capita Standard | 0.0022 | 0.0022 | 0.0024 | 0.0024 | 0.0024 | 0.0024 | 0.0024 | 0.0024 | 0.0024 | 0.0021 | 0.0021 | 0.0020 | 0.0020 | 0.0019 | 0.0019 |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 0.0022    |
| Quality Standard  | \$222,914 |
| Service Standard  | \$490     |

| D.C. Amount (before deductions) | 10 Year   |
|---------------------------------|-----------|
| Forecast Population             | 612       |
| \$ per Capita                   | \$490     |
| Eligible Amount                 | \$300,131 |



**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

Service: Parkland Development  
Unit Measure: Acres of Parkland

| Description                    | 2009          | 2010          | 2011          | 2012          | 2013          | 2014          | 2015          | 2016          | 2017          | 2018          | 2019          | 2020          | 2021          | 2022          | 2023          | 2024 Value (\$/Acre) |
|--------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------------|
| George Street Park             | 2.32          | 2.32          | 2.32          | 2.32          | 2.32          | 2.32          | 2.32          | 2.32          | 2.32          | 2.32          | 2.32          | 2.32          | 2.32          | 2.32          | 2.32          | \$80,000             |
| Concession (West End) Park     | 1.95          | 1.95          | 1.95          | 1.95          | 1.95          | 1.95          | 1.95          | 1.95          | 1.95          | 1.95          | 1.95          | 1.95          | 1.95          | 1.95          | 1.95          | \$80,000             |
| Havelock Lions Millennium Park | 54.61         | 54.61         | 54.61         | 54.61         | 54.61         | 54.61         | 54.61         | 54.61         | 54.61         | 54.61         | 54.61         | 54.61         | 54.61         | 54.61         | 54.61         | \$80,000             |
| Rotary Park                    | 30.00         | 30.00         | 30.00         | 30.00         | 30.00         | 30.00         | 30.00         | 30.00         | 30.00         | 30.00         | 30.00         | 30.00         | 30.00         | 30.00         | 30.00         | \$80,000             |
| Cordova Mines Park             | 1.24          | 1.24          | 1.24          | 1.24          | 1.24          | 1.24          | 1.24          | 1.24          | 1.24          | 1.24          | 1.24          | 1.24          | 1.24          | 1.24          | 1.24          | \$80,000             |
| Kasshabog (Kosh) Lake Park     | 4.94          | 4.94          | 4.94          | 4.94          | 4.94          | 4.94          | 4.94          | 4.94          | 4.94          | 4.94          | 4.94          | 4.94          | 4.94          | 4.94          | 4.94          | \$80,000             |
| Mathison Conservation Area     | 250.00        | 250.00        | 250.00        | 250.00        | 250.00        | 250.00        | 250.00        | 250.00        | 250.00        | 250.00        | 250.00        | 250.00        | 250.00        | 250.00        | 250.00        | \$50,000             |
| Patterson Parkette             | -             | -             | -             | -             | -             | -             | -             | -             | -             | -             | -             | -             | -             | 0.11          | 0.11          | \$50,000             |
| <b>Total</b>                   | <b>345.06</b> | <b>345.06</b> | <b>345.06</b> | <b>345.06</b> | <b>345.06</b> | <b>345.06</b> | <b>345.06</b> | <b>345.06</b> | <b>345.06</b> | <b>345.06</b> | <b>345.06</b> | <b>345.06</b> | <b>345.06</b> | <b>345.17</b> | <b>345.17</b> |                      |

|                     |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Population          | 4,621  | 4,531  | 4,523  | 4,516  | 4,507  | 4,518  | 4,514  | 4,530  | 4,659  | 4,775  | 4,878  | 5,013  | 5,083  | 5,185  | 5,277  |
| Per Capita Standard | 0.0747 | 0.0762 | 0.0763 | 0.0764 | 0.0766 | 0.0764 | 0.0764 | 0.0762 | 0.0741 | 0.0723 | 0.0707 | 0.0688 | 0.0679 | 0.0666 | 0.0654 |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 0.0730    |
| Quality Standard  | \$58,256  |
| Service Standard  | \$4,253   |

| D.C. Amount (before deductions) | 10 Year     |
|---------------------------------|-------------|
| Forecast Population             | 612         |
| \$ per Capita                   | \$4,253     |
| Eligible Amount                 | \$2,602,628 |



**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

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

| Description   | 2009      | 2010      | 2011      | 2012      | 2013      | 2014      | 2015      | 2016      | 2017      | 2018      | 2019      | 2020      | 2021      | 2022      | 2023      | 2024 Value (\$/item) |
|---|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|----------------------|
| Cordova Mines Outdoor Rink  | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$160,000            |
| HBM Community Centre Rink<br>(Seasonal - assembled on ball diamond) | -         | -         | -         | -         | -         | -         | -         | -         | -         | 1         | 1         | 1         | 1         | 1         | 1         | \$12,000             |
| <b>Boat Launch</b>  |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |                      |
| Belmont Lake Boat Launch  | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$58,600             |
| Round Lake Boat Launch<br>(Anderson Rd.)                            | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$58,600             |
| Round Lake Boat Launch  | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$58,600             |
| North River Boat Launch   | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$58,600             |
| Crowe Lake Boat Launch  | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$58,600             |
| Jack Lake Boat Launch   | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$58,600             |
| West Twin Lake Boat Launch  | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$58,600             |
| Lit Ball Diamond (George St. Park)                                  | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$500,000            |
| Unlit Soccer Pitch (Rotary Park)                                    | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$100,000            |
| Tennis Court (Concession St. Park)                                  | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$75,000             |
| Playgrounds   | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 3         | 2         | 2         | \$115,000            |
| New Playground  | -         | -         | -         | -         | -         | -         | -         | -         | -         | -         | -         | -         | -         | 1         | 1         | \$200,000            |
| <b>Picnic Tables</b>  |           |           |           |           |           |           |           |           |           |           |           |           |           |           |           |                      |
| Metal Frame Wood Planks   | 24        | 24        | 24        | 24        | 24        | 24        | 24        | 24        | 24        | 24        | 24        | 24        | 24        | 24        | 24        | \$1,500              |
| Metal Frame with Plastic  | 12        | 12        | 12        | 12        | 12        | 12        | 12        | 12        | 12        | 12        | 12        | 12        | 12        | 12        | 12        | \$2,000              |
| All Wood  | 4         | 4         | 4         | 4         | 4         | 4         | 4         | 4         | 4         | 4         | 4         | 4         | 4         | 4         | 4         | \$500                |
| Picnic Shelters   | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 5         | 5         | 5         | 5         | 5         | 5         | \$30,000             |
| Washroom  | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | 1         | \$50,000             |
| Splashpad   | -         | -         | -         | -         | -         | -         | -         | -         | -         | -         | -         | -         | -         | 1         | 1         | \$400,000            |
| <b>Total</b>  | <b>56</b> | <b>56</b> | <b>56</b> | <b>56</b> | <b>56</b> | <b>56</b> | <b>56</b> | <b>56</b> | <b>56</b> | <b>61</b> | <b>61</b> | <b>61</b> | <b>61</b> | <b>62</b> | <b>62</b> |                      |

|                     |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Population          | 4,621  | 4,531  | 4,523  | 4,516  | 4,507  | 4,518  | 4,514  | 4,530  | 4,659  | 4,775  | 4,878  | 5,013  | 5,083  | 5,185  | 5,277  |
| Per Capita Standard | 0.0121 | 0.0124 | 0.0124 | 0.0124 | 0.0124 | 0.0124 | 0.0124 | 0.0124 | 0.0120 | 0.0128 | 0.0125 | 0.0122 | 0.0120 | 0.0120 | 0.0117 |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 0.0123    |
| Quality Standard  | \$31,646  |
| Service Standard  | \$389     |

| D.C. Amount (before deductions) | 10 Year   |
|---------------------------------|-----------|
| Forecast Population             | 612       |
| \$ per Capita                   | \$389     |
| Eligible Amount                 | \$238,221 |



**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

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

| Description             | 2009         | 2010         | 2011         | 2012         | 2013         | 2014         | 2015         | 2016         | 2017         | 2018         | 2019         | 2020         | 2021         | 2022         | 2023         | 2024 Value<br>(\$/ Linear<br>Metre) |
|-------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-------------------------------------|
| Mathison Property Trail | 3,100        | 3,100        | 3,100        | 3,100        | 3,100        | 3,100        | 3,100        | 3,100        | 3,100        | 3,100        | 3,100        | 3,100        | 3,100        | 3,100        | 3,100        | \$200                               |
|                         |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |                                     |
| <b>Total</b>            | <b>3,100</b> | <b>3,100</b> | <b>3,100</b> | <b>3,100</b> | <b>3,100</b> | <b>3,100</b> | <b>3,100</b> | <b>3,100</b> | <b>3,100</b> | <b>3,100</b> | <b>3,100</b> | <b>3,100</b> | <b>3,100</b> | <b>3,100</b> | <b>3,100</b> |                                     |

|                     |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Population          | 4,621  | 4,531  | 4,523  | 4,516  | 4,507  | 4,518  | 4,514  | 4,530  | 4,659  | 4,775  | 4,878  | 5,013  | 5,083  | 5,185  | 5,277  |
| Per Capita Standard | 0.6709 | 0.6842 | 0.6854 | 0.6864 | 0.6878 | 0.6861 | 0.6868 | 0.6843 | 0.6654 | 0.6492 | 0.6355 | 0.6184 | 0.6099 | 0.5979 | 0.5875 |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 0.6557    |
| Quality Standard  | \$200     |
| Service Standard  | \$131     |

| D.C. Amount (before deductions) | 10 Year  |
|---------------------------------|----------|
| Forecast Population             | 612      |
| \$ per Capita                   | \$131    |
| Eligible Amount                 | \$80,258 |



**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

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

| Description                    | 2009          | 2010          | 2011          | 2012          | 2013          | 2014          | 2015          | 2016          | 2017          | 2018          | 2019          | 2020          | 2021          | 2022          | 2023          | 2024 Bld'g Value (\$/sq.ft.) | Value/sq.ft. with land, site works, etc. |
|--------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|------------------------------|--|
| Old Town Hall                  | 2,454         | 2,454         | 2,454         | 2,454         | 2,454         | 2,454         | 2,454         | 2,454         | 2,454         | 2,454         | 2,454         | 2,454         | 2,454         | 2,454         | 2,454         | \$600                        | \$677                                    |
| HBM Arena & Lions Banquet Hall | 31,500        | 31,500        | 31,500        | 31,500        | 31,500        | 31,500        | 31,500        | 31,500        | 31,500        | 31,500        | 31,500        | 31,500        | 31,500        | 31,500        | 31,500        | \$500                        | \$566                                    |
| Cordova Mines Recreation Hall  | 1,833         | 1,833         | 1,833         | 1,833         | 1,833         | 1,833         | 1,833         | 1,833         | 1,833         | 1,833         | 1,833         | 1,833         | 1,833         | 1,833         | 1,833         | \$500                        | \$566                                    |
| Stone Hall                     | 1,375         | 1,375         | 1,375         | 1,375         | 1,375         | 1,375         | 1,375         | 1,375         | 1,375         | 1,375         | 1,375         | 1,375         | 1,375         | 1,375         | 1,375         | \$500                        | \$566                                    |
|                                |               |               |               |               |               |               |               |               |               |               |               |               |               |               |               |                              |  |
| <b>Total</b>                   | <b>37,162</b> | <b>37,162</b> | <b>37,162</b> | <b>37,162</b> | <b>37,162</b> | <b>37,162</b> | <b>37,162</b> | <b>37,162</b> | <b>37,162</b> | <b>37,162</b> | <b>37,162</b> | <b>37,162</b> | <b>37,162</b> | <b>37,162</b> | <b>37,162</b> |                              |  |

|                     |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
|---------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| Population          | 4,621 | 4,531 | 4,523 | 4,516 | 4,507 | 4,518 | 4,514 | 4,530 | 4,659 | 4,775 | 4,878 | 5,013 | 5,083 | 5,185 | 5,277 |
| Per Capita Standard | 8.04  | 8.20  | 8.22  | 8.23  | 8.25  | 8.23  | 8.23  | 8.20  | 7.98  | 7.78  | 7.62  | 7.41  | 7.31  | 7.17  | 7.04  |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 7.86      |
| Quality Standard  | \$573     |
| Service Standard  | \$4,507   |

| D.C. Amount (before deductions) | 10 Year     |
|---------------------------------|-------------|
| Forecast Population             | 612         |
| \$ per Capita                   | \$4,507     |
| Eligible Amount                 | \$2,758,076 |



**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

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     | 2020     | 2021     | 2022     | 2023     | 2024 Value (\$/Vehicle) |
|--------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-------------------------|
| 2004 Chevy Silverado (3/4 ton) | -        | -        | -        | -        | -        | -        | -        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | \$80,000                |
| 2011 Dodge Ram (3/4 ton)       | -        | -        | -        | -        | -        | -        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | \$70,000                |
| Pick up Truck 1/2 ton          | -        | -        | -        | -        | 1        | 1        | -        | -        | -        | -        | -        | -        | -        | -        | -        | \$65,000                |
| 3/4 ton Pick up Truck          | -        | 1        | 1        | 1        | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | \$80,000                |
| Zamboni                        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | \$200,000               |
| Landscaping Trailer            | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | \$15,000                |
| Zero Turns Mowers - Commercial | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | \$27,000                |
| Zero Turns Mower - Residential | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | 1        | 1        | 1        | 1        | 1        | \$4,000                 |
| Ice Edger                      | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | \$5,500                 |
| Saws                           | -        | -        | -        | -        | -        | -        | -        | -        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | \$450                   |
|                                |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |                         |
| <b>Total</b>                   | <b>4</b> | <b>5</b> | <b>5</b> | <b>5</b> | <b>5</b> | <b>5</b> | <b>5</b> | <b>6</b> | <b>8</b> | <b>8</b> | <b>9</b> | <b>9</b> | <b>9</b> | <b>9</b> | <b>9</b> |                         |

|                     |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Population          | 4,621  | 4,531  | 4,523  | 4,516  | 4,507  | 4,518  | 4,514  | 4,530  | 4,659  | 4,775  | 4,878  | 5,013  | 5,083  | 5,185  | 5,277  |
| Per Capita Standard | 0.0009 | 0.0011 | 0.0011 | 0.0011 | 0.0011 | 0.0011 | 0.0011 | 0.0013 | 0.0017 | 0.0017 | 0.0018 | 0.0018 | 0.0018 | 0.0017 | 0.0017 |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 0.0014    |
| Quality Standard  | \$53,907  |
| Service Standard  | \$75      |

| D.C. Amount (before deductions) | 10 Year  |
|---------------------------------|----------|
| Forecast Population             | 612      |
| \$ per Capita                   | \$75     |
| Eligible Amount                 | \$46,188 |



**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

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

| Description         | 2009         | 2010         | 2011         | 2012         | 2013         | 2014         | 2015         | 2016         | 2017         | 2018         | 2019         | 2020         | 2021         | 2022         | 2023         | 2024 Bld'g Value (\$/sq.ft.) | Value/sq.ft. with land, site works, etc. |
|---------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|------------------------------|--|
| HBM Public Library  | 6,136        | 6,136        | 6,136        | 6,136        | 6,136        | 6,136        | 6,136        | 6,136        | 6,136        | 6,136        | 6,136        | 6,136        | 6,136        | 6,136        | 6,136        | \$600                        | \$730                                    |
| HBM Cordova Library | 1,833        | 1,833        | 1,833        | 1,833        | 1,833        | 1,833        | 1,833        | 1,833        | 1,833        | 1,833        | 1,833        | 1,833        | 1,833        | 1,833        | 1,833        | \$500                        | \$619                                    |
|                     |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |                              |  |
|                     |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |                              |  |
| <b>Total</b>        | <b>7,969</b> | <b>7,969</b> | <b>7,969</b> | <b>7,969</b> | <b>7,969</b> | <b>7,969</b> | <b>7,969</b> | <b>7,969</b> | <b>7,969</b> | <b>7,969</b> | <b>7,969</b> | <b>7,969</b> | <b>7,969</b> | <b>7,969</b> | <b>7,969</b> |                              |  |

|                     |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
|---------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| Population          | 4,621 | 4,531 | 4,523 | 4,516 | 4,507 | 4,518 | 4,514 | 4,530 | 4,659 | 4,775 | 4,878 | 5,013 | 5,083 | 5,185 | 5,277 |
| Per Capita Standard | 1.72  | 1.76  | 1.76  | 1.76  | 1.77  | 1.76  | 1.77  | 1.76  | 1.71  | 1.67  | 1.63  | 1.59  | 1.57  | 1.54  | 1.51  |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 1.69      |
| Quality Standard  | \$704     |
| Service Standard  | \$1,187   |

| D.C. Amount (before deductions) | 10 Year   |
|---------------------------------|-----------|
| Forecast Population             | 612       |
| \$ per Capita                   | \$1,187   |
| Eligible Amount                 | \$726,713 |





**Township of Havelock-Belmont-Methuen  
Service Standard Calculation Sheet**

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

| Description               | 2009          | 2010          | 2011          | 2012          | 2013          | 2014          | 2015          | 2016          | 2017          | 2018          | 2019          | 2020          | 2021          | 2022          | 2023          | 2024 Value (\$/item) |
|---------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------------|
| <b>All libraries:</b>     |               |               |               |               |               |               |               |               |               |               |               |               |               |               |               |                      |
| Circulating and Reference | 29,415        | 28,410        | 28,455        | 30,543        | 32,251        | 33,689        | 35,136        | 35,873        | 36,744        | 36,621        | 37,340        | 37,753        | 37,818        | 39,128        | 39,128        | \$35                 |
| Audio Books               | 198           | 366           | 397           | 382           | 431           | 480           | 535           | 593           | 647           | 699           | 759           | 801           | 854           | 899           | 899           | \$55                 |
| DVDs                      | 251           | 323           | 742           | 789           | 1,082         | 1,098         | 1,256         | 1,581         | 1,739         | 1,897         | 2,139         | 2,184         | 2,231         | 2,236         | 2,236         | \$15                 |
| <b>E-resources</b>        |               |               |               |               |               |               |               |               |               |               |               |               |               |               |               |                      |
| Overdrive                 | -             | 1             | 1             | 1             | 1             | 1             | 1             | 1             | 1             | 1             | 1             | 1             | 1             | 1             | 1             | \$21,100             |
| Ancestry Library          | -             | -             | -             | -             | -             | -             | -             | 1             | 1             | 1             | 1             | 1             | 1             | 1             | 1             | \$2,000              |
| World Book                | -             | -             | -             | -             | -             | -             | -             | 1             | 1             | 1             | 1             | 1             | 1             | 1             | 1             | \$2,500              |
| <b>Total</b>              | <b>29,864</b> | <b>29,100</b> | <b>29,595</b> | <b>31,715</b> | <b>33,765</b> | <b>35,268</b> | <b>36,928</b> | <b>38,050</b> | <b>39,133</b> | <b>39,220</b> | <b>40,241</b> | <b>40,741</b> | <b>40,906</b> | <b>42,266</b> | <b>42,266</b> |                      |

|                     |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
|---------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| Population          | 4,621 | 4,531 | 4,523 | 4,516 | 4,507 | 4,518 | 4,514 | 4,530 | 4,659 | 4,775 | 4,878 | 5,013 | 5,083 | 5,185 | 5,277 |
| Per Capita Standard | 6.46  | 6.42  | 6.54  | 7.02  | 7.49  | 7.81  | 8.18  | 8.40  | 8.40  | 8.21  | 8.25  | 8.13  | 8.05  | 8.15  | 8.01  |

| 15 Year Average   | 2009-2023 |
|-------------------|-----------|
| Quantity Standard | 7.70      |
| Quality Standard  | \$35      |
| Service Standard  | \$271     |

| D.C. Amount (before deductions) | 10 Year   |
|---------------------------------|-----------|
| Forecast Population             | 612       |
| \$ per Capita                   | \$271     |
| Eligible Amount                 | \$165,644 |



# Appendix C

## Long-Term Capital and Operating Cost Examination



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

## **Township of Havelock-Belmont-Methuen Annual Capital and Operating Cost Impact**

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

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



Table C-1  
Township of Havelock-Belmont-Methuen  
Lifecycle Cost Factors and Average Useful Lives

| Asset                         | Lifecycle Cost Factors |        |
|-------------------------------|------------------------|--------|
|                               | Average Useful Life    | Factor |
| Facilities                    | 50                     | 0.0118 |
| Services Related to a Highway | 50                     | 0.0118 |
| Parkland Development          | 40                     | 0.0166 |
| Vehicles                      | 15                     | 0.0578 |
| Small Equipment & Gear        | 10                     | 0.0913 |
| Library Materials             | 10                     | 0.0913 |

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



Table C-2  
Township of Havelock-Belmont-Methuen  
Operating and Capital Expenditure Impacts for Future Capital Expenditures

| SERVICE/CLASS OF SERVICE  | GROSS COST LESS<br>BENEFIT TO<br>EXISTING | ANNUAL LIFECYCLE<br>EXPENDITURES | ANNUAL<br>OPERATING<br>EXPENDITURES | TOTAL ANNUAL<br>EXPENDITURES |
|---|---|----------------------------------|-------------------------------------|------------------------------|
| <b>1. Wastewater Services</b>                                     |   |                                  |                                     |                              |
| 1.1 Wastewater Services   | 440,000                                   | 14,002                           | 42,089                              | 56,091                       |
| <b>2. Services Related to a Highway</b>                           |   |                                  |                                     |                              |
| 2.1 Roads and Related   | 3,645,800                                 | 133,272                          | 39,359                              | 172,631                      |
| 2.2 Public Works Facilities, Equipment, and Fleet                 | 8,454,400                                 | 482,817                          | 25,799                              | 508,616                      |
| <b>3. Fire Protection Services</b>                                |   |                                  |                                     |                              |
| 3.1 Fire facilities, vehicles & equipment                         | 215,000                                   | 23,936                           | 59,243                              | 83,179                       |
| <b>4. Parks and Recreation Services</b>                           |   |                                  |                                     |                              |
| 4.1 Park development, amenities, trails and recreation facilities | 5,294,000                                 | 197,023                          | 55,039                              | 252,062                      |
| <b>5. Library Services</b>  |   |                                  |                                     |                              |
| 5.1 Library facilities, materials and vehicles                    | 70,000                                    | 6,148                            | 12,561                              | 18,709                       |
| <b>6. Growth Studies</b>  |   |                                  |                                     |                              |
| 6.1 Growth Studies  | 236,000                                   | -                                | -                                   | -                            |
| <b>Total</b>  | <b>18,355,200</b>                         | <b>857,198</b>                   | <b>234,089</b>                      | <b>1,091,287</b>             |



# Appendix D

## D.C. Reserve Fund Policy



# Appendix D: D.C. Reserve Fund Policy

## D.1 Legislative Requirements

The *Development Charges Act, 1997*, as amended (D.C.A.) requires development charge (D.C.) collections (and associated interest) to be placed in separate reserve funds. Sections 33 through 36 of the D.C.A. provide the following regarding reserve fund establishment and use:

- A municipality shall establish a reserve fund for each service to which the D.C. by-law relates; subsection 7 (1), however, allows services to be grouped into categories of services for reserve fund (and credit) purposes and for classes of services to be established.
- The municipality shall pay each D.C. it collects into a reserve fund or funds to which the charge relates.
- The money in a reserve fund shall be spent only for the “capital costs” determined through the legislated calculation process (as per subsection 5 (1) 2 to 8).
- Money may be borrowed from the fund but must be paid back with interest (O. Reg. 82/98, subsection 11 (1) defines this as Bank of Canada rate either on the day the by-law comes into force or, if specified in the by-law, the first business day of each quarter).
- D.C. reserve funds may not be consolidated with other municipal reserve funds for investment purposes and may only be used as an interim financing source for capital undertakings for which D.C.s may be spent (section 37).

Annually, the Treasurer of the municipality is required to provide Council with a financial statement related to the D.C. by-law(s) and reserve funds. This statement must be made available to the public and may be requested to be forwarded to the Minister of Municipal Affairs and Housing.

Subsection 43 (2) and O. Reg. 82/98 prescribe the information that must be included in the Treasurer’s statement, as follows:

- opening balance;
- closing balance;



- description of each service and/or service category for which the reserve fund was established (including a list of services within a service category);
- transactions for the year (e.g. collections, draws) including each asset's capital costs to be funded from the D.C. reserve fund and the manner for funding the capital costs not funded under the D.C. by-law (i.e. non-D.C. recoverable cost share and post-period D.C. recoverable cost share);
- for projects financed by D.C.s, the amount spent on the project from the D.C. reserve fund and the amount and source of any other monies spent on the project;
- amounts borrowed, purpose of the borrowing, and interest accrued during previous year;
- amount and source of money used by the municipality to repay municipal obligations to the D.C. reserve fund;
- list of credits by service or service category (outstanding at the beginning of the year, given in the year, and outstanding at the end of the year by the holder);
- for credits granted under section 14 of the previous D.C.A., a schedule identifying the value of credits recognized by the municipality, the service to which it applies and the source of funding used to finance the credit; and
- a statement as to compliance with subsection 59 (1) of the D.C.A., whereby the municipality shall not impose, directly or indirectly, a charge related to a development or a requirement to construct a service related to development, except as permitted by the D.C.A. or another Act.

Recent changes arising from Bill 109 (*More Homes for Everyone Act, 2022*) provide that the Council shall make the statement available to the public by posting the statement on the website or, if there is no such website, in the municipal office. In addition, Bill 109 introduced the following requirements which shall be included in the treasurer's statement.

- For each service for which a development charge is collected during the year:
  - whether, as of the end of the year, the municipality expects to incur the amount of capital costs that were estimated, in the relevant development charge background study, to be incurred during the term of the applicable development charge by-law, and
  - if the answer to subparagraph i is no, the amount the municipality now expects to incur and a statement as to why this amount is expected.





- For any service for which a development charge was collected during the year but in respect of which no money from a reserve fund was spent during the year, a statement as to why there was no spending during the year.

Additionally, as per subsection 35(3) of the D.C.A.:

*35(3) If a service is prescribed for the purposes of this subsection, beginning in the first calendar year that commences after the service is prescribed and in each calendar year thereafter, a municipality shall spend or allocate at least 60 per cent of the monies that are in a reserve fund for the prescribed service at the beginning of the year.*

The services currently prescribed are water, wastewater, and services related to a highway. Therefore, as of 2023, a municipality shall spend or allocate at least 60 percent of the monies in the reserve fund at the beginning of the year. There are generally two (2) ways in which a municipality may approach this requirement:

1. Include a schedule as part of the annual treasurer's statement; or
2. Incorporate the information into the annual budgeting process.

Based upon the above, Figure 1 and Attachments 1 and 2, set out the format for which annual reporting to Council should be provided. Attachment 3 provides for the schedule for allocating reserve fund balances to projects.

## **D.2 D.C. Reserve Fund Application**

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

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 7 of subsection 5(1).”

This provision clearly establishes that reserve funds collected for a specific service are only to be used for that service, or to be used as a source of interim financing of capital undertakings for which a D.C. may be spent.



Figure D-1  
Township of Havelock-Belmont-Methuen  
Annual Treasurer's Statement of Development Charge Reserve Funds

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

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

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

<sup>3</sup> See Attachment 2 for details

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



**Figure D-2a**  
**Township of Havelock-Belmont-Methuen**  
**Attachment 1**  
**Annual Treasurer's Statement of Development Charge Reserve Funds**  
**Amount Transferred to Capital (or Other) Funds – Capital Fund Transactions**

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



**Figure D-2b**  
**Township of Havelock-Belmont-Methuen**  
**Attachment 1**  
**Annual Treasurer's Statement of Development Charge Reserve Funds**  
**Amount Transferred to Capital (or Other) Funds – Operating Fund Transactions**

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



Figure D-3  
Township of Havelock-Belmont-Methuen  
Attachment 2  
Annual Treasurer's Statement of Development Charge Reserve Funds  
Statement of Credit Holder Transactions

| Credit Holder   | Applicable D.C. Reserve Fund | Credit Balance Outstanding Beginning of Year _____ | Additional Credits Granted During Year | Credits Used by Holder During Year | Credit Balance Outstanding End of Year _____ |
|-----------------|------------------------------|--|--|------------------------------------|--|
| Credit Holder A |                              |  |  |                                    |  |
| Credit Holder B |                              |  |  |                                    |  |
| Credit Holder C |                              |  |  |                                    |  |
| Credit Holder D |                              |  |  |                                    |  |
| Credit Holder E |                              |  |  |                                    |  |
| Credit Holder F |                              |  |  |                                    |  |



Figure D-4  
 Township of Havelock-Belmont-Methuen  
 Attachment 3  
 Annual Treasurer's Statement of Development Charge Reserve Funds  
 Statement of Reserve Fund Balance Allocations

|   |                               |
|---|-------------------------------|
| <b>Service:</b>                                       | Services Related to a Highway |
| <b>Balance in Reserve Fund at Beginning of Year:</b>  |                               |
| <b>60% of Balance to be Allocated (at a minimum):</b> |                               |

**Projects to Which Funds Will be Allocated**

| Project Description | Project Number | Total Growth-related Capital Cost Remaining to be Funded | Share of Growth-related Cost Allocated to Date | Share of Growth-related Cost Allocated - Current Year |
|---------------------|----------------|--|--|---|
|                     |                |  |  |   |
|                     |                |  |  |   |
|                     |                |  |  |   |
|                     |                |  |  |   |
| <b>Total</b>        |                | <b>\$0</b>   | <b>\$0</b>                                     | <b>\$0</b>  |



# Appendix E

## Local Service Policy



## Appendix E: Local Service Policy

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

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

### **A. SERVICES RELATED TO ROADS**

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

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





etc.); transit lanes and lay-bys; roadway illumination systems; boulevard and median surfaces (e.g. sod and topsoil, paving, etc.); street trees and landscaping; parking lanes and lay-bys; (excluding on-street parking in the downtown) and driveway entrances; noise attenuation systems; railings and safety barriers.

## **1. Local and Collector Roads (including land)**

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

## **2. Arterial Roads**

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



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

- a. On new arterial roads and arterial road improvements unrelated to a specific development: included as part of road costing funded through D.C.'s.
- b. Intersection improvements within specific developments and all works necessary to connect to entrances (private and specific subdivision) to the roadway - Direct developer responsibility under s.59 of D.C.A. (as a local service).
- c. On arterial or collector road intersections with County roads: include in County D.C.'s or in certain circumstances, may be a direct developer responsibility.
- d. Intersection improvements, new or modified signalization, signal timing & optimization plans, area traffic studies for highways attributed to growth and unrelated to a specific development, not related to 3(b): included in D.C. calculation as permitted under s.5(1) of the D.C.A.

### **4. Streetlights**

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



## **5. Sidewalks**

- a. Sidewalks on M.T.O. and County roads - Include in the D.C. or, in exceptional circumstances, may be local improvement or direct developer responsibility through local service provisions (s.59 of D.C.A.).
- b. Sidewalks on area municipal roads - Linked to collector road funding source in item 1.
- c. Other sidewalks external to development (which are a local service within the area to which the plan relates) - Direct developer responsibility as a local service provision (under s.59 of D.C.A.).

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

- a. Bike routes and bike lanes, within road allowance, external to development - Include in D.C. road costs, consistent with the service standard provisions of the D.C.A., s.5(1).
- b. Bike paths/multi-use trails/naturalized walkways external to development – Include in D.C.s consistent with the service standard provisions of the D.C.A., s.5(1).
- c. Bike lanes, within road allowance, internal to development – Direct developer responsibility under s.50 of the D.C.A.(as a local service).
- d. Bike paths/multi-use trails/naturalized walkways internal to development – Direct developer responsibility under s.50 of the D.C.A. (as a local service).
- e. Trail Bridges/Underpasses and associated works - Include in D.C.s consistent with the service standard provisions of the D.C.A., s.5(1).

## **7. Noise Abatement Measures**

- a. Noise abatement measures external and internal to development where it is related to, or a requirement of a specific development: direct developer responsibility under s.59 of D.C.A. (as a local service).



- b. Noise abatement measures on new arterial roads and arterial road improvements abutting an existing community and unrelated to a specific development: included as part of road costing funded through D.C.'s.

## **B. STORMWATER MANAGEMENT**

- a. Stormwater infrastructure for quality and/or quantity management, including downstream erosion works and monitoring, inclusive of land and all associated infrastructure, such as landscaping and perimeter fencing: direct developer responsibility under s.59 of D.C.A. (as a local service).
- b. Over-sizing costs of stormwater drainage to accommodate runoff from new, widened, extended or upgraded Township arterial roads that are funded as a development charges project: included as part of road costing funded through D.C.'s.

## **C. PARKLAND DEVELOPMENT**

### **1. Recreational Trails**

- a. Recreational trails (Multi-use trails) that do not form part of the Township's active transportation network, and their associated infrastructure (landscaping, bridges, trail surface, etc.), are to be included in the Township's Parks and Recreation D.C. calculation.
- b. Recreational trails (Multi-use trails) inclusive of all required infrastructure, located on Arterial roads internal or adjacent to development – considered part of the complete street and included in the Services Related to a Highway D.C. calculation.
- c. Recreational trails (Multi-use trails) inclusive of all required infrastructure, located on Collector roads external but adjacent to development – Direct developer responsibility under s.59 of DCA (as a local service).
- d. Recreational trails (Multi-use trails) internal to development - Direct developer responsibility under s.59 of DCA (as a local service).



## 2. Parkland

Developers dedicating parkland as a condition of development are required to undertake, at their sole expense, the base construction and installation of the parkland improvements on lands to be conveyed to the Township for park purposes. This work shall include:

- a. Clearing and grubbing;
- b. Topsoil stripping and stockpiling (topsoil or any fill or soils shall not be stockpiled on parkland without the approval of the Township);
- c. Parkland shall be free of any contaminated soil or subsoil;
- d. Grading inclusive of topsoil supply and placement, minimum of 150 mm depth;
- e. Sodding;
- f. Drainage systems, including connections to the municipal services as required by the Township;
- g. Electrical and water connections minimum 50 mm to street line including backflow preventers, shut off valves, water and hydro chambers;
- h. Street trees along all public road allowances abutting Township owned parkland;
- i. All parks are to be developed up to fine grade, topsoil and sod. They shall be graded to meet approved parkland grade, including any associated infrastructure requirements (retaining walls, drainage, etc.) and sodded to minimize erosion and dust. Temporary fencing may also be required where there is no permeant fence to prevent illegal dumping;
- j. Temporary park sign advising future residents that the site is a future park;



- k. Fencing, to the Township's standard, where deemed necessary by the Township, on the public property side of the property line.

### **3. Landscape Buffer Blocks, Features, Cul-de-Sac Islands, Berms, Grade Transition Areas, Walkway Connections to Adjacent Roads, Open Space, Etc.**

The cost of developing all landscape buffer blocks, landscape features, cul-de-sac islands, berms, grade transition areas, walkway connections to adjacent arterial roads, open space and other remnant pieces of land conveyed to the Township shall be a direct developer responsibility as a local service. Such costs include but are not limited to:

- a. Pre-grading, sodding or seeding, supply and installation of amended topsoil, (to the Township's required depth), landscape features, perimeter fencing and amenities and all planting;
- b. Restoration planting and landscaping requirements (as required by the Township or authorities having jurisdiction) as a result of impact of the development including related restoration projects to enhance the natural heritage system;
- c. Perimeter fencing to the Township standard or approved equivalent located on the public property side of the property line adjacent land uses as directed by the Township or other approval authority.

### **4. Natural Heritage System (N.H.S.)**

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

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

- a. Riparian planting and landscaping requirements (as required by the Township, Conservation Authority or other authorities having jurisdiction) as a result of creation of, or construction within in the N.H.S. and associated buffers.



- b. Perimeter fencing of the N.H.S. to the Township servicing standard or approved equivalent located on the public property side of the property line adjacent land uses (residential, industrial, commercial) as required by the Township.

## **5. Infrastructure Assets Constructed by Developers**

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

## **D. WATER AND SANITARY SEWERS**

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

- 1. The costs of the following items shall be direct developer responsibilities as a local service:**
  - a. providing all underground services internal to the development, including water and sanitary services;
  - b. providing service connections from existing underground services to the development;
  - c. providing new underground services or upgrading existing underground services external to the development if the services are required to service the development, and if the pipe sizes do not exceed 250 mm for water and sanitary services. If external services are required by two or more developments, the developer for the first



development will be responsible for the cost of the external services and may enter into cost-sharing agreements with other developers independent of the Township; and

- d. water booster pumping stations, reservoir pumping stations and/or sanitary pumping stations serving individual developments.

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

- a. wastewater treatment plants;
- b. water treatment, storage facilities, re-chlorination/sampling stations and wells not required for an individual development;
- c. external underground services involving trunk infrastructure and pipe sizes exceeding 250 mm for water and sanitary services; and
- d. water reservoir and/or sanitary pumping stations not required for the individual development.





# Appendix F

## Asset Management Plan



## Appendix F: Asset Management Plan

The recent changes to the Development Charges Act, 1997, as amended (D.C.A.) (new subsection 10 (2) (c.2)) require that the background study must include an asset management plan (A.M.P.) related to new infrastructure. Section 10 (3) of the D.C.A. provides:

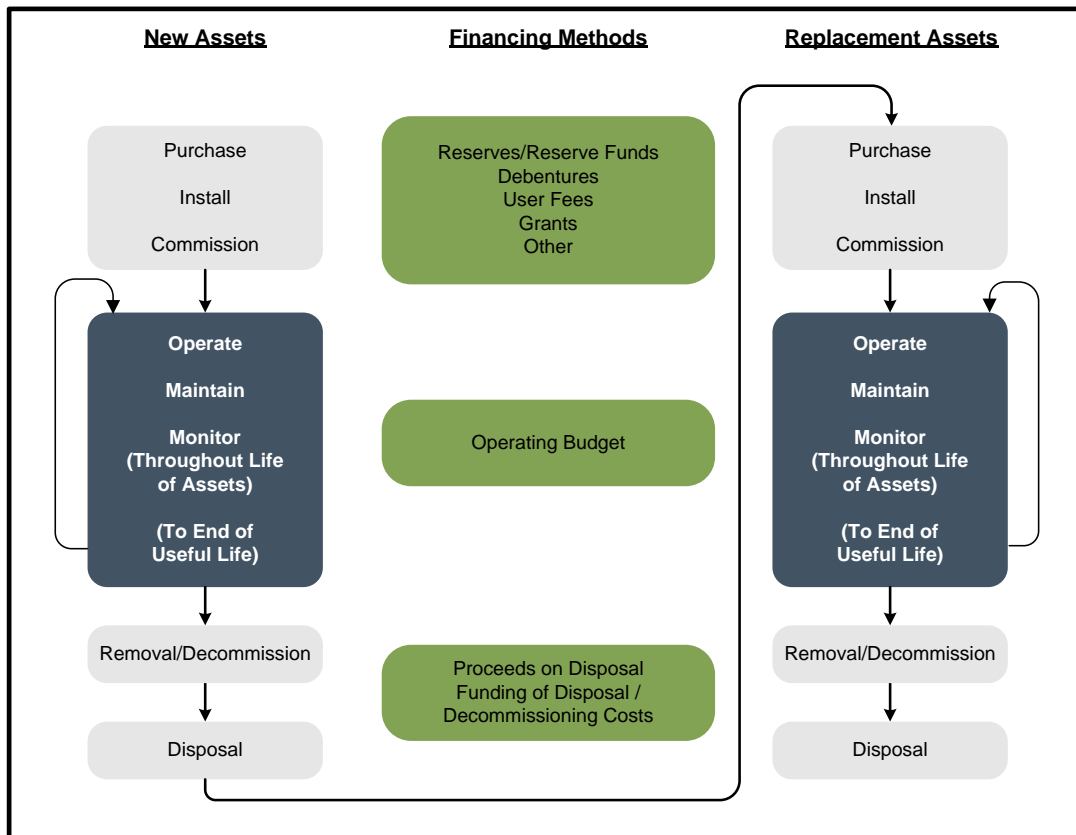
“The asset management plan shall,

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

In regard to the above, section 8 of the regulations was amended to include subsections (2), (3), and (4) which set out specific detailed requirements for transit (only). For all services except transit, there are no prescribed requirements at this time, thus requiring the municipality to define the approach to include in the background study.

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

It should be noted that with the recent passing of the *Infrastructure for Jobs and Prosperity Act* (I.J.P.A.) municipalities are now required to complete A.M.P.s, based on certain criteria, which are to be completed by 2022 for core municipal services and 2024 for all other services. The amendments to the D.C.A. do not require municipalities to complete these A.M.P.s (required under I.J.P.A.) for the D.C. background study, rather the D.C.A. requires that the D.C. background study include information to show the assets to be funded by the D.C. are sustainable over their full lifecycle.



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

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

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

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

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



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

Commensurate with the above, the Township prepared an A.M.P. in 2024 for its existing assets. However, it did not take into account future growth-related assets. As a result, the asset management requirement for the D.C. must be undertaken in the absence of this information.

In recognition to the schematic above, the following table (presented in 2024 \$) has been developed to provide the annualized expenditures and revenues associated with new growth. Note that the D.C.A. does not require an analysis of the non-D.C. capital needs or their associated operating costs so these are omitted from the table below. As well, as all capital costs included in the D.C.-eligible capital costs are not included in the Township's A.M.P., the present infrastructure gap and associated funding plan have not been considered at this time. Hence the following does not represent a fiscal impact assessment (including future tax/rate increases) but provides insight into the potential affordability of the new assets:

1. The non-D.C. recoverable portion of the projects that will require financing from municipal financial resources (i.e. taxation, rates, fees, etc.). This amount has been presented on an annual debt charge amount based on 20-year financing.
2. Lifecycle costs for the 2024 D.C. capital works have been presented based on a sinking fund basis. The assets have been considered over their estimated useful lives.
3. Incremental operating costs for the D.C. services (only) have been included.
4. The resultant total annualized expenditures are approximately \$2.79 million.
5. Consideration was given to the potential new taxation and user fee revenues which will be generated as a result of new growth. These revenues will be available to finance the expenditures above. The new operating revenues are \$1.02 million. This amount, totalled with the existing operating revenues of approximately \$11.28 million, provide annual revenues of \$12.30 million by the end of the period.



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

Township of Havelock-Belmont-Methuen  
Asset Management – Future Expenditures and Associated Revenues  
2024\$

|  | Total               |
|--|---------------------|
| <b>Expenditures (Annualized)</b>                                       |                     |
| Annual Debt Payment on Non-Growth Related Capital <sup>1</sup>         | 973,877             |
| Annual Debt Payment on Post Period Capital <sup>2</sup>                | 722,227             |
| <b>Lifecycle:</b>  |                     |
| Annual Lifecycle - Municipal-wide Services                             |                     |
| <b>Sub-Total - Annual Lifecycle</b>                                    | \$857,198           |
|  |                     |
| <b>Incremental Operating Costs (for D.C. Services)</b>                 | \$234,089           |
|  |                     |
| <b>Total Expenditures</b>  | <b>\$2,787,390</b>  |
|  |                     |
| <b>Revenue (Annualized)</b>  |                     |
| Total Existing Revenue <sup>3</sup>                                    | \$11,279,644        |
| Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.) | \$1,016,412         |
| <b>Total Revenues</b>  | <b>\$12,296,056</b> |

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

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

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



# Appendix G

## Proposed D.C. By-law



## The Corporation of the Township of Havelock-Belmont-Methuen

### By-law Number 2025 - \_\_\_\_

#### A By-law to establish development charges for the Corporation of the Township of Havelock-Belmont-Methuen

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

**And whereas** a Development Charges Background Study has been completed in accordance with the Act;

**And whereas** Council has before it a report entitled "Township of Havelock-Belmont-Methuen Development Charge Background Study" prepared by Watson & Associates Economists Ltd. dated December 20, 2024;

**And** whereas the Council of the Corporation of the Township of Havelock-Belmont-Methuen has given notice of and held a public meeting on January 14, 2025 in accordance with the Act and the regulations thereto;

**Now Therefore**, the Council of the Corporation of the Township of Havelock-Belmont-Methuen Enacts as follows:

#### 1. DEFINITIONS

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

"Accessory use" means where used to describe a use, building or structure, that the use, building, or structure is naturally and normally incidental, subordinate in purpose of floor area or both, and exclusively devoted to a principal use, building or structure, but is not an ancillary residential building.

"Act" means the *Development Charges Act, 1997, S.O. 1997, c.27*, as amended.

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

"Agricultural use" means use or intended use for bona fide farming purpose:



- a. Including (but not limited to):
  - i. cultivation of crops, whether on open land or in greenhouses, including (but not limited to) fruit, vegetables, herbs, grains, field crops, cannabis, sod, trees, shrubs, flowers, and ornamental plants;
  - ii. raising of animals, including (but not limited to) cattle, horses, pigs, poultry, livestock, fish; and
  - iii. agricultural animal husbandry, dairying, equestrian activities, horticulture, fallowing, pasturing, and market gardening;
- b. But excluding:
  - i. retail sales activities; including but not limited to restaurants, banquet facilities, hospitality facilities and gift shops;
  - ii. services related to grooming, boarding, or breeding of household pets; and
  - iii. Marijuana production facilities.

“Ancillary residential building” means a residential building that would be ancillary to a detached dwelling, semi-detached dwelling, or row dwelling.

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

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

“Back-to-back townhouse dwelling” means a building containing more than two dwelling units separated vertically by a common wall, including a rear common wall, that do not have rear yards.

“Bedroom” means a habitable room, including a den, study, or other similar area, but does not include a living room, dining room or kitchen.





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

"Building permit" means a permit pursuant to the *Building Code Act, 1992, S.O. 1992, c. 23, as amended.*

“Building Code Act” means the *Building Code Act, S.O. 1992; Chapter 23, as amended* and all Regulations thereto including the Ontario Building Code, 1997, as amended or any successor legislation thereof.

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

- (a) to acquire land or an interest in land, including a leasehold interest;
- (b) to improve land;
- (c) to acquire, lease, construct or improve buildings and structures;
- (d) to acquire, lease, construct or improve facilities including,
  - (i) rolling stock with an estimated useful life of seven years or more,
  - (ii) furniture and equipment, other than computer equipment, and
  - (iii) materials acquired for circulation, reference or information purposes by a library board as defined in the *Public Libraries Act, R.S.O. 1990, c.P.44;*
- (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 required under section 10 of the Act; and
- (g) interest on borrowing for those expenditures under clauses (a) to (d) above that are growth-related;

required for provision of services designated in this by-law within or outside the Township.



“Class” means a grouping of Services combined to create a single Service for the purposes of this by-law and as provided in section 7 of the Act, which may also be referred to as a Class of Service or Classes of Services.

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

“Council” means the Council of the Township of Havelock-Belmont-Methuen.

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

“Development charge” means a charge imposed with respect to this By-law.

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

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

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

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

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

“Gross floor area” means the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of party walls dividing the dwelling unit from other dwelling unit or other portion of a building;

- (a) In the case of a non-residential building or structure, or in the case of a mixed-use building or structure in respect of the non-residential portion thereof, the total area of all building floors above or below grade measured between the outside surfaces of the exterior walls, or between the outside surfaces of exterior walls



and the centre line of party walls dividing a non-residential use and a residential use, except for:

- i. a room or enclosed area within the building or structure above or below grade that is used exclusively for the accommodation of heating, cooling, ventilating, electrical, mechanical or telecommunications equipment that service the building;
- ii. loading facilities above or below grade; and
- iii. a part of the building or structure below grade that is used for the parking of motor vehicles or for storage or other accessory use.

“industrial use” means land, buildings or structures used for or in connection with manufacturing by:

- a. manufacturing, producing, and processing goods for a commercial purpose, as well as storing and/or distribution of goods manufactured, produced, or processed on site;
- b. research or development in connection with manufacturing, producing, or processing good for a commercial purpose;
- c. retail sales by a manufacturer, producer, or processor of goods 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 it is:
  - i. carried out with respect to manufacturing, producing, processing, storage or distributing of something; and
  - ii. in or attached to the building or structure used for that manufacturing, producing, processing, storage, or distribution;
- e. but does not include a commercial self-storage facility.

“Institutional development ” shall have the same meaning as defined in Section 11.1 of O.Reg. 82/98 of the Act.



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

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

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

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

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

“Mixed-use building” means a building or structure used for both residential and non-residential use.

“Multiple dwellings” means all dwellings other than single-detached, semi-detached, or apartment units.

“Municipal Act” means the Municipal Act, 2001, S.O. 2001, c. 25.

“Municipality” means the Corporation of the Township of Havelock-Belmont-Methuen.

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

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



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

“Place of worship” means that part of a building or structure that is exempt from taxation as a place of worship under the Assessment Act, as amended or any successor thereto.

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

“Regulation” means any regulation made pursuant to the Act.

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

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

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

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

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

“Township” means the area within the geographic limits of the Township of Havelock-Belmont-Methuen;

“Use” means either residential use or non-residential use;

“Zoning By-Law” means the Zoning By-Law or By-laws of the Township of Havelock-Belmont-Methuen, or any successor thereof passed pursuant to section 34 of the *Planning Act*, S.O. 1990.

## **2. Designation of Services/Class of Services**

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



- (a) Services Related to a Highway – Roads and Related
- (b) Services Related to a Highway – Public Works Facilities, Equipment, and Fleet;
- (c) Fire Protection Services;
- (d) Parks & Recreation Services;
- (e) Library Service;
- (f) Growth Studies; and
- (g) Wastewater Services

2.2 The components of the Services and Class of Services designated in section 2.1 are described in Schedule A.

### **3. Application of By-law Rules**

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

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

#### Area to Which By-law Applies

3.2 Subject to section 3.3, this By-law applies to all lands in the Township of Havelock-Belmont-Methuen whether or not the land or use thereof is exempt from taxation under s. 13 or the Assessment Act, 1990.

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

- (a) the Township of Havelock-Belmont-Methuen or a local board thereof;
- (b) a board of education;



- (c) the County of Peterborough;
- (d) Land vested in or leased to a university that receives regular and ongoing operating funds from the government for the purposes of post-secondary education is exempt from development charges imposed under the Act if the development in respect of which development charges would otherwise be payable is intended to be occupied and used by the university;
- (e) Non-Profit Residential Development;
- (f) Affordable Residential Units as defined by the Act;
- (g) Attainable Residential Units as defined by the Act; and
- (h) Affordable Residential Units required pursuant to section 34 and 16(4) of the Planning Act (Inclusionary Zoning).

### Approvals for Development

- 3.4 (a) Development charges shall be imposed on all lands, buildings or structures that are developed for residential or non-residential uses if the development requires:
- (i) the passing of a Zoning By-law or of an amendment to a zoning by-law under section 34 of the *Planning Act*;
  - (ii) the approval of a minor variance under section 45 of the *Planning Act*;
  - (iii) a conveyance of land to which a by-law passed under subsection 50 (7) of the *Planning Act* applies;
  - (iv) the approval of a plan of subdivision under section 51 of the *Planning Act*;
  - (v) a consent under section 53 of the *Planning Act*;



- (vi) the approval of a description under section 50 of the *Condominium Act*, R.S.O. 1990, Chap. C.26, as amended, or any successor thereof; or
  - (vii) the issuing of a permit under the *Building Code Act* in relation to a building or structure.
- (b) No more than one development charge for each service designated in subsection 2.1 shall be imposed upon any lands, buildings or structures to which this By-law applies even though two or more of the actions described in subsection 3.4 (a) are required before the lands, buildings or structures can be developed.
- (c) Despite subsection 3.4 (b), if two or more of the actions described in subsection 3.4 (a) occur at different times, additional development charges shall be imposed if the subsequent action has the effect of increasing the need for services.

### Rules of Intensification

- 3.5 (1) Notwithstanding any other provision of this By-law, Development Charges shall not be imposed with respect to:
- (a) an enlargement to an existing Dwelling Unit;
  - (b) the creation of additional Dwelling Units equal to the greater of one (1) or 1% of the existing Dwelling Units in an existing Residential rental building containing four (4) or more Dwelling Units or prescribed ancillary structure to the existing Residential building;
- (2) Notwithstanding any other provision of this By-law, Development Charges shall not be imposed with respect to the creation of any of the following in existing Single Detached Dwellings, Semi-Detached Dwellings, Back-to-back Townhouse Dwellings or Stacked Townhouse Dwellings:
- (a) A second Dwelling Unit on a parcel of land on which Residential Use, other than ancillary Residential Use, is permitted, if all buildings and structures ancillary to the existing Residential structure cumulatively contain no more than one (1) Dwelling Unit.





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

### 3.6 Exemption for Industrial Development

- 3.6.1 For the purpose of sections 3.6.2 to 3.7.3 inclusive, the term “existing industrial building” shall have the same meaning as that term has in the Regulation and shall not include self-storage or mini-storage facilities.



3.6.2 Notwithstanding any other provision of this By-law, but subject to sections 3.7.2 and 3.7.3 below, no development charge is payable with respect to the enlargement of the total floor area of an existing industrial building where the total floor area is enlarged by 50 percent or less:

### 3.7 Gross Floor Area of Existing Industrial Building Expansion

3.7.1 If the gross floor area of an existing industrial building is enlarged by greater than 50 percent, the amount of the development charge payable in respect of the enlargement is the amount of the development charge that would otherwise be payable multiplied by the fraction determined as follows:

- a) determine the amount by which the enlargement exceeds 50 percent of the total floor area before the enlargement;
- b) divide the amount determined under subsection 3.7(a) by the amount of the enlargement.

3.7.2 For greater certainty in applying the exemption in this section, the gross floor area of an existing industrial building is enlarged where there is a bona fide increase in the size of the existing industrial building, the enlarged area is attached to the existing industrial building, there is a direct means of ingress and egress from the existing industrial building to and from the enlarged area for persons, goods and equipment and the existing industrial building and the enlarged area are used for or in connection with an industrial purpose as set out in subsection 1(1) of the Regulation. Without limiting the generality of the foregoing, the exemption in this section shall not apply where the enlarged area is attached to the existing industrial building by means only of a tunnel, bridge, canopy, corridor, or other passageway, or through a shared below-grade connection such as a service tunnel, foundation, footing or parking facility.

3.7.3 The exemption for an existing industrial building provided by this section shall be applied up to a maximum of 50 percent of the gross floor area before the first enlargement for which an exemption from the payment of development charges was granted pursuant to this By-law or any previous development charges by-law made pursuant to the Act or its predecessor legislation. Development charges shall be imposed in accordance with Schedule B with



respect to the amount of floor area of an enlargement that results in the gross floor area of the industrial building being increased by greater than 50 percent of the total floor area of the existing industrial building.

3.7.4 For the purposes of this section, despite any new sites created which result in an existing industrial building being on a site separate from its enlargement or enlargements for which an exemption was granted under this section, further exemptions, if any, pertaining to the existing industrial building shall be calculated in accordance with section 3.7.2 on the basis of its site prior to any division.

### 3.8 Other Exemptions

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

- a hospital as defined under the *Public Hospitals Act, R.S.O. 1990, c. P.40*;
- that portion of a Place of Worship that is exempt from taxation under the Assessment Act; and
- a Farm Building.

### 3.9 Discounts for Rental Housing (for profit)

Notwithstanding subsections 3.11 and 3.12, the Development Charges payable for Residential Development, where the Dwelling Units are intended for rented Residential Use, will be reduced based on the number of bedrooms in each Dwelling Unit as follows:

- (i) Three or more bedrooms – 25% reduction
- (ii) Two bedrooms – 20% reduction
- (iii) All other bedroom quantities – 15% reduction

### 3.10 Reduction of Development Charges with Respect to Redevelopment and Conversion

Despite any other provision of this By-law, where, as a result of the redevelopment of land, a building or structure existing on the same land within



60 months prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

- a) in the case of a residential building or structure, or in the case of a mixed-use building or structure, the residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charge under subsection 3.11 of this by-law by the number, according to type, of dwelling units that have been or will be demolished or converted to another principal use; and provided that such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.
- b) in the case of a non-residential building or structure or, in the case of mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charges under subsection 3.12 by the gross floor area that has been or will be demolished or converted to another principal use; provided that such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.

### **Amount of Charges**

#### **3.11 Residential**

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

#### **3.12 Non-Residential**



The development charges described in Schedule B to this By-law shall be imposed on non-residential uses of lands, buildings, or structures, and, in the case of a mixed-use building or structure, on the non-residential uses in the mixed-use building or structure, including the non-residential component of a live/work unit, and calculated with respect to each of the services according to the gross floor area of the non-residential use.

#### Time of Calculation and Payment of Development Charges

- 3.13 Development charges imposed under this By-law are calculated, payable, and collected upon issuance of the first building permit for the development.
- 3.14 Notwithstanding subsections 3.13, development charges for rental housing and institutional developments are due and payable in 6 equal annual payments commencing with the first instalment payable on the earlier of the date the first occupancy permit is granted or the date of first occupancy, and each subsequent instalment, including interest calculated in accordance with subsection 26.3 of the Act.
- 3.15 Where the development of land results from the approval of a site plan or zoning by-law amendment received on or after January 1, 2020, and the approval of the application occurred within 18 months of building permit issuance, the development charges under subsections 3.11 and 3.12 shall be calculated on the rates set out in Schedule “B” on the date of the planning application, including interest in accordance with subsection 26.3 of the Act. Where both planning applications apply development charges under subsections 3.11 and 3.12 shall be calculated on the rates, including interest at a rate of the average prime rate plus 1% as defined by Section 26.3 of the Act, payable on the anniversary date each year thereafter, set out in Schedule “B” on the date of the later planning application, including interest.
- 3.16 Notwithstanding subsections 3.13 to 3.15 and in accordance with section 27 of the Act, Council from time to time, and at any time, may enter into agreements providing for all or any part of a development charge to be paid before or after it would otherwise be payable.



#### **4. Payment by Services**

- 4.1 Despite the payment required under subsections 3.13 to 3.16, Council may, by agreement, give a credit towards a development charge in exchange for work that relates to a service to which a development charge relates under this By-law.

#### **5. Indexing**

- 5.1 Development charges imposed pursuant to this By-law shall be adjusted annually, without amendment to this By-law, commencing on the 1<sup>st</sup> of January, 2026 and each year thereafter, in accordance with the prescribed index in the Act.

#### **6. Schedules**

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

Schedule A – Components of Services and Classes of Services Designated in Subsection 2.1

Schedule B – Residential and Non-Residential Development Charges

#### **7. Conflicts**

- 7.1 Where the Township of Havelock-Belmont-Methuen and an owner or former owner have entered into an agreement with respect to land within the area to which this By-law applies, and a conflict exists between the provisions of this By-law and such agreement, the provisions of the agreement shall prevail to the extent that there is a conflict.
- 7.2 Notwithstanding subsection 7.1, where a development which is the subject of an agreement to which subsection 7.1 applies, is subsequently the subject of one or more of the actions described in subsection 3.4 (a), an additional development charge in respect of the development permitted by the action shall be calculated, payable and collected in accordance with the provisions of this By-law if the development has the effect of increasing the need for services, unless such agreement provides otherwise.



## **8. Severability**

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

## **9. Date By-law in Force**

9.1 This By-law shall come into effect at 12:01 AM on XXXX XX, 2025.

## **10. Date By-law Expires**

10.1 This By-law will expire at 12:01 AM on XXXX XX, 2035 unless it is repealed by Council at an earlier date.

Passed this \_\_\_\_ day of \_\_\_\_\_ 2025.

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Mayor

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Clerk



## Schedule A

To By-law No. 2025-\_\_

### Township of Havelock-Belmont-Methuen Components of Services Designated in Subsection 2.1

#### **Township-Wide Services**

- Services Related to a Highway
  - Roads, Bridges, Culverts, Sidewalks, Streetlights, Traffic Signals
  - Public Works Facilities, Vehicles, and Equipment
- Fire Protection Services
  - Facilities, Vehicles, and Equipment
- Parks & Recreation Services
  - Parkland, Amenities, Trails, Facilities, Vehicles, and Equipment
- Library Services
  - Facilities and Collection Materials
- Growth Studies
  - Services Related to a Highway
  - Fire Protection Services
  - Parks & Recreation Services
  - Library Services
  - Wastewater Services

#### **Urban Area-Specific Services**

- Wastewater Services
  - Treatment Plant





SCHEDULE "B"  
 BY-LAW NUMBER \_\_\_-\_\_\_\_  
 SCHEDULE OF DEVELOPMENT CHARGES

| Service/Class of Service  | RESIDENTIAL                       |               |                           |                                     | NON-RESIDENTIAL                  |
|---|-----------------------------------|---------------|---------------------------|-------------------------------------|----------------------------------|
|   | Single and Semi-Detached Dwelling | Multiples     | Apartments - 2 Bedrooms + | Apartments - Bachelor and 1 Bedroom | (per sq.ft. of Gross Floor Area) |
| <b>Township-Wide Services/Class of Service:</b>                   |                                   |               |                           |                                     |                                  |
| Services Related to a Highway                                     | 8,068                             | 7,274         | 7,153                     | 3,773                               | 3.58                             |
| Fire Protection Services  | 619                               | 558           | 549                       | 289                                 | 0.27                             |
| Parks and Recreation Services                                     | 2,804                             | 2,528         | 2,486                     | 1,311                               | 0.32                             |
| Library Services  | 231                               | 208           | 205                       | 108                                 | 0.03                             |
| Growth Studies  | 666                               | 600           | 590                       | 311                                 | 0.25                             |
| <b>Total Township-Wide Services/Class of Services</b>             | <b>12,388</b>                     | <b>11,168</b> | <b>10,983</b>             | <b>5,792</b>                        | <b>4.45</b>                      |
| <b>Urban Services</b>   |                                   |               |                           |                                     |                                  |
| Wastewater Services   | 5,700                             | 5,139         | 5,054                     | 2,665                               | 3.52                             |
| <b>Total Urban Services</b>                                       | <b>5,700</b>                      | <b>5,139</b>  | <b>5,054</b>              | <b>2,665</b>                        | <b>3.52</b>                      |
| <b>GRAND TOTAL TOWNSHIP-WIDE SERVICES</b>                         | <b>12,388</b>                     | <b>11,168</b> | <b>10,983</b>             | <b>5,792</b>                        | <b>4.45</b>                      |
| <b>GRAND TOTAL TOWNSHIP-WIDE SERVICES AND URBAN AREA SERVICES</b> | <b>18,088</b>                     | <b>16,307</b> | <b>16,037</b>             | <b>8,457</b>                        | <b>7.97</b>                      |