



**TOWN OF MINTO**

**MEETING DATE:** October 29, 2024

**REPORT TO:** Mayor and Council

**SERVICE AREA:** Finance

**SUBJECT:** FIN 2024-018 – Development Charges By-Law Amendment

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**RECOMMENDATIONS:**

THAT the Council of the Town of Minto hereby receives report FIN 2024-018 Development Charges By-Law Amendment, prepared by the Treasurer, for information purposes;

AND FURTHER THAT the Council of the Town of Minto considers the passing of the related By-Law in open session.

**BACKGROUND:**

The Town of Minto’s current Development Charges (DC) By-Law 2020-11 came into effect on March 1, 2020 and will expire on March 1, 2025. Many legislative changes have been introduced in the last five years. Several of these Bills affect the operations and scope of DCs. Town Council and staff have attended many information sessions to understand and implement this legislation. Due to the complexity of the changes and with the desire to properly create a new DC By-Law, this will be a difficult task to complete in the next few weeks and meet all the Notice and Appeal deadlines.

Bill 185 allows municipalities to remove the expiration date of existing DC By-Laws. This will provide the Town sufficient time to complete the necessary work and consultations and undertake a fulsome DC Background Study process before adopting the next By-Law.

**COMMENTS:**

The Town of Minto has several upcoming studies and Plan updates to be completed in early 2025 in addition to the Development Charges Background Study. The drinking water system licences will expire in early 2026. The documents required for the renewal are due to be submitted at least six months prior to the expiry date. The Water and Wastewater Financial Plans are to be updated in compliance with current legislation. Related Water and Wastewater Rate Studies need to be completed in conjunction with this work. As we are all aware another Asset Management Plan deadline also looms with the next updated Plan due to be adopted by July 1, 2025.

All of these studies and Plans overlap in terms of the raw data, staff and public inputs and the financial work which is required. It makes sense to undertake these projects in a

similar timeline in order to avoid needless duplication and reduce costs, much as we refreshed the Strategic Plan and related sub-Plans.

Staff has engaged Watson & Associates Economists Ltd. to assist with the DC and Water/Wastewater projects. A kick-off meeting and related timelines to complete the jobs have begun.

**FINANCIAL CONSIDERATIONS:**

The estimated cost of the Development Charges Background Study and related work is approximately \$35,000. This cost is eligible to be funded from DC Administration Reserves.

**STRATEGIC PLAN:**

Goal 5: Responsible Government. Deliver services in an open, accountable and transparent manner.

**PREPARED BY:** Gordon Duff, Treasurer

**RECOMMENDED BY:** Gregg Furtney, Chief Administrative Officer (CAO)