

Evaluation of Municipal Services as Potential 'Special Services'

In accordance with the *Municipal Act, 2001* (Section 326) a special service is a service or activity of a municipality that is,

- (a) Not being provided or undertaken generally throughout the municipality, or
- (b) Being provided or undertaken at different levels or in a different manner in different parts of the municipality.

Special services may be levied by by-law where a special service has been identified and the by-law designates the area of the municipality (definable benefitting area) in which the residents and property owners receive or will receive an additional benefit from the special service that is not received or will not be received in other areas of the municipality. Special services are not determined based on geographic or political boundaries such as wards.

The Working Group, with the assistance of Municipal Staff, developed the Municipal Services Evaluation Table which outlines all of the items that were evaluated for potential as Special Services. Each item was subject to the following evaluation criteria:

- (a) Is there an added benefit to those in a designated area?
- (b) Is there a difference in the level of service provided in a designated area?
- (c) Is the service equally accessible to all residents and property owners within the Municipality? (proximity is not a factor)
- (d) Is there a different fee structure applicable to different residents and property owners within the Municipality?

If a service did not meet the criteria for a special service, that service would be considered a common service and levied as part of the Municipal Tax Rate as per Section 307 of the Municipal Act.

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Service	Available to All Ratepayers	Added Benefit to one group	Different Level of Service	Different Fee Structure	Details	Special Service per Sec. 326
Bulky Waste/Christmas Tree Pickup	x	✓	✓	x	<ul style="list-style-type: none"> Ward 1 – yard waste pickup twice a year Ward 1 – Christmas tree pickup Services not available in Ward 2 	✓
Parking	✓	✓	✓	✓	<ul style="list-style-type: none"> Parking enforcement applies to both wards – applied to common levy Defined downtown parking plan with capital budget and revenue Special area rate could be applied for Ward 1 (net of revenue and expenses) 	✓
Sidewalk Maintenance	✓	✓	✓	x	<ul style="list-style-type: none"> Sidewalks located in Ward 1 Accessible to all property owners but with defined benefit to Ward 1 ratepayers 	✓
Streetlights	✓	✓	✓	x	<ul style="list-style-type: none"> Streetlights located in both Ward 1 and Ward 2 Streetlights in Ward 1 provide coverage at intersections and along streets Streetlights in Ward 2 generally only at intersections (different level of service) 	✓
Transit	✓	✓	✓	x	<ul style="list-style-type: none"> Transit only operates in Ward 1 No difference in fee structure for Ward 1 vs. Ward 2 ratepayers 	✓
Police	✓	x	✓	✓	<ul style="list-style-type: none"> Ward 1 - Port Hope Police Service Ward 2 - Ontario Provincial Police Different levels of service for Ward 1 and Ward 2 (separate business plans/budget) Police Services Board costs are allocated based on each Ward's percentage of total policing costs 	✓
Port Hope Public Library (2 branches)	✓	x	x	x	<ul style="list-style-type: none"> All ratepayers have equal access/same level of service at both branches Location of the branches has no bearing on level of available service No difference in fee structure for Ward 1 vs. Ward 2 ratepayers 	x
Parks, Recreation & Culture	✓	x	x	x	<ul style="list-style-type: none"> All ratepayers have equal access/same level of service for activities/facilities No difference in fee structure for Ward 1 vs. Ward 2 ratepayers 	x
Ruth Clarke Activity Centre (RCAC)	✓	x	x	x	<ul style="list-style-type: none"> All seniors have equal access to the facility/services No difference in fee structure for Ward 1 vs. Ward 2 ratepayers 	x
Cemeteries	✓	x	x	x	<ul style="list-style-type: none"> Rural cemeteries considered “closed” but available to visitors and require maintenance Urban cemeteries open to all ratepayers No difference in fee structure for Ward 1 vs. Ward 2 ratepayers 	x
Marina	✓	x	x	x	<ul style="list-style-type: none"> All ratepayers have equal access/same level of service Tourism attraction benefits all ratepayers (increased business/assessment) 	x
Harbour Dredging and Capital Costs	✓	x	x	x	<ul style="list-style-type: none"> Makes harbour accessible to all ratepayers Tourism attraction benefits all ratepayers (increased business/assessment) 	x
Economic Development and Tourism	✓	x	x	x	<ul style="list-style-type: none"> Supports economic activity – benefits all ratepayers Support available for all new and existing businesses across Municipality 	x

Service	Available to All Ratepayers	Added Benefit to one group	Different Level of Service	Different Fee Structure	Details	Special Service per Sec. 326
					<ul style="list-style-type: none"> Attracts new business investment - potential employment opportunities/assessment across MPH Shifts tax burden from residential to commercial/industrial 	
Business Park	✓	✗	✗	✗	<ul style="list-style-type: none"> Enhances business community – potential employment opportunities/assessment 	✗
Planning & Development	✓	✗	✗	✗	<ul style="list-style-type: none"> Services available to all ratepayers No difference in fee structure for Ward 1 vs. Ward 2 ratepayers 	✗
Fire & Emergency Services	✓	✗	✗	✗	<ul style="list-style-type: none"> All ratepayers receive same level of service All equipment is available to all areas as required No difference in fee structure for Ward 1 vs. Ward 2 ratepayers 	✗
Administration	✓	✗	✗	✗	<ul style="list-style-type: none"> As per Section 322 of The Municipal Act, 2001 - the portion of Payments in Lieu of taxes (PILs) not distributed by a local municipality shall be credited to its general fund. There is no added benefit to any one group in the billing and collection of payments 	✗
Town Hall/ Canton Municipal Office	✓	✗	✗	✗	<ul style="list-style-type: none"> Accessible to all ratepayers No difference in fee structure for Ward 1 vs. Ward 2 ratepayers 	✗
Roads	✓	✗	✗	✗	<ul style="list-style-type: none"> All roads accessible to all ratepayers Surface type (asphalt, gravel) is not relevant All roads are connected and all require some level of maintenance 	✗
Catch Basins	✓	✗	✗	✗	<ul style="list-style-type: none"> Catch basins are maintained in association with overall road maintenance All roads are accessible to all ratepayers 	✗
Crossing Guards	✓	✗	✗	✗	<ul style="list-style-type: none"> Eight crossing guards (seven in Ward 1, one in Ward 2) operate at schools across the Municipality School children in both Wards benefit from enhanced safety 	✗
Street Sweeping	✓	✗	✗	✗	<ul style="list-style-type: none"> Street sweeping conducted in association with overall road maintenance All ratepayers have access to all roads - no specific benefit to any one group 	✗