



# Development Charges Background Study

Town of Bradford West Gwillimbury

May 2, 2025

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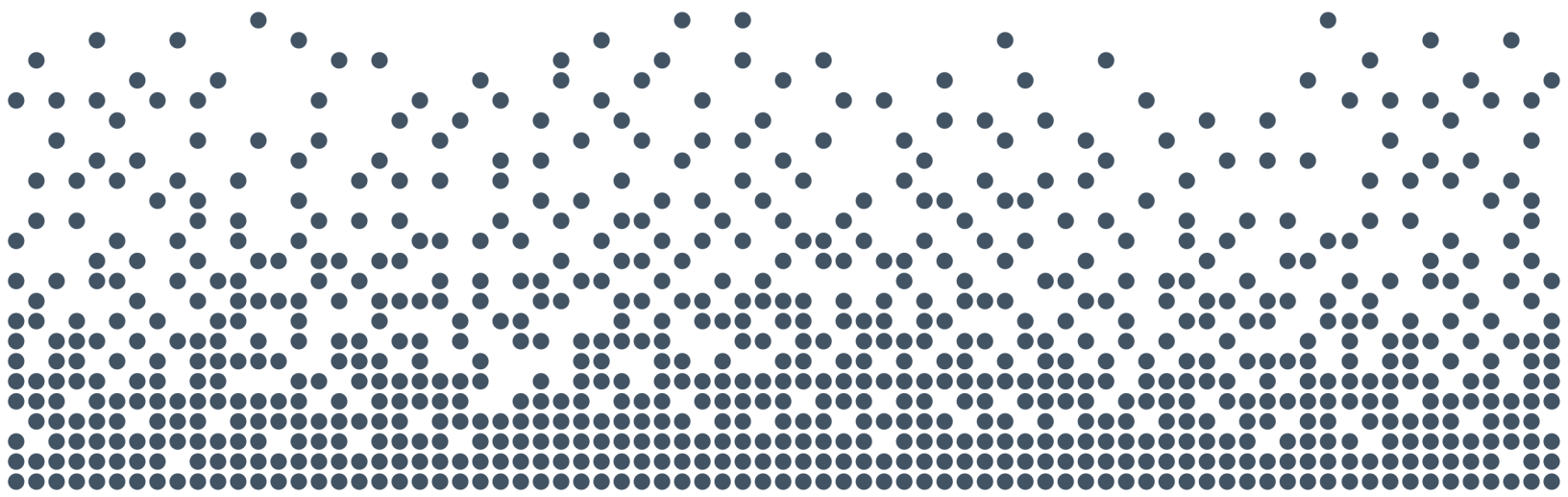
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## List of Acronyms and Abbreviations

Acronym	Full Description of Acronym
A.M.P.	Asset management plan
CANSIM	Canadian Socio-Economic Information Management System (Statistics Canada)
D.C.	Development charge
D.C.A.	Development Charges Act, 1997, as amended
F.I.R.	Financial Information Return
G.F.A.	Gross floor area
LPAT	Local Planning Appeal Tribunal
M.E.C.P.	Ministry of the Environment, Conservation and Parks
N.F.P.O.W.	No fixed place of work
O.L.T.	Ontario Land Tribunal
O.M.B.	Ontario Municipal Board
O.P.A.	Official Plan Amendment
O. Reg.	Ontario Regulation
P.O.A.	Provincial Offences Act
P.P.U.	Persons per unit
S.D.E.	Single detached equivalent
S.D.U.	Single detached unit
S.W.M.	Stormwater management
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 Town of Bradford West Gwillimbury 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 – Review of present D.C. policies of the Town;
  - Chapter 3 – Summary of the residential and non-residential growth forecasts for the Town;
  - Chapter 4 – Approach to calculating the D.C.;
  - Chapter 5 – Review of historical service standards and identification of future capital requirements to service growth and related deductions and allocations;
  - Chapter 6 – Calculation of the D.C.s;
  - Chapter 7 – D.C. policy recommendations and rules; and
  - Chapter 8 – By-law implementation.
2. D.C.s provide for the recovery of growth-related capital expenditures from new development. The D.C.A. is the statutory basis to recover these charges. The methodology is detailed in Chapter 4; a simplified summary is provided below.
  - 1) Identify amount, type and location of growth.
  - 2) Identify servicing needs to accommodate growth.
  - 3) Identify capital costs to provide services to meet the needs.
  - 4) Deduct:
    - Grants, subsidies and other contributions;
    - Benefit to existing development;
    - Amounts in excess of 15-year historical service calculation;
    - D.C. reserve funds (where applicable);
  - 5) Net costs are then allocated between residential and non-residential benefit.





- 6) Net costs divided by growth to provide the D.C.
3. A number of changes to the D.C.A. have occurred since the passage of the Town's 2019 D.C. by-law. These changes were introduced through several bills passed in the Ontario legislature: Bill 108, Bill 138, Bill 197, Bill 213, Bill 109, Bill 23, Bill 134, and Bill 185. The following provides a brief summary of the changes and are further discussed in sections 1.3 to 1.5 of this report.

Bill 108: *More Homes, More Choice: Ontario's Housing Supply Action Plan*

In May 2019, the Province introduced Bill 108, More Homes, More Choice Act, 2019 which would make changes to the current D.C. legislation. The Bill was passed and given Royal Assent on June 6, 2019. While the legislation has been passed, much of the detailed changes were to be implemented by Regulation, however, these changes were not implemented (subject to Bill 197 discussed later). The following items came into effect upon Royal Assent:

- a. Effective January 1, 2020, rental housing and institutional developments shall pay D.C.s in six (6) equal annual payments commencing at first occupancy. Non-profit housing developments shall pay D.C.s in 21 equal annual payments. Interest may be charged on the installments, and any unpaid amounts inclusive of interest payable shall be added to the property tax roll and collected in the same manner as taxes.
- b. Effective January 1, 2020, the D.C. amount for all developments occurring within two years of a Site Plan or Zoning By-law Amendment planning approval (for applications made after January 1, 2020), shall be determined based on the D.C. by-law in effect on the day of Site Plan or Zoning By-law Amendment application.

Note Bill 23 and Bill 185 as described below have provided for changes to the above items.

Other key elements of the changes that were not proclaimed and were dealt with subsequently through Bill 197 are provided below:

- The D.C. would be refined to only allow for the following services to remain within the D.C.: water, wastewater, storm water, roads, fire,



policing, ambulance, waste diversion, parks development, recreation, public libraries, long-term care, and public health.

- The mandatory 10% deduction would be removed for all services that remain eligible in the D.C.
- A new community benefits charge (C.B.C.) would be introduced to include formerly eligible D.C. services that are not included in the above listing, parkland dedication, and bonus zoning contributions.

#### 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. With respect to the D.C.A., this Bill removed installment payments for commercial and industrial developments that were originally identified in Bill 108.

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

In March 2020, Canada was impacted by the COVID-19 global pandemic. As a result, the economy was put into a state of emergency in an effort to slow the spread of the virus. In response, the Province tabled legislation on July 8, 2020 which amended a number of Acts, including the D.C.A. and the *Planning Act*. With Bill 197, many changes proposed in Bill 108 have now been revised. With respect to the above noted changes from Bill 108, the following changes are provided in Bill 197:

- **Eligible Services:** The list of eligible services for the D.C. has now been expanded to include most services eligible under the D.C.A. prior to Bill 108. For the Town of Bradford West Gwillimbury, this means that services currently provided in the D.C. by-law remain eligible.
- **Mandatory 10% Deduction:** The mandatory 10% deduction is removed (consistent with Bill 108). This applies to all D.C.-eligible services.
- **Community Benefits Charges (C.B.C.):** a municipality may, by by-law impose a C.B.C. to pay for the capital costs for formerly-eligible D.C. services in addition to parkland dedication and bonus zoning contributions. At this time the Town has not identified the need for a C.B.C.



### 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.

### 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.

### Bill 23: *More Homes Built Faster Act, 2022*

Bill 23 was first introduced on October 25, 2022, and received Royal Assent on November 28, 2022. A summary of the changes provided from Bill 23 are outlined below (further details are provided in Chapter 1 of this report):

- Additional residential unit exemption: allowance of a third unit as-of-right;
- Removal of Housing as an eligible D.C. service;
- New statutory exemptions for:
  - Affordable Inclusionary Zoning Units;
  - Attainable Units (currently not in force); and
  - Affordable Units.

Note: Bill 134: *Affordable Homes and Good Jobs Act, 2023* which was released on September 28, 2023, provides for a modified definition of “affordable” under the D.C.A. and received Royal Assent on December 4, 2023:

- Owned unit (lesser of): cost is less than 30% of the 60th percentile of income for households in the municipality or 90% of the average purchase price as defined in a new Bulletin.



- Rental unit (lesser of): rent is less than 30% of the 60th percentile of income for rental households or average market rent set out in a new Bulletin.
- New statutory exemption for Non-Profit Housing;
- Historical level of service extended to previous 15-year period instead of the previous 10-year period;
- Capital Cost definition revised to remove studies and prescribe services for which land or an interest in land will be restricted (nothing prescribed to date);
- Mandatory phase-in of a D.C. for by-laws passed after January 1, 2022, 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.
- D.C. By-law expiry will be a maximum of 10 years after the date the by-law comes into force;
- D.C. for Rental Housing developments to receive a discount as follows:
  - Three or more bedrooms – 25% reduction;
  - Two bedrooms – 20% reduction; and
  - All other bedroom quantities – 15% reduction.
- Maximum interest rate for instalments and determination of charge for eligible Site Plan and Zoning By-law Amendment applications to be set at the average prime rate plus 1%; and
- Requirement to allocate funds received – municipalities are required to spend or allocate at least 60% of their reserve fund at the beginning of the year for water, wastewater, and services related to a highway.

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

On April 10, 2024, the Province introduced Bill 185: *Cutting Red Tape to Build More Homes Act*. The Bill received Royal Assent on June 6, 2024. A summary of the changes provided from Bill 185 are outlined below (further details are provided in Chapter 1 of this report):



- The definition of eligible capital costs (to include certain studies);
  - The removal of the mandatory phase-in of charges;
  - The process for minor amendments to D.C. by-laws;
  - A reduction of time for the D.C. rate freeze related to site plan and zoning by-law amendment planning applications;
  - Modernizing public notice requirements; and
  - Implementation of the Affordable Residential Unit exemptions.
4. The growth forecast (Chapter 3) on which the Town-wide D.C. is based, projects the following population, housing, and non-residential floor area for the Town-wide 10-year (2025 to 2034) period and the longer-term period (2025 to 2051).

Table ES-1  
Summary of Growth Forecast by Planning Period

Measure	10-year 2025 to 2034	Longer-Term 2025 to 2051
(Net) Population Increase	12,700	33,067
Residential Unit Increase	5,954	15,358
Non-Residential Gross Floor Area Increase (sq. ft.)	2,880,300	13,920,900

Source Watson & Associates Economists Ltd. Forecast 2025

5. On June 18, 2019, the Town of Bradford West Gwillimbury passed By-law 2019-58 under the D.C.A. The by-law imposes D.C.s for Town-wide services (fire protection, policing, public works, parks and recreation, library, growth studies, transit services, and parking) on residential and non-residential uses. The Town is undertaking a D.C. public process and anticipates passing a new by-law. The mandatory public meeting has been set for June 10, 2025 with adoption of the by-law anticipated for August 5, 2025. Note, in addition to By-law 2019-58, the Town passed By-law 2018-18 on March 6, 2018 to impose D.C.s for water, wastewater, and roads services. This by-law is not being updated as part of this process.
6. The Town's D.C. currently in effect for services excluding water, wastewater, and roads are \$19,490 for single detached dwelling units and non-residential charges are \$1.76 per square foot of gross floor area. This report has undertaken a



recalculation of the charges based on future identified needs. Charges have been provided on a Town-wide basis for all services under consideration through this D.C. Background Study (presented in Schedule ES-3 for residential and non-residential development). The corresponding single detached unit charge is \$27,064. The non-residential charge is \$4.68 per square foot of building area. These rates are submitted to Council for its consideration. Schedule ES-3 provides the schedule of calculated charges.

7. The D.C.A. requires a summary be provided of the gross capital costs and the net costs to be recovered over the life of the by-law. This calculation is provided by service and is presented in Table 6-3. 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	\$233,280,500
Less: Benefit to existing development	\$8,563,400
Less: Post planning period benefit	\$97,906,600
Less: Other Deductions & Ineligible re: Level of Service	\$8,328,600
Less: Grants, subsidies and other contributions	-
<b>Net costs to be recovered from development charges</b>	<b>\$118,481,900</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), \$16.89 million (or an annual amount of \$1.69 million) will need to be contributed from taxes and rates, or other sources. With respect to the post period benefit amount of \$97.91 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 Town plans to spend \$233.28 million over the next 10 years, of which \$118.48 million (51%) is recoverable from D.C.s. Of this net amount, \$109.25 million is recoverable from residential development and \$9.23 million from non-residential development. It is noted also that any exemptions or reductions in the charges would reduce this recovery further.



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

All services are calculated based on a Town-wide 10-year forecast period.

These include:

- Public Works;
- Transit Services;
- Fire Protection Services;
- Policing Services;
- Parks and Recreation Services;
- Library Services; and
- Growth Studies.

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 H. These decisions may include:

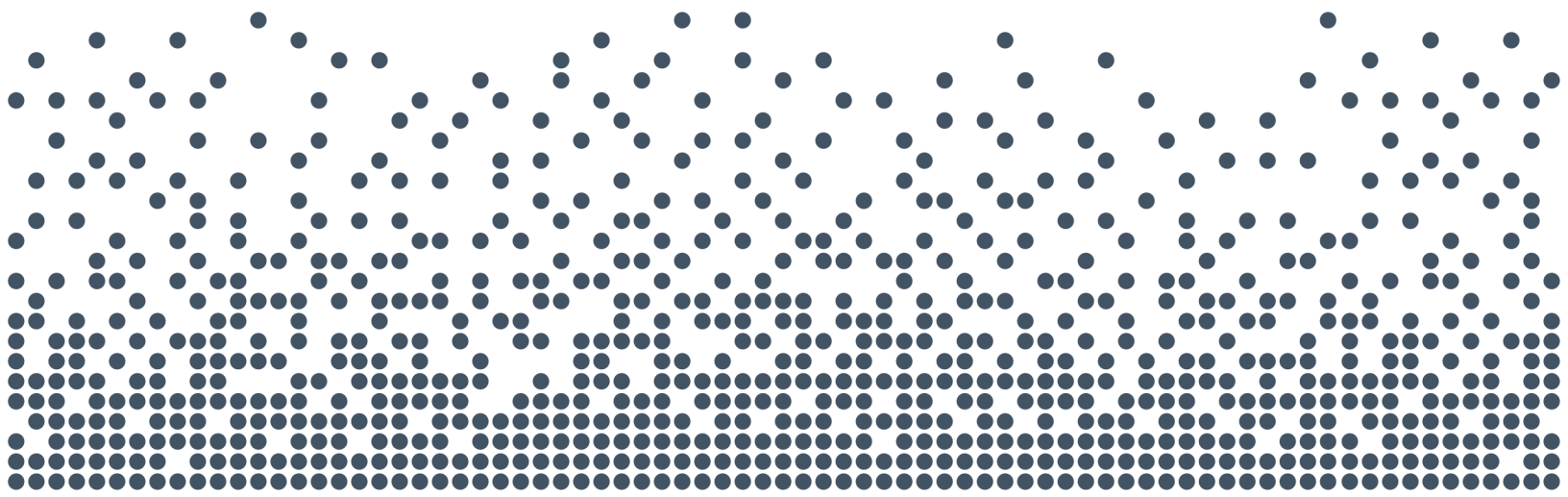
- adopting the charges and policies recommended herein;
- considering additional exemptions to the by-law; and
- considering reductions in the charge by class of development (obtained by removing certain services on which the charge is based and/or by a general reduction in the charge).



Table ES-3  
Schedule of Development Charges

Service/Class of Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
<b>Town Wide Services/Class of Service:</b>						
Fire Protection Services	1,344	1,052	666	440	404	0.62
Policing Services	1,446	1,132	717	473	435	0.67
Public Works (Facilities and Fleet)	2,534	1,984	1,256	829	762	1.18
Parks and Recreation Services	18,789	14,710	9,315	6,150	5,652	1.74
Library Services	2,335	1,828	1,158	764	702	0.21
Growth Studies	236	185	117	77	71	0.08
Transit Services	380	297	188	124	114	0.18
<b>Total Town Wide Services/Class of Services</b>	<b>27,064</b>	<b>21,188</b>	<b>13,417</b>	<b>8,857</b>	<b>8,140</b>	<b>4.68</b>





# Report



# Chapter 1

## Introduction



# 1. Introduction

## 1.1 Purpose of this Document

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

The Town retained Watson & Associates Economists Ltd. (Watson), to undertake the D.C. study process throughout 2024 and 2025. Watson worked with Town staff in preparing the D.C. analysis and policy recommendations.

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

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

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

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

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



## 1.2 Summary of the Process

The public meeting required under section 12 of the D.C.A. has been scheduled for June 10, 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 proposed modifications to the Town's D.C.s.

In accordance with the legislation, the background study and proposed D.C. by-law will be available for public review on May 2, 2025.

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

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

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

Figure 1-1  
Schedule of Key D.C. Process Dates for the Town of Bradford West Gwillimbury

Schedule of Study Milestone	Dates
1. Data collection, staff review, engineering work, D.C. calculations and policy work	August 2024 to April 2025
2. Public release of final D.C. Background study and proposed by-law	May 2, 2025
3. Stakeholder Meeting	May 27, 2025
4. Public meeting advertisement placed in newspaper(s)	No later than May 20, 2025
5. Public meeting of Council	June 10, 2025
6. Council considers adoption of background study and passage of by-law	August 5, 2025
7. Newspaper notice given of by-law passage	By 20 days after passage
8. Last day for by-law appeal	40 days after passage



Schedule of Study Milestone	Dates
9. Town makes pamphlet available (where by-law not appealed)	By 60 days after in force date

## 1.3 Changes to the D.C.A.: 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 has been 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. Non-profit housing developments will pay D.C.s in 21 equal annual payments (note, Non-profit housing developments are now exempt as per Bill 23). Interest may be charged on the installments, and any unpaid amounts may be added to the property and collected as taxes.
- 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 the earlier 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 these changes 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. Further, 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 remove 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 is 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 release 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 installment 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.
  - Stormwater 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 (4) 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

As well, 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, whereas 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 s. 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 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 D.C.A. 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 greater of one unit or 1% of the existing residential units will be exempt from 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 is 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. installment 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, 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: As discussed in Section 1.5. 3, the definitions above of an Affordable Rental Unit and Affordable Owned Unit 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 15-year period instead of the historical 10-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. Further, the regulations to the Act will 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 (5) years, prior to Bill 23.

#### ***1.4.9 Installment Payments***

Non-profit housing development has been removed from the installment payment section of the Act (section 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 Installments 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 installment 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.

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

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 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 a comparison of the definitions provided through Bill 23 and those provided through Bill 134 (underlining added for emphasis).



Figure 1-2  
Summary of Definition Changes for Affordable Housing



Item	Bill 23 Definition	Bill 134 Definition (Current D.C.A. Definition)
Affordable residential unit rent (subsection 4.1 (2), para. 1)	The rent is no greater than <u>80 per cent of the average market rent</u> , as determined in accordance with subsection (5).	The rent is no greater than <u>the lesser of</u> ,  i. the <u>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  ii. the average market rent identified for the residential unit set out in the Affordable Residential Units bulletin.
Average market rent/rent based on income (subsection 4.1 (5)) for the purposes of subsection 4.1 (2), para. 1	The <u>average market rent for the year in which the residential unit is occupied by a tenant</u> , as identified in the bulletin entitled the “Affordable Residential Units for the Purposes of the Development Charges Act, 1997 Bulletin.”	The Minister of Municipal Affairs and Housing shall,  (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  (b) identify the rent that, in the Minister’s opinion, is equal to 30 per cent of the income of the household referred to in clause (a).





Item	Bill 23 Definition	Bill 134 Definition (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>80 per cent of the average purchase price</u> , as determined in accordance with subsection (6).	The price of the residential unit is no greater than <u>the lesser of</u> ,  i. the <u>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  ii. 90 per cent of the average purchase price 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 <u>average purchase price for the year in which the residential unit is sold</u> , as identified in the bulletin entitled the “Affordable Residential Units for the Purposes of the Development Charges Act, 1997 Bulletin,” as it is amended from time to time, that is published by the Minister of Municipal Affairs and Housing on a website of the Government of Ontario.	The Minister of Municipal Affairs and Housing shall,  (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  (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.



## **1.5 Bill 185: *Cutting Red Tape to Build More Homes Act***

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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.

### **1.5.1 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.*

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

As noted in Section 1.5.7 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).

### **1.5.3 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).

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

Bill 108 (see Section 1.4.1 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.

### ***1.5.5 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

## Current Town of Bradford West Gwillimbury D.C. Policies



## 2. Current Town of Bradford West Gwillimbury D.C. Policies

### 2.1 Schedule of Charges

The Town of Bradford West Gwillimbury (B.W.G.) has two separate D.C. by-laws:

- By-law 2018-18 was passed on March 6, 2018 and imposes D.C.s for roads, water, and wastewater services. This by-law is not under review as part of this background study.
- By-law 2019-58 was passed on June 18, 2019 and imposes D.C.s for services other than roads, water, and wastewater.

Table 2-1 below provides the rates, as per the 2019 D.C. by-law.

Table 2-1  
Town of Bradford West Gwillimbury  
D.C. Rates (Excluding Water, Wastewater, and Roads)  
Rates as per 2019 By-law

Service	Residential					Non-Residential (per sq.ft.)
	Single & Semi Detached	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	
Parking Services	73	52	38	26	23	0.02
Fire Protection Services	559	395	290	203	178	0.19
Policing Services	535	378	278	194	170	0.19
Public Works	1,335	943	693	484	425	0.45
Parks and Recreation Services	8,235	5,818	4,273	2,985	2,622	0.20
Library Services	1,865	1,317	968	676	594	0.05
Growth Studies	335	237	174	121	107	0.11
Transit Services	44	31	23	16	14	0.01
<b>Total</b>	<b>12,981</b>	<b>9,171</b>	<b>6,737</b>	<b>4,705</b>	<b>4,133</b>	<b>1.22</b>

The Town's D.C.s have been indexed annually on January 1<sup>st</sup> and are currently 50.1% higher than the 2019 rates implemented under By-law 2019-58. The current indexed rates by development type are provided in the table below:



Table 2-1  
Town of Bradford West Gwillimbury  
D.C. Rates (Excluding Water, Wastewater, and Roads)  
January 1, 2025

Development Type	Total D.C. Rate (2025)
Semi & Single Detached (per unit)	\$19,490
Other Multiples (per unit)	\$13,766
Apartments – 2 Bedrooms + (per unit)	\$10,113
Apartments – Bachelor and 1 Bedroom (per unit)	\$7,063
Special Care/Special Dwelling Units (per unit)	\$6,206
Non-Residential (per sq.ft. of gross floor area)	\$1.76

## 2.2 Services Covered

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The following services are covered under each of the by-laws noted above:

By-law 2018-18:

- Town-wide:
  - Roads
- Urban services:
  - Water studies
  - Wastewater studies
- Area-specific services (Bradford Settlement Area):
  - Water Treatment and Distribution
  - Wastewater Treatment
  - Wastewater Collection
- Area-specific services (Bond Head Settlement Area & B.W.G. Strategic Settlement Employment Area):
  - Water Treatment and Distribution
  - Wastewater Treatment
  - Wastewater Collection



By-law 2019-58:

- Public Works;
- Transit Services;
- Fire Protection Services;
- Policing Services;
- Parks and Recreation Services;
- Library Services;
- Parking Services (no longer an eligible service); and
- Growth Studies.

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

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D.C.s are calculated and payable on the date that the first building permit is issued in relation to a building or structure on land to which the D.C. relates. Where D.C.s apply to land in relation to which a building permit is required, the building permit shall not be issued until the D.C. has been paid in full.

## 2.4 Indexing

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Indexing of the D.C.s shall be implemented on a mandatory basis annually each January 1<sup>st</sup>, in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index (Table 18-10-0276-02).<sup>[1]</sup>

## 2.5 Redevelopment Allowance

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As a result of the redevelopment of land, a building existing on the same land has been demolished in order to facilitate redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

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<sup>[1]</sup> Ontario Regulation (O. Reg.) 82/98 referenced “The Statistics Canada Quarterly, Construction Price Statistics, catalogue number 62-007” as the index source. Since implementation, Statistics Canada has modified this index twice and the above-noted index is the most current. The draft by-law provided herein refers to O. Reg. 82/98 to ensure traceability should this index continue to be modified over time.

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(a) in the case of a residential building or structure, or in the case of a mixed-use building or structure, the residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable D.C. by the number, according to type, of dwelling units that have been or will be demolished; and

(b) in the case of a non-residential building or structure or, in the case of mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable D.C.s by the gross floor area (G.F.A.) that has been or will be demolished;

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

Any reduction applicable shall only apply where a building permit for the redevelopment has been issued within five (5) years of the date of the issuance of a permit for the demolition of any building on the same lands.

## 2.6 Exemptions

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The following non-statutory exemptions are provided under By-law 2019-58:

- a public hospital, as exempt from taxation pursuant to paragraph 3(1)3 of the *Assessment Act*.
- a non-residential farm building, save and except for the G.F.A. within a greenhouse that is used for retail purposes.
- a place of worship or for the purposes of a cemetery or burial ground exempt from taxation under the *Assessment Act*, R.S.O. 1990, Chap. A.31.
- a garden suite on a residential lot where the garden suite is detached from and ancillary to an existing single detached dwelling or semi-detached dwelling and such building is designed to be portable and where the property owner has entered into an agreement with the municipality that establishes the temporary nature of the garden suite.



# Chapter 3

## Anticipated Development in the Town of Bradford West Gwillimbury



## 3. Anticipated Development in the Town of Bradford West Gwillimbury

### 3.1 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 Town will be required to provide services over a 10-year (2025 to 2035) and a longer-term (2025 to 2051) time horizon.

Chapter 4 provides the methodology for calculating a D.C. as per the D.C.A. Figure 4-1 presents this methodology graphically. It is noted in the first box of the schematic that in order to determine the D.C. that may be imposed, it is a requirement of 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.”

### 3.2 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 consultation with the Town of Bradford West Gwillimbury. In preparing the growth forecast, the following information sources were consulted to assess the residential and non-residential development potential for the Town over the forecast period, including:

- Town of Bradford West Gwillimbury 2025 Growth Management Strategy, Watson & Associates Economists Ltd.
- County of Simcoe Official Plan 2023 Official Plan – Consolidated February 2023, and Official Plan Amendment (O.P.A.) No. 7 (Municipal Comprehensive Review, Phase 1 Growth Management);
- Town of Bradford West Gwillimbury Official Plan (September 20, 2022);
- Town of Bradford West Gwillimbury 2019 Development Charges Background Study Report, April 5, 2019, Watson & Associates Economists Ltd.
- 2011, 2016 and 2021 population, household and employment Census data;
- Historical residential and non-residential building permit data over the 2015 to August 2024 year-to-date period;



- Residential and non-residential supply opportunities as identified by Town of Bradford West Gwillimbury staff; and
- Discussions with Town staff regarding anticipated residential and non-residential development in the Town of Bradford West Gwillimbury.

### 3.3 Summary of Growth Forecast

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

As identified in Table 3-1 and Appendix A – Schedule 1, population in the Town of Bradford West Gwillimbury (excluding census undercount) is anticipated to reach approximately 59,710 by early-2035 and 80,070 by mid-2051, resulting in an increase of approximately 12,700 and 33,070 persons, respectively. <sup>[1]</sup>

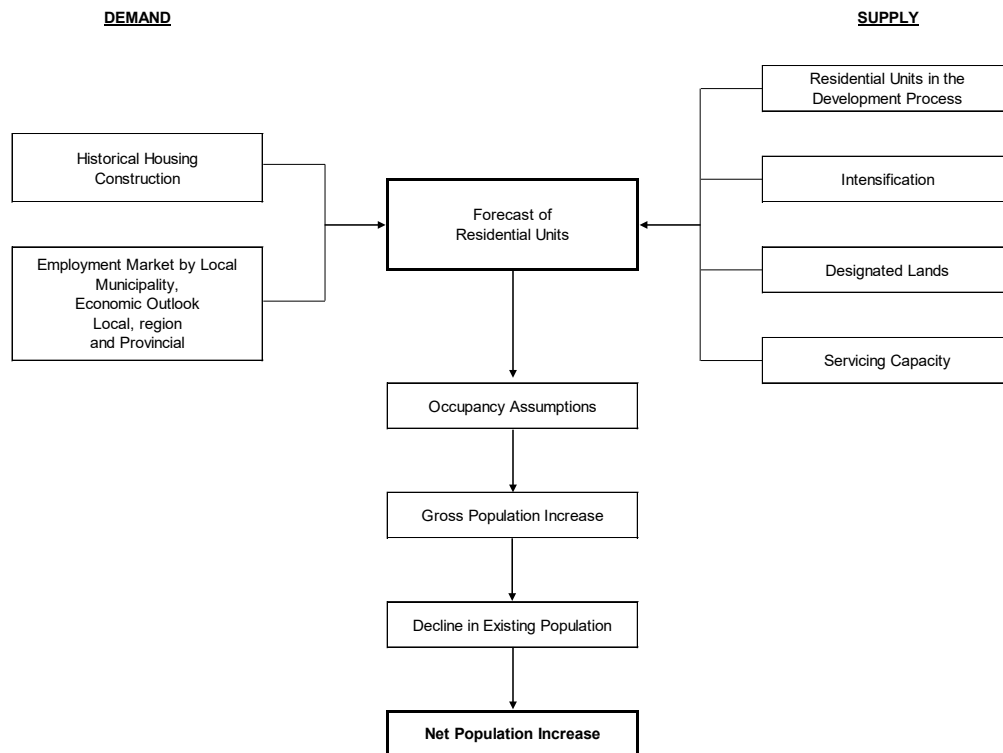
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<sup>[1]</sup> The population figures used in the calculation of the 2025 D.C. exclude the net Census undercount, which is estimated at approximately 4.2%. Population figures presented herein have been rounded.

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Figure 3-1  
Population and Household Forecast Model





**Table 3-1**  
**Town of Bradford West Gwillimbury**  
**Residential Growth Forecast Summary**

	Year	Population (Including Census Undercount) <sup>[1]</sup>	Excluding Census Undercount			Housing Units						Person Per Unit (P.P.U.): Total Population/ Total Households
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi- Detached	Multiple Dwellings <sup>[2]</sup>	Apartments <sup>[3]</sup>	Other	Total Households	Equivalent Institutional Households	
Historical	Mid 2011	29,270	28,077	357	27,720	7,682	1,000	735	43	9,460	325	2.968
	Mid 2016	36,820	35,325	360	34,965	9,410	1,365	775	35	11,585	327	3.049
	Mid 2021	44,700	42,880	545	42,335	10,965	1,525	885	35	13,410	495	3.198
Forecast	Early 2025	49,000	47,007	597	46,410	11,586	1,844	1,250	35	14,715	543	3.194
	Early 2035	62,240	59,707	759	58,948	15,179	3,085	2,223	35	20,522	690	2.909
	Mid 2051	83,470	80,074	1,018	79,056	20,570	5,139	3,946	35	29,690	925	2.697
Incremental	Mid 2011 - Mid 2016	7,550	7,248	3	7,245	1,728	365	40	-8	2,125	2	
	Mid 2016 - Mid 2021	7,880	7,555	185	7,370	1,555	160	110	0	1,825	168	
	Mid 2021 - Early 2025	4,300	4,127	52	4,075	621	319	365	0	1,305	48	
	Early 2025 - Early 2035	13,240	12,700	162	12,538	3,593	1,241	973	0	5,807	147	
	Early 2025 - Mid 2051	34,470	33,067	421	32,646	8,984	3,295	2,696	0	14,975	382	

<sup>[1]</sup> Population includes the Census undercount estimated at approximately 4.2% and has been rounded.

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

<sup>[3]</sup> Includes bachelor, 1-bedroom, and 2-bedroom+ apartment units.

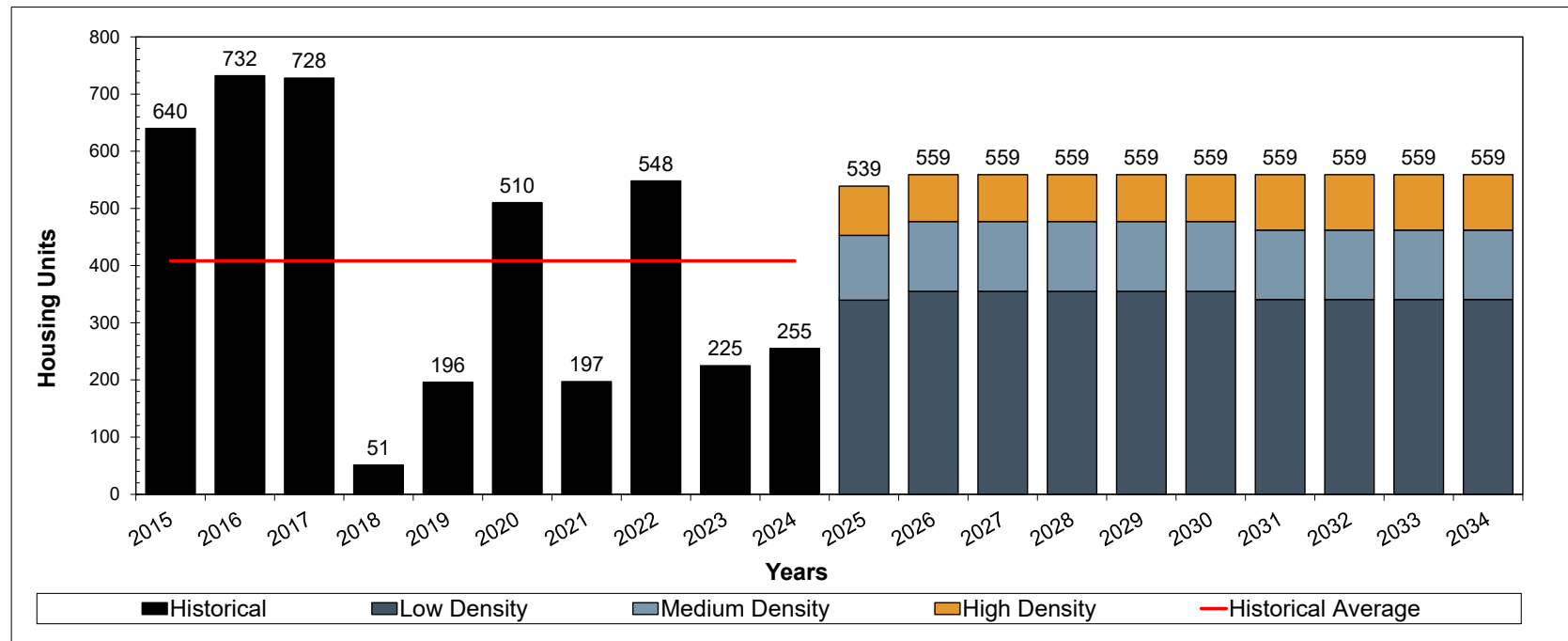
**Notes:**

Numbers may not add due to rounding.

Source: Derived from the Town of Bradford West Gwillimbury 2025 Growth Management Strategy, by Watson & Associates Economists Ltd.



Figure 3-2  
Township of Bradford West Gwillimbury  
Annual Housing Forecast <sup>[1]</sup>



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

Source: Historical housing activity derived from building permit data for the Town of Bradford West Gwillimbury, 2015 to 2024, and 2024 estimated from mid-August year-to-date data, by Watson & Associates Economists Ltd.



Provided below is a summary of the key assumptions and findings regarding the Town of Bradford West Gwillimbury D.C. growth forecast:

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

- The housing unit mix for the Town was derived from a detailed review of historical development activity (as per Schedule 6), as well as active residential development applications and discussions with Town staff regarding anticipated development trends for the Town of Bradford West Gwillimbury.
- Based on the above indicators, the 2025 to 2051 household growth forecast for the Town is comprised of a unit mix of 60% low density units (single detached and semi-detached), 22% medium density (multiples except apartments) and 18% high density (bachelor, 1-bedroom and 2-bedroom apartments).

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

- Schedule 2 summarizes the anticipated amount, type, and location of development by area for the Town of Bradford West Gwillimbury
- In accordance with forecast demand and available land supply, the amount and percentage of forecast housing growth between 2025 and 2035 by development location is summarized below.





Table 3-2  
Town of Bradford West Gwillimbury  
Geographic Location of Residential Development

Development Location	Amount of Housing Growth, 2025 to 2035	Percentage of Housing Growth, 2025 to 2035
Bradford	4,869	84%
Bond Head	878	15%
Rural	60	1%
<b>Town of Bradford West Gwillimbury</b>	<b>5,807</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, 4 and 5)

- The number of housing units to be constructed by 2035 in the Town of Bradford West Gwillimbury over the forecast period is presented in Table 3-1. Over the 2025 to 2035 forecast period, the Town is anticipated to average approximately 581 new housing units per year.
- Institutional population <sup>[1]</sup> is anticipated to increase by 162 people between 2025 to 2035.
- Population in new units is derived from Schedules 3, 4 and 5, which incorporate historical development activity, anticipated units (see unit mix discussion) and average persons per unit (P.P.U.) by dwelling type for new units.

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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.



- Schedule 7a 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 Town of Bradford West Gwillimbury. Due to data limitations high density P.P.U. data was derived from the Simcoe County Census Division which includes the Town of Bradford West Gwillimbury, and is outlined in Schedule 7b. 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 25-year average P.P.U.s by dwelling type are as follows:
  - Low density: 3.657
  - Medium density: 2.863
  - High density: 1.615

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

- Existing households for early-2025 are based on the 2021 Census households, plus estimated residential units constructed between mid-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 through 5.<sup>[1]</sup> The forecast population change in existing households over the 2025 to 2035 forecast period is forecast to decline by approximately 5,730.

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

- The employment projections provided herein are largely based on the activity rate method, which is defined as the number of jobs in the Town 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.

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<sup>[1]</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.



- 2016 employment data <sup>[1],[2]</sup> (place of work) for the Town of Bradford West Gwillimbury is outlined in Schedule 9a. The 2016 employment base is comprised of the following sectors:
  - 315 primary (4%);
  - 1,155 work at home employment (13%);
  - 2,505 industrial (28%);
  - 2,935 commercial/population-related (33%); and
  - 1,895 institutional (22%).
- The 2016 employment by usual place of work, including work at home, is 8,805. An additional 1,570 employees have been identified for the Town of Bradford West Gwillimbury in 2016 that have no fixed place of work (N.F.P.O.W.).<sup>[3]</sup>
- Total employment, including work at home and N.F.P.O.W. for the Town of Bradford West Gwillimbury is anticipated to reach approximately 17,810 by mid-2035 and 30,900 by 2051. This represents an employment increase of approximately 4,850 for the 10-year forecast period and 30,900 for the longer-term forecast period.
- Schedule 9b, Appendix A, summarizes the employment forecast, excluding work at home employment and N.F.P.O.W. employment, which is the basis for the D.C. employment forecast. The impact on municipal services from 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.

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<sup>[1]</sup> 2016 employment is based on Statistics Canada 2016 Place of Work Employment dataset by Watson & Associates Economists Ltd.

<sup>[2]</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.

<sup>[3]</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."



employees have been removed from the D.C.A. employment forecast and calculation.

- Total employment for the Town of Bradford West Gwillimbury (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 12,650 by mid-2035 and 23,220 by 2051. This represents an employment increase of approximately 3,460 for the 10-year forecast period and 14,030 for the longer-term forecast period.

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

- Square footage estimates were calculated in Schedule 9b based on the following employee density assumptions:
  - 3,000 sq.ft. per employee for primary;
  - 1,300 sq.ft. per employee for industrial;
  - 450 sq.ft. per employee for commercial/population-related; and
  - 700 sq.ft. per employee for institutional employment.
- The Town-wide incremental G.F.A. is anticipated to increase by 2.9 million sq.ft. over the 10-year forecast period and 13.9 million sq.ft. over the longer-term forecast period.
- In terms of percentage growth, the 2025 to 2051 incremental G.F.A. forecast by sector is broken down as follows:
  - Primary – 2%
  - industrial – 75%;
  - commercial/population-related – 11%; and
  - institutional – 12%.



# Chapter 4

## The Approach to the Calculation of the Charge



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

### 4.1 Introduction

---

This chapter addresses the requirements of 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 4-1.

### 4.2 Services Potentially Involved

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Table 4-1 lists the full range of municipal services that are provided within the Town.

A number of these services are not included in the list of eligible services provided in subsection 2 (4) of the D.C.A. as being ineligible for inclusion in D.C.s. These are shown as “ineligible” on Table 4-1. Two ineligible costs defined in 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 that are potentially eligible for inclusion in the Town’s D.C. are indicated with a “Yes.”

### 4.3 Increase in the Need for Service

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

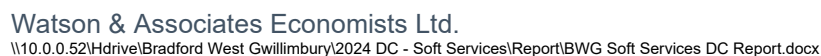
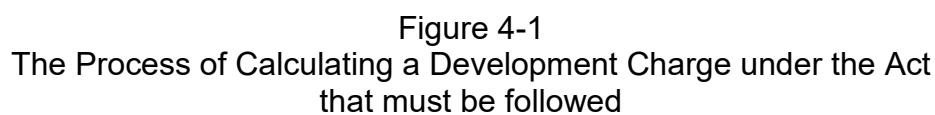




Table 4-1  
Categories of Municipal Services to be Addressed as Part of the Calculation

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	No	1.1 Arterial roads	100
	No	1.2 Collector roads	100
	No	1.3 Bridges, culverts and roundabouts	100
	No	1.4 Local municipal roads	0
	No	1.5 Traffic signals	100
	No	1.6 Sidewalks and streetlights	100
	No	1.7 Active transportation	100
2. Other Transportation Services	Yes	2.1 Transit vehicles <sup>1</sup> & facilities	100
	Yes	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 (Waterloo Region only)	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
	Yes	7.2 Library vehicles <sup>1</sup>	100
	Yes	7.3 Library materials	100
8. Emergency Preparedness Services	n/a	9.1 Facility space (incl. furniture and equipment)	100
	n/a	9.2 Vehicles <sup>1</sup>	100
	n/a	9.3 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

<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	No	11.1 Treatment plants	100
	No	11.2 Sewage trunks	100
	n/a	11.3 Local systems	0
	No	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
	n/a	12.3 Local systems	0
	No	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
	n/a	13.3 Waste diversion facilities	100
	n/a	13.4 Waste diversion vehicles and equipment <sup>1</sup>	100
14. Policing Services	Yes	14.1 Policing detachments	100
	Yes	14.2 Policing rolling stock <sup>1</sup>	100
	Yes	14.3 Small equipment and gear	100
15. Homes for the Aged	n/a	15.1 Homes for the aged space	100
	n/a	15.2 Vehicles <sup>1</sup>	100
16. Child Care	n/a	16.1 Child care space	100
	n/a	16.2 Vehicles <sup>1</sup>	100
17. Health	n/a	17.1 Health department space	100
	n/a	17.2 Health department vehicles <sup>1</sup>	100
18. Social Housing	n/a	18.1 Social housing space	0
19. Provincial Offences Act (P.O.A.)	n/a	19.1 P.O.A. space	100
20. Social Services	Ineligible	20.1 Social service 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 %
21. Ambulance	n/a n/a	21.1 Ambulance station space 21.2 Vehicles <sup>1</sup>	100 100
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 Ineligible Ineligible	23.1 Office space 23.2 Office furniture 23.3 Computer equipment	0 0 0
24. Other Services	Yes          Yes	24.1 Studies in connection with acquiring buildings, rolling stock, materials and equipment, and improving land and facilities, including the D.C. background study cost 24.2 Interest on money borrowed to pay for growth-related capital	100          0-100

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

## 4.4 Local Service Policy

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

## 4.5 Capital Forecast

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



(2) 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, Town 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 Town’s approved and proposed capital budgets and master servicing/needs studies.

## 4.6 Treatment of Credits

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



funding shortfall with respect to future service needs. There are no outstanding credit obligations to include in the D.C. calculations.

## **4.7 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 have identified Public Works (Facilities and Fleet) and Growth Studies as classes of service.

## **4.8 Existing Reserve Funds**

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

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 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 future forecast periods, which underlie the D.C. calculation herein.

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



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

The Town's D.C. Reserve Fund balances by service are shown below:

Table 4-2  
Town of Bradford West Gwillimbury  
Reserve Fund Balances, as at December 31, 2024

Service	Balance	Adjustments	Adjusted Reserve Fund Balance
Transit	\$52,272		\$52,272
Fire Protection Services	\$2,432,853	(\$2,956,242)	(\$523,389)
Policing Services	(\$1,488,802)		(\$1,488,802)
Parks and Recreation Services	(\$14,891,967)		(\$14,891,967)
Library Services	\$152,527		\$152,527
Growth Studies	\$752,525		\$752,525
Public Works	(\$4,230,152)		(\$4,230,152)
<b>Total</b>	<b>(\$17,220,744)</b>	<b>(\$2,956,242)</b>	<b>(\$20,176,986)</b>

Note: Amounts in brackets are deficit balances.

## 4.9 Deductions

The D.C.A. potentially requires that four (4) 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; and
- anticipated grants, subsidies, and other contributions.

The requirements behind each of these reductions are addressed below.

### 4.9.1 Reduction Required by Level of Service Ceiling

This is designed to ensure that the increase in need included in section 4.3 does “not include an increase that would result in the level of service [for the additional development increment] exceeding the average level of the service provided in the municipality over the 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, the changes to the Act as a result of Bill 73 have provided for an alternative method for calculating the service standard ceiling. Transit services must now utilize a forward-looking service standard analysis, described later in this section.

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

#### ***4.9.2 Reduction for Uncommitted Excess Capacity***

Paragraph 5 of 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 Town’s “excess capacity,” other than excess capacity which is “committed.”

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

#### ***4.9.3 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;
- 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 4.9.1 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 Town-wide system basis. For example, facilities of the same type may provide different services (i.e. leisure pool vs. competitive pool), different programs (i.e. hockey vs. figure skating), and different time availability for the same service (i.e. leisure skating available on 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.





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

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

### **4.10 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 7.4.4 of this report.

### **4.11 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.

### **4.12 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.

## 4.13 Transit

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The D.C.A. provides for the following matters for Transit:

- 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 the 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 development charge over the 10-year period immediately following the preparation of the background study, categorized by development types, and whether the forecasted ridership will be from existing or planned development.
  - 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 forward-looking service standard (as per 6.1(2) of the Regulations):
  - 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 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, summary of how to achieve the proposed level of service, discussion on procurement measures and risk.

Watson retained Dillon to undertake the above calculations, which are provided in Appendix G of this study.



# Chapter 5

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



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

### 5.1 Introduction

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This chapter outlines the basis for calculating eligible costs for the D.C.s to be applied on a uniform basis. In each case, the required calculation process set out in subsection 5 (1) paragraphs 2 to 7 in the D.C.A. and described in Chapter 4 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; 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, Town 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.

### 5.2 Service Levels and 10-Year Capital Costs for D.C. Calculation

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This section evaluates the development-related capital requirements for services with 10-year capital costs. Note that the growth forecast identified in Chapter 2 identified growth from early-2025 to early-2035 which equates to 10 full calendar years of growth. As the capital needs are budgeted using calendar years, the capital needs forecast is based on the period 2025 to 2034.

#### 5.2.1 *Public Works Facilities, Fleet and Equipment*

Public Works is considered a class of service under the D.C.A. and is comprised of facilities, fleet and equipment related to D.C. eligible services. The Town operates its Public Works service out of a number of facilities totaling 82,494 sq.ft. of building area. The average level of service provided over the historical 15-year period is approximately

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1.82 sq.ft. per capita, which equates to an investment of \$615 per capita. This level of service provides the Town with a maximum D.C.-eligible amount for recovery over the forecast period of \$7.82 million.

The Public Works Department has a variety of vehicles and major equipment, such as pick up trucks, loaders, tractors, etc. These vehicles and equipment total approximately \$27.43 million. The inventory provided over the historical 15-year period equates to a per capita standard of \$659. Over the forecast period, the D.C.-eligible amount for vehicles and equipment is \$8.37 million.

In total, the D.C.-eligible amount for recovery for Public Works services is approximately \$16.19 million.

Based on the projected growth over the 2025 to 2034 forecast period, the Town has identified additional facility space and vehicles/equipment required for growth.

The total estimated capital cost of the projects identified is approximately \$22.75 million, of which \$55,000 is attributable to existing development arising from the replacement of existing facility space. Further, a deduction of \$6.40 million has been made to account for the benefit to growth beyond the forecast period. An adjustment of \$4.23 million has been made to account for the existing reserve fund deficit. In total, the net D.C. recoverable amount included in the D.C. calculation is approximately \$16.16 million.

The residential/non-residential capital cost allocation for public works is based on the ratio of the anticipated population and employment growth over the forecast period. This results in 79% being allocated to residential development and 21% to non-residential development.



**Table 5-1**  
**Infrastructure Cost Included in the Development Charges Calculation**  
**Public Works Facilities, Fleet and Equipment**

Proj. No.	Increased Service Needs Attributable to Anticipated Development  2025 to 2034	Service to Which Project Relates	Timing (year)	Gross Capital Cost Estimate (2025\$)	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	Total	Residential Share 79%	Non-Residential Share 21%
	<b>Facilities:</b>											
1	Storage Facility - Bond Head	Services Related to a Highway	2025-2033	165,000	-		165,000	55,000		110,000	86,900	23,100
2	Sand/Salt Dome - Bond Head	Services Related to a Highway	2025-2033	431,000	-		431,000	-		431,000	340,490	90,510
3	Provision for Additional Operations Space	Services Related to a Highway	2029-2031	10,000,000	6,400,000		3,600,000	-		3,600,000	2,844,000	756,000
	<b>Vehicles and Equipment:</b>											
4	Street Sweeper (1)	Services Related to a Highway	2025-2034	429,000	-		429,000	-		429,000	338,910	90,090
5	Pick Ups (5)	Services Related to a Highway	2025-2034	450,000	-		450,000	-		450,000	355,500	94,500
6	Tandem Truck w. Sanding Box (1)	Services Related to a Highway	2025-2034	500,000	-		500,000	-		500,000	395,000	105,000
7	Roll off Truck (1)	Services Related to a Highway	2025-2034	506,000	-		506,000	-		506,000	399,740	106,260
8	RT Backhoe/Loader (1)	Services Related to a Highway	2025-2034	520,000	-		520,000	-		520,000	410,800	109,200
9	Sidewalk plows (2)	Services Related to a Highway	2025-2034	440,000	-		440,000	-		440,000	347,600	92,400
10	Mowers (1)	Services Related to a Highway	2025-2034	63,000	-		63,000	-		63,000	49,770	13,230
11	Sewer Cleaner/Flusher (1)	Services Related to a Highway	2025-2034	786,000	-		786,000	-		786,000	620,940	165,060
12	MadVac (1)	Services Related to a Highway	2025-2034	88,000	-		88,000	-		88,000	69,520	18,480
13	Trailers > 20 ton (1)	Services Related to a Highway	2025-2034	45,000	-		45,000	-		45,000	35,550	9,450
14	Bucket Truck (1)	Services Related to a Highway	2025-2034	220,000	-		220,000	-		220,000	173,800	46,200
15	Utility vehicles (1)	Services Related to a Highway	2025-2034	54,000	-		54,000	-		54,000	42,660	11,340
16	Maintenance Cube Van (W)	Water Services	2025-2034	61,000	-		61,000	-		61,000	48,190	12,810
17	Collection System (pickup)	Wastewater Services	2025-2034	90,000	-		90,000	-		90,000	71,100	18,900
18	1/2 ton truck	Wastewater Services	2026	90,000	-		90,000	-		90,000	71,100	18,900
19	Mini Loader	Services Related to a Highway	2025-2034	320,000	-		320,000	-		320,000	252,800	67,200
20	3/4 ton Truck	Wastewater Services	2025-2034	110,000	-		110,000	-		110,000	86,900	23,100
21	Front Mount Valve Turner	Water Services	2025-2034	54,000	-		54,000	-		54,000	42,660	11,340
22	1/2 ton truck	Water Services	2025-2034	90,000	-		90,000	-		90,000	71,100	18,900
23	Loader (1)	Services Related to a Highway	2025-2034	310,000	-		310,000	-		310,000	244,900	65,100
24	Hot Patcher (2)	Services Related to a Highway	2025-2034	108,000	-		108,000	-		108,000	85,320	22,680
25	Weather Stations (3)	Services Related to a Highway	2025-2034	86,000	-		86,000	-		86,000	67,940	18,060
26	Track Skidsteer	Services Related to a Highway	2025-2034	200,000	-		200,000	-		200,000	158,000	42,000
27	Mini Ex	Services Related to a Highway	2025-2034	210,000	-		210,000	-		210,000	165,900	44,100
28	Rubber tire Excavator	Services Related to a Highway	2025-2034	646,000	-		646,000	-		646,000	510,340	135,660
29	Utility Truck (1)	Services Related to a Highway	2025-2034	172,000	-		172,000	-		172,000	135,880	36,120
30	Compaction truck	Services Related to a Highway	2025-2034	323,000	-		323,000	-		323,000	255,170	67,830
31	Pick Ups (1) Bylaw	By-Law Enforcement Services	2025-2034	53,000	-		53,000	-		53,000	41,870	11,130
32	Storm Water Equipment	Services Related to a Highway	2025-2034	14,000	-		14,000	-		14,000	11,060	2,940



Table 5-1 (Cont'd)  
Infrastructure Cost Included in the Development Charges Calculation  
Public Works Facilities, Fleet and Equipment

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Service to Which Project Relates	Timing (year)	Gross Capital Cost Estimate (2025\$)	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	Total	Residential Share 79%	Non-Residential Share 21%
	2025 to 2034											
33	Tandem Truck w. Sanding Box (1)	Services Related to a Highway	2029-2034	423,000	-		423,000	-		423,000	334,170	88,830
34	Pick Ups (2)	Water Services	2025-2034	106,000	-		106,000	-		106,000	83,740	22,260
35	Trailer Mounted Mini Vac	Water Services	2025-2034	89,000	-		89,000	-		89,000	70,310	18,690
36	Garbage Truck compactor	Services Related to a Highway	2029	265,000	-	132,500	132,500	-		132,500	104,675	27,825
	Reserve Fund Adjustment			4,230,152	-		4,230,152	-		4,230,152	3,341,820	888,332
	<b>Total</b>			<b>22,747,152</b>	<b>6,400,000</b>	<b>132,500</b>	<b>16,214,652</b>	<b>55,000</b>	<b>-</b>	<b>16,159,652</b>	<b>12,766,125</b>	<b>3,393,527</b>





### **5.2.2 Transit Services**

Dillon Consulting Limited (Dillon) has undertaken the detailed transit calculations that are required under the D.C.A. Based on the information provided in Dillon's technical report in Appendix G, which explains the transit forecast in detail, 7 new minibuses have been included in the transit capital forecast. The gross cost of these minibuses is \$3.01 million, with a deduction of approximately \$305,500 to recognize the benefit to growth beyond the 10-year forecast period. A deduction of approximately \$1.20 million has been made in order to recognize the benefit to existing development. This results in a D.C.-eligible cost of approximately \$1.50 million for transit buses over the 2025 to 2034 forecast period.

In addition to the minibuses, 16 new conventional bus stops, a transit facility and a new terminal have been identified in the forecast, at a total gross cost of approximately \$9.07 million. An attribution to recognize the benefit to growth beyond the 10-year forecast period has been identified in the amount of approximately \$5.54 million. Further, a benefit to existing deduction in the amount of approximately \$2.55 million has also been identified, resulting in a D.C. eligible cost of \$974,100.

To recognize the existing reserve fund balance, a deduction of \$52,272 has been made. In total, the net growth-related cost that been included in the D.C. calculations is \$2,425,028.

These costs are shared between residential and non-residential development based on the population to employment ratio over the forecast period, resulting in 79% being allocated to residential development and 21% being allocated to non-residential development.



**Table 5-2**  
**Infrastructure Cost Included in the Development Charges Calculation**  
**Transit Services**

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2025\$)	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
	2025 to 2034									79%	21%
1	Minibus (7)	2025-2034	3,010,000	305,500		2,704,500	1,201,300		1,503,200	1,187,528	315,672
2	Conventional Bus Stops (16)	2025-2034	48,000	7,700		40,300	8,300		32,000	25,280	6,720
3	Transit Facility	2025-2034	8,700,000	5,454,900		3,245,100	2,382,900		862,200	681,138	181,062
4	SmartCentres Bradford Terminal	2025-2034	320,000	80,000		240,000	160,100		79,900	63,121	16,779
	Reserve Fund Adjustment						52,272		(52,272)	(41,295)	(10,977)
	<b>Total</b>		<b>12,078,000</b>	<b>5,848,100</b>	<b>-</b>	<b>6,229,900</b>	<b>3,804,872</b>	<b>-</b>	<b>2,425,028</b>	<b>1,915,772</b>	<b>509,256</b>



### **5.2.3 Fire Protection Services**

B.W.G. currently operates its fire services from the Bradford Fire Hall (28,200 sq.ft.). Based on the fire hall space provided over the historical 15-year period, the average level of service is approximately 0.39 sq.ft. per capita, or an average level of investment of \$344 per capita. This level of service provides the Town with a maximum D.C.-eligible amount of approximately \$4.37 million for recovery over the forecast period.

The fire department has a current inventory of 14 vehicles. The inventory provided over the previous 15-year period results in a calculated average level of service of 0.40 vehicles per 1,000 population, and an average level of investment of \$257 per capita. This level of service provides for a D.C.-eligible amount of approximately \$3.26 million over the forecast period.

In addition to the vehicles, the Town also owns a variety of items of small equipment and gear for use in fire services, with a total value of approximately \$3.32 million. The inventory provided over the historical 15-year period results in a calculated average level of \$76 per capita, providing for a D.C.-eligible amount over the forecast period of approximately \$970,000.

Based on the above, the maximum D.C.-eligible amount for recovery over the forecast period for fire services is approximately \$8.60 million.

The Town has identified future capital needs totalling approximately \$15.97 million. These needs include a second fire station, a pumper, a pumper/tanker, and various items of firefighting equipment. A deduction of \$7.80 million has been made for the share of the second fire hall related to growth outside of the forecast period. Additionally, the existing reserve fund deficit of \$523,389 has been included in the calculation. In total, the net D.C.-recoverable amount included in the D.C. calculation is approximately \$8.57 million.

These costs are shared between residential and non-residential development based on the population to employment growth ratio over the forecast period, resulting in 79% being allocated to residential development and 21% being allocated to non-residential development.



**Table 5-3**  
**Infrastructure Cost Included in the Development Charges Calculation**  
**Fire Protection Services**

Proj. No.	Increased Service Needs Attributable to Anticipated Development  2025 to 2034	Timing (year)	Gross Capital Cost Estimate (2025\$)	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 79%	Non-Residential Share 21%
1	Second Fire Station	2025-2026	12,000,000	7,920,000		4,080,000	-		4,080,000	3,223,200	856,800
2	Additional Rescue Pumper with Equipment (Second Station)	2026	1,600,000	-		1,600,000	-		1,600,000	1,264,000	336,000
3	Additional Pumper/Tanker with Equipment (Second Station)	2026	1,200,000	-		1,200,000	-		1,200,000	948,000	252,000
4	Hydraulic Tools/Rescue Equipment for Station 2 (Second Station)	2026	80,000	-		80,000	-		80,000	63,200	16,800
5	Other Equipment (Second Station)	2026	33,000	-		33,000	-		33,000	26,070	6,930
6	Additional FT Firefighters at Second Station (20)	2027-2034	224,000	-		224,000	-		224,000	176,960	47,040
7	Provision for Additional Small Equipment	2025-2031	646,000	-		646,000	-		646,000	510,340	135,660
8	S.C.B.A. for Station 2 (12 Packs/24 Cylinders)	2026	182,400	-		182,400	-		182,400	144,096	38,304
				-		-	-		-	-	-
	Reserve Fund Adjustment		523,389	-		523,389	-		523,389	413,478	109,912
	<b>Total</b>		<b>16,488,789</b>	<b>7,920,000</b>	<b>-</b>	<b>8,568,789</b>	<b>-</b>	<b>-</b>	<b>8,568,789</b>	<b>6,769,344</b>	<b>1,799,446</b>



### **5.2.4 Policing Services**

Police services are provided by the South Simcoe Police Service. South Simcoe Police is a Police Services Board funded by the Town of Bradford West Gwillimbury and the Town of Innisfil. Bradford West Gwillimbury is responsible for 100% of the facility costs in the Town and 50% of the vehicles and equipment.

The Town currently has one police station with 28,171 sq.ft. of building area, providing for a per capita average level of service of 0.79 sq.ft. per capita or an investment of \$641 per capita over the past 15 years. This level of service provides the Town with a maximum D.C.-eligible amount for recovery over the forecast period of approximately \$8.14 million

The police department has a current inventory of eligible vehicles totalling 33.5 items (the vehicles are shared with the Town of Innisfil on a 50/50 basis and therefore the 33.5 items reflects the Town of B.W.G.s share of the total fleet). These items include patrol cars, motorcycles, emergency command post vehicles, etc. Over the historical 15-year period, the average level of service provided equates to 0.70 vehicles per 1,000 population, or an investment of \$37 per capita, providing for a D.C.-eligible amount over the forecast period of \$470,000.

In addition to these vehicles, the Town's share of small equipment and gear totals 115 items with a value of \$2.52 million. Over the past 15 years, this level of investment provides for a calculated average level of service of \$58 per capita. This provides for a D.C.-eligible amount over the forecast period of approximately \$730,000.

In total, the D.C.-eligible amount for police services is approximately \$9.34 million.

The Town has identified the need for additional shared facility space with the Town of Innisfil. The South Simcoe Police Service is currently reviewing the feasibility of potential sites for construction. It is anticipated that once the full project cost is identified, it will exceed the Town's maximum allowable amount based on the service standard, due to excess capacity for growth outside the forecast period. Until this project is specifically determined, a provisional amount of \$13 million has been included in the capital listing, with 50% of the costs to be shared by the Town of Innisfil (i.e. \$6.50 million other deduction).



Further to the facility space, additional vehicles and equipment have been identified for inclusion in the D.C. The total cost of these items is \$2.94 million. A 50% deduction to account for the Town of Innisfil's share has been made in the amount of \$1.47 million. A benefit to existing deduction of \$237,500 has also been included in the calculation. This results in \$1.23 million included in the D.C. calculation for police vehicles and equipment.

An adjustment of \$1.49 million to account for the existing reserve fund deficit has been included in the calculations, which results in a total net D.C.-eligible amount of \$9.22 million.

The costs for policing services are shared 79%/21% between residential and non-residential based on the population to employment ratio over the 10-year forecast period.



**Table 5-4**  
**Infrastructure Cost Included in the Development Charges Calculation**  
**Policing Services**

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2025\$)	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 79%	Non-Residential Share 21%
	<b>2025 to 2034</b>										
1	Provision for Shared Facility Space	2025-2034	13,000,000	-	6,500,000	6,500,000	-		6,500,000	5,135,000	1,365,000
	<b>Vehicles</b>										
2	Patrol Cars (10)	2025-2034	638,000	-	319,000	319,000	-		319,000	252,010	66,990
3	Bicycles (2)	2025-2028	3,200	-	1,600	1,600	-		1,600	1,264	336
4	Administration Vehicles (2)	2025-2034	97,000	-	48,500	48,500	-		48,500	38,315	10,185
5	Pick up Truck (2)	2025-2034	117,200	-	58,600	58,600	-		58,600	46,294	12,306
6	Destination Vehicles (2)	2025-2034	124,000	-	62,000	62,000	-		62,000	48,980	13,020
7	Motorcycle (1)	2025-2034	40,000	-	20,000	20,000	-		20,000	15,800	4,200
8	Personal Water Crafts (2)	2025-2034	38,000	-	19,000	19,000	-		19,000	15,010	3,990
9	All Terrain Vehicle & Trailer	2029	50,000	-	25,000	25,000	-		25,000	19,750	5,250
	<b>Equipment</b>										
10	Tasers - weapons	2025-2034	32,000	-	16,000	16,000	-		16,000	12,640	3,360
11	C 8's - weapons	2025-2034	16,800	-	8,400	8,400	-		8,400	6,636	1,764
12	Furniture	2025-2034	100,000	-	50,000	50,000	-		50,000	39,500	10,500
13	Intoxilyzer/ASD(s) (2)	2025-2034	35,000	-	17,500	17,500	-		17,500	13,825	3,675
14	Tech Crime Devices	2025-2034	20,000	-	10,000	10,000	-		10,000	7,900	2,100
15	Electronic Surveillance	2025-2034	30,000	-	15,000	15,000	-		15,000	11,850	3,150
16	Stationary Radar (20)	2025-2034	6,000	-	3,000	3,000	-		3,000	2,370	630
17	Moving Radar (8)	2025-2034	11,000	-	5,500	5,500	-		5,500	4,345	1,155
18	Screening Device (20)	2025-2034	12,000	-	6,000	6,000	-		6,000	4,740	1,260
19	Radio Tower	2025-2034	232,000	-	116,000	116,000	-		116,000	91,640	24,360
20	Outfitting - Officers (20)	2025-2034	296,000	-	148,000	148,000	-		148,000	116,920	31,080
21	Outfitting - Special Constables (10)	2025-2034	80,000	-	40,000	40,000	-		40,000	31,600	8,400
22	Truck/Vehicle Scales (1)	2025-2034	16,000	-	8,000	8,000	-		8,000	6,320	1,680
23	Body Worn Camera's	2025-2034	950,000	-	475,000	475,000	237,500		237,500	187,625	49,875
	Reserve Fund Adjustment		1,488,802	-		1,488,802	-		1,488,802	1,176,154	312,648
	<b>Total</b>		<b>17,433,002</b>	<b>-</b>	<b>7,972,100</b>	<b>9,460,902</b>	<b>237,500</b>	<b>-</b>	<b>9,223,402</b>	<b>7,286,488</b>	<b>1,936,914</b>



### **5.2.5 Parks and Recreation Services**

The Town currently has 164.1 acres of parkland within its jurisdiction. This parkland consists of community parks, neighbourhood parks, and parkettes. The inventory provided over the previous 15-year period results in a calculated average level of service of 3.71 acres per 1,000 population and an average level of investment of \$331 per capita. This level of service provides for a D.C. eligible amount of approximately \$4.21 million over the forecast period. The Town also currently provides 818 parkland amenities including various types of sports courts and fields, splash and spray pads, outdoor pools, play structures, etc. Over the historical 15-year period the Town provided an average of 17 amenities per 1,000 population. In addition to parkland development and amenities, the Town has approximately 19,700 linear metres of paths and trails which has provided an average of 326 linear metres per 1,000 population, over the 15-year period. Including parkland development, amenities, and trails, the average level of service provided equates to \$1,160 per capita. When applied over the forecast period, this average level of service translates into a D.C.-eligible amount of approximately \$12.22 million.

With respect to recreation facilities, there are a number of facilities that provide the Town with 303,700 sq.ft. of recreation facility space. Based on the inventory of space over the historical 15-year period (2010 to 2024), the Town has provided an average of 7.45 sq.ft. of space per capita or an investment of \$6,795 per capita. Based on this service standard, the Town would be eligible to collect approximately \$86.29 million from D.C.s for facility space.

The Town utilizes 117 vehicles and equipment to service the above-mentioned parks and recreation facilities. Over the historical 15-year period, the Town has provided an average level of service of 2.10 vehicles per 1,000 population. This level of service translates to an average investment of \$96 per capita. Over the forecast period, the Town would be eligible to collect approximately \$1.22 million from D.C.s for vehicles and equipment.

In total the Town is eligible to collect approximately \$99.73 million for parks and recreation services.





Based on the projected growth over the 10-year forecast period, the Town has identified future capital needs totaling approximately \$187.91 million. These capital needs include development of additional parks, new multi-use courts and other amenities, new vehicles and equipment, a new multi-use recreation centre, etc. Of the total estimated capital cost, a deduction of approximately \$84.13 million has been made for the share of costs anticipated to benefit growth outside the forecast period. This deduction relates to a future Multi-use recreation centre which is estimated to cost \$125.00 million. A deduction of approximately \$4.00 million has been applied for the share of the costs that benefit existing development. A further deduction of \$132,500 has been made to account for the portion of the garbage truck compactors which are not related to parks services. Additionally, approximately \$14.89 million has been included in the calculations to reflect the D.C. reserve fund deficit. This results in a net growth-related amount of \$99.65 million being included in the D.C. calculations.

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



**Table 5-5**  
**Infrastructure Costs Included in the D.C. Calculation**  
**Parks and Recreation Services**

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2025\$)	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
	2025 to 2034									95%	5%
	<b>Parkland Development:</b>										
1	Parkland Development re: new development (Neighbourhood Parks)	2025-2034	3,200,000	-		3,200,000	-		3,200,000	3,040,000	160,000
2	Development - Henderson (42 acres) Phase 2 (Community Park)	2026-2028	11,800,000	-		11,800,000	-		11,800,000	11,210,000	590,000
3	Additional Senior Lit Baseball Diamond including pavilion, large pathways, etc.	2025-2026	3,200,000	-		3,200,000	-		3,200,000	3,040,000	160,000
4	Additional Multi-use Courts (5)	2025-2034	1,200,000	-		1,200,000	-		1,200,000	1,140,000	60,000
5	Bradford East Parkland Development and Amenities	2025	1,400,000	-		1,400,000	-		1,400,000	1,330,000	70,000
6	Parkland Development (at Community Centre)	2029-2031	13,900,000	-		13,900,000	4,000,000		9,900,000	9,405,000	495,000
	<b>Vehicles and Equipment:</b>										
7	Pickup Trucks x (2) *Pushed from 2025	2026	180,000	-		180,000	-		180,000	171,000	9,000
8	Toro Ground Master 5910*Pushed from 2025	2026	157,900	-		157,900	-		157,900	150,005	7,895
9	Automatic Field Linning Robot	2026	75,000	-		75,000	-		75,000	71,250	3,750
10	Mac Vac unit	2026	85,000	-		85,000	-		85,000	80,750	4,250
11	Pickup 1/2 TON	2026	80,000	-		80,000	-		80,000	76,000	4,000
12	Floor Scrubbers: Ride-On x1	2026	25,000	-		25,000	-		25,000	23,750	1,250
13	Floor Scrubbers: Push Behind x 3	2026	40,000	-		40,000	-		40,000	38,000	2,000
14	Snowblowers x2	2026	4,000	-		4,000	-		4,000	3,800	200



Table 5-5 (Cont'd)

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2025\$)	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
2025 to 2034											
15	Utility Vehicle with plow & Sander x1	2026	60,000	-		60,000	-		60,000	57,000	3,000
16	Pickup Truck 3/4 Ton, 4WDR	2027	90,000	-		90,000	-		90,000	85,500	4,500
17	Zero Turn Mowers, 7ft. Wide x (2)	2027	150,000	-		150,000	-		150,000	142,500	7,500
18	Landscape Trailer - Large Aluminum	2027	12,000	-		12,000	-		12,000	11,400	600
19	JD Gator	2027	45,000	-		45,000	-		45,000	42,750	2,250
20	Tractor, JD 4-series, 75hp	2027	15,000	-		15,000	-		15,000	14,250	750
21	Dump Truck , 5500 series	2027	140,000	-		140,000	-		140,000	133,000	7,000
22	Top Dresser, large capacity	2028	120,000	-		120,000	-		120,000	114,000	6,000
23	Debris Blower, PTO driven	2028	90,000	-		90,000	-		90,000	85,500	4,500
24	Water Tank c/w pump, large capacity	2028	40,000	-		40,000	-		40,000	38,000	2,000
25	Pickup 1/2 TON	2028	80,000	-		80,000	-		80,000	76,000	4,000
26	Utility Vehicle with plow & Sander x1	2028	60,000	-		60,000	-		60,000	57,000	3,000
27	Cargo Trailer	2028	10,000	-		10,000	-		10,000	9,500	500
28	Floor Scrubbers: Ride-On x1	2028	25,000	-		25,000	-		25,000	23,750	1,250
29	Floor Scrubbers: Push Behind x 1	2028	15,000	-		15,000	-		15,000	14,250	750
30	Snowblowers x 2	2028	2,000	-		2,000	-		2,000	1,900	100
31	Zamboni - Propane	2028	130,000	-		130,000	-		130,000	123,500	6,500
32	Zamboni - Electric	2028	180,000	-		180,000	-		180,000	171,000	9,000
33	Ice Edgers x 2	2028	15,000	-		15,000	-		15,000	14,250	750
34	Garbage Truck compactor	2029	265,000	-	132,500	132,500	-		132,500	125,875	6,625
35	Tractor, JD 3 series	2029	75,000	-		75,000	-		75,000	71,250	3,750
36	JD Gator	2029	45,000	-		45,000	-		45,000	42,750	2,250
37	Enclosed Landscape Trailer	2029	30,000	-		30,000	-		30,000	28,500	1,500
38	Zero Turn Mower	2030	75,000	-		75,000	-		75,000	71,250	3,750



Table 5-5 (Cont'd)

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2025\$)	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 95%	Non-Residential Share 5%
	2025 to 2034										
39	Sand star infield Groomer	2030	60,000	-		60,000	-		60,000	57,000	3,000
40	Automatic Field Lining Robot	2030	75,000	-		75,000	-		75,000	71,250	3,750
41	Dump Truck, 5500 series	2031	130,000	-		130,000	-		130,000	123,500	6,500
42	Foamstream Unit	2031	80,000	-		80,000	-		80,000	76,000	4,000
43	Pickup 3/4 TON	2031	90,000	-		90,000	-		90,000	85,500	4,500
44	Pickup Truck, 3/4 TON	2032	95,000	-		95,000	-		95,000	90,250	4,750
45	Utility Vehicle with plow & Sander x1	2032	60,000	-		60,000	-		60,000	57,000	3,000
46	Zero Turn Mower	2032	75,000	-		75,000	-		75,000	71,250	3,750
47	Tractor, JD 4-series, 75hp	2033	20,000	-		20,000	-		20,000	19,000	1,000
48	Toro Ground Master 5910	2033	165,000	-		165,000	-		165,000	156,750	8,250
49	Landscape Trailer	2034	15,000	-		15,000	-		15,000	14,250	750
50	Zero Turn Mower	2034	75,000	-		75,000	-		75,000	71,250	3,750
51	Dump Truck, 5500 series	2034	140,000	-		140,000	-		140,000	133,000	7,000
	<b>Recreation Facilities:</b>										
52	Fitness Equipment for Leisure Centre	2025-2032	86,000	-		86,000	-		86,000	81,700	4,300
53	Operation Centre - Bond Head	2025-2026	3,232,000	-		3,232,000	-		3,232,000	3,070,400	161,600
54	Operation Centre (same location as Engineering)	2028-2031	6,500,000	-		6,500,000	-		6,500,000	6,175,000	325,000
55	Multi-use Recreation Centre	2026-2028	125,000,000	84,125,000		40,875,000	-		40,875,000	38,831,250	2,043,750
	Reserve Fund Adjustment		14,891,967	-		14,891,967	-		14,891,967	14,147,369	744,598
	<b>Total</b>		<b>187,905,867</b>	<b>84,125,000</b>	<b>132,500</b>	<b>103,648,367</b>	<b>4,000,000</b>	<b>-</b>	<b>99,648,367</b>	<b>94,665,949</b>	<b>4,982,418</b>



### **5.2.6 Library Services**

The Town provides library services out of the Bradford Library which is 42,224 sq.ft. Over the previous 15 years, the average level of service was approximately 1.10 sq.ft. of space per capita, or an investment of \$1,025 per capita. Over the forecast period, the D.C. eligible amount for recovery is approximately \$13.01 million.

The Town has a current inventory of 132,831 library collection items. These collection items include various materials including books, subscriptions, and eBooks, all of which have a total value of approximately \$7.01 million. Over the past 15 years, the average level of service was 3.72 collection items per capita, or an investment of \$209 per capita. Based on this service standard, the Town would be eligible to collect approximately \$2.65 million from D.C.s for library collection items.

In total, the Town would be eligible to collect approximately \$15.66 million from D.C.s for library services.

With respect to capital needs to accommodate growth over the forecast period, the Town has identified additional facility space and collection materials. In total, the gross capital cost estimate is \$12.67 million. A deduction of \$137,800 has been made to account for the benefit to the existing development. Further, \$152,527 has been deducted to account for the balance in the D.C. reserve fund. As a result of the above, the total amount included in the D.C. calculations is approximately \$12.38 million.

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% to residential development and 5% to non-residential development.



**Table 5-6**  
**Infrastructure Cost Included in the Development Charges Calculation**  
**Library Services**

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2025\$)	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
	2025 to 2034									95%	5%
1	Provision for Additional Facility Space	2026-2028	10,400,000	-		10,400,000	-		10,400,000	9,880,000	520,000
2	Additions to Library Collection	2025-2034	1,700,000	-		1,700,000	-		1,700,000	1,615,000	85,000
3	Shelving Replacement and Additions	2026-2034	100,000	-		100,000	33,300		66,700	63,365	3,335
4	Furniture Replacement and Additions	2026-2028	100,000	-		100,000	50,000		50,000	47,500	2,500
5	Study Pods (x2)	2027-2028	108,000	-		108,000	-		108,000	102,600	5,400
6	Creative Centre equipment additions and replacements	2028-2029	50,000	-		50,000	25,000		25,000	23,750	1,250
7	Book lockers (x2)	2029	97,000	-		97,000	-		97,000	92,150	4,850
8	New Public Address System	2025-2026	100,000	-		100,000	25,000		75,000	71,250	3,750
9	Additions to Video Surveillance	2025	18,000	-		18,000	4,500		13,500	12,825	675
	Reserve Fund Adjustment		-	-		-	152,527		(152,527)	(144,901)	(7,626)
	<b>Total</b>		<b>12,673,000</b>	<b>-</b>	<b>-</b>	<b>12,673,000</b>	<b>290,327</b>	<b>-</b>	<b>12,382,673</b>	<b>11,763,539</b>	<b>619,134</b>



### **5.2.7 Growth Studies**

Growth studies are considered a class of service under the D.C.A. and is comprised of studies related to D.C. eligible services. The Town has identified the need for studies such as a library master plan, library strategic plan, fire master plan, ridership study, etc.

The total capital cost of these studies is \$2.72 million. A deduction of \$435,500 has been made to account for the share of the studies that benefit existing development. A further deduction of \$13,500 has been made for the portion of the ridership study which will benefit growth beyond the 10-year forecast period. In addition, a 10% deduction of \$91,500 was made for the Official Plan Update and Growth-Related Planning Studies to recognize the benefit to non-D.C. services. A deduction of \$752,525 was made to account for the existing reserve fund balance. As a result of the deductions, the net D.C.-recoverable cost to be included in the calculations is approximately \$1.43 million.

These costs are shared between residential and non-residential growth based on service specific allocations over the forecast periods. For the parks and recreation and library studies, capital costs have been allocated 95% to residential development and 5% to non-residential development. All other studies identified utilize the 10-year population to employment ratio to allocate the growth-related capital costs between residential and non-residential development (79%/21%).



**Table 5-7**  
**Infrastructure Cost Included in the Development Charges Calculation**  
**Growth Studies**

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Service to Which Project Relates	Gross Capital Cost Estimate (2025\$)	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
	2025 to 2034											
	<b>All D.C. Eligible Services</b>											
1	Official Plan Update	2028	All D.C. Eligible Services	215,000	-	21,500	193,500	53,800		139,700	110,363	29,337
2	Growth Related Planning Studies	2025-2034	All D.C. Eligible Services	700,000	-	70,000	630,000	-		630,000	497,700	132,300
3	Development Charges Study - Soft Services	2025	All D.C. Eligible Services	100,000	-		100,000	-		100,000	79,000	21,000
4	Development Charges Study - Hard Services	2026	All D.C. Eligible Services	200,000	-		200,000	-		200,000	158,000	42,000
5	Development Charges Study - Hard & Soft Services	2032	All D.C. Eligible Services	300,000	-		300,000	-		300,000	237,000	63,000
	<b>Library Services</b>				-							
6	Library Strategic Plan	2026	Library Services	135,000	-		135,000	33,800		101,200	96,140	5,060
7	Library Strategic Plan	2031	Library Services	135,000	-		135,000	33,800		101,200	96,140	5,060
8	Library Master Service Plan	2026	Library Services	118,000	-		118,000	29,500		88,500	84,075	4,425
	<b>Parks and Recreation</b>				-							
9	Trails Master Plan	2029	Parks and Recreation	100,000	-		100,000	25,000		75,000	71,250	3,750
10	Leisure Services Master Plan Update	2028	Parks and Recreation	120,000	-		120,000	30,000		90,000	85,500	4,500
11	Leisure Services Master Plan Update	2033	Parks and Recreation	120,000	-		120,000	30,000		90,000	85,500	4,500
	<b>Transit Services</b>											
12	Transit Study	2029	Transit Services	100,000	-		100,000	50,000		50,000	39,500	10,500
13	Transit Study	2034	Transit Services	100,000	-		100,000	50,000		50,000	39,500	10,500
14	Ridership Study	2026-2034	Transit Services	100,000	13,500		86,500	36,600		49,900	39,421	10,479





Table 5-7 (Cont'd)

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Service to Which Project Relates	Gross Capital Cost Estimate (2025\$)	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
	2025 to 2034											
	<b>Fire Protection Services</b>				-							
15	Fire - Community Risk Assessment	2029	Fire Protection Services	72,000	-		72,000	36,000		36,000	28,440	7,560
16	Fire Master Plan Update	2028	Fire Protection Services	72,000	-		72,000	18,000		54,000	42,660	11,340
17	Fire Master Plan Update	2033	Fire Protection Services	36,000	-		36,000	9,000		27,000	21,330	5,670
	Reserve Fund Adjustment							752,525		(752,525)	(624,611)	(127,914)
	<b>Total</b>			<b>2,723,000</b>	<b>13,500</b>	<b>91,500</b>	<b>2,618,000</b>	<b>1,188,025</b>	<b>-</b>	<b>1,429,975</b>	<b>1,186,908</b>	<b>243,067</b>



# Chapter 6

## D.C. Calculation



## 6. D.C. Calculation

Table 6-1 calculates the proposed uniform D.C.s to be imposed on anticipated development for Town-wide services over the 10-year forecast period.

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

The D.C.-eligible costs for each service component were developed in Chapter 5 for all Town services, based on their proposed capital programs.

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

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 6-2 summarizes the total D.C. that is applicable for Town-wide services and Table 6-3 summarizes the gross capital expenditures and sources of revenue for works to be undertaken during the life of the by-law.



Table 6-1  
Town of Bradford West Gwillimbury  
Development Charge Calculation  
Town-wide Services and Classes of Services  
2025 to 2034

SERVICE/CLASS	2025\$ D.C.-Eligible Cost		2025\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
1. <u>Fire Protection Services</u>				
1.1 Fire facilities, vehicles & equipment	6,769,344	1,799,446	1,344	0.62
2. <u>Policing Services</u>				
2.1 Policing facilities, vehicles & equipment	7,286,488	1,936,914	1,446	0.67
3. <u>Public Works (Facilities and Fleet)</u>				
3.1 Public Works Facilities and Fleet	12,766,125	3,393,527	2,534	1.18
4. <u>Parks and Recreation Services</u>				
4.1 Parkland development, amenities, trails, vehicles and equipment, and recreation facilities	94,665,949	4,982,418	18,789	1.74
5. <u>Library Services</u>				
5.1 Library facilities and materials	11,763,539	619,134	2,335	0.21
6. <u>Growth Studies</u>				
6.1 Growth Studies	1,186,908	243,067	236	0.08



Table 6-1 (Cont'd)

SERVICE/CLASS	2025\$ D.C.-Eligible Cost		2025\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
7. <u>Transit Services</u>				
7.1 Transit facilities, vehicles and other infrastructure	1,915,772	509,256	380	0.18
<b>TOTAL</b>	<b>136,354,125</b>	<b>\$13,483,762</b>	<b>\$27,064</b>	<b>\$4.68</b>
D.C.-Eligible Capital Cost	\$136,354,125	\$13,483,762		
10-Year Gross Population/GFA Growth (sq.ft.)	18,425	2,880,300		
<b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>	<b>\$7,400</b>	<b>\$4.68</b>		
<b><u>By Residential Unit Type</u></b>	<b><u>P.P.U.</u></b>			
Single and Semi-Detached Dwelling	3.657	\$27,064		
Other Multiples	2.863	\$21,188		
Apartments - 2 Bedrooms +	1.813	\$13,417		
Apartments - Bachelor and 1 Bedroom	1.197	\$8,858		
Special Care/Special Dwelling Units	1.100	\$8,141		



Table 6-2  
Town of Bradford West Gwillimbury  
Development Charge Calculation  
Total All Services and Classes of Services

	2025\$ D.C.-Eligible Cost		2025\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
Municipal-wide Services/Classes 10 Year	136,354,125	13,483,762	27,064	4.68
<b>TOTAL</b>	<b>136,354,125</b>	<b>13,483,762</b>	<b>27,064</b>	<b>4.68</b>



Table 6-3  
Town of Bradford West Gwillimbury  
Gross Expenditure and Sources of Revenue Summary  
Total All Services and Classes of Services

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
1. Fire Protection Services							
1.1 Fire facilities, vehicles & equipment	15,965,400	0	0	0	7,920,000	6,355,866	1,689,534
2. Policing Services							
2.1 Policing facilities, vehicles & equipment	15,944,200	7,972,100	237,500	0	0	6,110,334	1,624,266
3. Public Works (Facilities and Fleet)							
3.1 Public Works Facilities and Fleet	883,000	132,500	0	0	0	592,895	157,605
4. Parks and Recreation Services							
4.1 Parkland development, amenities, trails, vehicles and equipment, and recreation facilities	173,013,900	132,500	4,000,000	0	84,125,000	80,518,580	4,237,820
5. Library Services							
5.1 Library facilities and materials	12,673,000	0	137,800	0	0	11,908,440	626,760
6. Growth Studies							
6.1 Growth Studies	2,723,000	91,500	435,500	0	13,500	1,811,519	370,981
7. Transit Services							
7.1 Transit facilities, vehicles and other infrastructure	12,078,000	0	3,752,600	0	5,848,100	1,957,067	520,233
<b>Total Expenditures &amp; Revenues</b>	<b>\$233,280,500</b>	<b>\$8,328,600</b>	<b>\$8,563,400</b>	<b>\$0</b>	<b>\$97,906,600</b>	<b>\$109,254,701</b>	<b>\$9,227,199</b>



# Chapter 7

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





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

### 7.1 Introduction

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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 to 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 the Town’s existing policies; with some modifications and consideration for the changes to the D.C.A. resulting from Bills 108, 138, 109, 197, 213, 23, 134, and 185.



## 7.2 D.C. By-law Structure

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It is recommended that:

- the Town use a uniform Town-wide D.C. calculation for all services considered through this background study (i.e., excluding water, wastewater, and roads).

## 7.3 D.C. By-law Rules

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

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

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

In accordance with the D.C.A., 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.”



### **7.3.2 Determination of the Amount of the Charge**

The following conventions be adopted:

- 1) Costs allocated to residential uses will be assigned to different types of residential units based on the average occupancy for each housing type constructed during the previous decade. Costs allocated to non-residential uses will be assigned based on the amount of square feet of 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, e.g.
  - for parks and recreation and library services, a 5% non-residential attribution has been made to recognize use by the non-residential sector;
  - for transit, public works, policing services, and fire protection services, a 79% residential/21% non-residential attribution has been made based on a population vs. employment growth ratio over the 2025 to 2034 forecast period; and
  - for growth studies, service-related population versus employment growth ratios have been utilized to attribute the residential and non-residential costs for each study.

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

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

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

The demolition credit is allowed only if the land was improved by occupied structures and if the demolition permit related to the site was issued less than five years prior to



the issuance of a building permit. The credit can, in no case, exceed the amount of D.C.s that would otherwise be payable.

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

a) Statutory exemptions:

- industrial building additions of up to and including 50% of the existing 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:

- a public hospital, as exempt from taxation pursuant to para. 3(1)3 of the Assessment Act;
- a non-residential farm building, save and except for the G.F.A. within a greenhouse that is used for retail purposes;
- a place of worship or for the purposes of a cemetery or burial ground exempt from taxation under the Assessment Act, R.S.O. 1990, Chap. A.31;



- a garden suite on a residential lot where the garden suite is detached from and ancillary to an existing single detached dwelling or semi-detached dwelling and such building is designed to be portable and where the property owner has entered into an agreement with the municipality that establishes the temporary nature of the garden suite; and
- on-site farm accommodations for seasonal or full-time farm help.

### **7.3.5 Timing of Collection**

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

Rental housing and institutional developments will pay D.C.s in 6 equal annual payments commencing at occupancy.

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 January 1, 2020), 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 Town can impose is the average prime rate plus 1%.

### **7.3.6 Indexing**

Rates shall be adjusted, without amendment to the By-law, annually on January 1, in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index (Table 18-10-0276-02).<sup>1</sup>

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<sup>1</sup> O. Reg. 82/98 referenced “The Statistics Canada Quarterly, Construction Price Statistics, catalogue number 62-007” as the index source. Since implementation, Statistics Canada has modified this index twice and the above-noted index is the most current. The draft by-law provided herein refers to O. Reg. 82/98 to ensure traceability should this index continue to be modified over time.



### **7.3.7 The Applicable Areas**

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

- The full residential and non-residential charge will be imposed on all lands within the Town; and

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

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**It is recommended that:**

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

The Town's D.C. collections are reserved in eight (8) separate reserve funds: outdoor recreation, indoor recreation, libraries, administration studies, parking, fire, police, and public works.

It is recommended that the town combine the outdoor recreation and indoor recreation reserves into one reserve called "Parks and Recreation Services". Further, given that parking services is now a D.C. ineligible service, the existing balance should be transferred to a general capital reserve, and this reserve fund should be closed. It is also recommended that the Town rename Administration to Growth Studies and continue the use of the existing reserve funds.

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

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

A by-law under the D.C.A. comes into force on the day after which the by-law is passed by Council, or at a later date, determined by Council.

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

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



#### **7.4.4 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.

All services under consideration as part of this background study are recovered based on a uniform, Town-wide basis. There have been several reasons why area-rating has not been imposed on these services, including:

1. All Town services, with the exception of water, wastewater, and stormwater, require that the average 10-year service standard be calculated. This average service standard, multiplied by growth in the Town, establishes an upper ceiling on the amount of funds 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 Town, hence potentially resulting in D.C. revenue shortfalls and impacts on property taxes.
2. Extending on item 1, attempting to impose an area charge potentially causes equity issues in transitioning from a Town-wide approach to an area-specific approach. For example, if all services were now built (and funded) within Area A



(which is 75% built out) and this was funded with some revenues from Areas B and C, moving to an area rating approach would see Area A contribute no funds to the costs of services in Areas B 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 Town will be used by residents from all areas depending on the programming of the facility (i.e. a public skate is available each night, but at a different arena; hence usage of any one facility at any given time is based on programming availability).

For the reasons noted above, it is recommended that Council continue the D.C. approach to calculate the charges on a uniform Town-wide basis for all services/classes of services considered as part of this background study (i.e., excluding water, wastewater, and roads).

## 7.5 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;”

“Continue the D.C. approach to calculate the charges on a uniform Town-wide basis for all services considered as part of this by-law update;”

“Approve the capital project listing set out in Chapter 5 of the D.C.s Background Study dated May 2, 2025 subject to further annual review during the capital budget process;”





“Approve the D.C.s Background Study dated May 2, 2025 as amended (if applicable);”

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

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



# Chapter 8

## By-law Implementation



## 8. By-law Implementation

### 8.1 Public Consultation Process

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#### **8.1.1 Introduction**

This chapter addresses the mandatory, formal public consultation process (section 8.1.2), as well as the optional, informal consultation process (section 8.1.3). The latter is designed to seek the co-operation and participation of those involved, in order to produce the most suitable policy. Section 8.2 addresses the anticipated impact of the D.C. on development from a generic viewpoint.

#### **8.1.2 Public Meeting of Council**

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

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

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

#### **8.1.3 Other Consultation Activity**

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

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



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

2. The second public grouping embraces the public at large and includes taxpayer coalition groups and others interested in public policy.
3. The third grouping is the industrial/commercial/institutional development sector, consisting of land developers and major owners or organizations with significant construction plans, such as hotels, entertainment complexes, shopping centres, offices, industrial buildings, and institutions. Also involved are organizations such as Industry Associations, the Chamber of Commerce, the Board of Trade, and the Economic Development Agencies, who are all potentially interested in Town D.C. policy. Their primary concern is frequently with the quantum of the charge, 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.

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



## 8.3 Implementation Requirements

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### 8.3.1 Introduction

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

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

The sections that follow overview the requirements in each case.

### 8.3.2 Notice of Passage

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

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

- notice may be given by publication in a newspaper which is (in the clerk's opinion) of sufficient circulation to give the public reasonable notice, or by personal service, fax or mail to every owner of land in the area to which the by-law relates;
- 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.

### 8.3.3 By-law Pamphlet

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

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



- the “rules” for determining if a charge is payable in a particular case and for determining the amount of the charge;
- the services to which the D.C.s relate; and
- a 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 Town must give one copy of the most recent pamphlet without charge to any person who requests one.

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

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

### **8.3.5 Complaints**

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

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

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



### **8.3.6 Credits**

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

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

### **8.3.7 Front-Ending Agreements**

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

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

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

Section 59 of the D.C.A. prevents a municipality from imposing, directly or indirectly, a charge related to development or a requirement to construct a service related to development, by way of a condition or agreement under 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*.”



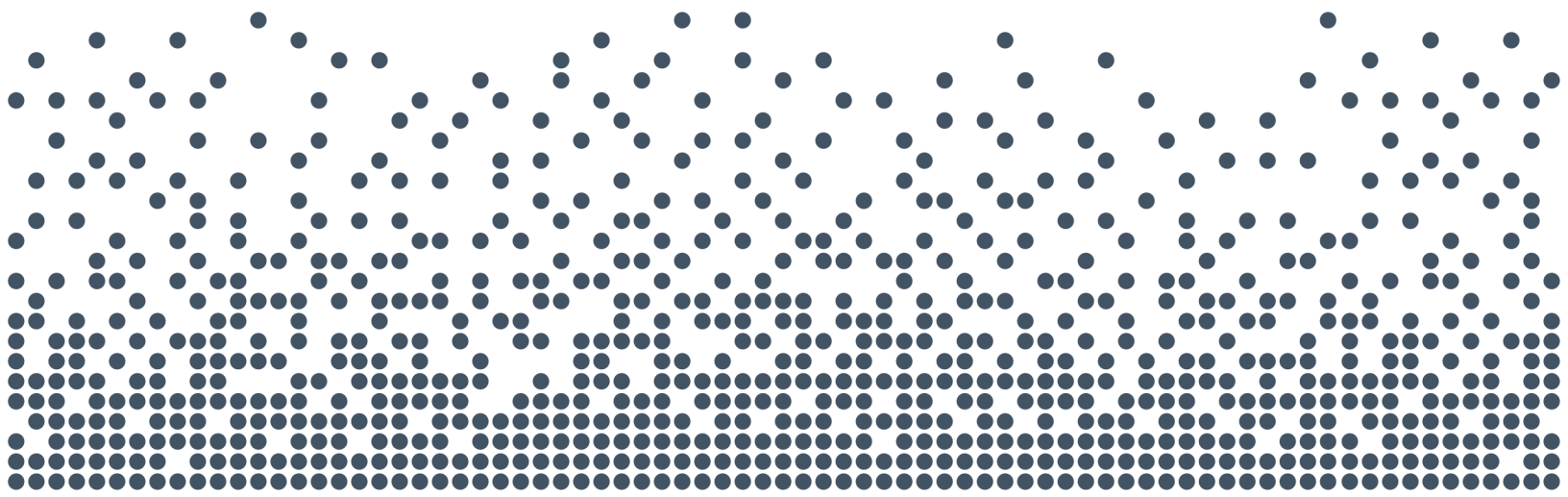
It is also noted that subsection 59 (4) of the D.C.A. requires that the municipal approval authority for a draft plan of subdivision under subsection 51 (31) of the *Planning Act*, use its power to impose conditions to ensure that the first purchaser of newly subdivided land is informed of all the D.C.s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

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

If the Town is an approval authority for the purposes of section 51 of the *Planning Act*, it would be responsible to ensure that it collects information from all entities 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 Town of Bradford West Gwillimbury Residential Growth Forecast Summary

Year		Population (Including Census Undercount) <sup>[1]</sup>	Excluding Census Undercount			Housing Units						Person Per Unit (P.P.U.): Total Population/ Total Households
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi- Detached	Multiple Dwellings <sup>[2]</sup>	Apartments <sup>[3]</sup>	Other	Total Households	Equivalent Institutional Households	
Historical	Mid 2011	29,270	28,077	357	27,720	7,682	1,000	735	43	9,460	325	2.968
	Mid 2016	36,820	35,325	360	34,965	9,410	1,365	775	35	11,585	327	3.049
	Mid 2021	44,700	42,880	545	42,335	10,965	1,525	885	35	13,410	495	3.198
Forecast	Early 2025	49,000	47,007	597	46,410	11,586	1,844	1,250	35	14,715	543	3.194
	Early 2035	62,240	59,707	759	58,948	15,179	3,085	2,223	35	20,522	690	2.909
	Mid 2051	83,470	80,074	1,018	79,056	20,570	5,139	3,946	35	29,690	925	2.697
Incremental	Mid 2011 - Mid 2016	7,550	7,248	3	7,245	1,728	365	40	-8	2,125	2	
	Mid 2016 - Mid 2021	7,880	7,555	185	7,370	1,555	160	110	0	1,825	168	
	Mid 2021 - Early 2025	4,300	4,127	52	4,075	621	319	365	0	1,305	48	
	Early 2025 - Early 2035	13,240	12,700	162	12,538	3,593	1,241	973	0	5,807	147	
	Early 2025 - Mid 2051	34,470	33,067	421	32,646	8,984	3,295	2,696	0	14,975	382	

<sup>[1]</sup> Population includes the Census undercount estimated at approximately 4.2% and has been rounded.

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

<sup>[3]</sup> Includes bachelor, 1-bedroom, and 2-bedroom+ apartment units.

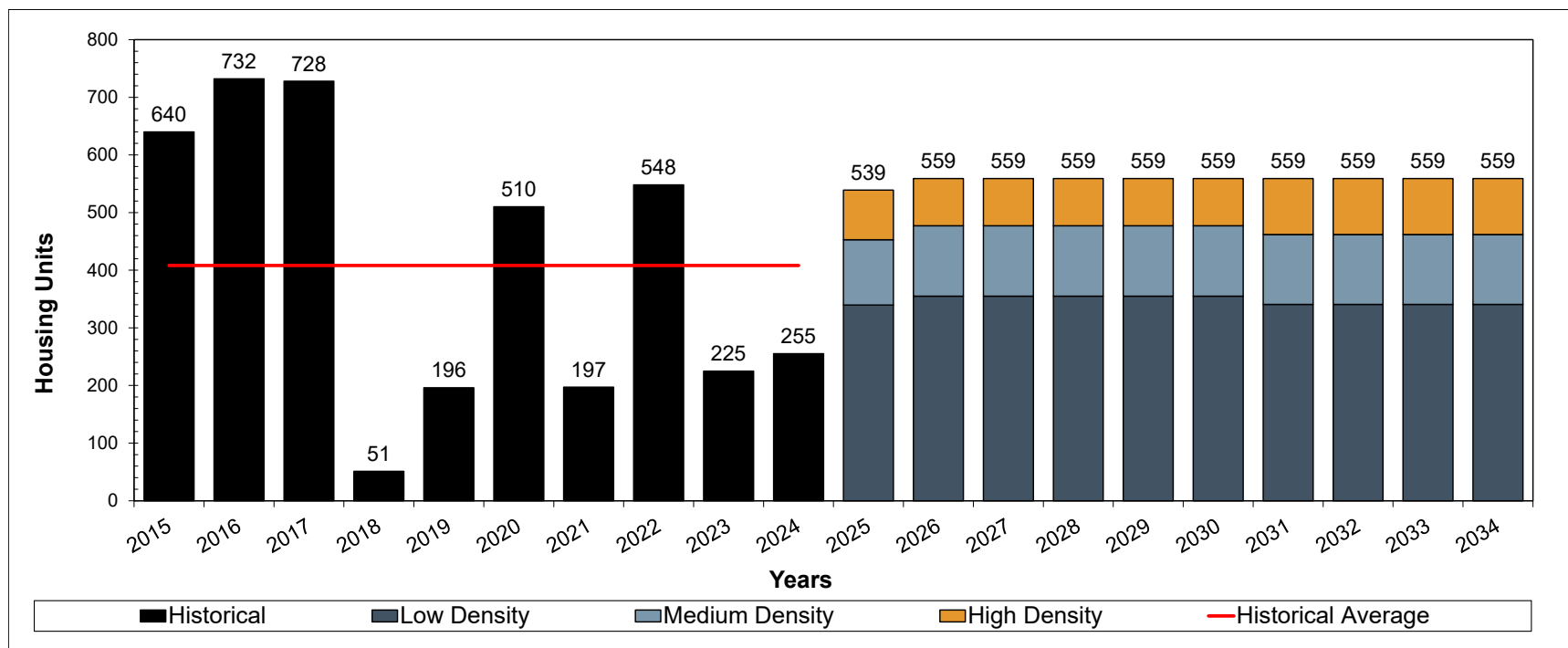
### Notes:

Numbers may not add due to rounding.

Source: Derived from the Town of Bradford West Gwillimbury 2025 Growth Management Strategy, by Watson & Associates Economists Ltd..



Figure 1  
Town of Bradford West Gwillimbury  
Annual Housing Forecast <sup>[1]</sup>



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

Source: Historical housing activity derived from building permit data for the Town of Bradford West Gwillimbury, 2014 to 2023, and 2024 estimated from mid-August year-to-date data, by Watson & Associates Economists Ltd.



Schedule 2  
Town of Bradford West Gwillimbury  
Estimate of the Anticipated Amount, Type and Location of  
Residential Development for Which Development Charges can be Imposed

Area	Timing	Single & Semi-Detached	Multiples <sup>[1]</sup>	Apartments <sup>[2]</sup>	Total Residential Units	Gross Population In New Units	Existing Unit Population Change	Net Population Increase, Excluding Institutional	Institutional Population	Net Population Including Institutional
Bradford	Early 2025 - Early 2035	2,967	1,037	865	4,869	15,215	-5,091	10,125	162	10,287
	Early 2025 - Mid 2051	8,184	3,066	2,575	13,825	42,863	-12,443	30,420	421	30,841
Bond Head	Early 2025 - Early 2035	566	204	108	878	2,828	-70	2,758	0	2,758
	Early 2025 - Mid 2051	643	229	121	993	3,202	-172	3,030	0	3,030
Rural	Early 2025 - Early 2035	60	0	0	60	219	-564	(345)	0	(345)
	Early 2025 - Mid 2051	157	0	0	157	574	-1,379	(805)	0	(805)
<b>Town of Bradford West Gwillimbury</b>	<b>Early 2025 - Early 2035</b>	<b>3,593</b>	<b>1,241</b>	<b>973</b>	<b>5,807</b>	<b>18,263</b>	<b>-5,725</b>	<b>12,538</b>	<b>162</b>	<b>12,700</b>
	<b>Early 2025 - Mid 2051</b>	<b>8,984</b>	<b>3,295</b>	<b>2,696</b>	<b>14,975</b>	<b>46,640</b>	<b>-13,994</b>	<b>32,646</b>	<b>421</b>	<b>33,067</b>

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

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

Note: Numbers may not add to totals due to rounding.

Source: Watson & Associates Economists Ltd.



Schedule 3  
Town of Bradford West Gwillimbury  
Current Year Growth Forecast  
Mid-2021 to Early-2025

		Population
Mid 2021 Population		42,880
Occupants of New Housing Units, Mid 2021 to Early 2025	<i>Units (2)</i>	1,305
	<i>multiplied by P.P.U. (3)</i>	3.046
	<i>gross population increase</i>	3,975
Occupants of New Equivalent Institutional Units, Mid 2021 to Early 2025	<i>Units</i>	48
	<i>multiplied by P.P.U. (3)</i>	1.100
	<i>gross population increase</i>	52
Decline in Housing Unit Occupancy, Mid 2021 to Early 2025	<i>Units (4)</i>	13,410
	<i>multiplied by P.P.U. decline rate (5)</i>	0.00746
	<i>total decline in population</i>	100
Population Estimate to Early 2025		47,007
Net Population Increase, Mid 2021 to Early 2025		4,127

(1) 2021 population based on Statistics Canada Census unadjusted for Census undercount.

(2) Estimated residential units constructed, Mid-2021 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>	3.776	48%	1.797
<i>Multiples (6)</i>	3.129	24%	0.765
<i>Apartments (7)</i>	1.730	28%	0.484
Total		100%	3.046

<sup>[1]</sup> Based on 2021 Census custom database.

<sup>[2]</sup> Based on Building permit/completion activity.

(4) 2021 households taken from Statistics Canada Census.

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

(6) Includes townhouses and apartments in duplexes.

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

Note: Numbers may not add to totals due to rounding.



Schedule 4  
Town of Bradford West Gwillimbury  
10-Year Growth Forecast  
Early-2025 to Early-2035

			Population
Early 2025 Population			47,007
Occupants of New Housing Units, Early 2025 to Early 2035	Units (2)	5,807	
	multiplied by P.P.U. (3)	3.145	
	gross population increase	18,263	18,263
Occupants of New Equivalent Institutional Units, Early 2025 to Early 2035	Units	147	
	multiplied by P.P.U. (3)	1.100	
	gross population increase	162	162
Decline in Housing Unit Occupancy, Early 2025 to Early 2035	Units (4)	14,715	
	multiplied by P.P.U. decline rate (5)	-0.38906	
	total decline in population	-5,725	-5,725
Population Estimate to Early 2035			59,707
Net Population Increase, Early 2025 to Early 2035			12,700

(1) Early 2025 Population based on:

2021 Population (42,880) + Mid 2021 to Early 2025 estimated housing units to beginning of forecast period  $(1,305 \times 3.046 = 3,975)$  +  $(48 \times 1.1 = 52)$  +  $(13,410 \times 0.007 = 100) = 47,007$

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

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

Structural Type	Persons Per Unit <sup>[1]</sup> (P.P.U.)	% Distribution of Estimated Units <sup>[2]</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	3.657	62%	2.263
<i>Multiples (6)</i>	2.863	21%	0.612
<i>Apartments (7)</i>	1.615	17%	0.271
<i>one bedroom or less</i> 1.197			
<i>two bedrooms or more</i> 1.813			
Total		100%	3.145

<sup>[1]</sup> Persons per unit based on adjusted Statistics Canada Custom 2021 Census database.

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

(4) Early 2025 households based upon 2021 Census (13,410 units) + Mid 2021 to Early 2025 unit estimate (1,305 units) = 14,715 units.

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

(6) Includes townhouses and apartments in duplexes.

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

Note: Numbers may not add to totals due to rounding.



# Schedule 5 Town of Bradford West Gwillimbury Long-Term Growth Forecast Early-2025 to Mid-2051

		Population
Early 2025 Population		47,007
Occupants of New Housing Units, Early 2025 to Mid 2051	Units (2)	14,975
	multiplied by P.P.U. (3)	3.115
	gross population increase	46,640
Occupants of New Equivalent Institutional Units, Early 2025 to Mid 2051	Units	382
	multiplied by P.P.U. (3)	1.100
	gross population increase	421
Decline in Housing Unit Occupancy, Early 2025 to Mid 2051	Units (4)	14,975
	multiplied by P.P.U. decline rate (5)	-0.93447
	total decline in population	-13,994
Population Estimate to Mid 2051		80,074
Net Population Increase, Early 2025 to Mid 2051		33,067

(1) Early 2025 Population based on:

2021 Population (42,880) + Mid 2021 to Early 2025 estimated housing units to beginning of forecast period  $(1,305 \times 3.046 = 3,975) + (48 \times 1.1 = 52) + (13,410 \times 0.007 = 100) = 47,007$

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

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

Structural Type	Persons Per Unit <sup>[1]</sup> (P.P.U.)	% Distribution of Estimated Units <sup>[2]</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	3.657	60%	2.194
<i>Multiples (6)</i>	2.863	22%	0.630
<i>Apartments (7)</i>	1.615	18%	0.291
<i>one bedroom or less</i> 1.197			
<i>two bedrooms or more</i> 1.813			
<b>Total</b>		100%	3.115

<sup>[1]</sup> Persons per unit based on adjusted Statistics Canada Custom 2021 Census database.

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

(4) Early 2025 households based upon 2021 Census (13,410 units) + Mid 2021 to Early 2025 unit estimate (1,305 units) = 14,715 units.

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

(6) Includes townhouses and apartments in duplexes.

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

Note: Numbers may not add to totals due to rounding.





Schedule 6  
Town of Bradford West Gwillimbury  
Historical Residential Building Permits  
Years 2015 to 2024

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples <sup>[1]</sup>	Apartments <sup>[2]</sup>	Total
2015	566	72	2	640
2016	655	57	20	732
2017	403	28	297	728
2018	47	0	4	51
2019	127	57	12	196
Sub-total	1,798	214	335	2,347
<b>Average (2015 - 2019)</b>	<b>360</b>	<b>43</b>	<b>67</b>	<b>469</b>
% Breakdown	76.6%	9.1%	14.3%	100.0%
2020	343	157	10	510
2021	159	30	8	197
2022	320	172	56	548
2023	95	33	97	225
2024	0	0	0	0
Sub-total	917	392	171	1,480
<b>Average (2020 - 2024)</b>	<b>183</b>	<b>78</b>	<b>34</b>	<b>296</b>
% Breakdown	62.0%	26.5%	11.6%	100.0%
2015 - 2024				
Total	2,715	606	506	3,827
<b>Average</b>	<b>272</b>	<b>61</b>	<b>51</b>	<b>383</b>
% Breakdown	70.9%	15.8%	13.2%	100.0%

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

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

Source: Historical housing activity derived from building permit data for the Town of Bradford West Gwillimbury, 2014 to 2023, and 2024 estimated from mid-August year-to-date data, by Watson & Associates Economists Ltd.



Schedule 7a  
Town of Bradford West Gwillimbury  
Person Per Unit by Age and Type of Dwelling  
(2021 Census)

Age of Dwelling	Singles and Semi-Detached						25 Year Average	25 Year Average Adjusted <sup>[2]</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	3.651	4.846	<b>3.776</b>		
6-10	-	-	-	3.482	5.000	<b>3.710</b>		
11-15	-	-	-	3.577	4.969	<b>3.715</b>		
16-20	-	-	-	3.368	4.000	<b>3.410</b>		
20-25	-	-	-	3.192	5.692	<b>3.366</b>	3.596	3.657
25-35	-	-	-	2.953	4.529	<b>3.108</b>		
35+	-	1.900	1.813	2.862	3.735	<b>2.850</b>		
<b>Total</b>	<b>2.400</b>	<b>2.529</b>	<b>2.125</b>	<b>3.233</b>	<b>4.545</b>	<b>3.325</b>		

Age of Dwelling	Multiples <sup>[1]</sup>						25 Year Average	25 Year Average Adjusted <sup>[2]</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	-	3.154	-	<b>3.129</b>		
6-10	-	-	-	3.155	-	<b>3.185</b>		
11-15	-	-	-	2.824	-	<b>3.000</b>		
16-20	-	-	-	-	-	<b>2.500</b>		
20-25	-	-	-	2.714	-	<b>2.478</b>	2.858	2.863
25-35	-	-	-	3.000	-	<b>2.571</b>		
35+	-	1.348	2.400	2.600	-	<b>2.272</b>		
<b>Total</b>	<b>0.652</b>	<b>1.606</b>	<b>2.419</b>	<b>2.917</b>	<b>5.500</b>	<b>2.656</b>		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	-	2.538	3.545	4.805	<b>3.647</b>
6-10	-	-	-	3.419	5.113	<b>3.617</b>
11-15	-	1.714	2.167	3.512	5.121	<b>3.544</b>
16-20	-	-	-	3.344	3.958	<b>3.303</b>
20-25	-	-	2.182	3.133	5.714	<b>3.187</b>
25-35	-	-	-	2.983	4.000	<b>2.981</b>
35+	-	1.412	1.889	2.824	3.714	<b>2.670</b>
<b>Total</b>	-	<b>1.600</b>	<b>2.027</b>	<b>3.183</b>	<b>4.515</b>	<b>3.159</b>

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

<sup>[2]</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.



Schedule 7b  
Simcoe County Census Division  
Person Per Unit by Age and Type of Dwelling  
(2021 Census)

Age of Dwelling	Apartments <sup>[1]</sup>						25 Year Average	25 Year Average Adjusted <sup>[2]</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	1.237	1.749	2.587	-	<b>1.730</b>		
6-10	-	1.186	1.597	2.270	-	<b>1.617</b>		
11-15	-	1.236	1.596	2.414	-	<b>1.625</b>		
16-20	-	1.219	1.621	2.172	-	<b>1.568</b>		
20-25	-	1.227	1.770	2.417	-	<b>1.710</b>	1.650	1.615
25-35	-	1.152	1.681	2.410	-	<b>1.616</b>		
35+	0.981	1.185	1.738	2.640	2.958	<b>1.600</b>		
<b>Total</b>	<b>1.014</b>	<b>1.193</b>	<b>1.711</b>	<b>2.527</b>	<b>3.129</b>	<b>1.620</b>		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	3.308	1.367	1.861	3.070	4.262	<b>2.831</b>
6-10	2.417	1.403	1.738	3.038	4.484	<b>2.896</b>
11-15	-	1.514	1.761	2.958	4.132	<b>2.837</b>
16-20	-	1.452	1.831	2.914	3.899	<b>2.836</b>
20-25	-	1.419	1.815	2.819	3.935	<b>2.714</b>
25-35	-	1.248	1.760	2.795	3.964	<b>2.651</b>
35+	1.580	1.262	1.815	2.630	3.637	<b>2.396</b>
<b>Total</b>	<b>1.977</b>	<b>1.305</b>	<b>1.808</b>	<b>2.785</b>	<b>3.894</b>	<b>2.589</b>

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

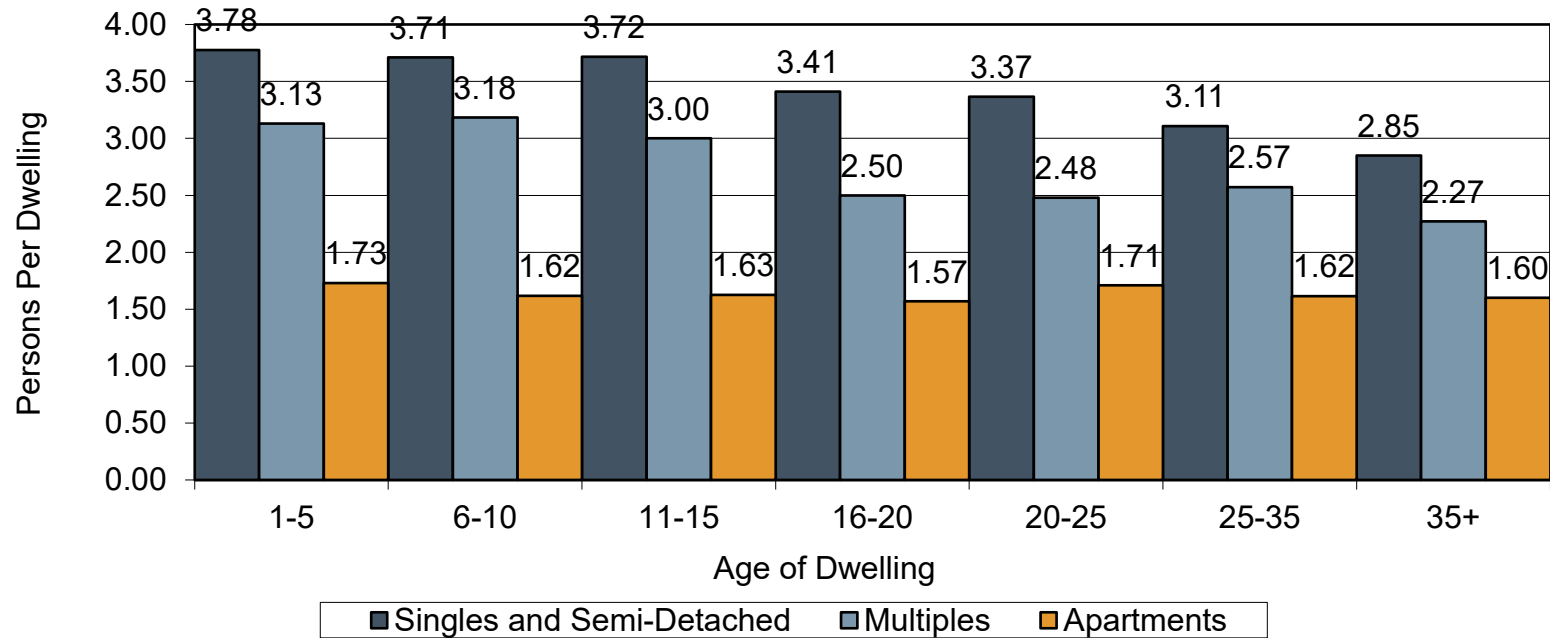
<sup>[2]</sup> Adjusted based on historical trends.

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.



Schedule 8  
Town of Bradford West Gwillimbury  
Person Per Unit Structural Type and Age of Dwelling  
(2021 Census)



Apartment P.P.U.s are based on Simcoe County Census Division.



## Schedule 9a Town of Bradford West Gwillimbury Employment Forecast, 2025 to 2051

Period	Population	Activity Rate								Employment								Employment
		Primary	Work at Home	Industrial	Commercial/Population Related	Institutional	Total	N.F.P.O.W. <sup>[1]</sup>	Total Including N.F.P.O.W.	Primary	Work at Home	Industrial	Commercial/Population Related	Institutional	Total	N.F.P.O.W. <sup>[1]</sup>	Total Employment (Including N.F.P.O.W.)	Total (Excluding Work at Home and N.F.P.O.W.)
Mid 2011	28,077	0.010	0.028	0.097	0.084	0.048	0.267	0.056	0.323	280	795	2,725	2,350	1,360	7,510	1,568	9,078	6,715
Mid 2016	35,325	0.009	0.033	0.071	0.083	0.054	0.249	0.044	0.294	315	1,155	2,505	2,935	1,895	8,805	1,568	10,373	7,650
Early 2025	46,824	0.007	0.038	0.061	0.076	0.052	0.234	0.042	0.277	335	1,789	2,873	3,561	2,418	10,976	1,989	12,965	9,187
Early 2035	59,707	0.006	0.041	0.068	0.082	0.056	0.253	0.046	0.298	367	2,445	4,065	4,894	3,323	15,094	2,718	17,812	12,649
Mid 2051	80,074	0.0053	0.0459	0.1355	0.0888	0.0603	0.3358	0.0500	0.386	421	3,673	10,854	7,114	4,831	26,893	4,007	30,900	23,220
<b>Incremental Change</b>																		
Mid 2011 - Mid 2016	7,248	-0.001	0.004	-0.026	-0.001	0.005	-0.018	-0.011	-0.030	35	360	-220	585	535	1,295	0	1,295	935
Mid 2016 - Early 2025	11,499	-0.002	0.006	-0.010	-0.007	-0.002	-0.015	-0.002	-0.017	20	634	368	626	523	2,171	421	2,592	1,537
Early 2025 - Early 2035	12,883	-0.001	0.003	0.007	0.006	0.004	0.018	0.003	0.021	32	656	1,192	1,333	905	4,118	729	4,847	3,462
Early 2025 - Mid 2051	33,250	-0.002	0.008	0.074	0.013	0.009	0.101	0.008	0.109	86	1,884	7,981	3,553	2,413	15,917	2,018	17,935	14,033
<b>Annual Average</b>																		
Mid 2011 - Mid 2016	1,450	0.000	0.001	-0.005	0.000	0.001	-0.004	-0.002	-0.006	7	72	-44	117	107	259	0	259	187
Mid 2016 - Early 2025	1,353	0.000	0.001	-0.001	-0.001	0.000	-0.002	0.000	-0.002	2	75	43	74	62	255	50	305	181
Early 2025 - Early 2035	1,288	0.000	0.000	0.001	0.001	0.000	0.002	0.000	0.002	3	66	119	133	91	412	73	485	346
Early 2025 - Mid 2051	1,255	0.000	0.000	0.003	0.000	0.000	0.004	0.000	0.004	3	71	301	134	91	601	76	677	530

<sup>[1]</sup> Statistics Canada defines no fixed place of work (N.F.P.O.W.) employees as "persons who do not go from home to the same 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.

Source: Town of Bradford West Gwillimbury 2025 Growth Management Strategy, by Watson & Associates Economists Ltd.



Schedule 9b  
Town of Bradford West Gwillimbury  
Employment and Gross Floor Area (G.F.A.) Forecast, 2025 to 2051

Period	Population	Employment					Gross Floor Area in Square Feet (Estimated) <sup>[1]</sup>				
		Primary	Industrial	Commercial/ Population Related	Institutional	Total	Primary <sup>[2]</sup>	Industrial	Commercial/ Population Related	Institutional	Total
Mid 2011	28,077	280	2,725	2,350	1,360	6,715					
Mid 2016	35,325	315	2,505	2,935	1,895	7,650					
Early 2025	46,824	335	2,873	3,561	2,418	9,187					
Early 2035	59,707	367	4,065	4,894	3,323	12,649					
Mid 2051	80,074	421	10,854	7,114	4,831	23,220					
Incremental Change											
Mid 2011 - Mid 2016	7,248	35	-220	585	535	935					
Mid 2016 - Early 2025	11,499	20	368	626	523	1,537					
Early 2025 - Early 2035	12,883	32	1,192	1,333	905	3,462	97,400	1,549,600	599,800	633,500	2,880,300
Early 2025 - Mid 2051	33,250	86	7,981	3,553	2,413	14,033	258,000	10,375,000	1,598,800	1,689,100	13,920,900
Annual Average											
Mid 2011 - Mid 2016	1,450	7	-44	117	107	187					
Mid 2016 - Early 2025	1,353	2	43	74	62	181					
Early 2025 - Early 2035	1,288	3	119	133	91	346	9,740	154,960	59,980	63,350	288,030
Early 2025 - Mid 2051	1,255	3	301	134	91	530	9,736	391,509	60,332	63,740	525,317

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

Primary - Non-Bona Fide Farming	3,000
Industrial	1,300
Commercial/Population-Related	450
Institutional	700

<sup>[2]</sup> Primary industry includes agriculture and resource related employment.

\*Reflects Early-2025 to Mid-2051 forecast period.

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

Source: Watson & Associates Economists Ltd.



Schedule 10  
Town of Bradford West Gwillimbury  
Employment Categories by Major Employment Sector

NAICS	Employment by industry	Comments
	<b><u>Primary Industry Employment</u></b>	
11	<i>Agriculture, forestry, fishing and hunting</i>	Categories which relate to local land-based resources
21	<i>Mining and oil and gas extraction</i>	
	<b><u>Industrial and Other Employment</u></b>	
22	<i>Utilities</i>	Categories which relate primarily to industrial land supply and demand
23	<i>Construction</i>	
31-33	<i>Manufacturing</i>	
41	<i>Wholesale trade</i>	
48-49	<i>Transportation and warehousing</i>	
56	<i>Administrative and support</i>	
	<b><u>Population Related Employment</u></b>	
44-45	<i>Retail trade</i>	Categories which relate primarily to population growth within the municipality
51	<i>Information and cultural industries</i>	
52	<i>Finance and insurance</i>	
53	<i>Real estate and rental and leasing</i>	
54	<i>Professional, scientific and technical services</i>	
55	<i>Management of companies and enterprises</i>	
56	<i>Administrative and support</i>	
71	<i>Arts, entertainment and recreation</i>	
72	<i>Accommodation and food services</i>	
81	<i>Other services (except public administration)</i>	
	<b><u>Institutional</u></b>	
61	<i>Educational services</i>	
62	<i>Health care and social assistance</i>	
91	<i>Public administration</i>	

Note: Employment is classified by North American Industry Classification System (NAICS) Code.

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 capita)		Quality (per capita)		
Fire Protection	Fire Protection Services - Facilities	\$344.35	0.3887	sq.ft. of building area	886	per sq.ft.	4,373,245
	Fire Protection Services - Vehicles & Equipment	\$257.03	0.0004	No. of vehicles	642,575	per vehicle	3,264,281
	Fire Protection Services - Small Equipment and Gear	\$76.13	0.0170	No. of equipment and gear	4,478	per item	966,851
Policing	Policing Services - Facilities	\$640.76	0.7893	sq.ft. of building area	812	per sq.ft.	8,137,652
	Policing Services - Vehicles	\$37.22	0.0007	No. of vehicles and equipment	53,171	per vehicle	472,694
	Policing Services - Small Equipment and Gear	\$57.70	0.0022	No. of equipment and gear	26,227	per item	732,790
Public Works	Public Works - Facilities	\$615.41	1.8220	sq.ft. of building area	338	per sq.ft.	7,815,707
	Public Works - Vehicles & Equipment	\$659.16	0.0040	No. of vehicles and equipment	164,790	per vehicle	8,371,332
Parks & Recreation	Parkland Development	\$331.33	0.0037	Acres of Parkland	89,549	per acre	4,207,891
	Parkland Amenities	\$522.49	0.0171	No. of parkland amenities	30,555	per amenity	6,635,623
	Parkland Trails	\$108.38	0.3529	Linear Metres of Paths and Trails	307	per linear m	1,376,426
	Recreation Facilities	\$6,794.81	7.4488	sq.ft. of building area	912	per sq.ft.	86,294,087
	Parks & Recreation Vehicles and Equipment	\$95.71	0.0021	No. of vehicles and equipment	45,576	per vehicle	1,215,517
Library	Library Services - Facilities	\$1,024.64	1.1036	sq.ft. of building area	928	per sq.ft.	13,012,928
	Library Services - Collection Materials	\$209.03	3.7154	No. of library collection items	56	per collection item	2,654,681



Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Bradford Fire Hall - 75 Melbourne Dr	9,600	9,600	9,600	9,600	9,600	9,600	9,600	9,600	9,600	9,600	9,600	-	-	-	-	\$539	\$664
Office Trailer	-	-	500	500	500	500	500	500	500	500	500	-	-	-	-	\$165	\$191
Bradford Fire Hall - 77 Melbourne Dr	-	-	-	-	-	-	-	-	-	-	-	28,200	28,200	28,200	28,200	\$1,000	\$1,197
Total	9,600	9,600	10,100	10,100	10,100	10,100	10,100	10,100	10,100	10,100	10,100	28,200	28,200	28,200	28,200		

Population	26,696	28,077	30,033	31,164	32,744	33,466	35,326	37,368	38,582	40,112	41,006	42,879	43,398	45,208	46,198
Per Capita Standard	0.3596	0.3419	0.3363	0.3241	0.3085	0.3018	0.2859	0.2703	0.2618	0.2518	0.2463	0.6577	0.6498	0.6238	0.6104

15 Year Average	2010 to 2024
Quantity Standard	0.3887
Quality Standard	\$886
Service Standard	\$344

D.C. Amount (before deductions)	10 Year
Forecast Population	12,700
\$ per Capita	\$344
Eligible Amount	\$4,373,245



**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/Vehicle)
1992 WHGM Fire Tanker (1014)	1	1	1	1	1	1	1	1	-	-	-	-	-	-	-	\$804,000
1992 Emergency Aerial	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	\$2,140,000
2002 Dodge Ram 1500 Van (Fire Prevention)	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	\$72,000
2003 Dodge Ram 1/2 ton (Rapid Intervention) (1010)	1	1	1	1	1	1	1	-	-	-	-	-	-	-	-	\$118,000
2000 Fire Safety House Trailer	1	1	1	1	1	1	1	-	-	-	-	-	-	-	-	\$72,000
1999 Spartan Rescue Pumper (1012)	1	1	1	1	1	1	1	1	1	1	1	1	1	-	-	\$1,600,000
2006 Dodge Durango Truck (10-1)	1	1	1	1	1	1	1	1	-	-	-	-	-	-	-	\$90,000
2006 Dodge Durango Truck (10-2)	1	1	1	1	1	1	1	1	-	-	-	-	-	-	-	\$90,000
2006 Rosenbauer Spartan Pumper/Tanker (1015)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$1,200,000
2010 Pierce Rescue Truck (1019)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$1,077,000
2012 Dodge Ram 1500 (104)	-	-	1	1	1	1	1	1	1	1	1	1	1	1	-	\$90,000
Pierce Aerial Platform Fire Truck (1017)	-	-	1	1	1	1	1	1	1	1	1	1	1	1	1	\$2,154,000
2009 Rosenbauer Centurion Pumper / Rescue (1012)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$1,400,000
2009 Wells Cargo White Trailer	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$14,000
2016 Ford Expedition Truck (10-1)	-	-	-	-	-	-	1	1	1	1	1	1	1	-	-	\$81,000
2018 Chev Silverado Truck (10-2)	-	-	-	-	-	-	-	-	1	1	1	1	1	1	1	\$90,000
2018 Ford Escape SUV (10-5)	-	-	-	-	-	-	-	-	1	1	1	1	1	1	1	\$54,000
2016 BullEx Fire Safety Trailer	-	-	-	-	-	-	1	1	1	1	1	1	1	1	1	\$159,000
2016 Ford F250 Truck (10-1-0)	-	-	-	-	-	-	1	1	1	1	1	1	1	1	1	\$103,000
2017 Spartan Pumper/Tanker (1014)	-	-	-	-	-	-	-	1	1	1	1	1	1	1	1	\$1,200,000
2021 Rosenbauer Pumper (current 1011)	-	-	-	-	-	-	-	-	-	-	-	1	1	1	1	\$1,600,000



**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/Vehicle)
2023 Chevy Silverado (Training Truck)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	\$70,000
2023 Dodge Durango	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1	\$75,000
2024 Chev Tahoe	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	\$79,000
Total	12	12	12	12	12	12	15	14	13	13	13	14	14	13	14	

Population	26,696	28,077	30,033	31,164	32,744	33,466	35,326	37,368	38,582	40,112	41,006	42,879	43,398	45,208	46,198
Per Capita Standard	0.0004	0.0004	0.0004	0.0004	0.0004	0.0004	0.0004	0.0004	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003	0.0003

15 Year Average	2010 to 2024
Quantity Standard	0.0004
Quality Standard	\$642,575
Service Standard	\$257

D.C. Amount (before deductions)	10 Year
Forecast Population	12,700
\$ per Capita	\$257
Eligible Amount	\$3,264,281



**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/item)
Firefighter Outfitting (F/T)	13	13	15	16	21	21	21	21	23	23	23	23	23	23	40	\$11,200
Firefighter Outfitting (P/T)	30	30	30	30	30	35	35	35	35	35	35	35	35	40	40	\$7,800
Civilian Outfitting	1	1	2	2	2	2	2	2	2	2	2	2	2	2	3	\$800
Gas Detectors	4	4	4	6	6	6	6	6	6	6	6	6	6	6	6	\$4,400
RIT Packs (Cylinder, mask, rope)	-	2	2	2	3	3	3	3	3	3	3	3	3	3	3	\$9,000
SCBA	19	19	25	25	25	25	25	30	34	34	34	34	34	34	34	\$10,800
Defibrillators	2	2	2	2	4	4	4	4	4	4	4	4	4	4	4	\$8,600
Water Rescue Suits/Kits	6	6	10	10	13	13	11	11	11	11	11	11	11	11	11	\$3,600
Portable Radios	18	23	27	31	31	31	42	42	42	42	42	42	42	42	42	\$2,200
Thermal Imaging Camera	3	3	3	4	4	4	4	4	4	4	4	4	4	4	4	\$25,900
Trauma Kit w/Oxygen	8	8	8	8	8	8	10	10	10	10	10	10	10	10	10	\$2,200
Mobile Radios	9	10	11	11	11	11	13	13	13	13	13	13	13	13	13	\$2,600
Electrical Generator	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$6,100
45mm Attach Hose	83	83	137	137	137	137	137	137	137	137	137	145	145	145	145	\$800
Honda Generator	6	6	6	6	6	6	8	8	8	8	8	8	8	8	8	\$6,600
Large flow water monitor	1	1	1	3	3	3	3	3	3	3	3	3	3	3	3	\$11,500
Mobile Repeater	-	-	1	1	1	2	2	2	2	2	2	2	2	2	2	\$15,800
Generator Station	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$115,900
Heavy Hydraulics	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	\$89,300
Combination Tools & Pump	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$23,800
Portable Pumps	2	2	2	2	2	2	3	3	3	3	3	3	3	3	3	\$10,800
Rescue Air Bags	2	2	3	3	3	3	3	3	3	3	3	3	3	3	3	\$49,800
Hose Nozzles	25	25	25	25	25	25	25	25	25	25	25	28	28	28	28	\$1,800
100mm Supply Hose	24	24	57	63	63	63	63	55	55	55	55	65	65	65	65	\$1,300
65mm Attack Hose	54	54	74	74	74	74	74	74	74	74	74	90	90	90	90	\$900
Piston Intake Valves	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	\$5,100
Compressor for air tanks	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$69,700
Radio Tower Sites	1	1	1	3	3	3	3	2	2	2	2	2	2	2	2	\$49,700
Extractor for Bunker Gear Washing	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$66,300
Forestry Hose 38mm	10	10	10	10	10	10	20	20	20	20	20	20	20	20	20	\$800



**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/item)
Hose Tester	-	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$4,200
Hydrant Valves	-	-	-	2	2	2	2	2	2	2	2	2	2	2	2	\$4,700
RIT Water Craft	-	-	1	1	1	1	1	1	1	1	1	1	1	1	1	\$8,600
Positive Pressure Fans	3	3	7	7	7	7	7	7	7	7	7	11	11	11	11	\$4,300
Decontamination Kit	-	-	-	1	1	1	1	1	1	1	1	1	1	1	1	\$9,900
Porta Tanks	4	4	4	4	4	4	4	6	6	6	6	6	6	6	6	\$4,200
Portable Monitors	-	2	2	2	2	2	2	3	3	3	3	3	3	3	3	\$6,600
Portable Decontamination													2	3	3	\$3,000
Power Saws	5	5	5	7	7	7	7	7	7	7	7	7	7	7	7	\$6,000
Hard Suction	10	10	10	12	12	12	12	12	12	12	12	12	12	12	12	\$1,200
SCBA Cylinders	32	62	62	71	71	71	71	90	90	90	90	90	90	90	90	\$2,200
E-Hydraulic Rescue Tools	-	-	-	-	-	-	1	2	3	3	3	3	3	3	3	\$22,900
Rope Rescue and Rigging Kits	-	-	-	-	-	-	-	1	2	2	2	2	2	2	2	\$12,900
High Rise Firefighting Kit	-	-	-	-	-	-	-	-	-	-	-	2	2	2	2	\$3,600
<b>Total</b>	<b>388</b>	<b>429</b>	<b>561</b>	<b>595</b>	<b>606</b>	<b>612</b>	<b>639</b>	<b>659</b>	<b>667</b>	<b>667</b>	<b>667</b>	<b>710</b>	<b>712</b>	<b>718</b>	<b>736</b>	

Population	26,696	28,077	30,033	31,164	32,744	33,466	35,326	37,368	38,582	40,112	41,006	42,879	43,398	45,208	46,198
Per Capita Standard	0.01	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02

15 Year Average	2010 to 2024
Quantity Standard	0.0170
Quality Standard	\$4,478
Service Standard	\$76

D.C. Amount (before deductions)	10 Year
Forecast Population	12,700
\$ per Capita	\$76
Eligible Amount	\$966,851



## Town of Bradford West Gwillimbury Service Standard Calculation Sheet

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

[illegible]

Population	26,696	28,077	30,033	31,164	32,744	33,466	35,326	37,368	38,582	40,112	41,006	42,879	43,398	45,208	46,198
Per Capita Standard	1.0648	1.0125	0.9465	0.9040	0.8603	0.8418	0.7975	0.7539	0.7302	0.7023	0.6870	0.6570	0.6491	0.6231	0.6098

15 Year Average	2010 to 2024
Quantity Standard	0.7893
Quality Standard	812
Service Standard	\$641

D.C. Amount (before deductions)	10 Year
Forecast Population	12,700
\$ per Capita	\$641
Eligible Amount	\$8,137,652



Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet

Service: Policing Services - Vehicles  
Unit Measure: No. of vehicles and equipment

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/Vehicle)
Emergency Command Post	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$118,500
Marine Boat	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$414,700
Marine Boat - Personal Water Craft	-	-	-	2	2	2	2	2	2	2	2	2	2	2	2	\$23,200
Patrol Cars	10	10	10	10	11	12	13	15	15	18	19	21	23	23	24	\$63,800
ATVs	-	-	-	-	-	-	-	-	2	2	2	2	2	2	2	\$21,500
Admin Vehicles	2	2	2	4	5	5	5	5	5	5	5	5	5	5	5	\$52,200
Community Services	3	3	3	2	3	3	3	3	3	2	2	2	2	2	2	\$53,900
Destination Vehicles	-	-	-	-	-	3	3	3	4	4	4	4	4	4	4	\$43,100
Canine Vehicle	-	-	-	-	-	-	-	-	-	1	1	1	1	1	1	\$75,400
Motorcycles	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$43,100
Court Transport Vehicle	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$79,000
Snowmobiles	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$25,900
Bicycles	8	8	8	6	6	6	8	8	8	4	4	4	4	4	4	\$1,600
Court Services Car	-	-	-	-	3	3	3	3	3	3	3	3	3	3	3	\$65,700
Van for Mental Health Unit	-	-	-	-	-	-	-	-	1	1	1	1	1	1	1	\$59,200
Forensic Identification Van	-	-	-	-	1	1	1	1	1	1	1	1	1	1	1	\$59,200
Criminal Investigation Bureau Vehicles	-	-	-	-	-	-	3	6	9	10	10	10	10	10	10	\$48,500
Criminal Investigation Bureau Pick Up Truck	-	-	-	-	1	1	1	1	1	2	2	2	2	2	2	\$63,100
Total	29	29	29	30	38	42	48	53	60	61	62	64	66	66	67	
Town of Bradford West Gwillimbury's Share	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	
Total Town Share	14.50	14.50	14.50	15.00	19.00	21.00	24.00	26.50	30.00	30.50	31.00	32.00	33.00	33.00	33.50	

Population	26,696	28,077	30,033	31,164	32,744	33,466	35,326	37,368	38,582	40,112	41,006	42,879	43,398	45,208	46,198
Per Capita Standard	0.0005	0.0005	0.0005	0.0005	0.0006	0.0006	0.0007	0.0007	0.0008	0.0008	0.0008	0.0007	0.0008	0.0007	0.0007

15 Year Average	2010 to 2024
Quantity Standard	0.0007
Quality Standard	\$53,171
Service Standard	\$37

D.C. Amount (before deductions)	10 Year
Forecast Population	12,700
\$ per Capita	\$37
Eligible Amount	\$472,694





Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/item)
<b>Police Officer Outfitting:</b>																
- Full Time	66	68	68	68	62	76	76	78	82	72	78	99	99	104	112	\$8,000
- Special Constables	8	8	8	8	8	8	8	8	10	9	9	11	11	11	9	\$8,000
- Auxiliary	20	20	20	20	26	26	26	26	26	20	20	20	20	20	20	\$2,400
Canine Cage/Kennel	2	2	2	2	2	2	1	1	1	1	1	1	1	1	1	\$7,200
Shot gun mounts	15	15	15	15	15	15	15	15	15	18	19	32	32	32	32	\$800
Radio Towers	4	4	4	4	4	4	4	7	7	7	7	7	7	7	7	\$116,000
ERU equipment	6	6	6	12	12	12	12	12	12	12	12	12	11	11	11	\$25,600
Intoxilizers	2	2	3	3	3	3	3	3	3	3	3	3	3	3	3	\$16,500
Video Equipment	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$236,800
Total Communication Equipment	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$2,025,200
Generators	-	-	1	1	1	1	1	1	1	1	1	1	1	1	3	\$24,000
Portable Generators	-	-	-	-	-	-	-	-	-	2	2	3	3	3	3	\$2,200
Scales	-	-	-	-	-	-	-	1	2	2	6	8	8	8	8	\$17,200
Automatic License Plate Reader	-	-	-	-	-	-	-	1	1	2	2	2	2	14	14	\$18,300
Guth Simulator	-	-	-	-	-	-	-	1	1	1	1	1	1	1	1	\$2,000
Audio visual equipment	-	-	-	-	-	-	-	1	1	1	1	1	1	1	1	\$10,700
LTO Thermal Tracker	-	-	-	-	-	-	-	1	1	1	1	1	1	1	1	\$2,600
Total Station	-	-	-	-	-	-	-	1	1	1	1	1	1	1	1	\$51,700
Audio Recording System	-	-	-	-	-	-	-	1	1	1	1	1	1	1	1	\$48,800
<b>Total</b>	<b>125</b>	<b>127</b>	<b>129</b>	<b>135</b>	<b>135</b>	<b>149</b>	<b>148</b>	<b>160</b>	<b>167</b>	<b>156</b>	<b>167</b>	<b>206</b>	<b>205</b>	<b>222</b>	<b>230</b>	
Town of Bradford West Gwillimbury's Share	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	
<b>Total Town Share</b>	<b>62.50</b>	<b>63.50</b>	<b>64.50</b>	<b>67.50</b>	<b>67.50</b>	<b>74.50</b>	<b>74.00</b>	<b>80.00</b>	<b>83.50</b>	<b>78.00</b>	<b>83.50</b>	<b>103.00</b>	<b>102.50</b>	<b>111.00</b>	<b>115.00</b>	

Population	26,696	28,077	30,033	31,164	32,744	33,466	35,326	37,368	38,582	40,112	41,006	42,879	43,398	45,208	46,198
Per Capita Standard	0.0023	0.0023	0.0021	0.0022	0.0021	0.0022	0.0021	0.0021	0.0022	0.0019	0.0020	0.0024	0.0024	0.0025	0.0025

<b>15 Year Average</b>	<b>2010 to 2024</b>
Quantity Standard	0.0022
Quality Standard	\$26,227
Service Standard	\$58

<b>D.C. Amount (before deductions)</b>	<b>10 Year</b>
Forecast Population	12,700
\$ per Capita	\$58
Eligible Amount	\$732,790



**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

Class of Service: Public Works - Facilities  
Unit Measure: sq.ft. of building area

Description	Service to which the Facility Relates	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Municipal Garage #1 (Laws Pit) - Building D	Services Related to a Highway	9,650	9,650	9,650	9,650	9,650	9,650	9,650	9,650	9,650	9,650	9,650	9,650	9,650	9,650	9,650	\$319	\$394
Municipal Garage #2 (Laws Pit) - Building E	Services Related to a Highway	3,390	3,390	3,390	3,390	3,390	3,390	3,390	3,390	3,390	3,390	3,390	-	-	-	-	\$319	\$394
Salt Shed (Laws Pit)	Services Related to a Highway	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	\$143	\$192
Tire Shed (Laws Pit)	Services Related to a Highway	400	400	400	400	576	576	576	576	576	576	576	576	576	576	576	\$143	\$192
Municipal Garage (75 Melbourne)	Water Services & Services Related to a Highway	8,620	8,620	8,620	8,620	8,620	8,620	8,620	8,620	8,620	8,620	8,620	-	-	-	-	\$319	\$421
Municipal Garage (Old Fire Hall)	Services Related to a Highway	-	-	-	-	-	-	-	-	-	-	-	9,600	9,600	9,600	9,600	\$319	\$394
Salt Shed (Melbourne)	Services Related to a Highway	1,000	1,000	1,000	1,000	1,000	1,000	-	-	-	-	-	-	-	-	-	\$143	\$192
Sand/Salt Storage (Law's Pit) - Building F	Services Related to a Highway	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	\$143	\$192
Operations Space (31 Barrie Street)	Services Related to a Highway	4,800	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$479	\$570
Operations Space (100 Holland Crt.)	Services Related to a Highway	-	11,500	11,500	-	-	-	-	-	-	-	-	-	-	-	-	\$407	\$491
Operations Space (305 Barrie St.)	Water Services/Wastewater Services/Services Related to a Highway	-	-	-	8,667	8,667	8,667	12,159	12,159	12,159	12,159	12,159	12,159	12,159	12,159	12,159	\$407	\$491
Operations Space & Storage Facility (3086 County Rd. 4)	Services Related to a Highway	-	-	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	-	-	-	-	\$143	\$200
Sand/Salt Storage (Melbourne)	Services Related to a Highway	-	-	-	-	-	-	3,120	3,120	3,120	3,120	3,120	3,120	3,120	3,120	3,120	\$143	\$192
Storage Facilities (Melbourne)	Services Related to a Highway	-	-	-	-	740	740	740	740	740	740	740	-	-	-	-	\$143	\$200
3541 Line 11 - Community Service Building	All DC Eligible Services	-	-	-	-	-	-	7,352	7,352	7,352	7,352	7,352	7,352	7,352	7,352	7,352	\$359	\$470
3541 Line 11 - Rural Operations - Bdg. C	Services Related to a Highway	-	-	-	-	-	-	-	-	-	-	12,000	12,000	12,000	12,000	12,000	\$143	\$200
3541 Line 11 - Water Operations - Bdg. B	Water Services	-	-	-	-	-	-	-	-	-	-	12,000	12,000	12,000	12,000	12,000	\$319	\$394
Snow Plow Storage Garage (75 Melbourne New)	Services Related to a Highway	-	-	-	-	-	-	-	-	-	-	-	5,037	5,037	5,037	5,037	\$143	\$200
<b>Total</b>		<b>38,860</b>	<b>45,560</b>	<b>58,560</b>	<b>55,727</b>	<b>56,643</b>	<b>56,643</b>	<b>69,607</b>	<b>69,607</b>	<b>69,607</b>	<b>69,607</b>	<b>93,607</b>	<b>82,494</b>	<b>82,494</b>	<b>82,494</b>	<b>82,494</b>		

Population	26,696	28,077	30,033	31,164	32,744	33,466	35,326	37,368	38,582	40,112	41,006	42,879	43,398	45,208	46,198
Per Capita Standard	1.4556	1.6227	1.9499	1.7882	1.7299	1.6926	1.9704	1.8628	1.8041	1.7353	2.2828	1.9239	1.9009	1.8248	1.7857

15 Year Average	2010 to 2024
Quantity Standard	1.8220
Quality Standard	\$338
Service Standard	\$615

D.C. Amount (before deductions)	10 Year
Forecast Population	12,700
\$ per Capita	\$615
Eligible Amount	\$7,815,707



**Town of Bradford West Gwillimbury**  
**Service Standard Calculation Sheet**

Class of Service:

Public Works - Vehicles & Equipment

Unit Measure:

No. of vehicles and equipment

Description	Service to which the Vehicle Relates	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/Vehicle)
1 Ton Pick-up	Services Related to a Highway			4	4	4	4	3	3	3	3	3	3	2	2	1	\$109,900
1 Ton Pick-up	Water Services			-	-	-	1	1	1	1	1	1	1	1	1	1	\$109,900
1 Ton Pick-up	Wastewater Services			-	-	-	-	-	-	-	-	-	-	-	1	1	\$109,900
1 Ton Pick-up with Plow	Services Related to a Highway			-	-	-	-	1	1	1	1	1	1	1	1	1	\$101,300
1 Ton Pick-up with Box	Services Related to a Highway			-	-	-	-	-	-	-	-	-	-	1	1	2	\$150,000
1/2 Ton Pick-up	Services Related to a Highway			2	3	4	2	5	7	7	7	7	7	7	10	11	\$85,000
1/2 Ton Pick-up	Stormwater Services			-	-	-	-	-	-	-	1	1	1	1	1	1	\$85,000
1/2 Ton Pick-up	Wastewater Services			2	2	2	3	4	4	4	4	4	4	4	5	5	\$85,000
1/2 Ton Pick-up	Water Services			2	2	2	3	4	5	4	4	4	4	4	4	4	\$85,000
1/2 Ton Pick-up	Water/Wastewater/Services Related to a Highway			-	-	-	2	2	2	2	1	1	1	1	1	1	\$85,000
1/2 Ton Pick-up	By-Law Enforcement Services			-	-	-	-	-	-	1	2	2	2	2	2	2	\$85,000
3/4 Ton Pick-up	Services Related to a Highway			2	2	4	5	5	4	4	4	4	4	4	4	4	\$95,000
3/4 Ton Pick-up	Water Services			3	3	3	3	3	3	3	3	3	3	3	4	4	\$95,000
3/4 Ton Pick-up	Wastewater Services			1	2	2	2	2	2	2	2	2	2	2	-	1	\$95,000
3/4 Ton Pick-up with Plow	Services Related to a Highway			-	-	-	-	-	-	-	-	-	-	1	2	2	\$120,000
Aluminum Boat	Stormwater Services			-	-	-	-	-	-	1	1	1	1	-	-	-	\$6,100
Auto Hose Rewinder	Services Related to a Highway			-	-	-	-	1	1	1	1	1	1	1	1	1	\$15,400
Backhoe	Services Related to a Highway			-	-	-	-	-	-	1	1	1	1	1	1	1	\$210,100
Backhoe/Loader	Services Related to a Highway			2	2	2	3	3	3	3	2	2	2	3	3	3	\$253,200
Compact Tractor	Services Related to a Highway			-	-	-	-	-	-	-	2	2	2	2	2	2	\$111,000
Drop Spreader	Services Related to a Highway			-	-	-	-	-	-	-	2	2	2	2	2	2	\$12,200
Excavator	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$475,100
Excavator including Attachments	Services Related to a Highway			-	-	-	-	-	-	-	-	1	1	1	1	1	\$462,100
Garage Equipment - Hoist	Services Related to a Highway			1	1	1	1	1	2	2	2	2	2	2	2	2	\$45,200
Generator	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$607,600
Grader	Services Related to a Highway			2	2	2	2	2	2	2	3	2	2	2	2	1	\$551,600
Hybrid car	By-Law Enforcement Services			1	1	1	1	1	1	1	1	-	-	-	-	-	\$46,300
Hybrid car	Water Services			1	1	1	1	1	1	1	1	1	1	1	1	-	\$49,600
Litter Vacuum	Services Related to a Highway			1	1	1	2	1	1	1	1	1	2	2	2	2	\$88,300
Loader	Services Related to a Highway			2	2	2	2	2	2	3	2	3	3	2	2	2	\$241,300
Mower	Services Related to a Highway			1	-	-	-	-	-	-	-	-	-	-	-	-	\$63,600
Mower - PTO driven	Services Related to a Highway			1	1	1	1	-	1	1	1	1	1	1	1	1	\$19,400
Passenger/Admin Vehicle	By-Law Enforcement Services			1	2	2	2	2	2	2	2	3	3	2	2	2	\$42,000
Passenger/Admin Vehicle	Water/Wastewater/Services Related to a Highway			1	1	1	1	1	1	2	2	2	1	1	1	1	\$42,000
Passenger/Admin Vehicle	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	2	2	\$42,000



**Town of Bradford West Gwillimbury**  
**Service Standard Calculation Sheet**

Class of Service:

Public Works - Vehicles & Equipment

Unit Measure:

No. of vehicles and equipment

Description	Service to which the Vehicle Relates	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/Vehicle)
Plow - Blade	Services Related to a Highway			-	-	-	-	-	-	-	-	-	-	-	-	-	\$5,400
Power Prime Pump	Wastewater Services			1	1	1	1	1	1	1	1	1	1	1	1	1	\$92,300
Pressure Washer	Services Related to a Highway			-	-	-	-	-	-	-	1	1	1	1	2	2	\$9,700
Property Maintenance	Services Related to a Highway			1	1	1	3	3	4	4	5	6	5	4	4	4	\$28,000
Road Maintenance	Services Related to a Highway			-	-	-	-	-	1	2	2	2	2	2	4	5	\$49,600
Salt/Sand Spreader	Services Related to a Highway			1	1	1	1	1	2	2	2	1	1	1	1	1	\$12,900
Sewer Camera	Services Related to a Highway			1	1	1	1	2	2	2	3	3	3	3	3	3	\$102,300
Sidewalk Tractor	Services Related to a Highway			4	4	4	4	4	4	3	3	2	2	2	2	-	\$100,700
Single Axle Dump Plow	Services Related to a Highway			8	8	7	8	8	9	10	9	9	8	9	8	7	\$390,000
Skid Steer Loader with Attachments	Services Related to a Highway			-	-	-	-	-	-	1	1	1	1	1	1	1	\$133,600
Specialty Vehicle - Bucket Truck	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$126,000
Specialty Vehicle - Hook Truck	Services Related to a Highway			-	-	-	-	-	-	1	1	1	1	1	1	1	\$315,600
Specialty Vehicle - Sign Truck	Services Related to a Highway			-	1	1	1	1	1	1	1	1	1	1	1	1	\$98,000
Street Sweeper	Services Related to a Highway			2	2	2	2	2	2	3	2	2	2	2	3	2	\$428,700
Tandem Dump Plow	Services Related to a Highway			7	7	7	8	8	8	7	7	9	8	10	8	7	\$423,400
Trackless Sidewalk Tractor with attachments	Services Related to a Highway			1	1	1	1	3	2	3	3	3	4	4	6	6	\$206,800
Tractor with Attachments	Services Related to a Highway			3	3	3	3	3	3	2	1	1	1	1	1	1	\$101,300
Tractor with Attachments	Wastewater Services			-	-	-	-	-	1	1	1	1	1	1	1	1	\$101,300
Traffic Mitigation	Services Related to a Highway			1	1	1	1	1	1	1	2	2	2	2	2	2	\$14,000
Trailer - Heavy	Services Related to a Highway			2	1	1	1	1	1	1	1	1	1	1	1	1	\$46,300
Trailer - Light	Services Related to a Highway			3	3	3	4	4	4	4	4	4	2	2	2	2	\$9,700
Trailer - Light	Water Services			1	1	1	1	1	1	1	1	1	1	1	1	1	\$9,700
Trailer - Light	Wastewater Services			1	1	1	1	1	1	1	1	1	1	1	1	1	\$9,700
Trailer - Light	Stormwater Services			-	-	-	-	-	-	-	1	1	1	-	-	-	\$9,700
Vacuum Truck	Services Related to a Highway			2	2	1	1	1	1	1	1	1	1	1	1	2	\$781,000
Vacuum Truck	Wastewater Services			1	1	1	1	1	1	1	1	1	1	1	1	1	\$781,000
Valve Exerciser - mobile	Water Services			1	1	1	1	1	1	1	1	1	1	1	1	1	\$104,500
Van	Services Related to a Highway			2	2	1	1	1	1	1	1	1	1	1	-	-	\$62,500
Van	By-Law Enforcement Services			-	-	-	-	-	-	-	-	1	1	1	1	1	\$62,500
Van	Water Services			1	1	1	1	2	2	1	1	1	1	1	1	1	\$62,500
Van	Wastewater Services			1	2	2	2	2	2	2	2	2	2	2	2	2	\$62,500
Water Main Maintenance	Water Services			1	1	1	1	1	2	2	2	2	2	2	2	2	\$24,800
<b>Contracted Vehicles</b>																	
1 Ton 4x4 Pickup Trucks	Services Related to a Highway			-	-	1	1	1	1	3	3	3	3	3	3	3	\$96,000
8'-10' Wideout Plows	Services Related to a Highway			-	-	1	1	1	1	3	3	3	3	3	3	3	\$13,300



**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

Class of Service:

Public Works - Vehicles & Equipment

Unit Measure:

No. of vehicles and equipment

Description	Service to which the Vehicle Relates	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/Vehicle)
SR250 Skidsteer Load with Bucket and Plow	Services Related to a Highway			-	-	1	1	1	1	1	1	1	1	1	1	1	\$157,300
Single Axle Dump Truck with Salter	Services Related to a Highway			-	-	1	1	1	1	1	1	1	1	1	1	1	\$347,800
Triaxle Dump Truck	Services Related to a Highway			-	-	1	1	1	1	1	1	1	1	1	1	1	\$513,400
Case 580n 4x4 Backhoe Loader with Bucket and Plow	Services Related to a Highway			-	-	1	1	1	1	1	1	1	1	1	1	1	\$248,400
Kubota m7060 Tractor with 14' Wing Blade	Services Related to a Highway			-	-	1	1	1	1	1	1	1	1	1	1	1	\$115,900
Salt Dome - 20t Capacity	Services Related to a Highway			-	-	1	1	1	1	1	1	1	1	1	1	1	\$99,300
1 Ton 4x4 Pickup Truck	Services Related to a Highway			-	-	1	1	1	1	1	1	1	1	1	1	1	\$96,000
SR 250 Skidsteer with Bucket	Services Related to a Highway			-	-	1	1	1	1	1	1	1	1	1	1	1	\$157,300
4x4 Pickup Truck	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$69,600
6" pump and hoses	Services Related to a Highway			1	1	1	1	1	1	2	2	2	2	2	2	2	\$5,100
2" pump and hoses	Services Related to a Highway			1	1	1	1	1	1	3	3	3	3	3	3	3	\$3,300
Triaxle Dump Truck	Services Related to a Highway			1	1	1	1	1	1	2	2	2	2	2	2	2	\$513,400
Sediment Bags	Services Related to a Highway			1	1	1	1	1	1	6	6	6	6	6	6	6	\$100
Mud Mats	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$6,600
Long Reach Excavator	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$496,800
Skid Steer	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$157,300
Laser Level	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$1,700
Drone	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$2,500
Ditching bucket	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$1,700
Digging Bucket	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$1,700
Skid steer Bucket	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$2,500
Skid steer Sweeper	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$19,800
Bucket Truck	Services Related to a Highway			1	1	1	1	1	1	2	2	2	2	2	2	2	\$347,800
Agar truck	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$314,700
Vac truck	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$761,800
Zero Turn Mowers	Services Related to a Highway			2	2	2	2	2	2	2	2	2	2	2	2	2	\$38,800
3/4 Ton Pickup Truck	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$58,700
Trailers	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$12,200
Wood Chipper with Crane	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$93,300
5 Ton Dump Bucket Truck with Boom	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$645,800
Stump Grinder	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$43,100
Heavy Duty Pickup	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$57,400
Covered Trailer	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$11,500



**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

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

Description	Service to which the Vehicle Relates	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/Vehicle)
Mini Excavator	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$186,600
10,000 lb Float	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$14,300
45 Series Dump Truck	Services Related to a Highway			1	1	1	1	1	1	1	1	1	1	1	1	1	\$93,300
2010 Vehicles & Equipment*	All D.C. Eligible Services	108															\$160,800
2011 Vehicles & Equipment*	All D.C. Eligible Services		116														\$160,400
Total		108	116	109	112	122	133	141	150	170	176	179	175	175	183	180	

\*Based on previous D.C. studies

Population	26,696	28,077	30,033	31,164	32,744	33,466	35,326	37,368	38,582	40,112	41,006	42,879	43,398	45,208	46,198
Per Capita Standard	0.0040	0.0041	0.0036	0.0036	0.0037	0.0040	0.0040	0.0040	0.0044	0.0044	0.0044	0.0041	0.0040	0.0040	0.0039

15 Year Average	2010 to 2024
Quantity Standard	0.0040
Quality Standard	\$164,790
Service Standard	\$659

D.C. Amount (before deductions)	10 Year
Forecast Population	12,700
\$ per Capita	\$659
Eligible Amount	\$8,371,332



**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

Service: Parkland Development  
Unit Measure: Acres of Parkland

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/Acre)
<b>Community Parks:</b>																
Bud Brown (Bond Head) Park	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	\$75,400
Centennial Park	15.9	15.9	15.9	15.9	15.9	15.9	15.9	15.9	15.9	15.9	15.9	15.9	15.9	15.9	15.9	\$75,400
Joe Magani Park	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	\$75,400
Henderson Field (Active Portion)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	\$102,000
Henderson Park (Active Portion)	-	-	-	-	-	-	-	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	\$75,400
<b>Neighbourhood Parks:</b>																
Taylor Park	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	\$102,000
Luxury Park	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	\$102,000
Lions Park	6.1	6.1	6.1	6.1	6.1	6.1	6.1	6.1	6.1	6.1	6.1	6.1	6.1	6.1	6.1	\$102,000
Davey Lookout	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	\$102,000
Fuller Heights Park	7.8	7.8	7.8	7.8	7.8	7.8	7.8	7.8	7.8	7.8	7.8	7.8	7.8	7.8	7.8	\$102,000
Appreciation Park (Soccer Dome)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	\$102,000
DePeuter Park	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	\$102,000
Alan Kuzmich Memorial Park	14.2	14.2	14.2	14.2	14.2	14.2	14.2	14.2	14.2	14.2	14.2	14.2	14.2	14.2	14.2	\$102,000
Veterans Park	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	\$102,000
Ron Simpson Park (Dreamfield Park)	-	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	\$102,000
Constable Devon Northrup Memorial Park (Middletown Park)	-	-	-	-	-	-	-	-	6.0	6.0	6.0	6.0	6.0	6.0	6.0	\$102,000
Green Valley Park	-	-	-	-	-	-	-	-	-	-	4.3	4.3	4.3	4.3	4.3	\$102,000
<b>Parkettes:</b>																
Compton (Rotary) Parkette	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	\$102,000
Harman Parkette	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	\$102,000
Jackson Parkette	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	\$102,000
Legion Parkette	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	\$102,000
Barrie St. Fountain	0.3	0.3	0.3	0.3	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$102,000
Rose Garden Parkette	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	\$102,000



**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

Service: Parkland Development  
Unit Measure: Acres of Parkland

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/Acre)
Summerlyn Parkette (North)	-	-	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	\$102,000
Grand Central Parkette	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$102,000
Brookfield Parkette	-	-	-	-	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$102,000
Brookview Parkette	-	-	-	-	-	-	-	-	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$102,000
Summerlyn Parkette (South)	-	-	-	-	-	-	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	\$102,000
Westbrook Parkette	-	-	-	-	-	-	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	\$102,000
Pinto Parkette (Angela Parkette)	-	-	-	-	-	-	-	-	-	-	-	1.3	1.3	1.3	1.3	\$102,000
Sylvia Luxton Parkette											0.6	0.6	0.6	0.6	0.6	\$102,000
Summerlyn Lookout	-	-	-	-	-	-	-	-	-	-	-	1.0	1.0	1.0	1.0	\$102,000
<b>Total</b>	<b>96.4</b>	<b>106.4</b>	<b>107.9</b>	<b>107.9</b>	<b>109.7</b>	<b>109.7</b>	<b>112.9</b>	<b>149.9</b>	<b>156.9</b>	<b>156.9</b>	<b>161.8</b>	<b>164.1</b>	<b>164.1</b>	<b>164.1</b>	<b>164.1</b>	

Population	26,696	28,077	30,033	31,164	32,744	33,466	35,326	37,368	38,582	40,112	41,006	42,879	43,398	45,208	46,198
Per Capita Standard	0.0036	0.0038	0.0036	0.0035	0.0033	0.0033	0.0032	0.0040	0.0041	0.0039	0.0039	0.0038	0.0038	0.0036	0.0036

15 Year Average	2010 to 2024
Quantity Standard	0.0037
Quality Standard	\$89,549
Service Standard	\$331

D.C. Amount (before deductions)	10 Year
Forecast Population	12,700
\$ per Capita	\$331
Eligible Amount	\$4,207,891





**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/item)
Large play structures Senior	13	13	13	14	14	12	10	8	8	8	7	6	6	6	4	\$58,200
Large play structures Senior (with accessible surface)	2	3	3	3	3	5	9	12	13	14	18	20	20	20	23	\$92,600
Medium play structures Junior	13	13	13	14	14	12	10	8	8	8	7	6	6	6	6	\$11,500
Medium play structures Junior (with accessible surface)	2	3	3	3	3	5	9	12	13	13	15	16	16	16	17	\$43,100
Swing set	13	13	13	14	14	12	10	8	8	8	7	6	6	6	6	\$2,900
Swing set (with accessible surface)	2	3	3	3	3	5	9	12	13	14	18	20	20	20	20	\$21,500
Static Outdoor Exercise Equipment	-	-	-	-	-	-	-	-	-	1	2	2	2	2	2	\$86,100
Mini soccer field	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	\$24,800
Soccer field	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$414,700
Soccer field lit & Irrigated	3	3	3	3	3	3	3	5	5	5	5	5	5	4	4	\$552,500
Ball diamond Junior unlit	4	4	2	2	2	2	2	2	2	2	2	2	2	2	2	\$193,900
Ball diamond Junior lit	2	2	2	2	2	2	2	2	2	2	2	3	3	3	3	\$301,600
Ball diamond Senior lit	3	3	3	3	3	3	3	3	3	3	4	5	5	5	5	\$1,276,500
Tennis Court lit	6	6	6	6	6	6	6	8	8	8	8	8	6	8	8	\$220,800
Pickleball Court (unlit)	-	-	-	-	-	-	-	-	-	-	6	6	6	6	6	\$118,900
Cricket Pitch, unlit, softball only	-	-	-	-	-	-	-	-	-	-	-	-	1	1	1	\$139,000
Outdoor Pool	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	\$447,700
Skateboard park	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$248,300
Outdoor Rink	1	1	1	1	1	1	1	1	1	-	-	-	-	-	-	\$26,800
Multipurpose Courts	7	7	7	7	7	7	7	9	10	9	9	11	11	12	12	\$242,400
Sport Court (junior)	-	-	-	-	-	-	-	-	-	1	1	1	1	1	-	\$83,800
Pavillion	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$215,400
Permittable Pavillion with BBQ, Water, Hydro, Picnic tables															1	\$746,900
Washrooms	1	1	1	2	2	2	2	3	3	3	3	3	3	3	2	\$149,200
Parking spaces within parks - Asphalt	292	292	292	292	292	292	292	292	292	292	292	292	292	292	292	\$900
Parking spaces within parks - Gravel	60	60	60	60	60	60	60	360	360	360	360	360	360	360	360	\$2,200



**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/item)
Splash Pad	-	-	2	2	3	3	3	4	5	4	4	4	4	4	4	\$463,500
Spray Pad	-	-	-	-	-	-	-	-	-	1	1	1	1	1	1	\$358,700
Shade Structure - Gazebo	2	2	3	3	4	4	5	5	6	8	8	10	10	12	13	\$75,000
Shade Structure - Pergola	-	1	3	3	3	3	3	3	3	3	4	4	4	4	3	\$28,700
Shade Structure - Picnic shelter	-	-	-	-	-	-	-	-	-	1	1	2	2	2	2	\$165,000
Community Garden	-	-	-	-	-	-	-	-	-	1	1	1	1	3	3	\$21,500
Storage Building															1	\$40,000
Total	444	448	450	454	456	456	463	774	780	786	802	811	810	816	818	

Population	26,696	28,077	30,033	31,164	32,744	33,466	35,326	37,368	38,582	40,112	41,006	42,879	43,398	45,208	46,198
Per Capita Standard	0.02	0.02	0.02	0.01	0.01	0.01	0.01	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02

15 Year Average	2010 to 2024
Quantity Standard	0.0171
Quality Standard	\$30,555
Service Standard	\$522

D.C. Amount (before deductions)	10 Year
Forecast Population	12,700
\$ per Capita	\$522
Eligible Amount	\$6,635,623





**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Bradford & District Memorial Community Centre	37,400	37,400	37,400	37,400	37,400	37,400	37,400	37,400	37,400	37,400	37,400	37,400	37,400	37,400	37,400	\$733	\$789
Bradford Lions Building	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	\$717	\$771
Bob Fallis Sports Centre	38,540	38,540	38,540	38,540	38,540	38,540	38,540	38,540	38,540	38,540	38,540	38,540	38,540	38,540	38,540	\$786	\$845
Bond Head Hall	4,980	4,980	4,980	4,980	4,980	4,980	4,980	4,980	4,980	4,980	4,980	4,980	4,980	4,980	4,980	\$640	\$689
St. Mary's Building	13,590	13,590	13,590	13,590	13,590	13,590	13,590	13,590	13,590	13,590	13,590	13,590	13,590	13,590	-	\$667	\$777
Danube Seniors' Leisure Centre	7,620	7,620	7,620	7,620	7,620	7,620	7,620	7,620	7,620	7,620	7,620	7,620	7,620	7,620	7,620	\$648	\$698
Leisure Centre	-	158,275	158,275	158,275	158,275	158,275	158,275	158,275	158,275	158,275	158,275	158,275	158,275	158,275	158,275	\$970	\$1,042
Parks Shop Building 1-2-3	-	8,200	8,200	8,200	8,200	8,200	8,200	8,200	8,200	8,200	8,200	8,200	8,200	8,200	8,200	\$310	\$345
Parks Shop Building #4 - J. Magani	-	-	-	-	-	-	-	-	-	-	-	3,390	3,390	3,390	3,390	\$310	\$345
Newton Robinson Hall	-	-	-	-	-	-	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	\$640	\$689
Henderson Park Field House	-	-	-	-	-	-	-	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	\$494	\$533
177 Church St - Community Hub	-	-	-	-	-	-	-	-	-	-	-	-	-	-	29,495	\$650	\$759
<b>Total</b>	<b>108,530</b>	<b>275,005</b>	<b>275,005</b>	<b>275,005</b>	<b>275,005</b>	<b>275,005</b>	<b>282,005</b>	<b>284,405</b>	<b>284,405</b>	<b>284,405</b>	<b>284,405</b>	<b>287,795</b>	<b>287,795</b>	<b>287,795</b>	<b>303,700</b>		

Population	26,696	28,077	30,033	31,164	32,744	33,466	35,326	37,368	38,582	40,112	41,006	42,879	43,398	45,208	46,198
Per Capita Standard	4.0654	9.7947	9.1568	8.8244	8.3986	8.2174	7.9829	7.6109	7.3714	7.0903	6.9357	6.7118	6.6315	6.3660	6.5739

15 Year Average	2010 to 2024
Quantity Standard	7.4488
Quality Standard	\$912
Service Standard	\$6,795

D.C. Amount (before deductions)	10 Year
Forecast Population	12,700
\$ per Capita	\$6,795
Eligible Amount	\$86,294,087



**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/Vehicle)
1 Ton Pick-up			-	-	-	-	-	-	-	-	1	1	1	1	1	\$70,000
1 Ton Pick-up with Dump			1	1	1	-	-	-	-	-	-	-	-	-	-	\$86,200
1/2 Ton Pick-up			3	3	4	4	4	4	6	6	8	8	8	8	9	\$46,300
2 Ton Pick-up with Dump			1	2	2	2	2	2	3	3	3	3	3	3	5	\$91,600
Forestry Truck 2 Ton			-	-	-	-	-	-	-	-	-	-	-	-	1	\$125,000
3/4 Ton Pick-up			7	7	8	8	9	8	7	9	7	7	7	7	6	\$59,200
Floor Scrubber - Ride-on			-	-	-	-	-	-	-	-	-	1	1	1	1	\$24,800
Floor Scrubber - Small			2	2	2	2	2	2	2	2	2	4	4	4	5	\$10,800
Compact Tractor with Loader			-	-	2	2	2	2	2	2	2	4	4	4	4	\$68,900
Generator			-	-	-	-	-	-	1	1	1	1	1	1	1	\$21,500
Generator - portable			2	2	2	2	2	2	3	4	4	5	5	6	7	\$6,500
Ice Maintenance Equipment (Edgers)			3	3	3	3	3	3	3	3	3	4	4	4	4	\$7,500
Ice Resurfacer - Propane			3	3	3	3	4	4	4	4	4	4	4	4	3	\$144,400
Ice Resurfacer - Electric			-	-	-	-	-	-	-	-	-	-	-	-	1	\$150,000
Snow Blowers			-	-	-	-	-	-	-	-	-	3	3	3	4	\$2,000
Lifting Equipment			1	1	1	1	1	1	1	1	1	1	1	2	2	\$80,800
Mower - Small Zero Turn			9	9	8	8	8	7	7	10	8	8	8	8	7	\$51,700
Mower - Medium 11 ft.			-	-	-	-	-	-	-	-	-	-	-	-	6	\$80,000
Mower - Large 16 ft.			4	3	3	3	3	4	5	5	5	7	7	7	3	\$132,500
Plow			2	2	2	2	2	2	2	2	2	2	2	2	2	\$9,700
Attachments - Property Maintenance			7	6	6	4	4	4	4	4	4	7	7	7	8	\$26,900
Salt/Sand Spreader (Small)			1	1	1	1	1	1	1	1	1	1	1	1	1	\$7,500
Salt/Sand Spreader (Large)			-	-	-	-	-	-	-	-	-	-	-	2	2	\$12,500
Foam Steamer			-	-	-	-	-	-	-	-	-	-	-	1	1	\$75,000
Sportfield Equipment			4	4	4	4	4	4	4	6	4	4	4	4	4	\$22,600
Tractor - 5000 series			-	-	-	-	-	-	1	1	1	1	1	1	1	\$150,000
Trailer - Light			7	7	8	8	8	8	8	9	9	13	13	10	10	\$8,600
Stage Trailer - Specialty			-	-	-	-	-	-	-	1	1	1	1	1	1	\$164,800
Passenger Wagon															1	\$15,000
Utility Tractor with Loader			4	4	3	3	3	3	4	4	3	3	3	3	3	\$2,200



**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/Vehicle)
Wood Chipper - small												1	1	1	1	\$35,000
Wood Chipper - large									1	1	1	1	1	1	1	\$13,000
Skid-steer Loader														1	1	\$85,000
Utility Vehicle			3	4	4	5	6	6	6	6	6	7	8	8	9	\$32,300
Van			1	1	1	2	1	1	1	1	1	1	1	1	1	\$59,200
2010 Vehicles & Equipment*	45															\$53,300
2011 Vehicles & Equipment*		52														\$53,000
<b>Total</b>	<b>45</b>	<b>52</b>	<b>65</b>	<b>65</b>	<b>68</b>	<b>67</b>	<b>69</b>	<b>68</b>	<b>76</b>	<b>86</b>	<b>82</b>	<b>103</b>	<b>104</b>	<b>107</b>	<b>117</b>	

Population	26,696	28,077	30,033	31,164	32,744	33,466	35,326	37,368	38,582	40,112	41,006	42,879	43,398	45,208	46,198
Per Capita Standard	0.0017	0.0019	0.0022	0.0021	0.0021	0.0020	0.0020	0.0018	0.0020	0.0021	0.0020	0.0024	0.0024	0.0024	0.0025

15 Year Average	2010 to 2024
Quantity Standard	0.0021
Quality Standard	\$45,576
Service Standard	\$96

D.C. Amount (before deductions)	10 Year
Forecast Population	12,700
\$ per Capita	\$96
Eligible Amount	\$1,215,517



**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Bradford Library	11,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$407	\$533
Bradford Library (new)	-	42,224	42,224	42,224	42,224	42,224	42,224	42,224	42,224	42,224	42,224	42,224	42,224	42,224	42,224	\$743	\$939
Total	11,500	42,224	42,224	42,224	42,224	42,224	42,224	42,224	42,224	42,224	42,224	42,224	42,224	42,224	42,224		

Population	26,696	28,077	30,033	31,164	32,744	33,466	35,326	37,368	38,582	40,112	41,006	42,879	43,398	45,208	46,198
Per Capita Standard	0.4308	1.5039	1.4059	1.3549	1.2895	1.2617	1.1953	1.1300	1.0944	1.0527	1.0297	0.9847	0.9729	0.9340	0.9140

15 Year Average	2010 to 2024
Quantity Standard	1.1036
Quality Standard	\$928
Service Standard	\$1,025

D.C. Amount (before deductions)	10 Year
Forecast Population	12,700
\$ per Capita	\$1,025
Eligible Amount	\$13,012,928



**Town of Bradford West Gwillimbury  
Service Standard Calculation Sheet**

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

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/item)
Books	80,209	85,223	91,738	96,017	98,637	100,065	104,295	108,302	108,302	109,665	110,986	112,780	111,513	110,376	108,453	\$50
Reference Materials	2,632	2,804	2,967	2,876	2,876	2,876	2,876	993	823	577	342	249	249	249	249	\$270
Subscriptions - print	122	122	132	133	100	100	100	144	144	144	-	-	-	3	3	\$600
Subscriptions - electronic	33	18	28	29	33	33	33	60	60	40	45	58	38	30	31	\$1,700
Ebooks & eAudio	15,847	16,738	19,405	25,713	30,034	30,314	33,195	33,809	33,809	35,968	28,937	53,099	47,467	43,410	23,443	\$60
Readerpens	-	-	-	8	8	8	8	10	10	10	10	10	10	10	9	\$380
SAD Lamps	-	-	-	3	3	3	3	4	4	4	4	4	4	4	4	\$100
Laptop Dispenser	-	-	-	1	1	1	1	1	1	1	1	1	1	1	1	\$30,000
iPads	-	-	-	8	8	8	8	10	10	10	10	10	10	10	9	\$800
Nature Backpacks	-	-	-	10	10	10	10	14	14	14	14	14	14	14	14	\$120
Hotspots	-	-	-	16	16	16	16	16	16	16	16	16	16	16	26	\$255
Victor DAISY Readers	-	-	-	2	2	2	2	2	2	2	2	2	2	2	2	\$655
Microfilm	-	-	-	24	24	24	24	44	81	81	147	147	114	114	114	\$110
Loanable Kits	-	-	-	10	10	10	10	13	21	21	21	25	169	260	293	\$28
Launchpads	-	-	-	-	-	-	-	-	-	-	-	-	101	140	180	\$215
<b>Total</b>	<b>98,843</b>	<b>104,905</b>	<b>114,270</b>	<b>124,850</b>	<b>131,762</b>	<b>133,470</b>	<b>140,581</b>	<b>143,422</b>	<b>143,297</b>	<b>146,553</b>	<b>140,535</b>	<b>166,415</b>	<b>159,708</b>	<b>154,639</b>	<b>132,831</b>	

Population	26,696	28,077	30,033	31,164	32,744	33,466	35,326	37,368	38,582	40,112	41,006	42,879	43,398	45,208	46,198
Per Capita Standard	3.70	3.74	3.80	4.01	4.02	3.99	3.98	3.84	3.71	3.65	3.43	3.88	3.68	3.42	2.88

15 Year Average	2010 to 2024
Quantity Standard	3.7154
Quality Standard	\$56
Service Standard	\$209

D.C. Amount (before deductions)	10 Year
Forecast Population	12,700
\$ per Capita	\$209
Eligible Amount	\$2,654,681





# Appendix C

## Long-Term Capital and Operating Cost Examination



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

## **Town of Bradford West Gwillimbury 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 (i.e. sq.ft. of building space, per vehicle, etc.). This was undertaken through a review of the Town's approved 2023 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  
Town of Bradford West Gwillimbury  
Lifecycle Cost Factors and Average Useful Lives

Asset	Lifecycle Cost Factors	
	Average Useful Life	Factor
Facilities	50	0.01182321
Parkland Development	40	0.016555748
Vehicles	15	0.057825472
Small Equipment & Gear	10	0.091326528
Library Materials	10	0.091326528

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



Table C-2  
Town of Bradford West Gwillimbury  
Operating and Capital Expenditure Impacts for Future Capital Expenditures

SERVICE/CLASS OF SERVICE	GROSS COST LESS BENEFIT TO EXISTING	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
<b>1. Fire Protection Services</b>				
1.1 Fire facilities, vehicles & equipment	16,488,789	728,301	1,781,507	2,509,808
<b>2. Policing Services</b>				
2.1 Policing facilities, vehicles & equipment	17,195,502	714,162	3,647,945	4,362,107
<b>3. Public Works (Facilities and Fleet)</b>				
3.1 Public Works Facilities and Fleet	22,692,152	1,030,349	597,020	1,627,369
<b>4. Parks and Recreation Services</b>				
4.1 Parkland development, amenities, trails, vehicles and equipment, and recreation facilities	183,905,867	6,563,878	2,852,280	9,416,158
<b>5. Library Services</b>				
5.1 Library facilities and materials	12,382,673	660,872	748,872	1,409,744
<b>6. Growth Studies</b>				
6.1 Growth Studies	1,534,975	-	-	-
<b>7. Transit Services</b>				
7.1 Transit facilities, vehicles and other infrastructure	8,273,128	487,620	400,220	887,840
<b>Total</b>	<b>262,473,086</b>	<b>10,185,182</b>	<b>10,027,844</b>	<b>20,213,026</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) 2-7).
- 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(s) come 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-laws (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 the previous year;
- Amount and source of money used by the municipality to repay municipal obligations to the D.C. reserve fund;
- A 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 a 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 D.C. is collected during the year:
  - i. whether, as of the end of the year, the municipality expects to incur the amount of capital costs that were estimated, in the relevant D.C. background study, to be incurred during the term of the applicable D.C. by-laws, and
  - ii. 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 D.C. 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 and 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 D-1 and Attachments 1 and 2, set out the format for which annual reporting to Council should be provided. Figure D-4 provides 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  
Town of Bradford West Gwillimbury  
Annual Treasurer's Statement of Development Charge Reserve Funds

Description	Service to which the Development Charge Relates							Total
	Public Works (Facilities and Fleet)	Policing Services	Fire Protection Services	Transit Services	Parks and Recreation Services	Library Services	Growth Studies	
<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 Charges Act* or another Act.



Figure D-2a  
Town of Bradford West Gwillimbury  
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>Fire Protection Services</b>											
Capital Cost A											
Capital Cost B											
Capital Cost C											
<b>Sub-Total - Fire Protection Services</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>Police Services</b>											
Capital Cost D											
Capital Cost E											
Capital Cost F											
<b>Sub-Total - Police Services</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>Parks and Recreation</b>											
Capital Cost G											
Capital Cost H											
Capital Cost I											
<b>Sub-Total - Parks and Recreation</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  
Town of Bradford West Gwillimbury  
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>Fire Protection Services</u>									
Capital Cost J									
Capital Cost K									
Capital Cost L									
<b>Sub-Total - Fire Protection Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	
<u>Police Services</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>Parks and Recreation</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  
Town of Bradford West Gwillimbury  
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  
Town of Bradford West Gwillimbury  
Annual Treasurer's Statement of Development Charge Reserve Funds  
Statement of Reserve Fund Balance Allocations

Service:	Water
Balance in Reserve Fund at Beginning of Year:	
60% of Balance to be Allocated (at a minimum):	

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
Total		\$0	\$0	\$0

Service:	Wastewater
Balance in Reserve Fund at Beginning of Year:	
60% of Balance to be Allocated (at a minimum):	

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
Total		\$0	\$0	\$0

Service:	Services Related to a Highway
Balance in Reserve Fund at Beginning of Year:	
60% of Balance to be Allocated (at a minimum):	

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
Total		\$0	\$0	\$0



# Appendix E

## Local Service Policy



## Appendix E: Local Service Policy

This Appendix sets out the Town's General Policy Guidelines on Development Charges (D.C.) and local service funding for Services Related to a Highway, Stormwater Management Works, Watermains, Sanitary Sewers, and Parkland Development. 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 and subsection 59(2) of the Development Charges Act, 1997, S.O. 1997, c. 27 (D.C.A.), 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.

### **General**

The cost of any D.C. by-law infrastructure installed by a developer will be eligible for cost recovery, up to the amount of the cost actually charged in the D.C. by-law, adjusted by indexing to the date of completion of the work. The credit for each project will be based on optimal routing as determined by the Town at the time of the Subdivision Agreement.

### **Temporary Services**

In the event that D.C. by-law infrastructure has not been installed when a developer wishes to proceed, that developer may use alternative servicing schemes (with the approval of the Town Engineer). Such alternatives including disconnection costs shall be funded by the developer. No credit will be available on the D.C. payable.



## Infrastructure Assets Constructed by Developers

All infrastructure assets constructed by Developers must be designed in accordance with the Town of Bradford West Gwillimbury Design Criteria Manual as revised (<https://www.townofbwg.com/en/business-development/design-criteria-manual.aspx>)

- a) All infrastructure assets shall be conveyed in accordance with the Town of Bradford West Gwillimbury Engineering and Parks Standards Manual as revised
- b) Any Parks and Open Space infrastructure assets approved to be built by the developer on behalf of the Town shall be in accordance with the Town of Bradford West Gwillimbury Park Development Methods Policy.

## E.1 Services Related to a Highway

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

The associated infrastructure to achieve this concept shall include, but is not limited to: road pavement structure and curbs; grade separation / bridge structures (for any vehicles, railways and/or pedestrians); grading, drainage and retaining wall features; culvert structures; storm water drainage systems; traffic control systems and pedestrian crossover systems; active transportation facilities (e.g. sidewalks, multi-use trails, cycle facilities, bike lanes etc.); transit lanes, stops and amenities; roadway illumination systems; boulevard and median surfaces (e.g. sod & topsoil, paving, etc.); street trees including support systems and landscaping/streetscaping; parking lanes: lay-by parking lanes and driveway entrances; noise attenuation systems; railings and safety barriers.





### ***E.1.1 Local and Collector Roads (Including Land)***

- a) All Roads, other than those designated as Arterial Roads within the Town's Official Plan, inclusive of all land and associated infrastructure related to or within the area needed to support development or required to link with the area to which the plan relates: direct developer responsibility under s. 59 of the D.C.A. as a local service.
- b) Where roadway improvements are required on Arterial roadways to support a specific development or required to link the development area with the existing community, and where these Arterial roadway improvements have not been identified within the current D.C. study, these road improvements shall be a direct developer responsibility under s. 59 of the D.C.A. as a local service.

### ***E.1.2 Arterial Roads***

- a) New, widened, extended or upgraded arterial roads, identified within the current D.C. study, inclusive of all associated infrastructure: Included as part of Services related to a Highway funded through D.C.s.
- b) Land Acquisition for arterial roads on existing rights-of-way to achieve a complete street shall be addressed and secured in the following manner:
  - As a required dedication where possible under the Planning Act provisions (s. 41, 51 and s. 53)
  - Included in the D.C. and acquired through negotiation and/or expropriation.
- c) Land acquisition for arterial roads on new rights-of-way to achieve a complete street shall be addressed and secured in the following manner:
  - As a required dedication (up to 35m of the required right of way), where possible, under the Planning Act provisions (s. 41, 51 and s. 53)
  - Included in the D.C. and acquired through negotiation and/or expropriation.
  - Where land beyond a 35m right of way is dedicated by the developer as a Planning Act condition, and the costs of acquiring the land has been included in the D.C. calculation, the developer shall receive a D.C. credit equal to the value of the land dedicated beyond 35m, at such value as has been



determined by the D.C. Background Study as adjusted in accordance with the “non-Residential Construction Price Index (“C.P.I.”)

- d) Land acquisition beyond 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 the D.C.

### ***E.1.3 Traffic Control Systems, Signals and Intersection Improvements on Area Municipal Highways***

- a) On New Arterial Roads and Arterial Road Improvements unrelated to a specific development or the area to which it relates, to the extent identified in the current D.C. study: Included as part of Services related to a Highway funded through D.C.s.
- b) On Non-Arterial roads, or for any Private Site Entrances or Entrances to Specific Developments or the area to which it relates: Direct developer responsibility under s. 59 of the D.C.A. as a local service.
- c) Intersection Improvements/New or Modified Signalization/Signal Timing & Optimization Plans / Area Traffic Studies for Highways attributed to growth and unrelated to a specific development or the area to which it relates and to the extent identified in the current D.C. Study: Included in D.C. calculation as permitted under s.5(1) of the D.C.A.

### ***E.1.4 Streetlights***

- a) Streetlights on new arterial roads and arterial road Improvements: considered part of the complete street and included as part of services related to a highway funded through D.C.s.
- b) Streetlights on non-arterial roads Internal to development: Considered part of the complete street and direct developer responsibility under s. 59 of the D.C.A. as a local service.
- c) Streetlights on non-arterial roads external to development related to or within the area needed to support the development or required to link with the area to which



the plan relates: Considered part of the complete street and direct developer responsibility under s. 59 of the D.C.A. as a local service.

### ***E.1.5 Transportation Related to Pedestrian and Cycling Facilities***

- a) Sidewalks, multi-use trails, cycle facilities, and bike lanes, inclusive of all associated infrastructure, located within arterial road and provincial highway corridors: Considered part of the complete street and included in the D.C.
- b) Sidewalks, multi-use trails, cycle facilities, and bike lanes, inclusive of all associated infrastructure, located within or linking to non-arterial corridors, park blocks or key destination points internal to development: Considered part of the complete street and direct developer responsibility under s. 59 of the D.C.A. as a local service.
- c) Sidewalks, multi-use trails, cycle facilities, and bike lanes, inclusive of all associated infrastructure, located within non-arterial road corridors external to development related to or within the area needed to support the development or required to link with the area to which the plan relates: Direct developer responsibility under s. 59 of the D.C.A. as a local service.
- d) Sidewalks, multi-use trails, cycle facilities and bike lanes (not associated with a complete street) inclusive of all land and associated infrastructure, that extends beyond the function of a (parkland) recreational trail and forms part of the town's active transportation network for cycling and/or walking: Included in the D.C.

### ***E.1.6 Noise Abatement Measures***

- a) External and Internal to Development where it is a requirement of or related to, or within the area needed to support the development: Direct developer responsibility under s. 59 of the D.C.A. as a local service.
- b) As a requirement to mitigate noise impacts due to:
  - 1. new arterial roads
  - 2. arterial road Improvements (e.g. widening)
  - 3. increased traffic growth on arterial roads unrelated to a specific development and excluding noise abatement measures imposed as a condition of



development approval: Included as part of Services related to a Highway and included in the D.C.

### ***E.1.7 Transit Nodes, Hubs, Terminals, and Bus Stop Infrastructure***

- a) Transit node/hub and bus stop infrastructure and amenities located within town arterial and county road corridors, and including transit stations or terminals located on lands to serve these road corridors: Considered part of the complete street and included the D.C.
- b) Transit node and bus stop infrastructure and amenities located within non-arterial road corridors internal to development: Considered part of the complete street and direct developer responsibility under s. 59 of the D.C.A. as a local service.
- c) Transit node and bus stop infrastructure and amenities located within non-arterial road corridors external to development related to, or within the area needed to support the development or required to link with the area to which the plan relates: Direct developer responsibility under s. 59 of the D.C.A. as a local service.

## **E.2 Stormwater Management**

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- 1. Storm Sewer systems and drainage works that are required, related to, or within the area needed to support the development, either internal or external to the area to which the plan relates: Direct developer responsibility under s. 59 of the D.C.A. as a local service.
- 2. Storm Water facility for quality and/or quantity management:
  - a) inclusive of land and all associated infrastructure, such as landscaping and perimeter fencing: Direct developer responsibility under s. 59 of the D.C.A. as a local service.
  - b) the over-sizing cost of a facility's capacity, excluding land, to accommodate runoff from new, widened, extended or upgraded arterial roadways that are included in the D.C.: Included as part of Services related to a Highway funded through D.C.s.



3. Erosion Works, inclusive of all restoration requirements, related to, or within the area needed to support the development: Direct developer responsibility under s. 59 of the D.C.A. as a local service.

## **E.3 Parkland Development**

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### ***E.3.1 Parkland***

- a) Parkland Development for Community Parks, Neighbourhood Parks and Parkettes responsibility to provide up to base condition as per Town's guidelines is a direct developer responsibility as a local service provision under s. 59 of the D.C.A.
- b) Program facilities within parkland are included in the D.C.

### ***E.3.2 Landscape Buffer Blocks, Features, Cul-de-sac Islands, Roundabout Islands and Berms***

The cost of developing all landscape buffer blocks, landscape features, cul-de-sac islands, round-about islands, berms grade transition areas, walkway connections to adjacent arterial roads, open space and other remnant pieces of land conveyed to the town shall be a direct developer responsibility as a local service under s. 59 of the D.C.A. Such costs include but are not limited to:

- pre-grading, sodding, supply and installation of amended topsoil, (to the Town's required depth), landscape features, perimeter fencing and amenities and all planting.
- Perimeter fencing as required by the Town.

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

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The N.H.S. includes engineered and in situ stream corridors, natural buffers for woodlots, wetland remnants, environmentally protected land, etc. as well as sub watersheds within the boundaries of the municipality.

Direct developer responsibility as a local service provision under s. 59 of the D.C.A. including but not limited to the following:



- a) Riparian planting and landscaping requirements (as required by the Town or authorities having jurisdiction), as a result of road construction or other municipal works required to be installed or constructed by the developer within in the N.H.S.
- b) Perimeter fencing of the N.H.S. to the Town standard located on the public property side of the property line adjacent land uses (residential, industrial, commercial) as required by the Town is a direct developer responsibility as a local service provision under s. 59 of the D.C.A.

## **E.5 Sanitary Sewers**

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Sanitary sewers are defined to include the cost of supply, installation and restoration of sanitary sewers (sewer pipes, connections, and manholes) and pumping stations etc. The cost of a 250mm sewer shall be determined at the time of the passage of the Development Charge By-Law establishing the oversizing amounts.

Construction of all Wastewater Treatment Plants, all External Pumping Stations (including land), all External Forcemains as well as all External Trunk Sewers having a diameter greater than 250mm shall be funded through Town wide Development Charges to the extent eligible.

Construction of all Internal Pumping Stations required by the Master Servicing Study Internal Forcemains and the incremental oversizing costs of Internal Trunk Sewers above the cost of a 250mm diameter shall be funded through Town wide Development Charges. No payment will be made for internal property restoration costs, manholes or connections.

All sewers up to and including 250mm diameter shall be considered a local service. As such, they will be a direct developer responsibility under s.59 of the Development Charges Act.

## **E.6 Water**

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Water costs are defined to include the supply, installation, and restoration of watermains (pipes, connections, hydrants, valves), supply and distribution facilities (wells, connection to external supply, treatment, storage) and booster stations etc. The cost of

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a 250mm diameter watermain shall be determined at the time of passage of the Development Charge By-Law establishing the oversizing amounts. Unused watermains greater than 10 metres in length will be terminated with a hydrant.

Construction of all Water Supply, all Storage Facilities, all External Booster Stations as well as all External Watermains in excess of 250mm diameter (including hydrants, check valves, pressure reducing/pressure sustaining valves, zone boundary valves and valve chambers) shall be funded through Town wide Development Charges to the extent eligible.

Construction of Internal Booster Stations (not including land) and the incremental oversizing cost of Internal Watermains in excess of 250mm in diameter (including the cost of valve chambers but not including the cost of hydrants, connections, check valves, pressure reducing/pressure sustaining valves or zone boundary valves) shall be funded through Town wide Development Charges.

Watermains up to and including 250mm in diameter defined as internal works (including all connections, hydrants, check valves, pressure reducing valves or pressure sustaining valves) shall be considered a local service. As such, they will be a direct developer responsibility under s.59 of the Development Charges Act.



# 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:

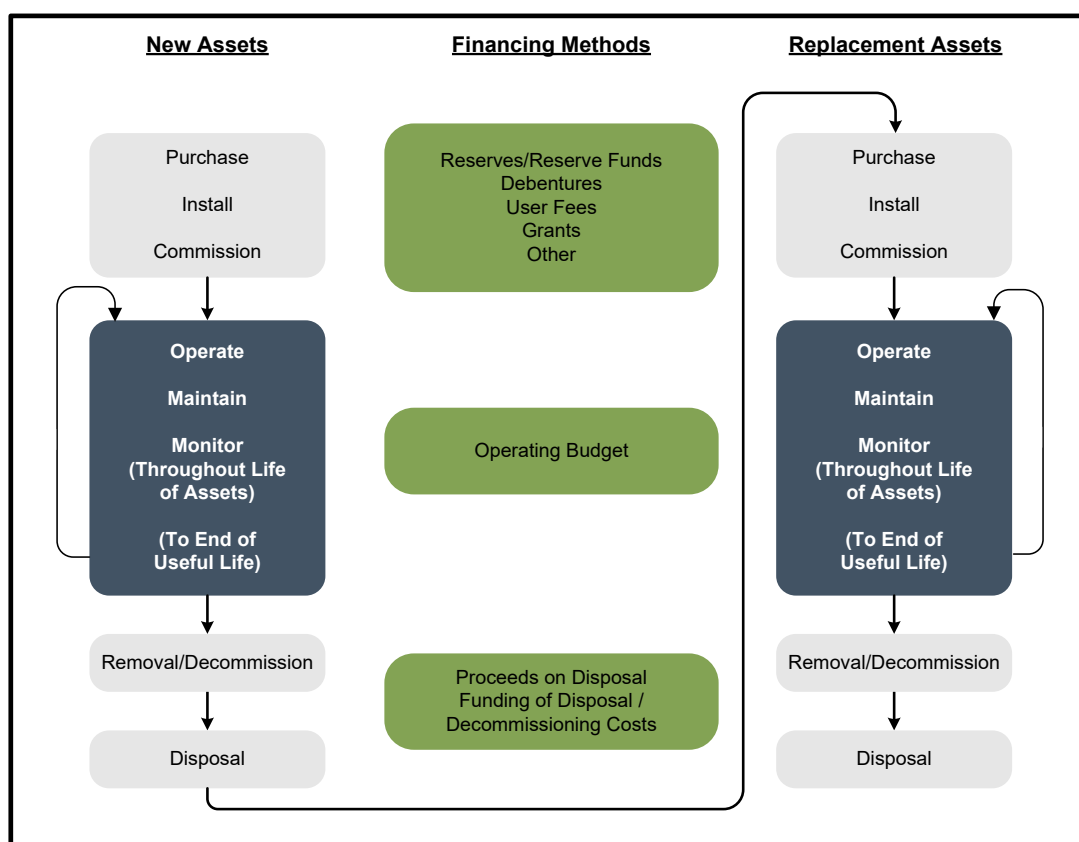
“The asset management plan shall,

- (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 2021 for core municipal services and 2023 for all other services. The amendments to the D.C.A. do not require municipalities to complete these 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 Town 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 2025 \$) has been developed to provide the annualized expenditures and revenues associated with new growth. Note that the D.C.A. does not require an analysis of the non-D.C. capital needs or their associated operating costs so these are omitted from the table below. As well, as all capital costs included in the D.C.-eligible capital costs are not included in the Town's 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 2025 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 \$29.10 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 \$13.21 million. This amount, totalled with the existing operating revenues of \$100.72 million, provide annual revenues of \$113.93 million by the end of the period.



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

Table F-1  
Town of Bradford West Gwillimbury  
Asset Management – Future Expenditures and Associated Revenues  
2025\$

	2044 (Total)
<b>Expenditures (Annualized)</b>	
Annual Debt Payment on Non-Growth Related Capital <sup>1</sup>	1,208,212
Annual Debt Payment on Post Period Capital <sup>2</sup>	7,674,069
<b>Lifecycle:</b>	
<b>Total - Annual Lifecycle</b>	\$10,185,182
<b>Incremental Operating Costs (for D.C. Services)</b>	\$10,027,844
<b>Total Expenditures</b>	<b>\$29,095,307</b>
<b>Revenue (Annualized)</b>	
Total Existing Revenue <sup>3</sup>	\$100,724,394
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	\$13,208,809
<b>Total Revenues</b>	<b>\$113,933,203</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

Regarding the D.C.A. requirements for asset management for the Transit Service, Ontario Regulation 82/98 (as amended) provides the following:

*8 (3) If a council of a municipality proposes to impose a development charge in respect of transit services, the asset management plan referred to in subsection 10 (2) (c.2) of the Act shall include the following in respect of those services:*

The Town's Transit plan forecasted a proposed level of service and associated implementation plan. Recently, the Town elected to undertake a pilot program with on-demand services which requires a lower level of capital infrastructure and associated lifecycle costs relative to the Transit Plan. The table below refers to info provided in the



Town's Asset Management Plan and Transit Plan, however, given the forecasted needs in the Transit Plan, the proposed level of service under the new pilot program will provide less capital infrastructure and associated lifecycle costs.

The following table provides the individual items prescribed by subsection 8(3) of the Regulation (as amended) and provides how these items were addressed for this D.C. Background Study by the Town:



Table F-2  
Town of Bradford West Gwillimbury  
Transit Asset Management Plan Compliance

Ontario Regulation 82/98, as amended subsection 8(3) Requirements	Compliance	Link
1. A section that sets out the state of local infrastructure and that sets out:	N/A	N/A
i. the types of assets and their quantity or extent,	see Appendix G (Transit D.C. Background Study) for a breakdown of existing assets (Section 5)	<a href="https://www.townofbwg.com/AMP-Non-Core-Assets-2024.pdf">https://www.townofbwg.com/AMP-Non-Core-Assets-2024.pdf</a>
ii. the financial accounting valuation and replacement cost valuation for all assets,	See Table 2-3 in Town's Non-Core A.M.P. for summary of replacement costs	<a href="https://www.townofbwg.com/AMP-Non-Core-Assets-2024.pdf">https://www.townofbwg.com/AMP-Non-Core-Assets-2024.pdf</a>
iii. the asset age distribution and asset age as a proportion of expected useful life for all assets, and	See Table 2-3 for average age and Table 2-4 for expected useful life in Town's Non-Core A.M.P.	<a href="https://www.townofbwg.com/AMP-Non-Core-Assets-2024.pdf">https://www.townofbwg.com/AMP-Non-Core-Assets-2024.pdf</a>
iv. the asset condition based on standard engineering practices for all assets.	See Table 2-8 in Non-Core A.M.P.	<a href="https://www.townofbwg.com/AMP-Non-Core-Assets-2024.pdf">https://www.townofbwg.com/AMP-Non-Core-Assets-2024.pdf</a>
2. A section that sets out the proposed level of service and that:	N/A	N/A
i. defines the proposed level of service through timeframes and performance measures,	See Section 4 of the Town's Transit Plan for proposed levels of service	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
ii. discusses any external trends or issues that may affect the proposed level of service or the municipality's ability to meet it, and	Section 4 of the Transit Plan speaks to various trends and issues that may affect the proposed levels of service (e.g. fluctuating levels of user demand, electrification of fleet, ownership of specialized transit vehicles, etc.)	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>



Ontario Regulation 82/98, as amended subsection 8(3) Requirements	Compliance	Link
iii. shows current performance relative to the targets set out.	Current levels of service are provided in Section 2.1 of the Transit Plan, and targets are provided in Section 4.	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
3. An asset management strategy that:		
i. sets out planned actions that will enable the assets to provide the proposed level of service in a sustainable way, while managing risk, at the lowest life cycle cost,	See Section 5 of the Transit Plan for the implementation plan to achieve the proposed level of service	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
ii. is based on an assessment of potential options to achieve the proposed level of service, which assessment compares,	See Section 5 of the Transit Plan for the implementation plan to achieve the proposed level of service	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
A. life cycle costs,	See Section 3.1 of the asset management plan for annualized lifecycle costs	<a href="https://www.townofbwg.com/AMP-Non-Core-Assets-2024.pdf">https://www.townofbwg.com/AMP-Non-Core-Assets-2024.pdf</a>
B. all other relevant direct and indirect costs and benefits, and	See Section 5.2 for financial analysis of the transit plan	-
C. the risks associated with the potential options,	See Table 23 in Transit Plan for review of risks	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
iii. contains a summary of, in relation to achieving the proposed level of service, (not defined clearly)		
A. non-infrastructure solutions,	See Section 5 of the Transit Plan for the implementation plan to achieve the proposed level of service	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
B. maintenance activities,	See Section 5 of the Transit Plan for the implementation plan to achieve the proposed level of service	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
C. renewal and rehabilitation activities,	See Section 5 of the Transit Plan for the implementation plan to achieve the proposed level of service	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>



Ontario Regulation 82/98, as amended subsection 8(3) Requirements	Compliance	Link
D. replacement activities,	See Section 5 of the Transit Plan for the implementation plan to achieve the proposed level of service	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
E. disposal activities, and	See Section 5 of the Transit Plan for the implementation plan to achieve the proposed level of service	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
F. expansion activities,	See Section 5 of the Transit Plan for the implementation plan to achieve the proposed level of service	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
iv. discusses the procurement measures that are intended to achieve the proposed level of service, and	See Table 13 in Transit Plan for the procurement schedule to meet proposed levels of service	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
v. includes an overview of the risks associated with the strategy and any actions that will be taken in response to those risks.	See Table 23 in Transit Plan for review of risks	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
4. A financial strategy that: i. shows the yearly expenditure forecasts that are proposed to achieve the proposed level of service, categorized by,		
A. non-infrastructure solutions,	See Table 22 in Transit Plan for a breakdown of capital and operating costs on a yearly basis	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
B. maintenance activities,	See Table 22 in Transit Plan for a breakdown of capital and operating costs on a yearly basis	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
C. renewal and rehabilitation activities,	See Table 22 in Transit Plan for a breakdown of capital and operating costs on a yearly basis	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
D. replacement activities,	See Table 22 in Transit Plan for a breakdown of capital and operating costs on a yearly basis	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>





Ontario Regulation 82/98, as amended subsection 8(3) Requirements	Compliance	Link
E. disposal activities, and	See Table 22 in Transit Plan for a breakdown of capital and operating costs on a yearly basis	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
F. expansion activities,	See Table 22 in Transit Plan for a breakdown of capital and operating costs on a yearly basis	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
ii. provides actual expenditures in respect of the categories set out in sub-subparagraphs i A to F from the previous two years, if available, for comparison purposes,	See Table 21 in Transit Plan for previous years expenditures	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
iii. gives a breakdown of yearly revenues by source,	Revenues by source are provided for 2023, 2028 and 2031 in Table 21 of the Transit Plan	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
iv. discusses key assumptions and alternative scenarios where appropriate, (see associated text) and	See Section 5.3 in the Transit Plan on risk identification and adjusting the plan	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>
v. identifies any funding shortfall relative to financial requirements that cannot be eliminated by revising service levels, asset management or financing strategies, and discusses the impact of the shortfall and how the impact will be managed.	See Section 5.3 in the Transit Plan on risk identification and adjusting the plan	<a href="https://www.townofbwg.com/2031-Transit-Plan-Final.pdf">https://www.townofbwg.com/2031-Transit-Plan-Final.pdf</a>



# Appendix G

## Transit Servicing Needs – Dillon Consulting Limited



**Town of Bradford West Gwillimbury**

# **2025 to 2035 Development Charges Background Study**

**Transit Technical Appendix**

**April 2025 - 24-8682**

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# Acronyms, Abbreviations, Definitions

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BWG	Bradford West Gwillimbury
DCs	development charges
DCA	<i>Development Charges Act</i>
the Town	The Town of Bradford West Gwillimbury
TMP	Transportation Master Plan
TTS	Transportation Tomorrow Survey



## Introduction

The Town of Bradford West Gwillimbury (the Town) has grown rapidly since 2011, from a population of 28,077 in 2011 to a population of 47,007 in 2025. Simcoe County's Official Plan has designated the Town as a "municipality with primary settlement areas", where a significant portion of population and employment growth is forecasted in future years. By 2035, the town is expected to grow to 59,707.

Through the application of development charges (DCs), the development community contributes an appropriate share of infrastructure capital costs for necessary growth-related transit improvements over the 10-year planning period. DCs are a tool for municipalities to ensure that "growth pays for growth". The *Development Charges Act*, 1997, as amended (DCA) regulates when and how municipalities may collect DCs.

The DCA was amended in January 2016 introducing new reporting requirements for DC background studies related to transit. These requirements include:

- The calculations that were used to prepare the estimate for the planned level of service for transit services;
- An identification of the portion of the total estimated capital costs related to the transit service that would benefit the anticipated development over the 10-year study period and after the 10-year study period;
- An identification of the anticipated excess capacity that would exist at the end of the 10-year study period;
- An assessment of ridership forecasts for all modes of transit services proposed to be funded, categorized by development types and whether the ridership will be from existing or planned development; and
- An assessment of the ridership capacity for all modes of transit services proposed to be funded by the DC.

The Town's current DC by-law was adopted in 2019 under this amended act and was originally planned to be updated in 2022. The Town deferred updating the plan until 2024 and is now preparing a new by-law. The purpose of this technical appendix is to identify the capital costs associated with providing an increased level of transit service to support the transportation needs of the growing population. The benefit of each of

these investments to the existing and growth populations, both in-period and post-period, is calculated. This informs the Town's 2025 DC Background Study for Transit prepared by Watson & Associates Economists Limited (Watson & Associates) and the associated by-law.

## 2.0

## Growth Forecasts

## 2.1

### Population Growth

The study period for transit extends from January 1, 2025, to December 31, 2034. For the purposes of calculations in this document, the population in early 2025 and early 2035 represent the beginning and end of the study period respectively. Therefore, the annual ridership estimated at the end of 2024 will be used as the 2025 baseline transit ridership and will be projected to the end of 2034 to reflect the expected ridership at the beginning of 2035. The post-period horizon of 10 years (from early 2035 to 2045) was used to calculate the post-period benefit, as it coincides with the 10-year update periods that are undertaken for DCs based on the 10-year defined expiry period under the Development Charges Act regulations.

**Table 1** presents the population growth anticipated in Bradford West Gwillimbury. Population projections for early 2025, early 2035, and mid 2051 were provided by Watson & Associates. The population is assumed to grow linearly between these horizon years.

**Table 1: Town of Bradford West Gwillimbury Population Forecast 2025 to 2051**

Area	2025	2035	2045 <sup>1</sup>	2051
Bradford	41,484	51,771	64,617	72,325
Bond Head	1,200	3,958	4,128	4,230
Rural	4,322	3,977	3,690	3,517
<b>Total<sup>2</sup></b>	<b>47,007</b>	<b>59,707</b>	<b>72,436</b>	<b>80,074</b>

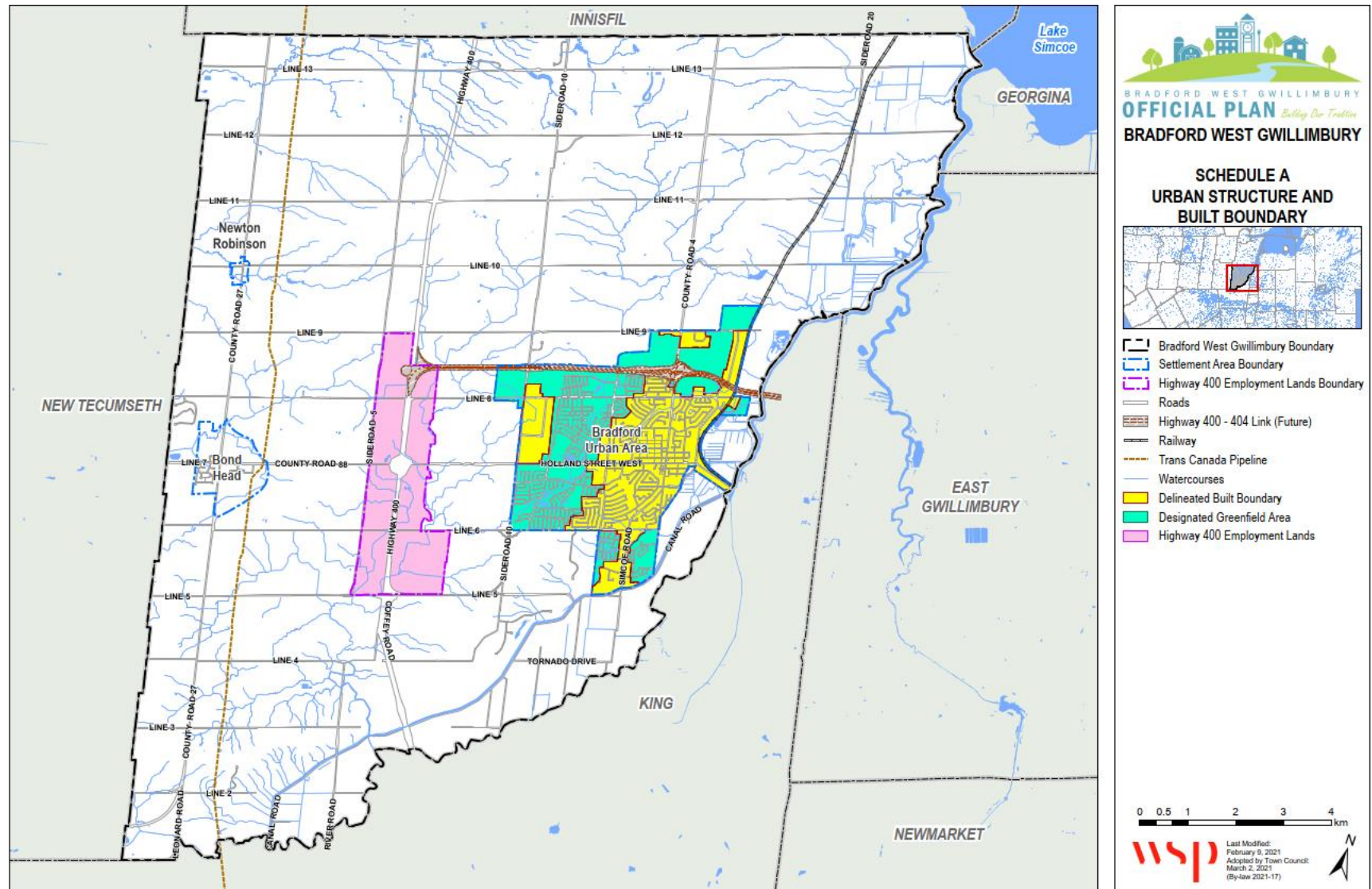
The population growth forecasts have been provided by growth area, as designated in the Town's Official Plan in **Figure 1**. These growth areas were split into:

- Bradford (Bradford Urban Area);
- Bond Head; and
- Rural area (Highway 400 Employment Lands and remainder of Town)

<sup>1</sup> Population in 2045 determined through linear interpolation between early 2035 and mid 2051.

<sup>2</sup> Population count includes institutional population, but excludes an estimated 4% census undercount. Growth area figures may not add up precisely to the population total due to rounding.

Figure 1: Bradford West Gwillimbury Urban Structure



This split allowed transit capital to be more accurately apportioned between the existing and growth populations specific to the area impacted by each transit investment.

Residential growth was also provided based on unit type by Watson & Associates. The breakdown of population by unit is presented in **Table 2** for the in-period population, and **Table 3** for the post-period population. Note that the totals in both tables may differ slightly from **Table 1** due to rounding as housing units were converted to population. This has no impact on the results of the transit analysis. For specific apportionments, further breakdowns were provided by growth area. These values are presented in the relevant sections of the appendix.

**Table 2: Breakdown of Population by Housing Type (In-Period)**

<b>Horizon</b>	<b>Singles</b>	<b>Multiples</b>	<b>Apartments</b>	<b>Institutional</b>	<b>Total</b>
Existing (2025)	39,287 (83.6%)	5,181 (11.0%)	1,942 (4.1%)	597 (1.3%)	47,007 (100%)
Reduction in Existing Population (2025 to 2035) <sup>3</sup>	Not Applicable	Not Applicable	Not Applicable	Not Applicable	-5,725
2025 to 2035 Growth	13,139 (71.3%)	3,553 (19.3%)	1,571 (8.6%)	162 (0.9%)	18,425 (100%)
<b>Total (2035)</b>	<b>Not Applicable</b>	<b>Not Applicable</b>	<b>Not Applicable</b>	<b>Not Applicable</b>	<b>59,707</b>

<sup>3</sup> Decrease in population during this period due to decrease in the number of persons per unit in early 2025 dwellings.

**Table 3: Breakdown of Population by Housing Type (Post-Period)**

<b>Horizon</b>	<b>Singles</b>	<b>Multiples</b>	<b>Apartments</b>	<b>Institutional</b>	<b>Total</b>
Total (2035)	Not Applicable	Not Applicable	Not Applicable	Not Applicable	59,707
Reduction in Existing Population (2035 to 2045) <sup>3</sup>	Not Applicable	Not Applicable	Not Applicable	Not Applicable	-5,168
2035 to 2045 Growth <sup>4</sup>	12,251 (68.5%)	3,654 (20.4%)	1,729 (9.7%)	263 (1.5%)	17,897 (100%)
<b>Total (2045)</b>	<b>Not Applicable</b>	<b>Not Applicable</b>	<b>Not Applicable</b>	<b>Not Applicable</b>	<b>72,436</b>

Over the horizon period, it is expected that there will be a decline in unit occupancy. That is, less people will be living in each existing unit due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions. The total decline in population is referred to throughout the remainder of this appendix as the “Existing Unit Population Change between 2025 and 2035” and is subtracted from the 2025 population to determine the number of residents who will be living in existing units in 2035.

In the previous DC study, transit ridership was adjusted to account for losses due to the COVID-19 pandemic in 2019. Ridership has since recovered, and the adjustment will no longer be needed.

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<sup>4</sup> Breakdown by housing type in 2045 determined through linear interpolation between early 2035 and mid-2051.

## 3.0

## Reconciling with the Previous Transit DC Study

The Town undertook an update to the Transit DC By-laws in 2019 based on the new legislative requirements provided by the 2016 DCA. The 2019 Transit DC Study used a base year of 2018 and a horizon year of 2028, and ridership forecasts were based on projected population growth. Since the release of the 2019 Transit DC Study:

- The Bradford West Gwillimbury Transportation Master Plan (TMP) was completed in 2022, which did not contain specific mode share targets but encouraged increased transit use in the Town, improved service frequency on Route 1, and extended service coverage;
- The Bradford West Gwillimbury Transit Master Plan was released in August 2024, which proposed a new commingled on-demand service, a capital forecast to 2031, and an expanded conventional transit network; and
- In November 2024, the Town proposed switching to an on-demand service model as a pilot, with the intent of using a combination of fixed-route service and on-demand service in the longer term.

This appendix uses a base year of 2025 and a 10-year study period to 2035, and is completed using the on-demand model, as per the most recent Council direction. It utilizes updated data sources including the relevant remaining data from the Transit Master Plan, operating parameters and forecasts for the on-demand pilot, and updated population growth estimates.

This appendix focuses on the capital projects required to expand transit to support the population growth between 2025 and 2035. The development charge for transit projects identified in the 2019 Transit DC Study which have yet to begin are adjusted to reflect the collected charges in the main body of this report.



## 4.0

## Conventional and Commingled Transit

## 4.1

### Existing Conventional Transit

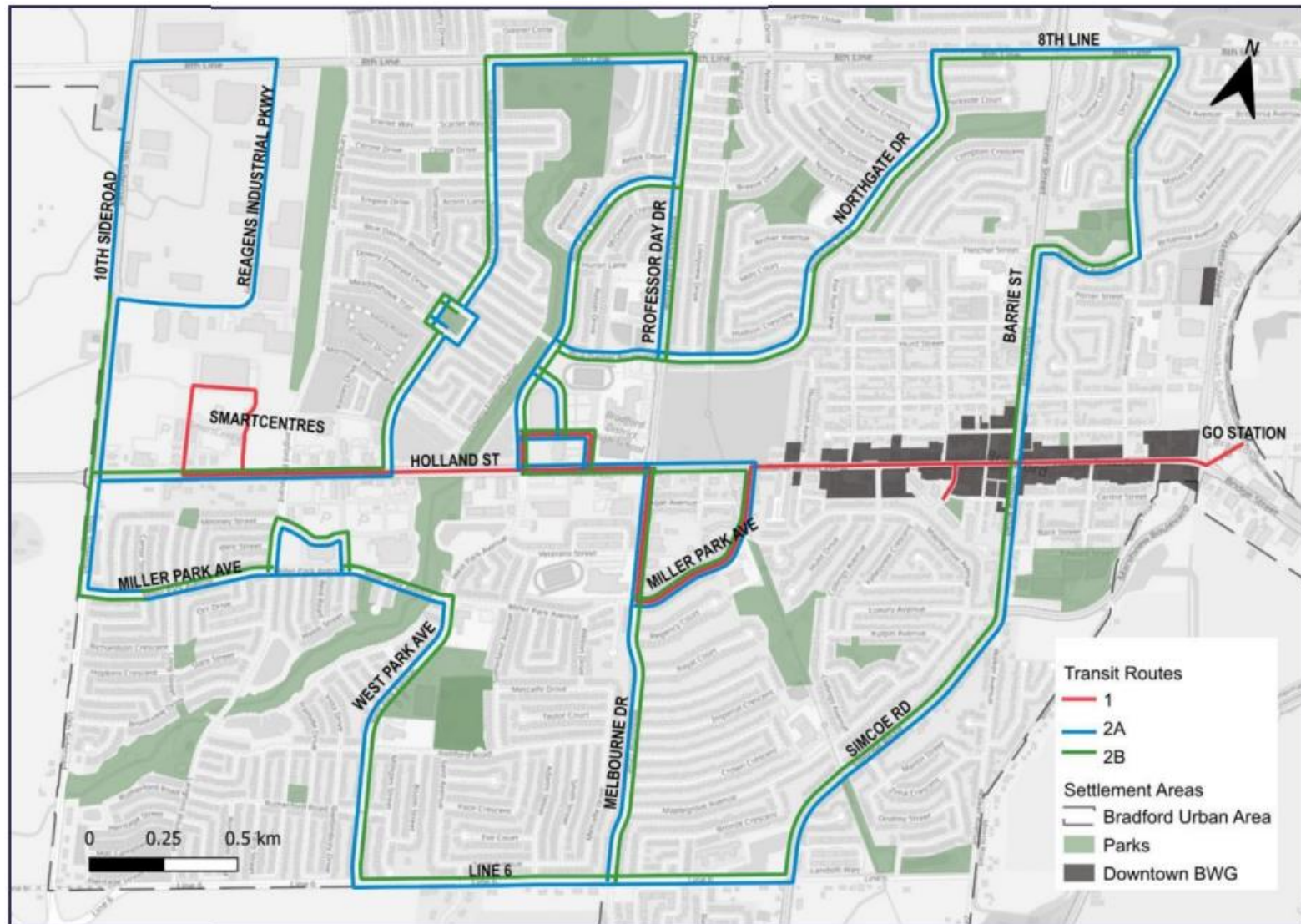
Bradford West Gwillimbury (BWG) Transit currently operates three conventional transit routes. The three routes are described below and illustrated in **Figure 2**.

- Route 1 provides a 30-minute headway “cross-town” service that follows Holland Street with a diversion along Melbourne Drive and Miller Park Avenue from the Bradford GO station to SmartCentres Bradford, operating Mondays to Saturdays;
- Route 2A provides hourly weekday “around-town” service in a clockwise direction centered on the BWG Leisure Centre, operating Mondays to Saturdays; and
- Route 2B provides hourly weekday “around-town” service in an opposite counterclockwise centered on the BWG Leisure Centre, operating Mondays to Fridays.

BWG Transit also partners with local taxi providers to provide additional service to the Bradford GO station and Reagens Industrial Park. The Shuttle-to-GO program provides subsidized shared taxi rides to customers, at pre-determined stops, traveling to Bradford GO station in the AM peak period and departing from the GO Station in the PM peak period. A Shuttle-to-Reagens program operates on a similar model and provides subsidized shared taxi rides during the late-night shift change period to Reagens Industrial Park.



Figure 2: Current Route Map



## 4.2

## Future Transit Network

Since the previous DC study, the Town developed their Transit Master Plan, which was approved in August 2024. This plan proposed the introduction of a specialized transit service in Bradford complementing a fixed-route network, and a commingled specialized and on-demand service in the Rural Area and Bond Head. Recently, the Town has pivoted to providing an on-demand service through most of Bradford, replacing several of the fixed-route services in the Transit Master Plan. **Figure 3** shows the current planned network for 2035 under the on-demand system. Under this network:

- Route 1 remains, but is extended to Bond Head along County Road 88 through the Highway 400 Employment Lands; and
- Route 2 is removed, and is replaced with an urban on-demand service.

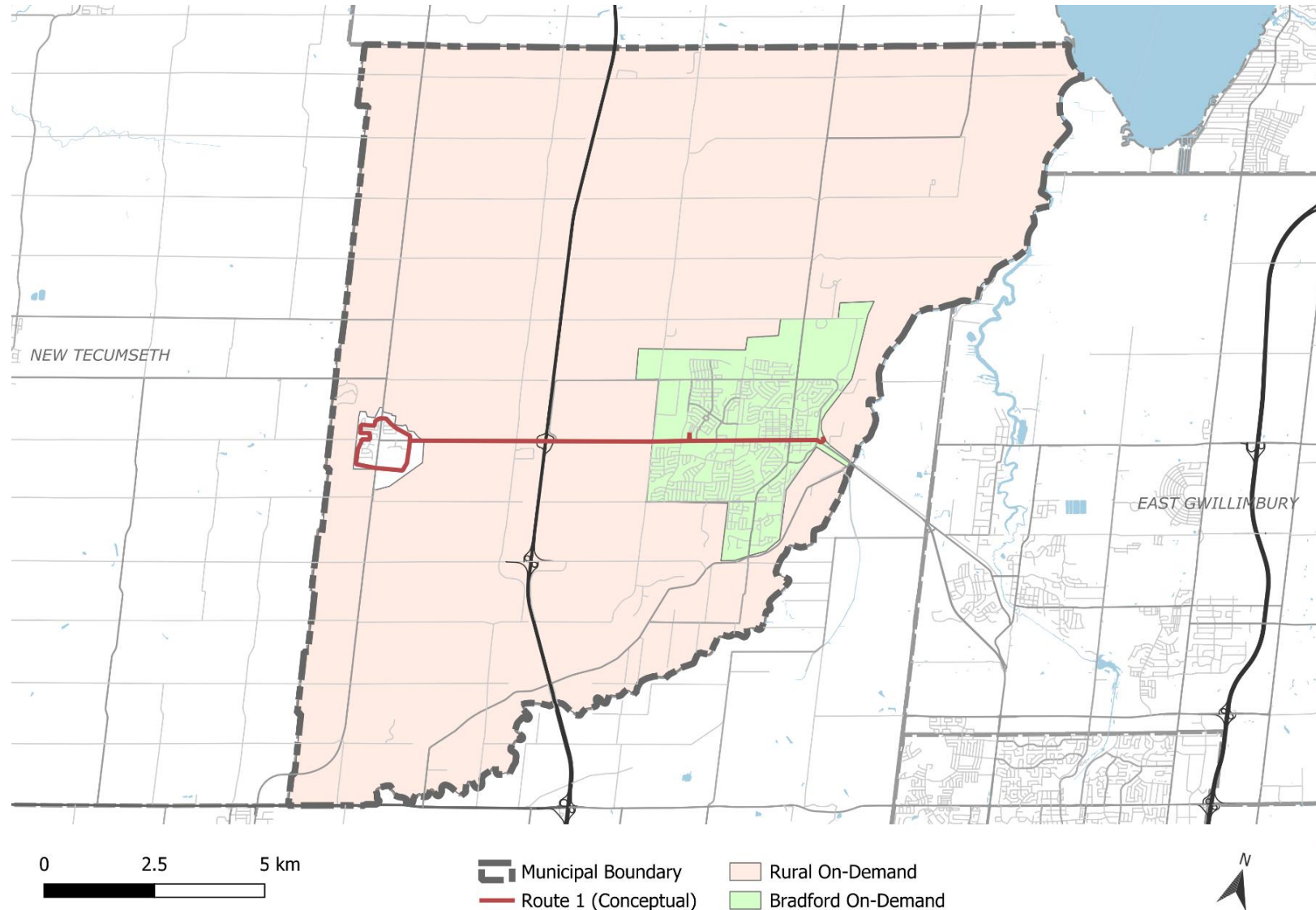
Routing along Route 1 west of Bradford, including in the Highway 400 Employment Lands and in Bond Head, are conceptual and subject to more detailed routing by BWG Transit staff.

The future network consists of four services:

- Route 1 (conventional service), operating along the County Road 88 corridor between Bond Head and the Bradford GO station;
- Urban on-demand service, operating within Bradford;
- Rural on-demand service, operating within the rural area; and
- Specialized service, operating across the entire Town.

All services are intended to use the same vehicle type. The conventional service operates separately from the other three services, which together operate as a commingled service. The ridership and peak vehicle requirements are therefore assessed separately in the following sections, but spare vehicle requirements and costs are discussed together in **Section 5.0**.

Figure 3: Planned 2035 Network



## 4.3

## Propensity to Use Transit

New developments and their corresponding populations have an increased propensity to use transit due to changing views, higher densities of new built form, and increased adoption of transit-oriented design in new developments. Existing populations have a lower propensity to use transit due to the existing auto-oriented built form and challenges in changing established behaviours. New development that is being planned in Bradford and Bond Head over the next ten years will be denser, on average, than existing development. An understanding of how this propensity to use transit changes across population groups is needed to forecast ridership to the end of the 10-year study period.

**Table 2** illustrates the percentage of population from both existing and new growth by unit type. Currently, 82.0% of the existing population of Bradford and Bond Head live in single-detached dwellings, compared to 71.0% of the 2025 to 2035 growth population. This change in built form will impact the propensity to use transit by different portions of the population.

Data was derived from the 2022 Transportation Tomorrow Survey (TTS) to understand how housing choice correlates with the propensity to use transit. The TTS is a comprehensive travel survey conducted in the Greater Golden Horseshoe Area every five years. The purpose of the survey is to provide data that help governments and transportation agencies make transportation investment decisions.

**Table 4** illustrates the average 2022 transit mode share of residents in BWG by housing type (based on 2022 TTS data). The data was used identify the relative differences in mode share by housing type from TTS.

**Table 4: Transit Mode Share by Housing Type in BWG**

Housing Type	Transit Mode Share	Factor Relative to Low-Density
Low-Density (singles and semis)	0.78%	1.00
Medium-Density (multiples)	1.52%	1.95
High-Density (apartments)	2.63%	3.37

These figures identify that, residents who live in high-density developments are more likely to use transit than residents who live in medium-density developments, who are in turn more likely to use transit than residents who live in low-density developments.

The TTS data does not include a transit mode share for population associated with institutional housing. Since this type of housing is typically high-density, the transit mode share for high-density development was used for this housing type for the purposes of this analysis.

The “Factor Relative to Low-Density” column in **Table 4** measures the ratio of transit use for residents in higher densities, relative to low-density units. For example, medium-density units use transit 1.95 times more than low-density units ( $1.52\% / 0.78\% = 1.95$ ). These factors were used to adjust the expected annual trips per capita for the existing and growth population by housing type.

#### 4.4 Conventional Transit Forecasts

This section outlines the detailed calculations that were used to forecast ridership on the conventional transit service over the 10-year study period (2025 to 2035). Ridership forecasts were required to understand the capital requirements for conventional service in 2035.

BWG Transit staff currently assume rides per capita will remain constant on Route 1 service over the study period, with an adjustment for each population group’s propensity to use transit. The ridership calculated through this section was then used to determine the vehicle requirements.

##### 4.4.1 Conventional Ridership Forecast

Currently, Route 1 operates solely within Bradford, with 30,000 rides completed in 2024. Applied to the early 2025 population of 41,484 residents, the existing population in Bradford rides Route 1 at a rate of 0.72 rides per capita annually. By 2035, Route 1 will serve both Bradford and Bond Head, and the growth population in Bradford and the existing and growth populations in Bond Head would likely have different per capita ridership due to their differing propensities to use transit. The values used in this process are described below, with major calculation steps shown in **Table 5**.



The “Factor Relative to Low-Density” for each housing type identified in **Table 4** was used to calculate a density adjustment for the Bradford and Bond Head populations. The portion of the overall population by growth period residing in each housing type was multiplied by the associated density adjustment factor. This means that a factor of 1.0 was applied to the portion of the population residing in low-density units, 1.95 to the portion of the population residing in medium-density units and 3.37 to the portion of the population residing in high-density and institutional units. The resulting sum of these values provides a density factor for each population group (existing population and growth population between 2025 and 2035 in both growth areas). These density factors were calculated, labelled as “Factor Relative to Low-Density (Weighted to Average)”, from 1.00 (for the existing population in Bond Head) to 1.42 (for the growth population in Bradford).

Because the current rides per capita is for the existing population in Bradford, these values were divided by 1.26 (the density factor for the existing population in Bradford) to determine the multiplier for the per capita rate along Route 1 for each population group. This multiplier was applied to the per capita rate for each group, resulting in:

- 0.72 rides per capita for the existing population in Bradford;
- 0.81 rides per capita for the growth population between 2025 and 2035 in Bradford;
- 0.57 rides per capita for the existing population in Bond Head; and
- 0.77 rides per capita for the growth population between 2025 and 2035 in Bond Head.

**Table 5: Rides Per Capita for Populations in Bradford and Bond Head**

Housing Type	Factor Relative to Low-Density	Bradford Existing Population (2025)	Bradford Growth Population (2025 to 2035)	Bond Head Existing Population (2025)	Bond Head Growth Population (2025 to 2035)
Low-Density	1.00	81.48%	70.55%	100.00%	73.20%
Medium-Density	1.95	12.35%	19.31%	0.00%	20.65%
High-Density	3.37	4.73%	9.08%	0.00%	6.15%
Institutional	3.37	1.44%	1.05%	0.00%	0.00%
<b>Factor Relative to Low-Density (Weighted to Average)</b>		<b>1.26</b>	<b>1.42</b>	<b>1.00</b>	<b>1.34</b>
<b>Rides Per Capita Multiplier</b>		<b>1.00</b>	<b>1.13</b>	<b>0.79</b>	<b>1.06</b>
<b>Rides Per Capita</b>		<b>0.72</b>	<b>0.81</b>	<b>0.57</b>	<b>0.77</b>

To calculate the total rides at the end of the 10-year study period, the rides per capita for each population group were multiplied by the population of each group in 2035, as shown in **Table 6**, resulting in 41,666 rides anticipated on Route 1 in 2035.

**Table 6: Calculation of 2035 Ridership**

Housing Type	Population (2035)	Rides Per Capita	Ridership (2035)
Bradford Existing Population (2025)	36,393	0.72	26,318
Bradford Growth Population (2025 to 2035)	15,377	0.81	12,529
Bond Head Existing Population (2025)	1,130	0.57	647
Bond Head Growth Population (2025 to 2035)	2,828	0.77	2,172
<b>Total</b>	<b>55,728</b>	<b>0.75</b>	<b>41,666</b>

#### 4.4.2 Peak Vehicle Requirements

To determine vehicle requirements, rides were converted into boardings using a conversion rate of 1.02 boardings per ride, in line with how BWG Transit currently estimates boardings. This resulted in 30,600 boardings in 2025 and 42,499 boardings in 2035.

Currently, Route 1 operates with one peak vehicle, so the current system can support at least 30,600 boardings per peak vehicle. The current system uses cutaway vehicles with a seated capacity of 19 passengers. An extension to Bond Head necessitates the need for two peak vehicles to maintain the existing service headway. If two peak vehicles were used in 2035, the system would support 21,250 boardings per peak vehicle (42,499 boardings divided by two peak vehicles). This is below the current boarding rate, therefore, the minimum peak vehicle requirement for the end of the growth horizon is conservatively assumed to be two peak vehicles. It is possible more vehicles may be required in the Bradford portion of the route, depending on how ridership is distributed along the route in the future.

Spare vehicle requirements and costs for all vehicles are further discussed in **Section 5.0**.

#### 4.5 **Commingled Transit Forecasts**

This section outlines the detailed calculations that were used to forecast ridership on the commingled transit service over the 10-year study period (2025 to 2035). Similar to the conventional service, ridership forecasts were required to understand the capital requirements for commingled service in 2035, which were then used to determine the vehicle requirements.

Within the commingled service:

- Specialized service will be a door-to-door service for individuals with disabilities that are not able to use a conventional bus, and will cover the entire municipality.
- On-demand service will serve users in the rural area and in Bradford outside of the Route 1 watershed, connecting people to major destinations along Route 1.

The Transit Master Plan previously forecasted a combined 110,000 rides on the specialized and rural on-demand system in 2031. The network characteristics and structure under the new plan has changed substantially, in-part due to the reduced fixed-route infrastructure and permanent bus stop installations under the new plan. It is expected based on these factors and the lower ridership forecasted on the conventional service that the commingled ridership will be lower than what was presented in the Transit Master Plan. New ridership estimates were determined to conservatively



estimate the number of vehicles required to operate service, which are also lower than what was previously projected in the Transit Master Plan.

#### 4.5.1 Specialized Transit Ridership Forecast

As the Town does not currently provide specialized transit, the ridership forecast cannot be based on existing data. As a result, the specialized transit ridership is estimated using population forecasts, peer municipalities specialized transit registration rates, and an estimated number of trips per registrant as provided by the Town. Watson & Associates provided projections of population by age cohort, included in **Table 7**.

**Table 7: Population by Age Cohort**

Age Group	2025	2035
0 to 19	12,596	15,053
20 to 34	8,984	10,667
35 to 44	7,637	10,531
45 to 54	6,113	8,388
55 to 64	5,562	5,877
65 to 74	3,665	5,026
75+	2,449	4,165
<b>Total</b>	<b>47,007</b>	<b>59,707</b>

Data from Statistics Canada shows that the prevalence of disability rises as we age.

**Table 8** shows the portion of the Ontario population who had a disability in 2022 as reported in the Canadian Survey on Disability. Children under 15 are not reported but are considered to have a similar prevalence of disability to those under 19.

**Table 8: Prevalence of Disability by Age in Ontario**

Age Cohort	Percentage of Persons with Disabilities
0 to 19	20.2%
20 to 34	20.5%
35 to 44	20.6%
45 to 54	29.1%
55 to 64	29.1%
65 to 74	37.4%
75+	52.6%

To calculate the future population of persons with disabilities, the prevalence of disability by each age cohort was multiplied by the number of residents in each corresponding age cohort. The potential number of persons with disabilities each year is illustrated in **Table 9** below.

**Table 9: Potential Persons with Disabilities by Age Cohort**

Age Cohort	2025	2035
0 to 19	2,544	3,041
20 to 34	1,839	2,184
35 to 44	1,573	2,169
45 to 54	1,779	2,441
55 to 64	1,619	1,710
65 to 74	1,371	1,880
75+	1,288	2,191
<b>Total</b>	<b>12,013</b>	<b>15,615</b>

It should be noted that not all persons with disabilities would be eligible for specialized service. The definition of disability is broad and could include disabilities that would not prevent a resident from using the conventional or on-demand bus service.

Peer agency data was utilized to determine the percentage of the population of persons with disabilities that would register for specialized transit. It has been assumed that BWG specialized transit registration will be similar to that of the peer agencies. A selection of seven peer agencies across Canada were used to determine the average trips per registrant and the share of registrants as a portion of persons with disabilities, finding an average of 42.91 trips per registrant and an estimated share of 4.7% of persons with disabilities registered for specialized transit.

The formula to calculate the number of specialized transit registrants per year is noted below using 2035 as an example:

**Calculation: 2035 Specialized Transit Registrants**

= 2035 Potential Persons with Disabilities x Registrants as a Portion of Population of Persons with Disabilities  
 = 15,615 x 4.7%  
 = 739

To calculate ridership, the average number of trips made by each registrant in peer agencies is multiplied by the number of registrants forecasted to determine the ridership. Boardings and ridership are considered synonymous for specialized transit as trips are offered door-to-door and passengers do not transfer between buses to complete a trip.

#### **Calculation: 2035 Specialized Transit Trips**

$$\begin{aligned}
 &= \text{Peer Trips Per Registrant} \times \text{Number of Registrants in 2035} \\
 &= 42.91 \times 739 \\
 &= 31,714
 \end{aligned}$$

It was assumed that there would be a trip denial rate above 0%, similar to peer specialized transit systems.

#### **4.5.2 Rural On-Demand Ridership Forecast**

Because of the change in the design of the network between the Transit Master Plan and the current plan, a new forecast was determined using peer agency ridership. The new planned rural on-demand area consists of the rural area, which excludes Bond Head and Bradford. There are therefore no population centres in the service area. Data from two peer agencies in Southern Ontario was used to find a comparable per capita rate, considering only the ridership that has at least an origin or destination in the rural area of the service area. These two agencies have a rural per capita rate of up to 0.2 rides per capita annually. This value was used as the assumed trips per capita for the existing population in the rural area.

The existing and in-period growth populations have different housing mixes, with the in-period growth population expected to be slightly higher in low-density housing. Using the same formula to determine conventional rides per capita in **Table 5**, **Table 10** shows the calculations for the growth population in the rural area, with a slightly lower rate of 0.196 rides per capita annually.

**Table 10: Rides Per Capita for Populations in the Rural Area**

<b>Housing Type</b>	<b>Factor Relative to Low-Density</b>	<b>Rural Existing Population (2025)</b>	<b>Rural Growth Population (2025 to 2035)</b>
Low-Density	1.00	97.66%	100.00%
Medium-Density	1.95	2.34%	0.00%
High-Density	3.37	0.00%	0.00%
Institutional	3.37	0.00%	0.00%
<b>Factor Relative to Low-Density (Weighted to Average)</b>		<b>1.02</b>	<b>1.00</b>
<b>Rides Per Capita Multiplier</b>		<b>1.00</b>	<b>0.98</b>
<b>Rides Per Capita</b>		<b>0.200</b>	<b>0.196</b>

The following calculation was performed to determine the number of rural on-demand trips in 2035:

**Calculation: 2035 Rural On-Demand Trips**

$$\begin{aligned}
 &= \text{Existing Population Rides Per Capita} \times \text{Existing Population in 2035} + \text{In-Period Growth Population Rides Per Capita} \times \text{Growth Population in 2035} \\
 &= 0.200 \times 3,758 + 0.196 \times 219 \\
 &= 752 + 43 \\
 &= 794
 \end{aligned}$$

As with the specialized service, it was assumed that there would be a trip denial rate above 0%, similar to other on-demand systems.

#### 4.5.3

#### Urban On-Demand Ridership Forecast

The vehicle provider has projected that BWG Transit can anticipate total ridership of 60,000 in 2025 and 100,000 in 2026. This ridership includes both conventional and urban on-demand. These forecasts have been respectively applied to the 2026 and 2027 years, for consistency with this appendix, as discussed in **Section 2.0**. After 2027, BWG Transit staff do not anticipate further growth in ridership on a per capita basis, but similar to conventional transit, expect each group to have different propensities to use transit.

To determine ridership on the urban on-demand service between 2027 and 2035, the ridership from the conventional service (serving both Brantford and Bond Head) must first be separated from the on-demand ridership. Rides per capita for each group on Route 1 were previously determined in **Section 4.4.1. Table 11** shows the calculation for ridership on conventional service in 2027, with an estimated 32,883 rides in 2027. This leaves 67,117 rides on the urban on-demand service in 2027.

**Table 11: Calculation of 2027 Ridership on Conventional Service (Route 1)**

Housing Type	Population (2027) <sup>5</sup>	Rides Per Capita	Ridership (2027)
Bradford Existing Population (2025)	40,466	0.72	29,264
Bradford Growth Population (2025 to 2035)	3,075	0.81	2,506
Bond Head Existing Population (2025)	1,186	0.57	679
Bond Head Growth Population (2025 to 2035)	566	0.77	434
<b>Total</b>	<b>45,293</b>	<b>0.73</b>	<b>32,883</b>

To determine the number of rides taken by each population group, the population of each group was weighted by their relative propensities to use transit (i.e., Factor Relative to Low-Density), as determined in **Table 5**. The share of rides in 2027 expected to be used by the existing population was calculated as follows:

**Calculation: Share of 2027 Rides Expected by Existing Population**

$$\begin{aligned}
 &= (\text{Factor Relative to Low-Density for Bradford Existing Population} \times \text{Existing Population in 2035}) / (\text{Factor Relative to Low-Density for Bradford Existing Population} \times \text{Existing Population in 2035} + \text{Factor Relative to Low-Density for Bradford Growth Population} \times \text{Growth Population in 2035}) \\
 &= 1.26 \times 40,466 / (1.26 \times 40,466 + 1.42 \times 3,075) \\
 &= 51,131 / 55,509 \\
 &= 92.1\%
 \end{aligned}$$

The remaining 7.9% can be attributed to the growth population. Applying these percentages to the total ridership of 67,117 rides in 2027, the existing population was expected to take 61,823 rides and the growth population was expected to take 5,294 rides. Rides per capita were then determined using the 2027 population and ridership as

<sup>5</sup> Population in 2027 determined through linear interpolation in each population group between 2025 and 2035.

shown in **Table 12**. To calculate the total rides at the end of the 10-year study period, the rides per capita for each population group were multiplied by the population of each group in 2035, resulting in 82,070 rides anticipated on the urban on-demand service in 2035.

**Table 12: Calculation of 2035 Rides Per Capita and Ridership**

Housing Type	Population (2027)	Ridership (2027)	Rides Per Capita	Population (2035)	Ridership (2035)
Bradford Existing Population (2025)	40,466	61,823	1.53	36,393	55,601
Bradford Growth Population (2025 to 2035)	3,075	5,294	1.72	15,377	26,469
<b>Total</b>	<b>43,541</b>	<b>67,117</b>	<b>1.54</b>	<b>51,770</b>	<b>82,070</b>

#### 4.5.4 Boardings per Peak Vehicle

The projected vehicle requirements also extended only to 2027, and therefore, the number of peak vehicles required in 2035 must be estimated using the projected ridership for 2035. The Transit Master Plan only forecasted to 2031, and assumed that 110,000 commingled trips could be supported by five peak vehicles in 2031, with ridership split evenly between specialized transit and rural on-demand service at 55,000 trips each. The boardings per peak vehicle assumed in the Transit Master Plan in 2031 was therefore 11,000 trips for each service, or 22,000 boardings per peak vehicle. This was an ambitious target compared to peer agencies, and through assessment of the expected boardings per peak vehicle in each preceding year in the Transit Master Plan, a lower boardings per peak vehicle target was determined.

It is assumed that ridership growth in the Transit Master Plan was consistent between specialized and rural on-demand transit. The specialized transit ridership forecasting methodology was used to determine the appropriate boardings per peak vehicle, based on the calculations done for the new plan in **Section 4.5.1**. The number of specialized transit registrants in each year were first determined using the same formula, with 2031 provided as an example:

**Calculation: 2031 Specialized Transit Registrants**

= 2031 Potential Persons with Disabilities x Registrants as a Portion of Population of Persons with Disabilities

= 14,528 x 4.7%

= 688

Using the 55,000 trips provided for 2031, a trips per registrant rate could be determined:

**Calculation: 2031 Trips Per Registrant**

= 2031 Specialized Trips / 2031 Specialized Transit Registrants

= 55,000 / 688

= 79.94

**Table 13** shows the peak vehicles from the capital plan in the Transit Master Plan and the estimated specialized trips per year, assuming a linear growth rate from 0 trips per registrant in 2024 to 79.94 trips per registrant in 2031, which is an assumption used in other specialized forecasts where there is not currently service to account for natural growth in the system as people adapt to the new service. Under this assumption, 11,000 specialized trips per peak vehicle is only achieved in the final year, and in the preceding years, it is more consistently between 9,000 and 10,000. The average of the final four years (2028 to 2031) was 9,801 specialized trips per peak vehicle, was used as the baseline for determining the target, as it was considered a more conservative target given what is observed by peer agencies.

It was assumed that rural on-demand transit would have a similar trip per peak vehicle target, and because rural on-demand transit had the same target number of trips in 2031 and was assumed to have a similar growth rate, the target for all commingled trips per peak vehicle would be twice the specialized target. This resulted in a target of 19,602 commingled trips per peak vehicle.

**Table 13: Transit Master Plan Capital Plan and Assumed Growth Rate for Specialized Service**

<b>Housing Type</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>
Trips per Registrant	11.42	22.84	34.26	45.68	57.10	68.52	79.94
Registrants	585	601	618	636	653	671	688
Estimated Specialized Trips	6,681	13,728	21,174	29,054	37,288	45,978	55,000
Peak Vehicles	1	3	3	3	4	5	5
<b>Specialized Trips per Peak Vehicle</b>	6,681	4,576	7,058	9,685	9,322	9,196	11,000

#### 4.5.5 Peak Vehicle Requirements

Because the specialized, rural on-demand, and urban on-demand services are commingled, the peak fleet were determined by combining ridership across all three services to avoid overestimating fleet size:

##### **Calculation: 2035 Commingled Trips**

$$\begin{aligned}
 &= 2035 \text{ Specialized Trips} + 2035 \text{ Rural On-Demand Trips} + 2035 \text{ Urban On-Demand Trips} \\
 &= 31,714 + 794 + 82,070 \\
 &= 114,579
 \end{aligned}$$

The peak fleet was determined by dividing the number of trips by the trips per peak vehicle target identified in the previous section, resulting in 6 peak vehicles across the commingled services.

##### **Calculation: 2035 Peak Vehicle Requirement**

$$\begin{aligned}
 &= 2035 \text{ Commingled Trips} / \text{Peak Vehicle Boardings Target} \\
 &= 114,579 / 19,602 \\
 &= 6
 \end{aligned}$$



## 5.0

## Vehicles

Currently, the Town operates using four cutaway vehicles with a seated capacity of 19 passengers each. Under the new plan, the Town is expected to use Karsan e-JEST models (minibuses), which have a capacity of 19 to 22 passengers each. Their capacities are considered functionally equivalent, and are treated as such for the purposes of this study.

From the previous section, there are eight minibuses required at peak (two for conventional and six for commingled services). BWG Transit currently operates with a spare ratio of 25%, but is increasing this ratio to 30% over the course of the 10-year study period:

**Calculation: 2035 Spare Vehicle Requirement**

$$\begin{aligned} &= 2035 \text{ Conventional and Commingled Peak Buses} \times \text{Spare Ratio} \\ &= 8 \times 0.3 \\ &= 3 \end{aligned}$$

It was determined that three spare vehicles would be needed across the system. Combined with the eight peak vehicles, a total of 11 minibuses would be needed to operate the system. Because there are already four vehicles in the existing fleet, and the new vehicles have functionally equivalent capacities, only seven minibuses would be eligible for assessment.

The assumed cost for a minibus is \$430,000 and the assumed lifespan is 8 to 10 years. The total cost of the seven minibuses eligible for assessment would therefore be \$3,010,000.

## 6.0

## Facilities

BWG Transit plans to construct three facilities over the 10-year study period in addition to bus stops: a transit facility to support BWG Transit vehicles, and two expanded terminals at SmartCentres Bradford and Bradford GO.

## 6.1

### Bus Stops

Within Bradford, the replacement of Route 2 with on-demand service is expected to result in a net decline in the number of bus stops serving this area. Therefore, any new bus stops within Bradford are not considered growth expenses under the current plan.

The extension of Route 1 to Bond Head will require bus stops for passengers to access the service. Bus stops along this extension outside of Bradford are considered eligible for assessment, since they are serving a new service area. The Transportation Master Plan indicates that all residents and jobs in these areas should be within 400 metres of a transit stop. As noted in **Section 4.2**, the route design of the Route 1 extension is considered conceptual. Therefore, to remain conservative, it was estimated that:

- Bus stops along this route in Bond Head would be spaced at most 400 metres apart, and the route operates in one direction (i.e., stops are only required on one side of the street);
- There are only four bus stops planned in the Employment Lands, with one stop per direction located at each of the planned collector road junctions with County Road 89;
- There are no stops in between the settlement areas and the Employment Lands (i.e., in the rural segments of the route).

The conceptual route in Bond Head uses a planned collector road that circles the main Bond Head intersection. This alignment is 4,570 metres and would require at least 12 stops at a maximum 400 metre distance. This is a conservative estimate as a 400-metre walkshed would likely require the stops to be closer together than 400 metres in many cases. Combined with the four stops in the Employment Lands, this would result in 16 new stops that are eligible for assessment under this study.

Each standard bus stop will include the addition of a bus pad and bus stop sign providing an identifiable location for passengers to access the added service. The cost of a typical bus stop is \$3,000. Applied to the 16 bus stops, the total cost of the new bus stops would equal \$48,000.

## 6.2 Transit Facility

The Transit Master Plan identified a need for a new transit facility in the Town. The four vehicles in the existing fleet are currently stored in an uncovered storage area, but any expansion past these vehicles would require additional storage capacity.

The facility proposed in the report was estimated to be \$8,700,000 based on holding the capacity required for the vehicles proposed in the capital plan to 2031, which were 10 conventional (35-foot) vehicles and seven (7) cutaway vehicles similar to those used in the existing fleet. The Town still intends to build the garage at the size proposed in the Transit Master Plan under the new plan.

Under the new system, as identified in **Section 5.0**, 11 minibuses would need to be stored in this facility. **Table 14** lists the storage capacity in equivalents of minibuses for ease of comparison.

**Table 14: Minibus Equivalents**

Bus Type	Length (m)	Ratio to Minibus	Existing Capacity	Transit Master Plan Design	Storage Need Under New Plan
Conventional 35-foot bus	10.7	1.8	0	10	0
Cutaway bus	7.9	1.4	4	7	0
Minibus	5.8	1.0	0	0	11
<b>Total (Minibus Equivalents)</b>			<b>5.4</b>	<b>28.0</b>	<b>11.0</b>

The capacity expected under the Transit Master Plan design would be expected to hold 28 minibus equivalents, with 11 spaces needed during the 10-year study period, and 5.4 spaces already provided through existing capacity. From this, it is evident that:

- 5.6 spaces would be needed for growth over the 10-year study period; and

- 17 spaces would be expansion room for after the end of the study period (beyond 2035).

## 6.3

**Terminals**

Two terminals are planned at the Bradford GO station and SmartCentres Bradford. The cost of a transit terminal is not provided in the Transit Master Plan, but the plan identifies the need for both terminals and specifically identifies that the Bradford GO station would need to support 4 vehicles at the same time. Currently, both terminals have no dedicated bus bays, but a fixed-route bus stops regularly at each terminal on the side of the road.

BWG Transit has confirmed both terminals are planned to have 4 bus bays each when they are redesigned. Under the new plan, it is still intended to design these terminals to the capacity planned under the Transit Master Plan. Of these terminals:

- Metrolinx is currently redesigning the Bradford GO station and it is expected that they will cover the cost of the terminal; and
- The Town would be expected to cover the cost of redesigning the SmartCentres Bradford bus facilities, which the Town expects would cost \$320,000 using a preliminary estimate.

Because the Town is not expecting to contribute to the cost of the Bradford GO station upgrades, it is not considered further in this study. The remainder of the terminal discussion in this study is oriented around SmartCentres Bradford.

Although SmartCentres Bradford does not have bus bays, it has a capacity of 1 bus because the buses are still able to stop at the side of the road, so the remaining 3 bus bays would be eligible for growth assessment.

## 7.0 Capital Summary

### 7.1 Ridership Studies

The Transit Master Plan was last completed in August 2024, with a horizon to 2031. While the plan has shifted since what was published, BWG Transit does not currently intend to commission another transit study until 2028 or 2029. This study is estimated to cost \$100,000, and would include recommendations for new capital costs, changes or additions to fixed-route and on-demand service, and infrastructure needs across the Town. Through the study, capital costs into the new horizon past 2031 will be refined and reassessed considering the new plan. These elements will be used in subsequent DC studies and are included as recoverable DC costs.

### 7.2 Full Transit Capital Plan

A summary 10-year capital plan of projects supporting the growth in conventional transit service is noted in **Table 15**. The capital plan has been adjusted to reflect projects that are expected within the DC horizon, changes to base costs and other capital requirements informed by staff from the Town. At the time of developing this study, there were no known funding contributions, so the Town is expected to cover the gross cost as stated during the 10-year study horizon.

**Table 15: 10-Year 2025 to 2035 Capital Plan**

Item	Unit Price (2025)	Quantity (2025 to 2035)	10-Year Capital Cost (BWG Transit portion only)
Minibus	\$430,000	7	\$3,010,000
Conventional bus stops	\$3,000	16	\$48,000
Transit facility	\$8,700,000	1	\$8,700,000
SmartCentres Bradford terminal	\$320,000	1	\$320,000
Ridership study	\$100,000	1	\$100,000
<b>Total</b>	<b>Not Applicable</b>	<b>Not Applicable</b>	<b>\$12,178,000</b>

## 8.0 Apportioning Benefit – Vehicles and Studies

This section details how the transit capital program is apportioned between in-period benefit to existing, and in-period and post-period benefit to growth.

### 8.1 In-Period Benefit to Existing and Growth

The 2016 DCA requires that the increased need for service be reduced by the extent to which a service would benefit existing population. The in-period benefit is therefore further broken down into benefit to existing populations and benefit to growth populations. **Section 4.3** explains the concept of the propensity of each population group to use transit, as that was used to forecast ridership for the existing and growth populations.

#### 8.1.1 Conventional Transit Vehicles

**Section 4.4.1** outlines the ridership expected in 2035 at the end of the 10-year growth period. Apportionment is typically made by comparing boardings by each population group, but in this case, boardings and rides provide the same results, since boardings are determined by BWG Transit through a flat multiplier (2%) of the ridership. Therefore, for ease of calculation and consistency with earlier sections of this appendix, rides were used. Benefit apportionment to the existing population is determined from the ridership using:

#### Calculation: Benefit to Existing

$$\begin{aligned}
 &= (\text{Rides by Bradford Existing Population in 2035} + \text{Rides by Bond Head Existing Population in 2035} - \text{Rides by Existing Population in 2025}) / (\text{Total Rides by Existing and Growth Populations in Bradford in 2035} + \text{Total Rides by Existing and Growth Populations in Bond Head in 2035} - \text{Total Rides by Existing Population in 2025}) \\
 &= (26,318 + 647 - 30,000) / (38,847 + 2,819 - 30,000) \\
 &= -26.02\%
 \end{aligned}$$

**Calculation: Benefit to Growth**

= Rides by Bradford and Bond Head Growth Population in 2035 / (Total Rides by Existing and Growth Populations in 2035 - Total Rides by Existing Population in 2025)

= 14,701 / (41,666 - 30,000)

= 126.02%

Because the benefit to existing is calculated as a negative and the benefit to growth is calculated over 100%, the benefit of expanding conventional service is considered a pure growth expense. Note that while the Bond Head existing population does derive a benefit from the addition of a second bus as they do not currently have service, the net benefit is still entirely growth because the large drop in population expected in the existing population in Bradford is higher than the added existing population in Bond Head. Therefore, the benefit to existing and growth for conventional vehicles and associated fareboxes and ITS is as follows:

- 0.00% to benefit to existing
- 100.00% to benefit to growth

**8.1.2 Commingled Transit Vehicles**

Commingled transit service benefit is determined through a weighted average of specialized, rural on-demand, and urban on-demand ridership.

For transit agencies with established specialized transit service, there is a different methodology for calculating apportionment than conventional transit due to the conditional eligibility of this service. However, because specialized transit will be introduced during this horizon period, the benefit apportionment from specialized transit is purely based on the weight of the existing population and growth population in 2035:

**Calculation: Benefit to Existing for Specialized Ridership**

= Existing Population in 2035 / Total Population in 2035

= 40,454 / 59,707

= 67.75%

**Calculation: Benefit to Growth for Specialized Ridership**

$$\begin{aligned}
 &= \text{Growth Population in 2035} / \text{Total Population in 2035} \\
 &= 19,253 / 59,707 \\
 &= 32.25\%
 \end{aligned}$$

Note that for specialized transit, the density-based propensity to use transit is not assumed since the service is based on conditional need and not attractiveness to different population groups.

For rural on-demand ridership, even though the service is new, the population is experiencing a net decline over the 10-year study period, and the growth units would not require an additional cost due to distance to service under an on-demand system. Therefore, the benefit of these rides would be anticipated to be 100% to the existing population.

For urban on-demand ridership, apportionment was also completed using the same methodology as conventional transit. Because urban on-demand transit is a replacement for the existing Route 2, Route 2 ridership in 2025 is used as the ridership for the existing population in 2025:

**Calculation: Benefit to Existing**

$$\begin{aligned}
 &= (\text{Rides by Existing Population in 2035} - \text{Rides by Existing Population in 2025}) / (\text{Total Rides by Existing and Growth Populations in 2035} - \text{Total Rides by Existing Population in 2025}) \\
 &= (55,601 - 35,878) / (82,070 - 35,878) \\
 &= 42.70\%
 \end{aligned}$$

**Calculation: Benefit to Growth**

$$\begin{aligned}
 &= \text{Rides by Growth Population in 2035} / (\text{Total Rides by Existing and Growth Populations in 2035} - \text{Total Rides by Existing Population in 2025}) \\
 &= 26,469 / (82,070 - 35,878) \\
 &= 57.30\%
 \end{aligned}$$

**Table 16** shows the calculation for determining the benefit apportionment for commingled vehicles, based on a weighted average of the ridership of each of the constituent services.



**Table 16: Benefit Apportionment Calculation for Commingled Vehicles**

Service	Ridership	Benefit to Existing	Benefit to Growth
Specialized	31,714	67.75%	32.25%
Rural on-demand	794	100%	0%
Urban on-demand	82,070	42.70%	57.30%
<b>Commingled</b>	<b>114,579</b>	<b>50.03%</b>	<b>49.97%</b>

Therefore, the benefit to existing and growth for commingled vehicles and associated fareboxes and ITS is as follows:

- 50.03% to benefit to existing
- 49.97% to benefit to growth

## 8.2 Post-Period Benefit

The 2016 DCA requires that no portion of the service intended to benefit anticipated development within the ten-year study period remain as excess capacity at the end of the ten-year study period. For the purposes of this study, in-period is identified as the period from early 2025 to early 2035 and the post-period is assumed to be from early 2035 to early 2045.

### 8.2.1 Conventional Transit

The post-period benefit was calculated using the proportion of annual transit trips that are conducted by the 2035 to 2045 population.

To calculate post-period benefit, the expected number of rides per population in 2045 was calculated based on population growth and the propensity to use transit as described in **Section 4.3**, continuing from the methodology derived for the growth population in **Section 4.4.1**. The major calculation steps are shown in **Table 17**.

**Table 17: Rides Per Capita for Post-Period Growth Populations in Bradford and Bond Head**

<b>Housing Type</b>	<b>Factor Relative to Low-Density</b>	<b>Bradford Post-Period Growth Population (2035 to 2045)</b>	<b>Bond Head Post-Period Growth Population (2035 to 2045)</b>
Low-Density	1.00	67.96%	75.13%
Medium-Density	1.95	20.69%	19.25%
High-Density	3.37	9.84%	5.61%
Institutional	3.37	1.51%	0.00%
<b>Factor Relative to Low-Density (Weighted to Average)</b>		<b>1.47</b>	<b>1.32</b>
<b>Rides Per Capita Multiplier</b>		<b>1.16</b>	<b>1.04</b>
<b>Rides Per Capita</b>		<b>0.84</b>	<b>0.75</b>

To calculate the total rides at the end of the post-period, the rides per capita for each population group were multiplied by the population of each group in 2045, as shown in **Table 18**.

**Table 18: Calculation of 2045 Ridership**

<b>Housing Type</b>	<b>Population (2045)</b>	<b>Rides Per Capita</b>	<b>Ridership (2045)</b>
Bradford Existing Population (2025)	31,798	0.72	22,995
Bradford Growth Population (2025 to 2035)	15,377	0.81	12,529
Bradford Post-Period Growth Population (2035 to 2045)	17,442	0.84	14,628
Bond Head Existing Population (2025)	1,066	0.57	610
Bond Head Growth Population (2025 to 2035)	2,828	0.77	2,172
Bond Head Post-Period Growth Population (2035 to 2045)	234	0.75	176
<b>Total</b>	<b>68,745</b>	<b>0.75</b>	<b>53,111</b>

This resulted in the following ridership estimates for 2045:

- 23,605 rides by the existing population;
- 14,701 rides by the growth population; and
- 14,805 rides by the post-period growth population.

Because the conventional expansion is entirely apportioned to growth, the in-period and post-period growth benefit were calculated as follows:

**Calculation: Post-Period Benefit to Growth**

$$\begin{aligned}
 &= \text{Post-Period Growth Population Rides in 2045} / (\text{Post-Period Growth Population Rides in 2045} + \text{Growth Population Rides in 2045}) \\
 &= 14,805 / (14,701 + 14,805) \\
 &= 50.18\%
 \end{aligned}$$

**Calculation: In-Period Benefit to Growth**

$$\begin{aligned}
 &= \text{Growth Population Rides in 2045} / (\text{Post-Period Growth Population Rides in 2045} + \text{Growth Population Rides in 2045}) \\
 &= 14,701 / (14,701 + 14,805) \\
 &= 49.82\%
 \end{aligned}$$

Therefore, the pre-period, in-period and post-period benefit to existing and growth for conventional vehicles and associated fareboxes and ITS is as follows:

- 0.00% benefit to existing
- 49.82% in-period benefit to growth
- 50.18% post-period benefit to growth

### 8.2.2 Commingled Transit

Unlike conventional transit, there is no post-period benefit for the purchase of the commingled fleet in-period. Since specialized transit systems typically have some degree of trip denials, any increase in registrants and trips beyond 2035 will require additional capacity (since a small portion of trips from the 2035 population are anticipated to be denied). On-demand systems also typically have some degree of trip denial for similar reasons to specialized transit systems.

As a result, there is no post-period benefit.

### 8.3 Application to Vehicles

Because the minibuses are shared between conventional and commingled service, the apportionment was again weighted based on the expansion of each individual service, and the weighted share of spare vehicles for each individual service. **Table 19** shows the fleet requirement by service in minibus equivalents.

**Table 19: Vehicle Requirements by Service**

Vehicle Type	Conventional	Commingled
Existing vehicles	1.3 <sup>6</sup>	2.7 <sup>7</sup>
Peak vehicles	2	6
Share of peak vehicles	25%	75%
Spare vehicles	0.7	2.3
<b>Expansion vehicles</b>	<b>1.4</b>	<b>5.6</b>

**Table 20** shows the apportionment calculation, and the components of determining the weighting for the vehicles.

**Table 20: Vehicle Apportionment**

Metric	Conventional	Commingled	Minibuses
Expansion vehicles	1.4	5.6	<b>7</b>
Benefit to existing	0%	50.03%	<b>39.91%</b>
Benefit to growth (in-period)	49.82%	49.97%	<b>49.94%</b>
Benefit to growth (post-period)	50.18%	0%	<b>10.15%</b>

The apportionment for the 7 minibuses required for expansion is therefore:

- 39.91% benefit to existing
- 49.94% in-period benefit to growth
- 10.15% post-period benefit to growth

<sup>6</sup> Conventional existing fleet split between 1 peak vehicle and a relative share of 0.3 spare vehicles assigned to Route 1 under current network

<sup>7</sup> Commingled existing fleet split between 2 peak vehicles and a relative share of 0.6 spare vehicles assigned to Route 2 under current network

## 8.4 Application to Ridership Studies

The ridership study would explore service alternatives for all residents in the Town, like the previous study. The conventional and commingled service together provide transit to all residents in the Town, so the relative ridership is a reasonable proxy for which residents will benefit from the service. Therefore, the apportionment was calculated based on the relative ridership across both services. **Table 21** shows the apportionment calculation, and the components of determining the weighting for the ridership study.

**Table 21: Ridership Study Apportionment**

<b>Metric</b>	<b>Conventional</b>	<b>Commingled</b>	<b>Total</b>
Ridership in 2035	42,265	114,579	<b>156,844</b>
Benefit to existing	0%	50.03%	<b>36.55%</b>
Benefit to growth (in-period)	49.82%	49.97%	<b>49.93%</b>
Benefit to growth (post-period)	50.18%	0%	<b>13.52%</b>

The apportionment for the ridership study required for expansion is therefore:

- 36.55% benefit to existing
- 49.93% in-period benefit to growth
- 13.52% post-period benefit to growth

## 9.0

## Apportioning Benefit – Facilities

## 9.1

### Bus Stops

Bus stops were provisioned in two growth areas:

- Bond Head, which primarily are expected to serve the Bond Head existing and growth populations; and
- The Employment Lands, which primarily are expected to serve both Bond Head residents and Bradford residents travelling to work in those areas.

The stops in the Employment Lands use the same apportionment as conventional service, since they are targeting the same audience as the Route 1 service.

The stops in Bond Head are assigned an apportionment based on the ridership specifically from Bond Head. Existing and growth apportionment was determined based on expected ridership growth between 2025 and 2035, using values determined in **Table 6**. Because no residents use the service in Bond Head currently, this was simplified to:

#### Calculation: Benefit to Existing for Bond Head Stops

= Rides by Bond Head Existing Population in 2035 / Total Bond Head Rides by Existing and Growth Populations in 2035  
 = 647 / 2,819  
 = 22.95%

#### Calculation: Benefit to Growth for Bond Head Stops

= Rides by Bond Head Growth Population in 2035 / Total Bond Head Rides by Existing and Growth Populations in 2035  
 = 2,172 / 2,819  
 = 77.05%

The post-period benefit was then determined using values calculated previously in **Table 18**:

**Calculation: Proportion of Benefit to Growth to Allocate Post-Period for Bond Head Stops**

= Post-Period Growth Population Rides in 2045 / Total Rides by Existing, Growth, and Post-Period Growth Populations in 2045

= 176 / 2,958

= 5.96%

**Calculation: Post-Period Benefit to Growth for Bond Head Stops**

= Benefit to Growth for Bond Head Stops x Proportion of Benefit to Growth to Allocate Post-Period for Bond Head Stops

= 77.05% x 5.96%

= 4.59%

**Calculation: In-Period Benefit to Growth for Bond Head Stops**

= Benefit to Growth for Bond Head Stops - Post-Period Benefit to Growth for Bond Head Stops

= 77.05% - 4.59%

= 72.46%

**Table 22** shows the apportionment applied to the bus stops, and the final apportionment determined.

**Table 22: Apportionment for Bus Stops**

Area	Stops	Benefit to Existing	Benefit to Growth (In-Period)	Benefit to Growth (Post-Period)
Bond Head	12	22.95%	72.46%	4.59%
Employment Lands	4	0.00%	49.82%	50.18%
<b>Total</b>	<b>16</b>	<b>17.21%</b>	<b>66.80%</b>	<b>15.99%</b>

Therefore, the apportionment for the growth area bus stops is as follows:

- 17.21% benefit to existing
- 66.80% in-period benefit to growth
- 15.99% post-period benefit to growth

## 9.2 Transit Facility

**Section 6.2** outlined the capital need for the transit facility, and identified that:

- 5.4 minibus equivalent spaces would meet the needs of the existing service (i.e., would be entirely apportioned to the benefit of the existing population);
- 5.6 minibus equivalent spaces would be needed for in-period growth in vehicles; and
- 17 minibus equivalent spaces would meet the needs of the future service in the post-period (i.e., would be entirely apportioned to the benefit of the post-period population).

It should be noted that while there are 7 expansion buses needed as part of the capital plan, the existing 4 cutaway buses are larger than the 4 minibuses that would replace them, so some of the garage capacity for the new vehicles would be met by replacing the existing cutaway buses with the smaller minibuses.

The apportionment of the 5.6 minibus equivalent spaces is based on the apportionment for the expansion vehicles identified in **Section 8.0**. **Table 24** shows the apportionment applied to the spaces, and the final apportionment determined:

**Table 23: Apportionment for Transit Facility**

Metric	Minibus Equivalent Spaces	Benefit to Existing	Benefit to Growth (In-Period)	Benefit to Growth (Post-Period)
Existing capacity	5.4	100.00%	0.00%	0.00%
In-period expansion spaces	5.6	39.91%	49.94%	10.15%
Future service expansion spaces	17.0	0.00%	0.00%	100.00%
<b>Total</b>	<b>29.0</b>	<b>27.39%</b>	<b>9.91%</b>	<b>62.70%</b>

The apportionment for the transit facility is therefore:

- 27.39% benefit to existing
- 9.91% in-period benefit to growth
- 62.70% post-period benefit to growth



## 9.3

**SmartCentres Bradford Terminal**

In 2035, of the 4 bus bays planned at SmartCentres Bradford:

- 1 is expected to be needed due to conventional transit (Route 1);
- 2 are expected to be needed for commingled transit; and
- 1 is not expected to be needed within the 10-year study period, and is to meet future expansion needs.

**Table 24** shows this apportionment applied to each bay:

- The terminal is currently only used by Route 1 and has a capacity of 1 bus that stops on the side of the street due to a lack of bus bays. The existing capacity (1 bay) is therefore considered to meet the need of the conventional transit service and is apportioned to the existing population.
- The 2 bays required for commingled transit would be the apportionable bays in the study period. The apportionment applied to these bays is the apportionment used for the commingled service determined in **Section 8.0**.
- The final bay would be used after the end of the study period, so is considered entirely apportionable to the post-period population.

**Table 24: Apportionment for Terminals**

<b>Bay</b>	<b>Benefit to Existing</b>	<b>Benefit to Growth (In-Period)</b>	<b>Benefit to Growth (Post-Period)</b>
Bay 1 (conventional)	100.00%	0.00%	0.00%
Bay 2 (commingled)	50.03%	49.97%	0.00%
Bay 3 (commingled)	50.03%	49.97%	0.00%
Bay 4 (future service)	0.00%	0.00%	100.00%
<b>Total</b>	<b>50.02%</b>	<b>24.98%</b>	<b>25.00%</b>

The apportionment for SmartCentres Bradford is therefore:

- 50.02% benefit to existing
- 24.98% in-period benefit to growth
- 25.00% post-period benefit to growth

## 10.0 Summary of Key Values

**Table 25** and **Table 26** present the full capital plan, including how the capital costs are apportioned between benefit to existing and growth.

**Table 25: Capital Plan**

<b>Item</b>	<b>Unit Price (2025)</b>	<b>Quantity (2025 to 2035)</b>	<b>Gross Cost</b>	<b>Funding Contribution</b>	<b>10-Year Capital Cost</b>
Minibus	\$430,000	7	\$3,010,000	\$0	\$3,010,000
Conventional bus stops	\$3,000	16	\$48,000	\$0	\$48,000
Transit facility	\$8,700,000	1	\$8,700,000	\$0	\$8,700,000
SmartCentres Bradford terminals	\$320,000	1	\$320,000	\$0	\$320,000
Ridership study	\$100,000	1	\$100,000	\$0	\$58,000
<b>Total</b>	<b>Not Applicable</b>	<b>Not Applicable</b>	<b>\$12,178,000</b>	<b>\$0</b>	<b>\$12,178,000</b>

**Table 26: Capital Apportionments**

<b>Item</b>	<b>Benefit to Existing</b>	<b>In-Period Benefit to Growth</b>	<b>Post-Period Benefit to Growth</b>
Minibus	39.91%	49.94%	10.15%
Conventional bus stops	17.21%	66.80%	15.99%
Transit facility	27.39%	9.91%	62.70%
SmartCentres Bradford terminals	50.02%	24.98%	25.00%
Ridership study	36.55%	49.93%	13.52%
<b>Total</b>	<b>Not Applicable</b>	<b>Not Applicable</b>	<b>Not Applicable</b>



# Appendix H

## Proposed D.C. By-law



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

## **The Corporation of the Town of Bradford West Gwillimbury**

### **By-law 2025-XX**

A By-law to update the development charges for the Town of Bradford West Gwillimbury and to repeal Development Charge By-law Number 2019-58.

WHEREAS subsection 2(1) of the Act provides that the council of a municipality may pass by-laws for the imposition of development charges against land for increased capital costs required because of the need for services arising from development in the area to which the by-law applies;

AND WHEREAS subsection 2(8) of the Act provides that more than one by-law to impose development charges may apply to the same area;

AND WHEREAS the Council of The Corporation of the Town of Bradford West Gwillimbury has given notice in accordance with Section 12 of the Act, of its intention to pass a by-law under subsections 2(1) of the Act;

AND WHEREAS the Council of The Corporation of the Town of Bradford West Gwillimbury heard all persons who applied to be heard no matter whether in objection to, or in support of, the development charge proposal at public meeting held on June 10, 2025;

AND WHEREAS the Council of The Corporation of the Town of Bradford West Gwillimbury at the public meeting held on June 10, 2025 had before it a report entitled Development Charges Background Study dated May 2, 2025, prepared by Watson & Associates Economists Ltd. which indicated that the development of any land within the Town of Bradford West Gwillimbury will increase the need for services as specified therein;

AND WHEREAS the Council of The Corporation of the Town of Bradford West Gwillimbury on June 10, 2025, determined under section 12 of the Act that no additional public meetings were required.



NOW THEREFORE the Council of The Town of Bradford West Gwillimbury hereby enacts as follows:

## **DEFINITIONS**

1. In this by-law:

- (1) "Act" means the Development Charges Act, S.O. 1997, c. 27, as amended and any successor legislation;
- (2) "Affordable residential unit" means a residential unit that meets the criteria set out in subsection 4.1(2) or 4.1(3) of the Act;
- (3) "agricultural use" means a bona fide farming operation, but does not include a Dwelling Unit;
- (4) "ancillary residential building" means a residential building that would be accessory to a detached dwelling, semi-detached dwelling or row dwelling;
- (5) "Apartment dwelling" means any residential unit within a building containing more than four dwelling units where the units are connected by an interior corridor, but does not include a special care/special need dwelling unit. Despite the foregoing, an apartment dwelling includes those stacked townhouse dwellings that are developed on a block approved for development at a minimum density of sixty (60) units per net hectare pursuant to plans approved under section 41 of the Planning Act;
- (6) "Assessment Act" means the Assessment Act, R.S.O. 1990, c. A.31, as amended and any successor legislation;
- (7) "Attainable residential unit" means a residential unit that meets the criteria set out in subsection 4.1(4) of the Act;
- (8) "back-to-back townhouse dwelling" means a building containing four or more dwelling units separated vertically by a common wall, including a rear common wall, that do not have rear yards;
- (9) "bedroom" means a habitable room of at least seven square metres (7 sq.m.) used, designed or intended for use as sleeping quarters including a loft;



- (10) "Board of Education" means a board defined in ss. 1 (1) of the Education Act; R.S.O. 1990, c. E.2, as amended and any successor legislation;
- (11) "building" means a building or structure occupying an area greater than ten (10) square metres (10 sq.m.) consisting of a wall, roof or floor or any of them, or a structural system serving the function thereof, and includes, but is not limited to, an above grade storage tank, an air supported structure, a canopy and an industrial tent;
- (12) "Building Code Act" means the Building Code Act, S.O. 1992, c.23, as amended and any successor legislation;
- (13) "capital cost" means costs incurred or proposed to be incurred by the Municipality or a local board thereof directly or by others on behalf of, and as authorized by, the Municipality 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 under section 10 of the Act; and
  - (g) interest on money borrowed to pay for costs in (a) to (d);



that are required for the provision of services designated in this By-law within or outside the Town;

- (14) "charitable dwelling" means a residential building, a part of a residential building or the residential portion of a mixed-use building maintained and operated by a corporation approved under the Charitable Institutions Act, R.S.O. 1990, c. C.9, for persons requiring residential, specialized or group care and charitable dwelling includes a children's residence under the Child and Family Services Act, R.S.O. 1990, c. C.11, a home or a joint home under the Homes for the Aged and Rest Homes Act, R.S.O. 1990, c. H.13, an institution under the Mental Hospitals Act, R.S.O. 1990, c. M.8, a nursing home under the Nursing Homes Act, R.S.O., 1990, c. N.7, and a home for special care under the Homes for Special Care Act, R.S.O. 1990, c. H.12;
- (15) "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 Development Charges Act. Also referred to as class of service or classes of services.
- (16) "Condominium Act" means the Condominium Act, 1998, S.O. 1998, c. 19 as amended and any successor legislation or the Condominium Act, R.S.O. 1990, c. C.26, as amended and any successor legislation;
- (17) "correctional group home" means a residential building or the residential portion of a mixed-use building containing a single housekeeping unit supervised on a 24-hour basis on site by agency staff on a shift rotation basis, and funded wholly or in part by any government or its agency, or by public subscription or donation, or by any combination thereof, and licensed, approved or supervised by the Province of Ontario as a detention or correctional facility under any general or special act and amendments or replacement thereto. A correction group home may contain an office provided that the office is used only for the operation of the correctional group home in which it is located. A correctional group home shall not include any detention facility operated or supervised by the Federal Government nor any correctional institution or secure custody and detention facility operated by the Province of Ontario;
- (18) "Council" means the Council of The Corporation of the Town of Bradford West Gwillimbury;





- (19) "development" means any activity or proposed activity in respect of land that requires one or more of the actions referred to in section 8 of this Bylaw and includes the redevelopment of land or the redevelopment, expansion, extension or alteration of a use or a building (except interior alterations to an existing building which do not change or intensify the use of the building);
- (20) "development charge" means a charge imposed pursuant to this By-law or any other development charge by-law of The Corporation of the Town of Bradford West Gwillimbury;
- (21) "dwelling unit" means either ( 1) a room or suite of rooms used, or designed or intended for use, by one person or persons living together, in which culinary and sanitary facilities are provided for the exclusive use of such person or persons, or (2) in the case of a special care/special need dwelling, a room or suite of rooms used, or designed or intended for use, by one person with or without exclusive sanitary and/or culinary facilities, or more than one person in sanitary facilities are directly connected and exclusively accessible to more than one room or suite of rooms;
- (22) "existing industrial building" means a building existing on land in the Town on March 5, 2013 or the first building or buildings constructed on vacant land on or after March 5, 2013 for which development charges were paid in full and such buildings are used for or in connection with:
- (a) manufacturing, producing, processing, storing or distributing something;
  - (b) research or development in connection with manufacturing or processing something;
  - (c) retail sales by a manufacturer, producer or processor of something they manufactured, produced or processed, if the retail sales are at the site where the manufacturing, production or processing takes place; or
  - (d) office or administrative purposes, if they are:
    - (i) carried out with respect to manufacturing, producing, processing, storage or distributing of something;



- (ii) in or attached to the building used for that manufacturing, producing, processing, storage or distribution; and despite the foregoing, self-service storage facilities and retail warehouses are not considered to be industrial buildings;
- (23) "farm building" means that part of a bona fide farm operation encompassing barns, silos, greenhouses and other ancillary development to an agricultural use, but excluding a residential use;
- (24) "garden suite" means a building containing one (1) dwelling unit where the garden suite is detached from and ancillary to an existing single detached dwelling or semi-detached dwelling on a residential lot and such building is designed to be portable and where the property owner has entered into an agreement with the municipality that establishes the temporary nature of the garden suite;
- (25) "grade" means the average level of finished ground adjoining a building at all exterior walls;
- (26) "gross floor area" means:
  - (a) in the case of a residential building, or in the case of a mixed-use building with respect to the residential portion therefore, the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls, or between the outside of exterior walls and, the centre line of party walls dividing one dwelling unit from another dwelling unit or other portion of a building; and
  - (b) in the case of a non-residential building, or in the case of a mixed use building 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;
- (27) "group home" means a residential building or the residential portion of a mixed-use building containing a single housekeeping unit which may or may not be supervised on a 24-hour basis on site by agency staff on a shift rotation basis,



and funded wholly or in part by any government or its agency, or by public subscription or donation, or by any combination thereof and licensed, approved or supervised by the Province of Ontario for the accommodation of persons under any general or special act and amendments or replacements thereto. A group home may contain an office provided that the office is used only for the operation of the group home in which it is located;

- (28) "hospice" means a building or portion of a mixed-use building designed and intended to provide palliative care and emotional support to the terminally ill in a home or homelike setting so that quality of life is maintained and family members may be active participants in care;
- (29) "Industrial" means lands, buildings or structures used or designed or intended for or in conjunction with:
- i. the production, compounding, processing, packaging, crating, bottling, packing, or assembling of raw or semi-processed goods or materials in not less than seventy-five percent of the total gross floor area of the building or buildings on a site ("manufacturing") or warehousing related to the manufacturing use carried on in the building or buildings;
  - ii. research or development in connection with manufacturing in not less than seventy-five percent of the total gross floor area of the building or buildings on a site;
  - iii. retail sales by a manufacturer, if the retail sales are at the site where the manufacturing is carried out, such retail sales are restricted to goods manufactured at the site, and the building or part of a building where such retail sales are carried out does not constitute greater than twenty-five percent of the total gross floor area of the building or buildings on the site; or
  - iv. Office or administrative purposes, if they are,
    - a. carried out with respect to manufacturing or warehousing; and
    - b. In or attached to the building or structure used for such manufacturing or warehousing;



- (30) "institutional" means lands, buildings or structures used or designed or intended for use by an organized body, society or religious groups for promoting a public or non-profit purpose;
- (31) "interest rate" means the annual rate of interest as set out in section 26.3 of the Act.
- (32) "live/work unit" means a unit which contains separate residential and non residential areas intended for both residential and non-residential uses concurrently, and shares a common wall or floor with direct access between the residential and non-residential areas;
- (33) "local board" means a municipal service board, a municipal services corporation, transportation commission, public library board, board of health, police services board, planning board, or any other board, commission, committee, body or local authority established or exercising any power under any act with respect to the affairs or purposes of the Municipality or the County of Simcoe, but excluding a Board of Education, a conservation authority, any municipal services corporation that is not deemed to be a local board under O. Reg. 599/06 made under the Municipal Act, 2001, S.O. 2001, c. 25, as amended or successor legislation and any corporation created under the Electricity Act, 1998, S.O. 1998, c. 15, Schedule A, as amended or any successor legislation;
- (34) "local services" means those services or facilities which are under the jurisdiction of the Municipality and are related to a plan of subdivision or within the area to which the plan relates, 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;
- (35) "marijuana production facilities" means a Building, or part thereof, designed, used, or intended to be used for one or more of the following: cultivation, propagation, production, processing, harvesting, testing, alteration, destruction, storage, packaging, shipment or distribution of marijuana or cannabis where a licence, permit or authorization has been issued under applicable federal law but does not include a Building or part thereof solely designed, used, or intended to be used for retail sales of marijuana or cannabis.



- (36) "multiple dwelling" means all dwellings other than single detached dwellings, semi-detached dwellings, apartment unit dwellings, and special care/special need dwellings and includes, but is not limited to, back-to-back townhouse dwellings and the residential component of live/work units;
- (37) "Municipality" means The Corporation of the Town of Bradford West Gwillimbury;
- (38) "Non-profit housing development" means Development of a building or structure that meets the criteria set out in section 4.2 of the Act;
- (39) "Non-residential uses" means a building used, designed or intended to be used for a purpose other than a residential purpose and includes marijuana production facilities and the non-residential portion of a live/work unit;
- (40) "nursing home" means a residential building or the residential portion of a mixed-use building licensed as a nursing home by the Province of Ontario;
- (41) "on-site farm accommodations" means a dwelling unit for seasonal or full-time farm help located within a farm building, ancillary to a farm and location on the same lot therewith;
- (42) "other multiple" means all residential units other than a single detached dwelling, semi-detached dwelling, apartment dwelling or a dwelling unit, including but not limited to, row dwellings, multiplex, back-to-back townhouse dwelling, and the residential component of live/work units;
- (43) "Owner" means the owner of land or a person who has made application for an approval for the development of land;
- (44) "place of worship" means that part of a building that is exempt from taxation as a place of worship under the Assessment Act, R.S.O. 1990, Chap. A.31;
- (45) "Planning Act" means the Planning Act, R.S.O. 1990, c.13, as amended and any successor legislation;
- (46) "redevelopment" means the construction, erection or placing of one or more buildings on land where all or part of a building on such land has previously been demolished, or changing the use of all or part of a building from a residential purpose to a non-residential purpose or from a nonresidential purpose to a



residential purpose, or changing all or part of a building from one form of residential development to another form of residential development or from one form of non-residential development to another form of non-residential development;

- (47) "Regulation" means any regulation made pursuant to the Act;
- (48) "Rental housing" means development of a building or structure with four (4) or more residential units all of which are intended for use as rented residential premises;
- (49) "residential development" means land, buildings or portions thereof used, designed or intended to be used as living accommodations for one or more individuals, and shall include a single detached dwelling, a semi detached dwelling, a multiple dwelling, an apartment unit dwelling, a special care/special need dwelling, an accessory dwelling, and the residential portion of a mixed-use building and "residential use" and "residential purpose" has the same meaning;
- (50) "residential purpose" means the use of land, buildings or parts thereof as living accommodation for one or more persons;
- (51) "residential uses" means lands, buildings or portions thereof used, or designed or intended for use for a residential purpose and includes a single detached dwelling, a semi-detached dwelling, a multiple dwelling, an apartment dwelling, a dwelling unit accessory to a development for non-residential uses and the residential portion of a mixed-use building;
- (52) "retirement home or lodge" means a residential building or the residential portion of a mixed-use building which provides accommodation primarily for retired persons or couples where each private bedroom or living accommodation has a separate private bathroom and separate entrance from a common hall but where common facilities for the preparation and consumption of food are provided, and common lounges, recreation rooms and medical care facilities may also be provided;
- (53) "semi-detached dwelling" means a building divided vertically into two dwelling units each of which has a separate entrance and access to grade;



- (54) "services" means services listed in Schedule "A" to this By-law, or in an agreement under s. 44 of the Act;
- (55) "single detached dwelling" means a completely detached building containing only one dwelling unit;
- (56) "Special care/special need dwelling" means a building containing two or more dwellings units, which units have a common entrance from street level;
  - (a) Where the occupants have the right to use in common, halls, stairs, yards, common rooms and accessory buildings;
  - (b) Which may or may not have exclusive sanitary and/or culinary facilities;
  - (c) That is designed to accommodate persons with specific needs, including, but not limited to, independent permanent living arrangements; and
  - (d) Where support services such as meal preparation, grocery shopping, laundry, housekeeping, nursing, respite care and attendant services are provided at various levels, and includes, but is not limited to, retirement houses or lodges, nursing homes, charitable dwellings, group homes (including correctional group homes) and hospices;
- (57) "stacked townhouse dwelling" means a building containing two or more dwelling units where each dwelling unit is separated horizontally from another dwelling unit by a common wall or floor;
- (58) "Town" means the geographic area of The Corporation of the Town of Bradford West Gwillimbury;
- (59) "Treasurer" means the Municipality's Director of Finance/Treasurer or his or her equivalent, deputy and their successors;

## **RULES**

- 2. (1) For the purpose of complying with section 6 of the Act:
  - (a) the area to which this By-law applies shall be the area described in section 3 of this By-law;



- (b) the rules developed under paragraph 9 of subsection 5(1) of the Act for determining if development charges are payable under this Bylaw in any particular case and for determining the amount of the charges shall be as set forth in sections 4, 8 through 16, inclusive, of this By-law;
- (c) the rules for exemptions, relief, credits and adjustments shall be as set forth in sections 18 through 20, inclusive, and section 23 of this By-law;
- (d) the indexing of charges shall be in accordance with section 27 of this By-law;
- (e) there shall be no phasing-in; and
- (f) except as set out in the Act and this By-law, there are no other credits, exemptions, relief or adjustments in respect of any land in the area to which this By-law applies

## **LANDS AFFECTED**

- 3. This By-law applies to all lands in the Town.

## **OTHER DEVELOPMENT CHARGES**

- 4. The development of land in the Town may be subject to one or more development charges by-laws of The Corporation of the Town of Bradford West Gwillimbury and the development charges under this By-law for a development are in addition to any other development charges that may be applicable to such development.

## **DESIGNATION OF SERVICES/CLASSES OF SERVICES**

- 5. It is hereby declared by Council that all development of land within the area to which this By-law applies will increase the need for services.
- 6. The development charges under this By-law applicable to a development shall apply without regard to the services required or used by a particular development.





7. Development charges under this By-law shall be imposed for the categories of services/classes of services listed in Schedule "A" to this By-law to pay for the increased capital costs required because of increased needs for services arising from development.

## **APPROVALS FOR DEVELOPMENT**

8. (1) Development charges under this By-law shall be imposed against all lands or buildings within the area to which this By-law applies if the development of such lands or buildings requires any of the following:
- (a) the passing of a zoning by-law or of an amendment thereto 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 50 of the Condominium Act, R.S.O., 1990, c. C.26, as amended or section 9 of the Condominium Act; or
  - (g) the issuance of a permit under the Building Code Act, 1992, S.O.1992, c. 23, as amended or successor legislation, in relation to a building.
- (2) Subsection (1) shall not apply in respect to:
- (a) local services installed or paid for by the owner within a plan of subdivision or within the area to which the plan relates, as a condition of approval under section 51 of the Planning Act; and



- (b) local services installed or paid for by the owner as a condition of approval under section 53 of the Planning Act.

## **CALCULATION OF DEVELOPMENT CHARGES**

9. Subject to the provisions of this By-law, development charges against land shall be imposed, calculated and collected in accordance with the rates set out in Schedule "B" to this By-law, which relate to the services/classes of services set out in Schedule "A" to this By-law;
10. Development charges under this By-law with respect to the development of any land or building shall be calculated as follows:
  - (a) in the case of residential development or redevelopment or the residential portion of a mixed-use development or redevelopment, based on the number and type of dwelling units; and
  - (b) in the case of non-residential development or redevelopment, or the non-residential portion of a mixed-use development or redevelopment, based on the gross floor area of such development or redevelopment.
11. No more than one development charge under this By-law for each service designated in section 7 of this By-law shall be imposed upon any lands or buildings to which this By-law applies even though two or more of the actions described in section 8 of this By-law are required before the lands or buildings can be developed.
12. Despite sections 11 and 24 of this By-law, if
  - (a) two or more of the actions described in section 8 of this By-law occur at different times, or
  - (b) a second or subsequent building permit is issued resulting in increased, additional or different development, then additional development charges under this By-law shall be imposed in respect of such increased, additional or different development permitted by such action or permit.
13. Where a development requires an approval described in section 8 of this By-law after the issuance of a building permit and no development charges have been



paid, then development charges under this By-law shall be paid prior to the granting of the approval required under section 8 of this By-law.

14. Nothing in this By-law prevents Council from requiring, in an agreement under section 51 of the Planning Act or as a condition of consent or an agreement respecting same under section 53 of the Planning Act, that the owner, at his or her own expense, install such local services related to or within the area to which a plan of subdivision relates, as Council may require, in accordance with the Municipality's applicable local services policies in effect at the time.

#### **AMOUNT OF CHARGE – RESIDENTIAL**

15. Subject to section 4 of this By-law the development charges shall be calculated and payable for residential development or the residential portion of a Live/Work Unit within the Town and shall be the residential development charges shown on Schedule "B" to this By-law.

#### **AMOUNT OF CHARGE - NON-RESIDENTIAL**

16. Subject to section 4 of this By-law the development charges shall be calculated and payable for non-residential development or the non-residential use portion of a Live/Work Unit within the Town and shall be the non-residential development charges shown on Schedule "B" to this By-law.

#### **PHASE-IN OF DEVELOPMENT CHARGES**

17. The development charges imposed pursuant to this By-law are not being phased-in and are payable in full, subject to any exemptions or specific rules herein, from the date of this By-law comes into force and effect pursuant to section 35 of this By-law.

#### **EXEMPTIONS FOR CERTAIN BUILDINGS**

18. (1) This By-law shall not apply to land that is owned by and used for the purposes of:
  - (a) a Board of Education;
  - (b) any municipality or local board thereof;



- (c) a public hospital, as exempt from taxation pursuant to paragraph 3(1)3 of the Assessment Act;
- (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 Housing Residential Development;
- (f) Affordable housing units required pursuant to Section 34 and 16(4) of the Planning Act (Inclusionary Zoning);
- (g) Affordable Residential Units;
- (h) Attainable Residential Units (when proclaimed as per section 4.1 of the Act);
- (d) a non-residential farm building, save and except for the gross floor area within a greenhouse that is used for the purposes of carrying on retail sales to which development charges shall be imposed, calculated and collected in accordance with the rates set out in Schedule "B";
- (e) Lands or buildings used or to be used for a place of worship or for the purposes of a cemetery or burial ground exempt from taxation under the Assessment Act, R.S.O. 1990, Chap. A.31;
- (f) A Garden suite on a residential lot where the garden suite is detached from and ancillary to an existing single detached dwelling or semi-detached dwelling and such building is designed to be portable and where the property owner has entered into an agreement with the municipality that establishes the temporary nature of the garden suite; and
- (g) on-site farm accommodations.



(2) Discounts for Rental Housing (for profit)

The D.C. payable for rental housing developments, where the residential units are intended to be used as a rented residential premises will be reduced based on the number of bedrooms in each unit as follows:

- Three (3) or more bedrooms – 25% reduction;
- Two (2) bedrooms – 20% reduction; and
- Fewer than two (2) bedrooms – 15% reduction.

**RULES WITH RESPECT TO EXEMPTIONS FOR INTENSIFICATION OF EXISTING AND NEW HOUSING**

19. (1) Despite sections 8 and 15 above, no development charge shall be imposed with respect to developments or portions of developments as follows:

- (a) the enlargement of an existing residential dwelling unit;
- (b) the creation of additional dwelling units equal to the greater of one or 1% of the existing dwelling units in an existing residential rental building containing four or more dwelling units or prescribed ancillary structure to the existing residential building;

(2) Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to the creation of any of the following in existing houses:

- (a) A second residential unit in an existing detached house, semi-detached house or rowhouse 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 detached house, semi-detached house or rowhouse cumulatively contain no more than one residential unit.
- (b) A third residential unit in an existing detached house, semi-detached house or rowhouse 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 detached house, semi-detached house or rowhouse contains any residential units.

- (c) One residential unit in a building or structure ancillary to an existing detached house, semi-detached house or rowhouse on a parcel of urban residential land, if the existing detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the existing detached house, semi-detached house or rowhouse contains any residential units.
- (3) Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to the creation of any of the following in new residential buildings:
  - (a) A second residential unit in a new detached house, semi-detached house or rowhouse 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 detached house, semi-detached house or rowhouse cumulatively will contain no more than one residential unit
  - (b) A third residential unit in a new detached house, semi-detached house or rowhouse 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 detached house, semi-detached house or rowhouse contains any residential units
  - (c) One residential unit in a building or structure ancillary to a new detached house, semi-detached house or rowhouse on a parcel of land, if the new detached house, semi-detached house or other multiple contains no more than two residential units and no other building or structure ancillary to the new detached house, semi-detached house or rowhouse contains any residential units



## **RULES WITH RESPECT TO AN "INDUSTRIAL" EXPANSION EXEMPTION**

20. (1) Despite sections 9, 10 and 16 above, there shall be an exemption for the enlargement of an existing industrial building up to a maximum of fifty (50) percent of the gross floor area of the existing industrial building before any enlargement for which an exemption from the payment of development charges was granted.
- (2) Development charges shall be imposed, calculated and payable pursuant to Schedule "B" to this By-law to the gross floor area of an enlargement that exceeds fifty (50) percent of the existing industrial building.
- (3) For greater certainty in applying the exemption in this section, the gross 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(29) of this By-law. 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 passage-way, or through a shared below-grade connection such as a service tunnel, foundation, footing or a parking facility.
- (4) For the purpose of interpreting the definition of "existing industrial building" herein, regard shall be had to the classification of the lands in question pursuant to the Assessment Act, R.S.O. 1990, c. A.31 as amended or successor legislation and in particular:
- (a) whether the lands fall within a tax class such that taxes on the lands are payable at the industrial tax rate; and
  - (b) whether more than fifty percent (50%) of the gross area of the building has an industrial property code for assessment purposes.



## **LOCAL SERVICE INSTALLATION**

21. Nothing in this By-law prevents Council from requiring, as a condition of an agreement under section 51 or section 53 of the Planning Act, that the Owner, at his or her own expense, install or pay for such local services, within the plan of subdivision or within the area to which the plan relates, as Council may require.

## **SERVICES IN LIEU**

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

## **RULES WITH RESPECT TO REDEVELOPMENT**

23. (1) Despite any other provision of this By-Law, where as a result of the redevelopment of land, a building existing on the same land has been demolished in order to facilitate 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 in the case of a mixed-use building, the residential uses in the mixed-use building, an amount calculated by multiplying the applicable development charge under Section 15 of this By-law by the number, according to type, of the dwelling units that have been or will be demolished; and
  - (b) in the case of a non-residential building, or in the case of a mixed use building, the non-residential uses in the mixed-use building, an amount calculated by multiplying the applicable development charge under Section 16 of this By-law by the gross floor area that has been or will be demolished.
- (2) The amount of any reduction permitted under clauses (1)(a) and (b) above of this By-law shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.
- (3) Despite clauses (1)(a) and (b) above, any reduction applicable thereunder shall only apply where a building permit for the redevelopment has been issued within five (5) years of the date of the issuance of a permit for the demolition of any building on the same lands.
- (4) No reduction is available if the existing land use is otherwise exempt under this By-law.

## **TIMING OF CALCULATION AND PAYMENT**

- 24.
  - (1) Development charges shall be calculated and payable in full in money or by provision of services as may be agreed upon, or by credit granted under the Act, on the date that the first building permit is issued in relation to a building or structure on land to which a development charge applies.
  - (2) Notwithstanding subsection 24(1) development charges for rental housing and institutional developments are due and payable in 6 equal 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 section 26.3 of the Act.



- (3) 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 the timing set out in the Act, the development charges under sections 15 and 16 shall be calculated on the rates set out in Schedule "B" on the date of the planning application, including interest in accordance with section 26.3 of the Act. Where both planning applications apply, development charges under sections 15 and 16 shall be calculated on the rates, including interest in accordance with 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.
- (2) Where development charges apply to land in relation to which a building permit is required, the building permit shall not be issued until the development charge has been paid in full.

## **RESERVE FUNDS**

25. (1) Monies received from payment of development charges pursuant to this By-law shall be maintained in seven (7) separate reserve funds as follows: public works, transit services, fire protection services, police services, parks and recreation services, library services and growth studies.
- (2) Monies received for the payment of development charges shall be used only in accordance with the provisions of Section 35 of the Act.
- (3) Council directs the Treasurer to divide the reserve funds created hereunder into separate subaccounts in accordance with the service subcategories set out in Schedule "A" to this By-law to which the development charge payments shall be credited in accordance with the amounts shown, plus interest earned thereon.
- (4) Where any development charge, or part thereof, remains unpaid after the due date, the amount unpaid shall be added to the tax roll and shall be collected as taxes.



- (5) Where any unpaid development charges are collected as taxes under subsection (4), the monies so collected shall be credited to the development charge reserve funds referred to in subsection (2).
- (6) The Treasurer shall, in each year commencing in 2026 for the 2025 year, furnish to Council a statement in respect of the reserve funds established hereunder for the prior year, containing the information set out in Section 12 of O.Reg. 82/98, as may be amended or any successor to such regulation.

#### **BY-LAW AMENDMENT OR APPEAL**

26. (1) Where this By-law or any development charge prescribed thereunder is amended or repealed either by order of the Ontario Municipal Board or by resolution of Council, the Treasurer shall calculate forthwith the amount of any overpayment to be refunded as a result of said amendment or repeal.
- (2) Refunds that are required to be paid under subsection (1) shall be paid with interest to be calculated as follows:
- (a) interest shall be calculated from the date on which the overpayment was collected to the date on which the refund is paid;
  - (b) the Bank of Canada interest rate in effect on the date this By-law comes into force and effect pursuant to section 33 of this By-law shall be used; and
  - (c) refunds that are required to be paid under subsection (1) shall include the interest owed under this section.

#### **BY-LAW INDEXING**

27. The development charges set out in Schedule "B" to this By-law shall be adjusted annually commencing January 1, 2026, without amendment to the By-law, in accordance with the in accordance with the Statistics Canada Quarterly Non-Residential Building Construction Price Statistics.



## **SEVERABILITY**

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

## **HEADINGS FOR REFERENCE ONLY**

29. The headings inserted in this By-law are for convenience of reference only and shall not affect the construction or interpretation of this By-law.

## **BY-LAW REGISTRATION**

30. A certified copy of this By-law may be registered on title to any land to which this By-law applies.

## **BY-LAW ADMINISTRATION**

31. This By-law shall be administered by the Treasurer.

## **SCHEDULES**

32. The following Schedules to this By-law form an integral part of this By-law:

Schedule "A"      Designated Municipal Services

Schedule "B"      Schedule of Development Charges

## **DATE BY-LAW EFFECTIVE**

33. This By-law shall come into force and effect on the date it is enacted.

## **SHORT TITLE**

34. This By-law may be cited as the Town of Bradford West Gwillimbury  
"Development Charges By-law."

Enacted this xx day of xx, 2025



## **Schedule "A"**

### **By-Law 2025-xx**

#### **Designated Municipal Services/Classes of Services Under this By-law**

##### **Town-Wide Services/Classes of Services:**

1. Public Works Facilities and Vehicles
2. Transit Services
3. Fire Protection Services
4. Policing Services
5. Parks and Recreation Services
6. Library Services
7. Growth Studies



## Schedule "B-1"

### By-Law No. 2025-xx

#### Schedule of Development Charges for "Soft Services"

Service/Class of Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
<b>Town Wide Services/Class of Service:</b>						
Fire Protection Services	1,344	1,052	666	440	404	0.62
Policing Services	1,446	1,132	717	473	435	0.67
Public Works (Facilities and Fleet)	2,534	1,984	1,256	829	762	1.18
Parks and Recreation Services	18,789	14,710	9,315	6,150	5,652	1.74
Library Services	2,335	1,828	1,158	764	702	0.21
Growth Studies	236	185	117	77	71	0.08
Transit Services	380	297	188	124	114	0.18
<b>Total Town Wide Services/Class of Services</b>	<b>27,064</b>	<b>21,188</b>	<b>13,417</b>	<b>8,857</b>	<b>8,140</b>	<b>4.68</b>