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VIA EMAIL ONLY

January 14, 2019

Sonya Watson
Municipality of Brockton
100 Scott Street, Box 68
Walkerton, ON N0G 2V0

Re: Development Charges

This letter is further to your inquiry regarding potentially undertaking a Development Charges study. Currently, the Municipality of Brockton does not have a Development Charges By-law. A Development Charge By-law may be implemented following completion of a Development Charges Background Study. The process for completing such a study is set out in the Development Charges Act. Under the Act, a background study must document forecasted growth, capital works and growth-related projects included in the calculation of development charges, potential development charge amounts, and service areas. The calculations must follow the methodology outline in the Act. The completion of the background study also includes a public review component.

We understand that in 2011, the Municipality contemplated development charges but did not proceed with the process. Given the change in staff and Council since that time, we advise a Development Charge Primer presentation for Council. The intent of this session with Council is to explain how municipalities use development charges with respect to fund growth-related costs for infrastructure and services. This presentation will provide Council with an understanding of why a municipality may choose to implement a development charge bylaw. Matt Pearson, who has over 25 years of experience working with municipalities on Development Charges, will lead this session.

Should Council decide to complete a Development Charges Background Study, BMROSS has a well-established understanding and methodology for completing such work. We have worked with numerous municipalities to implement development charges since 1991. Our process incorporates staff and Council early in the process, with a "Development Charge 101" workshop that focuses on building an understanding of the background study process and development charges – what types of projects can be collected for and how much can be collected. We also review required growth and capital works forecasts with staff to identify projects that can be included within development charges. Where development charges are new, we recommend a kitchen-table style meeting with representatives of the local development industry to discuss issues and the overall philosophy of the charges. We find this enhanced consultation reduces the likelihood of objections or appeals to the by-law.

We have developed a cost estimate for budget purposes. The cost estimate includes a number of meetings, including a public meeting as required under the Act. The estimated cost is \$29,500 + HST. You should also allow for advertising of the public meeting and passage of the by-law, as set out in the Act. The cost of the background report and by-law preparation is recoverable through development charges.

Should you have any questions, please feel free to call.

Yours very truly

B. M. ROSS AND ASSOCIATES LIMITED

Per 
Lisa J. Courtney, M.Sc., MCIP, RPP
Environmental Planner

LJC:hv