



Chapter 1

Introduction



1. Introduction

1.1 Purpose of this Document

This background study has been prepared pursuant to the requirements of the D.C.A. (s.10) and, accordingly, recommends new D.C.s and policies for the County of Oxford (County).

Watson & Associates Economists Ltd. (Watson) was retained by the County, to undertake the D.C. study process in 2018. The process was undertaken, in part, with the broader County and Area-Municipal D.C. Steering Committee¹ to provide efficiency and consistency in the process and methodology amongst the participating municipalities. Moreover, Watson worked with the County's senior staff in preparing the D.C. analysis and policy recommendations specific to this background study.

This D.C. background study, containing the proposed D.C. by-law, will be distributed to members of the public in order to provide interested parties with sufficient background information on the legislation, the study's recommendations and an outline of the basis for these recommendations.

This report has been prepared, in the first instance, to meet the statutory requirements applicable to the County's D.C. background study, as summarized in Chapter 4. It also addresses the requirement for "rules" (contained in Chapter 7) and the proposed by-law to be made available as part of the approval process (included as Appendix F).

In addition, the report is designed to set out the County's current D.C. policies (Chapter 2) and the policies underlying the proposed by-law, to make the exercise understandable to those who are involved. Finally, the study addresses post-adoption implementation requirements (Chapter 9) which are critical to the successful application of the new policy.

The Chapters in the report are supported by Appendices containing the data required to explain and substantiate the calculation of the charge. A full discussion of the statutory

¹ County and Area-Municipal D.C. Steering Committee included staff members for the County and all area municipalities, with the exception of the City of Woodstock.



requirements for the preparation of a background study and calculation of a D.C. is provided herein.

1.2 Summary of the Process

The public meeting required under Section 12 of the D.C.A., has been scheduled for May 22, 2019. Its purpose is to present the study to the public and to solicit public input. The meeting is also being held to answer any questions regarding the study's purpose, methodology and the proposed modifications to the County's D.C.s.

In accordance with the legislation, the background study and proposed D.C. by-law will be available for public review at least 60 days prior to by-law passage.

The process to be followed in finalizing the report and recommendations includes:

- consideration of responses received prior to, at, or immediately following the Public Meeting; and
- finalization of the report and Council consideration of the by-law subsequent to the public meeting.

Figure 1-1 outlines the proposed schedule to be followed with respect to the D.C. by-law adoption process.

Figure 1-1
Schedule of Key D.C. Process Dates

Process Steps	Dates
1. Project initiation meetings with County staff	June 18, 2018
2. Data collection, staff interviews, preparation of D.C. calculations	July – December, 2018
3. Joint Council Information Session	July 10, 2018
4. Development Industry Stakeholder Consultation	August 13, and September 5, 2018



Process Steps	Dates
5. Preparation of draft D.C. background study and review of draft findings with staff	January – March, 2019
6. Joint Council Information Session	March 13, 2019
7. Development Industry Stakeholder Consultation	March 21 and March 25, 2019
8. D.C. background study and proposed D.C. by-law available to public	By April 24, 2019
9. Statutory notice of Public Meeting advertisement placed in newspaper(s)	20 days prior to public meeting
10. Public Meeting of Council	May 22, 2019
11. Council considers adoption of D.C. background study and passage of by-law	June 26, 2019
12. Newspaper notice given of by-law passage	By 20 days after passage
13. Last day for by-law appeal	40 days after passage
14. County makes available D.C. pamphlet	by 60 days after in force date