



Memorandum

To: Mayor Steele and Members of Council
From: Amber LaPointe, Acting Director of Planning and Development
Date: November 08, 2021
Re: Development Charges Process

At the Committee of the Whole meeting on October 28, 2021 Council passed a motion to amend the development charges by-law to increase development charges beginning May 1, 2021.

Upon review of the Development Charges Act staff have determined that the by-law cannot be amended without following the process laid out in Section 19 of the Act. This process includes a development charge background study and asset management plan, public meeting, and proper notice.

Staff have assessed the potential revenue that would be collected as a result of these changes and do not recommend undertaking this lengthy process when a full review will begin shortly.

It is clear that Council has a vision for the future of the City that includes using development charges to reinvest in the City. Staff will build on this vision by beginning the development charges review process in 2022. Public engagement will be held in late 2022 with a recommendation report being brought to Council in January 2023. This timeline will ensure that the new development charges, based on the study, can be implemented in Spring 2023 with ample notice to the public.

As a result of the information provided in this memorandum, I am recommending that the motion be amended to remove the second and third paragraphs referencing the changes to the development charges by-law.

Thank you for your consideration,

Amber LaPointe
Acting Director of Planning and Development/City Clerk