
MEMORANDUM

CSC-C 20-2021

Subject: Minutes of the Regional Development Charges Policy Task Force

Date: July 14, 2021

To: Corporate Services Committee

From: Ann-Marie Norio, Regional Clerk

The following minutes of the Regional Development Charges Policy Task Force are appended to this memorandum for information:

Open Session Minutes RDCPTF 1-2021, Thursday, March 25, 2021

Open Session Minutes RDCPTF 2-2021, Thursday, June 17, 2021

Respectfully submitted and signed by

Ann-Marie Norio
Regional Clerk

**THE REGIONAL MUNICIPALITY OF NIAGARA
REGIONAL DEVELOPMENT CHARGES POLICY TASK FORCE
MINUTES**

**RDCPTF 1-2021
Thursday, March 25, 2021
Meeting held by Video Conference**

Task Force : Disero, Foster (Task Force Vice-Chair), Greenwood, Huson, Insinna (Task Force Chair), Ip, Jordan, Junkin, Redekop, Rigby, Steele, Zalepa

Absent/Regrets: Bellows, Bradley (Regional Chair), Butters, Bylsma, Chiocchio

Other Councillors: Fertich

Staff: H. Chamberlain, Director, Financial Management and Planning / Deputy Treasurer, R. Fleming, Senior Tax & Revenue Analyst, D. Gibbs, Director, Legal & Court Services, D. Giles, Acting Commissioner, Planning and Development Services, T. Harrison, Commissioner, Corporate Services/Treasurer, Dr. M. M. Hirji, Acting Medical Officer of Health, A. Jugley, Commissioner, Community Services, C. Lam, Revenue Analyst, P. Lambert, Director, Infrastructure Planning & Development Engineering, M. Murphy, Associate Director, Budget Planning and Strategy, A.-M. Norio, Regional Clerk, K. Smith, Chief/Director, Emergency Medical Services, M. Trennum, Deputy Regional Clerk, B. Zvaniga, Interim Commissioner, Public Works

Others Present: Gary Scandlan, Managing Partner, and Daryl Abbs, Senior Project Coordinator, Watson & Associates

1. CALL TO ORDER

Matthew Trennum, Deputy Regional Clerk, called the meeting to order at 4:05 p.m.

2. DISCLOSURES OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

3. **SELECTION OF COMMITTEE CHAIR AND VICE-CHAIR**

3.1 **Call for Nominations for Committee Chair**

Matthew Trennum, Deputy Regional Clerk, called for nominations for the position of Chair of the Regional Development Charges Policy Task Force for a two-year term (2021-2022).

Moved by Councillor Greenwood
Seconded by Councillor Zalepa

That Councillor Insinna **BE NOMINATED** as Chair of the Regional Development Charges Policy Task Force for the 2021-2022 term.

3.2 **Motion to Close Nominations for Committee Chair**

The Deputy Clerk called a second and a third time for nominations for the position of Regional Development Charges Policy Task Force Chair. There being no further nominations, it was:

Moved by Councillor Rigby
Seconded by Councillor Foster

That nominations for the position of Chair of the Regional Development Charges Policy Task Force for the 2021-2022 term, **BE CLOSED**.

Carried

3.3 **Voting for the Position of Committee Chair**

There being only one nominee for the position of Task Force Chair, Mr. Trennum, announced that Councillor Insinna would be the Chair of the Regional Development Charges Policy Task Force for the 2021-2022 term.

3.4 **Call for Nominations for Committee Vice-Chair**

Matthew Trennum, Deputy Regional Clerk, called for nominations for the position of Vice-Chair of the Regional Development Charges Policy Task Force for a two-year term (2021-2022).

Moved by Councillor Disero
Seconded by Councillor Insinna

That Councillor Foster **BE NOMINATED** as Vice-Chair of the Regional Development Charges Policy Task Force for the 2021-2022 term.

3.5 Motion to Close Nominations for Committee Vice-Chair

The Deputy Clerk called a second and a third time for nominations for the position of Regional Development Charges Policy Task Force Vice-Chair. There being no further nominations, it was:

Moved by Councillor Rigby

Seconded by Councillor Ip

That nominations for the position of Vice-Chair of the Regional Development Charges Policy Task Force for the 2021-2022 term, **BE CLOSED.**

Carried

3.6 Voting for the Position of Committee Vice-Chair

There being only one nominee for the position of Task Force Vice-Chair, Mr. Trennum, announced that Councillor Foster would be the Vice-Chair of the Regional Development Charges Policy Task Force for the 2021-2022 term.

At this point in the meeting Councillor Insinna, Task Force Chair, assumed the chair.

4. PRESENTATIONS

4.1 Regional Development Charges - Updates to Legislation and Project Overview

Gary Scandlan, Managing Partner, Municipal Finance, Watson & Associates, provided information respecting Regional Development Charges - Updates to Legislation and Project Overview. Topics of the presentation included:

- Development Charges Act Overview
 - Development Charges
 - Development Charges Eligible Services
 - Overview of the Development Charges Calculation
 - Exemptions
- Changes to the Development Charges Act: Bills 108, 138, 197 & 213
- Study Process & Timelines
- Next Steps

5. DELEGATIONS

There were no delegations.

6. ITEMS FOR CONSIDERATION

6.1 RDCPTF 1-2021

Regional Development Charges Policy Task Force Meeting Schedule

Moved by Councillor Greenwood

Seconded by Councillor Rigby

That Report RDCPTF 1-2021, dated March 25, 2021, respecting Regional Development Charges Policy Task Force Meeting Schedule, **BE RECEIVED** and the following recommendation **BE APPROVED**:

1. That the Regional Development Charges Policy Task Force schedule of regular meetings for 2021 and 2022, appendix 1 to Report RDCPTF 1-2021, **BE APPROVED**.

Carried

7. CONSENT ITEMS FOR INFORMATION

Moved by Councillor Foster

Seconded by Councillor Rigby

That the following items **BE RECEIVED** for information:

RDCPTF-C 1-2021

Regional Development Charges Policy Task Force Terms of Reference

RDCPTF-C 2-2021

Key Considerations for Regional Development Charges By-law Update

Carried

8. OTHER BUSINESS

There were no items of other business.

9. NEXT MEETING

The next meeting will be held on Thursday, May 6, 2021 at 4:00 p.m.

10. ADJOURNMENT

There being no further business, the meeting adjourned at 4:42 p.m.

Councillor Insinna
Task Force Chair

Matthew Trennum
Deputy Regional Clerk

Ann-Marie Norio
Regional Clerk

**THE REGIONAL MUNICIPALITY OF NIAGARA
REGIONAL DEVELOPMENT CHARGES POLICY TASK FORCE
OPEN SESSION**

**RDCPTF 2-2021
Thursday, June 17, 2021
Meeting held by Video Conference**

Task Force: Bradley (Regional Chair), Butters, Bylsma, Chiocchio, Disero, Foster (Task Force Vice-Chair), Greenwood, Huson, Insinna (Task Force Chair), Ip, Junkin, Rigby, Steele, Zalepa

Absent/Regrets: Bellows, Jordan, Redekop

Other Councillors: Fertich

Staff: H. Chamberlain, Director, Financial Management & Planning / Deputy Treasurer, R. Fleming, Senior Tax & Revenue Analyst, T. Harrison, Commissioner, Corporate Services/Treasurer, P. Lambert, Director, Infrastructure Planning & Development Engineering, M. Murphy, Associate Director, Budget Planning & Strategy, A.-M. Norio, Regional Clerk, M. Trennum, Deputy Regional Clerk, R. Tripp, Acting Chief Administrative Officer, S. Wood, Legal Counsel

Others Present: Gary Scandlan, Managing Partner, and Daryl Abbs, Senior Project Coordinator, Watson & Associates

1. CALL TO ORDER

Committee Chair Insinna called the meeting to order at 4:01 p.m.

3. PRESENTATIONS

3.1 Development Charges Act Overview and Next Steps

Gary Scandlan, Managing Partner, Watson & Associates, provided information respecting Development Charges Act Overview and Next Steps. Topics of the presentation included:

- Development Charges Act (DCA Overview)
 - History of Development Charges
 - Eligible Services
 - Limitation on Capital & Capital Costs
 - Maximum Charge Capped by Service Standard Calculation
 - Relationship Between Needs to Service Growth vs. Funding
 - Methodology & the Development Charge Calculation

- Development Charge Cash Flow
- Timing of Capital Expenditures
- Local Service Policies
- Exemptions
- Niagara Region Current Discretionary Exemptions within and outside By-law
- Changes to the Development Charges Act
 - Bill 108: More Homes, More Choice: Ontario's Housing Supply Action Plan
 - Bill 107: COVID-19 Economic Recovery Act, 2020)
 - Bill 213: Better for People, Smarter for Business Act, 2020
- Development Charges Emerging Issues
- Policy Report Overview & Format, Next Steps and Project Status

4. **DELEGATIONS**

There were no delegations.

5. **ITEMS FOR CONSIDERATION**

There were no items for consideration.

6. **CONSENT ITEMS FOR INFORMATION**

6.1 **RDCPTF-C 4-2021**

Stakeholder Engagement Session – June 22, 2021

Moved by Councillor Rigby
Seconded by Councillor Huson

That Correspondence Item RDCPTF-C 4-2021, being a memorandum from R. Fleming, Senior Tax & Revenue Analyst, dated June 17, 2021, respecting Stakeholder Engagement Session – June 22, 2021, **BE RECEIVED** for information.

Carried

6.2 **RDCPTF-C 5-2021**

Training Material for Development Charges Act Amendments

Moved by Councillor Foster
Seconded by Councillor Junkin

That Correspondence Item RDCPTF-C 5-2021, being a memorandum from R. Fleming, Senior Tax & Revenue Analyst, dated June 17, 2021, respecting Training Material for Development Charges Act Amendments, **BE RECEIVED** for information.

Carried

7. OTHER BUSINESS

7.1 2022 Development Charge Background Study

Rob Fleming, Senior Tax & Revenue Analyst, provided information respecting the projected milestones of the water and wastewater master servicing plan, and the growth projection work associated with the Region's New Official Plan. He advised of the necessary order for these project milestones to ensure consistency and alignment with the development charge background study.

8. NEXT MEETING

The next meeting will be held on Thursday, July 29, 2021 at 4:00 p.m.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 5:33 p.m.

Councillor Insinna
Committee Chair

Matthew Trennum
Deputy Regional Clerk

Ann-Marie Norio
Regional Clerk