



The Corporation of the Town of Essex

Special Council Meeting Minutes

May 3, 2021, 4:30 pm

Location: <https://www.youtube.com/user/EssexOntario>

This meeting was hosted and chaired from the Town of Essex Municipal Building. Due to the ongoing COVID-19 pandemic this meeting was not open to the public for in person attendance but was available electronically via livestream and also for viewing post-meeting on YouTube at www.youtube.com/EssexOntario

The purpose of this meeting is to present the Town of Essex 2021 Development Charges Update Study.

Present: Mayor Larry Snively
Deputy Mayor Richard Meloche
Councillor Joe Garon
Councillor Morley Bowman
Councillor Kim Verbeek
Councillor Steve Bjorkman
Councillor Sherry Bondy
Councillor Chris Vander Doelen

Also Present: Chris Nepszy, Chief Administrative Officer
Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk
Shelley Brown, Deputy Clerk, Legal and Legislative Services
Doug Sweet, Director, Community Services/Deputy CAO
Jeffrey Morrison, Director, Corporate Services and Treasurer
Lori Chadwick, Director, Development Services
Kevin Girard, Director, Infrastructure Services
Cassandra Roy, Legislative Clerk
Kate Giurisvich, Manager, Finance and Business Services/Deputy Treasurer
Rita Jabbour, Manager, Planning Services

1. Call to Order

Mayor Snively called the meeting to order at approximately 4:33 PM.

2. Declarations of Conflict of Interest

There were no declarations of conflict of interest at this time.

3. Adoption of Published Agenda

3.1 Special Council Meeting Agenda for May 3, 2021

SP21-05-001

Moved By Councillor Vander Doelen

Seconded By Councillor Bowman

That the published agenda for the May 3, 2021 Special Council Meeting be adopted as presented.

Carried

4. Public Presentations

4.1 Watson & Associates Economists Ltd.

RE: Town of Essex 2021 Development Charges Update Study

Nancy Neale, Manager, Watson & Associates Economists Ltd., provided an overview regarding proposed amendments to the existing Development Charges By-Law in order to meet the requirements of the Development Charges Act as recently amended by Bills 108, 197, and 213.

A summary of the legislative changes include:

- The legislation has removed the mandatory deduction for all services that remain eligible in the D.C. For the Town, the 10% deduction may be removed for the following services: being Indoor and Outdoor Recreation Services; Library Services; and Administration (Growth Related Studies).
- The listing of eligible services has been changed by the amending legislation however, for the Town this does not impact the services that are eligible for recovery.
- An additional change brought forth through Bill-197 related to establishing classes of services. A class of service may be composed of any number or combination of services and may include parts or portions of each D.C.-eligible service. As a result of these changes to the D.C.A., this addendum report provides for Growth Studies (formerly two categories of Administrative Studies) as a class of service and Public Works (Facilities, Vehicles and Equipment) as a class of service.
- The regulations have provided an additional mandatory D.C. exemption for an added dwelling unit in new residential buildings as well as related for universities. These exemptions are to be added to the Town's D.C. by-law.
- Further changes related to the timing of payments for rental housing, institutional and non-profit development were proclaimed through Bill 108. Additionally, the D.C. amount for all developments occurring within 2 years of a Site Plan or Zoning By-law Amendment planning approval, shall be determined based on the D.C. in effect on the day of Site Plan or Zoning By-law Amendment application. If the development is not proceeding via these planning approvals, then the amount is determined as the earlier of the date of issuance of a building permit or occupancy.

Ms. Neale stated that this D.C. update study provides for proposed amendments to the Town's current D.C. by-law (By-law 1850) based on the legislative changes and includes:

- Updating the D.C. analysis to remove the 10% mandatory deduction;
- Creating classifications for Growth Studies and Public Works as classes of services;

- Updating the D.C. policies in the by-law with respect to: o D.C. instalment payments;
- D.C. rate freeze;
- Mandatory exemption for new ancillary units and universities; and
- Updated definitions (which have been established as part of Bills 108 and 197).

Ms. Neale went on to advise that prior to Council’s consideration of a by-law, a background study must be prepared and available to the public a minimum 60 days prior to the proposed amending Development Charges by-law.

Councillor Bjorkman asked if there was a limit on the interest rate that can be charged on installment payments.

Ms. Neale stated that the Developmental Charges Act has not imposed a set interest rate and that each municipality can decide the percentage to impose on the installment payments.

Kate Giurissevich, Manager, Finance and Business Services, replied that the Town typically charges interest at prime plus 2%.

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SP21-05-002

Moved By Councillor Bjorkman
 Seconded By Councillor Garon

That the presentation by Watson & Associates Economists Ltd. regarding the Town of Essex 2021 Development Charges Update Study be received.

Carried

5. Adjournment

SP21-05-003

Moved By Deputy Mayor Meloche
 Seconded By Councillor Vander Doelen

That the meeting be adjourned at 5:17 PM.

Carried

Mayor

Clerk