



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING MINUTES

DATE: Thursday, June 19, 2014

TIME: 7:00 p.m.

PLACE: Puslinch Municipal Complex
7404 Wellington Rd. 34

FILE NUMBER: F21-DEV

MEMBERS: Mayor Dennis Lever – Chair
Councillor Susan Fielding - absent
Councillor Ken Roth
Councillor Jerry Schmidt
Councillor Wayne Stokley

The Chair reminded attendees to ensure that they have signed in and provided their contact information.

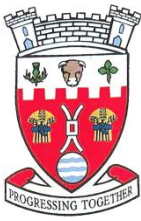
The Chair advised the attendees that those who wished to make comments should stand, state their name for the record and address their comments to those in attendance.

Presentations

The Chair introduced Mr. Dan Wilson, Director of Watson & Associates Economists Ltd.

Mr. Wilson made a presentation on the proposed Development Charges (DC) Background Study and DC by-law for the Township of Puslinch (Township) which included the following:

- The purpose of DCs and the empowerment of municipalities to impose these charges via the Development Charges Act (DCA).
- The mandatory requirement of a public meeting under the DCA and the purpose of the public meeting.
- The preparation of the DC Background Study and its availability to the public at a minimum of two weeks prior to the public meeting.
- The study process includes:
 - Population and employment growth forecasts
 - Detailed discussions with staff regarding future needs to service growth
 - Policy review and discussions with staff
 - Release of DC Background Study (June 5)
 - Public meeting (June 19)
 - Council to consider by-law for adoption (at a subsequent Council Meeting)
- The DC methodology
- Anticipated capital needs including the amounts to be recovered through DCs versus the amounts that are a benefit to existing development.
- The allocation of the DC recoverable capital costs between the various service areas (ie. studies, parks and recreation, fire protection services, roads and related).
- The calculated charges include the following:
 - Single and semi-detached dwelling: \$4,177
 - Apartments . 2 bedrooms +: \$2,530
 - Apartments . bachelor and 1 bedroom: \$1,713
 - Other multiples: \$3,176
 - Non-residential: \$1.20 per ft²
- A comparison of the Township's proposed residential DC to surrounding municipalities



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- A comparison of the Township's proposed commercial and industrial DC to surrounding municipalities
- Proposed DC by-law policies including:
 - Charge applicability and timing
 - Indexing
 - Statutory exemptions
 - Non-statutory exemptions
 - Redevelopment credits

Mr. Wilson concluded his presentation by advising that the next steps included receiving input from the public, considering any amendments to the DC Background Study and by-law, determining if a subsequent public meeting is required on the matter, approving the DC Background Study, and recommending adoption of the DC by-law at a subsequent Council Meeting.

Questions/Comments

The Chair asked if there were any members of the public who wished to voice a comment or question.

Ms. Daina Makinson questioned as to why industrial building expansions are not charged DC if their expansion is up to 50%.

Mr. Wilson advised that this statutory exemption is not new and is part of the DCA legislation introduced in 1997. When the DCA legislation was introduced, the development community argued these items and this resulted in a few breaks given to developers such as the 50% expansion and 10% statutory deduction.

The Chair inquired if there were any further comments or questions from the public.

There were no further comments or questions from the public at this time.

The Chair asked if there were any members of Council who wished to voice a comment or concern regarding the proposed DC Study and by-law.

Councillor Schmidt advised that all questions were answered in the presentation and it was good to see a comparison of the Township's proposed residential and commercial/industrial DC charge with that of surrounding municipalities.

Councillor Schmidt questioned the type of information used to calculate the growth figures.

Mr. Wilson commented that the demographic group at Watson & Associates reviewed the County's Official Plan (OP). The OP indicates the targeted growth projections. The demographic group then determines how much growth is anticipated to achieve the target projections in the OP. He indicated that the Township has not met the non-residential growth predictions set out in the OP established by the County. The demographic group has taken this into account in projecting how much growth is needed in the Township to reach the target projections in the OP.

Councillor Roth questioned what the anticipated capital needs in the 2009 study were.

Mr. Wilson commented that the 2014 study had anticipated capital needs of \$11.88M and the 2009 study had anticipated capital needs of \$14.5M.

Councillor Roth questioned how the anticipated capital needs are determined.

Mr. Wilson advised that the anticipated capital needs are determined through



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department head interviews. More projects were identified in the 2009 study, especially in the Roads service area where the projects identified were predominantly growth related. In the 2014 study, the projects identified in the Roads service area have a smaller growth related percentage.

Mr. Wilson advised that his team also used the Five Year Capital Budget and Forecast in determining eligible capital projects for the DC Background Study.

Ms. Mary Hasan, Director of Finance/Treasurer advised that the Township is also undergoing a Parks and Recreation Master Plan and a Fire Master Plan in 2014. The DC by-law is expiring in September 2014 and as such, needs to be renewed at this time.

Ms. Hasan advised that after approval by Council of the results of the Parks and Recreation Master Plan and Fire Master Plan, the Township will undergo an amendment to the DC by-law to include projects identified and approved in these master plans.

The Chair questioned that if the Parks and Recreation Master Plan and Fire Master Plan result in more eligible capital projects, is there a restriction on the amount added to the DC?

Mr. Wilson advised that there is no restriction. Mr. Wilson also advised that an amendment to the DC by-law can occur at any time and a municipality is not required to wait for a period of five years to conduct another DC Background Study.

Councillor Stokley commented that he is concerned about the change in the DC charge.

Councillor Stokley questioned if the calculation has been skewed from the 2009 study because the Township's planning and forecasting has improved from the past.

Mr. Wilson commented that improved planning would provide a more accurate DC charge. The Five Year Capital Budget and Forecast played a key role in developing the Township's DC Background Study. The upcoming Parks and Recreation Master Plan and Fire Master Plan will assist in modifying the DC further.

Mr. Wilson indicated that Watson has performed a ten year and twenty year projection for growth. If the Township had a 20 year capital plan, the calculation of the DC charge could be further modified depending on the amount of forecasting that the Township conducts.

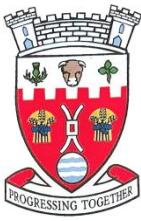
Councillor Roth indicated that he saw a list during budget deliberations of the gravel roads that were to be paved per the 2009 DC Background Study and were not paved.

Councillor Roth questioned if this is the reason the Township's DC charge was much higher in 2009 compared to 2014.

Councillor Roth questioned as to what happens with the money that was not spent in the previous DC study.

Ms. Hasan explained that in the 2009 study, there was a balance of approximately \$867,000 remaining in the DC reserve fund. In the 2014 study, there was a balance of approximately \$357,000 remaining in the DC reserve fund. These balances have been applied against future spending requirements for the four service areas.

Ms. Karen Landry, CAO/Clerk advised that the balances in the DC reserve fund are applied as credits in the 2014 study.



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Councillor Stokley indicated that assessments are much higher in the Township compared to the other municipalities in the County.

Councillor Stokley questioned as to why the Township's non-residential DC is so much lower than the surrounding municipalities.

Ms. Landry noted that other municipalities within the County recover development charges for water and wastewater services.

Mr. Wilson indicated that completing the master plans will allow the Township to have a better understanding of future project requirements for the Township and provide for more eligible projects in the DC calculation.

The Chair expressed concern regarding the proposed decrease in the DC.

The Chair commented that the growth figures for population and employment are not realistic. The Township has this target forecast based on the OP, but had a significant decline in growth because of the recession. The Township is almost out of industrial/commercial lands and likely cannot sustain this growth rate.

The Chair commented that he is not satisfied with the growth rate on the employment size and the projections need to be scaled back based on the square feet calculation.

Mr. Wilson indicated that his colleague, Jamie Cook from the demographics group at Watson is comfortable with the current forecast amounts but will review the projections in conjunction with County staff to ensure the demographics group has all of the information required to ensure that the growth amounts are correct.

Ms. Landry questioned that if there is an amendment to the Background Study, will the five year period be effective the date of the amendment?

Mr. Wilson indicated that the five year period is effective as of the date of the DC Background Study.

The Chair questioned whether the residential and non-residential allocation of the DC charge is different for the various service areas.

Mr. Wilson advised that yes, it is different. For example, for parks and recreation services the forecasted growth-related costs have been allocated 95% to residential and 5% to non-residential as the predominant users of parks and recreation services tend to be residents of the municipality. Also, for fire, the allocation is different because the charge is based on the land area growth over the forecast period instead of employment and population growth as is the case for the other service areas.

The Chair advised that this DC Background Study has resulted in significant differences in the roads capital projects.

The Chair indicated that there needs to be more discussion regarding the employment growth factor forecast as it is not realistic.

The Chair inquired as to whether there were any additional comments or questions from the public.

Ms. Makinson questioned as to whether statutory exemptions on additions to apartments are required.

Mr. Wilson advised that yes, these are required as it is a statutory exemption and in the DCA.



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Mr. Wilson added that there is currently a review being undertaken on the DCA legislation.

The Chair inquired as to whether there were any additional comments or questions from the public.

There were no further comments or questions.

The Chair thanked those in attendance for their comments and questions.

The Chair reminded those in attendance to sign in and advised that those who have signed in will be notified when the by-law returns for consideration.

ADJOURNMENT:

The meeting adjourned at 7:47 p.m.