To: Joe Spiler  
From: Gary Scandlan  
Date: April 19, 2018  
Re: City Report on Industrial Expansion Policy Framework

In follow-up to your request, we would confirm that we have reviewed the above noted report and are satisfied that it includes all the necessary items to meet the requirements of a “Background Study under the Development Charges Act. As noted in section 19 of the DCA, to amend an existing DC By-law, you are required to address items set out in sections 10 through 18 of the DCA. Section 10 provides for different items to be specifically address in the report whereas the remaining sections deal with process. A table has been provided within the report setting out the section 10 items and how they are being addressed.

We trust this is satisfactory for your needs