



BRANT HALDIMAND NORFOLK
Catholic District School Board

**Special Meeting of the Board
Education Development Charge Successor By-Law Public Meeting
Tuesday October 10, 2023 ♦ 3:00 p.m.
Boardroom**

Trustees:

Members: Rick Petrella (Chair), Carol Luciani (Vice-Chair), Dennis Blake, Bill Chopp, Dan Dignard, Mark Watson

Senior Administration:

Michael McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Kevin Greco, Lorrie Temple, Phil Wilson (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

Almighty God, bless us as we gather today for this meeting. Guide our minds and hearts so that we will work for the good of our community and be a help to all people. Teach us to be generous in our outlook, courageous in the face of difficulty, and wise in our decisions. We give you praise and glory, Lord our God, for ever and ever. Amen

1.2 Attendance

1.3 Approval of the Agenda

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1.4 Declaration of Interest

2. Delegations

3. Committee and Staff Reports

3.1 Education Development Charge By-Law Adoption

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Presenter: Scott Keys, Superintendent of Business & Treasurer
Jack Amendolia, Partner, Watson & Associates

4. Closing Prayer

Heavenly Father, we thank you for your gifts to us: for making us, for saving us in Christ, for calling us to be your people. As we come to the end of this meeting, we give you thanks for all the good things you have done in us. We thank you for all who have shared in the work of this Board and ask you to bless us all in your love. We offer this prayer, Father, through Christ our Lord. Amen

5. Adjournment

**REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC
DISTRICT SCHOOL BOARD**

Prepared by: Scott Keys, Superintendent of Business & Treasurer
Presented to: Board of Trustees
Submitted on: October 10, 2023
Submitted by: Mike McDonald, Director of Education & Secretary

EDUCATION DEVELOPMENT CHARGE ADOPTION

Public Session

BACKGROUND INFORMATION:

The Brant Haldimand Norfolk Catholic District School Board (the “Board”) began the process for the review of its Education Development Charge by-law. Ontario Regulation 20/98, made under the Education Act, governs various aspects of Education Development Charges (EDC).

The current by-law lapses on October 20, 2023 and the new by-law must be approved by the Board of Trustees a minimum of five days prior to that date in order to provide notice of the change in the charges and to ensure that collection of charges is not disrupted.

DEVELOPMENTS:

EDCs are the Board’s primary source of funding for school site property acquisition needs given enrollment growth within the jurisdiction exceeds capacity available.

The Education Act requires that statutory public meetings be held prior to passing an Education Development Charge by-law. The meetings held by the Board on September 18, 2023 and October 10, 2023 satisfy the statutory public meeting requirement.

On March 29, 2019, the Ministry of Education issued Ontario Regulation 55/19 which amended Ontario Regulation 20/98; the latter is the regulation that governs EDCs. Further amendments were made by Regulation 371/91 on November 8, 2019. These amendments to O. Reg 20/98 removed a freeze on EDC rates but imposed the following restricted rate increases:

- In year 1, the existing EDC rate can be increased by the greater of 5% or \$300.00 per residential dwelling unit. The existing non-residential rate can be increased by the greater of 5% or \$0.10 per square foot of gross floor area (GFA),
- In year 2 of the by-law and in each subsequent year, the residential rate can be increased by a further \$300.00 or 5% of the previous year’s EDC rate, whichever is greater. The non-residential rate can be increased by 5% of the previous year’s non-residential EDC rate or \$0.10 per square foot of GFA, whichever is greater.

The Board’s EDC analysis projects need to provide 2,097 net growth-related elementary pupil places and 1,110 net growth-related secondary pupil places over the 15-year projection period.

Based on this analysis, the Board projects a requirement for 4 new elementary sites (1 in Paris and 3 in Brantford) and 1 new secondary site (Brantford) in the 15-year EDC time frame.

The new proposed EDC rate for the Board is \$2,750 per dwelling unit for the residential charge.

Based on the \$300 residential per year increase cap, the implementation of the charge would be phased in as shown in the table below.

Type of Development	Existing EDC Rate	Year 1	Year 2	Year 3	Year 4	Year 5	Maximum Rate
Residential (100%)	\$1,408	\$1,708	\$2,008	\$2,308	\$2,608	\$2,750	\$2,750

By-Law Implementation and Duration

The Board must receive Ministry approval before an EDC by-law can be passed. It is expected that the Ministry approval letter will be received by October 10, 2023. A copy of the letter will be presented to the Board prior to passing the by-law.

The Education Development Charge legislation establishes an effective date for an EDC by-law as the fifth day following the day the by-law was passed, or at such date as specified in the by-law, whichever is later. The proposed effective date of the successor EDC by-law is October 15, 2023. The by-law duration is five (5) years unless repealed earlier.

The Board may elect to amend the by-law once in each 12-month period after the by-law has been in effect, to the end of the 5 years to increase the charge or remove or reduce the scope of an exemption. The by-law may be amended to take into consideration changes related to calculation of the rate (e.g., land values, site size, etc.). A by-law amendment does not require a new background study or public meeting.

Revisions to the by-law to take into consideration changes in enrollment projections, school capacity, population forecasts or the need for additional sites would require the completion of a new background study, a full public consultation process and the passage of a new by-law. An existing by-law can be repealed, and a new by-law enacted at any time.

Public Input

A stakeholder meeting was held on September 11, 2023. The meeting was only attended by individuals representing each municipality – the City of Brantford and the County of Brant.

The background study has been posted on the Board's website, an advertisement of the public meetings and available information was published in Brantford Expositor and The Toronto Star on Tuesday, August 29, 2023 and stakeholders were advised of the availability of the Background Study and draft by-law.

At the meeting on September 18, 2023, the Board invited input from the public on the proposed by-law. No delegations spoke at the public meeting and no written submissions were received.

Consideration of Changes to Existing EDC Policies

The Board may consider changes to the EDC which would affect the calculation and collection. Staff are not recommending changes to the current policies, and more specifically advise the Board of Trustees to endorse:

- That EDCs continue to be applied to the County of Brant and the City of Brantford;
- That EDCs be applied to a uniform rate for all residential applications regardless of housing type;
- That the residential collections remain at 100% of the total eligible change in keeping with the 2018 By-law;
- That no additional non-statutory exemptions be applied as there is no source of funds available to offset the lost revenue;
- That no additional demolition or conversion credits be provided as there is no source of funds available to offset the lost revenue;
- That the proposed By-law has a term of 5 years;
- That no further public consultation is required.

RECOMMENDATIONS:

THAT the Brant Haldimand Norfolk Catholic District School Board determines pursuant to Section 257.63 of the Education Act that no further public meeting concerning the proposed Education Development Charge By-Law (2023) is necessary.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the implementation of an Education Development Charge incorporating a residential component with the percentage of growth-related net education land cost that is to be funded by residential development calculated at 100%.

THAT the Brant Haldimand Norfolk Catholic District School Board make no changes to the existing Education Development Charge By-law policies as they relate to jurisdiction-wide vs area-specific charges, differentiated charges, additional residential exemptions, demolition or conversion credits or term of the by-law (5 years).

THAT the Brant Haldimand Norfolk Catholic District School Board direct staff to annually review land values and provide a report to the Board if land values support an amendment to the Education Development Charge By-law (2023) to increase residential charges.

THAT the Brant Haldimand Norfolk Catholic District School Board approve the Education Development Charge By-law (2023) for a term of 5 years with an effective date of October 15, 2023 in the form attached with the date of Ministerial approval to be inserted and with the phase in of rates as follows:

	Year 1 Oct 15/23 – Oct 14/24	Year 2 Oct 15/24 – Oct 14/25	Year 3 Oct 15/25 – Oct 14/26	Year 4 Oct 15/26 – Oct 14/27	Year 5 Oct 15/27 – Oct 14/28
Residential	\$1,708	\$2,008	\$2,308	\$2,608	\$2,750

Appendix A

Education Development Charges

By-Law (2023)

**BRANT HALDIMAND NORFOLK
CATHOLIC DISTRICT SCHOOL BOARD
EDUCATION DEVELOPMENT CHARGES BY-LAW NO. 2023-A3**

A by-law for the imposition of education development charges in the City of Brantford and in the County of Brant.

PREAMBLE

1. Section 257.54(1) of the Education Act (the “Act”) enables a district school board to pass by-laws for the imposition of education development charges against land if there is residential development in its area of jurisdiction that would increase education land costs and the residential development requires one or more of the actions identified in section 257.54(2);
2. The Brant Haldimand Norfolk Catholic District School Board (the “Board”) has determined that the residential development of land to which this by-law applies increases education land costs;
3. Section 257.54(4) of the Act provides that an education development charge by-law may apply to the entire area of jurisdiction of a board or only part of it;
4. On October **XXX**, 2023, the Minister of Education approved the Board’s estimates which are prescribed under Section 10, paragraph 1 of Ontario Regulation 20/98;
5. The estimated average number of elementary and secondary school pupils of the Board over the five years immediately following the day this by-law comes into force will exceed the total capacity of the Board to accommodate elementary and secondary school pupils throughout its jurisdiction on the day this by-law is passed;
6. The Board has given a copy of the education development charges background study relating to this by-law to the Minister of Education and Training and to each school board having jurisdiction within the area to which this by-law applies in accordance with section 10 of Ontario Regulation 20/98;
7. The Board has given notice and held public meetings on September 18, 2023 and October 10, 2023, in accordance with sections 257.60(2) and 257.63(1) of the Act and permitted any person who attended the public meetings to make representations in respect of the Board’s education development charge policies and the proposed education development charges by-law; and
8. The Board has determined in accordance with section 257.63(3) of the Act that a further public meeting is not necessary in respect of this by-law.

NOW THEREFORE THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD HEREBY ENACTS AS FOLLOWS:

**PART 1
APPLICATION**

Defined Terms

1. In this by-law:
 - (a) "Act" means the *Education Act*;
 - (b) "Board" means the Brant Haldimand Norfolk Catholic District School Board;
 - (c) "development" includes redevelopment, and additional development on the same property;
 - (d) "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, and shall include, but is not limited to, a dwelling unit or units in an apartment, group home, mobile home, duplex, triplex, semi detached dwelling, single detached dwelling, stacked townhouse and townhouse;
 - (e) "education land costs" means costs incurred or proposed to be incurred by the Board,
 - (i) to acquire land or an interest in land, including a leasehold interest, to be used by the Board to provide pupil accommodation;
 - (ii) to provide services to the land or otherwise prepare the site so that a building or buildings may be built on the land to provide pupil accommodation;
 - (iii) to prepare and distribute education development charge background studies as required under the Act;
 - (iv) as interest on money borrowed or pay for costs described in paragraphs (i) and (ii); and
 - (v) to undertake studies in connection with an acquisition referred to in paragraph (i).
 - (f) "education development charge" means charges imposed pursuant to this by-law in accordance with the Act;
 - (g) "farm building" means a building or structure located on a farm which is necessary and ancillary to a farm operation including barns, tool sheds and silos and other farm related structures for such purposes as sheltering of livestock or poultry, storage of farm produce and feed, and storage of farm related machinery and equipment used as part of a bona fide farming operation but shall not include a dwelling unit or other structure used for residential accommodation or any buildings

or parts thereof used for other commercial, industrial or institutional purposes qualifying as non-residential development;

- (h) “gross floor area” means the total floor area, measured between the outside of the exterior walls or between the centre line of party walls dividing the building from another building, of all floors above the average level or finished ground adjoining the building at its exterior walls;
 - (i) “local board” means a local board as defined in the *Municipal Affairs Act*, other than a district school board defined in section 257.53 (1) of the Act
 - (j) “mixed use” means land, buildings or structures used, or designed or intended for use, for a combination of non-residential and residential use;
 - (k) “municipality” means the City of Brantford or the County of Brant as the context requires;
 - (l) “non-residential use” means lands, buildings or structures or portions thereof used, or designed or intended for all uses other than residential use, and includes, but is not limited to, an office, retail, industrial or institutional use;
 - (m) “residential development” means lands, buildings or structures developed or to be developed for residential use;
 - (n) “residential use” means lands, buildings or structures used, or designed or intended for use as a dwelling unit or units, and shall include a residential use accessory to a non-residential use and the residential component of a mixed use or of an agricultural use.
2. Unless otherwise expressly provided in this by-law, the definitions contained in the Act, or the regulations under the Act, shall have the same meanings in this by-law.
3. In this by-law where reference is made to a statute, a section of a statute or a regulation, such reference will be deemed to be a reference to any successor statute, section or regulation.

Lands Affected

- 4. (a) Subject to subsections 4(b) to (f), this by-law applies to all lands in the corporate limits of the City of Brantford except for the lands referred to as the “Development Charges Exemption Area” in Schedule “A” to By-law No. 210-2021 of the Corporation of the City of Brantford passed October 26, 2021, and applies to all lands in the corporate limits of the County of Brant except the First Nations reserve known as Six Nations Reserve Number 40 and the First Nations reserve known as the Mississauga of the New Credit Number 40A.
- (b) This by-law shall not apply to lands that are owned by and are used for the purposes of:

- (i) a municipality or a local board thereof;
 - (ii) a district school board;
 - (iii) every place of worship and land used in connection therewith, and every churchyard, cemetery or burying ground, if they are exempt from taxation under section 3 of the *Assessment Act*;
 - (iv) an Indian reserve under the *Indian Act*, R.S.C. 1985, c.I-5.
- (c) Subject to subsection 4(d), an owner shall be exempt from education development charges if a development on its lands would construct, erect, or place a building or structure, or make an addition or alteration to a building or structure for one of the following purposes:
- (i) a private school;
 - (ii) a long-term care home, as defined in the *Fixing Long-Term Care Act, 2021*;
 - (iii) a retirement home, as defined in the *Retirement Homes Act, 2010*;
 - (iv) a hospice or other facility that provides palliative care services;
 - (v) a child care centre, as defined in the *Child Care and Early Years Act, 2014*;
 - (vi) a memorial home, clubhouse or athletic grounds owned by the Royal Canadian Legion.
- (d) If only a portion of a building or structure, or an addition or alteration to a building or structure, referred to in subsection 4(c) will be used for a purpose identified in that subsection, only that portion of the building, structure, addition or alteration is exempt from an education development charge.
- (e) An owner shall be exempt from education development charges if the owner is,
- (i) a college of applied arts and technology established under the *Ontario Colleges of Applied Arts and Technology Act, 2002*;
 - (ii) a university that receives regular and ongoing operating funds from the Government of Ontario for the purposes of post-secondary education;
 - (iii) an Indigenous Institute prescribed for the purposes of section 6 of the *Indigenous Institutes Act, 2017*.
- (f) This by-law shall not apply to a farm building that is owned by and is used for the purposes of a bona fide farming operation.

PART II
EDUCATION DEVELOPMENT CHARGES

5. In accordance with the Act and this by-law, and subject to sections 10 and 11 herein, the Board hereby imposes an education development charge against land undergoing residential development in the area of the by-law if the residential development requires any one of those actions set out in subsection 257.54(2) of the Act, namely:
- (a) the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the *Planning Act*;
 - (b) the approval of a minor variance under section 45 of the *Planning Act*;
 - (c) a conveyance of land to which a by-law passed under subsection 50(7) of the *Planning Act* applies;
 - (d) the approval of a plan of subdivision under section 51 of the *Planning Act*;
 - (e) a consent under section 53 of the *Planning Act*;
 - (f) the approval of a description under section 50 of the *Condominium Act, 1998*; or
 - (g) the issuing of a permit under the *Building Code Act, 1992* in relation to a building or structure,

where a building permit issued in relation to a building or structure for below ground or above ground construction is issued on or after the date that this by-law comes into force.

6. (1) Education development charges shall be imposed against all lands, buildings or structures undergoing residential development if the development requires one or more of the actions referred to in section 5.
- (2) In respect of a particular development or redevelopment an education development charge will be collected once, but this does not prevent the application of this by-law to additional development or redevelopment on the same property.
7. Subject to the provisions of this by-law, education development charges shall be imposed upon all categories of residential development.
8. Subject to the provisions of this by-law, education development charges shall be imposed upon all residential uses of land, buildings or structures.
9. Subject to the provisions of this by-law, an education development charge per dwelling unit shall be imposed upon the designated residential uses of lands, buildings or structures, including a dwelling unit accessory to a non-residential use, and in the case of a mixed-use building or structure, upon the dwelling units in the mixed-use building or structure. The education development charge per dwelling unit shall be in the following amounts for the periods set out below:
- (i) October 15, 2023 to October 14, 2024 - \$1,708.00;
 - (ii) October 15, 2024 to October 14, 2025 - \$2,008.00;

- (iii) October 15, 2025 to October 14, 2026 - \$2,308.00;
- (v) October 15, 2026 to October 14, 2027 - \$2,608.00;
- (vi) October 15, 2027 to October 14, 2028 - \$2,750.00.

Exemptions

- 10. (1) In this section,
 - (a) “gross floor area” means the total floor area, measured between the outside of exterior walls or between the outside of exterior walls and the centre line of party walls dividing the building from another building, of all floors above the average level of finished ground adjoining the building at its exterior walls;
 - (b) “other residential building” means a residential building not in another class of residential building described in this section;
 - (c) “semi-detached or row dwelling” means a residential building consisting of one dwelling unit having one or two vertical walls, but no other parts, attached to another building;
 - (d) “single detached dwelling” means a residential building consisting of one dwelling unit that is not attached to another building.
- (2) Subject to subsections (3) and (4), education development charges shall not be imposed with respect to,
 - (a) the enlargement of an existing dwelling unit that does not create an additional dwelling unit;
 - (b) the creation of one or two additional dwelling units in an existing single detached dwelling; or
 - (c) the creation of one additional dwelling unit in an existing semi-detached dwelling, an existing row dwelling, or any other existing residential building.
- (3) Notwithstanding subsection (2)(b), education development charges shall be imposed in accordance with section 9 if the total gross floor area of the additional unit or two additional dwelling units exceeds the gross floor area of the existing single detached dwelling.
- (4) Notwithstanding subsection (2)(c), education development charges shall be imposed in accordance with section 9 if the additional dwelling unit has a gross floor area greater than,
 - (a) in the case of a semi-detached or row dwelling, the gross floor area of the existing dwelling unit; or
 - (b) in the case of any other residential building, the gross floor area of the smallest dwelling unit already contained in the residential building.

11. (1) Education development charges under section 9 shall not be imposed with respect to the replacement, on the same site, of a dwelling unit that was destroyed by fire, demolition or otherwise, or that was so damaged by fire, demolition or otherwise as to render it uninhabitable.
 - (2) Notwithstanding subsection (1), education development charges shall be imposed in accordance with section 9 if the building permit for the replacement dwelling unit is issued more than 5 years after,
 - (a) the date the former dwelling unit was destroyed or became uninhabitable; or
 - (b) if the former dwelling unit was demolished pursuant to a demolition permit issued before the former dwelling unit was destroyed or became uninhabitable, the date the demolition permit was issued.
 - (3) Notwithstanding subsection (1), education development charges shall be imposed in accordance with section 9 against any dwelling unit or units on the same site in addition to the dwelling unit or units being replaced. The onus shall be on the applicant to produce evidence to the satisfaction of the Board, acting reasonably, to establish the number of dwelling units being replaced.
12. This section applies where an education development charge has previously been paid in respect of development on land and the land is being redeveloped, except where sections 10 and 11 apply:
 - (a) The education development charge payable in respect of the redevelopment shall be calculated under this by-law;
 - (b) The education development charge determined under paragraph (a) shall be reduced by a credit equivalent to the education development charge previously paid in respect of the land, provided that the credit shall not exceed the education development charge determined under paragraph (a); and
 - (c) Where the redevelopment applies to part of the land the amount of the credit shall be calculated on a proportionate basis having regard to the development permissions being displaced by the new development.

PART III ADMINISTRATION

Payment of Education Development Charges

13. The education development charge in respect of a development is payable to the municipality in which the property is located on the date that a building permit is issued in relation to a building or structure on land to which the education development charge applies.
14. The treasurer of the Board shall establish and maintain an education development charge account in accordance with the Act, the regulation and this by-law.

Payment by Services

- 15. Subject to the requirements of the Act, the Board may by agreement permit an owner to provide land in lieu of the payment of all or any portion of an education development charge. In such event, the Board’s treasurer shall advise the treasurer of the municipality in which the land is situate of the amount of the credit to be applied to the education development charge.

Collection of Unpaid Education Development Charges

- 16. In accordance with section 257.96 of the *Act*, section 349 of the *Municipal Act*, 2001, S.O. 2001, c.25, applies with necessary modifications with respect to an education development charge or any part of it that remains unpaid after it is payable.

Date By-law In Force

- 17. This by-law shall come into force on October 15, 2023, and Board By-law No. 2018-A3, shall be repealed effective as of that same date.

Date By-law Expires

- 18. This by-law shall expire at the close of business on October 14, 2028, unless it is repealed at an earlier date.

Severability

- 19. Each of the provisions of this by-law are severable and if any provision hereof should for any reason be declared invalid by a court or tribunal, the remaining provisions shall remain in full force and effect.

Interpretation

- 20. Nothing in this by-law shall be construed so as to commit or require the Board to authorize or proceed with any particular capital project at any time.

Short Title

- 21. This by-law may be cited as the Brant Haldimand-Norfolk Catholic District School Board Education Development Charges By-law No. 2023-A3.

ENACTED AND PASSED this 10th day of October, 2023.

Rick Petrella
Chair of the Board

Mike McDonald
Director of Education and Secretary