



DATE: Planning Council Meeting Agenda
Monday, June 29, 2026
TIME: 5:00 PM
PLACE: Council Chambers

Page

1. CALL TO ORDER

- 1.1. The meeting will be streamed live and recorded for public viewing on the Town's YouTube page using the following link:
www.youtube.com/@townofplymptonwyoming/streams

Applicants, proponents, and delegates must make a request to DGould-Brown@plympton-wyoming.ca to receive instructions on how to attend a meeting virtually as a participant. Attendees will not be permitted into the meeting using any name but their given name and will only be permitted as an attendee for the agenda item that pertains to them. Attendees will be dismissed following the hearing of their item but can view the remainder of the meeting via YouTube.

2. LAND ACKNOWLEDGEMENT

- 2.1. We acknowledge that this land on which we are gathered today is part of the ancestral land of the Chippewa, Odawa, and Potawatomi peoples, referred to collectively as the Anishinaabeg. It is through the connection of the Anishinaabeg with the spirit of the land, water and air that we recognize their unique cultures, traditions, and values. Together as treaty people, we have a shared responsibility to act with respect for the environment that sustains all life, protecting the future for those generations to come.

3. DECLARATION OF PECUNIARY INTEREST

4. DELEGATIONS

- 4.1. No items at this time.

5. BUSINESS ARISING FROM PREVIOUS MEETINGS

- 5 - 158 5.1. Lisa Courtney, Principal & Senior Planner at BM Ross and Associates
Presentation of the 2026 Draft Development Charges Background Study
That the 2026 Development Charges Draft Background Study and
presentation prepared by Lisa Courtney, Principal & Senior Planner at
BM Ross and Associates, dated June 29th 2026 be received.
[2026-06-29 - Presentation of the 2026 Development Charges Draft
Background Study](#)
[2026-06-29 - 2026 Development Charges Draft Background Study](#)

6. STAFF REPORTS

- 159 - 163 6.1. Private and Semi Private Road Maintenance Considerations
That the report by Adam Sobanski, Chief Administrative Officer, and Will
Davidson, Director of Emergency Services / Fire Chief, dated June 16,
2026, regarding Private and Semi Private Road Maintenance
Considerations be received.
[Staff Report - SR-26-099 - Pdf](#)
- 164 - 166 6.2. Community Improvement Plan Update - Proposal for Consulting
Services
That the report prepared by Adam Sobanski, Chief Administrative
Officer, dated June 22, 2026, regarding the Community Improvement
Plan Update - Proposal for Consulting Services, be received, and that
Council endorses contracting B.M. Ross and Associates Limited to
update the Community Improvement Plan and utilizing unused budgeted
funds from the Economic Development Strategy to help fund the update
if the Town's grant application is unsuccessful.
[Staff Report - SR-26-101 - Pdf](#)

167 - 173

- 6.3. By-law 64 of 2026 - Phase 1 Waterside Estates Subdivision Infrastructure Assumption 38T-19004 - Longo Holdings Inc.

That the report by Maria Cossa-Rossi, Senior Planner, dated June 22, 2026, regarding the assumption of all municipal works, services, and infrastructure on the applicable road allowances within Phase 1 of the Waterside Estates Subdivision be received, and that By-law 64 of 2026 be taken as having been read three times and finally passed and that the Mayor and Clerk be authorized to sign the said by-law accordingly.
[Staff Report - SR-26-102 - Pdf](#)

7. BY-LAWS

- 7.1. No items at this time.

8. CORRESPONDENCE - ACTION REQUIRED

- 8.1. No items at this time.

9. CORRESPONDENCE - RECOMMENDED READING & ROUTINE APPROVAL / INFORMATION ITEMS

174 - 199

- 9.1. That the Correspondence (items a - e) relating to “Recommended Reading” and “Routine Approval and Information Items” not otherwise addressed by resolution, be noted as received by the Plympton-Wyoming Council, and filed accordingly.

[a\) 2026-06-09 - COA Notice](#)

[b\) 2026-06-09 - COA Decision](#)

[c\) Site Plan Agreement-Paresh Thakkar](#)

[d\) Site Plan Amendment Agreement-John Knox Christian School](#)

[e\) Bill 119-Hon. Robert Flack Notification Letter-Jun 1 2026](#)

10. NEW BUSINESS

11. CLOSED MEETING SESSION

- 11.1. That Council move into an In-Camera Meeting of Council pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reasons:

Items A & B - Solicitor-Client Privilege

Section 239(2)(f) - Advice subject to Solicitor-Client Privilege, including communications necessary for that purpose.

Item C – Litigation Matters

Section 239(2)(e) – Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Item D – Personal Matters

Section 239(2)(b) – Personal matters about an identifiable individual, including municipal or local board employees.

12. CONFIRMATORY BY-LAW

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- 12.1. That By-law 65 of 2026, being a by-law to confirm all resolutions of the Council Meeting held June 29th, 2026 be taken as read three times and finally passed and the Mayor and Clerk be authorized to sign the said by-law accordingly.

[By-law 65 of 2026 - Confirming June 29, 2026](#)

13. ADJOURNMENT

- 13.1. That the Regular Planning Meeting be adjourned until the next Regular Planning Meeting on Monday, July 27th, 2026.



Draft Development Charges Background Study

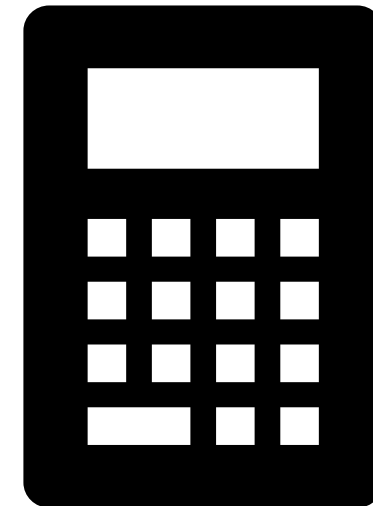
TOWN OF PLYMPTON-WYOMING

JUNE 29, 2026

What are Development Charges (DCs)?

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- ▶ A tool available to allow municipalities to recover **capital costs** associated with infrastructure and services put in place **that benefit growth**. This includes:
 - ▶ New infrastructure and services that support growth; and
 - ▶ Pay down existing debt for past growth works or services;
- ▶ **General idea is that ‘growth pays for growth’ so that the existing tax-payers are not bearing the cost of servicing growth**
- ▶ **Development charges cannot be collected for operating or maintenance costs.**
- ▶ Development charges are only collected from new development (not existing residents/businesses)
- ▶ Have existed in Ontario since 1989.



Development Charge Theory

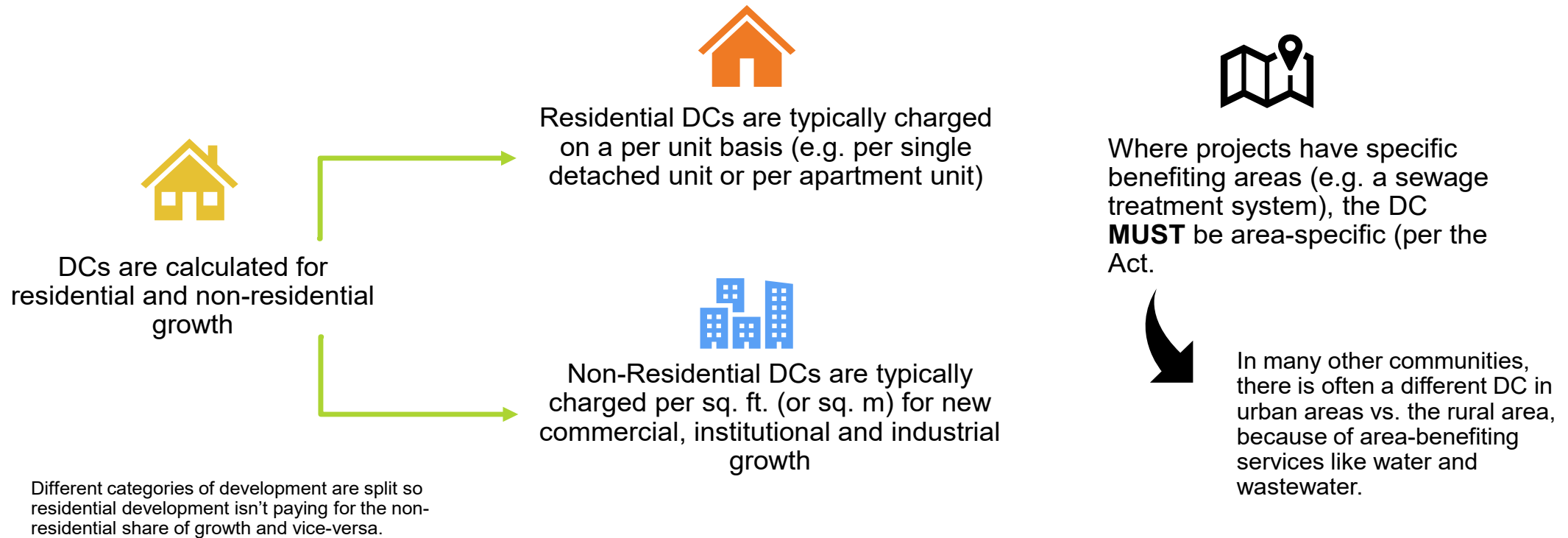
- ▶ Development charges are one-time fees levied on **new development** to pay for new or expansions to infrastructure and services.
- ▶ Municipalities incur the costs to service new growth, the development that requires that capacity may take years or decades to build out.
 - ▶ Municipal revenue through taxes/user fees is only generated when that development materializes and over a longer period of time.
 - ▶ If you need to recover all costs through taxes/user fees – the burden is shifted onto the existing tax base and property taxes/user fees would likely significantly rise.
 - ▶ Becomes an issue for existing taxpayers: ‘Why am I paying for that capacity, when I’ve already paid for mine?’
- ▶ Development charges are utilized to collect money from those benefiting in a more immediate manner.

Development Charges

- ▶ DCs are based on a capital works plan set out in the DC Background Study that sets out what projects are being paid for through DCs.
 - ▶ Lots of rules around DCs – especially how they are calculated, what can be collected for
 - ▶ Calculating DCs is a mix of accounting, planning and engineering
 - ▶ DC money must go towards DC projects.
- ▶ **DCs are ultimately set by Council.**
- ▶ **Bylaws can last up to 10 years**

Development Charges in Practice

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Statutory Reductions/ Exemptions/Discounts to DCs

- ▶ Second and third additional units in new and existing homes and accessory units.
- ▶ 1 residential unit or 1% of the existing residential units in an existing rental residential building.
- ▶ 50% or less enlargement of the gross floor area of an existing industrial building.
- ▶ Affordable rental residential units and affordable residential (owned) units
 - ▶ Based on the criteria set out in the Affordable Residential Units Bulletin.
- ▶ Attainable units (once the Province provides a definition and proclaims this into force).
- ▶ Non-profit housing and long-term care home developments
- ▶ Affordable units required under a bylaw passed under section 34 of the Planning Act (inclusionary zoning)
- ▶ Discount for rental housing developments (a building or structure with four or more residential units all intended as rental residential premises):
 - ▶ 25% for 3 or more bedrooms
 - ▶ 20% for 2 bedrooms
 - ▶ Any other rented residential premises – 15%

Process for Implementing a DC Bylaw

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- ▶ Undertake a Background Study
 - ▶ Forecast of future growth
 - ▶ Review of projects for inclusion in the DCs
 - ▶ Calculation of DCs for each project
- ▶ Present calculated DCs to staff and Council. Council sets proposed DC.
- ▶ Background Study must be available for review 60 days prior to passage of By-law
- ▶ Prepare draft By-law (available 2 weeks prior to Public Meeting)
- ▶ Host Public Meeting to get feedback on proposed DC
- ▶ Council passes DC By-law
- ▶ Issue Notice of Passage
- ▶ 40-day appeal period starts immediately after by-law passed.

What types of projects are DC eligible?

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1. Water Supply (including treatment and distribution)
2. Wastewater (sewers and treatment)
3. Stormwater services
4. Services related to a highway (transportation)
5. Electrical power services
6. Transit
7. Waste diversion services
8. Policing services
9. Fire protection services
10. Ambulance services
11. Library services
12. Long-term care services
13. Parks and Recreation services
14. Public Health services
15. Childcare and early years programs and services
16. By-law enforcement and municipally-administered court services
17. Emergency preparedness services



Only services listed in DC Act can be included in DCs

How DCs are Calculated

Forecast future growth and development

Determine 15-year level of service

- DCs cannot be in excess of 15-year level of service

Forecast capital needs to service future growth and development

Determine net capital costs for projects

- Need to subtract any grants/subsidies received
- Subtract portion of costs attributable to the existing population

Current DCs in Plympton- Wyoming

- ▶ Collect for:
 - ▶ Parks and Recreation
 - ▶ Fire Services
 - ▶ Public works – Roads
 - ▶ Public Works – Fleet and Facilities
 - ▶ Administration - Studies
- ▶ One charge across entire municipality – i.e. a single service area
 - ▶ \$10,881 for a single detached unit (per unit)
 - ▶ \$7,682 for multi-residential units (per unit)
 - ▶ \$6,811 for apartment units (per unit)
 - ▶ \$1.67 per sq. metre for non-residential buildings

2026 DC Background Study

Residential Growth

- ▶ Used County's Official Plan growth projections for Plympton-Wyoming:
 - ▶ Over the next 10 years: 564 additional people, 290 additional dwellings

Non-Residential Growth

- ▶ Used County's Official Plan growth projections for employees
 - ▶ Over the next 10 years: 44 additional employees in an additional 35,020 sq ft.

Category	Project	Project Cost
Fire	Fire Station Build - Camlachie	6,500,000
Fire	Heavy Rescue - Camlachie	1,000,000
Fire	Tanker - Wyoming	1,000,000
Fire	Extriction Tools - Wyoming	90,000
Fire	Extriction Tools - Camlachie	90,000
Fire	Pickup Truck	80,000
Fire	Firefighter Equipment (SCBA, equipment, pagers, radios)	57,760
Parks & Recreation	New Park Wyoming - ball diamonds, soccer fields, washroom	2,000,000
Parks & Recreation	Trails	1,920,000
Parks & Recreation	Multi-purpose courts - Arnold Minielly	200,000
Parks & Recreation	Splashpad	300,000
Parks & Recreation	Washroom Improvements	200,000
Parks & Recreation	Parks & Recreation Master Plan	50,000
Parks & Recreation	Sunset Park Improvements	100,000
Parks & Recreation	Errol Village Park Improvement	100,000
Public Works	Facility Improvements	6,000,000
Public Works	Upgrade Maintenance Equipment	200,000
Public Works	Waste Transfer and Composting Facility Study	120,000
Land Purchase	Wyoming Fire Station - property purchase	100,000

Review of 2026 DC Projects

Bold projects are those previously included in the 2021 DC Background Study

Category	Project	Project Cost
Admin	DC Study	35,000
Admin	DC Study	38,000
Admin	OP Review	100,000
Admin	Strategic Plan x2	40,000
Admin	Zoning By-law Update	75,000
Roads	Egremont Rd – Fleming to Oil Heritage	9,000,000
Roads	O'Brien - Lakeshore to Egremont	1,300,000
Roads	Queen - Windcliff to Lakeshore	1,300,000
Roads	Boonie Doone Road Improvements	1,300,000
Roads	Confederation - Broadway to Ketter	1,050,000
Roads	Fleming - Rear to Queen	830,000
Roads	Sidewalk Development	560,000
Roads	Road Needs Study Update	80,000
Roads	Transportation Master Plan	70,000
Water	Watermain Loop - Ketter Way to Isabella Street	800,000
Water	Townsend Line Watermain Loop	1,500,000
Wastewater	WWTP Capacity Needs	3,366,000.00
Wastewater	New PS4, Forcemain and PS2 Pumps	6,076,000.00
Wastewater	New Regional SPS and Equalization Tank	3,237,000.00
Wastewater	WWTP Capacity Needs	2,860,000.00
Wastewater	Influent PS Upgrades	250,000.00

Review of 2026 DC Projects

Bold projects are those previously included in the 2021 DC Background Study

DC Service Areas

Municipal Wide

- Fire
- Administration
- Parks & Recreation
- Public Works
- Land Acquisition
- Roads

Wyoming

- pays Municipal-Wide DC +
- Wastewater – WWTP Capacity, Influent Pumping Station
- Water – Watermain Loop

Plympton – Lakeshore

- pays Municipal-Wide DC +
- Wastewater – WWTP Capacity, PS4/Forcemain/PS2, Regional PS + Equalization Tank

Plympton – Lakeshore Townsend Line Area

- pays Municipal-Wide DC + Plympton Lakeshore DC +
- Water – Townsend Line Watermain Loop

2026 Development Charges Per Capita

Service Area and Service Category	Residential Development Charge (per capita)	Non-Residential Development Charge (per sqft.)
Municipal-Wide		
Administration	\$19	\$0.02
Fire	\$839	\$1.03
Parks & Recreation	\$1,618	\$0.00
Public Works	\$1,230	\$1.49
Roads	\$5,401	\$6.55
Land Acquisition	\$41	\$0.05
Municipal-Wide Total	\$9,148	\$9.13
Wyoming		
Wastewater	\$493	\$3.05
Water	\$427	\$0.39
Wyoming Total (including Municipal Wide)	\$10,068	\$12.57
Plympton-Lakeshore		
Wastewater	\$1,285	\$10.14
Plympton-Lakeshore (including Municipal Wide)	\$10,433	\$19.27
Plympton-Lakeshore – Townsend Line Area		
Water	\$3,621	\$1.02
Plympton-Lakeshore – Townsend Line Area (including Municipal-Wide and Plympton- Wastewater)	\$14,054	\$20.29

Calculated DC Charge (per unit)

Service Area and Service Category	Single & Semi Detached Unit (per unit)	Multi Unit (per unit)	Apartment and Special Care/Special Dwelling Unit (per unit)	Non-Residential (per sqft)
Municipal-Wide Administration	50.00	38.00	26.00	0.02
Municipal-Wide Fire	2,207.00	1,678.00	1,141.00	1.02
Municipal-Wide Parks & Recreation	4,255.00	3,236.00	2,200.00	0.00
Municipal-Wide Public Works	3,235.00	2,460.00	1,673.00	1.49
Municipal-Wide Roads	14,205.00	10,802.00	7,345.00	6.55
Municipal-Wide Land Acquisition	108.00	82.00	56.00	0.05
Municipal Wide Total	24,060.00	18,296.00	12,441.00	9.13
Wyoming Water	1,123.00	854.00	581.00	0.39
Wyoming Wastewater	1,297.00	986.00	670.00	3.05
Wyoming Total (including Municipal Wide)	26,480.00	20,136.00	13,692.00	12.57
Plympton-Lakeshore Wastewater	3,380.00	2,570.00	1,747.60	10.14
Plympton-Lakeshore (including Municipal Wide)	27,440.00	20,866.00	14,188.60	19.27
Plympton-Lakeshore -Townsend Line Area Water	9,523.00	7,242.00	4,925.00	1.02
Plympton-Lakeshore – Townsend Line Area (including Municipal-Wide and Plympton-Wastewater)	36,963.00	28,108.00	19,113.60	20.29

Comparison of current and calculated DCs (Residential)



Service Area and Service Category	2021 Charge (Single Detached Unit)	2026 Calculated Charge (Single Detached Unit)
Municipal-Wide Administration	340	50
Municipal-Wide Fire	918	2,207
Municipal-Wide Parks & Recreation	657	4,255
Municipal-Wide Public Works	1,390	3,235
Municipal-Wide Roads	7,576	14,205
Municipal-Wide Land Acquisition	0	108
Municipal Wide Total	10,881	24,060
Wyoming Water	N/A	1,123
Wyoming Wastewater	N/A	1,297
Wyoming Total (including Municipal Wide)	N/A	26,480
Plympton-Lakeshore Wastewater	N/A	3,380
Plympton-Lakeshore (including Municipal Wide)	N/A	27,440
Plympton-Lakeshore -Townsend Line Area Water	N/A	9,523
Plympton-Lakeshore – Townsend Line Area (including Municipal-Wide and Plympton-Wastewater)	N/A	36,963

Town's DC Fees Through History

Years	2001-2006	2006-2011	2011-2016	2016-2021	2021-2026
DC Fees: Single Detached Unit	\$1,400 - \$3,000	\$3,700 - \$5,113	\$8,109.50 - \$9,127.30	\$9,127	\$10,881
Comments:	Staggered annual increase	Staggered annual increase	Staggered annual increase	Proposed increase to \$9,387, 2016 DC Fees held.	New Flat Fee from 2021 onward.

Comparison of current and calculated DCs (Non-Residential)

Service Area and Service Category	2021 Charge (per sqft)	2026 Calculated Charge (per sqft)
Municipal-Wide Administration	0.01	0.02
Municipal-Wide Fire	0.01	1.02
Municipal-Wide Parks & Recreation	0.00	0.00
Municipal-Wide Public Works	0.02	1.49
Municipal-Wide Roads	0.11	6.55
Municipal-Wide Land Acquisition	0.00	0.05
Municipal Wide Total	0.16	9.13
Wyoming Water	N/A	0.39
Wyoming Wastewater	N/A	3.05
Wyoming Total (including Municipal Wide)	N/A	12.57
Plympton-Lakeshore Wastewater	N/A	10.14
Plympton-Lakeshore (including Municipal Wide)	N/A	19.27
Plympton-Lakeshore -Townsend Line Area Water	N/A	1.02
Plympton-Lakeshore – Townsend Line Area (including Municipal-Wide and Plympton-Wastewater)	N/A	20.29

What has changed?



Additional projects



Updated project costs



Addition of water and wastewater development charges

Reductions/Exemptions/Discounts

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- ▶ Council may decide to include other exemptions or discounts for certain types or classes of development within the Municipality's DC by-law.
 - ▶ Common exemptions: agricultural buildings, churches, cemeteries, temporary structures
- ▶ For example:
 - ▶ Non-residential development charges or specific classes of non-residential (e.g. industrial or commercial).
 - ▶ Brownfield developments
- ▶ For any exemptions/reductions/discounts provided by Council, the amount not collected in DCs as a result of the exemption/discount/reduction cannot be collected from future DCs.
 - ▶ **Money not collected through DCs then has to come from reserves/existing taxpayers.**

DC Reductions

- ▶ If Council wanted to reduce DCs, how could they do that and what are the impacts?

Method to Reduce	Impacts
Remove projects from the DCs	<ul style="list-style-type: none">-Remove projects from the background report and bylaw.-If a project proceeds after being removed from the DCs, a future Council would not be able to collect for through a future DC.
Apply an 'across the board' reduction to all projects in the DCs (e.g. 25% in DCs)	<ul style="list-style-type: none">-Treasurer must account for reduction on an annual basis for all projects (i.e. show the amount that was not collected) and fund that deficit from the general tax base.-Amount not collected cannot be collected from future DCs
Apply a reduction to certain DC projects (e.g. 25% reduction to fire services DC)	<ul style="list-style-type: none">-Treasurer must account for reduction on an annual basis for that project (i.e. show the amount not collected) and fund that deficit from the general tax base.-Amount not collected cannot be collected from future DCs

Exampleville's Residential DC

- ▶ Exampleville has the following residential DC rates:
 - ▶ DC for single-detached unit = \$6,000
 - ▶ DC for a multi-unit = \$4,320
 - ▶ DC for an apartment unit = \$3,600
- ▶ If Joe Developer builds 10 single detached units, the DC charge would be **\$60,000**.
- ▶ If Joe Developer builds a triplex, the DC charge would be **\$12,960**.
- ▶ If Joe Developer builds a 6 unit apartment building (2 bedroom rentals), the DC charge would be $\$21,600 - \$4,320$ (20% discount) = **\$17,280**

Impacts of Discounts/ Reductions/ Exemptions

If the Exampleville Council decided on the following exemptions/reductions/discounts, here are the impacts (assuming 25 units per year over 5 years):

Exemption	Impact	Notes
25% discount on every single detached unit	\$50,000 not collected per year \$250,000 not collected over 5 years	\$250,000 not collected must be funded from the taxbase instead
Do not collect fire DC	\$37,500 not collected per year \$187,000 not collected over 5 years	Project must be funded entirely by the taxbase (remember, 40% was allocated to growth)
Do not collect non-residential DCs	If small proportion of growth is expected to be non-residential, impact of not collecting non-residential DCs could be minor.	Again, any DCs not collected cannot be funded by future DCs or the residential portion of the DC.

Decisions for Council

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1. Do you want to include water and wastewater projects in the DCs?

- ▶ If not, would have a single municipal DC rate across the entire Town.
- ▶ Can collect for water/wastewater projects using alternative means – local improvement charges, special area levies, whatever the method is, you can't collect a DC and another fee for the same project.

2. Do you want to change the calculated DC amount?

- ▶ Cannot charge more than what has been calculated.
- ▶ Can lower charge by a flat rate (i.e. 25%) or by removing projects to reach a desired DC amount.
 - ▶ Whatever is not collected through DCs cannot be charged to future DCs. Lowering or reducing the DCs will shift more of the project costs onto existing taxpayers.

3. Are there any other exemptions Council would like to see included? Current non-mandatory exemptions are: places of worship, buildings associated with cemeteries, farm buildings and agricultural uses, temporary buildings (as defined in the Zoning Bylaw)

- ▶ Again, any exemptions cannot be charged to future DCs, so that shifts more the project costs onto existing taxpayers.

4. Do you want to phase in the DCs?

- ▶ Again, any DCs not collected because of phasing cannot be charged to future DCs, so the phasing is paid for by existing development.

Existing Water and Wastewater Fees under the Municipal Act

- ▶ Under current Fees By-Law 114 of 2025 created under the Municipal Act the Town currently collects the following fees unless there are existing fees established under By-Law created through the Local Improvement Act:

WATER ASSESSMENTS – FRONTAGE FEES (for new water connections)*

Item	Description	Fee
E21	Wyoming (old lots)	\$1,000.00
E22	Plympton	\$1,800.00

*Fee may alter based on Assessment By-law.

SEWER ASSESSMENTS – FRONTAGE FEES (for new connections)*

Item	Description	Fee
E23	Wyoming (old lots)	\$500.00
E24	Plympton	\$4,006.36

*Fee may alter based on Assessment By-law.

Existing Water and Wastewater Fees under the Local Improvement Act:

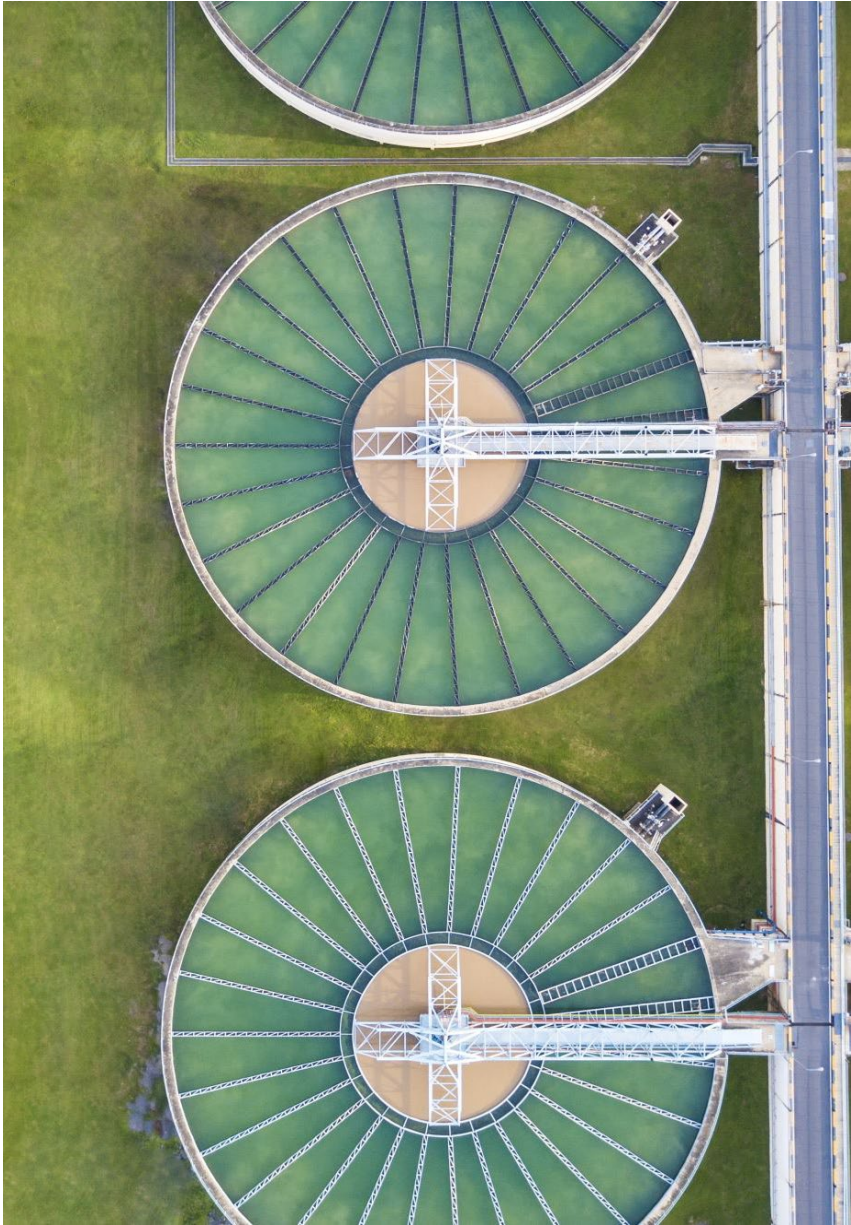
1986-22	Reference By-law for applicable locations (too many too list)	\$ 1800.00/m
1986-23	Camlachie Water Area (motion from May 1, 2000 sets flat \$1800 plus cost of laterals from existing main to lot line, no by-law for this motion though)	\$ 360.00/m
1987-22	Baldwin Ave	\$ 700.00
1990-48	Bonnie Doone Watermain	\$ 3,720.00
1990-49	Gallimere Beach	\$ 2,300.00
1990-50	Michigan Line	\$ 3,768.58
1990-59	California Ave	\$ 2,900.00
1990-60	Reference for drain location, see 90/59 for rate	
1990-61	Hillcrest Rd	\$ 2,744.00
1991-30	Plympton/Enniskillen Town Line Road between Lot 8 and County Rd 8	\$ 5,200.00
1991-42	See 91/43 for rate, reference for drain location	
1991-43	Michigan Line	\$ 3,437.50
1991-44	See 91/45 for rate, reference for drain location	
1991-45	Madaumin Rd/Confederation Line	\$ 2,762.00
1992-66	Camlachie Rd	\$ 9,640.32
1992-68	Invercaim	\$4496.52 + 5% per year after 1995
1992-77	Reference for Drain location info, 92/78 for rate	
1992-78	Egremont Rd	\$5905.82 + 5% per year after 1995
1992-80	Lakeside St	\$3500.00 + 5% per year after 1995
1993-59	The Moorings Circle	\$ 7,000.00
1993-61	Michigan Line	\$ 7,000.00
1995-70	O'Brien Rd/Hystop Line	\$ 8,000.00
1997-5	Sewer Frontage	\$ 4,006.36
1999-33	See by-law 17 of 2013	\$ 7,000.00
1999-35	Waterline construction by-law, reference for location information for By-law 33 of 1999	
2000-30	Waterline construction by-law, reference for location information for By-law 31 of 2000	
2000-31	Sunset View	\$ 6,647.20
2000-35	Waterline construction by-law, reference for location information for By-law 36 of 2000	
2000-36	HDPE-SR17 Pipe Watermain	\$ 8,000.00
2002-89	Hillsboro N Watermain	\$ 7,000.00
2003-18	Blue Point Bay Watermain	\$ 7,000.00
2003-93	Hillsboro S Watermain	\$ 6,611.84
2004-104	Sunset Acres Subdivision	\$ 7,040.64
2006-97	Bluepoint Subdivision	\$ 5,746.17

Difference Between Fees Under the Municipal Act, Local Improvement Act and Development Charges Act

- ▶ Fees established under the **Municipal Act** can be used as general revenue and are not required to be used for growth related projects or system expansion. Fees are applied through the whole community.
- ▶ The **Local Improvement Act** was generally used to bring new infrastructure to specific areas of the community. Assessment by-laws established how the infrastructure was cost shared by the community and how the collected fees were utilized. Fee are calculated differently for each project and distributed in a variety of manners.
- ▶ As noted earlier, **Development charges** are one-time fees levied on **new development** to pay for new or expansions to infrastructure and services to support in the community.

Is it Time for the Town to Collect Water and Wastewater Development Change Fees?

- ▶ A case could be made that the fees established under the Local Improvement Act may no longer accurately represent the Town's infrastructure needs established under the Water and Wastewater Master Plans. As seen in recent development applications, and grant programs, funding expansions to the water and wastewater system is more challenging than in the past. Given those challenges and to ensure the Town is eligible for future grant programs, Council could consider implementing the suggested Development Charge Fees for the water and wastewater systems.



Comparison of Existing Frontage vs Development Charge Fees

- ▶ The comparison shows a slight loss in revenue if only DCs are utilized. The values vary based on where development occurs within the Town. If DCs are implemented, adjustments to the fees under the Municipal Act should also be adjusted to ensure the system and future expansions are adequately funded.

Comparison of Current Frontage Fees to Proposed Development Charges					
Analysis assumes annual residential growth of 50 new dwelling units, consisting of 15 units in Wyoming, 30 units in Plympton-Lakeshore area, and 5 units in the Plympton-Townsend area.					
Current Frontage Fee Structure			Development Charge Structure		
<i>Wyoming</i>			<i>Wyoming</i>		
	\$/unit	15 units		\$/unit	15 units
Water	\$1,000	\$15,000	Water	\$1,123	\$16,845
Sewer	\$500	\$7,500	Sewer	\$1,297	\$19,455
		<u>\$1,500</u>		<u>\$2,420</u>	<u>\$36,300</u>
<i>Plympton</i>			<i>Plympton - Lakeshore</i>		
	\$/unit	35 units		\$/unit	30 units
Water	\$1,800	\$63,000	Water	\$0	\$0
Sewer	\$4,006	\$140,223	Sewer	\$3,380	\$101,400
		<u>\$5,806</u>		<u>\$3,380</u>	<u>\$101,400</u>
			<i>Plympton - Townsend</i>		
				\$/unit	5 units
			Water	\$9,523	\$47,615
			Sewer	\$3,380	\$16,900
				<u>\$12,903</u>	<u>\$64,515</u>
Summary of Estimated Annual Revenue					
Frontage Fees			Development Charges		Difference
Water	\$78,000		Water	\$64,460	(\$13,540)
Sewer	\$147,723		Sewer	\$137,755	(\$9,968)
	<u>\$225,723</u>			<u>\$202,215</u>	<u>(\$23,508)</u>

Staff's Recommendation regarding Water and Wastewater Fees

- ▶ Fees established under By-Law through the Local Improvement Act be rescinded.
- ▶ Development Charge Fees be established for the water and wastewater systems.
- ▶ Staff immediately undertakes a review of the connection/assessment fees established under the Municipal Act to ensure the revenue generated by the fees are sufficient to guarantee the general overall financial health of the water and wastewater system now and into the future.

Staff feels using a hybrid system of Municipal Act and Development Charges Fees provides good flexibility, and increased eligibility for grants.

Alternative Direction for Water and Wastewater Fees

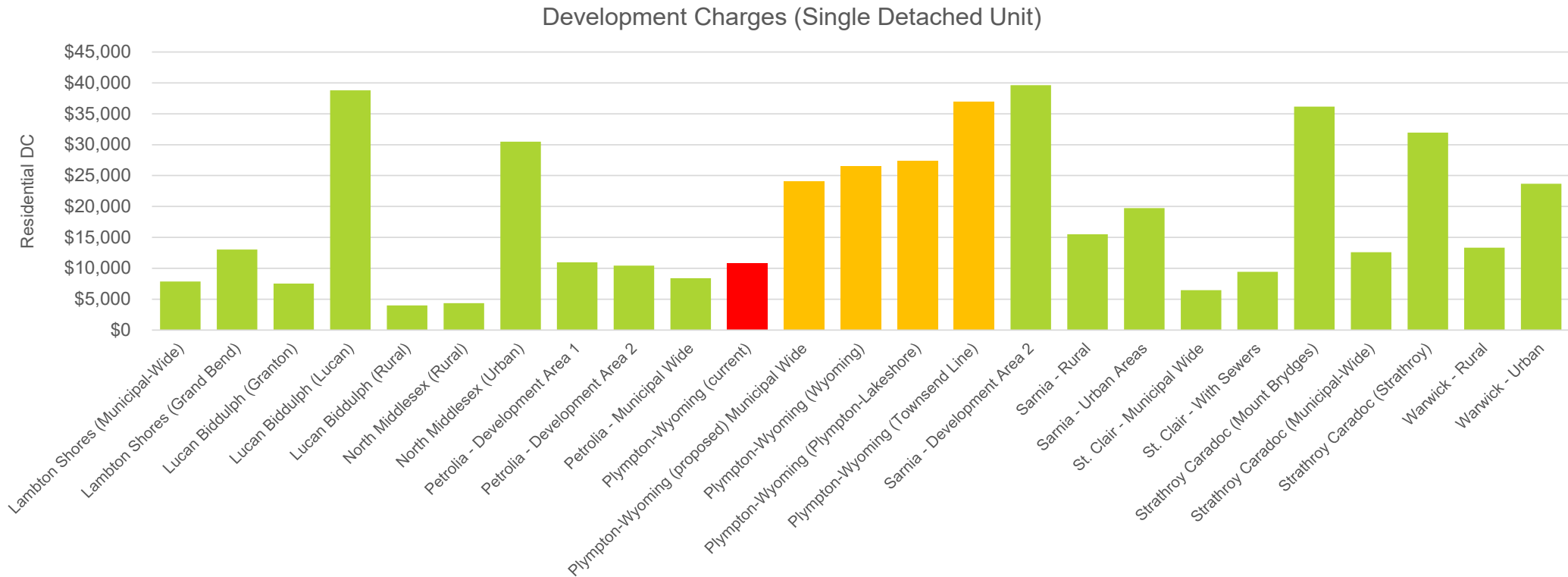
- ▶ Given the inflexibility of Development Charges and the potential confusion around utilizing a hybrid system, Council could choose to carry on with the status queue as it is a proven and fiscally conservative way to help fund growth within the water and wastewater systems. Unfortunately continuing with status queue would not address funding eligibility or addressing some of the noted existing expansion concerns in the existing system.

DCs in Neighbouring Municipalities

- ▶ Remember – DCs are based on what growth-related projects are being undertaken
- ▶ Not an apples to apples comparison
- ▶ Generally, where you have large infrastructure projects (usually water or wastewater projects), DCs will be higher



DCs in Other Municipalities



Next Steps

35

Consider and provide direction on phasing, exemptions, DC rates



BMROSS will update the Background Study and by-law to reflect decisions



Public Meeting on July 27, 2026



Can pass new bylaw on August 31, 2026.



36

Questions



TOWN OF PLYMPTON-WYOMING 2026 DEVELOPMENT CHARGES **DRAFT** BACKGROUND STUDY



TOWN OF PLYMPTON-WYOMING

DEVELOPMENT CHARGES BACKGROUND STUDY

DRAFT

June 8, 2026

B. M. ROSS AND ASSOCIATES LIMITED
Engineers and Planners
62 North Street
Goderich, ON N7A 2T4
Phone: 519-524-2641
www.bmross.net

File No. 25199

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- Appendix E – Draft Development Charge Bylaw

TOWN OF PLYMPTON-WYOMING 2026 DEVELOPMENT CHARGES BACKGROUND STUDY

1.0 Introduction

The Town of Plympton-Wyoming is considering establishing, by By-law, development charges to pay for capital costs required due to increased needs for services arising from development. The By-law may establish development charges against residential and non-residential development activities in the Town during the period of 2026-2036. This By-law would be passed under the statutory authority of the *Development Charges Act, 1997* (DCA) as amended and its accompanying Regulations. This by-law would replace the current Development Charge By-law (By-law 98 of 2021).

Section 10 of the DCA requires that a development charge background study be completed and specifies the contents of the study. *Ontario Regulation 82/98*, Section 8, as amended (O.Reg. 82/98) further defines the content of the study. This Development Charges Background Study (Background Study) has been prepared in order to provide Council with sufficient information to make a decision on the amount of any development charge to adopt. This report includes the following major components:

- An outline of the framework for conducting the study;
- An overview of the local growth forecasts for residential and non-residential activities;
- A summary of growth-related projects and services;
- A synopsis of the methodology applied to establish a development charge;
- The calculations associated with establishing development charges for each applicable service category;
- The total of the estimated capital costs for each service that will be incurred during the term of the proposed development charge by-law.
- Asset management information for assets funded by the development charges;
- Presentation of the proposed development charge schedule; and
- Details on the process to implement a Development Charges By-law.

2.0 Background

The Town currently administers a wide variety of public services and maintains an extensive inventory of facilities, infrastructure, equipment, and land. Several major infrastructure projects have been initiated in recent years, or are being planned for implementation in the foreseeable future. Given the capital investment associated with the provision of these projects and other municipal activities, Council has expressed an interest in considering a new development charge by-law to recover applicable costs from new development activities.

B. M. Ross and Associates Limited (BMROSS) was engaged to conduct a Development Charges Background Study to consider the adoption of development charges applicable to new construction activities within the Town. Section 10 of the DCA specifies that the Background Study must include the following components:

- Forecasts for the anticipated amount, type and location of development for which development charges can be applied;
- An estimate of the increased level of service required to accommodate growth (for each service incorporated into the development charge);
- The methodology employed to determine the allocation of the benefits to existing and future development;
- Forecasts of the average service levels for certain services over the 15-year period immediately preceding the preparation of the Background Study. The assessment of previous service levels must consider both the quality and quantity of service provided;
- Assessment of long-term capital and operating costs for infrastructure required for each applicable service;
- Consideration of the use of more than one development charge by-law to reflect different service areas; and
- An evaluation of life cycle costs and financial sustainability over the lifetime of the asset.

3.0 Current Practice

3.1 Development Charge By-law 98 of 2021

The Town of Plympton-Wyoming has an existing development charge by-law in place. The current development charge by-law (By-law 98 of 2021). This By-law was enacted in September 2021 to collect development charges on residential and non-residential within the Town. Currently, as set out in By-law 98 of 2021, there is a single development charge service area that includes the entire Town.

The charges established under the current By-law are as follows:

Table 3.1 Current Residential Development Charges from By-law 98 of 2021

Service Category	Single Detached & Semi-Detached (per unit)	Multi-Units & Townhouses (per unit)	Apartments (per unit)
Fire Services	\$918	\$648	\$575
Parks and Recreation	\$657	\$464	\$411
Public Works: Buildings and Fleet	\$1,390	\$981	\$870
Administration – Studies	\$340	\$240	\$213
Roads and Related	\$7,576	\$5,349	\$4,742
Total (per unit)	\$10,881	\$7,682	\$6,811

Table 3.2 Current Non-Residential Development Charges from By-law 98 of 2021

Service Category	Non-Residential Charge (per sq. m)
Fire Services	\$0.16
Parks and Recreation	\$0.00
Public Works: Buildings and Fleet	\$0.24
Administration – Studies	\$0.06
Roads and Related	\$1.22
Total (per sq. m)	\$1.67

In the period between 2019 and the end of 2024, a total of \$4,372,675 was collected in development charges. Table 3.3 summarize the deposits and expenditures from the development charge accounts between 2019 and 2024. In that time, a total of \$1,178,853 was withdrawn. Money withdrawn from the reserve accounts was applied to projects previously identified in development charge background studies. The balance of the reserve accounts at the end of 2024 was \$4,187,620.

Table 3.3 Development Charge Reserve Account Balances (in Dollars), 2019 to 2024

Year	Category	Public Works Blgs & Fleet	Fire Protection	Recreation	Admin.	Library	Roads & Related	Total
2019	Residential DCs Collected	37,872	34,429	30,554	18,158	0	309,508	430,521
2019	Non-Residential DCs Collected	1,035	934	0	492	0	7,585	10,047
2019	Withdrawal	0	0	0	-14,653	0	0	-14,653
2019	Balance	143,030	113,052	91,987	29,641	33,332	100,5670	1,416,713
2020	Residential DCs Collected	59,091	53,645	47,611	28,552	0	482,735	671,635
2020	Non-Residential DCs Collected	1,579	1,426	0	751	0	11,575	15,331
2020	Withdrawal	0	0	0	0	0	0	0
2020	Balance	203,700	168,123	139,598	58,944	33,332	1,499,980	2,103,678
2021	Residential DCs Collected	96,947	80,342	67,787	39,447	0	707,699	992,222
2021	Non-Residential DCs Collected	2,351	1,595	0	588		12,259	16,793
2021	Withdrawal	0	-252,000	0	0	0	-227,200	-479,200
2021	Balance	302,999	-1,939	207,385	98,979	33,332	1,992,738	2,633,494
2022	Residential DCs Collected	85,939	56,758	40,623	21,021	0	468,419	672,760
2022	Non-Residential DCs Collected	1,146	778		287		5,976	8,187
2022	Withdrawal	-145,000	-40,000	0	0	0	-200,000	-385,000
2022	Balance	245,084	15,596	248,008	120,287	33,332	2,267,133	2,929,441
2023	Residential DCs Collected	97,152	64,162	45,920	23,764	0	529,513	760,511
2023	Non-Residential DCs Collected	2,628	1,782		657		13,702	18,769
2023	Withdrawal	0	-20,000	0	0	0	0	-20,000

Year	Category	Public Works Blgs & Fleet	Fire Protection	Recreation	Admin.	Library	Roads & Related	Total
2023	Balance	344,864	61,541	293,928	144,708	33,332	2,810,348	3,688,720
2023	Overpayment	3,000						3,691,720
2024	Residential DCs Collected	96,364	63,642	45,547	23,571	0	525,217	754,341
2024	Non-Residential DCs Collected	3,018	2,048		755		15,738	21,559
2024	Withdrawal	-250,000	-20,000	-10,000	0	0	0	-280,000
2024	Balance	194,245	107,230	329,476	169,033	33,332	3,351,303	4,184,620
2024	Overpayment	3,000						4,187,620

3.2 Water and Wastewater Capital Projects

Historically, the Town has not collected for water and wastewater capital projects through development charges. The current practice is to collect for water and wastewater capital projects through frontage assessments. Given the absence of water and wastewater development charges, the Town has only had municipal-wide development charges and no area specific development charges. The benefits of this approach are simpler accounting and more immediate recouping of project costs. Under a development charge approach the portion of the project attributed to future growth would not be collected until development occurs, and it could take many years to fully collect for the project based on the rate of development.

4.0 Approach

The purpose of this study is to conform to the requirements of the DCA and to support an amount that can be collected as a development charge. The approach to conducting the review is as follows:

- Review with municipal staff and Council; the development charge process and what projects are anticipated to benefit future growth over the next 10 years.
- Review historical and future growth in the Town. Staff provided information on buildings/development activity;
- Municipal staff and consulting engineers provided updated capital works forecasts and potential projects;
- BMROSS analyzed and evaluated the proposed works to service new development, with respect to:
 - Applicability under the DCA;
 - Benefit to existing development;
 - Allocation between different types of development;
 - Level of service in the community;
 - Potential impact of long-term capital and operating costs for the proposed works; and
 - Service areas of the proposed works.

The following represent the final components of the development charges process:

- Provide Council with an interim presentation to identify proposed services that could be collected for in a development charge;
- Council determines a development charge amount they intend to collect by By-law;
- Establish, by Council resolution, a development charge schedule which the Town intends to collect;
- Prepare a draft Development Charges By-law prescribing the proposed development charges schedule;

- Arrange a public meeting to present details on the study process and the proposed development charges schedule. The meeting is a requirement of the DCA. A minimum 20-day notice period must be provided prior to the meeting;
- Acknowledge and attempt to address concerns raised during the statutory public meeting, and document input received through consultation;
- Finalize the implementing By-law following consideration of comments received via consultation;
- Obtain, by Council resolution, approval of the proposed Development Charges By-law; and
- Circulate the Notice of Passage for the Development Charges By-law. The By-law will immediately come into effect. The By-law may be appealed to the Ontario Land Tribunal (OLT) in the 40-day period following the passage of the By-law.

5.0 Population and Growth Forecast

5.1 General

Forecasts have been prepared to project population and household growth for the Town over a 20-year planning period. The growth forecasts are based on recent forecasts completed for Lambton County as part of the Official Plan review process. The forecasts are considered reasonable projections of growth and development within the Town. The background research and analyses of population and growth is included in Appendix A.

5.2 Current Population and Household Trends

The most recent population count for the Town of Plympton-Wyoming is the 2021 Census. In 2021, the population of Plympton-Wyoming was 8,308 residents, an increase of 513 persons from the 2016 count and 732 persons from the 2011 Census (Table 5.1). The population of the community of Wyoming was also counted through the Census. The population of Wyoming has fluctuated between 2,080 and 2,361 persons over the past 15 years. In recent years, growth in Plympton-Wyoming has been primarily in the lakeshore area of the Town.

The 5-year average annual growth rate for Plympton-Wyoming is 1.3%. For comparison, the 5-year annual growth rate for the Province of Ontario was 1.1%. This suggests that the population has grown more rapidly in the last 5 years compared average trend over the past 20 years.

Table 5.1 Plympton-Wyoming Population Counts, 2001-2021

Year	Wyoming	Plympton-Wyoming
2001	2,200	7,359
2006	2,080	7,506
2011	2,248	7,576
2016	2,361	7,795
2021	2,348	8,308
5-year change	-13 (-0.6%)	513 (6.6%)
10-year change	100 (4.5%)	732 (9.7%)
20-year change	148 (6.7%)	949 (12.9%)
5-year average annual growth rate (%)	-0.1	1.3
10-year average annual growth rate (%)	0.4	0.9
20-year average annual growth rate (%)	0.3	0.6

The increase in population over the past 5 years is attributed to an increase in the number of new homes built in the Town. This trend was observed throughout many small rural municipalities during the pandemic.

The number of private dwellings in Plympton-Wyoming as counted through previous censuses are summarized in Table 5.2. The number of private dwellings in the Town has increased over the last 20 years, with approximately 527 additional dwellings over that time. Over the last 20 years, average annual growth rate for the number of dwellings as counted through the Census has remained relatively steady at 0.8%. Following the trend observed in population, much of the increase in the number of private dwellings in Plympton-Wyoming is located in the lakeshore area of the Town.

Table 5.2 Census Total Private Dwelling Counts, Plympton-Wyoming 2001-2021

Year	Wyoming	Plympton-Wyoming
2001	836	2,986
2006	827	3,066
2011	914	3,148
2016	968	3,416
2021	971	3,513
5-year change	3	97
10-year change	57	365
20-year change	135	527
5-year average annual growth rate (%)	0.1	0.6
10-year average annual growth rate (%)	0.6	1.1
20-year average annual growth rate (%)	0.8	0.8

To gain a better understanding of residential development occurring in Plympton-Wyoming, building permit data for new residential dwellings was assessed. Table 5.3

summarizes the number of new residential building units in the Town between 2016 and 2025.

Table 5.3 New Residential Units, 2016-2025

Year	Single & Semi-detached Units	Multi-units & Townhouses	Apartments	Total
2016	32	0	0	32
2017	47	0	0	47
2018	63	0	0	63
2019	39	15	0	54
2020	72	0	0	72
2021	116	0	0	116
2022	56	2	0	58
2023	32	10	0	42
2024	54	1	1	56
2025	31	0	0	31
5-year total	289	13	1	303
10-year total	542	28	1	571
5-year average	57.8	2.6	0.2	60.6
10-year average	54.2	2.8	0.1	57.1

Over the past 10 years, 571 permits have been issued for new residential development. The majority of these units (95%) were single detached or semi-detached units. There were 28 permits for multi-unit or townhouse units over that period. Only a single permit has been issued for an apartment unit.

5.3 Population and Households Forecast

5.3.1 Forecast Methodology

For the purposes of this study, recent growth forecasts developed by metroeconomics in 2025 were utilized. These forecasts were developed for the municipalities in the Lambton County as part of the County’s Official Plan Review process. These forecasts included population and residential growth for Plympton-Wyoming. Following a review of the projections and input from staff, the forecasts were considered suitable for the use for the purposes of calculating development charges. These forecasts were utilized as they are believed to be reasonable projections of growth, given available development trends, regional socio-economic trends and local needs for housing.

The forecast incorporated the following methodological components:

- The population and unit growth projections from metroeconomics base forecasts for Plympton-Wyoming were applied over the 10-year and 20-year study periods.

- The metroeconomic forecasts are based on the Ontario Ministry of Finance population projections for the Lambton County census division.
- For each municipality within Lambton County, the projected population, dwellings, and employment by place of work was forecasted on a 5 year basis.

5.4 Residential and Population Forecasts

A residential and population growth forecast was developed for Plympton-Wyoming based upon the previously discussed methodology. Table 5.4 shows the population forecasts. Table 5.5 contains the forecasted number of additional dwelling units over the same period.

Table 5.4: Residential Population Forecast 2026-2051

Year	Plympton-Wyoming Population
2026	9,813
2031	10,067
2036	10,377
2041	10,850
2046	11,501
2051	12,320
10-year change	564
20-year change	1,688

Table 5.5: Residential Dwelling Forecast 2024-2044

Year	Plympton-Wyoming Dwellings
2026	3,622
2031	3,772
2036	3,912
2041	4,082
2046	4,335
2051	4,600
10-year change	290
20-year change	713

5.5 Non-Residential Development Forecast

The forecast for non-residential development is based on the employment forecasts by macroeconomics for the County of Lambton. The forecasts estimate the number of additional employees in 5-year intervals to 2051 for each municipality in the County of Lambton. The number of additional employees were proportioned to industrial, commercial and institutional growth based on business information for Plympton-Wyoming from the Sarnia Lambton Economic Partnership. To determine the amount of additional non-residential space associated with the additional employees the following values were utilized:

- Industrial 1,500 sqft. per employee
- Commercial 500 sqft. per employee
- Institutional 670 sqft. per employee

Table 5.6 and 5.7 summarize the expected non-residential growth over the next 10 and 20 years. It is expected that non-residential development will continue given the availability of undeveloped land designated for non-residential growth within Plympton-Wyoming.

Table 5.6 - 10 Year Forecasted Non-Residential Growth (m²)

Non-Residential Type	Additional Employees	Additional Space (sqft)
Commercial	26	13,000
Industrial	12	18,000
Institutional	6	4,020
Total	44	35,020

Table 5.7- 20 Year Forecasted Non-Residential Growth (m²)

Non-Residential Type	Additional Employees	Additional Space (sqft)
Commercial	109	54,500
Industrial	50	25,000
Institutional	26	13,000
Total	185	92,500

6.0 Review of Growth-Related Capital Costs

6.1 General Considerations

Projects and services that are anticipated to be required as a result of growth throughout Plympton-Wyoming were reviewed and evaluated. The following factors and evaluation steps were considered during this process:

- Identification of municipal services required to permit occupancy for new development (e.g., water, wastewater, parks and recreation, public work facilities, roads, etc.).
- A review of the projects/services contained in the 2021 Development Charge Background Report.
- A review of projects/services contained in any completed studies or master plans.
- A review of new projects/services that were proposed to be collected for through development charges, as identified by staff, because they will be required as a result of growth.

- Assessment of the applicability of services and projects under the DCA, taking the following factors into consideration:
 - Eligible Services: Development charges can only be applied to each of the following services to recover the growth-related capital costs for facility construction and improvement, land acquisition and improvement, equipment and furnishings:
 - Water and wastewater services.
 - Stormwater infrastructure.
 - Services related to a highway (as defined in subsection 1(1) of the *Municipal Act, 2001*).
 - Electrical power services.
 - Policing services.
 - Ambulance services.
 - Waste diversion services.
 - Fire protection services.
 - Library services.
 - Long term care services.
 - Parks and recreation services.
 - Childcare and early year programs and services.
 - Services related to By-law enforcement and municipally administered courts.
 - Emergency preparedness services.
 - Transit services.
 - Development charge background studies and studies related to the above matters.
- Identification of completed projects and services which benefit future development and included allocations specifically for growth (i.e., additional capacity).
- An assessment of the historical level of service, based on the past 15 years.
- Identification of proposed projects and services which will provide benefit to further development within the next ten years; and
- Assessment of the probable capital costs which will be incurred for those projects or services determined to be DCA-eligible.

6.2 Review of Projects & Services

The evaluation process included a review of growth-related projects that were included in the 2021 Development Charges Background Report. The projects were reviewed in terms of their status, costs, whether any grants or subsidies were received, and continued applicability. The review is summarized in Table 6.1.

Table 6.1 Summary of Review of 2021 Development Charge Projects

Service Category	Project	Summary of Review
Fire	Pumper Truck	<ul style="list-style-type: none"> • Pumper truck purchased. Remove from development charges
Fire	Firefighter Outfitting	<ul style="list-style-type: none"> • As population growth continues to occur, additional firefighters will be required to maintain current service levels. • Continue to collect for firefighter outfitting. • Update costs to reflect current prices.
Parks and Recreation	Splashpad	<ul style="list-style-type: none"> • Adjust cost to reflect current cost estimates. • Continue to collect.
Parks and Recreation	Parks and Recreation Master Plan	<ul style="list-style-type: none"> • It is anticipated the Master Plan will be updated in the next 10 years. • Collect for next iteration of the Master Plan.
Parks and Recreation	Blue Point and Sunset Park Improvements	<ul style="list-style-type: none"> • Continue to collect for planned Sunset Park improvements.
Parks and Recreation	Errol Village Park Improvements	<ul style="list-style-type: none"> • Continue to collect for planned Errol Village Park improvements.
Parks and Recreation	Washroom Improvements	<ul style="list-style-type: none"> • Continued to collect for planned washroom improvements.
Public Works Fleet and Facilities	Facility Improvements	<ul style="list-style-type: none"> • Continue to collect for planned public works facility. • Cost estimate revised to \$6,000,000.
Public Works Fleet and Facilities	New Single Axle Plow/Dump Truck	<ul style="list-style-type: none"> • Equipment purchased. • Remove from development charges.
Public Works Fleet and Facilities	Upgrade Maintenance Equipment	<ul style="list-style-type: none"> • Continue to collect for upgraded maintenance equipment.
Public Works Fleet and Facilities	Waste Transfer and Composting Facility Study	<ul style="list-style-type: none"> • Continue to collect for planned waste transfer and composting facility study.
Administration	Development Charge Study	<ul style="list-style-type: none"> • Adjust to reflect current cost estimates. • Continue to collect.
Administration	Official Plan Review	<ul style="list-style-type: none"> • Adjust cost to reflect current cost estimates. • Continue to collect.

Service Category	Project	Summary of Review
Administration	Operations and Workflow Software Platform	<ul style="list-style-type: none"> • No longer eligible for collection. • Remove from development charges.
Administration	Strategic Plan	<ul style="list-style-type: none"> • Adjust cost to reflect current cost estimates. • Continue to collect.
Administration	Zoning By-law Update	<ul style="list-style-type: none"> • Adjust cost to reflect current cost estimates. • Continue to collect.
Roads and Related	Fleming Rd. Rear to Queen	<ul style="list-style-type: none"> • Adjust cost to reflect current cost estimates. • Continue to collect.
Roads and Related	Queen St. Fleming to Lakeshore	<ul style="list-style-type: none"> • Update road section to Windcliff to Lakeshore • Adjust cost to reflect revised cost estimates. • Continue to collect.
Roads and Related	Boonie Doone Road Improvements	<ul style="list-style-type: none"> • Adjust cost to reflect revised cost estimates. • Continue to collect.
Roads and Related	Egremont Rd Fleming to Oil Heritage	<ul style="list-style-type: none"> • Adjust cost to reflect revised cost estimates. • Continue to collect.
Roads and Related	O'Brien Rd Lakeshore to Egremont	<ul style="list-style-type: none"> • Adjust cost to reflect revised cost estimates. • Continue to collect.
Roads and Related	Douglas Line Oil Heritage to Hillsboro	<ul style="list-style-type: none"> • Removed from project list following staff direction. • Funds collected will be put towards other projects within the 'Roads and Related' category.
Roads and Related	Confederation Line Broadway to Ketter	<ul style="list-style-type: none"> • Adjust cost to reflect revised cost estimates. • Continue to collect.
Roads and Related	London Line Main to Confederation	<ul style="list-style-type: none"> • Removed from project list following staff direction. • Funds collected will be put towards other projects within the 'Roads and Related' category.
Roads and Related	Sidewalk Development	<ul style="list-style-type: none"> • Adjust cost to reflect revised cost estimates. • Continue to collect.
Roads and Related	Roads Needs Update	<ul style="list-style-type: none"> • Road Need Study updated on a regular frequency. • Collect for next iteration of study.

Service Category	Project	Summary of Review
Roads and Related	Transportation Master Plan	<ul style="list-style-type: none"> • Transportation Master Plan updated on a regular frequency. • Continue to collect.

Additional services that are anticipated to be required as a result of growth in the Town were reviewed and evaluated as part of the study. Table 6.2 provides a summary of service categories/projects that are proposed to be included in addition to the projects identified for continued collection in Table 6.1. The calculations to determine the development charges for all the projects are included in Appendix B.

Table 6.2 Projects for Inclusion in Development Charges

Service Category	Project	Description
Fire	Extriction Tools	<ul style="list-style-type: none"> • Vehicle extriction tools are required for Wyoming and Calmachie locations, as identified in the Fire Master Plan. • Will benefit both existing and future development. • Estimated cost: \$90,000 for each location.
Fire	Tanker – Wyoming	<ul style="list-style-type: none"> • An additional tanker is required for the Wyoming location as identified in the Fire Master Plan. • Will benefit both existing and future development. • Estimated cost: \$1,000,000
Fire	Pick-up Truck	<ul style="list-style-type: none"> • An additional pick up truck is required as identified in the Fire Master Plan • Will benefit both existing and future development. • Estimated cost is: \$80,000
Fire	Heavy Rescue	<ul style="list-style-type: none"> • Heavy rescue equipment is required as identified in the Fire Master Plan. • Will benefit both existing and future development. • Estimated cost is: \$1,000,000.
Fire	Camlachie Fire Station Build	<ul style="list-style-type: none"> • The Fire Master Plan identified the current station as dated and at capacity. A renovation or new fire station will be required in the future. • Will benefit both existing and future development. • Estimated cost is \$6,500,000.

Service Category	Project	Description
Parks and Recreation	New Community Park – Wyoming	<ul style="list-style-type: none"> • A new community park was recommended in the Parks and Recreation Master Plan to house ball diamonds, soccer fields and washrooms in Wyoming. • Will benefit both existing and future development. • Estimated cost is \$2,000,000.
Parks and Recreation	Multi-purpose courts – Arnold Minielly	<ul style="list-style-type: none"> • New multi-purposes courts were identified as a need in Parks and Recreation Master Plan. • Will benefit both existing and future development. • Estimated cost is \$200,000.
Parks and Recreation	Trail Development	<ul style="list-style-type: none"> • The Parks and Recreation Master Plan recommended additional municipal trails for the local trail system. • Will benefit both existing and future development. • Estimated cost is: \$1,920,000 based on an additional 9.6 km of trail at \$200,000/km.
Land Purchase	Wyoming Fire Station Property Purchase	<ul style="list-style-type: none"> • Additional parking is required at the Wyoming Fire Station. It is proposed that land is acquired adjacent to the fire station to accommodate the need for additional parking. • Will benefit both existing and future development. • Estimated cost is \$100,000.
Water	Wyoming – Ketter Way to Isabella Street Watermain Loop	<ul style="list-style-type: none"> • Additional watermain is required to provide sufficient water pressure to new and existing development areas in Wyoming. • Will benefit both existing and future development. • Will result in area specific charge for Wyoming. • Estimated cost is \$800,000.
Water	Townsend Line Watermain Plympton Water System	<ul style="list-style-type: none"> • Additional watermain is required to provide sufficient water pressure for undeveloped lots. • Will benefit both existing and future. • Will result in area specific charge for benefiting area. • Estimated cost is \$1,050,000.

Service Category	Project	Description
Wastewater	Plympton Wastewater Treatment Plant Capacity Needs	<ul style="list-style-type: none"> • The Wastewater Master Plan identified the need for additional capacity at the Plympton Wastewater Treatment Plant. • The capacity upgrades will support a service population of 9,218. • Estimated cost of upgrades is \$3,366,000.
Wastewater	Plympton Wastewater – New Pumping Station 4, Forcemain and Upgrades at Pumping Station 2	<ul style="list-style-type: none"> • The Wastewater Master Plan identified the need for a new Pumping Station 4, and upgrades to the forcemain and capacity of Pumping Station 2. • The capacity upgrades will support a service population of 9,218. • Estimated cost of the upgrades is \$6,076,000.
Wastewater	Plympton Wastewater - New Regional Pumping Station and Equalization Tank	<ul style="list-style-type: none"> • The Wastewater Master Plan identified the need for a new regional pumping station and equalization tank. • The capacity upgrades will support a service population of 9,218. • Estimated cost of the pumping station and tank is \$3,237,000.
Wastewater	Wyoming – WWTP Capacity Needs	<ul style="list-style-type: none"> • The Wastewater Master Plan identified that additional capacity is needed at the Wyoming WWTP. • The capacity upgrades will support a service population of 5,898. • Estimated cost is \$2,860,000.
Wastewater	Wyoming – Influent Pumping Station Upgrades	<ul style="list-style-type: none"> • The Wastewater Master Plan identified a need for upgrades to the influent pumping station in Wyoming to meet the projected future service needs. • The upgrades will support a service population of 5,898. • The estimated cost is \$250,000.

6.3 Service Areas

The Development Charges Act requires that if a project benefits only a specific or defined area, that development charges are only collected from the area that benefits. Through this Background Study, it has been identified that there are four service areas for the purposes of collecting development charges:

- Municipal-wide
- Wyoming

- Plympton-Lakeshore
- Plympton-Lakeshore, Townsend Line Area

The following table summarizes the projects collected for in each of the service areas.

Table 6.3 Development Charge Projects and Applicable Service Areas

Service Area	Category	Project
Municipal-wide	Fire	Firefighter Equipment (SCBA, equipment, pagers, radios)
Municipal-wide	Fire	Extriction Tools - Wyoming
Municipal-wide	Fire	Tanker - Wyoming
Municipal-wide	Fire	Pickup Truck
Municipal-wide	Fire	Extriction Tools - Camlachie
Municipal-wide	Fire	Heavy Rescue - Camlachie
Municipal-wide	Fire	Fire Station Build - Camlachie
Municipal-wide	Parks & Recreation	New Park Wyoming - ball diamonds, soccer fields, washroom
Municipal-wide	Parks & Recreation	Multi-purpose courts - Arnold Minielly
Municipal-wide	Parks & Recreation	Trails
Municipal-wide	Parks & Recreation	Splashpad
Municipal-wide	Parks & Recreation	Parks & Recreation Master Plan
Municipal-wide	Parks & Recreation	Sunset Park Improvements
Municipal-wide	Parks & Recreation	Errol Village Park Improvement
Municipal-wide	Parks & Recreation	Washroom Improvements
Municipal-wide	Public Works	Facility Improvements
Municipal-wide	Public Works	Upgrade Maintenance Equipment
Municipal-wide	Public Works	Waste Transfer and Composting Facility Study
Municipal-wide	Land Purchase	Wyoming Fire Station - property purchase
Municipal-wide	Administration	DC Study
Municipal-wide	Administration	DC Study
Municipal-wide	Administration	OP Review
Municipal-wide	Administration	Strategic Plan x2
Municipal-wide	Administration	Zoning By-law Update
Municipal-wide	Roads	Fleming - Rear to Queen
Municipal-wide	Roads	Queen - Windcliff to Lakeshore
Municipal-wide	Roads	Boonie Doone Road Improvements
Municipal-wide	Roads	Egremont Rd - Mandaumin to Fleming
Municipal-wide	Roads	O'Brien - Lakeshore to Egremont
Municipal-wide	Roads	Sidewalk Development
Municipal-wide	Roads	Road Needs Study Update
Municipal-wide	Roads	Transportation Master Plan
Municipal-wide	Roads	Confederation - Broadway to Ketter

Service Area	Category	Project
Wyoming	Water	Watermain Loop - Ketter Way to Isabella Street
Plympton-Lakeshore, Townsend Line Area	Water	Townsend Line Watermain Loop
Plympton-Lakeshore	Wastewater	WWTP Capacity Needs
Plympton-Lakeshore	Wastewater	New PS4, Forcemain and PS2 Pumps
Plympton-Lakeshore	Wastewater	New Regional SPS and Equalization Tank
Wyoming	Wastewater	WWTP Capacity Needs
Wyoming	Wastewater	Influent PS Upgrades

For clarity, the municipal-wide services apply to all properties within the Town of Plympton-Wyoming. If Council provides direction to include water and wastewater development charges, there will be area specific development charges. The following summarizes the area specific development charges.

The Wyoming charges, in addition to the municipal-wide charges, will apply to properties within the urban settlement area of Wyoming or those serviced by the Wyoming water or wastewater systems. The Plympton-Lakeshore charges, in addition to the municipal-wide charges, will apply to areas of Plympton serviced by the Plympton water system. The Plympton-Lakeshore, Townsend Area charges, in addition to the municipal-wide charges and Plympton-Lakeshore charges, will apply to area identified as Townsend Area.

6.4 Asset Management

Amendments to the Development Charges Act in 2015 and Ontario Regulation 82/98 require that development charge background studies include an asset management plan. This plan must include all assets with capital costs funded by development charges and demonstrate that assets are financially sustainable over their full life cycle.

The Town of Plympton-Wyoming last updated their asset management plan in 2025. The intent of the AMP is to serve as a strategic, tactical, and financial document to allow the Town to follow sound asset management practices while optimizing available resources and achieving a desired level of service. The AMP included consideration of the following asset categories: road network, bridges and culverts, water, wastewater, stormwater, buildings and facilities, parks and recreation, and fleet assets.

It is expected that as these projects are built or bought, they will be incorporated into future updates of the AMP. Given the estimated life cycle of the assets (based on the lifetime estimates), the replacement costs were estimated assuming 2% annual inflation

over the lifetime of the asset. The analysis of life cycle costs for development charge projects only includes new or additional assets, it does not include studies or projects involving upgrades to existing assets. It is assumed that the life-cycle costs of existing assets are included and accounted for in the 2025 AMP.

The proposed assets, not included in the 2025 AMP, total an additional \$24,434,760 in capital costs. These assets will require an additional annual contribution of \$804,152 per year in life-cycle funding over their lifespans, assuming a 3.5% annual interest rate. This amount does not factor in potential grants or other contributions.

The additional life cycle costs should be considered in terms of the project growth. Over the next 10 years, an additional 290 households are forecasted. These additional dwellings will increase the assessment base and provide additional revenue in users fees to offset the additional capital costs. Given this, and the Town's continued efforts towards establishing long-term funding strategies, the projects included in the development charges are considered financially sustainable over their life cycles.

7.0 Calculation of the Development Charge

7.1 Methodology

The DCA and O. Reg. 82/98 prescribe the methodology which must be applied to calculate the growth-related capital costs for those projects and services being considered for inclusion into the development charge (i.e., DCA-recoverable capital costs). The following outlines the methodology used to calculate possible development charges for each service category:

Preliminary Capital Cost Assessment

- Establish the total estimated capital costs for those projects or services with growth related components which will be implemented within ten years (i.e., gross growth-related capital costs). Exclude costs for local services installed or paid for by land developers as a condition of approval under Section 51 of the Planning Act (subdivision of land);
- Define the benefiting area for the proposed works and estimate the total capacity of the growth-related project or service. Exclude the proportion of the service that can be met by the excess capacity of existing facilities, unless Council has indicated, at the time the excess capacity was created, that it would be paid for by new development;
- Reduce the net growth-related capital costs of the project or service by the value of any anticipated grants or subsidies.

Service Level and Benefit Adjustments

- Review the service description to determine if the proposed works exceed the average level of service (service standard) in the Town over the previous 15-year period. The determination of average service level must take into account the

quantity of service (i.e., number or size) and the quality of service (i.e., value or cost). Reduce the net cost of the works by any anticipated increase in the service standard. See Appendix C for the 15-year level of service calculations.

- Reduce the net capital cost by the amount the increase in service would benefit existing development.
- Allocate the net capital costs for project or service between residential and non-residential development (i.e., industrial, institutional, commercial activities), based upon anticipated benefit.

Development Charge Calculation

- Calculate the development charge for each service based upon the estimated amount of future growth it will facilitate during the applicable planning period;
- Determine the residential development charge for various types of dwellings based upon the expected occupancy characteristics. Establish area-specific charges for localized projects and services, as required.
- Establish the non-residential development charge based upon a building standard (i.e., cost per square foot of development). Establish area-specific charges for localized projects and services, as required.

7.2 Assumptions Used in the Development Charge Calculation

7.2.1 Spatial Applicability of Capital Costs

The projects included in the following service categories that benefit development on a municipal-wide basis: Fire, Parks and Recreation, Public Works, Land Purchases, Roads and Related, and Administration. Should Council decide to impose water and wastewater development charges, the projects in the Sewage and Water categories have specific benefiting areas as summarized in Table 6.3. The potential service areas for development charges are:

- Municipal-wide
- Wyoming
- Plympton-Lakeshore
- Plympton-Lakeshore, Townsend Line Area

7.2.2 Allocation of Costs Between Growth and Existing Development

Where a proposed service provides a benefit to existing development, the capital costs must be reduced by the amount of the benefit. Where applicable, for purposes of allocating project costs between future growth and existing development, design capacities have been converted to single person equivalents. This permits a cost per person value to be calculated, which applies equally to both existing development and predicted growth. For other projects, where capacity is not defined, the allocation is based on the assumed proportion of benefit to existing and future development. For each project, the rationale for the allocation between existing and future development is further explained in Appendix B.

7.2.3 Allocation of Costs Between Residential and Non-Residential Development

For the purposes of this study, a series of ratios were established to calculate the relative benefit of projects and services to residential and non-residential activities. The ratios were established based upon the proportion of residential and non-residential growth forecasted. Table 7.1 shows the percentage of residential and non-residential development in the Town.

Table 7.1 Ratio of Residential and Non-Residential Development in Plympton-Wyoming

Category	Plympton-Wyoming
Residential	93%
Non-Residential	7%

7.2.4 Occupancy Considerations

The average occupancy rate in Plympton-Wyoming, based on the population and number of dwellings as reported in the Census is 2.62 persons per dwelling unit. Different types of residential development contain different numbers of occupants. On a per unit basis, the smaller the average occupancy, the less demand is generally placed on services. For purposes of this report, the occupancies defined in Table 7.2 are assumed for various housing types. These are based on average occupancies per the last Census.

Table 7.2 Residential Occupancies for Various Dwelling Types

Residential Unit Type	Persons Per Unit	Percentage of Single-Family Unit Charge
Single Family Residential, including semi-detached	2.63	100%
Multi-units	2.0	76%
Apartments	1.36	52%

7.3 Water and Wastewater Development Charges

In the review of development charge projects, several water and wastewater projects benefiting future development were identified. Currently, the projects have been included in the development charges, resulting in area specific charges. The capital costs for these projects will be paid for upfront by the Town and recouped as new residential and non-residential development occurs. The rate of collection for these projects is entirely dependent on the rate at which development occurs, meaning full repayment could take many years.

If Council decided not to include the water and wastewater projects in the development charges, it would eliminate the area-specific development charges. Development charges in Wyoming would be reduced by \$2,420 per single detached home, by \$3,380 per single detached home in the Plympton-Lakeshore service area, and \$12,903 per

single detached home in the Plympton-Lakeshore, Townsend Line Area. The \$7,303,100 in capital costs attributed to future development for water and wastewater projects in the development charges would need to be collected utilizing alternative means.

It should be noted that under the DCA, the Town is not permitted to collect from future development for any capital project included in the development charges through alternative means (e.g. frontage fee or capital charge) if a development charge for the project is in place. Capital costs from future development may be collected utilizing development charges or alternatives means, not a combination of the two.

7.4 Calculated Development Charge

Appendix B provides information on each service category and service component, as well as the key considerations for the calculation of development charges. Based upon the calculations presented in Appendix B, development charge schedules have been prepared for residential and non-residential activities. Table 7.3 and 7.4 provide a summary of the development charge calculations for Plympton-Wyoming based on the calculations outlined in Appendix B for the service areas.

It is recommended that development charges schedules, selected by Council using this Report as a guide, be collected by By-law in Plympton-Wyoming for the period 2026-2036.

Table 7.3 Calculated Development Charges, Plympton-Wyoming, Per Capita

Service Area and Service Category	Residential Development Charge (per capita)	Non-Residential Development Charge (per sqft.)
Municipal-Wide		
Administration	\$19	\$0.02
Fire	\$839	\$1.03
Parks & Recreation	\$1,618	\$0.00
Public Works	\$1,230	\$1.49
Roads	\$5,401	\$6.55
Land Acquisition	\$41	\$0.05
Municipal-Wide Total	\$9,148	\$9.13
Wyoming		
Wastewater	\$493	\$3.05
Water	\$427	\$0.39
Wyoming Total (including Municipal Wide)	\$10,068	\$12.57
Plympton-Lakeshore		
Wastewater	\$1,285	\$10.14
Plympton-Lakeshore (including Municipal Wide)	\$10,433	\$19.27
Plympton-Lakeshore – Townsend Line Area		
Water	\$3,621	\$1.02
Plympton-Lakeshore – Townsend Line Area (including Municipal-Wide and Plympton-Wastewater)	\$14,054	\$20.29

Table 7.4 Calculated Development Charges, Plympton-Wyoming, Per Unit

Service Area and Service Category	Single & Semi Detached Unit (per unit)	Multi Unit (per unit)	Apartment and Special Care/Special Dwelling Unit (per unit)	Non-Residential (per sqft)
Municipal-Wide Administration	50.00	38.00	26.00	0.02
Municipal-Wide Fire	2,207.00	1,678.00	1,141.00	1.02
Municipal-Wide Parks & Recreation	4,255.00	3,236.00	2,200.00	0.00
Municipal-Wide Public Works	3,235.00	2,460.00	1,673.00	1.49
Municipal-Wide Roads	14,205.00	10,802.00	7,345.00	6.55
Municipal-Wide Land Acquisition	108.00	82.00	56.00	0.05
Municipal Wide Total	24,060.00	18,296.00	12,441.00	9.13
Wyoming Water	1,123.00	854.00	581.00	0.39
Wyoming Wastewater	1,297.00	986.00	670.00	3.05
Wyoming Total (including Municipal Wide)	26,480.00	20,136.00	13,692.00	12.57
Plympton-Lakeshore Wastewater	3,380.00	2,570.00	1,747.60	10.14
Plympton-Lakeshore (including Municipal Wide)	27,440.00	20,866.00	14,188.60	19.27
Plympton-Lakeshore -Townsend Line Area Water	9,523.00	7,242.00	4,925.00	1.02
Plympton-Lakeshore – Townsend Line Area (including Municipal-Wide and Plympton-Wastewater)	36,963.00	28,108.00	19,113.60	20.29

7.5 Development Charge Capital Program Summary

Table 7.5 summarizes the net project costs, amount attributable to existing development and amount potentially recoverable through development charges. The total costs associated with the projects identified in the development charge capital program are \$53,974,760. A significant proportion of the costs amounting to \$34,366,800 are attributed to existing development and will need to be funded from rates, reserves and capital budgets.

The capital costs attributable to future development is \$19,607,960 with \$12,783,902 collectable over the next 10 years. The majority of these costs are attributed to future residential development (\$11,952,941), with \$830,961 attributed to non-residential development. The amount collected over the next 10 years will depend on the rate and type of development that occurs. The total collected may also be impacted by any reductions in development charges as a result of phasing in of development charges, exemptions and discounts.

For projects included in the development charges \$2,672,774 is attributed benefits beyond the next 10 years and is expected to be collected post 2036.

Table 7.5 Development Charge Capital Program Summary

Service Category	Net Cost	Amount Attributable to Existing	Total Recoverable through Development Charges	Post 2036 Amount to Collect	Amount Recoverable 2026-2036	Development Charges Attributable Residential	Development Charges Attributable to Non-Residential
Fire	8,817,760	6,278,000	2,539,760	1,922,774	509,756	474,073	35,683
Public Works	6,320,000	4,630,000	1,690,000	750,000	745,756	693,553	52,203
Water*	2,300,000	1,592,400	707,600	-	707,600	658,068	49,532
Admin	288,000	107,500	180,500	-	11,467	10,664	803
Parks & Recreation	4,870,000	3,627,500	1,242,500	-	913,025	913,025	-
Land Purchase	100,000	75,000	25,000	-	25,000	23,250	1,750
Roads	15,490,000	8,862,900	6,627,100	-	3,275,798	3,046,492	229,306
Wastewater*	15,789,000	9,193,500	6,595,500	-	6,595,500	6,133,815	461,685
Grand Total	53,974,760	34,366,800	19,607,960	2,672,774	12,783,902	11,952,941	830,961

*Note –Capacity expected to be allocated on first come-first serve basis, so amount collected through development charges over the next 10 years will be based on how much actual development occurs.

7.6 Comparison of 2021 and Calculated 2026 Development Charges

For comparison purposes, the 2021 development charges are provided with the calculated 2026 development charges in Table 7.6 and 7.7. It should be noted that the 2021 development charges are based on the projects, and the cost estimates of the time, that were included in development charge capital program. The 2026 development charges include additional projects and updated costs.

Table 7.6 Comparison of 2021 and 2026 Calculated Residential Development Charges

Service Area and Service Category	2021 Charge (Single Detached Unit)	2026 Calculated Charge (Single Detached Unit)
Municipal-Wide Administration	340	50
Municipal-Wide Fire	918	2,207
Municipal-Wide Parks & Recreation	657	4,255
Municipal-Wide Public Works	1,390	3,235
Municipal-Wide Roads	7,576	14,205
Municipal-Wide Land Acquisition	0	108
Municipal Wide Total	10,881	24,060
Wyoming Water	N/A	1,123
Wyoming Wastewater	N/A	1,297
Wyoming Total (including Municipal Wide)	N/A	26,480
Plympton-Lakeshore Wastewater	N/A	3,380
Plympton-Lakeshore (including Municipal Wide)	N/A	27,440
Plympton-Lakeshore -Townsend Line Area Water	N/A	9,523
Plympton-Lakeshore – Townsend Line Area (including Municipal-Wide and Plympton-Wastewater)	N/A	36,963

Table 7.7 Comparison of 2021 and 2026 Calculated Non-Residential Development Charges

Service Area and Service Category	2021 Charge (per sqft)	2026 Calculated Charge (per sqft)
Municipal-Wide Administration	0.01	0.02
Municipal-Wide Fire	0.01	1.02
Municipal-Wide Parks & Recreation	0.00	0.00
Municipal-Wide Public Works	0.02	1.49
Municipal-Wide Roads	0.11	6.55
Municipal-Wide Land Acquisition	0.00	0.05
Municipal Wide Total	0.16	9.13
Wyoming Water	N/A	0.39
Wyoming Wastewater	N/A	3.05
Wyoming Total (including Municipal Wide)	N/A	12.57
Plympton-Lakeshore Wastewater	N/A	10.14
Plympton-Lakeshore (including Municipal Wide)	N/A	19.27
Plympton-Lakeshore -Townsend Line Area Water	N/A	1.02
Plympton-Lakeshore – Townsend Line Area (including Municipal-Wide and Plympton-Wastewater)	N/A	20.29

8.0 Implementation

8.1 General Considerations

As discussed, a Development Charges By-law must be adopted to implement a development charges schedule and the associated collection policies. Section 5(1)(9)

of the DCA prescribes that the Town of Plympton-Wyoming must establish rules within the implementing By-law to set out how development charges will be applied at the local level. A draft by-law is included as Appendix E to this report.

This section of the report outlines certain components of the DCA which will need to be considered during the preparation of the Development Charges By-law. The components of the DCA noted below are in effect as of the date of this report. The Province may subsequently amend the DCA and as such, the most current version of the DCA should always be reviewed.

8.2 Recent DCA Amendments

The Province has amended the DCA numerous times since the last iteration of the Background Report. This section summarizes the amendments made to the DCA and regulation 82/98 since 2022. For clarity, amendments that were later reversed are not included.

Amendments in 2022

- Removal of housing as an eligible category for DC collection.
- Addition of discounts for rental housing units, as follows:
 - 25% for 3 or more bedrooms
 - 20% for 2 bedrooms
 - 15% for 1 bedroom and bachelor units.
- Addition of the exemption for third residential units in new and existing homes or ancillary buildings.
- Addition of exemptions for affordable, attainable residential units, non-profit housing and inclusionary zoning residential units.
- Addition of the requirement to spend or allocate at least 60% of reserve funds for water, wastewater and road services.
- Extension of the historical service levels from 10 years to 15 years.
- By-laws will expire after 10 years instead of 5 years.

Amendments in 2024

- Changes to the by-law amendment process if the only action is to repeal the by-law expiry date or amend the by-law to expire at a later date.
- Changes to allow municipalities to post notices related to DCs on their website if there is no local newspaper.
- Change to the development freeze period for developments requiring a site plan or zoning by-law amendment from 2 years to 18 months.

Amendments in 2025

- Added the exemption for long-term care developments.
- Changes to the by-law amendment process if the only action is to repeal an indexing clause or decrease the DCs.

- For development subject to the development charge freeze, the DC is based on the lower charge of either the date of the site plan or zoning by-law amendment application or building permit issuance.
- Removed the ability to charge interest on annual DC instalments for rental housing or institutional developments.
- Changes to the regulation to merge water and wastewater services for the purposes of DC credits.
- Deferral of payment of DCs from building permit issuance to occupancy permit issuance for residential development.
- Future regulations may define local services for infrastructure.
- The addition of 'land acquisition' as a DC project class.
- Requirement to submit DC background studies to the Minister of Municipal Affairs and Housing upon request.
- Requirement to establish a local service policy as part of the DC Background Study and provide a copy of the local service policy to the Minister.
- Background studies must include a description of the methodology for determining the allocation between existing and future development.
- Requirement to spend or allocate 60% of the monies in the DC reserves.
- Treasurer Statements for development charges must be given to Council on or before June 30 and sent to the Minister no later than July 15. The statements must also include:
 - Amount of money from each reserve spent during the year.
 - Amount and source of any other money spent on the project during the year.
 - Amount from each reserve expected to be spent under an agreement entered by the municipality but has not been spent as of the end of the year.
 - Amount of debt accrued by the municipality for a project as of the end of the year.
 - Identify where in the DC background study the project's capital costs were estimated.

8.3 Applicable Development

Section 2(2) of the DCA prescribes that development charges can be collected against development activities requiring one or more of the following:

- Issuance of a building permit;
- Condominium Act approval;
- Certain Planning Act approvals (i.e., minor variances, re-zonings, consents, severances, plans of subdivision).

8.4 Exemptions

Development charges cannot be applied to the following development activities per the DCA:

- Enlarge an existing dwelling unit;
- Create second or third dwelling units in new single detached, semi-detached or rowhouse, including structures ancillary to dwellings;
- Create second or third dwelling units in existing single detached, semi-detached or rowhouse, including structures ancillary to dwellings;
- In an existing rental residential building (with four or more units), the greater of one residential unit or 1% of the existing residential units;
- Increase the gross floor area of an industrial development by less than 50%;
- Non-profit housing developments;
- Affordable units required as part of an inclusionary zoning by-law;
- Affordable and attainable residential units.
- Buildings or structures owned by and used for the purposes of any municipality, local board or Board of Education;
- Any university that receives direct, regular and ongoing operating funding by the Government of Ontario.

However, Council is also permitted to include provisions in the By-law which exempt other types of development from development charges. In this respect, many local municipalities commonly exempt places of worship, temporary uses, and farm buildings from the development charges within their by-law.

8.4.1 Affordable and Attainable Housing

Under the DCA, affordable rental and owned housing is exempt from development charges. To qualify for the exemption, rented affordable residential units must meet the following criteria:

- The rent is no greater than the lesser of:
 - The income-based affordable rent as set out in the Affordable Residential Units bulletin and
 - The average market rent as set out in the Affordable Residential Units.
- The tenant is dealing at arm's length with the landlord.

For affordable owned units (i.e. not rentals), to qualify for the exemption, the units must meet the following criteria:

- The price of the unit is no greater than the lesser of:
 - The income-based affordable purchase price as set out in the Affordable Residential Units bulletin and
 - 90% of the average purchase price as set out in the Affordable Residential Units bulletin.
- The unit is sold to a person who is dealing at arm's length with the seller.

For affordable units that are exempt from development charges, the Town will enter into an agreement to ensure the unit remains affordable for 25 years.

The DCA defines attainable units as:

- Not an affordable unit.
- Not intended to be used a rented residential premises.
- A unit developed as part of a prescribed development or class of developments.
- The residential unit is sold to a person at arm's length with the seller.

Municipalities will be required to enter into agreements to ensure attainable units remain attainable for 25 years. Presently, the exemption for attainable units is not in effect.

The following are the affordability values for Plympton-Wyoming as specified in the Affordable Residential Units bullet (as of June 1, 2025). These are the values that must be met to qualify for the development charge exemption:

Rental Units (monthly rent):

- Bachelor unit - \$975
- 1 bedroom unit - \$1,198
- 2 bedroom unit - \$1,481
- 3+ bedroom unit - \$1,728

Purchase Prices

- Detached home - \$462,100
- Semi-detached home - \$351,000
- Row/townhouse - \$342,000
- Condominium apartment - \$432,000

Please note, these values are to be updated annual by the Province.

8.5 Charge Ceilings

Development charges to be collected against new development must not exceed the values defined in Table 7.3 of this study. Council can establish Development Charges Schedules in the By-law which prescribe charges which are less than those calculated in the aforementioned tables for the entire Town, specific areas of the Tonw or specific categories of development.

8.6 Phasing-in

Municipalities may phase-in development charges over a number of years. Any amounts not collected as a result of phasing may not be recovered through additional charges on later development charges.

8.7 Inflation Adjustments

The DCA permits development charges to be adjusted to inflation, on an annual basis, using the index specified in O. Reg 82/98. This measure is commonly employed by

local municipalities to ensure that the fees collected reflect the real cost of the projects and services.

8.8 Front-Ending Agreements

The Development Charges By-law may contain policies which permit the Town to enter into front-ending agreements with land developers for infrastructure activities specified in the By-law (e.g., watermain installation, road extensions). Front-ending agreements allow developers to finance all, or a portion of, the capital costs of a project in order to permit the work to proceed in advance of a municipal capital works schedule. The agreement is required to stipulate, at a minimum, the nature and cost of the work, a cost-sharing program, a collection system and the specific benefiting area.

Under front-ending agreements, the Town typically assumes the following general responsibilities:

- Collecting development charges from subsequent development activities in the defined service area;
- Reimbursing the other parties in the agreement for a share of the development charge (corresponding to the work completed).

Front-ending agreements are subject to public review. Affected property owners may appeal the terms of an agreement to the Ontario Land Tribunal.

8.9 Credits

The Development Charges By-law may contain provisions which allow the Town to permit works specified in the By-law to be carried out by an individual in exchange for credit towards the applicable development charge. The amount of the credit established must reflect the reasonable cost for the doing the work, as agreed upon by the involved parties and cannot exceed the average level of service. The credit provided by the Town can only be applied to the service category, or categories, which are directly related to the work undertaken. For the purposes of credits, water, wastewater and services related to a highway are considered one service.

8.10 Discounts

Under Section 26.2(1.1) of the DCA, development charges for rental housing developments, as defined in the DCA, must be reduced by the following amounts:

- The development charge for a rented residential premises with three or more bedrooms will be reduced by 25%.
- The development charge for a rented residential premises with two bedrooms will be reduced by 20%.

The development charge for a rented residential premises not described above will be reduced by 15%.

8.11 Timing of Development Charge Determination and Payment

Development charges are generally determined at the time the first building permit is issued, unless otherwise specified by the DCA.

For rental and institutional developments, development charges are payable in six equal instalments starting on the date of occupancy and annually after that.

For developments requiring a site plan or zoning by-law amendment where the building permit is issued within 18 months of approval of the site plan or zoning by-law amendment, the development charge is based on the lower of: the charge in effect the site plan or zoning by-law amendment application was submitted (as a complete application), including interest, and the development charge at the time the building permit is issued.

If the building permit is issued beyond 18 months from the date of approval of the site plan or zoning by-law amendment, the development charge is the rate based on the date of the building permit issued.

Development charges for residential development, other than rental housing) are payable at the earlier of: the issuance of an occupancy permit or the day the building is first occupied.

Council may enter into an agreement with any developer to pay development charges earlier or later than required under the DCA.

8.12 Redevelopment Credits

The by-law provides reductions or credits for land redeveloped, provided the structure was occupied within the 5 years before the issuance of a building permit for redevelopment. Where a building is demolished, the by-law provides for a credit if the demolition permit was issued within 5 years of the issuance of a building permit for redevelopment.

8.13 Duration of By-law

Development charge By-laws expire 10 years after the day they come into force. A municipality may pass a new or additional By-law prior to the expiry of the existing By-law.

8.14 Reserve Funds

Starting in 2025, and subsequently on an annual basis, municipalities are required to spend or allocated at least 60% of the monies in development charge reserve accounts for water, wastewater and services related to highway.

8.15 Local Service Policy

Under the DCA, the Town is required to adopt a local service policy for services included in development charges. The local service policy is required to identify the works or classes of works that are considered a local service. The local service policy is included in Appendix D.

9.0 SUMMARY

This report presents the results of a Development Charges Background Study for the Town of Plympton-Wyoming. Council is considering a new Development Charges By-law for the Town and the study is required under the *Development Charges Act, 1997*.

The study incorporated the primary key activities:

- Review of historic growth in Plympton-Wyoming and extrapolation of growth and development forecasts for that study area;
- Review and evaluation of capital works projects that would be required to service the predicted growth;
- Calculation of a recommended Development Charge Amount for the proposed projects and services in accordance with the DCA.

It is our opinion that the Development Charge Amounts set out in Table 7.3 of the report are in compliance with the provisions of the DCA and O. Reg. 82/98. However, the charge that is used in the implementing By-law will be set by Council after due consideration.

10.0 FUTURE ACTION

The following represent the final activities required to adopt a Development Charges program:

- Council reviews the Background Study. Following due consideration and any required revisions, Council accepts this draft report and by resolution, agrees that the intent of the Town is to implement the growth-related capital works itemized in Appendix B;
- The Background Study is made available for public review 60 days prior to the passing of the By-law;
- Council considers a Development Charge Amount to establish, and specific implementation policies to be incorporated into the implementing By-law;
- A draft By-law is prepared in accordance with the recommendations of Council;
- The statutory public meeting is held with a minimum 20-day notice period. The Background Study and the draft By-law will be made available for public review during the notice period;
- Council must pass the implementing By-law within one year of the completion of Background Study. A 40-day review period must be provided after the passage of the By-law. Any individual or organization may appeal the provisions of the Development Charges By-law to the Ontario Land Tribunal during the review period.

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All of which is respectfully submitted.

B. M. ROSS AND ASSOCIATES LIMITED

Per _____

Lisa J. Courtney M.Sc., RPP, MCIP
Senior Planner

APPENDIX A
GROWTH AND DEVELOPMENT
FORECAST

1.0 INTRODUCTION

1.1 General

Section 5(1) of the Development Charges Act, S.O. 1997 (DCA) stipulates that for the purposes of calculating a development charge, “the anticipated amount, type and location of development, for which development charges can be imposed, must be estimated”. The following discussion summarizes the process undertaken to develop a growth and development forecast for the Town of Plympton-Wyoming.

Development forecasts have been prepared in conjunction with the Development Charges Background Study to project a population for Plympton-Wyoming over 10-year (2026-2036) and 20-year (2026-2046) periods. The growth projections were established following an assessment of general growth and development trends in the Town as identified from statistical data, recent population projections and other background research. The forecasts extrapolated from this analysis are considered to be realistic predictions of population and household growth in Plympton-Wyoming. An estimate of non-residential development has been prepared based on forecasted additional employees.

The growth projections established in this study provide a basis for determining the level of service required to accommodate future development activities. In this regard, the growth forecasts provide a framework to estimate (1) the capital expenditures needed to finance additional service and (2) an appropriate development charge to recover growth related capital costs.

1.2 Background

A series of reports were reviewed to gather background information on population growth and general development trends in the study area. The following are among the key sources of information consulted during this review:

- Statistics Canada Census of Canada data for the period 2001-2021 (data is collected in 5-year intervals).
- Building permit records compiled by the Town for the period 2016-2025 for residential development. The records detail the type of development (i.e. single family detached, multi-unit or apartments). Building permit data for non-residential development was provided by the Town for the period 2019-2025. The data included the value and additional space in square feet.
- 2025 Lambton County Projections by Municipality by metroeconomics. The projections include population, dwelling and employment forecasts for each municipality in the County of Lambton.
- Municipal staff
- Current development projects and proposals as provided by staff.

2.0 BACKGROUND POPULATION & DEVELOPMENT INFORMATION

2.1 Residential Growth Trends

2.1.1 Population

The most recent population count for the Town of Plympton-Wyoming is the 2021 Census. In 2021, the population of Plympton-Wyoming was 8,308 residents, an increase of 513 persons from the 2016 count and 732 persons from the 2011 Census (Table 2.1). The population of the community of Wyoming was also counted through the Census. The population of Wyoming has fluctuated between 2,080 and 2,361 persons over the past 15 years. In recent years, growth in Plympton-Wyoming has been primarily in the lakeshore area of the municipality.

The 5-year average annual growth rate for Plympton-Wyoming is 1.3%. For comparison, the 5-year annual growth rate for the Province of Ontario was 1.1%. This suggests that the population has grown more rapidly in the last 5 years compared average trend over the past 20 years.

Table 2.1 Plympton-Wyoming Population Counts, 2001-2021

Year	Wyoming	Plympton-Wyoming
2001	2,200	7,359
2006	2,080	7,506
2011	2,248	7,576
2016	2,361	7,795
2021	2,348	8,308
5-year change	-13 (-0.6%)	513 (6.6%)
10-year change	100 (4.5%)	732 (9.7%)
20-year change	148 (6.7%)	949 (12.9%)
5-year average annual growth rate (%)	-0.1	1.3
10-year average annual growth rate (%)	0.4	0.9
20-year average annual growth rate (%)	0.3	0.6

The increase in population over the past 5 years is attributed to an increase in the number of new homes built in the Town. This trend was observed throughout many small rural municipalities during the pandemic.

The average age in Plympton-Wyoming, as of the 2021 census, is 43 years old. This is slightly younger than the provincial average of 41.8 years. Those aged 65 and over account for 22% of the population of Plympton-Wyoming, whereas children, or those aged 14 or less, make up approximately 17.7% of the population.

2.1.2 Residential Development

The number of private dwellings in Plympton-Wyoming as counted through previous censuses are summarized in Table 2.2. The number of private dwellings in the Town has increased over the last 20 years, with approximately 527 additional dwellings over

that time. Over the last 20 years, average annual growth rate for the number of dwellings as counted through the Census has remained relatively steady at 0.8%. Following the trend observed in population, much of the increase in the number of private dwellings in Plympton-Wyoming is located in the lakeshore area of the Town.

Table 2.2 Census Total Private Dwelling Counts, Plympton-Wyoming 2001-2021

Year	Wyoming	Plympton-Wyoming
2001	836	2,986
2006	827	3,066
2011	914	3,148
2016	968	3,416
2021	971	3,513
5-year change	3	97
10-year change	57	365
20-year change	135	527
5-year average annual growth rate (%)	0.1	0.6
10-year average annual growth rate (%)	0.6	1.1
20-year average annual growth rate (%)	0.8	0.8

To gain a better understanding of residential development occurring in Plympton-Wyoming, building permit data for new residential dwellings was assessed. Table 2.3 summarizes the number of new residential building units in the Town between 2016 and 2025.

Table 2.3 New Residential Units, 2016-2025

Year	Single & Semi-detached Units	Multi-units & Townhouses	Apartments	Total
2016	32	0	0	32
2017	47	0	0	47
2018	63	0	0	63
2019	39	15	0	54
2020	72	0	0	72
2021	116	0	0	116
2022	56	2	0	58
2023	32	10	0	42
2024	54	1	1	56
2025	31	0	0	31
5-year total	289	13	1	303
10-year total	542	28	1	571
5-year average	57.8	2.6	0.2	60.6

10-year average	54.2	2.8	0.1	57.1
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Over the past 10 years, 571 permits have been issued for new residential development. The majority of these units (95%) were single detached or semi-detached units. There were 28 permits for multi-unit or townhouse units over that period. Only a single permit has been issued for an apartment unit.

The number of residential building permits issued by geographic area over the past 5 years are summarized in Table 2.4. The areas are the former townships and include both urban and rural areas. Approximately two-thirds of the residential building permits issued in the last five years were in the former Plympton Township. In the past three years, relatively few residential permits have been issued in the Wyoming portion of the Town.

Table 2.4 Residential Permits by Area, 2021-2025

Year	Total Residential Permits – Plympton	Total Residential Permits – Wyoming	Total
2021	63	53	116
2022	29	29	58
2023	42	0	42
2024	47	9	56
2025	22	9	31
Total	203	100	303

2.1.3 Occupancy

For the purposes of this study, the average household density, or occupancy, is calculated from the permanent population and number of private dwellings. It is generally expressed as the average number of persons per household. The household density for the Town based on census data, is shown in Table 2.5.

Table 2.5 Household Densities (Persons Per Unit)

Year	Persons Per Unit
2006	2.8
2011	2.7
2016	2.6
2021	2.6

The average number of people per unit in the Town has fluctuated over the last 15 years, from 2.8 persons per unit to 2.6 persons per unit. Overall, the decline in density is a common trend in Southwestern Ontario as a result of shifting demographics, with a greater number of seniors, fewer children per household, and an increase in the number of single-person households. This trend is expected to continue into the future.

2.1.4 Types of Residential Development

Residential development in Plympton-Wyoming includes a variety of types of dwelling units, including single detached, semi-detached dwellings, and row homes. Table 2.5 summarizes the number of single detached, multi and apartment units, population living the different unit types and average density as reported through the 2021 Census.

Table 2.5 2021 Count of Residential Units by Type, Plympton-Wyoming

Unit Type	Population	Number of Units	Persons Per Unit (PPU)
Single & Semi Detached	7,815	2,975	2.63
Multi	120	60	2.00
Apartment	190	140	1.36

2.1.5 Residential Developments

The majority of residential development in Plympton-Wyoming occurs as Plans of Subdivision. Town staff provided information on approved and proposed residential developments. The number of potential units, currently proposed within Camlachie, the Lakeshore area and Wyoming are shown in Table 2.6. In total, there is the potential for 942 additional residential units within the Town based on current development proposals. There are also additional serviced lands currently not subject to a development proposal that may be developed in the future. The majority of the proposed development units (87%) are single detached dwellings.

Table 2.6 Potential and Approved Residential Developments

Units	Built	Unbuilt	Total
Camlachie	49	150	199
Lakeshore	134	645	779
Wyoming	89	147	147
Total	272	942	1,214

2.2 Non-Residential Growth Trends

2.2.1 Labour Force

In Plympton-Wyoming, from information gathered as part of the 2021 Census, the number of persons employed is 3,775 or 57% of the population aged 15 and over. The unemployment rate is 7.5% which is similar to the provincial rate of 7.6% (as of May 2026). Approximately 39% of the population reported not being in the labour force.

Approximately 52% of those who worked, reported working full time. The remaining 48% worked part time. The majority of employed residents in Plympton-Wyoming work in trades, transportation or equipment (23.1%); sales and services (19.5%); business,

finance and administration (12.2%); and occupations in education, law and social, community and government services (10.4%).

The majority of person employed who reside in Plympton-Wyoming commute to a different municipality in Lambton County for work (77.4%). Approximately 16.7% of employed residents work within Plympton-Wyoming. This suggests that Plympton-Wyoming is predominately a bedroom community for neighbouring municipalities.

2.2.2 Non-Residential Development

The number of building permits issued for non-residential development, including additions and new construction, in the Town over the last 7 years is summarized in Table 2.7. In the last seven years there have been 16 building permits issued for non-residential buildings. The majority of non-residential permits have been issued for new institutional buildings and additions. The total commercial space added through new builds and additions over the last seven years is 34,396 sqft. The total new and additional institutional space is 5,857 sqft and 4,279 sqft of industrial space. This equates to an average of 2,456 sqft of commercial space, 837 sqft of institutional space and 611 sqft of industrial space per year.

Table 2.6 Non-Residential Building Permits, Plympton-Wyoming

Year	Commercial	Institutional	Industrial
2019	0	2	0
2020	0	1	1
2021	2	0	1
2022	2	1	0
2023	1	2	0
2024	1	1	0
2025	0	1	0
Total	6	8	2
Average	0.9	1.1	0.3

2.3 Development Patterns in the Study Area

A number of factors could influence growth trends in Plympton-Wyoming. Those of relevance to this study are the following:

- It is expected that residential development will continue on undeveloped lands zoned for such through the site plan process and Plans of Subdivision.
- At present, the Town does not contain the scale of manufacturing and service sector activities to draw a significant number of commuting workers to Plympton-Wyoming. This is not expected to change over the forecast period.
- Residents are expected to continue to be drawn to the community due to its proximity to other employment areas, proximity to the Lake Huron shoreline, and availability of housing.

- It is expected the majority of residential growth will occur as single detached units, given current approved and proposed developments.

3.0 RESIDENTIAL GROWTH PROJECTIONS

3.1 Forecast Methodology

For the purposes of this study, recent growth forecasts developed by metroeconomics in 2025 were utilized. These forecasts were developed for the municipalities in the Lambton County as part of the County’s Official Plan Review process. These forecasts included population and residential growth for Plympton-Wyoming. Following a review of the projections and input from staff, the forecasts were considered suitable for the use for the purposes of calculating development charges. These forecasts were utilized as they are believed to be reasonable projections of growth, given available development trends, regional socio-economic trends and local needs for housing.

The forecast incorporated the following methodological components:

- The population and unit growth projections from metroeconomics base forecasts for Plympton-Wyoming were applied over the 10-year and 20-year study periods.
- The metroeconomic forecasts are based on the Ontario Ministry of Finance population projections for the Lambton County census division.
- For each municipality within Lambton County, the projected population, dwellings, and employment by place of work was forecasted on a 5 year basis.

3.2 Residential and Population Forecasts

A residential and population growth forecast was developed for Plympton-Wyoming based upon the previously discussed methodology. Table 3.1 shows the population forecasts. Table 3.2 contains the forecasted number of additional dwelling units over the same period.

Table 3.1: Residential Population Forecast 2026-2051

Year	Plympton-Wyoming Population
2026	9,813
2031	10,067
2036	10,377
2041	10,850
2046	11,501
2051	12,320
10-year change	564
20-year change	1,688

Table 3.2: Residential Dwelling Forecast 2024-2044

Year	Plympton-Wyoming Dwellings
2026	3,622

Year	Plympton-Wyoming Dwellings
2031	3,772
2036	3,912
2041	4,082
2046	4,335
2051	4,600
10-year change	290
20-year change	713

3.3 Forecast Assessment

The following represents the key findings of the population and residential development forecasts for the Town of Plympton-Wyoming:

- The majority of the population and dwelling growth is expected to continue to occur along the lakeshore, where the majority of the current proposed developments are.
- The majority of the development is expected to occur as single detached units.
- It is forecasted that there will be an additional 290 dwellings and 564 persons over the next 10 years.
- It is expected that the future developments via the Plan of Subdivision process will support the continued growth within the Town.

3.4 Conclusions

The forecasts presented in Section 3.2 appear to be reasonable and appropriate forecasts for the Town of Plympton-Wyoming given historic growth rates and the factors previously discussed. In this regard, the forecast defined in Tables 3.1 and Table 3.2 should be adopted as the basis for calculating the residential development charges for the Town.

4.0 NON-RESIDENTIAL GROWTH FORECAST

4.1 Forecast

The forecast for non-residential development is based on the employment forecasts by macroeconomics for the County of Lambton. The forecasts estimate the number of additional employees in 5-year intervals to 2051 for each municipality in the County of Lambton. The number of additional employees were proportioned to industrial, commercial and institutional growth based on business information for Plympton-Wyoming from the Sarnia Lambton Economic Partnership. To determine the amount of additional non-residential space associated with the additional employees the following values were utilized:

- Industrial 1,500 sqft. per employee
- Commercial 500 sqft. per employee
- Institutional 670 sqft. per employee

Table 4.1 and 4.2 summarize the expected non-residential growth over the next 10 and 20 years. It is expected that non-residential development will continue given the availability of undeveloped land designated for non-residential growth within Plympton-Wyoming.

Table 4.1 10 Year Forecasted Non-Residential Growth (m²)

Non-Residential Type	Additional Employees	Additional Space (sqft)
Commercial	26	13,000
Industrial	12	18,000
Institutional	6	4,020
Total	44	35,020

Table 4.2 20 Year Forecasted Non-Residential Growth (m²)

Non-Residential Type	Additional Employees	Additional Space (sqft)
Commercial	109	54,500
Industrial	50	25,000
Institutional	26	13,000
Total	185	92,500

5.0 RESIDENTIAL AND NON-RESIDENTIAL ALLOCATION

The allocation between residential and non-residential development for the purposes of calculating development charges is determined based on the proportion of growth that is residential and non-residential over the next 10 years. The percentages of residential and non-residential development for the Town are summarized in Table 5.1.

Table 5.1: Residential and Non-Residential Allocations

Area	Residential Allocation (%)	Non-Residential Allocation (%)
Plympton-Wyoming	93	7

APPENDIX B
ANALYSIS OF GROWTH-RELATED
PROJECTS

Category: Fire Services

Project Description: There are two fire departments within the Town of Plympton-Wyoming, operating out of Camlachie and Wyoming. The development-related capital program for fire services include: firefighter equipment, extriction tools, a tanker, additional pick-up truck, heavy rescue, and future fire station project (see Table B-1). Presently, there is approximately \$107,230 in the fire services development charge reserve and this money has been allocated equally between all the identified projects.

The benefit to the existing population for each project is outlined in Table B-1 with the rationales noted below.

As development occurs, additional firefighters will be required to service the population. Additional firefighters will be added at the current level of standard which is 1 firefighter for every 200 persons. Over the next 10 years, it is estimated an additional 3.04 firefighters will be required. The estimated cost of the required breathing equipment, gear, radios, pagers is \$19,000 per new firefighter.

The costs allocated to residential and non-residential growth are based on the forecasted proportion of residential and non-residential growth (93% residential, 7% non-residential).

Analysis of Long-Term Capital and Operating Costs: The upgraded tanker will replace an existing tanker. The portion of the cost attributed to existing development will be paid through reserves. The new heavy rescue and pick up truck will have additional operational costs that will need to be incorporated into the yearly operating budget for the fire department. The additional gear and extriction tools are expected to have minimal impacts on the operating budget. The fire station at Camlachie will replace the existing station, and not expected to have significant operating costs beyond the existing station.

Project Benefiting Area(s): Municipal-wide

Costs:

Total Costs	\$ 8,817,760
Deduct any grants or subsidies	0
Subtotal	\$ 8,817,760

Allocation of Costs

This project will benefit the next 10 years of growth in Plympton-Wyoming. This project will benefit existing and future development.

Benefit to Existing Development	\$ 6,278,000
Benefit to Future Development	\$ 2,539,760
Post Period Amount to Collect (Attributed beyond the next 10 years)	\$1,922,774
Amount available in development charge reserves	-\$ 107,230
Amount recoverable through development charges this period	\$ 509,756

Development Charge Calculations

Residential Allocation (per capita)

\$ 509,756 x 93% (based on residential assessment)	\$ 474,073
Divided by 10-year future growth	564 persons
Residential development charges (per capita)	\$ 839

Non-Residential Allocation (per square meter)

\$ 509,756 x 7% (based on non-residential assessment)	\$ 35,683
Divided by 10-year future growth	35,020 sqft
Non-residential development charges (per sqft.)	\$ 1.02

**Table B-1
Town of Plympton-Wyoming Development Charges Background Study – Fire Services Capital Projects**

Project	Net Cost (minus grants/ subsidies)	Attributable to Existing (%)	Attributable to Future (%)	Amount recoverable through DCs	DC Reserves Available	Post Period Amount to Collect	Amount Recoverable this Period
Fire Station Build - Camlachie	6,500,000	75	25	1,625,000.00	107,230.00	1,502,774.00	14,996.00
Heavy Rescue - Camlachie	1,000,000	60	40	400,000.00		210,000.00	190,000.00
Tanker - Wyoming	1,000,000	60	40	400,000.00		210,000.00	190,000.00
Extriction Tools - Wyoming	90,000	95	5	4,500.00		-	4,500.00
Extriction Tools - Camlachie	90,000	95	5	4,500.00		-	4,500.00
Pickup Truck	80,000	40	60	48,000.00		-	48,000.00
Firefighter Equipment	57,760	-	100	61,940.00		-	57,760.00
Total	8,817,760			2,539,760	107,230.00	1,922,774	509,756

Benefit to Existing Methodology

- Fire Station Build – 75% attributed to existing as this will replace the existing station and increase its capacity.
- Heavy Rescue – 60% attributed to existing as this is a new addition to the fleet that will benefit existing development and new growth.
- Tanker – 60% attributed to existing as this is a new addition to the fleet that will benefit existing development and new growth.
- Extriction Tools – 95% attributed to existing as these tools were identified in the Master Plan as currently needed.
- Pickup Truck – 40% attributed to existing as an additional vehicle is required for additional department staff as the department increases with growth.
- Firefighter Equipment – based on current level of service for future growth.

Category: Parks and Recreation

Project Description: The Town currently provides parks and recreation services that include recreation equipment and facilities throughout the Municipality. The capital projects under the Parks and Recreation service category include recommendations from the Parks and Recreation Master Plan including: a new splashpad, additional trails, multipurpose courts, improvements to Sunset and Errol Village parks, a new community sports field, a Parks and Recreation Master Plan update, and washroom improvements. The projects, costs and development charges are set out in Table B-2.

The costs of these projects are allocated solely against new residential development.

Analysis of Long-Term Capital and Operating Costs: The portions of the project costs attributable to the existing population will be paid through reserves, future grants, and rates. A number of these projects will see existing facilities improved, so there will be minimal impacts on long term operating costs. The addition of a new splashpad will have yearly operating and maintenance costs, however these costs will be funded through taxation and are expected to be offset through the increased tax revenue associated with new growth.

Project Benefiting Area(s): Municipal-wide

Costs:

Total Costs	\$ 4,870,000
Deduct any grants or subsidies	\$ 0
Subtotal	\$ 4,870,000

Allocation of Costs

These projects benefit the next 10 years of growth in Plympton-Wyoming. The allocations of costs to existing and future development are shown in Table B-2.

Benefit to Existing Development	\$ 3,627,500
Benefit to Future Development	\$ 1,242,500
Amount available in development charge reserves	-\$ 329,475
Amount recoverable through development charges	\$ 913,025

Development Charge Calculations

Residential Allocation (per capita)

Residential Allocation (100%)	\$ 913,025
Divided by 10-year future growth	564 persons
Residential development charges (per capita)	\$ 1,618

Non-Residential Allocation (per square meter)

These services are not allocated to non-residential development.

**Table B-2
Town of Plympton-Wyoming Development Charges Background Study – Parks and Recreation Capital Forecast**

Project	Net Cost (minus grants/ subsidies)	Attributable to Existing (%)	Attributable to Future (%)	Amount recoverable through DCs	DC Reserves Available	Post Period Amount to Collect	Amount Recoverable this Period
New Sports Park Wyoming	2,000,000	75	25	500,000.00	164,737.50	-	335,262.50
Trails	1,920,000	75	25	480,000.00	164,737.50	-	315,262.50
Multi-purpose courts - Arnold Minielly	200,000	75	25	50,000.00		-	50,000.00
Splashpad	300,000	75	25	75,000.00		-	75,000.00
Washroom Improvements	200,000	75	25	50,000.00		-	50,000.00
Parks & Recreation Master Plan	50,000	25	75	37,500.00		-	37,500.00
Sunset Park Improvements	100,000	75	25	25,000.00		-	25,000.00
Errol Village Park Improvement	100,000	75	25	25,000.00		-	25,000.00
Total	4,870,000			1,242,500	329,475.00	1,922,774	913,025

Benefit to Existing Methodology

- The benefit to existing for the park and recreation projects is assessed at 75% as the projects are upgrades to existing facilities or facilities that existing residents will benefit from.

Category: Public Works Fleet and Facilities

Project Description: This category of services includes equipment and facilities utilized by the Town's Public Works Department. The capital projects included in this services category are summarized in Table B-3. A number of these projects are being carried forward from the 2021 development charges, including: facility improvements, a waste transfer and composting facility study, and upgrades to maintenance equipment. The costs of this project are associated with completing the necessary environmental assessment and engineering studies for a waste transfer and composting facility that will service the entirety of the Town, including existing and future development.

The facility improvement project will see the existing Public Works facility on Oil Heritage Road either totally replaced or renovated. The costs for this project have been updated from the 2021 background study.

The costs of these projects are allocated against new residential and non-residential development.

Analysis of Long-Term Capital and Operating Costs: The portions of the project costs attributable to the existing population will be paid through reserves and taxation. It is anticipated that the public works facility project will either replace or improve an existing facility. The operation and maintenance of this facility is expected to be similar to the existing facility.

Project Benefiting Area(s): Municipal-wide

Costs:

Total Costs	\$ 6,320,000
Deduct any grants or subsidies	\$ 0
Subtotal	\$ 6,320,000

Allocation of Costs

These projects benefit the next 10 years of growth in Plympton-Wyoming. The allocations of costs to existing and future development are shown in Table B-3.

Benefit to Existing Development	\$ 4,630,000
Benefit to Future Development	\$ 1,690,000
Post Period Amount to Collect (Attributed beyond the next 10 years)	-\$ 750,000
Amount available in development charge reserves	-\$ 194,244
Amount recoverable through development charges	\$ 745,756

Development Charge Calculations

Residential Allocation (per capita)

\$ 745,756 x 93% (based on residential development)	\$ 693,553
Divided by 10-year future growth	564 persons
Residential development charges (per capita)	\$ 1,230

Non-Residential Allocation (per square meter)

\$745,756 x 7% (based on non-residential assessment)	\$ 52,203
Divided by 10-year future growth	35,020 sqft

Non-residential development charges (per sqft.)	\$1.49
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**Table B-3
Town of Plympton-Wyoming Development Charges Background Study – Public Works Fleet and Facilities Capital Forecast**

Project	Net Cost (minus grants/ subsidies)	Attributable to Existing (%)	Attributable to Future (%)	Amount recoverable through DCs	DC Reserves Available	Post Period Amount to Collect	Amount Recoverable this Period
Facility Improvements	6,000,000	75	25	1,500,000.00	64,748	1,500,000.00	685,252.00
Upgrade Maintenance Equipment	200,000	50	50	100,000.00	64,748	-	35,252.00
Waste Transfer and Composting Facility Study	120,000	25	75	90,000.00	64,748	-	25,252.00
Total	6,320,000			1,690,000	194,244.00	1,500,000	745,756

Benefit to Existing Methodology

- The benefit to existing for the public works fleet and facilities projects is based on staff input.

Category: Administration

Project Description: Through the Development Charges Act, the cost of development-related studies can be recouped through development charges. The development related studies include the development charge background studies, an Official Plan review, Zoning By-law update, and a Strategic Plan for the Municipality. The projects, costs, and benefits to existing and future for each study are summarized in Table B-4.

Analysis of Long-Term Capital and Operating Costs: There are no long-term or operating costs associated with these development-related studies.

Project Benefiting Area(s): Municipal-Wide

Costs:

Total Costs	\$ 288,000
Deduct any grants or subsidies	\$ 0
Subtotal	\$ 322,000

Allocation of Costs

These projects benefit the next 10 years of growth in Plympton-Wyoming. The allocations of costs to existing and future development are shown in Table B-3.

Benefit to Existing Development	\$ 107,500
Benefit to Future Development	\$ 180,500
Amount available in development charge reserves	-\$ 169,033
Amount recoverable through development charges	\$ 11,467

Development Charge Calculations

Residential Allocation (per capita)

\$ 11,467 x 93% (based on residential assessment)	\$ 10,664
Divided by 10-year future growth	564 persons
Residential development charges (per capita)	\$19

Non-Residential Allocation (per square meter)

\$11,467 x 6% (based on non-residential assessment)	\$ 803
Divided by 10-year future growth	35,020 sqft
Non-residential development charges (per sqft)	\$ 0.02

Table B-4
Town of Plympton-Wyoming Development Charges Background Study – Administration

Project	Net Cost (minus grants/ subsidies)	Attributable to Existing (%)	Attributable to Future (%)	Amount recoverable through DCs	DC Reserves Available	Post Period Amount to Collect	Amount Recoverable this Period
DC Study	35,000	-	100	35,000.00	31,033.00	-	3,967.00
DC Study	38,000	-	100	38,000.00	37,000.00	-	1,000.00
OP Review	100,000	50	50	50,000.00	48,000.00	-	2,000.00
Strategic Plan x2	40,000	50	50	20,000.00	18,000.00	-	2,000.00
Zoning By-law Update	75,000	50	50	37,500.00	35,000.00	-	2,500.00
Total	288,000			180,500	169,033.00		11,467

Benefit to Existing Methodology

- The benefit to existing for the administration projects is as follows:
 - 0% for development charge background studies as these studies are solely for the purposes of future development.
 - Official Plan Review, Strategic Plans and the Zoning Bylaw update are assumed to benefit existing and future development equally.

Category: Land Acquisition

Project Description: Through the Development Charges Act, the cost of acquiring land for growth relate services and projects is required to be a separate service class. In the next 10 years, it is anticipated that additional land will be acquired adjacent to the existing Fire Department for additional parking and turning space, as the department grows.

Analysis of Long-Term Capital and Operating Costs: The portions of the project costs attributable to the existing population will be paid through reserves and taxation. It is anticipated that the additional land for the Wyoming Fire Department will result in minimal additional operation and operational costs to the existing facility.

Project Benefiting Area(s): Municipal-Wide

Costs:

Total Costs	\$ 100,000
Deduct any grants or subsidies	\$ 0
Subtotal	\$ 100,000

Allocation of Costs

This project benefits the next 10 years of growth in Plympton-Wyoming. The allocations of costs to existing and future development are shown below. The allocation to existing development is based on information from staff and that the acquired land will also benefit existing residents.

Benefit to Existing Development (75%)	\$ 75,000
Benefit to Future Development (25%)	\$ 25,000
Amount available in development charge reserves	-\$ 0
Amount recoverable through development charges	\$ 25,000

Development Charge Calculations

Residential Allocation (per capita)

\$ 25,000 x 93% (based on residential assessment)	\$ 23,250
Divided by 10-year future growth	564 persons
Residential development charges (per capita)	\$41

Non-Residential Allocation (per square meter)

\$25,000 x 7% (based on non-residential assessment)	\$ 1,750
Divided by 10-year future growth	35,020 sqft
Non-residential development charges (per sqft.)	\$ 0.05

Category: Roads and Related

Project Description: The Town has identified a number of development-related road and related projects to be completed over the next 10 years. These projects are summarized in Table B-5. The proportion of the road reconstruction projects that benefit existing development is calculated based on a rehabilitation cost of \$820,000/km. This is considered to be the cost of rehabilitating the roads, if the development-related improvements were not undertaken.

Many of the projects identified in Table B-5 are being carried forward from the 2021 development charges. The cost to residential and non-residential development was allocated at 93% and 7% respectively, based on current assessment data.

Analysis of Long-Term Capital and Operating Costs: Portions of the cost of these projects have been allocated to existing development. The cost for these portions will be paid through the tax base and reserves of the Town. The expected additional growth will add to the tax base, which will fund long-term maintenance and operations.

Project Benefiting Area(s): Municipal-wide

Costs:

Total Costs	\$ 15,490,000
Deduct any grants or subsidies	\$ 0
Subtotal	\$ 15,490,000

Allocation of Costs

These projects benefit the next 10 years of growth in Plympton-Wyoming. The allocations of costs to existing and future development are shown in Table B-5.

Benefit to Existing Development	\$ 8,862,900
Benefit to Future Development	\$ 6,627,100
Amount available in development charge reserves	-\$ 3,351,302
Amount recoverable through development charges	\$ 3,275,798

Development Charge Calculations

Residential Allocation (per capita)

\$ 3,275,798 x 93%	\$ 3,046,492
Divided by 20-year future growth	564 persons
Residential development charges (per capita)	\$ 5,401

Non-Residential Allocation (per square meter)

\$3,275,798 x 7% (based on non-residential assessment)	\$ 229,306
Divided by 10-year future growth	35,020 sqft
Non-residential development charges (per sqft)	\$ 6.55

**Table B-5
Town of Plympton-Wyoming Development Charges Background Study – Roads and Related**

Project	Net Cost (minus grants/ subsidies)	Attributable to Existing (%)	Attributable to Future (%)	Amount recoverable through DCs	DC Reserves Available	Post Period Amount to Collect	Amount Recoverable this Period
Egremont Rd – Fleming to Oil Heritage	9,000,000	55	45	4,030,800.00	981,302.00	-	3,049,498.00
O'Brien - Lakeshore to Egremont	1,300,000	78	22	291,400.00	250,000.00	-	41,400.00
Queen - Windcliff to Lakeshore	1,300,000	79	21	266,800.00	250,000.00	-	16,800.00
Boonie Doone Road Improvements	1,300,000	64	36	471,800.00	450,000.00	-	21,800.00
Confederation - Broadway to Ketter	1,050,000	45	55	582,600.00	550,000.00	-	32,600.00
Fleming - Rear to Queen	830,000	53	47	387,200.00	350,000.00	-	37,200.00
Sidewalk Development	560,000	10	90	504,000.00	450,000.00	-	54,000.00
Road Needs Study Update	80,000	50	50	40,000.00	30,000.00	-	10,000.00
Transportation Master Plan	70,000	25	75	52,500.00	40,000.00	-	12,500.00
Total	15,490,000			6,627,100	3,351,302.00		3,275,798

Benefit to Existing Methodology

- The benefit to existing for the road reconstruction projects is based on a cost of \$820,000/km to rehabilitate an existing road.
- The benefit to existing for sidewalks is assessed at 10% as the majority of the new sidewalks are to connecting new development areas to existing sidewalk networks.

- The benefit to existing for the road needs study is assessed at 50% as existing and future development are assumed to benefit equally.
- The benefit to existing for the transportation master plan is assessed at 25% as the majority of the study is looking at future needs.

Category: Water – Watermain Loop Ketter Way to Isabella Street

Project Description: A watermain loop is required in Wyoming to service future development lands. The installation of the watermain loop will provide sufficient pressures and flows. The loop will service new development but also will provide improved pressures and fire flow to existing development areas.

Analysis of Long-Term Capital and Operating Costs: The portions of the project costs attributable to the existing population will be paid through reserves and rates. It is anticipated that the operational costs will be incorporated into the next Water Financial Plan and paid through rates from existing development and future water customers.

Project Benefiting Area(s): Wyoming

Costs:

Total Costs	\$ 800,000
Deduct any grants or subsidies	\$ 0
Subtotal	\$ 800,000

Allocation of Costs

This project is estimated to benefit 430 additional people in Wyoming. The allocations of costs to existing and future development are shown below and are based on values assigned by the project engineers.

Benefit to Existing Development (75.3%)	\$ 602,400
Benefit to Future Development (24.7%)	\$ 197,600
Amount available in development charge reserves	-\$ 0
Amount recoverable through development charges	\$ 197,600

Development Charge Calculations

Residential Allocation (per capita)

\$ 197,600 x 93% (based on residential assessment)	\$ 183,768
Divided by service population	430 persons
Residential development charges (per capita)	\$427

Non-Residential Allocation (per square meter)

\$197,600 x 7% (based on non-residential assessment)	\$ 13,832
Divided by 10-year future growth	35,020 sqft
Non-residential development charges (per sqft.)	\$ 0.39

Category: Water – Townsend Line Watermain Loop

Project Description: A watermain loop is required along Townsend Line to service future development lands. The loop will service new development but also will provide improved pressures and fire flow to existing development areas.

Analysis of Long-Term Capital and Operating Costs: The portions of the project costs attributable to the existing population will be paid through reserves and rates. It is anticipated that the operational costs will be incorporated into the next Water Financial Plan and paid through rates from existing development and future water customers.

Project Benefiting Area(s): Plympton-Lakeshore – Townsend Line Area

Costs:

Total Costs	\$ 1,500,000
Deduct any grants or subsidies	\$ 0
Subtotal	\$ 1,500,000

Allocation of Costs

This project is estimated to benefit 150 properties in the Townsend Line Area. The allocations of costs to existing and future development are shown below and are based on 100 existing properties and 50 future properties.

Benefit to Existing Development (66%)	\$ 990,000
Benefit to Future Development (34%)	\$ 510,000
Amount available in development charge reserves	-\$ 0
Amount recoverable through development charges	\$ 510,000

Development Charge Calculations

Residential Allocation (per capita)

\$ 510,000 x 93% (based on residential assessment)	\$ 474,300
Divided by service population	131 persons
Residential development charges (per capita)	\$3,621

Non-Residential Allocation (per square meter)

\$510,000 x 7% (based on non-residential assessment)	\$ 35,700
Divided by 10-year future growth	35,020 sqft
Non-residential development charges (per sqft.)	\$ 1.02

Category: Wastewater – Plympton-Lakeshore

Project Description: The Wastewater Servicing Master Plan identified a number of development-related wastewater projects for the Plympton Wastewater System needed to support future growth. These projects are summarized in Table B-6. The benefit to existing is based on the existing capacity as specified in the Master Plan.

The cost to residential and non-residential development was allocated at 93% and 7% respectively, based on current assessment data.

Analysis of Long-Term Capital and Operating Costs: Portions of the cost of these projects have been allocated to existing development. The cost for these portions will be paid through the tax base, rates and reserves of the Town. The projects will increase capacity of existing assets and add new assets. Additional operating costs will be funded through wastewater rates.

Project Benefiting Area(s): Plympton-Lakeshore

Costs:

Total Costs	\$ 12,679,000
Deduct any grants or subsidies	\$ 0
Subtotal	\$ 12,679,000

Allocation of Costs

These projects benefit the next 20 years of growth in the area serviced by the Plympton Wastewater System. The allocations of costs to existing and future development are shown in Table B-6. The allocation to existing development is based on the current capacity of 5,549 persons.

Benefit to Existing Development	\$ 7,607,400
Benefit to Future Development	\$ 5,071,600
Amount available in development charge reserves	-\$ 0
Amount recoverable through development charges	\$ 5,071,600

Development Charge Calculations

Residential Allocation (per capita)

\$ 5,071,600 x 93%	\$ 4,716,588
Divided by 20-year future growth	3,669 persons
Residential development charges (per capita)	\$ 1,285

Non-Residential Allocation (per square meter)

\$5,071,600 x 7% (based on non-residential assessment)	\$355,012
Divided by 10-year future growth	35,020 sqft
Non-residential development charges (per sqft)	\$ 10.14

Table B-6
Town of Plympton-Wyoming Development Charges Background Study – Roads and Related

Project	Net Cost (minus grants/ subsidies)	Attributable to Existing (%)	Attributable to Future (%)	Amount recoverable through DCs	DC Reserves Available	Post Period Amount to Collect	Amount Recoverable this Period
WWTP Capacity Needs	3,366,000.00	0.67	0.33	1,110,780.00	-	-	1,110,780.00
New PS4, Forcemain and PS2 Pumps	6,076,000.00	0.67	0.33	2,005,080.00	-	-	2,005,080.00
New Regional SPS and Equalization Tank	3,237,000.00	0.67	0.33	1,068,210.00	-	-	1,068,210.00
Total	12,679,000			5,071,600			5,071,600

Category: Wastewater – Wyoming

Project Description: The Wastewater Servicing Master Plan identified a number of development-related wastewater projects for the Wyoming Wastewater System needed to support future growth. These projects are summarized in Table B-7. The benefit to existing is based on the existing capacity as specified in the Master Plan.

The cost to residential and non-residential development was allocated at 93% and 7% respectively, based on current assessment data.

Analysis of Long-Term Capital and Operating Costs: Portions of the cost of these projects have been allocated to existing development. The cost for these portions will be paid through the tax base, rates and reserves of the Town. The projects will increase capacity of existing assets and add new assets. Additional operating costs will be funded through wastewater rates.

Project Benefiting Area(s): Wyoming

Costs:

Total Costs	\$ 3,110,000
Deduct any grants or subsidies	\$ 0
Subtotal	\$ 3,110,000

Allocation of Costs

These projects benefit the next 20 years of growth in Wyoming. The allocations of costs to existing and future development are shown in Table B-7. The allocation to existing development is based on the current capacity of 3,022 persons.

Benefit to Existing Development	\$ 1,458,600
Benefit to Future Development	\$ 1,523,900
Amount available in development charge reserves	-\$ 0
Amount recoverable through development charges	\$ 1,523,900

Development Charge Calculations

Residential Allocation (per capita)

\$ 1,523,900 x 93%	\$ 1,417,227
Divided by 20-year future growth	2,876 persons
Residential development charges (per capita)	\$ 493

Non-Residential Allocation (per square meter)

\$1,523,900 x 7% (based on non-residential assessment)	\$106,673
Divided by 10-year future growth	35,020 sqft
Non-residential development charges (per sqft)	\$3.05

Table B-7
Town of Plympton-Wyoming Development Charges Background Study – Roads and Related

Project	Net Cost (minus grants/ subsidies)	Attributable to Existing (%)	Attributable to Future (%)	Amount recoverable through DCs	DC Reserves Available	Post Period Amount to Collect	Amount Recoverable this Period
WWTP Capacity Needs	2,860,000.00	51	49	1,401,400	-	-	1,110,780.00
Influent PS Upgrades	250,000.00	51	49	1,22,500	-	-	2,005,080.00
Total	3,110,000			1,523,900	-	-	1,523,900

Table B-8 Summary of Per Capita Development Charges

Service Area and Service Category	Residential Development Charge (per capita)	Non-Residential Development Charge (per sqft)
Municipal-Wide		
Administration	\$19	\$0.02
Fire	\$839	\$1.03
Parks & Recreation	\$1,618	\$0.00
Public Works	\$1,230	\$1.49
Roads	\$5,401	\$6.55
Land Acquisition	\$41	\$0.05
Municipal-Wide Total	\$9,148	\$9.13
Wyoming		
Wastewater	\$493	\$3.05
Water	\$427	\$0.39
Wyoming Total (including Municipal Wide)	\$10,068	\$12.57
Plympton-Lakeshore		
Wastewater	\$1,285	\$10.14
Plympton-Lakeshore (including Municipal Wide)	\$10,433	\$19.27
Plympton-Lakeshore – Townsend Line Area		
Water	\$3,621	\$1.02
Plympton-Lakeshore – Townsend Line Area (including Municipal-Wide and Plympton-Wastewater)	\$14,054	\$20.29

Table B-9 Summary of Development Charges Per Unit

Service Area and Service Category	Single & Semi Detached Unit (per unit)	Multi Unit (per unit)	Apartment and Special Care/Special Dwelling Unit (per unit)	Non-Residential (per sqft)
Municipal-Wide Administration	50.00	38.00	26.00	0.02
Municipal-Wide Fire	2,207.00	1,678.00	1,141.00	1.02
Municipal-Wide Parks & Recreation	4,255.00	3,236.00	2,200.00	0.00
Municipal-Wide Public Works	3,235.00	2,460.00	1,673.00	1.49
Municipal-Wide Roads	14,205.00	10,802.00	7,345.00	6.55
Municipal-Wide Land Acquisition	108.00	82.00	56.00	0.05
Municipal Wide Total	24,060.00	18,296.00	12,441.00	9.13
Wyoming Water	1,123.00	854.00	581.00	0.39
Wyoming Wastewater	1,297.00	986.00	670.00	3.05
Wyoming Total (including Municipal Wide)	26,480.00	20,136.00	13,692.00	12.57
Plympton-Lakeshore Wastewater	3,380.00	2,570.00	1,747.60	10.14
Plympton-Lakeshore (including Municipal Wide)	27,440.00	20,866.00	14,188.60	19.27
Plympton-Lakeshore -Townsend Line Area Water	9,523.00	7,242.00	4,925.00	1.02
Plympton-Lakeshore – Townsend Line Area (including Municipal-Wide and Plympton-Wastewater)	36,963.00	28,108.00	19,113.60	20.29

Table B-10 Summary of DC Capital Program

Service Area and Category	Net Cost	Amount Attributable to Existing (\$)	Total Amount Recoverable through DCs (\$)	Post Period Amount to Collect	Available Reserves	Amount Recoverable This Period	Amount Attributable to Residential	Amount Attributable to Non-Residential	DC per capita	Non-Res DC (per sqft)
Municipal Wide										
Fire	8,817,760	6,278,000	2,539,760	1,922,774	107,230	509,756	474,073	35,683	839	1.02
Public Works	6,320,000	4,630,000	1,690,000	750,000	194,244.00	745,756	693,553	52,203	1,230.00	1.49
Admin	288,000	107,500	180,500	-	169,033	11,467	10,664	803	19	0.02
Parks & Recreation	4,870,000	3,627,500	1,242,500	-	329,475	913,025	913,025	-	1,618	-
Land Acquisition	100,000	75,000	25,000	-		25,000	23,250	1,750	41	0.05
Roads	15,490,000	8,862,900	6,627,100		3,351,302.00	3,275,798	3,046,492	229,306	5,401.00	6.55
Wyoming										
Water	800,000	602,400	197,600			197,600	183,768	13,832	427	0.39
Wastewater	3,110,000	1,586,100	1,523,900	-		1,523,900	1,417,227	106,673	493	3.05
Plympton-Lakeshore, Townsend Line Area										
Water	1,500,000	990,000	510,000	-		510,000	474,300	35,700	3,621	1.02
Plympton-Lakeshore										
Wastewater	12,679,000	7,607,400	5,071,600			5,071,600	4,716,588	355,012	1,285	10.14
Total	3,974,760	34,366,800	19,607,960	2,672,774	4,151,284.00	12,783,902	11,952,941	830,961	14,974.00	23.73

APPENDIX C
LEVEL OF SERVICE CALCULATIONS

Public Works Level of Service

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Population	7576	7581	7856	7591	7596	7795	7622	7639	7662	7691	8308	8460	8570	8717	8798
Employment	1925	1945	1973	2001	2029	2040	2085	2113	2141	2169	2205	2225	2253	2281	2309
Total	9501	9526	9829	9592	9625	9835	9707	9752	9803	9860	10513	10685	10823	10998	11107

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Avg LOS
Bridges & Culverts	109	110	110	110	112	113	114	115	118	120	120	120	122	122	122	
Value	42807105	43149753	43149753	43149753	43262933	43547139	44910055	45235159	45307273	45670096	45670096	45670096	46414000	46414000	46414000	
LOS \$/person	4505.54	4529.68	4390.05	4498.51	4494.85	4427.77	4626.56	4638.55	4621.78	4631.86	4344.15	4274.23	4288.46	4220.22	4178.81	4444.73

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Avg LOS
Facilities	62	62	62	62	62	62	62	62	62	62	62	63	63	63	63	
Value	5914882.72	5914882.72	5914882.72	5914882.72	5914882.72	5914882.72	5914882.72	5914882.72	5914882.72	5914882.72	5914882.72	5931074.72	5931074.72	5931074.72	5931074.72	
LOS \$/person	622.55	620.92	601.78	616.65	614.53	601.41	609.34	606.53	603.37	599.89	562.63	555.08	548.01	539.29	533.99	589.065

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Avg LOS
Fleet	9	10	13	15	19	20	23	27	31	33	37	41	43	46	47	
Value	738637	828637	1276745	1386745	2252304	2307304	2520304	2750304	3204304	3689304	3774304	4394735	4499735	5004735	5399735	
LOS \$/person	77.74	86.99	129.9	144.57	234.01	234.6	259.64	282.02	326.87	374.17	359.01	411.3	415.76	455.06	486.16	285.19

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Avg LOS
Roads	324	328	335	345	349	355	363	380	381	390	391	394	409	425	425	
Value	185741460	191034647	198282063	199749076	200417837	200964508	208806502	212831793	213267377	214419626	215160626	215763576	221241733	225322029	225322029	
LOS \$/person	19549.67	20054.03	20173.17	20824.55	20822.63	20433.61	21510.92	21824.43	21755.32	21746.41	20466.15	20193.13	20441.81	20487.55	20286.49	20704.66

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Avg LOS
Sidewalk	79	79	79	79	79	80	88	94	98	101	101	106	110	111	111	
Value	1383792.3	1383792.3	1383792.3	1383792.3	1383792.3	1409928.3	1564747.8	1692523.8	1763490.3	1885216.3	1885216.3	2176886.8	2275804.3	2317549.3	2317549.3	
LOS \$/person	145.65	145.26	140.79	144.27	143.77	143.36	161.2	173.56	179.89	191.2	179.32	203.73	210.27	210.72	208.66	172.11

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Avg LOS
Streets	105	106	106	106	106	154	154	156	156	156	156	156	157	158	158	
Value	1032000	1052000	1052000	1052000	1052000	1148000	1148000	1264479	1264479	1264479	1264479	1264479	1306479	1332479	1332479	
LOS \$/person	108.62	110.43	107.03	109.67	109.3	116.73	118.27	129.66	128.99	128.24	120.28	118.34	120.71	121.16	119.97	117.83

15-year average service level: \$ 26,313.58/person

Net Population & Employment Growth (2026-2036): 608

Max. Allowable Funding Envelope: \$ 15,998,657.05

Parks and Recreation Level of Service

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Population	7576	7581	7856	7591	7596	7795	7622	7639	7662	7691	8308	8460	8570	8717	8798
Employment	1925	1945	1973	2001	2029	2040	2085	2113	2141	2169	2205	2225	2253	2281	2309
Total	9501	9526	9829	9592	9625	9835	9707	9752	9803	9860	10513	10685	10823	10998	11107

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Avg LOS
Equipment	39	42	42	46	47	48	52	52	54	55	59	61	63	68	68	
Value	1354723	1461554	1461554	1767231	1798409	2115736	2291008	2291008	2357973	2369652	2468449	2548558	2589677	2645444	2645444	
LOS \$/person	142.59	153.43	148.7	184.24	186.85	215.12	236.02	234.93	240.54	240.33	234.8	238.52	239.28	240.54	238.18	211.60

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Avg LOS
Facilities	123	124	124	124	126	126	131	132	160	163	171	172	173	173	174	
Value	7549385.73	7795134.73	7795134.73	7795134.73	7798297.85	7798297.85	7872294.09	8114250.09	9171625.09	9264822.09	9527774.09	10028693.09	10033599.53	10033599.53	10238599.53	
LOS \$/person	794.59	818.3	793.08	812.67	810.21	792.91	810.99	832.06	935.59	939.64	906.28	938.58	927.06	912.31	921.82	863.07

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Avg LOS
Parks	23	23	23	23	24	24	24	24	24	24	24	24	24	24	24	
Value	7020000	7020000	7020000	7020000	7420000	7420000	7420000	7420000	7420000	7420000	7420000	7420000	7420000	7420000	7420000	
LOS \$/person	738.8696	736.9305	714.213	731.8599	770.9091	754.4484	764.3968	760.8696	756.9111	752.5355	705.7928	694.4314	685.577	674.6681	668.0472	727.36

15-year average service level: \$ 1,863.72/person

Net Population & Employment Growth (2026-2036): 608

Max. Allowable Funding Envelope: \$ 1,133,143.79

Fire Services Level of Service

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Population	7576	7581	7856	7591	7596	7795	7622	7639	7662	7691	8308	8460	8570	8717	8798
Employment	1925	1945	1973	2001	2029	2040	2085	2113	2141	2169	2205	2225	2253	2281	2309
Total	9501	9526	9829	9592	9625	9835	9707	9752	9803	9860	10513	10685	10823	10998	11107

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Avg LOS
Building Components	48	48	49	49	49	49	49	49	49	49	49	49	49	49	49	
Value	2,606,932.20	2606932	2668993	2668993	2668993	2668993	2668993	2668993	2668993	2668993	2668993	2668993	2668993	2668993	2668993	
LOS \$/person	274.39	273.66	271.54	278.25	277.3	271.38	274.96	273.69	272.26	270.69	253.88	249.79	246.6	242.68	240.3	264.76

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Avg LOS
Equipment	40	41	43	45	50	50	51	56	59	63	63	63	63	63	63	
Value	1,786,878.00	1804347	1930638	1976106	2079695	2079695	2178934	2617775	2820448	3015034	3015034	3015034	3015034	3015034	3015034	
LOS \$/person	188.07	189.41	196.42	206.02	216.07	211.46	224.47	268.43	287.71	305.78	286.79	282.17	278.58	274.14	271.45	245.80

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Avg LOS
Building Equip	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	
Value	27501	27501	27501	27501	27501	27501	27501	27501	27501	27501	27501	27501	27501	27501	27501	
LOS \$/person	2.89	2.89	2.8	2.87	2.86	2.8	2.83	2.82	2.81	2.79	2.62	2.57	2.54	2.5	2.48	2.740

15-year average service level: \$ 845.29/person

Net Population & Employment Growth (2026-2036): 608

Max. Allowable Funding Envelope: \$ 513,936.73

APPENDIX D LOCAL SERVICE POLICY

This document sets out the infrastructure and works the Town of Plympton-Wyoming will fund through development charges, and what infrastructure is considered a local service and therefore a responsibility of the developer. These guidelines were developed in accordance with Section 59 of the Development Charges Act (DCA).

This policy is a guideline for staff when considering development applications. Each application will be considered on its own merits with respect to the nature, type and location of the development in any existing or proposed development in its surrounding area.

This policy is subject to review in and amendment by the Town, which may be independent of or in conjunction with the Town's Development Charge By-law.

1.0 GENERAL

- 1.1. Projects in the most current Development Charge Background Study will be funded from development charges. Town staff, at their sole discretion, may fund additional projects not foreseen in this guideline or the current Development Charges Background Study.
- 1.2. This policy applies to development throughout the Town of Plympton-Wyoming.
- 1.3. Unless otherwise stated, the responsibility for the costs of the infrastructure includes all studies, site investigations, planning, design, construction and commissioning costs associated with that infrastructure

2.0 ROADS AND RELATED SERVICES

2.1 Arterial, collector, local and rural roads

The cost of the following shall be paid for by development charges:

- New arterial roads.
- New collector roads external to a development proposal or plan.
- Upgrades to existing arterial or collector roads, external to a development proposal or plan that are not required to provide direct access to the development.

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- New collector roads internal to a development.
- Local, minor collector and rural roads internal to the development, inclusive of all land and associated infrastructure.

- Minor collector and rural roads external to development, inclusive of all land and associated infrastructure, required to support a development or required to connect with the area to which the plan relates.
- Improvements required due to a development in the Town, on County Roads, such as road improvements, intersections improvements, traffic signalization, etc. unless identified for inclusion in a County of Lambton DC by-law.
- Improvements required due to a development in the Town, on a Provincial Road, such as road improvements, intersection improvements, traffic signalization etc. to be funded as per a condition of the development agreement or a separate agreement with the Province.

2.2 Traffic Control Systems and Intersection Improvements

The cost of the following shall be paid for by development charges:

- Traffic control systems and intersection improvements on arterial and collector roads that are not necessitated by a specific development proposal.

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- Intersection improvements, signalization, or other traffic control system upgrades of all roads or entrances necessitated by a specific development proposal on any road.
- Pedestrian crossings and associated infrastructure as necessitated by a specific development proposal.

2.3 Streetlights

The cost of the following shall be paid for by development charges:

- Streetlights on any roads external to development and not needed to support a specific development or required to link with the area to which the plan related.

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- Streetlights on any roads internal to the development.
- Streetlights on any roads external to a development, needed to support a specific development or required to link with the area to which the plan relates.

2.4 Pedestrian and Cycling Infrastructure

The cost of the following shall be paid for by development charges:

- Sidewalks, multi-use trails and bike lanes, inclusive of all required infrastructure, located within roads external to the development, not needed to support a specific development or required to link with the area to which the plan relates.

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- Sidewalks, multi-use trails and bike lanes, inclusive of all required infrastructure, located within or linking to road corridors internal to development.
- Sidewalks, multi-use trails and bike lanes, inclusive of all required infrastructure, located within road corridors external to development and need to support a specific development or required to link with the area to which the plan relates.

2.5 Noise Abatement Measures

The cost of the following shall be paid for by development charges:

- Measures on new roads and road improvements abutting an existing community and unrelated to a specific development.

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- Measures external and internal to a development where it is related to or required of a specific development.

2.6 Land Acquisition

The cost of the following shall be paid for by development charges:

- Land acquisition for roads or road widenings that are otherwise to be funded by development charges, except for lands within proposed development or plans that can be required to be dedicated for new roads or road widenings as a condition of development approval.

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- Land required to widen existing roads or for new proposed roads or for local roads within a proposed development or plan shall be provided by the developer as required dedication as a condition of development approval at no cost to the Town.

2.7 Traffic Calming

The cost of the following shall be paid for by development charges:

- None

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- Traffic calming measures required to mitigate impacts from proposed development either external or internal to a development.

3.0 PARKLAND DEVELOPMENT

3.1 Recreational Trails

The cost of the following shall be paid for by development charges:

- Recreational trails and associated infrastructure (landscaping, bridges, trail surfaces, boardwalks etc.) external to a specific development.

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- Recreational trails and associated infrastructure (landscaping, bridges, trail surfaces, boardwalks, etc.) internal to the development and where applicable, connecting to external trails and transportation infrastructure including not limited to cycling facilities, sidewalks, multi-use trails and walkways.

3.2 Parkland

The cost of the following shall be paid for by development charges:

- Design and implementation of facilities and all other associated site works exceeding base condition (as set out below).

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- Land for parks is generally acquired through dedications required under the Planning Act, or from the expenditure of funds collected in lieu of a required dedication.
- Park development to a base condition, including the following:
 - Clearing and grubbing; tree removals as per the development's tree preservation and removals plan.
 - Topsoil stripping, screening and stockpiling.
 - Rough grading (pre-grading) to allow for positive drainage of the park with minimum slopes of 2%. If necessary, this may include some minor tile work and grading as per the overall subdivision grading design, complete with requires swales or catch basins. Runoff from the development property shall not drain into the park unless approved by the Town.
 - Spreading of topsoil to a 150 mm depth (import topsoil if existing on-site is insufficient to reach required depth).
 - Seeding of site with Town-approved seed mix, maintenance of seed until acceptancy by the Town.
 - Parks shall be free of any contaminated soil or subsoil.
 - Parks shall not be mined for fill.
 - Parks shall be conveyed free and clear of all encumbrances.
 - When park parcels cannot be developed in a timely manner, they shall be graded to ensure positive drainage and seeded to minimize erosion and dust. These shall be maintained by the developer until construction commences.
 - The park block shall not be used for topsoil or other construction material, equipment storage or sales pavilions.

3.3 Landscape buffer blocks, features, cul-de-sac island, berms, grade transition areas, gateway features, walkway connections and open space.

The cost of the following shall be paid for by development charges:

- Not applicable

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- Development of all landscape buffer blocks, landscape features, gateway features, cul-de-sac islands, berms, grade transition areas, retaining walls, walkway connections, open space and other remnant pieces of land conveyed to the Town, including but not limited to, clearing and grubbing, pre-grading, sodding or seeding, supply and installation of amended topsoil,

landscape features, perimeter fencing, amenities and all planting and related municipal or hydro services.

- Perimeter fencing on public lands as directed by the Town.
- Special landscape or built features not required by the Town or which exceed Town standards or average service levels, subject to receiving written approval from the Town. The Town will generally not accept any responsibility for the costs of constructing or maintaining such features and may require a perpetual maintenance agreement to be entered into.

3.4 Natural Heritage System

The cost of the following shall be paid for by development charges:

- No applicable.

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- Riparian planting and landscaping requirements (as required by the Town, local conservation authority or other authority having jurisdiction) as a result of creation of, or construction near a natural heritage system and associated buffers.
- Perimeter fencing of the natural heritage system located on the public property side of any adjacent land uses.

4.0 STORMWATER MANAGEMENT

4.1 Stormwater Infrastructure

The cost of the following shall be paid for by development charges:

- Oversizing of pond capacity, outlet structures, and trunk storm sewers to accommodate runoff from new, widened, extended or upgrades roads that are funded as a development charges project, but excluding land.
- External services providing the oversizing is required to service existing external upstream lands.

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- Provide stormwater management facilities, including quality and quantity management and downstream erosion works, related to a development application, inclusive of land and all infrastructure such as landscaping and fencing.

- Low Impact Development (LID) features such as infiltration galleries, bioswales, mechanical treatment devices, oil and grit separators, rain gardens and permeable pavements related to a proposed development.
- Any watercourse realignment and/or enclosures required by a proposed development.
- Erosion works, inclusive of all restoration requirements, related to a development application.
- Dedication of all lands required for stormwater management facilities including any lands deemed necessary by the Town to provide adequate buffering and oversizing capacity.
- Monitoring required by the Town or local conservation authority where applicable.
- Installation of private drain connections or private systems.
- The construction of temporary drainage infrastructure required to support the development.

5.0 WATER AND WASTEWATER

5.1 Water Distribution System

The cost of the following shall be paid for by development charges:

- New infrastructure or upgrades to existing Town infrastructure required to service more than one potential proposed development and/or development property.

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- All required watermains and associated infrastructure internal to a development.
- All water infrastructure external to the development required to provide system security and redundancy to a proposed development.
- All service connections within a development and connections from external municipal watermains, including tees, crosses, chamber and valves required to make the connection from the transmission main to a development.
- Temporary watermains, water booster pumping stations and/or reservoir required to service a development.

5.2 Wastewater Distribution System

The cost of the following shall be paid for by development charges:

- New infrastructure or upgrades to existing Town infrastructure required to service more than one potential proposed development and/or development property.

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- All required sanitary sewers and associated infrastructure internal to a development.
- All wastewater infrastructure external to the development required to provide system security and redundancy to a proposed development.
- All service connections within a development and connections from external municipal sanitary sewers, including tees, crosses, chamber and valves required to make the connection from the transmission main to a development.
- Temporary sewers and/or sewage pumping stations required to service a development.

6.0 FIRE SERVICES

6.1 Fire Protection Services

The cost of the following shall be paid for by development charges:

- Fire facilities, including but not limited to stations, storage, and communication equipment.
- Fire vehicles, equipment and gear.

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- Fire hydrants required within the local road system internal to the development.
- Fire holding tanks required for fire suppression.

7.0 GROWTH-RELATED STUDIES

7.1 Growth Related Studies

The cost of the following shall be paid for by development charges:

- Other growth-related studies including but not limited to master plans, business plans, secondary plans, official plans, zoning bylaw updates, etc.

The following are considered a local service and direct developer responsibility under Section 59 of the DCA:

- Development specific studies including but not limited to traffic impact studies, environmental assessments, noise studies, servicing assessments, planning justification reports, etc.

APPENDIX E
DRAFT DEVELOPMENT CHARGE
BYLAW

CORPORATION OF THE TOWN OF PLYMPTON-WYOMING**BY-LAW NUMBER X of 2026****A BY-LAW WITH RESPECT TO DEVELOPMENT CHARGES**

WHEREAS the Town of Plympton-Wyoming will experience growth through development and re-development;

AND WHEREAS subsection 2(1) of the *Development Charges Act, 1997 c. 27* (hereinafter called “the Act”) provides that the council of a municipality may pass By-law 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 the Council of The Corporation of the Town of Plympton-Wyoming (“the Town”) has given Notice in accordance with Section 12 of the *Development Charges Act, 1997*, of its intention to pass a By-law under Section 2 of the said Act;

AND WHEREAS the Council of the Town has heard all persons who applied to be heard no matter whether in objection to, or in support of, the development charge proposal at a public meeting held on **DATE**;

AND WHEREAS the Council of the Town had before it a report entitled Development Charge Background Study prepared by B.M. Ross and Associates Limited, wherein it is indicated that the development of any land within the Town will increase the need for services as defined herein;

AND WHEREAS the Town Council on **DATE** approved the applicable Development Charge Background Study in which certain recommendations were made relating to the establishment of a development charge policy for the Town pursuant to the *Development Charges Act, 1997*;

AND WHEREAS the Town Council on **DATE** determined that no additional public meeting was required;

AND WHEREAS the Council of the Town on **DATE** determined that the increase in the need for services attributable to the anticipated development as contemplated in

the Development Charges Background Study including any capital costs, will be met by updating the capital budget and forecast for the Town, where appropriate;

AND WHEREAS the Council of the Town of Plympton-Wyoming has given consideration of the use of more than one development charge by-law to reflect different needs for services in different areas, also known as area rating or area-specific development charges;

AND WHEREAS it is deemed necessary to repeal By-law No. 98 of 2021 for the Town of Plympton-Wyoming.

BY THE COUNCIL, THEREFORE ENACTS AS FOLLOWS:

DEFINITIONS

1. In this By-law,

- (1) "Accessory use" means where used to describe a use, building or structure, that the use, building or structure is naturally and normally incidental, subordinate in purpose of floor area or both, and exclusively devoted to a principal use, building or structure located on the same lot therewith.
- (2) "Act" means the *Development Charges Act*, S.O. 1997, c. 27;
- (3) "Affordable Residential Unit" means a Residential Unit that meets the criteria set out in the Act;
- (4) "Agricultural Building or Structure" means a building or structure that is used the purposes of or in conjunction with animal husbandry, the growing of crops, including grains and fruits, market gardening, horticulture or any other use that is customarily associated with a bona fide farming operation of a bona fide farmer;
- (5) "Agricultural Use" means general farming and without limiting the generality of the foregoing shall include uses such as: general cultivation of land and associated production, conditioning, processing and storage of field crops, vegetables, fruit, horticulture crops, biomass and nursery stock and the selling of such produced on the premises, the breeding and care of

livestock, fowl, fur bearing animal and bees, aquaculture, and the selling of such stock of the product of such stock raised on the premises and the management of forest and sale of forest products provided that they are cultivated the produced on-site, including fuel wood, pulp wood, timber, Christmas trees, and maple products, and including a farm dwelling and accessory buildings and uses excluding:

- (a) Residential uses, with the exception of a bunk house for seasonal farm workers required for that farm operation
 - (b) On-farm diversified uses
 - (c) Cannabis Production Facilities
 - (d) Retail Greenhouses
- (6) “Ancillary Residential Use” means a residential dwelling that would ancillary to a single detached dwelling, semi-detached dwelling, or rowhouse;
- (7) “Attainable Residential Unit” means a residential unit that meets the criteria set out in the Act;
- (8) “Apartment unit” means any residential unit within a building contain more than four dwelling units where the units are connected by an interior corridor. Despite the foregoing, an apartment dwellings includes Stacked Townhouse dwellings;
- (9) “Board of Education” means a board defined in s.s. 1(1) of the *Education Act*;
- (10) “Bona Fide Farm Uses” means the proposed development will qualify as a farm business operating with a valid Farm Business Registration Number issued by the Ontario Ministry of Agriculture, Food and Rural Affairs and be assessed in the Farmland Realty Tax Class by the Ontario Property Assessment Corporation;
- (11) “Building” means a structure having a roof supported by columns or walls or directly on the foundation and used for the shelter and accommodation of persons, animals or goods and without limiting the foregoing, includes buildings as defined in the Building Code Act;

- (12) "Building Code Act" means the *Building Code Act*, R.S.O. 1992, c.23, as amended;
- (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; and
 - (e) to undertake studies in connection with any of the matters referred to in clauses (a) to (d) above, including the development charge background study required for the provision of services designated in this By-law within or outside the municipality, including interest on borrowing for those expenditures under clauses (a) to (e) above that are growth-related;
- (14) "Commercial" means any use of land, structures or buildings for the purposes of buying, renting or selling commodities and supplying services, but not does include industrial, institutional or agricultural uses, but does include hotels, campgrounds, motels, motor inns, and boarding, lodging and rooming houses;
- (15) "Council" means the Council of The Corporation of the Town of Plympton-Wyoming;

- (16) "Development" means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that increases the size of, usability thereof, or changes use thereof, and includes redevelopment;
- (17) "Development charge" means a charge imposed pursuant to this By-law;
- (18) "Development Charge By-law" means a by-law passed under Section 2 of the Development Charges Act, S.O. 1997;
- (19) "Duplex dwelling" shall mean the whole of a dwelling that is divided horizontally into two (2) separate dwelling units, each of which has an independent entrance either directly from the outside of through a common vestibule;
- (20) "Dwelling" shall mean a building or part thereof used or intended, adapted or designed to be used, occupied or capable of being occupied exclusively as a home, residence or sleeping place for one or more persons having a right to exclusive use thereof, but shall not include any motor vehicle, travel trailer, park model trailer (constructed to the CAN/CSA-Z241 standard), construction trailer, hotel, motel, private garage, a home for the aged, nursing home, hospital, or living quarters for a caretaker, watchman, or other person or persons using such living quarters which are accessory to a non-residential use;
- (21) "Dwelling unit" means 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; but does not mean or include tent, trailer, or a room or suite or rooms in a boarding house, motel, motor home or tourist home;
- (22) "Existing" means the number, use and size that existed as of the date this by-law was passed;
- (23) "Finished grade" means the median elevation between the highest and lowest point of the finished surface of the ground measured around the perimeter of the base of a building or structure exclusive of any embankment in lieu of steps;

- (24) "Gross floor area" means
- (a) In the case of a residential building or structure, the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre of party walls dividing the dwelling unit from any other dwelling unit or other portion of a building;
 - (b) In the case of a non-residential building or structure, or in the case of a mixed-use building or structure 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 the centre line of party walls dividing a non-residential use and a residential use, except for:
 - i. A room or enclosed area within the building or structure above or below that is used exclusively for the accommodation of heating, cooling, ventilation, electrical, mechanical or telecommunications equipment that service the building;
 - ii. Loading facilities above or below grade; and
 - iii. A part of the building or structure below grade that is used for the parking or motor vehicles or for storage or other accessory use.
- (25) "Industrial" means lands, buildings or structures used or designed or intended for use for manufacturing, processing, fabricating or assembly of raw goods, warehousing, or bulk storage of good, and includes office uses and the sale of commodities to the general public where such uses are accessory to an industrial use but does not include the sale of commodities and supplying of personal services or as otherwise defined in the zoning bylaw;
- (26) "Institutional" means development of a building or structure intended for use:

- (a) As a long-term care home within the meaning of subsection 2(1) of the *Fixing Long-Term Care Act, 2021*;
 - (b) As a retirement home within the meaning of subsection 2(1) of the Retirement Homes Act, 2010;
 - (c) By any institution of the following post-secondary institutions:
 - i. A university in Ontario that received direct, regular and on-going operation funding from the Government of Ontario;
 - ii. A college or university federated or affiliated with a university described in subclause (i);
 - iii. An Indigenous Institute prescribed for the purposes of section 6 of the Indigenous Institute Act, 2017;
 - (d) As a memorial home, clubhouse or athletic grounds by an Ontario branch of the Royal Canadian Legion;
 - (e) As a hospice to provide end of life care.
- (27) “Local board” means a public utility commission, public library board, local board of health, or any other board, commission, committee or body or local authority established or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes of the municipality or any part or parts thereof;
- (28) “Local services” means those services or facilities which are under the jurisdiction of the Town of Plympton-Wyoming and are related to a plan of subdivision or within the area to which the plan relates, required as a condition of approval under s. 41, 51 or 53 of the *Planning Act 1990*;
- (29) “Long-term Care Home” means a residential building or the residential portion of a mixed-use building within the meaning of subsection 2(1) of the *Fixing Long-Term Care Act, 2021*;
- (30) “Mixed Use Development” means a building that is used, designed, and/or designated to be used for both residential and non-residential purposes.

- (31) “Mobile Home” means a unit constructed or manufactured to provide for year round occupancy and is designed to be transported from one site to another. A mobile home does not include a park model home (constructed to the CAN/CSA-Z241 standard), motor home, travel trailer or similar accommodation;
- (32) “Multiple dwelling” means all dwellings other than single detached dwellings, semi-detached dwellings, and apartment dwellings; and includes but is not limited to a duplex, triplex, rowhouse and mobile home;
- (33) “Municipality” means The Corporation of the Town of Plympton-Wyoming;
- (34) “Non-profit housing development” means development of a building or structure intended for use as residential premises by:
- (a) a corporation without share capital to which the Not-for-Profit Corporations Act applies, that is in good standing under that Act and whose primary object is to provide housing;
 - (b) a corporation without share capital to which the Canada Not-for-profit-Corporations Act applies, that is in good standing under that Act and whose primary object is to provide housing; or
 - (c) a non-profit housing co-operative that is in good standing under the Co-operative Corporations Act, or any successor legislation.
- (35) “Non-residential uses” means a building or structure used for other than a residential use;
- (36) “Owner” means the owner of land or a person who has made application for an approval for the development of land upon which a development charge is imposed;
- (37) “Place of worship” means that part of a building or structure that is exempt from taxation as a place of worship under the *Assessment Act*, R.S.O. 1990, c. A.31, as amended, or any successor thereof;
- (38) “Planning Act” means the *Planning Act*, R.S.O. 1990, c.P. 13, as amended;

- (39) "Prescribed" means prescribed by the Regulations made under the Development Charges Act, S.O. 1997;
- (40) "Redevelopment" means the construction, erection or placing of one or more buildings or structure on land where all or part of a building or structure has previously been demolished on such land or changing the use of a building or structure from residential to non-residential or from non-residential to residential;
- (41) "Regulation" means any regulation made pursuant to the Act;
- (42) "Rental housing" means development of a building or structure with four or more dwelling units all of which are intended for use as rented residential premises;
- (43) "Residential uses" means lands, buildings or structures or portions thereof used, or designed or intended for use as a dwelling, home or residence of one or more individuals, and shall include a single detached dwelling, a semi-detached dwelling, a multiple dwelling, an apartment dwelling, and the residential portion of a mixed-use building or structure; but shall not include any motor vehicle, travel trailer, park model trailer (constructed to the CAN/CSA-Z241 standard), construction trailer, hotel, motel, private garage, a home for the aged, nursing home, hospital, or living quarters for a caretaker, watchman, or other person or persons using such living quarters which are accessory to a non-residential use;
- (44) "Rowhouse" shall mean a building that is completely divided vertically into three (3) or more dwelling units by a party wall, each dwelling unit having independent entrance directly from the outside.
- (45) "Semi-detached dwelling" means a building divided vertically into two dwelling units each of which has a separate entrance and access to grade;
- (46) "Single detached dwelling unit" means a residential building consisting of one dwelling unit and not attached to another structure;
- (47) "Services" means the services designated in this by-law or an agreement

made under the *Development Charges Act, S.O 1997*;

- (48) "Servicing Area" means an area within the Town of Plympton-Wyoming and identified on Schedule C to this by-law;
- (49) "Special Care/Special Dwelling" shall mean a building or part of a building containing two (2) or more dwelling units which have a common entrance from street level, where the occupants have the right to use in common with other occupants, halls, stairs, yards, common rooms and that is designed to accommodate persons with specific needs including but not limited to independent permanent living arrangements, where support supports are provided at any one or more various level. This includes but is not limited to: retirement home or lodge, charitable dwelling and group home;
- (50) "Town" means the Corporation of the Town of Plympton-Wyoming.

DEVELOPMENT CHARGES IMPOSED

- 2. The development charges established by this By-law shall apply to all residential and non-residential development within the Town where the development requires:
 - (1) the passing of a zoning by-law or an amendment thereto under Section 34 of the *Planning Act*;
 - (2) the approval of a minor variance under Section 45 of the *Planning Act*;
 - (3) a conveyance of land to which a by-law passed under subsection 50(7) of the *Planning Act* applies;
 - (4) the approval of a plan of subdivision under Section 51 of the *Planning Act*;
 - (5) a consent under Section 53 of the *Planning Act*;
 - (6) the approval of a description under Section 50 of the *Condominium Act*, R.S.O. 1990, c.C.-26; or
 - (7) the issuing of a permit under the *Building Code Act*, in relation to a building or structure.
- 3. Subsection (1) shall not apply in respect to:

- (1) 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*;
 - (2) local services installed at the expense of the owner as a condition of approval under Section 50 of the *Planning Act*.
 - (3) local services installed or paid for by the owner as a condition of approval under Section 53 of the *Planning Act*.
4. This By-law shall not apply to lands, building or structures that are owned and used for the purposes of:
- (1) The Town of Plympton-Wyoming or any board thereof;
 - (2) The County of Lambton or any local area municipality thereof and any boards thereof;
 - (3) A board of education as defined in Section 1(1) of the Education Act.

CALCULATION OF DEVELOPMENT CHARGES

5. Subject to the provisions of this By-law, development charges against land shall be imposed, calculated and collected in accordance with the base rates set out in Schedule "B", which relate to the services set out in Schedule "A". The Service Areas as specified in Schedules A and B are included in Schedule "C".
6. The development charge with respect to the residential building or the residential portion of a mixed-use building or structure in the municipality shall be calculated as the sum of the product of the number of dwelling units of each type multiplied by the corresponding total amount for such dwelling unit type, as set out in Schedule "B".
7. The development charge with respect to the non-residential building or the non-residential portion of a mixed-use building or structure in the municipality shall be calculated as the sum of the product of the gross floor area of each building, according to the set fee as set out in Schedule "B".
8. For the purposes of the residential charge, only development or redevelopment

for the purposes of creating a new dwelling or dwellings shall be subject to the provisions of this By-law.

9. For the purposes of the Non-Residential charge, only development or redevelopment for the purposes of creating new Gross Floor Area shall be subject to the provisions of this By-law.

EXEMPTIONS - STATUTORY

10. This By-law does not apply to the enlargement of the gross floor area of an existing industrial building, if the gross floor area is enlarged by 50 percent or less.

- (1) For the purpose of applying this exemption, the term “existing industrial building” shall have the same meaning as “existing industrial building” defined in O.Reg. 82/98 made under the Act;
- (2) In particular, for the purposes of applying this exemption, the industrial building is considered existing if it is built, occupied and assessed for property taxation at the time of passage of this By-law;
- (3) The exemption applies where there is a bona fide increase in the size of the existing industrial building and the enlarged area is attached to the existing industrial building, and is used for or in connection with an industrial purpose as set out in subsection 1(1) of O. Reg. 82/98 made under the Act. Without limiting the generality of the foregoing, this exemption shall not apply where the enlargement is attached to the existing industrial building by means only of a tunnel, bridge, canopy, corridor or other passageway, or through a shared below-grade connection such as a service tunnel, foundation, footing or a parking facility;
- (4) Notwithstanding subsection 6(1), if the gross floor area of an existing industrial building is enlarged by more than 50 percent, the development charge is the amount of the development charge that would otherwise be payable multiplied by the fraction determined as follows:
 - i. Determine the amount by which the enlargement exceeds 50 per cent of the gross floor area before the enlargement.

- ii. Divide the amount determined under paragraph i. by the amount of the enlargement.

11. The following shall be exempted from the payment of development charges:

- (1) Affordable Residential Units, as defined in the *Development Charges Act*;
- (2) Attainable Residential Units, as defined in the *Development Charges Act*;
- (3) Affordable inclusionary zoning residential units;
- (4) Non-profit housing units;
- (5) Long-term care homes;
- (6) An enlargement of an existing dwelling unit;
- (7) A second residential unit in an existing or new detached, 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 or new detached house, semi-detached or rowhouse cumulatively contain no more than one residential unit;
- (8) A third residential unit in an existing or new detached, 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 or new detached house, semi-detached or rowhouse contains any residential units;
- (9) One residential unit in a building or structure ancillary to an existing or new detached house, semi-detached house or rowhouse on a parcel of land, if the existing or new detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the existing or new detached house, semi-detached house or rowhouse contains any residential units;
- (10) In an existing rental residential building, which contains four or more residential dwelling units, the creation of the greater or one residential dwelling unit or one percent of the existing residential dwelling units.

12. The following shall be exempt from the payment of development charges:

- (1) The portion of a Place of Worship that is for worship;
- (2) Cemeteries and associated buildings;
- (3) Farm buildings and agricultural uses;
- (4) Any residential development creating or adding an accessory use, building or structure including a garage, storage building or swimming pool;
- (5) Temporary buildings, as defined in the Town's Zoning Bylaw, including but not limited to event tents.

DISCOUNTS

13. The development charge payable for rental housing developments will be reduced based on the number of bedrooms in each unit as follows:

- (1) Three or more bedrooms – 25% reduction;
- (2) Two bedrooms – 20% reduction;
- (3) All other bedroom quantities – 15% reduction.

REDUCTION FOR REDEVELOPMENT/CONVERSION

14. In the case of the demolition of all or part of a building or structure associated with a development on a singular and certain parcel of land:

- (1) A credit shall be allowed against the development charge otherwise payable, provided a demolition permit for a residential building or structure has been issued and not revoked, and a building permit issued for the redevelopment within 5 years from the date the demolition permit for the residential building or structure was issued. If a demolition permit is not required, the owner must provide notice to the Town of the demolition occurring within 5 business days of the demolition and date of notice will be used.
- (2) A credit shall be allowed against the development charges otherwise payable, provided a demolition permit for a non-residential building or

structure has been issued and not revoked, and a building permit issued for the redevelopment within 5 years from the date the demolition permit for the non-residential building or structure was issued.

15. Despite any other provisions of this by-law, where, as a result of the redevelopment of land, a building or structure existing on the land within 5 years prior to the date of the payment of development charges in regard to such redevelopment is to be converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

- (1) 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 development charge under Section 6 by the number, according to type, of dwelling units that have or will be demolished or converted to another principal use; and
- (2) In the case of a non-residential building or structure, or in the case of a mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the greater of the applicable development charges under Section 7 by the gross floor area that has been or will be demolished or converted to another principal use;

Provided that such amount shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.

PHASE-IN OF DEVELOPMENT CHARGES

16. The development charges imposed pursuant to this By-law and set out in Schedule "B" are not being phased-in and are to be in effect as of the date of passage.

MULTIPLE CHARGES

17. Where two or more of the actions described in Section 2 are required before land to which a development charge applies can be developed, only one development charge shall be calculated and collected in accordance with the provisions of this By-law.

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18. Notwithstanding subsection 17, if two or more of the actions described in Section 2 occur at different times, and if the subsequent action has the effect of increasing the need for municipal services as set out in Schedule "A" or Schedule "B", as applicable, an additional development charge shall be calculated and collected in accordance with the provisions of this By-law.

SERVICES IN LIEU

19. 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 agreement provisions and the revisions 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 which exceeds the total development charge payable by an owner to the municipality in respect of the development to which the agreement relates.

20. In any agreement under Section 19, 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.

21. The credit provided for in Section 20 shall not be charged to any development charge reserve fund.

TIMING OF CALCULATION AND PAYMENT

22. Development charges shall be calculated on the following dates:

- (1) As the date of when an application for an approval for a site plan under subsection 41(4) of the Planning Act was made and deemed complete, by the Town;
- (2) If clause (1) does not apply, as of the date when an application for an amendment to by-law passed under section 34 of the Planning Act was

made, and deemed complete, by the Town;

- (3) If neither (1) or (2) applies, as of the date that a building permit is issued for the development or redevelopment on the lands to which a development charge applies;
- (4) If a development was the subject of more than one application referred to in clause (1) or (2), the later application is deemed to be the applicable application for the purposes of the calculation date;
- (5) If, on the date, the first building permit is issued for the development, more than 18 months (or otherwise stipulated in the Act) has elapsed since the application referred to in clause (1) or (2) was approved, then clause (1) and (2) do not apply and development charges shall be calculated as outlined in clause (3);
- (6) Clauses (1) and (2) do not apply to a development charge if the total amount of all charges, including any interest charged as permitted under the Act, that are payable in accordance with either of those clauses exceeds the total amount of all charges that would be payable had clause (3) above been applied.

23. Development charges shall be paid on the following dates:

- (1) For rental housing and institutional development:
 - i. Shall be paid in equal annual instalments beginning on the earlier of the date of the issuance of a permit under the *Building Code Act* authorizing occupation of the building and the date the building is first occupied, and continuing on the following five anniversaries of that date.
- (2) For any residential use that is not rental housing development:
 - i. Shall be paid in full on the earlier of the date of the issuance of a permit under the *Building Code Act* authorizing occupation of the building or the date the building is first occupied.
- (3) For any non-residential use that is not institutional development:

- i. Shall be paid in full upon a building permit being issued for the development.
- (4) Notwithstanding clauses (1), (2) and (3) above, in cases where a building permit is not required under the Building Code Act, the development charge shall be paid at the action of approval described in Section 2 of this by-law.
 - (5) A person required to pay a development charge referred to in clauses (1) or (2) shall, unless the occupation of the building in respect of which the development charge is required is authorized by a permit under the *Building Code Act*, notify the Town Treasurer within the prescribed time of the building first being occupied as outlined in the Act. Failure to comply with any required notice will cause the development charge, including any interest payable, in accordance with the Act, being due and payable immediately.
 - (6) A person required to pay a development charge referred to in clause (1) or (2) may pay the charge before it is otherwise payable even in absence of an agreement under Section 27 of the Act, provided the building permit has been issued.
 - (7) Council may, and at any time, enter into agreements providing for all or any part of a development charge to be paid before in after it would otherwise be payable, in accordance with Section 27 of the Act.
 - (8) 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.
 - (9) Where any unpaid development charges are collected as taxes under subsection (8), the monies so collected shall be credited to the development charge reserve funds referred to in Section 24.

RESERVE FUNDS

24. Monies received from payment of development charges under this By-law shall be maintained in separate reserve funds as per the services set out in Schedule "A" and shall be used only to meet the growth-related net capital

costs for the development charges provided for under this By-law are levied.

BY-LAW AMENDMENT OR APPEAL

25. Where this By-law or any development charge prescribed thereunder is amended or repealed either by order of the Ontario Land Tribunal or by resolution of the Municipal Council, the Municipal Treasurer shall calculate forthwith the amount of any overpayment to be refunded as a result of said amendment or repeal.
26. Refunds that are required to be paid under Section 25 shall be paid with interest to be calculated as follows:
- (1) Interest shall be calculated from the date on which the overpayment was collected to the date on which the refund is paid;
 - (2) The Bank of Canada interest rate in effect on the date of enactment of this By-law shall be used.
 - (3) Refunds that are required to be paid under subsection (1) shall include the interest owed under this Section.

FRONT ENDING AGREEMENTS

27. Council may, from time to time and at any time, enter into a Front Ending Agreement as authorized by Section 44 of the Act.

COMPLAINTS ABOUT DEVELOPMENT CHARGES

28. An owner may complain in writing to the Council in respect of the development charge imposed by the municipality that,
- (1) the amount of the development charge was incorrectly determined;
 - (2) whether a credit is available to be used against the development charge, or the amount of the credit or the service with respect to which the credit was given, was incorrectly determined; and
 - (3) there was an error in the application of this By-law.

When Complaint to be Made

- (4) A complaint may not be made under Section 28 later than ninety (90) days after the day the development charge, or any part of it, is payable.

Particulars of Complaint

- (5) The complaint must be in writing, must state the complainant's name, the address where notices can be given to the complainant and the reasons for the complaint.

Hearing

- (6) The Council shall hold a hearing into the complaint and shall give the complainant an opportunity to make representations at the hearing.

Notice of Hearing

- (7) The Clerk of the Municipality shall mail a notice of the hearing to the complainant at least fourteen (14) days before the hearing.

Determination by Council

- (8) After hearing the evidence and submissions of the complainant, the Council shall as soon as practicable make a recommendation on the merits of the complaint and Council may,
 - i. dismiss the complaint; or
 - ii. rectify any incorrect determination or error that was the subject of the complaint.

Notice of Decision

- (9) The Clerk of the Municipality shall mail to the complainant a notice of the Council's decision, and of the last day for appealing the decision, which shall be the day that is forty (40) days after the day the decision is made. The notice required under this Section must be mailed not later than twenty (20) days after the day the Council's decision is made.

GRANTS-IN-LIEU OF DEVELOPMENT CHARGES

29. Council may by motion consider a grant-in-lieu out of general municipal funds of all or a portion of the development charges where they are onerous given the nature of the development proposed or as an economic development incentive.

BY-LAW INDEXING

30. The development charges set out in Schedule "B" of this By-law may be adjusted annually as of January 1, without amendment to this By-law, in accordance with the third quarter of the prescribed London series index in the Act.

SEVERABILITY

31. 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

32. The headings inserted in this By-law are for convenience of reference only and shall not affect the construction of interpretation of this By-law.

BY-LAW REGISTRATION

33. A certified copy of this By-law may be registered on title to any land to which this By-law applies.

BY-LAW ADMINISTRATION

34. This By-law shall be administered by the Municipal Council.

SCHEDULES TO THE BY-LAW

35. The following Schedules form an integral part of this By-law:

- Schedule "A" - Schedule of Municipal Services
- Schedule "B" - Schedule of Development Charges
- Schedule "C" - Schedule of Service Areas

DATE BY-LAW EFFECTIVE

- 36. This By-law shall come into force and effect on the day following the day of its approval by Council.
- 37. The previous Development Charges By-law "By-law Number 98 of 2021" is hereby repealed.

SHORT TITLE

- 38. This By-law may be cited as the "Plympton-Wyoming Development Charge By-law."

TERM OF BY-LAW

- 39. This By-law shall continue in force and effect for a term not to exceed ten (10) years from the date of its coming into force, unless it is repealed at an earlier date by subsequent by-law.

All previous Development Charge By-laws of the Municipality are hereby repealed.

Read and passed by the Council this Xth day of MONTH, 2026.

CLERK –

MAYOR –

**TOWN OF PLYMPTON-WYOMING
BY-LAW NUMBER X of 2026**

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SCHEDULE A

DESIGNATED MUNICIPAL SERVICES UNDER THIS BY-LAW

Municipal-Wide D.C. Eligible Services:

Fire Services
Parks and Recreation Services
Public Works – Fleet and Facilities
Administration – Studies
Roads
Land Acquisition

Wyoming Service Area

Water Services
Wastewater Services

Plympton-Lakeshore

Wastewater Services

Plympton-Lakeshore Townsend Line Area

Water Services

**TOWN OF PLYMPTON-WYOMING
BY-LAW NUMBER X of 2026**

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SCHEDULE B

SCHEDULE OF DEVELOPMENT CHARGES

Service Area and Service Category	Single & Semi Detached Unit (per unit)	Multi Unit (per unit)	Apartment and Special Care/Special Dwelling Unit (per unit)	Non-Residential (per sqft)
Municipal-Wide Administration	50.00	38.00	26.00	0.02
Municipal-Wide Fire	2,207.00	1,678.00	1,141.00	1.02
Municipal-Wide Parks & Recreation	4,255.00	3,236.00	2,200.00	0.00
Municipal-Wide Public Works	3,235.00	2,460.00	1,673.00	1.49
Municipal-Wide Roads	14,205.00	10,802.00	7,345.00	6.55
Municipal-Wide Land Acquisition	108.00	82.00	56.00	0.05
Municipal Wide Total	24,060.00	18,296.00	12,441.00	9.13
Wyoming Water	1,123.00	854.00	581.00	0.39
Wyoming Wastewater	1,297.00	986.00	670.00	3.05
Wyoming Total (including Municipal Wide)	26,480.00	20,136.00	13,692.00	12.57
Plympton-Lakeshore Wastewater	3,380.00	2,570.00	1,747.60	10.14
Plympton-Lakeshore (including Municipal Wide)	27,440.00	20,866.00	14,188.60	19.27
Plympton-Lakeshore -Townsend Line Area Water	9,523.00	7,242.00	4,925.00	1.02
Plympton-Lakeshore – Townsend Line Area (including Municipal-Wide and Plympton-Wastewater)	36,963.00	28,108.00	19,113.60	20.29

**TOWN OF PLYMPTON-WYOMING
BY-LAW NUMBER X of 2026**

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SCHEDULE C – SERVICE AREA MAPS

Report To: Mayor & Members of Council
Approved by: Erin Kwarciak, Clerk
CC: Committee of Adjustment
From: Adam Sobanski, Chief Administrative Officer
Department: Corporate Services
From: Will Davidson, Fire Chief
Department: Fire & Emergency Services
Date: June 16, 2026
Re: Private and Semi Private Road Maintenance Considerations

RECOMMENDATION:

That the report by Adam Sobanski, Chief Administrative Officer, and Will Davidson, Director of Emergency Services / Fire Chief, dated June 16, 2026, regarding Private and Semi Private Road Maintenance Considerations be received.

BACKGROUND INFORMATION:

On January 13, 2026, the Committee of Adjustment received Consent Application B-03/25 regarding a proposed severance at 4933 Edith Lane owned by Southside Construction. The proposed severance would create a new lot on the private road of Edith Lane. The Town's Official Plan generally prohibits creating new lots on private roads, however, as 4933 Edith Lane is comprised of two lots from the original registered plan, it was permissible as it was considered "technical" severance as the second lot had previously existed. The application was approved by the committee. Condition 3 was of note and stated: *"That the Owner install individual accesses for both the severed and retained parcels that are appropriately located and constructed to the satisfaction of the Town of Plympton-Wyoming Public Works Department. Written confirmation from the Hillsboro Beach Association shall be provided stating that the roads are maintained year-round."* For Council's reference, staff have linked the [meeting minutes](#) of the January 13, 2026, Committee of Adjustment Meeting and the [staff report](#) relating to application B-03/25.

In April 2026, the Town was contacted by Southside Construction and the Hillsboro Beach Homeowner Association regarding condition 3. The Homeowner Association could not provide the noted letter as they have not historically provided winter maintenance to the roads within the private subdivision, as it has been the responsibility of the individual property owner who attends their property during the winter. Southside felt the Town should intervene due to the provisions of the [Occupiers Liability Act](#) which has been linked for Council's reference.

Staff met multiple times in April through May with both parties and the Town's Chief Building Officials, and Fire Chief to discuss the matter. It was noted that the Town cannot enforce the provisions of the Occupiers Liability Act as it states that the *"Act applies in place of the rules of the common law that determine the care that the occupier of premises at common law is required to show for the purpose*

of determining the occupier's liability in law in respect of dangers to persons entering on the premises or the property brought on the premises by those persons".

There are provision under the Ontario Fire Code and Road Access Act, that together, suggest that property owners are responsible for ensuring that private access routes remain accessible for emergency and essential service vehicles at all times, including during winter conditions. Even when considering those provisions, Town cannot oblige the Hillsboro Beach Homeowners association to provide a letter to Southside Construction confirming they will provide winter maintenance. It is a private matter between the homeowners within the private subdivision and it is their shared responsibility to meet applicable legislation. Therefore, unless Southside and the homeowner association were to come to some form of an agreement, Southside would be unable to satisfy condition 3.

As Southside feels they cannot reasonably meet condition 3, they have submitted a request to the Committee of Adjustment to have the condition removed. Southside's request will be heard by the Committee on July 14, 2026. A copy of this report will be provided to the Committee for their consideration.

DISCUSSION:

Having the matter come forward highlighted the fact that there is no standard process to ensure that essential and emergency services have unobstructed access to properties on private or semi private roads. The uncertainty regarding winter access creates a safety concern for the public, the Town's Firefighters and the Town's other essential service providers.

To address those safety concerns and to ensure private road owners and homeowner associations understand their responsibilities, the attached draft letter was prepared. The letter will be sent out this summer to allow time for the recipients to discuss the matter with their fellow property owners before winter. Town staff will work with the affected properties to ensure they understand their responsibilities and will provide guidance where prudent to do so.

POLICY IMPLICATIONS:

With the increasing risk of liability and number of law suits growing in Ontario, numerous private road owners and semi private road homeowner associations may consider approaching the Town to enter into a limited service agreement or assume the roadways.

Limited service agreements have been utilized on a number of private roadways in the last decade. Typically, the agreements are only entered into on semi private roads as the Town is legally the owner and therefore has increased exposure to risk and liability to the Town.

In the past, the Town has required private or semi private roads to be upgraded to a semi urban standard, at the property owners cost, before it's being assumed. Staff recommend continuing this practice to ensure the that assumption of roads remains equitable for the community as a whole.

ATTACHMENTS:

[2026 06 16 Private Road Letter to Residents - DRAFT](#)

Priority Level: BRONZE

Commit to Responsible Governance

- Ensure transparency and accountability in our actions and processes



June 16, 2026

Re: Maintenance of Private Roads

Dear Property Owner,

The Town of Plympton-Wyoming would like to remind all residents whose properties are accessed by private roads, of the importance of maintaining safe, reliable access for emergency response and essential services vehicles, particularly during the winter season.

Fire Protection and Prevention Act, 1997 (FPPA) establishes that municipalities must provide fire protection services and enforce fire safety requirements within their jurisdiction and the Ontario Fire Code (O. Reg. 213/07 (as amended)) places responsibility for fire safety compliance on the owner or occupant of a property, unless otherwise specified.

The Fire Code further requires that all emergency access routes be maintained so they are immediately ready for use at all times and remain free of obstructions.

Additionally, the Road Access Act (R.S.O. 1990) recognizes private access roads as essential routes to properties and prohibits the placement or maintenance of barriers that obstruct access to those properties.

Taken together, these requirements mean that property owners are responsible for ensuring that private access routes remain accessible for emergency and essential service vehicles at all times, including during winter conditions.

To support emergency response, public safety, and access to essential services, the Town requires that private access routes be maintained to a condition that allows safe entry by fire apparatus, ambulances, and other emergency vehicles.

At a minimum, this includes:

- Snow and ice removal to prevent obstruction of the roadway.
- Maintaining the roadway in a passable condition following winter events.
- Ensuring the road surface can support the weight of emergency vehicles.
- Keeping the travel path free of parked vehicles, snowbanks, or other obstructions.
- Ensuring adequate clearance width and height for emergency apparatus.
- Maintaining access to driveways, structures, and firefighting infrastructure (e.g., hydrants where applicable).



Failure to maintain a private road may result in:

- Delayed emergency response times, which can place occupants and firefighters at increased risk.
- Reduced ability to provide effective fire suppression or medical care.
- Limitations on the type or size of emergency apparatus that can safely enter a property.
- Disruption to the delivery of essential services
- Direct liability exposure.
- Insurance liability, including reduced coverage.

Where private roads are shared among multiple property owners, the Town encourages residents to:

- Establish clear agreements for winter maintenance responsibilities.
- Coordinate snow removal services to ensure consistent and timely clearing.
- Ensure that maintenance activities do not unintentionally create new obstructions.

Private roads are not maintained by the Town unless specifically assumed as municipal infrastructure. As such, the responsibility for winter maintenance remains with property owners or private road associations.

Maintaining safe and accessible private roads is a critical component of community safety. Your cooperation ensures that emergency responders can reach your property and your neighbours, without delay.

If you have any questions regarding emergency and essential services access requirements, please contact the Town of Plympton-Wyoming at 519-845-3939.

Thank you for your attention to this important safety matter.

Sincerely,

A handwritten signature in black ink, appearing to be 'AS'.

Adam Sobanski, CET., GDPA.
Chief Administrative Officer
Town of Plympton-Wyoming

A handwritten signature in black ink, appearing to be 'Will D'.

William Davidson, CMM III, CFEI
Director of Emergency Services / Fire Chief
Plympton-Wyoming Fire Dept.

Report To: Mayor & Members of Council
Approved by: Norma Roddick-Preece, Treasurer/Deputy CAO
From: Adam Sobanski, Chief Administrative Officer
Department: Corporate Services
Date: June 22, 2026
Re: Community Improvement Plan Update - Proposal for Consulting Services

RECOMMENDATION:

That the report prepared by Adam Sobanski, Chief Administrative Officer, dated June 22, 2026, regarding the Community Improvement Plan Update - Proposal for Consulting Services, be received, and that Council endorses contracting B.M. Ross and Associates Limited to update the Community Improvement Plan and utilizing unused budgeted funds from the Economic Development Strategy to help fund the update if the Town's grant application is unsuccessful.

BACKGROUND INFORMATION:

The Rural Ontario Development (ROD) Program has replaced and expanded the former RED Program, providing funding to support rural communities in building economic capacity, attracting and retaining businesses and investments, addressing workforce challenges, strengthening partnerships, and improving key community assets. The program is open to municipalities, Indigenous communities, and non-profits, with funding streams focused on economic development planning, implementation of growth initiatives, workforce attraction and retention, community capacity building, and infrastructure improvements that support local economic development.

The Town's initial application to intake 1 of the program was to assist with development of an Economic Development Strategy. The Town's application was successful and development of the strategy is underway. The original budget for the strategy was \$40,000.00 with 50% being paid through ROD. The Town's consultant has agreed to a fee of \$19,232.64 with net HST for the project.

Updating the Town's Community Improvement Plan (CIP) is a 2023–2027 Strategic Plan priority, with completion targeted for 2026. The existing CIP has successfully supported revitalization in Wyoming's downtown through façade improvements, but no similar program exists for other businesses in Town. Expanding the CIP area and enhancing grant offerings is expected to encourage investments, support existing businesses, and attract new economic development opportunities. Funding for the update was endorsed in the 2026 budget, (\$40,000.00 with 50% from intake 2 of a ROD grant). An application to update the CIP was submitted in February.

Staff have been working with the local Member of Provincial Parliament, Bob Bailey, and his staff to determine if the Town's application will be successful and when announcements will be made. It has been suggested that successful applicants may be informed in August.

As August does not leave significant time to ensure the CIP update is carried out in 2026, staff feel it is important to assign a consultant to the project prior to the projected ROD Grant announcement late in the summer.

DISCUSSION:

As BM Ross has provided the Town with planning and engineering services in the past, they were asked to develop a proposal to update the CIP. The initial version of the proposal was near the budgeted amount. Once it became clear that updating the CIP would need to move forward prior to receiving confirmation that the Town's application to intake 2 ROD program was successful, staff met with BM Ross to amend the scope of the proposal to search for cost savings.

Given the completeness of the current CIP, BM Ross felt that it would be appropriate to keep much of the existing CIP in tack and concentrate the update on enlarging the improvement areas and the scope of the potential grants. Additionally, much of the information being gathered from the public consultation is currently being carried out for the Economic Development Strategy, and would be used in full and therefore the scope of the CIP update consultation could be streamlined. The updated proposed fee provided by BM Ross on June 18, 2026 is \$30,000.00 without HST.

Due to tight timelines and the quality of the work provided by BM Ross in the past, staff only obtained a proposal from BM Ross to update the CIP. As per schedule D of the procurement policy, by-law 79 of 2025, professional and special services are exempt from the standard procurement process.

FINANCIAL IMPACT:

The proposed professional fees of the **Economic Development Strategy** is \$19,232.64 with net HST. The Town budgeted \$20,000.00 without the grant to facilitate the strategy. Staff project the final cost of the project will be around \$20,000.00, of which the ROD grant will cover \$10,000.00, leaving a potential unused balance of \$10,000.00.

Without a grant, the Town budgeted \$20,000.00 to update the **CIP**. The current projected professional fees are \$30,528.00 with net HST. To ensure the CIP is updated by the end of 2026, staff recommend awarding the project to BM Ross.

If the Town's application for the CIP is not successful, the remaining funds allocated for the Economic Development Strategy can be re-allocated to assist in funding the CIP update.

ALTERNATIVES:

There are alternatives for Council to consider. If Council wishes, staff could be directed to utilize a competitive process to procure the noted services. A Request for Proposal (RFP), could be prepared and issued. It is less likely the CIP would be completed for 2026 if a competitive RFP process is utilized. Council could also direct staff to obtain directly negotiated proposals from other service providers, such as Townhall Consulting, who is developing the Economic Development Strategy or another qualified consultant.

Council could also direct staff to hold the project until the Town is informed if the Town's ROD intake 2 application was successful.

Priority Level: GOLD

Invest in Economic Development

- Invest in commercial and industrial infrastructure
- Generate incentives for business, e.g., tax incentives
- Kick-start economic development
- Encourage commercial investments to diversify our tax base

Priority Level: SILVER

Prioritize Fiscal Responsibility

- Proactively seek out additional creative grant funding

Report To: Mayor & Members of Council
Approved by: Adam Sobanski, Chief Administrative Officer
From: Maria Cossa-Rossi, Senior Planner
Department: Corporate Services / Planning
Date: June 23, 2026
Re: By-law 64 of 2026 - Phase 1 Waterside Estates Subdivision Infrastructure Assumption
38T-19004 - Longo Holdings Inc.

RECOMMENDATION:

That the report by Maria Cossa-Rossi, Senior Planner, dated June 22, 2026, regarding the assumption of all municipal works, services, and infrastructure on the applicable road allowances within Phase 1 of the Waterside Estates Subdivision be received, and that By-law 64 of 2026 be taken as having been read three times and finally passed and that the Mayor and Clerk be authorized to sign the said by-law accordingly.

BACKGROUND INFORMATION:

This By-law pertains to the assumption of municipal works, services and infrastructure for forty-four (44) lots within Phase 1 of the Waterside Estates Subdivision. While the original Subdivision Agreement with the Town and Longo Holdings Inc. was executed on February 14, 2022, under By-law 12 of 2022, for a total of one hundred and four (104) lots, the current assumption applies only to the forty-four (44) lots comprising Phase 1 of the development. The agreement requires Longo Holdings Inc. to complete upgrades and improvements to road allowances and installation of sidewalk to standards satisfactory to the Town.

DISCUSSION:

In accordance with the Subdivision Agreement, all applicable water and sanitary sewer frontage fees associated with the forty-four (44) lots have been paid. Road improvement fees and parkland dedication fees required for this phase have also been satisfied. The Town has further received confirmation that no liens are registered against the lands proposed for assumption. Written confirmation has been provided by both the subdivider's consulting engineer, R. Dobbin Engineering, and the Town's Engineering Coordinator indicating that the majority of outstanding deficiencies have been addressed. Based on these reviews, the completed municipal works are considered to be in general compliance with the Town of Plympton-Wyoming's engineering standards and specifications and are suitable for municipal assumption.

"As-constructed" drawings for the infrastructure works have been submitted, and the Town's Engineering Coordinator has issued the Certificate of Final Completion (attached).

Two (2) outstanding items remain to be completed, as outlined below. It is recommended that the existing Letter of Credit be reduced from \$630,821.00 to \$90,450.00 until these items are completed to the Town of Plympton-Wyoming's satisfaction:

- **Boulevard Trees:** Install 41 boulevard trees on the remaining vacant lots. The Town will hold \$18,450.00 as security for the trees to be planted within two (2) years of assumption.
- **Concrete Sidewalk:** Install 406 metres of concrete sidewalk along Shoreside Drive. The Town will hold \$72,000.00 as security. The sidewalk will be installed as the vacant lots are developed. If the lots are not developed within two (2) years of assumption, the remaining sidewalk will be installed in its entirety.

ATTACHMENTS:

[By-law 64 of 2026 - Phase 1 Waterside Estates Subdivision Assumption](#)

[Phase 1 for 44 Lots - Assumption letter - Waterside Estates](#)

[Dobbin Engineering - Waterside Estates Development Two Year Maintenance General Conformance Letter](#)

CORPORATION OF THE TOWN OF PLYMPTON-WYOMING

BY-LAW Number 64 of 2026

**Being a By-law to assume municipal works, services and infrastructure within
Phase 1 of the Waterside Estates Subdivision, delineated on
Registered Plan 25M-91, as shown on Schedule "A" of this By-law**

WHEREAS Longo Holdings Inc. entered into a Subdivision Agreement with the Town of Plympton-Wyoming on February 14, 2022, for the development of the Waterside Estates Subdivision, comprising 104 residential lots;

AND WHEREAS Phase 1 of the subdivision, consisting of 44 lots, includes municipal works, services, and infrastructure located within the road allowances shown on Registered Plan 25M-91 and identified on Schedule "A" attached hereto;

AND WHEREAS Longo Holdings Inc. represents that that all works, services, and infrastructure required under the Subdivision Agreement for Phase 1, insofar as they relate to the road allowances proposed for assumption, have been completed to the satisfaction of the Town and in accordance with the provisions of the said Agreement and applicable municipal standards and requirements;

AND WHEREAS the Municipal Engineer has certified that the said works, services, and infrastructure have been constructed and installed in accordance with the approved plans, specifications, and municipal requirements, and are suitable for assumption by the Town;

NOW THEREFORE the Council of the Corporation of the Town of Plympton-Wyoming enacts as follows:

1. **THAT** Schedule "A", attached hereto, is hereby declared to form part of this By-law.
2. **THAT** the municipal works, services, and infrastructure located within the road allowances shown on Registered Plan 25M-91 and delineated on Schedule "A" to this By-law, are hereby assumed by the Corporation of the Town of Plympton-Wyoming for public use without prejudice to the Corporation's rights and privileges under the said Agreement.

READ a first, second and third time and finally passed this 29th day of June 2026.

Mayor – Gary L. Atkinson

Clerk – Erin Kwarciak



June 23, 2026

Maria Cossa-Rossi,
Senior Planner
County of Lambton
789 Broadway St. Wyoming, ON N0N 1T0

RE: Recommendation for Assumption – Waterside Estates Subdivision

Dear Maria,

I have been advised by R. Dobbin Engineering that the servicing works for the Waterside Estates Subdivision have been completed in conformity with the approved plans, and that all deficiencies have been satisfactorily rectified, with the exception of the items noted below.

The works were supervised and certified by R. Dobbin Engineering, and site inspections were conducted throughout construction. Inspection videos of the sewers and the as-constructed drawings have also been provided. Based on my inspections, a review of the sewer videos, and in accordance with the Subdivision Agreement, it is my opinion that the roads and services have been constructed and installed in accordance with municipal and OPS requirements, and are in suitable condition for assumption by the Municipality.

The following two items remain to be completed:

- Boulevard Trees: Install 41 boulevard trees on the remaining vacant lots. The Town will hold \$18,450.00 as security for the trees to be planted within two years of assumption.
- Concrete Sidewalk: Install 406 meters of concrete sidewalk along Shoreside Drive. The Town will hold \$72,000.00 as security. The sidewalk will be installed as the vacant lots are developed. If the lots are not developed within two years of assumption, the remaining sidewalk will be installed in its entirety.

Based on the remaining work, I recommend a reduction of the existing Letter of Credit from its current value of \$630,821.00 to \$90,450.00 at this time.

In my opinion, there are no further outstanding issues affecting this development. I recommend that the subdivision be assumed as stipulated in the Subdivision Agreement.

Sincerely,

Josh Booth
Josh Booth, C.Tech.
Engineering Coordinator

The Corporation of the Town of Plympton-Wyoming
P.O. Box 250, 546 Niagara Street, Wyoming Ontario N0N 1T0
Tel: 519-845-3939 Ontario Toll Free: -877-313-3939
www.plympton-wyoming.com



4218 Oil Heritage Road, P.O. Box 1928
Petrolia, Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233
www.dobbineng.com

June 22, 2026

Town of Plympton-Wyoming
546 Niagara Street, Box 250
Wyoming, Ontario
N0N 1T0

Attention: Mr. Josh Booth C. Tech, Engineering Coordinator

Re: Waterside Estates Phase 1 – Certificate of General Conformance

The 2-Year maintenance period for the Waterside Estates Development has expired.

In preparation for the final acceptance by the Town of Plympton-Wyoming, the storm and sanitary sewers were cleaned and video inspected, and all the deficiencies have been ratified.

An inspection of the base course asphalt and curb & gutter was completed by R. Dobbin Engineering and the Town of Plympton-Wyoming. All noted deficiencies were completed and the surface course of Asphalt was laid in June of 2026, completing the requirements of the Subdivision Agreement.

The as-built record drawings were provided to the Town in digital format.

R. Dobbin Engineering staff were on site to provide construction review for the deficiency repairs, curb replacement and surface asphalt paving. The Geotechnical Consultant, WSP, sampled and tested the hot mix asphalt and the Marshall Compliance and compaction reports were provided to the Town in digital formation by R. Dobbin Engineering.

A final visual inspection of the development was completed R. Dobbin Engineering and the Town and the following list of deficiencies was noted.

Item No.	Item Description	Estimated Completion	Estimated Cost
1	Install trees on all vacant lots	Up to 2 Years post Assumption	\$18,450
2	Concrete Sidewalk along Shoreside Drive (Approximately 406m)	Up to 2 Years post Assumption	\$72,000

Based on our review, R. Dobbin Engineering is of the opinion that the work has been completed in general compliance with the Town of Plympton-Wyoming Standards and the approved drawings and specifications.

Therefore, on behalf of the Developer, Longo Holdings Inc., we request that the maintenance period be concluded and that an assumption By-Law be passed at the next available Town of Plympton-Wyoming Council meeting to accept Phase 1 of the subdivision.

We also request that the Town of Plympton-Wyoming issue a cheque for the reduction of the existing Letter of Credit from the current value to a value of \$90,450 at this time.

We trust that this is satisfactory. If you have any questions or require any additional information, please contact the undersigned.

Yours truly,

A handwritten signature in black ink, appearing to read "Josh", written in a cursive style.

Josh Warner, P. Eng.



**NOTICE OF PUBLIC HEARING
TOWN OF PLYMPTON-WYOMING
COMMITTEE OF ADJUSTMENT**

CONSENT APPLICATION No: B-01/26

TAKE NOTICE THAT an application has been made by Carl and Renee Kongas, (Carl Kongas as Agent), with respect to the property known as:

**PLAN 762 LOT 2
Town of Plympton-Wyoming**

The applicant is requesting consent to sever approximately 141.6 square metres (1,523.8 square feet) from the lot municipally known as 3571 Queen Street for the purpose of a lot line adjustment in favour of the adjacent property. The retained lot is proposed to be approximately 1,751.7 square metres (18,854.8 square feet). Both properties are zoned Residential-5 (R5) in the Town of Plympton-Wyoming Zoning By-law 97 of 2003.

AND FURTHER TAKE NOTICE that the public hearing is scheduled for:

5:30 P.M., June 9th, 2026

in the Council Chambers at 546 Niagara Street, Wyoming, Ontario

OR

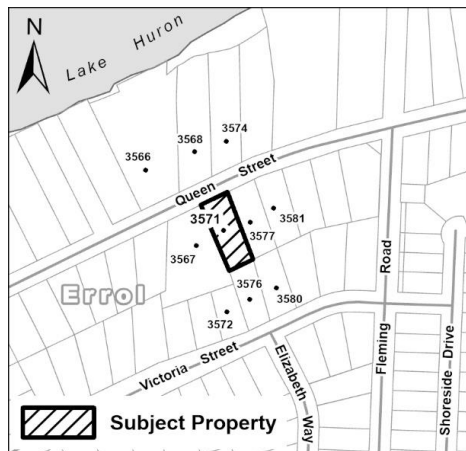
The meeting will be streamed live and recorded for public viewing on the Town's YouTube page using the following link: www.youtube.com/@townofplymptonwyoming/streams

Applicants, proponents, and delegates must make a request to dgould-brown@plympton-wyoming.ca to receive instructions on how to attend a meeting virtually as a participant.

You are entitled to be part of this public hearing to express your views about this application or you may be represented by Counsel for that purpose. The following are options for your participation:

- letter sent via post mail to the address below;
- drop off a letter in the dropbox at the office (address below);
- e-mail the Secretary-Treasurer, Dianne Gould-Brown, at dgould-brown@plympton-wyoming.ca;
- address the Committee directly by informing the Secretary-Treasurer, Dianne Gould-Brown, by 12:00 p.m. (noon) on June 9th, 2026, for instructions.

If you are aware of any persons interested or affected by this application who have not received a copy of this notice, it would be appreciated if you would so inform them. **Signed, written submissions** regarding the application will be accepted by the Secretary-Treasurer prior to or during the hearing of the application at the address below and shall be available to any interested person for inspection. **Please note** that comments and opinions submitted on these matters, including the originator's name and address, become part of the public record and may be viewed by the general public and may be published in a Planning Report, Committee Agenda or Committee Minutes. If you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed consent, you must make a written request to the Secretary-Treasurer, Dianne Gould-Brown. If a person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed consent does not make written submissions to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal.



Additional copies of this notice or further information regarding the application is available to the public for inspection at the Town office, Town of Plympton-Wyoming, 546 Niagara Street, Wyoming, Ontario N0N 1T0 during general office hours (8:30am-4:30pm Monday-Friday, excluding holidays).

Dated this 25th day of May 2026
Dianne Gould-Brown
Secretary-Treasurer,
Committee of Adjustment
Town of Plympton-Wyoming
546 Niagara St. PO Box 250,
Wyoming, ON N0N 1T0
(519) 845-3939 dgould-brown@plympton-wyoming.ca



CONSENT DECISION
TOWN OF PLYMPTON-WYOMING
COMMITTEE OF ADJUSTMENT
(The Planning Act, 1990)

File No.: B-01/26

Application by: Carl and Renee Kongas

For Property at: **3571 Queen Street**
PLAN 762 LOT 2
Town of Plympton-Wyoming

The applicant is seeking approval to sever approximately 139.9 square metres (1,505.9 square feet) from the lot municipally known as 3571 Queen Street for the purpose of a lot line adjustment in favour of the adjacent property. The retained lot will comprise approximately 1,743.2 square metres (18,763.2 square feet). Both properties are zoned Residential-5 (R5) in the Town of Plympton-Wyoming Zoning By-law 97 of 2003.

DECISION: That Consent B-01/26 be granted subject to the following conditions:

CONDITIONS:

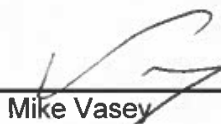
1. The severed lands are deeded in the same name and interest as the lands to which they are being added, and that Section 50(3) of the Planning Act applies to any future conveyances or transactions.
2. Certified lot grading plan for both the retained and severed parcel be submitted and approved to the satisfaction of the Town of Plympton-Wyoming.
3. A copy of the final R.D. Plan or survey be submitted to the Town of Plympton-Wyoming.
4. A copy of the deed and survey must be submitted to the Secretary-Treasurer in a form suitable for registration.
5. The conditions must be met, and the survey and deed be presented within two (2) years from the date of the decision, or the consent will lapse.


REASONS:


The proposed severance is consistent with the Provincial Planning Statement (PPS 2024), as well as the County of Lambton and Town of Plympton-Wyoming Official Plans. The proposed lot complies with the requirements of the Residential 5 (R5) zone in the Town of Plympton-Wyoming Zoning By-law 97 of 2003.

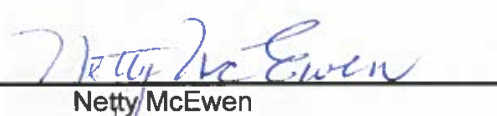
Members concurring in the above ruling:


Les Goldhawk


Mike Vasey


Bruce Moulton


Jennifer Turk


Netty McEwen

Con't

B-01/26 page 2

I, Dianne Gould-Brown, Secretary-Treasurer of the Committee of Adjustment for the Town of Plympton-Wyoming certify that the above is a true copy of the decision of the Committee with respect to the application recorded therein.

Dated this 9th day of June 2026



Dianne Gould-Brown
Secretary-Treasurer
Committee of Adjustment
Town of Plympton-Wyoming
P.O. Box 250, Wyoming, ON N0N 1T0

**NOTE: THE LAST DAY OF APPEAL OF THE ABOVE DECISION IS THE
29th DAY OF June 2026.**



**THE CORPORATION OF THE TOWN OF PLYMPTON-WYOMING
SITE PLAN AGREEMENT**

THIS AGREEMENT made in triplicate this 26th day of May 2026

BETWEEN

Paresh AshwinThakkar
Hereinafter called the "Owner"
Of the First Part

-and-

The Corporation of the Town of Plympton-Wyoming
(Hereinafter called the "Town")
Of the Second Part

WHEREAS the Town has enacted a Site Plan Control Area By-law pursuant to the provisions of Section 41 of the Planning Act, R.S.O. 1990;

AND WHEREAS Section 41 of the Planning Act requires the Owner to:

- a) submit development plans to the Town for approval under Section 41(4) of the Planning Act, and
- b) authorizes the Town to require the Owner to enter into an Agreement respecting the provision of the services and the approval of the plans and drawings under Section 41(7) of the Act;

AND WHEREAS the Owner represents and warrants that they intend to develop lands described in Schedule "A" to this Agreement (hereinafter called the "Lands");

AND WHEREAS the Owner of the Said lands has submitted plans to the Town for approval in accordance with subsection (4) of the said Section 41;

NOW THEREFORE the parties hereto agree as follows:

1. The following Schedules are hereby declared to form part of this Agreement and are attached hereto:

<u>Schedule</u>	<u>Description</u>
"A"	being a legal description of the land affected hereinafter referred to as the "Lands".
"B"	being a set of plans, showing the location of the existing features on the "Lands" and the plans showing the new facilities, works and matters to be provided on the "Lands" hereinafter referred to as the "Site Plan".
"C"	being the Cost Estimate.
"D"	being the Letter of Credit Template.

2. The attached Schedules are approved by the Town subject to the following conditions:

a) GENERAL

- i) The Owner hereby agrees that the development shall be carried out and completed in accordance with the attached Schedules, subject to minor alteration or variation that has received approval of the Public Works Director. Any item or feature which is not specifically

shown on the Schedules or described in the Agreement may be deemed to be prohibited and may only be permitted through an amendment to this Agreement.

b) DETACHED ACCESSORY BUILDING

- i) The detached accessory building proposed for use in connection with the catering business and cooking classes shall be constructed in accordance with the plans and specifications set out in Schedule B, and shall comply with the Ontario Building Code, and to the satisfaction of the Town.

c) PARKING

- i) All parking spaces, parking space signage, and tactile indicator shall be provided in accordance with Schedule B. Each parking space shall have minimum dimensions of 3.0 metres (9.8 feet) in width and 5.5 metres (18.0 feet) in length, except for the barrier-free parking space, which shall have minimum dimensions of 4.5 metres in width and 5.5 metres in length.
- ii) The sidewalk shall be provided in accordance with Schedule B.
- iii) The parking area and driveway shall be maintained with a hard surface that is treated to prevent the raising of dust or loose particles to the satisfaction of the Town.

d) FIRE ACCESS

- i) The Owner shall keep all entrances unobstructed as a fire access route and shall satisfy any other requirements per the Fire Code and to the satisfaction of the Fire Department at the Owners expense.

e) LANDSCAPING

- i) No landscaping shall be installed on the road allowance of the Town without its prior approval.
- ii) No underground sprinkler systems shall be located on the Town's right-of-way.

f) LIGHTING

- i) The Owner shall install and maintain facilities for the lighting, including floodlighting, of the "Lands" or of any building or structures, including signs thereon to the reasonable satisfaction of the Town.
- ii) Any exterior lighting of the building, parking areas or signs shall have its intensity controlled, and shall be directed away from adjacent properties and streets to the reasonable satisfaction of the Town.

g) OPEN STORAGE AND GARBAGE

- i) The Owner hereby agrees that there will be no open storage on the "Lands" unless it is within an area specifically designated for such purposes and shown on Schedule "B", the "Site Plan".
- ii) Waste materials and recyclables shall be stored inside the building so that nuisance does not occur, and to the satisfaction of the Town.
- iii) Waste materials and recyclables generated will be disposed in compliance with the Town's waste collection schedule, standards, and requirements.

h) GRADING AND INSPECTION

- i) The Owner shall provide for the construction and maintenance of site grading as designed, certified and shown in Schedule "B", and as per the Town's standards and specifications.

- ii) Except as provided in the drawings and plans attached as Schedule "B", surface drainage shall be accommodated on the "Lands" and shall not drain onto adjoining property.
- iii) The Owner shall be responsible for ensuring that the development and final grading of the site do not in any way adversely affect the drainage of adjoining properties.
- iv) The Owner agrees to indemnify the Town against any claims that may arise from the development with respect to alterations in the direction, quantity, or quality of surface drainage or storm water.
- v) The preceding does not absolve the Owner or the Owner's consultant of responsibility for being aware of all activities related to this development. Ignorance of on-site activities will be no excuse for variance from the Site Plan, Town specification, or any statute under law, nor for the consultant abdicating responsibility for provision of a letter of certification upon project completion.

3. OCCUPANCY

- a) The Owner shall notify the Town at least one (2) weeks prior to the proposed use or occupancy date of any new building or structure in order to arrange for a site inspection to be conducted.
- b) The Owner and Encumbrancer shall not occupy or use or permit to be occupied or used any new building or structure on the "Lands" before the provisions of this Agreement are complied with.
- c) The Owner hereby authorizes the Town to carry out the completion of any of the provisions of this Agreement and to use the aforementioned security funds for this purpose, if the Owner fails to complete the said work within the time agreed to in writing between the Town and Owner at the time the Owner provides security. Upon completion of the work, any unused balance shall forthwith be returned to the Owner and, should the funds deposited be insufficient, the Owner shall forthwith pay the Town such sum as may be required to make up the total cost of the work. Failure to pay the amount within 30 days after the account has been submitted will result in the cost being added to the tax bill for the "Lands" and collected in like manner as municipal taxes.

4. COMPLETION

If the development proposed in this Agreement is not carried out and completed in accordance with this Agreement within two (2) years of the date of the execution of this Agreement, the Agreement shall lapse, and the Agreement shall be null and void. Any deposits provided to the Town as security for site works shall be retained by the Town.

5. STREET CLEANING

The Owner shall be responsible for cleaning the municipal right-of-way along the streets in the vicinity of the "Lands" to remove all dirt, mud, and debris which, in the opinion of the Town, has been deposited thereon as a result of the construction activities on the "Lands". Such cleaning shall be done at the end of each day, if required, or as otherwise determined by the Town. If the Owner is unable or unwilling to clean the right-of-way to the reasonable satisfaction of the Town, the Owner hereby authorizes the Town to clean the street as required by the Town and the Owner agrees to pay the Town all costs associated with the cleaning operation performed by the Town.

6. OIL HERITAGE ROAD (County Road 30)

The Owner agrees that construction operations (i.e. mobilization/demobilization) shall not utilize the shoulder of Oil Heritage Road (County Road 30) along this frontage during the required works.

7. DEPOSITS, SECURITIES AND PAYMENTS

- a) At the time of execution of this Agreement and per the cost estimates in Schedule "C", the Owner shall deposit with the Town a security in the form of a certified cheque or Letter of Credit equal to \$10,000. A template of the Letter of Credit is included in Schedule D.

- b) The Town shall retain the financial guarantee until such time as a request is made by the Owner to the Town to complete an inspection confirming completion of the site works. Upon successful completion of an inspection by the Town, the Town shall reduce the total amount of the provided financial guarantee by 100% of the security.

7. INDEMNIFICATION

- a) This Agreement and the provisions thereof do not give to any person acquiring any interest in the “Lands” any rights against the Town with respect to the failure to perform any obligations under this Agreement or the failure of the Town to force any such persons to perform any obligations under this Agreement or any negligence of any such persons in the performance of the said obligations.
- b) The Owner covenants that it will indemnify and save harmless the Town from any and all claims, demands, actions and causes of action, whether the same shall be successful or unsuccessful and from all costs to which the Town may be at, suffer, or be put to in respect of any such action, claim or demand in any way arising out of the alleged to arise out of any work, service, operation or thing constructed, installed, repaired, maintained or done or omitted to be done or negligently done by the Owner, its servants, agents, contractors or subcontractors under them, in respect of the said works and services, whether or not the same shall be required to be done under the terms of this Agreement, and including (without limiting the generality of the foregoing) the alteration of any grade or existing level construction, maintenance or repair of any road.

8. REGISTRATION

The Owner hereby acknowledges and agrees that:

- a) Pursuant to subsection (10) of Section 41 of the Planning Act, 1990, the Town will require the registration of this Agreement against the Said lands to which it applies, and the Town is entitled to enforce the provisions hereof against the Owner, and subject to the provisions of the Registry Act and the Land Titles Act, and any and all subsequent Owners of the land.
- b) Pursuant to subsection (11) of Section 41 of the Planning Act, 1990, Section 427 of the Municipal Act applies to any requirements made under all the subclauses of clause 2 hereof and to any other requirements made under this Agreement.
- c) The Owner agrees to pay all costs, legal or otherwise, of the registration of this Agreement on title.

9. CONSTRUCTION

Notwithstanding any of the provisions of this Agreement, the Owner shall be subject to all the by-laws of the Town and shall construct all the work in accordance with the requirements of and the approvals and permits from the Town, the County of Lambton and the Province of Ontario.

10. AMENDMENT

This Agreement may be amended at any time with the consent, in writing, of the Town and the registered Owner of the “Lands”.

- 11. The provisions hereof shall ensure to the benefit of the parties hereof and their heirs, executors, administrators, successors, and assigns.

- 12. Any notices required or permitted to be given pursuant to the terms of this Agreement shall be given:

in the case of notice given
by the Town to:

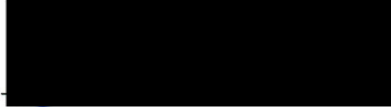
Paresh Thakkar
4496 Michigan Line – RR1
Camlachie ON N0N 1E0

and in the case of notice given
by the Owner, addressed to:

Town of Plympton-Wyoming
546 Niagara St
Wyoming ON N0N 1T0

IN WITNESS WHEREOF the parties hereto have affixed their signatures and Corporate Seals attested to by the hands of their proper officers, duly authorized in that behalf.

SIGNED, SEALED AND DELIVERED



Paresh Ashwin Thakkar,
Owner

**THE CORPORATION OF THE
TOWN OF PLYMPTON-WYOMING**

A handwritten signature in blue ink, appearing to read 'AS', written over a horizontal line.

Adam Sobanski,
Chief Administrative Officer

SCHEDULE A
LEGAL DESCRIPTION OF THE AFFECTED LANDS BY THIS AGREEMENT

ALL AND SINGULAR that certain parcel or tract of land and premises situated, lying and being in the Town of Plympton-Wyoming, in the County of Lambton, and the Province of Ontario, and being composed of CONCESSION 7 PART LOT 15, and municipally known as 4496 Michigan Line in Camlachie.

SCHEDULE B
SITE PLAN

The drawings composing Schedule "B" are attached hereto and for which electronic copies are on file with the Town, being drawings:

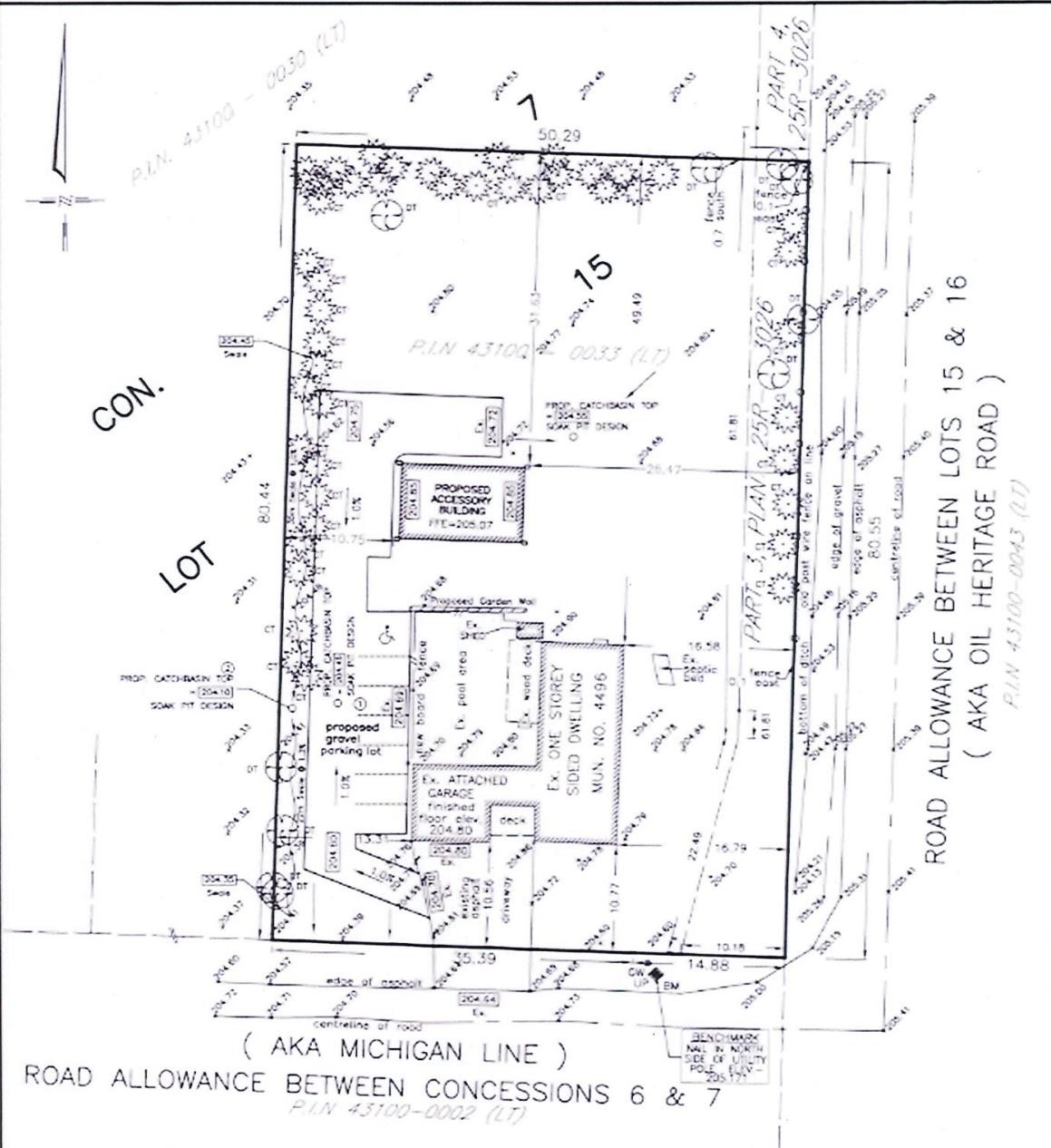
- 2 – Plot/Site Plan, produced by Bayview Design Group, stamped March 30, 2026.
- 1 - Elevations, produced by Bayview Design Group, stamped March 30, 2026.
- PLY-1356 - Certified Lot Grading Plan, produced by Monteith & Sutherland Ltd., stamped March 30, 2026.



Ontario Land Surveyors | Professional Engineers
 801 Upper Canada Drive (519) 542-4300
 Sarnia, ON, N7W 1A3

NOTES:

DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
 ELEVATIONS ARE GEODETIC AND REFERRED TO THE CANADIAN GEODETIC VERTICAL DATUM (CGVD28). BY DIRECT MEASUREMENT TO THE LEICA SMARTNET GNSS NETWORK.
 ON SITE BENCHMARK NAIL IN HYDRO POLE SOUTH OF SUBJECT PROPERTY ALONG MICHIGAN AVENUE HAVING AN ELEVATION OF 205.171m.



CERTIFIED LOT GRADING PLAN
PART OF LOT 15
CONCESSION 7
 Geographic Township of Plympton
TOWN OF PLYMPTON-WYOMING
 COUNTY OF LAMBTON

scale 1:400

9.14.6.1
 THE BUILDING SHALL BE LOCATED ON THE BUILDING SITE GRADED SO THAT THE WATER WILL NOT ACCUMULATE AT OR NEAR THE BUILDING AND WILL NOT ADVERSELY AFFECT ADJACENT PROPERTIES.

LEGEND:

- DW DENOTES CUY WIRE
- UP DENOTES UTILITY POLE
- DT DENOTES DECIDUOUS TREE (NOT TO SCALE)
- CT DENOTES CONIFEROUS TREE (NOT TO SCALE)
- BM DENOTES BENCHMARK
- UP DENOTES UTILITY POLE
- DENOTES PROPOSED SWALE LOCATION
- DENOTES DIRECTION OF FLOW
- DENOTES PROPOSED ELEVATION (m)
- x DENOTES EXISTING ELEVATION (m)

MINIMUM GRADE AT FOUNDATION (FRONT) = 205.00
 MINIMUM GRADE AT FOUNDATION (REAR) = 205.00
 PARKING LOT CATCHBASIN (1) TOP ELEVATION = 204.45
 PARKING LOT CATCHBASIN (2) TOP ELEVATION = 204.10
 PARKING LOT HAS A 1.0% SLOPE TO CATCHBASIN.
 ALL PROPOSED LOT CORNER ELEVATIONS TO MATCH EXISTING UNLESS OTHERWISE SHOWN. CATCH BASIN IS TO BE PER CITY OF SARNIA STANDARD 128-F
 LAVE DOWNSPOUTS TO BE DIRECTED TO STREET OR REARYARD CATCHBASIN.

SURVEYOR'S CERTIFICATE:
 THIS SURVEY WAS COMPLETED ON THE 1st DAY OF APRIL, 2025.
 I HEREBY CERTIFY THAT THE PROPOSED GRADING AND ASPHERICANT DRAINAGE WORKS COMPLY WITH PART 3.1.17.1 AND/OR 9.14.6.1 OF THE ONTARIO BUILDING CODE WITH RESPECT TO GRADING.

March 30, 2026 *Am D.*
 DATE A. DERMEGERDICH
 ONTARIO LAND SURVEYOR

DRAWN BY: C.A.H./C.J.D. FILE NO: **PLY-1356**
 CHECKED BY: RAM
 CAD DATE: 17/02/2026 PLAN FILE NO: **B-1504-2**
 CAD FILE: A000025(PLYMPTON)PLY-1356 GP-3

SCHEDULE C

COST ESTIMATE



ESTIMATE

JW2860
2026-03-23

Bourque Renovations Inc
329 CENTRE STREET,
Petrolia ON N0N1R0
info@bourqueinc.com
519-882-3344

Paresh & Colleen Thakkar
4496 Michigan Line,
Camlachie ON N0N 1E0
chefp@personaltoucheatery.ca
519-464-3991

Accessory Building

SET UP

<i>Description</i>	<i>Total</i>
Set up <ul style="list-style-type: none">• Site review• Locating required utility shut offs	
Supply Ministry Approved Portable Washroom - Delivery Fee	
Supply Ministry Approved Portable Washroom <ul style="list-style-type: none">• Priced per month	
	\$1,840.00

CONCRETE, EXCAVATION & SEPTIC

<i>Description</i>	<i>Total</i>
Excavate and pour new concrete foundations and floor for accessory building <ul style="list-style-type: none">• Concrete foundations as per Bayview Design - Project # 24008 - Jan 9, 2026 drawings• Includes 2" insulation below slab and on interior of foundation	
Lot Drainage <ul style="list-style-type: none">• Supply and install (3) soak pit style drainage pits in locations spec'd on site plan for proper lot drainage• Designed as per city standards (600mm dia. x 1200mm deep soak pit, with (2) 100mm dia x 7m long perforated subdrains draining from each soak pit, all backfilled in 20mm clear gravel)• \$15,000 allowance for materials and excavation	
Strip topsoil for new driveway and parking areas and place gravel	

- 300 tonne allowance of B-gravel
- 300 tonne allowance of A-gravel

Supply and place 600 sqft of exterior concrete sidewalks

Septic System Allowance

- Engineer, supply and install new septic system for Accessory building
- \$35,000 allowance

Additional Trenching and Backfill

- Trenching for water line from house and replacing electrical feeder cable from house
- \$2,000 Allowance

Topsoil, Final Grading and Seeding

- \$3,000 allowance

\$156,250.00

FRAMING/ROUGH CARPENTRY

<i>Description</i>	<i>Total</i>
Framing Package <ul style="list-style-type: none"> • Frame Accessory Building as per • Includes supply and install of all framing materials, roof trusses and exterior ISO Brace Air+ sheathing 	\$23,500.00

PLUMBING

<i>Description</i>	<i>Total</i>
Plumbing <ul style="list-style-type: none"> • Supply and install drains and supply lines to (2) bathrooms and kitchen fixtures • Supply and install accessible vanity (24" Vanico Mini Console vanity), vanity faucet and toilet in Universal Washroom (\$1,600 fixture allowance) • Supply and install vanity (TC 24" solid wood vanity w/ quartz countertop), vanity faucet and toilet in Second Washroom (\$1,350 fixture allowance) • Supply and install Prep Sink and Faucet in kitchen (\$800 fixture allowance) • Supply and install commercial grade 12" faucet to 3-compartment sink in kitchen (\$400 allowance) • Includes supply and install of grease interceptor 	\$15,500.00

ELECTRICAL

<i>Description</i>	<i>Total</i>
--------------------	--------------

Electrical

- Supply new feed from main panel at house to new accessory building
- Supply and install new 125A sub-panel in accessory building
- Supply and install sufficient wiring for all kitchen appliances
- Supply and install general branch wiring for receptacles and interior/exterior lighting circuits
- Includes emergency backup lighting and exit packs
- Includes up to (24) LED potlights for general area lighting
- Includes (2) 70 cfm Panasonic Whisperquiet bathroom exhaust fans

\$18,000.00

HVAC & GAS LINES

Description *Total*

Propane Tank and Supply Lines

- Relocate propane tank to new location North of main house
- Reconnect propane line to main house
- Run new propane line to accessory building
- \$1,500 allowance

HVAC Package

- Supply and install tankless propane water heater (Navien NPE240A2)
- Supply and install ducted heat pump system for space heating and cooling (3 Ton ducted heat pump, ducted through attic space)
- Includes makeup air system tied into range hood to prevent negative pressure

Run ducting bathroom exhaust fans

Install Fire Suppression System

- \$5,000 allowance for fire suppression system

\$34,475.00

INSULATION & POLY

Description *Total*

Insulation and Poly

- Supply and install R20 Fibreglass Batt insulation in exterior walls
- Supply and install 60" sturdy vents between trusses for proper attic ventilation
- Supply and install 6mil poly on all exterior walls and ceilings
- Supply and install fibreglass blown-in insulation into attic to achieve R60 total value

\$5,900.00

DRYWALL

Description *Total*

Drywall

- Supply and install 1/2" drywall all all interior ceilings and walls
- Boarded, taped, floated, sanded and primed

\$13,375.00

MILLWORK

Description *Total*

Install solid core barn door on Observation Area storage closet

- Door Allowance of \$200
- Barn door hardware allowance of \$250

Install steel door with hollow metal frame on (4) interior swing doors

- Includes door, frame, hinges, silencers and handles

Install primed FJP casing

- 3 1/2" Zen Profile

Install primed FJP baseboard

- 5 1/2" Zen Profile

Supply and install Universal Washroom Accessibility package on universal washroom door

- Includes power opener/closer with all required lights and push-buttons for operation

\$15,330.00

PAINT

Description *Total*

Paint (5) interior doors

- (2) Coats of paint
- Colour: TBD, Pearl finish

Paint trim

- (2) Coats of paint
- Colour: TBD, Pearl finish

Prime and paint ceilings

- (1) Coat of primer
- (2) Coats of paint
- Colour: White, flat finish

Prime and paint walls

- (1) Coat of primer
- (2) Coats of paint

- Colour: TBD, Eggshell finish

\$9,095.00

CABINETRY

<i>Description</i>	<i>Total</i>
--------------------	--------------

- Custom cabinetry by Against the Grain
- Allowance of \$8,000 for cabinetry
 - Allowance of \$10 per handle

\$9,200.00

COUNTERTOPS

<i>Description</i>	<i>Total</i>
--------------------	--------------

- Quartz countertop
- Allowance of \$6,000

\$6,900.00

FLOORING

<i>Description</i>	<i>Total</i>
--------------------	--------------

- Supply and install an epoxy finish, non-slip floor coating
- Commercial grade epoxy flooring w/ non-slip texture
 - Colour: TBD
 - Add flake finish for additional \$1,200

\$9,200.00

ACCESSORIES

<i>Description</i>	<i>Total</i>
--------------------	--------------

- Install (2) mirrors
- Allowance of \$200
- Install (2) toilet paper holders
- Allowance of \$50
- Install (2) paper towel dispensers
- Allowance of \$85
- Install (2) hand soap dispensers
- Allowance of \$50

\$1,340.00

EXTERIOR FINISHES

<i>Description</i>	<i>Total</i>
Roofing <ul style="list-style-type: none"> • Supply and install asphalt shingles (colour to match existing house) 	
Soffit, fascia and eavestrough <ul style="list-style-type: none"> • Supply and install aluminum soffit, fascia and eavestrough on entire outbuilding 	
Corner Columns <ul style="list-style-type: none"> • Fabricate and install (4) 18" x 14" PVC Columns for exterior corners • Manufactured from 1/2" PVC, painted to match exterior soffit and fascia 	
Vinyl Siding <ul style="list-style-type: none"> • Supply and install vinyl Board & Batten siding on sides and back of outbuilding 	
Wood-look Siding <ul style="list-style-type: none"> • Supply and install Cedar Renditions aluminum Board & Batten siding, Colour: TBD • Optional upgrade to Millboard composite wood-look siding for \$5,000 (Includes installing strapping on face of building to provide adequate rain screen and backer for siding install) 	
	\$29,140.00

PERMITS

<i>Description</i>	<i>Total</i>
Building Permit	
Plumbing Permit	
Septic Permit	
	\$1,000.00

CLEAN UP & DEBRIS REMOVAL

<i>Description</i>	<i>Total</i>
Clean up and debris removal	
20 Yard roll-off bin	
	\$4,900.00

PROJECT MANAGEMENT & MISCELLANEOUS

<i>Description</i>	<i>Total</i>
--------------------	--------------

Project Management and Miscellaneous

\$35,000.00

Subtotal \$389,945.00

Tax \$50,692.85

Total \$440,637.85

NOTE: THIS IS AN ESTIMATE ONLY. ALL WORK WILL BE INVOICED AT LABOUR AND MATERIALS. Material and sub-trades at cost + 15%. BRI labour and travel at \$100 per man hour. Please initial here that you have read and understood the above information. Customer's Initials _____

An interim invoice will be issued every two (2) weeks for labour and materials used to date. Payment is required upon receipt. Work may be suspended if payment is delayed.

To proceed with this project as described above, please initial above, sign below and return a copy to Bourque Renovations with a 10% Deposit (Email: info@bourqueinc.com or Fax: 519-882-4777).

We accept cash or cheque or e-transfer payments only. E-transfers can be sent to info@bourqueinc.com

Accepted: _____ Date: _____

SCHEDULE D
LETTER OF CREDIT TEMPLATE

LETTER OF CREDIT
(Bank Letterhead or Form)

Date:

To: THE CORPORATION OF THE TOWN OF PLYMPTON-WYOMING

Pursuant to the request of our customer (**name of Subdivider**), we the undersigned, (**name of bank**) hereby establish an irrevocable Letter of Credit in the total amount of \$ _____ which may be drawn on by you to the extent required for the proper completion of all works, services and improvements and payment of all amounts payable by our customer to you in accordance with the terms of the Subdivision Agreement between our customer, (**name of subdivider**) and the Corporation of the Town of Plympton-Wyoming respecting the subdivision known as (**name of subdivision**) being a subdivision of (**short description of lands**) in the Town of Plympton-Wyoming. Drawings under this Letter of Credit shall be in the form of a written demand for payment made by the Corporation of the Town of Plympton-Wyoming in the _____ branch of the (**name of bank**) at _____, Ontario.

The amount of this Credit shall be reduced from time to time as advised by notice in writing given to the undersigned from time to time by the Corporation of the Town of Plympton-Wyoming.

It is understood that this obligation is between the (**name of bank**) and the Corporation of the Town of Plympton-Wyoming, and any notice referred to in the preceding paragraph shall not be used for any other purpose than herein set forth.

This Credit will continue for a period of one (1) year and will expire at 23:59 hours local time on (**date**). If this Credit is not renewed at least fourteen (14) days before the expiry date for a further period of one (1) year upon identical terms and if alternate securities satisfactory to the Corporation of the Town of Plympton-Wyoming are not deposited with the Corporation of the Town of Plympton-Wyoming by our customer at least seven (7) days before the expiry date of this Credit, then we (**name of bank**) shall promptly forward to the Corporation of the Town of Plympton-Wyoming before the expiry date of the Letter of Credit the total principal amount indicated in such Letter of Credit less any amounts previously drawn upon by the Corporation of the Town of Plympton-Wyoming whether or not the installation of services has actually been completed.

**(To be signed by authorized
signing officers of bank)**

**THE CORPORATION OF THE TOWN OF PLYMPTON-WYOMING
SITE PLAN AMENDMENT AGREEMENT**

THIS AGREEMENT made in triplicate this 2nd day of June 2026

BETWEEN

John Knox Christian School
Hereinafter called the "Owner")
Of the First Part

-and-

The Corporation of the Town of Plympton-Wyoming
(Hereinafter called the "Town")
Of the Second Part

WHEREAS the Town has enacted a Site Plan Control Area By-law pursuant to the provisions of Section 41 of the Planning Act, R.S.O. 1990;

AND WHEREAS Section 41 of the Planning Act requires the Owner to:

- a) submit development plans to the Town for approval under Section 41(4) of the Planning Act, and
- b) authorizes the Town to require the Owner to enter into an Agreement respecting the provision of the services and the approval of the plans and drawings under Section 41(7) of the Act;

AND WHEREAS the Owner represents and warrants that they intend to develop lands described in Schedule "A" to this Agreement (hereinafter called the "Lands");

AND WHEREAS the Owner of the Said lands has submitted plans to the Town for approval in accordance with subsection (4) of the said Section 41;

AND WHEREAS the Town entered into a Site Plan Agreement with the Owner, signed the 4th day of June 2018 (the "Original Agreement");

AND WHEREAS the Owner has requested an amendment to the said Agreement for the purpose of replacing Schedule "B" thereto with a revised Site Plan;

NOW THEREFORE the parties agree as follows:

1. The attached Schedule "B" is hereby declared to replace in its entirety Schedule "B" to the "Original Agreement" and shall form part of and be read together with the Original Agreement.
2. The attached Schedule "B", comprising a set of plans showing the existing features located on the "Lands" and the proposed facilities, works, and improvements thereto, including without limitation the two (2) room additions to the rear of the existing building, and identifying the works and other matters to be undertaken on the "Lands", is hereby incorporated into and forms part of this Agreement and shall hereinafter be referred to as the "Site Plan".
3. The Owner hereby agrees that the development shall be carried out and completed in accordance with the attached revised Schedule "B". Any item or feature which is not specifically listed on Schedule "B" or described in this Agreement shall be deemed to be prohibited and will only be permitted through an amendment to this agreement.
4. The approval of the attached Schedules by the Town shall lapse if development of the Said Lands is not carried out and completed in accordance with the said Schedules within two (2) years of the date of execution of this agreement.

The Corporation of the Town of Plympton-Wyoming
546 Niagara St., P.O Box 250, Wyoming ON, N0N 1T0 | Phone: (519) 845-3939 | www.plympton-wyoming.com

5. At the time of execution of this Agreement, the Owner shall deposit with the Town a security in the form of a certified cheque or Letter of Credit equal to \$10,000. A template of the Letter of Credit is included in Schedule C.
6. The Town shall retain the financial guarantee until such time as a request is made by the Owner to the Town to complete an inspection confirming completion of the site works. Upon successful completion of an inspection by the Town, the Town shall reduce the total amount of the provided financial guarantee by 100% of the security.
7. The Owner hereby authorizes the Town to carry out the completion of any of the provisions of this Agreement and to use the aforementioned security funds for this purpose, if the Owner fails to complete the said work within the time agreed to in writing between the Town and Owner at the time the Owner provides security. Upon completion of the work, any unused balance shall forthwith be returned to the Owner and, should the funds deposited be insufficient, the Owner shall forthwith pay the Town such sum as may be required to make up the total cost of the work. Failure to pay the amount within 30 days after the account has been submitted will result in the cost being added to the tax bill for the "Lands" and collected in like manner as municipal taxes.
8. The Owner shall notify the Town at least one (2) weeks prior to the proposed use or occupancy date of any new building or structure in order to arrange for a site inspection to be conducted.
9. The Owner and Encumbrancer shall not occupy or use or permit to be occupied or used any new building or structure on the "Lands" before the provisions of this Agreement are complied with.
10. All other provisions of the June 4, 2018, Site Plan Agreement shall remain in force and effect.

IN WITNESS WHEREOF the parties hereto have affixed their signatures and Corporate Seals attested to by the hands of their proper officers, duly authorized in that behalf.

SIGNED, SEALED AND DELIVERED



**John Knox Christian School Board Chair,
Calvin Batterink**

**THE CORPORATION OF THE
TOWN OF PLYMPTON-WYOMING**



**Chief Administrative Officer,
Adam Sobanski**

SCHEDULE A
LEGAL DESCRIPTION OF THE AFFECTED LANDS BY THIS AGREEMENT

ALL AND SINGULAR that certain parcel or tract of land and premises situated, lying and being in the Town of Plympton-Wyoming, in the County of Lambton, and the Province of Ontario, and being composed of CON 3 E PT LOT 18 RP 25R2563; PART 1 and municipally known as 4738 Confederation Line, Wyoming.

SCHEDULE B
SITE PLAN

The drawings composing Schedule "B" are:

Those drawings, which are attached hereto and for which electronic copies are on file with the Town, being drawings:

- A0-2 - Site Plan, produced by Henry Swinkels Architect, and stamped June 24, 2025.
- CVL-1 - Grading Plan, produced by Robert E. Dale Ltd., and stamped March 17, 2025.
- CVL-2 - Enlarged Grading Plan, produced by Robert E. Dale Ltd., and stamped March 17, 2025.

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto (Ontario) M7A 2J3
Tél. : 416 585-7000



234-2026-1746

June 1, 2026

On May 25, 2026, our government introduced the proposed [Protecting Ontario's Streets and Communities Act, 2026](#) (Bill 119). Through this legislation, we are proposing new tools to address zoning by-law contraventions which respond to recommendations and requests from municipal leaders. The proposed *Planning Act* changes, if passed, would enable municipalities to use an administrative monetary penalty (AMP) system for zoning by-law contraventions which relate to land uses that are not permitted.

We are interested in receiving your comments on these proposed changes. Comments can be made through the Environmental Registry of Ontario Posting [026-0558 Proposed Planning Act Changes \(Schedule 7 of Bill 119 - Protecting Ontario's Streets and Communities Act, 2026\)](#) from May 26, 2026, to June 25, 2026. The government invites you to review the [Environmental Registry of Ontario and Regulatory Registry of Ontario](#) links provided above and share any feedback you may have.

If you have any questions, please reach out to my Director of Stakeholder Relations, Caucus Affairs and Public Appointments, Tanner Zelenko at tanner.zelenko@ontario.ca.

I look forward to continued collaboration with you to address these and other important issues facing our communities.

Sincerely,

A handwritten signature in blue ink that reads "Robert J. Flack".

Hon. Robert J. Flack

Minister of Municipal Affairs and Housing

c. The Honourable Graydon Smith, Associate Minister of Municipal Affairs and Housing

Robert Dodd, Chief of Staff Minister's Office

Matthew Rae, Parliamentary Assistant, Municipal Affairs and Housing

Laura Smith, Parliamentary Assistant, Municipal Affairs and Housing

Brian Saunderson, Parliamentary Assistant, Municipal Affairs and Housing

Martha Greenberg, Deputy Minister, Municipal Affairs and Housing

David McLean, Assistant Deputy Minister, Municipal Affairs and Housing

Laurie Miller, Assistant Deputy Minister, Municipal Affairs and Housing

Sean Fraser, Assistant Deputy Minister, Municipal Affairs and Housing

Municipal Chief Administrative Officers

THE CORPORATION OF THE TOWN OF PLYMPTON-WYOMING

BY-LAW 65 of 2026

**Being a by-law to confirm the proceedings of the
Council of the Corporation of the Town of Plympton-Wyoming**

WHEREAS pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, the powers of a municipality shall be executed by its Council; and

WHEREAS pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25 as amended, shall be exercised by By-law unless the municipality is specifically authorized to do otherwise; and

WHEREAS it is deemed expedient that a By-law be passed to authorize the execution of agreements and other documents and that the Proceedings of the Council of the Corporation of the Town of Plympton-Wyoming at its meeting be confirmed and adopted by By-law;

NOW THEREFORE the Council of the Corporation of the Town of Plympton-Wyoming enacts as follows:

1. **THAT** all actions of Council in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all actions passed and taken by the Council, documents and transactions entered into during the June 29th, 2026 meeting of Council are hereby adopted and confirmed, as if the same were expressly contained in this By-law;
2. **THAT** the Mayor and proper officials of the Corporation of the Town of Plympton-Wyoming are hereby authorized and directed to do all things necessary to give effect to the actions of the Council during the said meeting referred to in Section 1 of this By-law;
3. **THAT** the Mayor and Clerk are hereby authorized and directed to execute all documents necessary to the actions taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of the Corporation of the Town of Plympton-Wyoming to all documents referred to in said Section 1.

READ a first, second and third time and finally passed this 29th day of June 2026.

Mayor – Gary L. Atkinson

Clerk – Erin Kwarciak