



The Corporation of the Town of Milton

Report To: Council

From: Jill Hogan, Commissioner, Development Services

Date: April 28, 2025

Report No: DS-026-25

Subject: Confirmation of Qualified Consultant - Inclusionary Zoning
Independent Written Opinion

Recommendation: THAT Council deem Parcel Economics Inc. qualified to review and provide an independent written opinion on the market impact and financial viability analysis from the Inclusionary Zoning Assessment Report.

THAT the award to Parcel Economics Inc. in the amount of \$22,195 (excluding taxes) for an Inclusionary Zoning Peer Review be approved.

THAT the Manager, Purchasing and Supply Chain Management be authorized to execute the contract(s), as outlined by the purchasing by-law, and the Mayor and the Town Clerk be authorized to sign any required paperwork.

EXECUTIVE SUMMARY

An assessment report to evaluate the viability of Inclusionary Zoning (IZ) was completed and submitted to Council on Feb. 24, 2025 through report [DS-013-25](#). Before a municipality can implement IZ policies and a by-law, provincial regulation requires that a written opinion on the market impact and financial viability analysis from the IZ assessment report be obtained from a person independent of the municipality and who, in the opinion of the council of the municipality, is qualified to review the analysis.

Parcel Economics Inc. (Parcel) has the specific expertise required to review and comment on the validity of the IZ market impact and financial viability analysis. The Parcel project team have completed the IZ review and written opinion in accordance with the provincial regulation for a number of other municipalities in Ontario. The Parcel project team's summary of qualifications and relevant project experience are attached as Appendix 1.

EXECUTIVE SUMMARY

Staff are seeking to confirm that Council is of the opinion that Parcel is qualified to review and provide an independent written opinion on the market impact and financial viability analysis from the Inclusionary Zoning Assessment Report.

REPORT

Background

Inclusionary Zoning (IZ) is a tool that municipalities may use to help increase the supply of affordable housing. The Planning Act requires that an assessment report must be completed before a municipality can implement IZ policies and a by-law.

Provincial regulation, O. Reg. 232/18, sets out the analyses that need to be completed for the IZ assessment report, which includes analysis of the potential impacts of IZ on the housing market and on the financial viability of development.

O. Reg. 232/18 also requires that a written opinion on the market impact and financial viability analysis from the IZ assessment report be obtained from a person independent of the municipality and who, in the opinion of the council of the municipality, is qualified to review the analysis.

The IZ Assessment Report was completed for the Town by a consulting team led by Watson & Associates Economics Ltd. (Watson), and was submitted to Council on Feb. 24, 2025 through report [DS-013-25](#). Through this staff report, Council also approved the recommendations for Staff to proceed with obtaining the independent written opinion as required by the provincial regulation and a budget increase to fund this work.

Discussion

Staff are seeking to confirm that Council is of the opinion that Parcel Economics Inc. (Parcel) is qualified to review and provide an independent written opinion on the market impact and financial viability analysis from the IZ Assessment Report prepared on behalf of the Town by Watson & Associates Economics Ltd. (Watson).

Parcel offers specific expertise in land economics and land use planning. They have extensive experience conducting market assessments and development viability analysis for public and private sector clients in communities across Ontario. The project team from Parcel have completed reviews and written opinions of IZ assessment reports for the City of

Discussion

Richmond Hill, the Cities of Kitchener, Waterloo and Cambridge, and Peel Region (including the municipalities of Mississauga, Brampton and Caledon).

Staff has reviewed the IZ written opinions the Parcel project team have completed for other municipalities, and the team's qualifications, and are confident that the project team is qualified to perform the review and will provide a high-quality written opinion in accordance with the requirements of the provincial regulation. The Parcel project team's summary of qualifications and relevant project experience are attached as Appendix 1.

As this award falls under the low value threshold of the Town's purchasing by-law, Staff has received a proposal directly from Parcel that outlines the scope, resources, workplan and cost of the assignment. Should Council deem Parcel qualified through this report, Staff will proceed to retain Parcel to undertake this work. The independent written opinion will provide commentary on the validity and reasonableness of the analysis, conclusions and recommendations from Watson's IZ Assessment Report. The written opinion may provide suggested edits, updates and/or improvements to the analysis from Watson's IZ Assessment Report.

It is anticipated that the written opinion would require approximately 7-8 weeks to complete upon the consultant receiving the authorization to proceed. If the consultant is allowed to proceed at the end of April, following the approval of this report, the written opinion could be completed in mid-July 2025.

Following the completion of the independent written opinion, as Council directed through report [DS-013-25](#), Staff will report back on the findings of the independent written opinion together with recommended next steps.



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Financial Impact

Parcel's fee for reviewing the IZ Assessment Report and providing the written opinion will be \$22,195 (exclusive of tax), which is considered a minor purchase under Purchasing By-law 061-2018. In arriving at the recommendation to award, staff have reviewed the workplan, hourly rates as well as other alternatives that may be available.

Through report [DS-013-25](#), Council approved a budget increase of \$20,000 be made to capital project C90010323 Res/Non-Res Take Up/Land Needs Study, funded from the Housing Accelerator Fund. The previously approved budget increase, together with the remaining budget for capital project C90010323, will fund the consultant's fees.

Respectfully submitted,

Jill Hogan
Commissioner, Development Services

For questions, please contact: Wendy Chen, Phone: Ext. 2296
Senior Planner, Policy

Attachments

Appendix 1 - Parcel Economics Inc. Summary of Qualifications and Relevant Project Experience

Approved by CAO
Andrew M. Siltala
Chief Administrative Officer

Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.



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