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2021 Development Charges Update Study

Municipality of Mississippi Mills

For Public Circulation and Comment

February 18, 2021

Watson & Associates Economists Ltd.
905-272-3600
info@watsonecon.ca

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1. Introduction

1.1 Background

The Municipality of Mississippi Mills (Municipality) imposes development charges (D.C.s) to recover the increase in the needs for service arising from development. The basis for the calculation of the Municipality’s current residential and non-residential D.C.s is documented in the Municipality’s “2018 Development Charges Background Study” dated June 11, 2018, as amended. This D.C. Background Study provides the supporting documentation for the Municipality’s D.C. By-law 18-88. The current D.C.s by municipal service and development type are summarized in Table 1-1. This table reflects the indexed charges that are currently in force as of January 1, 2021.

Table 1-1
Municipality of Mississippi Mills
Current (Indexed) Schedule of D.C.s

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide Services						
Services Related to a Highway	\$ 3,920	\$ 2,213	\$ 2,089	\$ 3,144	\$ 1,602	\$ 2.36
Fire Protection Services	\$ 96	\$ 54	\$ 51	\$ 77	\$ 40	\$ 0.05
Parks and Recreation Services	\$ 1,895	\$ 1,070	\$ 1,009	\$ 1,520	\$ 774	\$ 0.27
Library Services	\$ 1,073	\$ 607	\$ 572	\$ 861	\$ 439	\$ 0.15
Administration	\$ 70	\$ 40	\$ 37	\$ 57	\$ 29	\$ 0.04
Child Care Services	\$ 211	\$ 120	\$ 113	\$ 170	\$ 87	\$ -
Total Municipal Wide Services	\$ 7,265	\$ 4,104	\$ 3,871	\$ 5,829	\$ 2,971	\$ 2.87
Rural Services						
Septage Services	\$ 82	\$ 46	\$ 44	\$ 66	\$ 33	\$ 0.05
Total Rural Services	\$ 82	\$ 46	\$ 44	\$ 66	\$ 33	\$ 0.05
Urban Services						
Wastewater Services	\$ 3,497	\$ 1,975	\$ 1,864	\$ 2,806	\$ 1,429	\$ 1.31
Water Services	\$ 4,757	\$ 2,687	\$ 2,535	\$ 3,816	\$ 1,945	\$ 1.10
Total Urban Services	\$ 8,254	\$ 4,662	\$ 4,399	\$ 6,622	\$ 3,374	\$ 2.41
GRAND TOTAL RURAL AREA	\$ 7,347	\$ 4,150	\$ 3,915	\$ 5,895	\$ 3,004	\$ 2.92
GRAND TOTAL URBAN AREA	\$ 15,519	\$ 8,766	\$ 8,270	\$ 12,451	\$ 6,345	\$ 5.28



1.2 Existing Policies (Rules)

The following subsections set out the rules governing the calculation, payment, and collection of the D.C. as provided in By-law 18-88, in accordance with the *Development Charges Act*, 1997, as amended (D.C.A.).

1.2.1 *Payment in any Particular Case*

In accordance with the D.C.A., s. 2 (2), a D.C. shall be calculated, payable, and collected where the development requires one or more of the following:

- the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the *Planning Act*;
- the approval of a minor variance under section 45 of the *Planning Act*;
- a conveyance of land to which a by-law passed under section 50 (7) of the *Planning Act* applies;
- the approval of a plan of subdivision under section 51 of the *Planning Act*;
- a consent under section 53 of the *Planning Act*;
- the approval of a description under section 50 of the *Condominium Act*; or
- the issuing of a building permit under the *Building Code Act* in relation to a building or structure.

1.2.2 *Determination of the Amount of the Charge*

The calculation for residential development is generated on a per capita basis and imposed based on five housing types (i.e. single and semi-detached, two bedrooms and larger apartments, bachelor and one-bedroom apartments, other multiples, and special care/special dwelling units). The eligible D.C. cost calculations are based on the net anticipated population increase. The total eligible D.C. cost is divided by the “gross” (new resident) population to determine the per capita amount. The cost per capita is then multiplied by the average occupancy of the new units to calculate the charges by type of residential dwelling unit.

The non-residential D.C. has been calculated and imposed uniformly on a per square foot (sq.ft.) of gross floor area (G.F.A.) basis.



1.2.3 Application to Redevelopment of Land (Demolition and Conversion)

Where development involves the demolition and replacement of a building or structure on the same site, or the conversion from one principal use to another, the developer shall be allowed a redevelopment credit equivalent to:

- the number of dwelling units demolished/converted multiplied by the applicable residential D.C. in place at the time the D.C. is payable; and/or
- the G.F.A. of the building demolished/converted multiplied by the current non-residential D.C. in place at the time the D.C. is payable.

The demolition credit is allowed only if the land was improved by occupied structures, and if the demolition permit related to the site was issued less than 24 months prior to the issuance of a building permit. The credit can, in no case, exceed the amount of D.C.s that would otherwise be payable.

Redevelopment credits will not be granted to demolitions or conversions of previously D.C. exempt developments.

1.2.4 Exemptions (full or partial)

Statutory exemptions

- Industrial building additions of up to and including 50% of the existing G.F.A. (defined in O. Reg. 82/98, s.1) of the building; for industrial building additions which exceed 50% of the existing G.F.A., only the portion of the addition in excess of 50% is subject to D.C.s (s. 4 (3));
- Buildings or structures owned by and used for the purposes of any Municipality, local board or Board of Education (s. 3); and
- Residential development that results in only the enlargement of an existing dwelling unit, or that results only in the creation of up to two additional dwelling units (based on prescribed limits set out in s. 2 of O. Reg. 82/98).

Non-statutory exemptions

- Industrial development (excluding marijuana and distillery production facilities);



- Partial exemption from payment of 50% of the Municipal-wide service components of the charge (i.e. roads and related, fire protection, parks and recreation, library, administration, and child care) for commercial and institutional development;
- Buildings used as hospitals as governed by the Public Hospitals Act;
- Partial exemption requiring the payment of only the water, wastewater and storm sewer components of the charge for the first two apartment units constructed above a commercial use within the downtown core of the Almonte Ward;
- Partial exemption from payment of 50% of the Municipal-wide service components of the charge (i.e. roads and related, fire protection, parks and recreation, library, administration, and child care) for rental apartment development of 5 dwelling units or greater;
- Partial exemption requiring the payment of only the water, wastewater and storm sewer components of the charge for all residential unit types constructed by or for charitable organizations, non-profit organizations and publicly funded non-profit housing and used for residential purposes;
- Non-residential farm buildings; and
- Partial exemption requiring the payment of only the water and wastewater components of the charge for additional dwelling units, located on a residential lot, containing an existing single detached dwelling.

1.2.5 Indexing

The by-law provides for indexing of the D.C. annually on January 1st of each year, in accordance with provisions under the D.C.A.

1.2.6 By-law Duration

The by-law will expire at 12:01 AM on January 1, 2024 unless it is repealed by Council at an earlier date.

1.2.7 Date Charge Payable

Development charges imposed under the by-law are calculated, payable, and collected upon issuance of a building permit with respect to each dwelling unit, building or structure.



1.3 Changes to the D.C.A.: More Homes, More Choice Act and the COVID-19 Economic Recovery Act

On May 2, 2019, the Province introduced Bill 108 (*More Homes, More Choice Act*), which proposed changes to the D.C.A. The Bill was introduced as part of the Province's "*More Homes, More Choice: Ontario's Housing Supply Action Plan*." The Bill received Royal Assent on June 6, 2019. While having received Royal Assent, many of the amendments to the D.C.A. would not come into effect until they are proclaimed by the Lieutenant Governor. On January 1, 2020, the following provisions were proclaimed:

- A D.C. for rental housing and institutional developments will pay the charge in six equal annual installments, with the first payment commencing on the date of occupancy. A D.C. for non-profit housing developments will pay the charge in 21 equal annual installments. A municipality may charge interest on the installments. Any unpaid D.C. amounts may be added to the property and collected as taxes.
- The determination of the D.C. for all developments occurring within two years of a Site Plan or Zoning By-law Amendment planning approval shall be determined based on the D.C.s in effect on the date the planning application was submitted. These provisions only apply to Site Plan and Zoning By-law Amendment planning applications received on or after January 1, 2020. Developments arising from planning application approvals not fitting these criteria, or if the building permit arising from these planning approvals is issued two years or more after the planning application approval, the D.C. is determined based on the provisions of the D.C. by-law.

In early 2020, the Province released Bill 197 (*COVID-19 Economic Recovery Act*), an omnibus bill amending numerous statutes, including the D.C.A. and *Planning Act*. This Bill also revised some of the proposed amendments included in the *More Homes, More Choice Act*. The *COVID-19 Economic Recovery Act* received Royal Assent on July 21, 2020 and provisions of the statute affecting the D.C.A. were proclaimed on September 18, 2020. The following provides a summary of the changes to the D.C.A. that are now in effect:



List of D.C. Eligible Services

The D.C.A. previously defined ineligible services for D.C.s. The amendments to the D.C.A. now defined the services that are eligible for inclusion in a D.C. by-law. The following summarizes the D.C. eligible services:

- Water supply services, including distribution and treatment services;
- Wastewater services, including sewers and treatment services;
- Storm water drainage and control services;
- Services related to a highway;
- Electrical power services;
- Toronto-York subway extension, as defined in subsection 5.1 (1);
- Transit services other than the Toronto-York subway extension;
- Waste diversion services;
- Policing services;
- Fire protection services;
- Ambulance services;
- Library Services;
- Long-term care services;
- Parks and recreation services (excluding the acquisition of land for parks);
- Public health services;
- Childcare and early years services;
- Housing services;
- *Provincial Offences Act* services;
- Services related to emergency preparedness;
- Services related to airports, but only in the Regional Municipality of Waterloo;
and
- Additional services as prescribed.

10% Statutory Deduction

The D.C.A. previously required a 10% statutory deduction for all services not specifically identified in s.s. 5 (5) of the D.C.A. (i.e. soft services). This had the effect of categorizing D.C. eligible services into two groups, i.e. 90% D.C. recoverable services,



and 100% D.C. recoverable services. The amendments to the D.C.A. remove the 10% statutory deduction for soft services.

Classes of D.C. Services

As noted above the D.C.A. categorized services generally into two categories. The amended D.C.A. repeals these provisions and provides the following:

- A D.C. by-law may provide for any eligible service or capital cost related to any eligible service to be included in a class, set out in the by-law.
- A class may be composed of any number or combination of services and may include parts or portions of the eligible services or parts or portions of the capital costs in respect of those services.
- A D.C. by-law may provide for a class consisting of studies in respect of any eligible service whose capital costs are described in paragraphs 5 and 6 of s. 5 of the D.C.A.
- A class of service set out in the D.C. by-law is deemed to be a single service with respect to reserve funds, use of monies, and credits.

Statutory Exemptions

The D.C.A. provides for statutory exemptions from payment of D.C.s where the development is creating additional residential dwelling units within prescribed classes of existing residential buildings or structures. This statutory exemption has been expanded to include secondary residential dwelling units, in prescribed classes, that are ancillary to existing residential buildings. Furthermore, additional statutory exemptions are provided for the creation of a second dwelling unit in prescribed classes of proposed new residential buildings, including structures ancillary to new dwellings.

Transition

Services, other than those described in paragraphs 1 to 10 of subsection 2 (4) of the D.C.A. (i.e. soft services) within an existing D.C. by-law can remain in effect, even if the by-law expires, until the earlier of the day the by-law is repealed, the day the municipality passes a Community Benefits Charge by-law under subsection 37 (2) of the *Planning Act*, or the specified date. The specified date is September 18, 2022.



1.4 Other Legislative Changes

Bill 213 (*Better for People, Smarter for Business Act*) received Royal Assent on December 8, 2020. This Bill amended the *Ministry of Training, Colleges and Universities Act* to provide an exemption from the payment of D.C.s for universities. Specifically, the Act states:

Land vested in or leased to a university that receives regular and ongoing operating funds from the government for the purposes of post-secondary education is exempt from development charges imposed under the *Development Charges Act, 1997* if the development in respect of which development charges would otherwise be payable is intended to be occupied and used by the university.

This statutory exemption to the payment of D.C.s came into effect on the December 8, 2020.

1.5 Purpose of this Document

This background study has been prepared pursuant to the requirements of the D.C.A. to amend the Municipality's D.C. by-law. The proposed amendments relate to the removal of the 10% deduction for soft services and provide updates to the underlying D.C. eligible capital cost estimates. In addition, other proposed amendments relate to the timing and collection of D.C.s and statutory exemptions, as a result of recent changes to the D.C.A. (as summarized in Section 1.3 and 1.4 herein).

This D.C. background study and draft amending by-law will be provided to the public to provide interested parties with sufficient background information on the legislation, recommendations, and an outline of the basis for these recommendations.

The following Chapters of this Study include:

- Chapter 2 – Anticipated Development
- Chapter 3 – Revisions to the Anticipated Capital Needs
- Chapter 4 – Revised D.C. Calculation and Schedule of Charges
- Chapter 5 – D.C. Policy Recommendations and D.C. By-law Rules



- Chapter 6 – Asset Management Plan and Long-Term Capital and Operating Costs
- Chapter 7 – Process for Adoption of the Amending Development Charges By-law
- Appendix A – Draft Amending D.C. By-law

It should be noted that this Study is provided as an update to the Municipality's 2018 D.C. Background Study, and as such the calculations are denominated in 2018 dollars (the Municipality's D.C. Background Study cost base). The amended D.C. rates will be subsequently indexed to 2021 rates for implementation.

The notice of the Public Meeting will be advertised in accordance with the requirements of the D.C.A., i.e. 20 clear-days prior to the public meeting. This background study document will be released for public review and posted on the Municipality's website in accordance with provisions of the D.C.A. on February 18, 2021. The statutory public meeting will be held on March 16, 2021. A presentation will be made to the public regarding the recommendations of this study, and Council will receive oral and written comments on the matter.

It is anticipated that Council will consider for adoption the proposed amending by-law after the 60-day period from the release of the D.C. Background Study has been satisfied. The intended date for passage of the D.C. by-law is April 20, 2021.

1.6 Summary of Proposed Amendments

Other than the changes identified within this report, all other D.C. calculations and policies (i.e. rules) contained in By-law 18-88 remain unchanged by this process.

The analysis provided herein will address the proposed amendments to the Municipality's D.C. by-law arising from the recent amendments to the D.C.A., as outlined in Sections 1.3 and 1.4 above. In particular, Chapters 3 and 4 address changes to the D.C. eligible costs and calculation of the charges resulting from the removal of the 10% statutory deduction for 'soft' services, as well as the change in classification of Administration service to the class of service for Growth-Related Studies. Changes to the capital costs underlying the charge have been made for Services Related to a Highway, Administration Studies/Growth-Related Studies, and Library services. These changes are discussed in detail in Chapter 3 of this report.



Chapter 5 presents the changes to the D.C. by-law collection policies and statutory exemptions to reflect legislative changes.



2. Anticipated Development

It is a requirement of Section 5 (1) of the D.C.A. that “the anticipated amount, type and location of development, for which development charges can be imposed, must be estimated”. The growth forecast contained in Chapter 3 of the 2018 D.C. Background Study (with supplemental tables in Appendix A) provides for the anticipated development for which the Municipality will be required to provide services over a ten-year (mid-2018 to mid-2028) and a 19-year time horizon (mid-2018 to mid-2037)

The growth forecast contained in the 2018 D.C. Background Study is summarized in Table 2-1. For the purposes of this update study, the growth forecast as contained within the 2018 D.C. Background Study remains unchanged.

Table 2-1
Municipality of Mississippi Mills
2018 D.C. Background Study – Growth Forecast Summary

Time Horizon	Residential		Non-residential	
	Net Population	Residential Units	Employment ¹	Gross Floor Area (sq.ft.)
Mid-2018	13,665	5,564	2,694	
Mid-2028	15,816	6,624	3,174	
Mid-2037	17,598	7,524	3,619	
Incremental Growth				
10-year (2018-2028)	2,151	1,060	480	388,400
19-year (2018-2037)	3,933	1,960	925	732,600
Urban 19-year (2018-2037)	1,927	980	786	622,700

¹ Excludes No Fixed Place of Work and Work at Home



3. Revisions to the Anticipated Capital Needs

The 2018 D.C. Background Study justified the maximum amount that could be charged for residential and non-residential development. The study and by-law identified anticipated capital needs for recovery through D.C.s for the following services:

- Services Related to a Highway;
- Fire Protection Services;
- Parks and Recreation Services;
- Library Services;
- Administration Services (Studies);
- Child Care services;
- Septage Treatment Services;
- Wastewater Services; and
- Water Services.

The following sections summarize the amendments made to the D.C. eligible capital costs. In accordance with the amendments to the D.C.A., the 10% statutory deduction has been removed from the calculation of the D.C. eligible capital costs for Parks and Recreation Services, Library Services, Child Care Services, and specific studies under Administration. The changes to the D.C. eligible capital costs for Services Related to a Highway, Library Services, and Administration Studies comprising the D.C. amendment are also summarized.

Other than the revisions included in this report, all other capital needs and the determination of D.C. recoverable costs contained in the Municipality's 2018 D.C. Background Study remain unchanged.

3.1 Services Related to a Highway

The Municipality's 2018 D.C. Background Study identified additional capital needs for Services Related to a Highway. The capital needs for Services Related to a Highway in this update study have been augmented to include the costs for a Transportation Master Plan at a gross capital cost of \$46,300.

The changes outlined above increase the gross capital costs for Services Related to a Highway to \$14.83 million. In recognition of the benefits to growth beyond the period to



2037, \$908,100 has been deducted from the costs. Recognizing the benefit to existing development through the resurfacing and replacement of existing infrastructure at the time of addressing growth needs, \$5.75 million has been deducted. The reserve fund deficit of \$266,612, and capital needs identified result in a D.C.-eligible amount of approximately \$8.54 million.

Net growth-related capital costs for Services Related to a Highway have been allocated between future residential and non-residential development on the basis of incremental population to employment growth over the 19-year forecast period (i.e. 81% residential and 19% non-residential).

The detailed capital needs listing and calculation of D.C.-eligible costs is shown in Table 3-1 below.



**Table 3-1
Infrastructure Costs Covered in the D.C. Calculation – Services Related to a Highway**

Prj .No	TMP Project ID	Increased Service Needs Attributable to Anticipated Development 2018-2037	Timing (year)	Gross Capital Cost Estimate (2018\$)	Post Period Benefit	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Developme nt	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 81%	Non- Residential Share 19%
		Roads									
1		Ottawa Street Reconstruction - Principal (growth share only)	2014-2025	491,000	30,167	460,833	-		460,833	373,275	87,558
		Ottawa Street Reconstruction - Interest (growth share only)							105,500	85,455	20,045
1a		Ottawa Street Reconstruction - Landscape Plan		186,579	11,463	175,116	55,974		119,142	96,505	22,637
2	TMP-1	North Collector Schedule C EA Study and Preliminary Design - Martin Street North to Ramsay Conc 11 (1.5km)		378,800	23,273	355,527	125,004		230,523	186,723	43,799
		Construction									
3	TMP-13	North Collector Detailed Design and Construction - Martin Street North to Ramsay Conc 11 (1.5km)	2035	5,844,800	359,105	5,485,695	1,928,784		3,556,911	2,881,098	675,813
4	TMP-20	Ramsay Conc 11A Reconstruction - Ottawa Street to North Collector (600m)	2019-2020	681,900	41,896	640,004	68,190		571,814	463,169	108,645
5	TMP-22	4th Conc. Pakenham Reconstruction - Campbell Side Road (CR24) to Mississippi Mills North Limit (1km)	2035	595,300	36,575	558,725	-		558,725	452,567	106,158
6	TMP-23	Ramsay Conc. 8 Reconstruction - Wolf Grove Road to Clayton Road (3.1km)	2028	1,840,000	113,050	1,726,950	1,288,000		438,950	355,550	83,401
7	TMP-24	Ramsay Conc. 7A Reconstruction - Rae Road to Mississippi Mills South Limit (5.5km)	2035	3,247,100	199,502	3,047,598	2,272,970		774,628	627,449	147,179
8	TMP-26	Menzie Street Construction - Ottawa Street to Maude Street (300m)	2018	409,100	25,135	383,965	-		383,965	311,012	72,953
		Public Works New Facilities									
9		6 Bay Garage Expansion	2028	700,000	43,008	656,992	-		656,992	532,164	124,828
		Public Works New Fleet									
10		Sidewalk Plow	2025	135,000	8,294	126,706	-		126,706	102,632	24,074
12		Half Ton	2021	30,000	1,843	28,157	-		28,157	22,807	5,350
13		Plow Truck	2028	240,000	14,746	225,254	-		225,254	182,456	42,798
		Roads and Related Studies									
14		Transporation Master Plan	2021	46,300	-	46,300	11,575		34,725	28,127	6,598
		Unfunded Capital				266,612	-		266,612	215,956	50,656
		Total		14,825,879	908,057	14,184,434	5,750,497	-	8,539,437	6,916,944	1,622,493



3.2 Parks and Recreation Services

This study serves to remove the 10% statutory deduction that is no longer required for Parks and Recreation services due of the recent changes to the D.C.A. No changes to the capital projects included for Parks and Recreation services are required and as such, the total gross capital costs remain unchanged at \$2.49 million when compared to the 2018 D.C. Background Study. After deducting \$41,000 in recognition of the benefits to existing development, \$40,000 for grants and contributions attributable to new development, and approximately \$237,100 for existing reserve fund balances, \$2.17 million has been included in the calculation of the charge.

As the predominant users of parks and recreation services tend to be residents of the Municipality, the forecast growth-related costs have been allocated 95% to residential and 5% to non-residential development. The detailed capital needs listing and calculation of D.C.-eligible costs are shown in Table 3-2.



**Table 3-2
Infrastructure Costs Covered in the D.C. Calculation – Parks and Recreation Services**

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2018\$)	Post Period Benefit	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
						Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
	2018-2028								95%	5%
	Parkland Development									
1	Riverfront Estates Parks - 2.5 ac.	2018-2020	330,000	-	330,000	-		330,000	313,500	16,500
2	Mill Run Park - 1.0 ac.	2019-2021	444,200	-	444,200	-		444,200	421,990	22,210
3	White Trail Ridge Park - 2.65 ac.	2017-2020	359,300	-	359,300	-		359,300	341,335	17,965
4	Splashpad at Augusta St. Park	2018	80,000	-	80,000	-	40,000	40,000	38,000	2,000
5	Gemmill Park	2023	853,000	-	853,000	-		853,000	810,350	42,650
	Trails & Pathways									
6	Trails & Pathways Development	2018-2021	249,900	-	249,900	-		249,900	237,405	12,495
	Park Vehicles									
7	Trailer	2020	5,600	-	5,600	-		5,600	5,320	280
	Recreation Facilities									
8	SCC Future Debt Payments - Principal (growth share only)		12,300	-	12,300	-		12,300	11,685	615
9	SCC Future Debt Payments - Interest (growth share only)							2,700	2,565	135
10	Portable Sound System	2018	3,300	-	3,300	-		3,300	3,135	165
11	Parks and Recreation Master Plan Review	2023	67,000	-	67,000	-		67,000	63,650	3,350
12	Lawn Bowling Club Expansion/Renovation	2022	82,000	-	82,000	41,000		41,000	38,950	2,050
	Reserve Fund Adjustment				(237,068)			(237,068)	(225,215)	(11,853)
	Total		2,486,600	-	2,249,532	41,000	40,000	2,171,232	2,062,670	108,562



3.3 Library Services

The Municipality's 2018 D.C. Background Study identified \$1.59 million in gross capital costs to meet the increase in need for service for Library services. Through this update study, the following changes have been made:

- Revised the gross capital cost of the Almonte Library expansion to reflect updated estimates identified in the Space Needs Analysis completed in November 2020; and
- Added estimated financing costs of the Almonte Library expansion.

The statutory 10% deduction that is no longer required for Library services under the amended D.C.A was removed. Including changes to the capital projects identified above, the total gross capital costs are \$3.69 million. After deducting \$787,100 for post period benefit, \$600 in recognition for the benefits to existing development, \$1.57 million for needs in excess of the Municipality's historical service standards, and including \$14,600 for previously unfunded capital, \$1.34 million has been included in the calculation of the charge.

The D.C. recoverable costs are allocated 95% to residential development and 5% to non-residential development based on the recognition that residential users are the primary users of Library Services. The detailed capital needs listing and calculation of D.C.-eligible costs are shown in Table 3-3.



**Table 3-3
Infrastructure Costs Covered in the D.C. Calculation – Library Services**

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2018\$)	Post Period Benefit	Level of Service Cap Adjustment	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
	2018-2028									95%	5%
	Library Facilities										
1	Almonte Library Expansion	2022	3,102,290	787,145	1,565,949	749,196	-		749,196	711,736	37,460
1a	Almonte Library Expansion - Financing Costs		154,924	-		154,924	-		154,924	147,178	7,746
2	Space Needs Study	2018	25,000	-		25,000	-		25,000	23,750	1,250
3	Srategic Plan (Update Study)	2023	2,500	-		2,500	625		1,875	1,781	94
	Library Materials										
4	Future Library Collection Materials	2018-2028	393,504	-		393,504	-		393,504	373,829	19,675
	Unfunded Capital					14,579	-		14,579	13,850	729
	Total		3,678,218	787,145	1,565,949	1,339,703	625	-	1,339,078	1,272,124	66,954



3.4 Child Care Services

The statutory 10% deduction that is no longer required for Child Care services under the amended D.C.A were removed. No changes to the capital projects included for Child Care services are required and, as such, the total gross capital costs remain unchanged at \$377,500 when compared to the 2018 D.C. Background Study. After deducting \$142,200 for benefits to existing development and \$6,600 in recognition of the D.C.s previously collected towards these needs (reserve fund adjustment), \$228,700 has been included in the calculation of the charge.

Consistent with the 2018 D.C. Background Study, the net growth-related costs for Child Care services have been allocated fully to residential development. The detailed capital needs listing and calculation of D.C.-eligible costs are shown in Table 3-4.



3.5 Administration (Growth-Related Studies Class of Service)

The Municipality's 2018 D.C. Background Study included growth-related studies under the Administration Studies service. Changes to Administration Studies are provided to conform with changes in the D.C. eligible services under the D.C.A. and the ability to include a separate class of services for growth-related studies (as summarized in Section 1.3). General growth-related studies included in the Municipality's 2018 D.C. Background Study, as well as the additional costs of undertaking this D.C. by-law amendment process, have been included in the D.C. calculation under a separate class of service (i.e. Growth-Related Studies). The following provides a list of the projects included in the Growth-Related Studies class of service:

- Official Plan Review;
- Development Charges Studies;
- Development Charges Update Study;
- Zoning By-law Review;
- Asset Management Plan; and
- Community Improvement Plan Study.

The gross capital costs for Growth-Related Studies total \$327,900 after adding \$7,900 for the costs of this D.C. by-law amendment process. A deduction of \$10,800 has been made to reflect the general benefits of these studies to other non-D.C. eligible services as well as \$151,700 for the benefit to existing development. After accounting for the existing D.C. reserve fund balance of \$62,300, D.C. eligible costs of growth-related studies over the 10-year forecast period total \$103,100 and are presented in Table 3-5.

The costs for the growth-related studies have been allocated to the eligible services in the following manner, based on the proportionate share of the 10-year D.C.-eligible costs:

- Services Related to a Highway – 28.6%
- Fire Protection Services – 2.9%
- Parks and Recreation Services – 5.5%
- Library Services – 18.9%
- Child Care Services – 3.4%



- Septage Services – 0.1%
- Wastewater Services – 26.6%
- Water Services – 14.1%

The forecast period for Services Related to a Highway, Fire Protection services, Septage services, Wastewater services, and Water services extend beyond the 10-year forecast period. As such, the growth-related studies capital cost estimates for these services have been increased by \$67,029 to reflect the need for further growth-related studies beyond the 10-year forecast period.

The D.C. recoverable costs included in the schedule of charges as a separate “class of service” total \$170,114. The allocation of the net growth-related costs between residential and non-residential development is based on the residential and non-residential allocation for each service area and are presented in Table 3-6 below.



**Table 3-5
Infrastructure Costs Covered in the D.C. Calculation – Growth-Related Studies (2018-2028)**

Prj.No	Increased Service Needs Attributable to Anticipated Development	Service to Which Project Relates	Timing (year)	Gross Capital Cost Estimate (2018\$)	Post Period Benefit	Other Deductions (to Recognize Benefit to Non-D.C. Services)	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
								Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 82%	Non-Residential Share 18%
1	Development Charges Study		2018									
	Development Charges Study	Wastewater Services	2018	7,970		-	7,970	-		7,970		
	Development Charges Study	Water Services	2018	4,220		-	4,220	-		4,220		
	Development Charges Study	Septage Services	2018	40		-	40	-		40		
	Development Charges Study	Services Related to a Highway	2018	8,580		-	8,580	-		8,580		
	Development Charges Study	Fire Protection Services	2018	870		-	870	-		870		
	Development Charges Study	Parks and Recreation Services	2018	1,640		-	1,640	-		1,640		
	Development Charges Study	Library Services	2018	5,680		-	5,680	-		5,680		
	Development Charges Study	Child Care Services	2018	1,010		-	1,010	-		1,010		
	Sub-total Development Charges Study			30,010		-	30,010	-		30,010		
2	Development Charges Study		2023									
	Development Charges Study	Wastewater Services	2023	7,970		-	7,970	-		7,970		
	Development Charges Study	Water Services	2023	4,220		-	4,220	-		4,220		
	Development Charges Study	Septage Services	2023	40		-	40	-		40		
	Development Charges Study	Services Related to a Highway	2023	8,580		-	8,580	-		8,580		
	Development Charges Study	Fire Protection Services	2023	870		-	870	-		870		
	Development Charges Study	Parks and Recreation Services	2023	1,640		-	1,640	-		1,640		
	Development Charges Study	Library Services	2023	5,680		-	5,680	-		5,680		
	Development Charges Study	Child Care Services	2023	1,010		-	1,010	-		1,010		
	Sub-total Development Charges Study			30,010		-	30,010	-		30,010		
3	Official Plan Review		2020									
	Official Plan Review	Wastewater Services	2020	15,950		798	15,153	7,975		7,178		
	Official Plan Review	Water Services	2020	8,430		422	8,009	4,215		3,794		
	Official Plan Review	Septage Services	2020	90		5	86	45		41		
	Official Plan Review	Services Related to a Highway	2020	17,150		858	16,293	8,575		7,718		
	Official Plan Review	Fire Protection Services	2020	1,730		87	1,644	865		779		
	Official Plan Review	Parks and Recreation Services	2020	3,270		164	3,107	1,635		1,472		
	Official Plan Review	Library Services	2020	11,360		568	10,792	5,680		5,112		
	Official Plan Review	Child Care Services	2020	2,020		101	1,919	1,010		909		
	Sub-total Official Plan Review			60,000		3,000	57,000	30,000		27,000		



Table 3-5 (continued)
Infrastructure Costs Covered in the D.C. Calculation – Growth-Related Studies (2018-2028)

Prj.No	Increased Service Needs Attributable to Anticipated Development	Service to Which Project Relates	Timing (year)	Gross Capital Cost Estimate (2018\$)	Post Period Benefit	Other Deductions (to Recognize Benefit to Non-D.C. Services)	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
								Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 82%	Non-Residential Share 18%
4	Zoning Bylaw Review		2018									
	Zoning Bylaw Review	Wastewater Services	2018	10,630		532	10,099	5,315			4,784	
	Zoning Bylaw Review	Water Services	2018	5,620		281	5,339	2,810			2,529	
	Zoning Bylaw Review	Septage Services	2018	60		3	57	30			27	
	Zoning Bylaw Review	Services Related to a Highway	2018	11,430		572	10,859	5,715			5,144	
	Zoning Bylaw Review	Fire Protection Services	2018	1,150		58	1,093	575			518	
	Zoning Bylaw Review	Parks and Recreation Services	2018	2,180		109	2,071	1,090			981	
	Zoning Bylaw Review	Library Services	2018	7,570		379	7,192	3,785			3,407	
	Zoning Bylaw Review	Child Care Services	2018	1,350		68	1,283	675			608	
	Sub-total Zoning Bylaw Review			39,990		2,000	37,991	19,995			17,996	
5	Zoning Bylaw Review		2022									
	Zoning Bylaw Review	Wastewater Services	2022	10,630		532	10,099	5,315			4,784	
	Zoning Bylaw Review	Water Services	2022	5,620		281	5,339	2,810			2,529	
	Zoning Bylaw Review	Septage Services	2022	60		3	57	30			27	
	Zoning Bylaw Review	Services Related to a Highway	2022	11,430		572	10,859	5,715			5,144	
	Zoning Bylaw Review	Fire Protection Services	2022	1,150		58	1,093	575			518	
	Zoning Bylaw Review	Parks and Recreation Services	2022	2,180		109	2,071	1,090			981	
	Zoning Bylaw Review	Library Services	2022	7,570		379	7,192	3,785			3,407	
	Zoning Bylaw Review	Child Care Services	2022	1,350		68	1,283	675			608	
	Sub-total Zoning Bylaw Review			39,990		2,000	37,991	19,995			17,996	
6	CIP Study											
	CIP Study	Wastewater Services		15,950		798	15,153	7,975			7,178	
	CIP Study	Water Services		8,430		422	8,009	4,215			3,794	
	CIP Study	Septage Services		90		5	86	45			41	
	CIP Study	Services Related to a Highway		17,150		858	16,293	8,575			7,718	
	CIP Study	Fire Protection Services		1,730		87	1,644	865			779	
	CIP Study	Parks and Recreation Services		3,270		164	3,107	1,635			1,472	
	CIP Study	Library Services		11,360		568	10,792	5,680			5,112	
	CIP Study	Child Care Services		2,020		101	1,919	1,010			909	
	Sub-total CIP Study			60,000		3,000	57,000	30,000			27,000	



Table 3-7 (continued)
Infrastructure Costs Covered in the D.C. Calculation – Growth-Related Studies (2018-2028)

Prj.No	Increased Service Needs Attributable to Anticipated Development 2018-2028	Service to Which Project Relates	Timing (year)	Gross Capital Cost Estimate (2018\$)	Post Period Benefit	Other Deductions (to Recognize Benefit to Non-D.C. Services)	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
								Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 82%	Non-Residential Share 18%
7	Asset Management Plan		2019									
	Asset Management Plan	Wastewater Services	2019	15,950		221	15,729	13,738		1,990		
	Asset Management Plan	Water Services	2019	8,430		117	8,313	7,261		1,052		
	Asset Management Plan	Septage Services	2019	90		1	89	78		11		
	Asset Management Plan	Services Related to a Highway	2019	17,150		238	16,912	14,772		2,140		
	Asset Management Plan	Fire Protection Services	2019	1,730		24	1,706	1,490		216		
	Asset Management Plan	Parks and Recreation Services	2019	3,270		45	3,225	2,817		408		
	Asset Management Plan	Library Services	2019	11,360		158	11,202	9,785		1,418		
	Asset Management Plan	Child Care Services	2019	2,020		28	1,992	1,740		252		
	Sub-total Asset Management Plan			60,000		832	59,168	51,681		7,488		
8	DC Amendment Study		2021									
	DC Amendment Study	Wastewater Services	2021	2,090		-	2,090	-		2,090		
	DC Amendment Study	Water Services	2021	1,110		-	1,110	-		1,110		
	DC Amendment Study	Septage Services	2021	10		-	10	-		10		
	DC Amendment Study	Services Related to a Highway	2021	2,250		-	2,250	-		2,250		
	DC Amendment Study	Fire Protection Services	2021	230		-	230	-		230		
	DC Amendment Study	Parks and Recreation Services	2021	430		-	430	-		430		
	DC Amendment Study	Library Services	2021	1,490		-	1,490	-		1,490		
	DC Amendment Study	Child Care Services	2021	260		-	260	-		260		
	Sub-total DC Amendment Study			7,870		-	7,870	-		7,870		
	Reserve Fund Adjustment						(62,284)			(62,284)	(51,073)	(11,211)
	Total			327,870	-	10,831	254,755	151,671	-	103,085	(51,073)	(11,211)



Table 3-6
Infrastructure Costs Covered in the D.C. Calculation – Growth-Related Studies Class of Service 2018-2037

Service	2018-2028	2028-2037	Total	Residential Share	Non-residential Share
Wastewater Services	27,392	24,653	52,045	41,116	10,929
Water Services	14,491	13,042	27,534	23,679	3,855
Septage Services	147	133	280	262	18
Services Related to a Highway	29,468	26,521	55,989	45,351	10,638
Fire Protection Services	2,978	2,681	5,659	4,584	1,075
Parks and Recreation Services	5,625		5,625	5,343	281
Library Services	19,514		19,514	18,538	976
Child Care Services	3,469		3,469	3,469	-
Total	103,085	67,029	170,114	142,342	27,772



3.6 Summary

Table 3-7 summarizes the total change in D.C. eligible costs for all services and classes of service in comparison to the 2018 D.C. Background Study. In aggregate, D.C. eligible capital costs of \$629,100 have been added to the calculation of the charge.

Table 3-7
Municipality of Mississippi Mills
D.C.-eligible Cost Comparison

Service	Residential		
	2018 D.C. Study	2021 D.C. Amendment	Change
Municipal Wide Services			
Services Related to a Highway	\$ 8,504,712	\$ 8,539,437	\$ 34,725
Fire Protection Services	\$ 208,605	\$ 208,605	\$ -
Parks and Recreation Services	\$ 1,931,902	\$ 2,171,232	\$ 239,330
Library Services	\$ 1,094,467	\$ 1,339,078	\$ 244,611
Growth-Related Studies	\$ 83,214	\$ 170,114	\$ 86,900
Child Care Services	\$ 205,184	\$ 228,711	\$ 23,528
Rural Services			
Septage Services	\$ 81,862	\$ 81,862	\$ -
Urban Services			
Wastewater Services	\$ 3,651,249	\$ 3,651,249	\$ -
Water Services	\$ 4,563,818	\$ 4,563,818	\$ -
Total	\$ 20,325,013	\$ 20,954,106	\$ 629,094



4. Revised D.C. Calculation and Schedule of Charges

Based on the proposed amendments to the D.C. eligible costs included in the 2018 D.C. Background Study detailed in Chapter 3 herein, Tables 4-1, 4-2, and 4-3 present the revised D.C. calculation for urban area services, rural area services, and municipal-wide services over the 19-year period (i.e., 2018-2037), respectively. Table 4-4 presents the calculations for municipal-wide services over the 10-year (i.e., 2018-2028) planning horizon.

The D.C. calculation has been undertaken on an average cost basis, whereby the calculated charge seeks to recover the total costs from the anticipated development over the planning period. The total D.C.-eligible costs in Tables 4-1 through 4-4 includes the attribution of growth-related studies by service area identified in Table 3-6. For the residential calculations, charges are calculated on a single detached unit equivalent basis and converted to five forms of housing types (single and semi-detached, apartments 2+ bedrooms, apartments bachelor and 1 bedroom, all other multiples, and special care/special dwelling units). The non-residential D.C. has been calculated uniformly on a per sq.ft. of G.F.A. basis.

Table 4-1
Urban Area Services D.C. Calculation
2018-2037

SERVICE	2018\$ D.C.-Eligible Cost		2018\$ D.C.-Eligible Cost	
	Residential	Non-Residential	SDU	per ft ²
	\$	\$	\$	\$
1. Wastewater Services	2,884,487	766,762	3,305	1.24
2. Water Services	3,924,884	638,935	4,497	1.04
TOTAL	6,809,371	1,405,697	\$7,802	\$2.28
Growth-related Studies	\$64,794	\$14,784		
D.C.-Eligible Capital Cost	\$6,874,165	\$1,420,481		
19-Year Urban Gross Population/GFA Growth (sq.ft.)	2,371	622,700		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$2,899.27	\$2.28		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.691	\$7,802		
Apartments - 2 Bedrooms +	1.520	\$4,407		
Apartments - Bachelor and 1 Bedroom	1.434	\$4,158		
Other Multiples	2.159	\$6,260		
Special Care/Special Dwelling Units	1.100	\$3,189		



Table 4-2
Rural Services D.C. Calculation
2018-2037

SERVICE	2018\$ D.C.-Eligible Cost		2018\$ D.C.-Eligible Cost	
	Residential	Non-Residential	SDU	per ft ²
	\$	\$	\$	\$
3. Septage Services	76,557	5,305	77	0.05
TOTAL	\$76,557	\$5,305	77	\$0.05
Growth-related Studies	\$262	\$18		
D.C.-Eligible Capital Cost	\$76,819	\$5,323		
19-Year Rural Gross Population/GFA Growth (sq.ft.)	2,682	109,900		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$28.64	\$0.05		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.691	\$77		
Apartments - 2 Bedrooms +	1.520	\$44		
Apartments - Bachelor and 1 Bedroom	1.434	\$41		
Other Multiples	2.159	\$62		
Special Care/Special Dwelling Units	1.100	\$32		

Table 4-3
Municipal-Wide Services D.C. Calculation
2018-2037

SERVICE	2018\$ D.C.-Eligible Cost		2018\$ D.C.-Eligible Cost	
	Residential	Non-Residential	SDU	per ft ²
	\$	\$	\$	\$
4. Services Related to a Highway	6,916,944	1,622,493	3,709	2.23
5. Fire Protection Services	168,970	39,635	91	0.05
TOTAL	\$7,085,914	\$1,662,128	\$3,800	\$2.28
Growth-related Studies	\$49,935	\$11,713		
D.C.-Eligible Capital Cost	\$7,135,849	\$1,673,841		
19-Year Gross Population/GFA Growth (sq.ft.)	5,053	732,600		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$1,412.20	\$2.28		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.691	\$3,800		
Apartments - 2 Bedrooms +	1.520	\$2,147		
Apartments - Bachelor and 1 Bedroom	1.434	\$2,025		
Other Multiples	2.159	\$3,049		
Special Care/Special Dwelling Units	1.100	\$1,553		



Table 4-4
Municipal-Wide Services D.C. Calculation
2018-2028

SERVICE	2018\$ D.C.-Eligible Cost		2018\$ D.C.-Eligible Cost	
	Residential	Non-Residential	SDU	per ft ²
	\$	\$	\$	\$
6. Parks and Recreation Services	2,062,670	108,562	2,010	0.28
7. Library Services	1,272,124	66,954	1,239	0.18
8. Child Care Services	228,711	-	223	-
TOTAL	\$3,563,506	\$175,515	\$3,472	\$0.46
Growth-related Studies	\$27,351	\$1,257		
D.C.-Eligible Capital Cost	\$3,590,857	\$176,772		
10-Year Gross Population/GFA Growth (sq.ft.)	2,783	388,400		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$1,290.28	\$0.46		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.691	\$3,472		
Apartments - 2 Bedrooms +	1.520	\$1,961		
Apartments - Bachelor and 1 Bedroom	1.434	\$1,850		
Other Multiples	2.159	\$2,786		
Special Care/Special Dwelling Units	1.100	\$1,419		

Table 4-5 presents the revised calculated schedule of charges, denominated in 2018\$ consistent with the 2018 D.C. Background Study. Table 4-6 provides the amended schedule of charges adjusted to reflect indexing as of 2021. In the schedule of charges, the charges for the Growth-Related Studies class of service are presented separately for the urban, rural, and municipal-wide areas.



Table 4-5
Schedule of Calculated D.C.s (2018\$)

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide Services:						
Services Related to a Highway	3,684	2,081	1,963	2,956	1,506	2.22
Fire Protection Services	90	51	48	72	37	0.05
Parks and Recreation Services	1,995	1,127	1,063	1,601	815	0.28
Library Services	1,230	695	655	987	503	0.17
Child Care Services	221	125	118	177	90	-
Total Municipal Wide Services	7,220	4,079	3,847	5,793	2,951	2.72
Rural Services						
Septage Services	77	43	41	62	31	0.05
Total Rural Services	77	43	41	62	31	0.05
Urban Services						
Wastewater Services	3,274	1,849	1,745	2,627	1,338	1.23
Water Services	4,454	2,516	2,373	3,573	1,821	1.03
Total Urban Services	7,728	4,365	4,118	6,200	3,159	2.26
Class of Service for Growth-Related Studies						
Municipal Wide	52	28	27	42	21	0.02
Rural	-	-	-	-	-	-
Urban	74	42	39	60	30	0.02
GRAND TOTAL RURAL AREA	7,349	4,150	3,915	5,897	3,003	2.79
GRAND TOTAL URBAN AREA	15,074	8,514	8,031	12,095	6,161	5.02



Table 4-6
Schedule of Calculated D.C.s (Indexed to 2021\$)

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide Services:						
Services Related to a Highway	3,935	2,223	2,097	3,157	1,609	2.37
Fire Protection Services	96	54	51	77	40	0.05
Parks and Recreation Services	2,131	1,204	1,135	1,710	871	0.30
Library Services	1,314	742	700	1,054	537	0.18
Child Care Services	236	134	126	189	96	-
Total Municipal Wide Services	7,712	4,357	4,109	6,187	3,153	2.90
Rural Services						
Septage Services	82	46	44	66	33	0.05
Total Rural Services	82	46	44	66	33	0.05
Urban Services						
Wastewater Services	3,497	1,975	1,864	2,806	1,429	1.31
Water Services	4,757	2,687	2,535	3,816	1,945	1.10
Total Urban Services	8,254	4,662	4,399	6,622	3,374	2.41
Class of Service for Growth-Related Studies						
Municipal Wide	56	30	29	45	22	0.02
Rural	-	-	-	-	-	-
Urban	79	45	42	64	32	0.02
GRAND TOTAL RURAL AREA	7,850	4,433	4,182	6,298	3,208	2.97
GRAND TOTAL URBAN AREA	16,101	9,094	8,579	12,918	6,581	5.35



A comparison of the amended charges (indexed to 2021\$) with the Municipality's current D.C.s are provided in Table 4-7. In total within the urban area, D.C.s for a single detached dwelling unit would increase by \$582 per unit (+3.8%) and the non-residential charge per sq.ft. of G.F.A. would increase by \$0.06 (+1.1%).

Table 4-7
Comparison of Current and Calculated D.C.s (Indexed)

Service	Residential (Single Detached Unit)		Non-Residential (per sq.ft. of G.F.A.)	
	Current	Calculated	Current ¹	Calculated
Municipal Wide Services:				
Services Related to a Highway	3,920	3,935	2.37	2.37
Fire Protection Services	96	96	0.05	0.05
Parks and Recreation Services	1,895	2,131	0.27	0.30
Library Services	1,073	1,314	0.15	0.18
Child Care Services	211	236	-	-
Total Municipal Wide Services	7,195	7,712	2.84	2.90
Rural Services				
Septage Services	82	82	0.05	0.05
Total Rural Services	82	82	0.05	0.05
Urban Services				
Wastewater Services	3,497	3,497	1.31	1.31
Water Services	4,757	4,757	1.10	1.10
Total Urban Services	8,254	8,254	2.41	2.41
Growth-Related Studies				
Rural	70	56	0.04	0.02
Urban	70	135	0.04	0.04
GRAND TOTAL RURAL AREA	7,347	7,850	2.93	2.97
GRAND TOTAL URBAN AREA	15,519	16,101	5.29	5.35

¹ Excludes 50% deduction of Municipal-Wide Services for Commercial and Institutional



5. D.C. Policy Recommendations and D.C. By-law Rules

The Municipality's current D.C. by-law provides for the uniform Municipal-wide and area-specific recovery of growth-related costs. D.C.s are imposed for all services through one by-law. The intent of the amendment does not alter the Municipality's policy for the imposition of Municipal-wide and area-specific D.C.s.

Other than those policy revisions identified in Sections 5.1 and 5.2, all other rules and polices contained within By-law 18-88 remain unchanged.

5.1 D.C. Calculation and Collection Policies

The recent amendments to the D.C.A. provide for mandatory installments payments of D.C.s for rental housing, non-profit housing, and institutional development as follows:

- Rental housing and institutional developments will pay D.C.s in six equal annual installments, with the first payment commencing at the date of occupancy. Non-profit housing developments will pay D.C.s in 21 equal annual installments. Interest may be charged on the installments, and any unpaid amounts may be added to the property and collected as taxes.

Furthermore, the D.C.s for development proceeding through the site plan or zoning by-law amendment planning approvals processes will be calculated on the date the planning application is made and will be payable at building permit issuance (or as required by S.26.1 of the D.C.A.).

- The D.C. amount for all developments occurring within two years of a Site Plan or Zoning By-law Amendment planning approval (for applications submitted on or after January 1, 2020) shall be determined based on the D.C. charge in effect on the date of Site Plan or Zoning By-law Amendment planning application. If the development is not proceeding via these planning approvals, or if the building permit is issued after the two-year period of application approval, then the amount is determined at building permit issuance.

The D.C.A. also provides that municipalities may charge interest on the installment payments, and charges calculated where the planning application is received in specific



circumstances outlined above. The interest charged on installment payments and charges calculated when the planning application is made will be governed by the Municipality's Council approved Development Charges Interest Policy.

5.2 Statutory Exemptions

The amendments to the D.C.A. provide for the following additional statutory exemptions to the payment of D.C.s.

Residential intensification exemptions have been expanded to allow for the creation of additional dwelling units within ancillary structures to existing residential dwellings without the payment of D.C.s. Section 2 (3) (b) of the D.C.A. provides that D.C.s are not payable for residential development that results only in the creation of up to two additional dwelling units in prescribed classes of existing residential buildings or prescribed structures ancillary to existing residential buildings, subject to the prescribed restrictions set out in section 2 (1) of O. Reg. 82/98 (see Table 5-1).

To provide additional clarity in interpreting the application of the exemptions under S.2(3)(b) of the D.C.A. it is proposed that an “existing residential building” is defined as:

- A residential building/dwelling, containing at least one dwelling unit, that existed on a parcel of land as of April 20, 2021 and which was not exempt from the payment of development charges pursuant to Section 2(3)(b) of the Act; or
- The first residential building/dwelling, containing at least one dwelling unit, constructed on a vacant parcel of land after April 20, 2021, and for which development charges were paid.



Table 5-1
Prescribed Classes of Existing Residential Buildings, Prescribed Additional Dwelling Units, and Restrictions

Item	Name of Class of Existing Residential Building	Description of Class of Existing Residential Buildings	Maximum Number of Additional Dwelling Units	Restrictions
1	Existing single detached dwellings	Existing residential buildings, each of which contains a single dwelling unit, that are not attached to other buildings.	Two	The total gross floor area of the additional dwelling unit or units must be less than or equal to the gross floor area of the dwelling unit already in the building.
2	Existing semi-detached dwellings or row dwellings	Existing residential buildings, each of which contains a single dwelling unit, that have one or two vertical walls, but no other parts, attached to other buildings.	One	The gross floor area of the additional dwelling unit must be less than or equal to the gross floor area of the dwelling unit already in the building.
3	Existing rental residential buildings	Existing residential rental buildings, each of which contains four or more dwelling units.	Greater of one and 1% of the existing units in the building	None
4	Other existing residential buildings	An existing residential building not in another class of residential building described in this table	One	The gross floor area of the additional dwelling unit must be less than or equal to the gross floor area of the smallest dwelling unit already in the building.

The creation of a second dwelling unit in prescribed classes of proposed new residential buildings, including structures ancillary to dwellings are now also exempt from the payment of D.C.s, subject to the prescribed restrictions set out in section 2 (3) of O. Reg. 82/98 (see Table 5-2).

To provide additional clarity in interpreting the application of the exemption for a second dwelling that would be ancillary to a proposed new detached dwelling, semi-detached dwelling, or row dwelling, the proposed new principal dwelling and one ancillary dwelling unit must be located on a parcel of land on which no other detached dwelling, semi-detached dwelling, or row dwelling would be located.



Table 5-2
Prescribed Classes of Proposed New Residential Buildings, and Restrictions

Item	Name of Class of Proposed New Residential Buildings	Description of Class of Proposed New Residential Buildings	Restrictions
1	Proposed new detached dwellings	Proposed new residential buildings that would not be attached to other buildings and that are permitted to contain a second dwelling unit, that being either of the two dwelling units, if the units have the same gross floor area, or the smaller of the dwelling units.	<p>The proposed new detached dwelling must only contain two dwelling units.</p> <p>The proposed new detached dwelling must be located on a parcel of land on which no other detached dwelling, semi-detached dwelling or row dwelling would be located.</p>
2	Proposed new semi-detached dwellings or row dwellings	Proposed new residential buildings that would have one or two vertical walls, but no other parts, attached to other buildings and that are permitted to contain a second dwelling unit, that being either of the two dwelling units, if the units have the same gross floor area, or the smaller of the dwelling units.	<p>The proposed new semi-detached dwelling or row dwelling must only contain two dwelling units.</p> <p>The proposed new semi-detached dwelling or row dwelling must be located on a parcel of land on which no other detached dwelling, semi-detached dwelling or row dwelling would be located.</p>
3	Proposed new residential buildings that would be ancillary to a proposed new detached dwelling, semi-detached dwelling or row dwelling	Proposed new residential buildings that would be ancillary to a proposed new detached dwelling, semi-detached dwelling or row dwelling and that are permitted to contain a single dwelling unit.	<p>The proposed new detached dwelling, semi-detached dwelling or row dwelling, to which the proposed new residential building would be ancillary, must only contain one dwelling unit.</p> <p>The gross floor area of the dwelling unit in the proposed new residential building must be equal to or less than the gross floor area of the detached dwelling, semi-detached dwelling or row dwelling to which the proposed new residential building is ancillary.</p>

Bill 213 (Better for People, Smarter for Business Act) received Royal Assent on December 8, 2020. This Bill amended the *Ministry of Training, Colleges and Universities Act* to provide an exemption from the payment of D.C.s for universities. Specifically, the Act states:

Land vested in or leased to a university that receives regular and ongoing operating funds from the government for the purposes of post-secondary education is exempt from development charges imposed under the *Development Charges Act, 1997* if the development in respect of which development charges would otherwise be payable is intended to be occupied and used by the university.

The Municipality's D.C. By-law will be updated through this process to include this statutory exemption which came into force on December 8, 2020.



6. Asset Management Plan and Long-Term Capital and Operating Costs

The D.C.A. requires the background study to include an Asset Management Plan (A.M.P) related to new infrastructure. Section 10 (3) of the D.C.A. provides:

The A.M.P. shall,

- (a) deal with all assets whose capital costs are proposed to be funded under the development charge by-law;**
- (b) demonstrate that all the assets mentioned in clause (a) are financially sustainable over their full life cycle;**
- (c) contain any other information that is prescribed; and**
- (d) be prepared in the prescribed manner.**

The A.M.P. analysis included in the 2018 D.C. Background Study, which found that the capital plan was deemed to be financially sustainable, has been updated to account for the capital cost revisions described herein.

The updated A.M.P. analysis contained in Table 6-1 identifies:

- \$3.45 million in total annualized expenditures; and
- Incremental operating revenues of \$4.30 million and existing operating revenues of \$24.42 million, totaling \$28.73 million by the end of the period.

In consideration of the above changes, the capital plan is still deemed to be financially sustainable.



Table 6-1
Municipality of Mississippi Mills
Asset Management – Future Expenditures and Associated Revenues (2018\$)

	2037 (Total)
Expenditures (Annualized)	
Annual Debt Payment on Non-Growth Related Capital ¹	784,804
Annual Debt Payment on Post Period Capital ²	921,010
Lifecycle:	
Annual Lifecycle - Town Wide Services	\$599,840
Annual Lifecycle - Area Specific Tax-Supported Services	\$366
Annual Lifecycle - Area Specific W/WW Services	\$423,000
Sub-Total - Annual Lifecycle	\$1,023,207
Incremental Operating Costs (for D.C. Services)	\$719,545
Total Expenditures	\$3,448,565
Revenue (Annualized)	
Total Existing Revenue ³	\$24,423,724
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	\$4,304,366
Total Revenues	\$28,728,090

¹ Non-Growth Related component of Projects including 10% mandatory deduction on soft services

² Interim Debt Financing for Post Period Benefit

³ As per Sch. 10 of FIR

As a requirement of the D.C.A., under subsection 10 (2) (c), an analysis must be undertaken to assess the long-term capital and operating cost impacts for the capital infrastructure projects identified within the D.C.

Table 6-2 summarizes the changes to the incremental annual operating costs associated with the D.C. eligible costs at full emplacement.



Table 6-2
Municipality of Mississippi Mills
Operating and Capital Expenditure Impacts for Future Capital Expenditures (2018\$)

SERVICE	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
1. Services Related to a Highway	375,240	54,896	430,136.68
2. Fire Protection Services	17,181	13,059	30,240.31
3. Parks and Recreation Services	127,581	17,129	144,709.55
4. Library Services	68,379	49,302	117,680.91
5. Growth-Related Studies	-	-	-
6. Child Care Services	11,459	32,938	44,396.35
7. Septage Services	366	686	1,052.16
8. Wastewater Services	70,494	373,831	444,325.37
9. Water Services	352,506	177,704	530,209.98
Total	1,023,207	719,545	1,742,751.30



7. Process for Adoption of the Amending Development Charges By-law

If approved, the changes provided herein will form part of the 2018 D.C. Background Study, as amended. Appendix A to this D.C. Update Study includes the draft Amending D.C. By-law being presented for Council's consideration. The D.C. Update Study and draft Amending D.C. By-law will be presented to the public at a public meeting of Council to solicit public input on the proposed D.C. by-law.

It is anticipated that Council will consider for adoption the proposed amending by-law at a subsequent meeting of Council on April 20, 2021, witnessing the 60-day period between the release of the D.C. Background Study and the passage of the D.C. By-law. It is proposed that the Amending D.C. By-law will come into effect on the date of passage.

If Council is satisfied with the proposed changes to the D.C. Background Study and D.C. By-Law, it is recommended that Council:

“Approve the Development Charges Update Study dated February 18, 2021, subject to further annual review during the capital budget process;”

“Determine that no further public meeting is required;” and

“Approve the Amending Development Charge By-law as set out herein.”



Appendix A

Draft Amending D.C. By-law

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI
MILLS

BY-LAW NO. 21-__

TO AMEND DEVELOPMENT CHARGES BY-LAW 18-88

WHEREAS Section 19 of the *Development Charges Act, 1997 S.O. 1997, c.27*, as amended (“the Act”) provides for amendments to be made to development charges by-laws;

AND WHEREAS the Council of the Corporation of the Municipality of Mississippi Mills (hereinafter called “the Council”) has determined that certain amendments should be made to the Development Charge By-law of the Corporation of the Municipality of Mississippi Mills, being By-law 18-88;

AND WHEREAS, in accordance with the Act, a development charges background study has been completed in respect of the proposed amendment;

AND WHEREAS the Council of the Corporation of the Municipality of Mississippi Mills has given notice and held a public meeting in accordance with the Act; and

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS ENACTS AS FOLLOWS:

1. **By-law 18-88 is hereby amended as follows:**

a. The following definitions are added to Section 1.1 of the By-law:

“institutional”, for the purposes of section 3.15, means development of a building or structure intended for use:

- (a) as a long-term care home within the meaning of Subsection 2 (1) of the *Long-Term Care Homes Act, 2007*;
- (b) as a retirement home within the meaning of Subsection 2(1) of the *Retirement Homes Act, 2010*.
- (c) By any institution of the following post-secondary institutions for the objects of the institution:

- (i) a university in Ontario that receives direct, regular and ongoing operation funding from the Government of Ontario;
- (ii) a college or university federated or affiliated with a university described in subclause (i); or
- (iii) an Indigenous Institute prescribed for the purposes of section 6 of the *Indigenous Institute Act, 2017*;
- (d) as a memorial home, clubhouse or athletic grounds by an Ontario branch of the Royal Canadian Legion; or
- (e) as a hospice to provide end of life care;

“non-profit housing development”, for the purposes of section 3.16, means development of a building or structure intended for use as residential premises by:

- (a) a corporation without share capital to which the *Corporations Act* applies, that is in good standing under that Act and whose primary objective is to provide housing;
- (b) a corporation without share capital to which the *Canada Not-for-profit Corporation Act* applies, that is in good standing under that Act and whose primary objective is to provide housing; or
- (c) a non-profit housing co-operative that is in good standing under the *Co-operative Corporations Act*;

“rental housing”, for the purposes of section 3.15, means development of a building or structure with four or more dwelling units all of which are intended for use as rented residential premises;

b. Section 2 is deleted and replaced with the following:

2. DESIGNATION OF SERVICES

2.1 The categories of services and classes of service for which development charges are imposed under this by-law are as follows:

Services

- (1) Services Related to a Highway;
- (2) Fire Protection Services;

- (3) Parks and Recreation Services;
- (4) Library Services;
- (5) Septage Treatment Services (within the Rural Serviced Area only);
- (6) Wastewater Services (within the Urban Serviced Area only);
and
- (7) Water Services (within the Urban Serviced Area only).

Classes of Service

- (1) Growth-Related Studies

2.2 The components of the services and classes designated in subsection 2.1 are described in Schedule A.

c. Section 3.3 is deleted and replaced with the following:

3.3 Notwithstanding clause 3.2 above, this by-law shall not apply to:

- (1) lands that are owned by and used for the purposes of the Municipality or a local board thereof;
- (2) lands that are owned by and used for the purposes of a board of education;
- (3) lands that are owned by and used for the purposes of the Corporation of the County of Lanark or a local board thereof;
or
- (4) land vested in or leased to a university that receives regular and ongoing operating funds from the government for the purposes of post-secondary education if the development in respect of which development charges would otherwise be payable is intended to be occupied and used by the university.

d. Subsections 3.5, 3.6, and 3.7 are deleted and replaced with the following:

3.5 Notwithstanding the provisions of this by-law, development charges shall not be imposed with respect to developments or portions of developments as follows:

- (1) the enlargement to an existing residential dwelling unit;

- (2) the creation of a maximum of two additional dwelling units in an existing single detached dwelling or structure ancillary to such dwelling. The total gross floor area of the additional dwelling unit or units must be less than or equal to the gross floor area of the dwelling unit already in the existing residential building/dwelling
- (3) the creation of additional dwelling units equal to the greater of one or 1% of the existing dwelling units in an existing residential rental building containing four or more dwelling units or within a structure ancillary to such residential building;
- (4) the creation of one additional dwelling unit in any other existing residential building/dwelling or within a structure ancillary to such residential building/dwelling. The gross floor area of the additional dwelling unit must be less than or equal to the gross floor area of the smallest dwelling unit already in the existing residential building/dwelling; or
- (5) the creation of a second dwelling unit in prescribed classes of proposed new residential buildings, including structures ancillary to dwellings, subject to the following restrictions:

Item	Name of Class of Proposed New Residential Buildings	Description of Class of Proposed New Residential Buildings	Restrictions
1	Proposed new detached dwellings	Proposed new residential buildings that would not be attached to other buildings and that are permitted to contain a second dwelling unit, that being either of the two dwelling units, if the units have the same gross floor area, or the smaller of the dwelling units.	<p>The proposed new detached dwelling must only contain two dwelling units.</p> <p>The proposed new detached dwelling must be located on a parcel of land on which no other detached dwelling, semi-detached dwelling or row dwelling would be located.</p>
2	Proposed new semi-detached dwellings or row dwellings	Proposed new residential buildings that would have one or two vertical walls, but no other parts, attached to other buildings and that are permitted to contain a second dwelling unit, that being either of the two dwelling units, if the units have the same gross floor area, or the smaller of the dwelling units.	<p>The proposed new semi-detached dwelling or row dwelling must only contain two dwelling units.</p> <p>The proposed new semi-detached dwelling or row dwelling must be located on a parcel of land on which no other detached dwelling, semi-detached dwelling or row dwelling would be located.</p>
3	Proposed new residential buildings that would be ancillary to a proposed new detached dwelling, semi-detached dwelling or row dwelling	Proposed new residential buildings that would be ancillary to a proposed new detached dwelling, semi-detached dwelling or row dwelling and that are permitted to contain a single dwelling unit.	<p>The proposed new detached dwelling, semi-detached dwelling or row dwelling, to which the proposed new residential building would be ancillary, must only contain one dwelling unit.</p> <p>The gross floor area of the dwelling unit in the proposed new residential building must be equal to or less than the gross floor area of the detached dwelling, semi-detached dwelling or row dwelling to which the proposed new residential building is ancillary.</p>

3.6 For the purposes of Subsection 3.5 “existing residential building/dwelling”, means:

- (1) A residential building/dwelling, containing at least one dwelling unit, that existed on a parcel of land as of April 20, 2021 and which was not exempt from the payment of development charges pursuant to Section 2(3)(b) of the Act; or
- (2) The first residential building/dwelling, containing at least one dwelling unit, constructed on a vacant parcel of land after April 20, 2021, and for which development charges were paid.

- 3.7 In addition to the restrictions outlined in Subsection 3.5(5), for the purposes of the exemption for an additional residential unit in a building ancillary to a proposed new Single Detached, Semi-Detached or Row Townhouse Dwelling, the proposed new Single Detached, Semi-Detached or Row Townhouse Dwelling must be located on a parcel of land on which no other Single Detached, Semi-Detached or Row Townhouse dwelling is or would be located.
- e. Subsection 3.15 is deleted and replaced with the following:
- 3.15 Notwithstanding Subsection 3.14, Development Charges for rental housing and institutional developments are due and payable in 6 installments commencing with the first installment payable on the date of occupancy, and each subsequent installment, including interest as provided in the Municipality's Council approved Development Charge Interest Policy, payable on the anniversary date each year thereafter.
- f. The following subsections are added to Section 3
- 3.16 Notwithstanding Subsection 3.14, Development Charges for non-profit housing developments are due and payable in 21 installments commencing with the first installment payable on the date of occupancy, and each subsequent installment, including interest as provided in the Municipality's Council approved Development Charge Interest Policy, payable on the anniversary date each year thereafter.
- 3.17 Where the development of land results from the approval of a Site Plan or Zoning Bylaw Amendment made on or after January 1, 2020, and the approval of the application occurred within 2 years of building permit issuance, the Development Charges under Subsections 3.14, 3.15 and 3.16 shall be calculated based on the rates set out in Schedule "B" on the date the planning application was made, including interest as provided in the Municipality's Council approved Development Charge Interest Policy. Where both planning applications apply Development Charges under Subsections 3.14, 3.15 and 3.16 shall be calculated based on the rates, including interest as provided in the Municipality's Council

approved Development Charge Interest Policy, set out in Schedule "B" on the date of the later planning application.

3.18 Despite Subsections 3.14, 3.15, 3.16, and 3.17, Council from time to time, and at any time, may enter into agreements providing for all or any part of a development charge to be paid before or after it would otherwise be payable, in accordance with section 27 of the Act.

g. Schedules A and B are deleted and replaced with the attached.

2. **This By-law shall come into effect on the date of passage.**

Read a first, second, third time and passed in open Council this April 20, 2021.

Christa Lowry, Mayor

Cynthia Moyle, Acting Clerk

**Schedule "A" To
By-law 18-88
Components of Services Designated in Section 2.1**

Eligible Services

MUNICIPAL-WIDE SERVICES

1. Services Related to a Highway
2. Fire Protection Services
3. Parks and Recreation Services
4. Library Services
5. Child Care Services

URBAN SERVICED AREA SERVICES

6. Water Services
7. Wastewater Services

RURAL SERVICED AREA SERVICES

8. Septage Treatment Services

Classes of Service

9. Growth-Relates Studies
 - a. Services Related to a Highway
 - b. Fire Protection Services
 - c. Parks and Recreation Services
 - d. Library Services
 - e. Child Care Services
 - f. Water Services
 - g. Wastewater Services
 - h. Septage Treatment Services

**Schedule “B” To By-law 18-88
Schedule of Development Charges**

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide Services:						
Services Related to a Highway	3,684	2,081	1,963	2,956	1,506	2.22
Fire Protection Services	90	51	48	72	37	0.05
Parks and Recreation Services	1,995	1,127	1,063	1,601	815	0.28
Library Services	1,230	695	655	987	503	0.17
Child Care Services	221	125	118	177	90	-
Total Municipal Wide Services	7,220	4,079	3,847	5,793	2,951	2.72
Rural Services						
Septage Services	77	43	41	62	31	0.05
Total Rural Services	77	43	41	62	31	0.05
Urban Services						
Wastewater Services	3,274	1,849	1,745	2,627	1,338	1.23
Water Services	4,454	2,516	2,373	3,573	1,821	1.03
Total Urban Services	7,728	4,365	4,118	6,200	3,159	2.26
Class of Service for Growth-Related Studies						
Municipal Wide	52	28	27	42	21	0.02
Rural	-	-	-	-	-	-
Urban	74	42	39	60	30	0.02
GRAND TOTAL RURAL AREA	7,349	4,150	3,915	5,897	3,003	2.79
GRAND TOTAL URBAN AREA	15,074	8,514	8,031	12,095	6,161	5.02