



Development Charges Background Study

Municipality of Mississippi Mills

April 17, 2025

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List of Acronyms and Abbreviations

Acronym	Full Description of Acronym
A.M.P.	Asset management plan
CANSIM	Canadian Socio-Economic Information Management System (Statistics Canada)
C.I.P.A.	Community Improvement Project Areas
D.C.	Development charge
D.C.A.	<i>Development Charges Act, 1997</i> , as amended
ERASE	Environmental, Remediation, and Site Enhancement
F.I.R.	Financial Information Return
G.F.A.	Gross floor area
M.O.E.C.P.	Ministry of the Environment, Conservation and Parks
N.F.P.O.W.	No fixed place of work
O.L.T.	Ontario Land Tribunal
O.P.A.	Official Plan Amendment
O. Reg.	Ontario Regulation
P.O.A.	Provincial Offences Act
P.P.U.	Persons per unit
S.D.E.	Single detached equivalent
S.D.U.	Single detached unit
S.W.M.	Stormwater management
sq.ft.	square foot
sq.m.	square metre



Report



Chapter 1

Introduction



1. Introduction

1.1 Purpose of this Document

This background study has been prepared pursuant to the requirements of the *Development Charges Act, 1997*, as amended, (D.C.A.) and, accordingly, recommends development charges (D.C.s) and policies for the Municipality of Mississippi Mills (Municipality).

In 2023, the Municipality engaged Watson & Associates Economists Ltd. (Watson) to undertake a D.C. study, leading to the enactment of D.C. by-laws 23-081 to 23-088. Since then, the Municipality has finalized master planning studies for transportation, water, and wastewater services. Additionally, the Municipality has identified the need for an expansion of the existing Childcare Centre, and recent legislative changes have reinstated growth-related studies as a D.C.-eligible cost. Consequently, the D.C. rates for some services require updating to ensure that they accurately reflect the current needs and costs. The purpose of this D.C. background study is to update the D.C. calculations for the following services and classes of service:

- Services Related to Highways
- Child Care Services
- Growth-related Studies
- Wastewater Services
- Water Services

Watson worked with the Municipality's staff in preparing the D.C. analysis and policy recommendations.

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 Municipality's D.C. background study, as summarized in Chapter 4. The forecast amount, type, and location of development is summarized in Chapter 3, with technical details provided in Appendix A. Chapters 5 and 6 identify the increase in



need by service, calculate the D.C. recoverable capital costs and schedule of charges by type of development. The requirement for “rules” governing the imposition of the D.C. is provided in Chapter 7. The proposed D.C. by-law, to be made available to the public as part of the approval process, is included as Appendix F.

The background study is designed to set out sufficient background on the legislation, the Municipality’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. The D.C. background study addresses post-adoption implementation requirements (Chapter 8) 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.

1.2 Summary of the Process

The public meeting required under Section 12 of the D.C.A. is planned for May 6, 2025. Its purpose is to present the background study and draft D.C. by-law to the public and to solicit public input on the matter. The public meeting is also being held to answer any questions regarding the study’s purpose, methodology, and the proposed policies contained within the draft D.C. by-laws. In accordance with the legislation requiring that the D.C. background study and draft by-law be made available to the public at least two weeks prior to the public meeting, the D.C. Background Study and proposed D.C. By-law will be available for public review on April 17, 2025. This timing of release also complies with the legislative requirement for the background study to be available for public review at least 60 days prior to by-law passage. The Municipality anticipates Council consideration of the D.C. By-law for adoption on June 17, 2025.

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

- Municipality’s consideration of responses received prior to, at, or immediately following the public meeting;
- Finalization of the D.C. Background Study and By-Law to address any required changes; and
- Council consideration of the D.C. By-law, anticipated to occur on June 17, 2025.

Table 1-1 outlines the study process to date and the proposed schedule to be followed with respect to the D.C. by-law adoption process.



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

Process Steps	Dates
1. Data collection, staff review, D.C. calculations and policy work	January to April 2025
2. Development industry consultation meeting	March 19, 2025
3. Council information meeting	April 8, 2025
4. Public release of final D.C. Background Study and proposed by-law	April 17, 2025
5. Public meeting advertisement placed on the Municipality's website	By April 15, 2025
6. Public meeting of Council	May 6, 2025
7. Council considers adoption of background study and passage of by-law	June 17, 2025
8. Notice given of by-law(s) passage	By 20 days after passage
9. Last day for by-law(s) appeal	40 days after passage
10. Municipality makes pamphlet available (where by-law(s) not appealed)	By 60 days after in force date

1.3 Changes to the Development Charges Act, 1997

Over the past several years, a number of changes to the Development Charges Act, 1997 have been introduced through various legislation including the following:

- *More Homes, More Choice Act, 2019;*
- *Plan to Build Ontario Together Act, 2019;*
- *COVID-19 Economic Recovery Act, 2020;*
- *Better for People, Smarter for Business Act, 2020;*
- *More Homes for Everyone Act, 2022;*
- *More Homes Built Faster Act, 2022;*



- *Helping Homebuyers, Protecting Tenants Act, 2023*;
- *Affordable Homes and Good Jobs Act, 2023*; and
- *Cutting Red Tape to Build More Homes Act, 2024*

The following provides an overview of the amendments to the D.C.A. that each of these pieces of legislation provided.

1.3.1 *More Homes, More Choice Act, 2019*

The Province introduced the *More Homes, More Choice Act* (Bill 108) which proposed changes to the D.C.A. as part of the province's "*More Homes, More Choice: Ontario's Housing Supply Action Plan*." The *More Homes, More Choice Act* received Royal Assent on June 6, 2019. At that time many of the amendments to the D.C.A. did not come into effect, awaiting proclamation by the Lieutenant Governor. On January 1, 2020, the following provisions were proclaimed:

- A D.C. for rental housing and institutional developments will be payable in six equal annual installments, with the first payment commencing on the date of occupancy. Non-profit housing developments will pay D.C.s in 21 equal annual payments (note, that further changes related to non-profit housing have been made under the *More Homes Built Faster Act*, as summarized below). Any unpaid D.C. amounts may be added to the tax roll and collected in the same manner as taxes.
- For all developments triggering a D.C. within two years of a Site Plan or Zoning By-law Amendment planning approval, the D.C. shall be determined based on the charges that were in effect on the date the planning application was submitted to the municipality. These provisions only apply to Site Plan and Zoning By-law Amendment planning applications received on or after January 1, 2020. These amendments do not affect developments approved under other planning application types (e.g., plan of subdivision, minor variance, etc.).
- The removal of the 10% statutory deduction for soft services, i.e., services limited to a 10-year forecast period.

1.3.2 *Plan to Build Ontario Together Act, 2019*

The *Plan to Build Ontario Together Act, 2019* (Bill 138) provided further amendments to the D.C.A. and the *Planning Act*. This Act received Royal Assent on December 10, 2019. Proclamation resulted in the sections related to the D.C.A. (schedule 10) coming



into effect on January 1, 2020. The amendments to the D.C.A. included the removal of instalment payments for commercial and industrial developments that were originally included in the *More Homes, More Choice Act*.

1.3.3 COVID-19 Economic Recovery Act, 2020

In response to the global pandemic that began affecting Ontario in early 2020, the Province released the *COVID-19 Economic Recovery Act, 2020* (Bill 197) which provided amendments to a number of statutes, including the D.C.A. and *Planning Act*. The *COVID-19 Economic Recovery Act* further revised some of the proposed changes identified in the *More Homes, More Choice Act* and *Plan to Build Ontario Together Act*. The *COVID-19 Economic Recovery Act* received Royal Assent on July 21, 2020, and was proclaimed on September 18, 2020. The following provides a summary of the amendments to the D.C.A.:

1.3.3.1 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 (Note that as per Bill 23, housing services are no longer eligible);
- 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.

1.3.3.2 *Classes of D.C. Services*

Prior to the amendments, the D.C.A. allowed for categories of services to be grouped together into a minimum of two categories, i.e., 90% services and 100% services. The amendments repealed these rules and replaced them with the following provisions:

- 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 as 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 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.

1.3.3.3 *Statutory Exemptions*

The D.C.A. provides for statutory exemptions from payment of D.C.s related to additional residential units, 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. Note, that further changes related to additional residential units have been made under the *More Homes Built Faster Act*, as summarized in subsection 1.3.6 below.



1.3.4 Better for People, Smarter for Business Act, 2020

On December 8, 2020, the *Better for People, Smarter for Business Act, 2020* (Bill 213) received Royal Assent. One of the changes of this Act amended the *Ministry of Training, Colleges and Universities Act* by exempting the development of land intended for use by a university that receives operating funds from the Government from the payment of D.C.s. As a result, this mandatory exemption is included in the Municipality's draft D.C. by-laws.

1.3.5 More Homes for Everyone Act, 2022

On April 14, 2022, the *More Homes for Everyone Act, 2022* (Bill 109) received Royal Assent. One of the D.C.A. amendments, and O. Reg. 438/22, prescribed additional information to be included in the annual Treasurer's Statement on D.C. reserve funds and its publication. The following additional information must be provided for each service for which a D.C. is collected for during the year:

- a) whether, as of the end of the year, the municipality expects to incur the amount of capital costs that were estimated, in the relevant development charge background study, to be incurred during the term of the applicable development charge by-law;
- b) if the answer to a) is no, the amount the municipality now expects to incur and a statement as to why this amount is expected; and
- c) if no money was spent from the reserve fund during the year, a statement as to why there was no spending during the year.

These requirements have been further amended to require that the annual Treasurer's Statement be made available to the public on the municipality's website, or in the municipal office.

1.3.6 More Homes Built Faster Act, 2022

The *More Homes Built Faster Act, 2022* (Bill 23) received Royal Assent on November 28, 2022. This Act amends several pieces of legislation including the *Planning Act* and the D.C.A. The following provides a summary of the amendments to the D.C.A.:



1.3.6.1 Additional Residential Unit Exemption

The rules for these exemptions are now provided in the D.C.A., rather than the regulations and are summarized as follows:

- Exemption for residential units in existing rental residential buildings – For rental residential buildings with four or more residential units, the greater of one unit or 1% of the existing residential units will be exempt from D.C.
- Exemption for additional residential units in existing and new residential buildings – The following developments will be exempt from a D.C.:
 - A second unit in a detached, semi-detached, or rowhouse if all buildings and ancillary structures cumulatively contain no more than one residential unit;
 - A third unit in a detached, semi-detached, or rowhouse if no buildings or ancillary structures contain any residential units; and
 - One residential unit in a building or structure ancillary to a detached, semi-detached, or rowhouse on a parcel of urban land, if the detached, semi-detached, or rowhouse contains no more than two residential units and no other buildings or ancillary structures contain any residential units.

1.3.6.2 Removal of Housing as an Eligible D.C. Service

Housing services is removed as an eligible service. Municipalities with by-laws that include a charge for housing services can no longer collect for this service.

1.3.6.3 New Statutory Exemptions for Affordable Units, Attainable Units, Inclusionary Zoning Units, and Non-Profit Housing developments

Affordable units, attainable units, inclusionary zoning units and non-profit housing developments are exempt from the payment of D.C.s, as follows:

- Affordable Rental Units: Where rent is no more than 80% of the average market rent as defined by a new bulletin published by the Ministry of Municipal Affairs and Housing.
- Affordable Owned Units: Where the price of the unit is no more than 80% of the average purchase price as defined by a new bulletin published by the Ministry of Municipal Affairs and Housing.



- Attainable Units: Excludes affordable units and rental units; will be defined as prescribed development or class of development and sold to a person who is at “arm’s length” from the seller.
 - Note: for affordable and attainable units, the municipality shall enter into an agreement that ensures the unit remains affordable or attainable for 25 years.
- Inclusionary Zoning Units: Affordable housing units required under inclusionary zoning by-laws are exempt from a D.C.
- Non-Profit Housing: Non-profit housing units are exempt from D.C.s and D.C. instalment payments due after November 28, 2022.

1.3.6.4 Historical Level of Service extended to 15-year period instead of the historical 10-year period

Prior to Royal Assent, the increase in need for service was limited by the average historical level of service calculated over the 10-year period preceding the preparation of the D.C. background study. This average is now extended to the historical 15-year period.

1.3.6.5 Revised Definition of Capital Costs

The definition of capital costs has been revised to remove studies. Further, the regulations to the Act can prescribe services for which land or an interest in land will be restricted. As at the time of writing, no services have been prescribed.

1.3.6.6 Mandatory Phase-in of a D.C.

For all D.C. by-laws passed after January 1, 2022, the charge must be phased-in annually over the first five years the by-law is in force, as follows:

- Year 1 – 80% of the maximum charge;
- Year 2 – 85% of the maximum charge;
- Year 3 – 90% of the maximum charge;
- Year 4 – 95% of the maximum charge; and
- Year 5 to expiry – 100% of the maximum charge.



1.3.6.7 D.C. By-law Expiry

A D.C. by-law now expires ten years after the day it comes into force unless the by-law provides for an earlier expiry or repeal date. This extends the by-law's life from what used to be a maximum of five years.

1.3.6.8 Installment Payments

Non-profit housing development has been removed from the instalment payment section of the D.C.A. under Section 26.1, as these units are now exempt from the payment of a D.C.

1.3.6.9 Rental Housing Discount

The D.C. payable for rental housing development will be reduced based on the number of bedrooms in each unit as follows:

- Three or more bedrooms – 25% reduction;
- Two bedrooms – 20% reduction; and
- All other bedroom quantities – 15% reduction.

1.3.6.10 Maximum Interest Rate for Instalments and Determination of Charge for Eligible Site Plan and Zoning By-law Amendment Applications

No maximum interest rate was previously prescribed, which allowed municipalities to choose the interest rate to impose. As per the *More Homes Built Faster Act, 2022*, the maximum interest rate is set at the average prime rate plus one percentage point. This maximum interest rate provision would apply to all instalment payments and eligible site plan and zoning by-law amendment applications occurring after November 28, 2022.

1.3.6.11 Requirement to Allocate Funds Received

Annually, beginning in 2023, municipalities will be required to spend or allocate at least 60% of the monies in a reserve fund at the beginning of the year for water services, wastewater services, and services related to a highway. Other services may be prescribed by the regulation.



1.3.7 *Helping Homebuyers, Protecting Tenants Act, 2023*

The *Helping Homebuyers, Protecting Tenants Act* (Bill 97) received Royal Assent on June 8, 2023. This bill extends the mandatory exemption from payment of D.C.s for additional residential units in new residential buildings or in existing houses to all lands versus just urban lands.

1.3.8 *Affordable Homes and Good Jobs Act, 2023*

The exemption for affordable residential units was included in the *More Homes Built Faster Act* enacted by the Province on November 28, 2022. Under this legislation, affordable residential units were defined within subsection 4.1 of the D.C.A. and exemptions for D.C.s were provided in respect of this definition. While the legislation was enacted in November 2022, the ability for municipalities to implement the exemptions required the Minister of Municipal Affairs and Housing to publish an “Affordable Residential Units for the Purposes of the Development Charges Act, 1997 Bulletin.” This bulletin would inform the average market rent and purchase price to be used in determining which developments qualify as affordable residential units. The bulletin was published by the Minister on May 1, 2024 with an effective date of June 1, 2024.

The *Affordable Homes and Good Jobs Act, 2023* (Bill 134) received Royal Assent on December 4, 2023 and provides for a modification to the affordable residential unit definition by:

- Introducing an income-based test for affordable rent and purchase price; and
- Increasing the threshold for the market test of affordable rent and purchase price.

This change provides the exemption based on the lesser of the two measures.

Moreover, the rules in section 4.1 of the D.C.A. are unchanged with respect to:

- The tenant and purchaser transacting the affordable unit being at arm’s length;
- The intent of maintaining the affordable residential unit definition for a 25-year period, requiring an agreement with the municipality (which may be registered on title); and
- Exemptions for attainable residential units and associated rules (requiring further regulations).



The following table provides the definitions provided through Bill 134 (underlining added for emphasis).

Item	Bill 134 Definition (Current D.C.A. Definition)
Affordable residential unit rent (subsection 4.1 (2), paragraph 1)	The rent is no greater than <u>the lesser of</u> , <ul style="list-style-type: none">i. the <u>income-based affordable rent</u> for the residential unit set out in the Affordable Residential Units bulletin, as identified by the Minister of Municipal Affairs and Housing in accordance with subsection (5), andii. the <u>average market rent</u> identified for the residential unit set out in the Affordable Residential Units bulletin.
Average market rent/rent based on income (subsection 4.1 (5)) for the purposes of subsection 4.1 (2), paragraph 1	The Minister of Municipal Affairs and Housing shall, <ul style="list-style-type: none">(a) determine the <u>income of a household</u> that, in the Minister's opinion, is <u>at the 60th percentile of gross annual incomes for renter households in the applicable local municipality</u>; and(b) identify the <u>rent</u> that, in the Minister's opinion, is <u>equal to 30 per cent of the income of the household</u> referred to in clause (a).
Affordable residential unit ownership (subsection 4.1 (3), paragraph 1)	The price of the residential unit is no greater than <u>the lesser of</u> , <ul style="list-style-type: none">i. the <u>income-based affordable purchase price</u> for the residential unit set out in the Affordable Residential Units bulletin, as identified by the Minister of Municipal Affairs and Housing in accordance with subsection (6), andii. <u>90 per cent of the average purchase price</u> identified for the residential unit set out in the Affordable Residential Units bulletin.
Average market purchase price/purchase price based on income (subsection 4.1 (6)) for the purposes of subsection 4.1 (3), paragraph 1	The Minister of Municipal Affairs and Housing shall, <ul style="list-style-type: none">(a) determine the <u>income of a household</u> that, in the Minister's opinion, is at the <u>60th percentile of gross annual incomes for households in the applicable local municipality</u>; and(b) identify the <u>purchase price</u> that, in the Minister's opinion, <u>would result in annual accommodation costs equal to 30 per cent of the income of the household</u> referred to in clause (a)

As noted above, the bulletin came into effect on June 1, 2024, which provides the information for the Municipality to measure against for determining the applicability of the exemption from the D.C. (as well as Community Benefits Charges and Parkland requirements). The bulletin provides the following information for the Municipality (it is noted that the bulletin will be updated annually):



- For Affordable Ownership Units: the income-based affordable purchase price provides the relevant threshold for the affordable residential units exemption, as it is lower than 90% of the average market purchase price for all unit types. The income-based affordable purchase prices and 90% of average market purchase prices for the Municipality, as established through the most recent bulletin, are summarized by unit type in the table below:

Unit Type	Income-based Affordable Purchase Price	90% of Average Market Purchase Price
Detached House	\$420,400	\$612,000
Semi-Detached House	\$420,400	\$441,000
Row/townhouse	\$420,400	\$468,000
Condominium Apartment	\$420,400	\$423,000

- For Affordable Rental Units: the average market rent provides the relevant threshold for the affordable residential units exemption for all units with 2 or less bedrooms, as it is lower than the income-based affordable rent. For units with 3 or more bedrooms, the relevant threshold is based upon the income-based affordable rent. The income-based affordable rents and average market rents for the Municipality, as established through the most recent bulletin, are summarized in the table below:

Unit Type	Income-based Affordable Rent	Average Market Rent
Bachelor unit	\$1,820	\$1,132
1-Bedroom unit	\$1,820	\$1,331
2-Bedroom unit	\$1,820	\$1,466
3 or more Bedrooms	\$1,820	\$1,975



1.3.9 *Cutting Red Tape to Build More Homes Act, 2024*

The *Cutting Red Tape to Build More Homes Act, 2024* (Bill 185) came into effect on June 6, 2024 and amends the D.C.A. as follows:

- Reintroduces studies as an eligible cost for services, including a D.C. background study;
- Removes the mandatory phase-in of a D.C. by-law;
- Reduces the D.C. rate freeze timelines for developments proceeding through site plan and zoning by-law amendment applications, whereby the time allowed between building permit issuance and planning application approval in order for the DC freeze to apply is reduced from two years to 18 months (note, the two-year time period still applies to applications received between January 1, 2020 and June 6, 2024);
- Permits the repeal of expiry clauses in D.C. by-laws (allowing for the 10-year by-law term provided in the D.C.A.);
- Allows minor D.C. by-law amendments related to the inclusion of studies, removal of the mandatory phase-in of a D.C. by-law and removal of expiry date for by-laws passed between November 28, 2022 and June 6, 2024; and
- Permits municipalities to publish D.C. public notices on municipal websites where newspapers of general circulation are not available.

As Bill 185 has been enacted, this D.C. Background Study includes the cost of studies and reflects the other amendments made to the D.C.A. as noted above.



Chapter 2

Current Municipality of Mississippi Mills Development Charges Policies



2. Current Municipality of Mississippi Mills Development Charges Policies

2.1 By-law Enactment

On December 5, 2023 the Municipality enacted By-laws 23-081 through 23-088 under the D.C.A. Each by-law imposes D.C.s for a select Municipality-wide or area-specific service. The by-laws are set to expire on January 1, 2034.

2.2 Services Covered

The following services/classes of service are covered under the by-laws:

Municipality-wide Services

- Services Related to a Highway
- Fire Protection Services;
- Parks and Recreation Services;
- Library Services; and
- Childcare Services.

Area-specific Services – Rural Area

- Septage Services.

Area-specific Services – Urban-serviced Area

- Wastewater Services; and
- Water Services.

2.3 Current Development Charge Rates

Table 2-1 provides the charges currently in effect for residential and non-residential development types, as well as the breakdown of the charges by service.



Table 2-1
Municipality of Mississippi Mills Current Development Charges

Service	Residential				Non-residential
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	(per sq.ft. of Gross Floor Area)
Municipal Wide Services					
Services Related to a Highway	\$ 5,059	\$ 4,501	\$ 2,980	\$ 2,151	\$ 3.33
Fire Protection Services	\$ 440	\$ 392	\$ 259	\$ 187	\$ 0.23
Parks and Recreation Services	\$ 3,506	\$ 3,119	\$ 2,065	\$ 1,491	\$ 0.40
Library Services	\$ 2,979	\$ 2,651	\$ 1,755	\$ 1,266	\$ 0.34
Child Care Services	\$ 169	\$ 150	\$ 99	\$ 72	\$ -
Total Municipal Wide Services/Class of Services	\$ 12,153	\$ 10,813	\$ 7,158	\$ 5,167	\$ 4.30
Rural Services					
Septage Services	\$ 61	\$ 54	\$ 36	\$ 27	\$ 0.03
Total Rural Services	\$ 61	\$ 54	\$ 36	\$ 27	\$ 0.03
Urban Services					
Wastewater Services	\$ 7,385	\$ 6,571	\$ 4,351	\$ 3,141	\$ 1.87
Water Services	\$ 5,016	\$ 4,462	\$ 2,954	\$ 2,133	\$ 0.76
Total Urban Services	\$ 12,401	\$ 11,033	\$ 7,305	\$ 5,274	\$ 2.63
GRAND TOTAL RURAL AREA	\$ 12,214	\$ 10,867	\$ 7,194	\$ 5,194	\$ 4.33
GRAND TOTAL URBAN AREA	\$ 24,554	\$ 21,846	\$ 14,463	\$ 10,441	\$ 6.93



2.4 Indexing

Development charges are adjusted annually on January 1st of each year, in accordance with the Statistics Canada Non-residential Building Construction Price Index.

2.5 Timing of D.C. Calculation and Payment

Development charges are due and payable in full to the Municipality on the date a building permit is issued for any land, buildings or structures affected by the applicable development charge. However, rental housing and institutional developments pay D.C.s in six equal annual payments commencing at occupancy. Moreover, 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 after January 1, 2020), is determined based on the D.C. rates that were in effect on the day that a complete Site Plan or Zoning By-law Amendment application was submitted to the Municipality. The by-law also allows the Municipality to enter into alternative payment agreements with landowners.

2.6 Redevelopment Credit

Where, as a result of the redevelopment of land, a building or structure existing on the same land within two years prior to the date of payment of D.C.s in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the D.C.s otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

- 1) the number of dwelling units demolished/converted multiplied by the applicable residential development charge in place at the time the development charge is payable;
- 2) the gross floor area of the building demolished/converted multiplied by the current non-residential development charge in place at the time the development charge is payable.



The demolition/conversion 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 (2 years) prior to the issuance of a building permit.

The credit can, in no case, exceed the amount of development charges that would otherwise be payable.

2.7 Exemptions

The Municipality's existing D.C. by-laws include statutory exemptions from payment of development charges with respect to:

- Industrial additions of up to and including 50% of the existing gross floor area of the building – for industrial additions which exceed 50% of the existing gross floor area, only the portion of the addition in excess of 50% is subject to development charges;
- Land used for Municipal or Board of Education purposes; 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 (as specified in subsections 2 (3), 2 (3.1), 2 (3.2), and 2 (3.3) of the D.C.A.).

The D.C. by-law also provides non-statutory exemptions from payment of development charges with respect to:

- Industrial buildings;
- Hospitals under the *Public Hospitals Act*; and
- Non-residential farm buildings for bona fide agricultural use.



Chapter 3

Anticipated Development in the Municipality of Mississippi Mills



3. Anticipated Development in the Municipality of Mississippi Mills

3.1 Requirement of the Act

The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the Municipality will be required to provide services over a 10-year (2025 to 2035) and a longer-term (2025 to 2051) time horizon.

Chapter 4 provides the methodology for calculating a D.C. as per the D.C.A. Figure 4-1 presents this methodology graphically. It is noted in the first box of the schematic that in order to determine the D.C. that may be imposed, it is a requirement of subsection 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.”

3.2 Basis of Population, Household and Non-Residential Gross Floor Area Forecast

The D.C. growth forecast has been derived by Watson in consultation with the Municipality of Mississippi Mills. In preparing the growth forecast, the following information sources were consulted to assess the residential and non-residential development potential for the Municipality over the forecast period, including:

- Lanark County Growth Management Strategy Draft Report, November 21, 2024, by Watson & Associates Economists Ltd.;
- Municipality of Mississippi Mills 2023 Development Charges Background Study, October 5, 2023, by Watson & Associates Economists Ltd.;
- 2011, 2016 and 2021 population, household and employment Census data;
- Historical residential building permit data over the 2015 to 2024 period;
- Residential and non-residential supply opportunities as identified by Municipality of Mississippi Mills staff; and
- Discussions with Municipal staff regarding anticipated residential and non-residential development in the Municipality of Mississippi Mills.

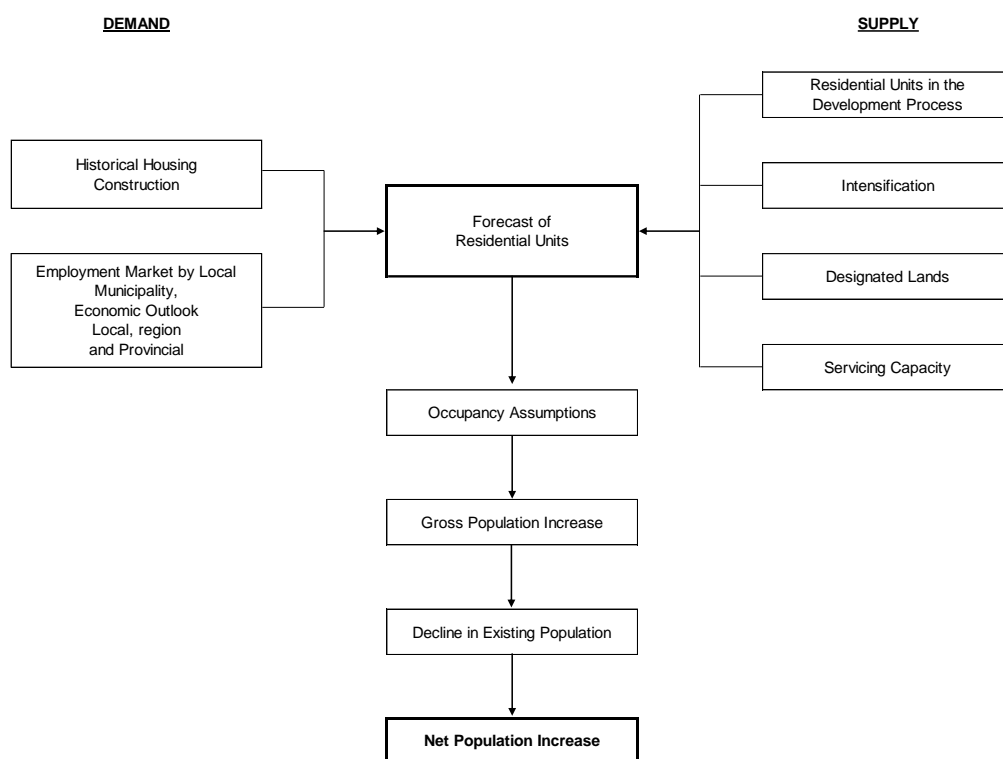


3.3 Summary of Growth Forecast

A detailed analysis of the residential and non-residential growth forecasts is provided in Appendix A and the methodology employed is illustrated in Figure 3-1. The discussion provided herein summarizes the anticipated growth for the Municipality and describes the basis for the forecast. The results of the residential growth forecast analysis are summarized in Table 3-1 below, and Schedule 1 in Appendix A.

As identified in Table 3-1 and Appendix A – Schedule 1, population in the Municipality of Mississippi Mills (excluding census undercount) is anticipated to reach approximately 19,090 by mid-2035 and 24,860 by 2051, resulting in an increase of approximately 3,430 and 9,200 persons, respectively. ^[1]

Figure 3-1
Population and Household Forecast Model



^[1] The population figures used in the calculation of the 2025 D.C. exclude the net Census undercount, which is estimated at approximately 3.8%. Population figures presented herein have been rounded.



Table 3-1
Municipality of Mississippi Mills
Residential Growth Forecast Summary

Year		Population (Including Census Undercount) ^[1]	Excluding Census Undercount			Housing Units						Person Per Unit (P.P.U.): Total Population/ Total Households
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi- Detached	Multiple Dwellings ^[2]	Apartments ^[3]	Other	Total Households	Equivalent Institutional Households	
Historical	Mid 2011	12,860	12,385	285	12,100	4,201	208	399	28	4,836	259	2.561
	Mid 2016	13,670	13,163	303	12,860	4,470	400	415	15	5,300	275	2.484
	Mid 2021	15,310	14,740	345	14,395	4,935	565	535	5	6,040	314	2.440
Forecast	Mid 2025	16,260	15,663	367	15,296	5,160	692	592	5	6,449	335	2.429
	Mid 2035	19,820	19,090	447	18,643	6,092	899	1,080	5	8,076	411	2.364
	Mid 2051	25,820	24,862	582	24,280	7,012	1,657	1,988	5	10,662	616	2.332
Incremental	Mid 2011 - Mid 2016	810	778	18	760	269	192	16	-13	464	16	
	Mid 2016 - Mid 2021	1,640	1,577	42	1,535	465	165	120	-10	740	39	
	Mid 2021 - Mid 2025	950	923	22	901	225	127	57	0	409	21	
	Mid 2025 - Mid 2035	3,560	3,427	80	3,347	932	207	488	0	1,627	76	
	Mid 2025 - Mid 2051	9,560	9,199	215	8,984	1,852	965	1,396	0	4,213	205	

^[1] Population includes the Census undercount estimated at approximately 3.8% and has been rounded.

^[2] Includes townhouses and apartments in duplexes.

^[3] Includes bachelor, 1-bedroom, and 2-bedroom+ apartment units.

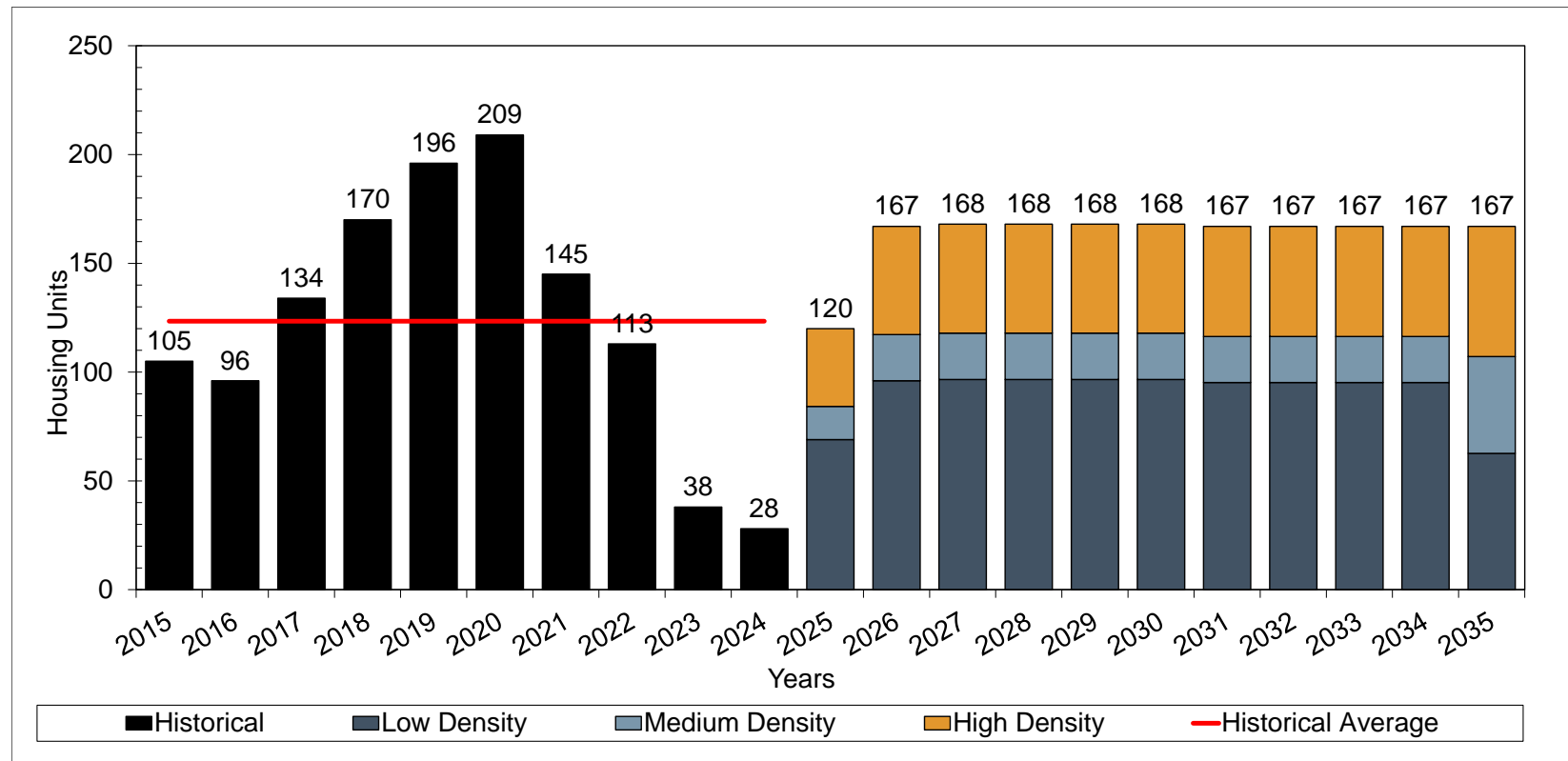
Notes:

Numbers may not add due to rounding.

Source: Derived from the Lanark County Growth Management Strategy Draft Report, November 21, 2024, by Watson & Associates Economists Ltd.



Figure 3-2
Municipality of Mississippi Mills
Annual Housing Forecast ^[1]



^[1] Growth forecast represents calendar year.

Source: Historical housing activity derived from building permit data for the Municipality of Mississippi Mills, 2015 to 2024.



Provided below is a summary of the key assumptions and findings regarding the Municipality of Mississippi Mills D.C. growth forecast:

1. Unit Mix (Appendix A – Schedules 1 and 5)

- The housing unit mix for the Municipality was derived from a detailed review of historical development activity (as per Schedule 5), as well as active residential development applications and discussions with Municipal staff regarding anticipated development trends for the Municipality of Mississippi Mills.
- Based on the above indicators, the 2025 to 2051 household growth forecast for the Municipality is comprised of a unit mix of 44% low density units (single detached and semi-detached), 23% medium density (multiples except apartments) and 33% high density (bachelor, 1-bedroom and 2-bedroom apartments).

2. Planning Period

- Short- and longer-term time horizons are required for the D.C. process. The D.C.A. limits the planning horizon for transit services to a 10-year planning horizon. All other services can utilize a longer planning period if the municipality has identified the growth-related capital infrastructure needs associated with the longer-term growth planning period.

3. Population in New Units (Appendix A – Schedules 2, 3 and 4)

- The number of housing units to be constructed by 2051 in the Municipality of Mississippi Mills over the forecast period is presented in Table 3-1. Over the 2025 to 2051 forecast period, the Municipality is anticipated to average approximately 162 new housing units per year.
- Institutional population ^[1] is anticipated to increase by approximately 220 people between 2025 to 2051.

^[1] Institutional population largely includes special care facilities such as nursing home or residences for senior citizens. A P.P.U. of 1.050 depicts 1-bedroom and 2-or-more-bedroom units in collective households.



- Population in new units is derived from Schedules 2, 3 and 4, which incorporate historical development activity, anticipated units (see unit mix discussion) and average persons per unit (P.P.U.) by dwelling type for new units.
- Schedule 6a summarizes the average P.P.U. assumed for new housing units by age and type of dwelling based on Statistics Canada 2021 custom Census data for the Municipality of Mississippi Mills. Due to data limitations high density P.P.U. data was derived from the County of Lanark which includes the Municipality of Mississippi Mills, and is outlined in Schedule 6b. The total calculated P.P.U. for all density types has been adjusted accordingly to account for the P.P.U. trends which has been recently experienced in both new and older units. Forecasted 25-year average P.P.U.s by dwelling type are as follows:
 - Low density: 2.575
 - Medium density: 2.291
 - High density: 1.368

4. Existing Units and Population Change (Appendix A – Schedules 2, 3, and 4)

- Existing households for mid-2025 are based on the 2021 Census households, plus estimated residential units constructed between mid-2021 to the beginning of the growth period, assuming a minimum six-month lag between construction and occupancy (see Schedule 2).
- The change in average occupancy levels for existing housing units is calculated in Schedules 2 through 4.^[1] The forecast population change in existing households over the 2025 to 2051 forecast period is forecast to increase by approximately 90.

5. Employment (Appendix A – Schedules 8a, 8b and 8c)

- The employment projections provided herein are largely based on the activity rate method, which is defined as the number of jobs in the Municipality divided by the number of residents. Key employment sectors

^[1] Change in occupancy levels for existing households occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.



include primary, industrial, commercial/population-related, institutional, and work at home, which are considered individually below.

- 2016 employment data ^{[1],[2]} (place of work) for the Municipality of Mississippi Mills is outlined in Schedule 8a. The 2016 employment base is comprised of the following sectors:
 - 60 primary (2%);
 - 705 work at home employment (21%);
 - 402 industrial (12%);
 - 1,248 commercial/population-related (37%); and
 - 960 institutional (28%).
- The 2016 employment by usual place of work, including work at home, is 3,375. An additional 680 employees have been identified for the Municipality of Mississippi Mills in 2016 that have no fixed place of work (N.F.P.O.W.).^[3]
- Total employment, including work at home and N.F.P.O.W. for the Municipality of Mississippi Mills is anticipated to reach approximately 5,800 by mid-2035 and 7,400 by 2051. This represents an employment increase of approximately 1,130 for the 10-year forecast period and 2,730 for the longer-term forecast period.
- Schedule 8b, Appendix A, summarizes the employment forecast, excluding work at home employment and N.F.P.O.W. employment, which is the basis for the D.C. employment forecast. The impact on municipal services from work at home employees has already been included in the population forecast. The need for municipal services related to N.F.P.O.W. employees has largely been included in the employment forecast by usual place of work (i.e., employment and gross floor area

^[1] 2016 employment is based on Statistics Canada 2016 Place of Work Employment dataset by Watson & Associates Economists Ltd.

^[2] Statistics Canada 2021 Census place of work employment data has been reviewed. The 2021 Census employment results have not been utilized due to a significant increase in work at home employment captured due to Census enumeration occurring during the provincial COVID-19 lockdown from April 1, 2021 to June 14, 2021.

³ No fixed place of work is defined by Statistics Canada as "persons who do not go from home to the same workplace location at the beginning of each shift. Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc."



generated from N.F.P.O.W. construction employment). Furthermore, since these employees have no fixed work address, they cannot be captured in the non-residential G.F.A. calculation. Accordingly, work at home and N.F.P.O.W. employees have been removed from the D.C.A. employment forecast and calculation.

- Total employment for the Municipality of Mississippi Mills (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 3,460 by mid-2035 and 4,380 by 2051. This represents an employment increase of approximately 660 for the 10-year forecast period and 1,580 for the longer-term forecast period.

6. Non-Residential Sq.ft. Estimates (G.F.A.), Appendix A – Schedule 8b)

- Square footage estimates were calculated in Schedule 8b based on the following employee density assumptions:
 - 3,000 sq.ft. per employee for primary;
 - 1,400 sq.ft. per employee for industrial;
 - 500 sq.ft. per employee for commercial/population-related; and
 - 700 sq.ft. per employee for institutional employment.
- The Municipal-wide incremental G.F.A. is anticipated to increase by 524,800 sq.ft. over the 10-year forecast period and 1,249,600 sq.ft. over the longer-term forecast period.
- In terms of percentage growth, the 2025 to 2051 incremental G.F.A. forecast by sector is broken down as follows:
 - Primary – 4%
 - industrial – 40%;
 - commercial/population-related – 29%; and
 - institutional – 27%.



Chapter 4

The Approach to the Calculation of the Charge



4. The Approach to the Calculation of the Charge

4.1 Introduction

This chapter addresses the requirements of subsection 5 (1) of the D.C.A. with respect to the establishment of the need for service which underpins the D.C. calculation. These requirements are illustrated schematically in Figure 4-1.

4.2 Services Potentially Involved

Table 4-1 lists the full range of municipal services that are provided within the Municipality.

A number of these services are not listed as eligible services for inclusion in the D.C. by-law as per subsection 2 (4) of the D.C.A. These are shown as “ineligible” on Table 4-1. Two ineligible costs defined in subsection 5 (3) of the D.C.A. are “computer equipment” and “rolling stock with an estimated useful life of (less than) seven years.” In addition, local roads are covered separately under subdivision agreements and related means (as are other local services). Services which are potentially eligible for inclusion in the Municipality’s D.C. are indicated with a “Yes.”

4.3 Increase in the Need for Service

The D.C. calculation commences with an estimate of “the increase in the need for service attributable to the anticipated development,” for each service to be covered by the by-law. There must be some form of link or attribution between the anticipated development and the estimated increase in the need for service. While the need could conceivably be expressed generally in terms of units of capacity, paragraph 3 of subsection 5 (1), which requires that Council indicate that it intends to ensure that such an increase in need will be met, suggests that a project-specific expression of need would be most appropriate.



Figure 4-1
The Process of Calculating a Development Charge under the Act
that must be followed

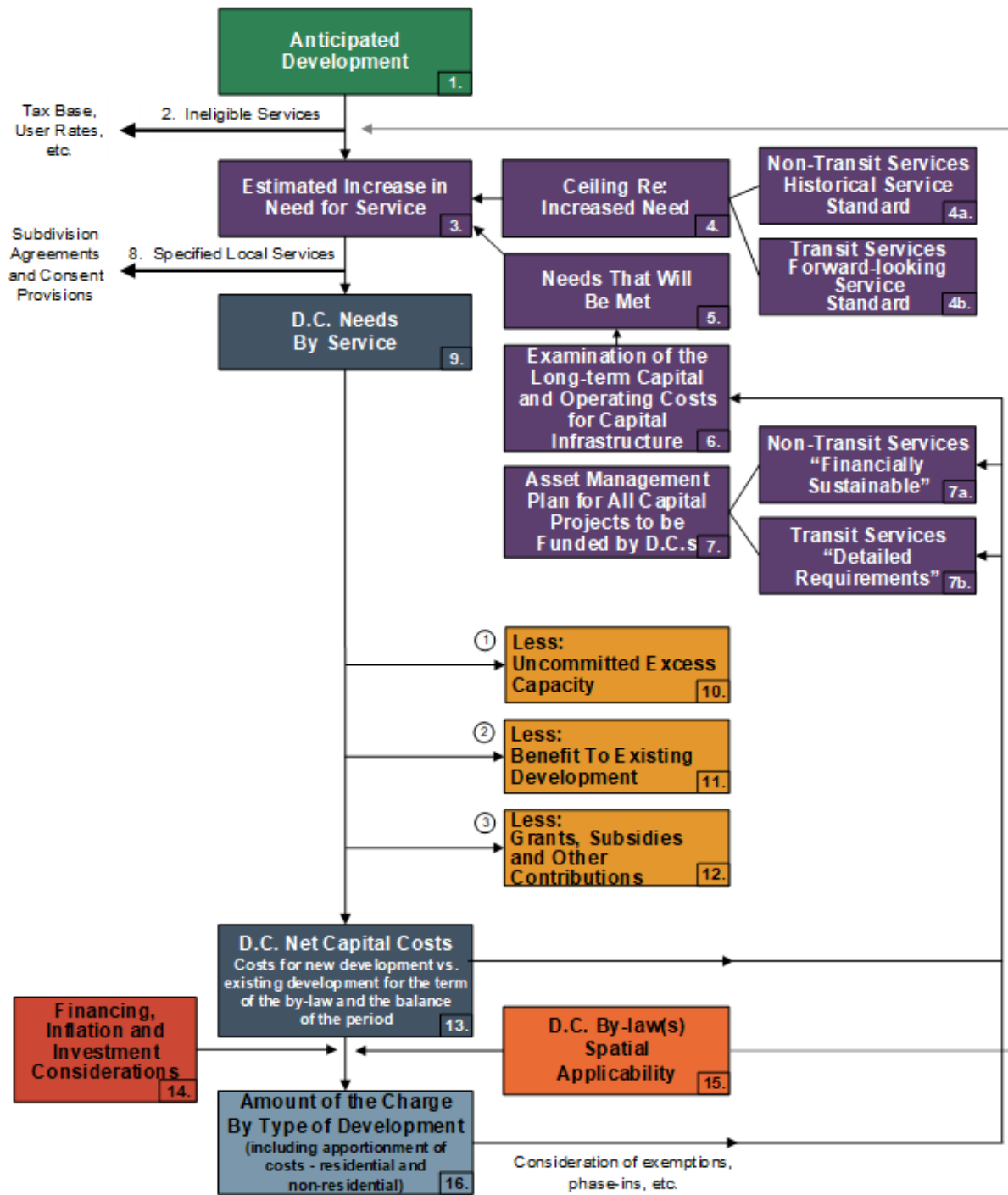




Table 4-1
Categories of Municipal Services to be Addressed as Part of the Calculation

Categories of Municipal Services	Inclusion in the D.C. Calculation	Service Components
1. Water supply services, including distribution and treatment services	Yes Yes No Yes	1.1 Treatment plants 1.2 Distribution systems 1.3 Local systems 1.4 Vehicles and equipment ¹
2. Wastewater services, including sewers and treatment services	Yes Yes No Yes	2.1 Treatment plants 2.2 Sewage trunks 2.3 Local systems 2.4 Vehicles and equipment ¹
3. Stormwater Drainage and Control Services	Yes Yes No	3.1 Main channels and drainage trunks 3.2 Channel connections 3.3 Retention/detention ponds
4. Services Related to a Highway	Yes Yes Yes No Yes Yes Yes Yes Yes	4.1 Arterial roads 4.2 Collector roads 4.3 Bridges, Culverts and Roundabouts 4.4 Local roads 4.5 Traffic signals 4.6 Sidewalks and streetlights 4.7 Active Transportation 4.8 Works Yard 4.9 Rolling stock ²
5. Electrical Power Services	n/a n/a n/a	5.1 Electrical substations 5.2 Electrical distribution system 5.3 Electrical system rolling stock ¹
6. Transit Services	n/a n/a	6.1 Transit vehicles ¹ & facilities 6.2 Other transit infrastructure
7. Waste Diversion Services	n/a n/a	7.1 Waste diversion facilities 7.2 Waste diversion vehicles and equipment ¹
8. Policing Services	n/a n/a n/a No	8.1 Police detachments 8.2 Police rolling stock ¹ 8.3 Small equipment and gear 8.4 Policing Contract

¹ with a 7+ year useful life

² with a 7+ year useful life



Categories of Municipal Services	Inclusion in the D.C. Calculation	Service Components
9. Fire Protection Services	No No No	9.1 Fire stations 9.2 Fire Vehicles ¹ 9.3 Fire Equipment and gear
10. Ambulance Services	n/a n/a	10.1 Ambulance station space 10.2 Vehicles ¹
11. Services provided by a board within the meaning of the <i>Public Libraries Act</i>	No n/a No	11.1 Public library space (incl. furniture and equipment) 11.2 Library vehicles ¹ 11.3 Library materials
12. Services Related to Long-Term Care	n/a n/a	12.1 Long-Term Care space 12.2 Vehicles ¹
13. Parks and Recreation Services	Ineligible No No No No	13.1 Acquisition of land for parks, woodlots, and E.S.A.s 13.2 Development of municipal parks 13.3 Parks rolling stock ¹ and yards 13.4 Facilities, such as arenas, indoor pools, fitness facilities, community centres, etc. 13.5 Recreation vehicles and equipment ¹
14. Services Related to Public Health	n/a n/a	14.1 Public Health department space 14.2 Public Health department vehicles ¹
15. Child Care and Early Years Programs and Services within the meaning of Part VI of the <i>Child Care and Early Years Act, 2014</i> and any related services.	Yes	15.1 Childcare space
16. Services related to proceedings under the <i>Provincial Offences Act</i> , including by-law enforcement services and municipally administered court services	No No	16.1 P.O.A. space, including by-law enforcement and municipally administered court services 16.2 Vehicles ¹

¹ with a 7+ year useful life



Categories of Municipal Services	Inclusion in the D.C. Calculation	Service Components
17. Services Related to Emergency Preparedness	No No	17.1 Emergency Preparedness Space 17.2 Equipment
18. Services Related to Airports	n/a Ineligible	18.1 Airports (in the Regional Municipality of Waterloo) 18.2 Other Airports
19. Other	Yes Yes	19.1 Interest on money borrowed to pay for growth-related capital 19.2 Growth Studies, including the D.C. background study cost

Table 4-2
Categories of Municipal Services to be Addressed as Part of the Calculation – Eligibility Legend

Eligibility for Inclusion in the D.C. Calculation	Description
Yes	Municipality provides the service – service has been included in the D.C. calculation within this D.C. background study.
No	Municipality provides the service – service has not been included in the D.C. calculation within this D.C. background study.
n/a	Municipality does not provide the service.
Ineligible	Service is ineligible for inclusion in the D.C. calculation.

4.4 Local Service Policy

Some of the need for services generated by additional development consists of local services related to a plan of subdivision. As such, they will be required as a condition of subdivision agreements or consent conditions. The Municipality's Local Service Policy is included in Appendix D.

4.5 Capital Forecast

Paragraph 7 of subsection 5 (1) of the D.C.A. requires that “the capital costs necessary to provide the increased services must be estimated.” The Act goes on to require two



potential cost reductions and the regulation sets out the way in which such costs are to be presented. These requirements are outlined below.

These estimates involve capital costing of the increased services discussed above. This entails costing actual projects or the provision of service units, depending on how each service has been addressed.

The capital costs include:

- a) costs to acquire land or an interest therein (including a leasehold interest);
- b) costs to improve land;
- c) costs to acquire, lease, construct or improve buildings and structures;
- d) costs to acquire, lease or improve facilities, including rolling stock (with a useful life of 7 or more years), furniture and equipment (other than computer equipment), materials acquired for library circulation, reference, or information purposes; and
- e) interest on money borrowed to pay for the above-referenced costs.

In order for an increase in need for service to be included in the D.C. calculation, municipal Council must indicate “that it intends to ensure that such an increase in need will be met” (paragraph 3 of subsection 5 (1)). This can be done if the increase in service forms part of a Council-approved Official Plan, capital forecast, or similar expression of the intention of Council (O. Reg. 82/98 section 3). The capital program contained herein reflects the Municipality’s approved and proposed capital budgets and master servicing/needs studies.

4.6 Treatment of Credits

Section 8, paragraph 5, of O. Reg. 82/98 indicates that a D.C. background study must set out “the estimated value of credits that are being carried forward relating to the service.” Subsection 17, paragraph 4, of the same regulation indicates that, “...the value of the credit cannot be recovered from future D.C.s,” if the credit pertains to an ineligible service. This implies that a credit for eligible services can be recovered from future D.C.s. As a result, this provision should be made in the calculation, in order to avoid a funding shortfall with respect to future service needs.

The Municipality has no outstanding D.C. credit obligations for services that have been emplaced by developers on behalf of the Municipality.



4.7 Classes of Services

Section 7 of the D.C.A. states that a D.C. by-law may provide for any D.C. eligible service or the capital costs with respect to those services. Further, a class may be composed of any number or combination of services and may include parts or portions of each D.C. eligible services. With respect to growth-related studies, Section 7(3) of the D.C.A. states that:

“For greater certainty, a development charge by-law may provide for a class consisting of studies in respect of any service listed in subsection 2 (4) whose capital costs are described in paragraphs 5 and 6 of subsection 5 (3)”.

These provisions allow for services or portions of services to be included in a class for the purposes of the D.C. by-law and D.C. reserve funds. The D.C. calculations and draft by-law provided herein include a class of service for growth-related studies.

4.8 Eligible Debt and Committed Excess Capacity

Section 66 of the D.C.A. states that for the purposes of developing a D.C. by-law, a debt incurred with respect to an eligible service may be included as a capital cost, subject to any limitations or reductions in the Act.

In order for such costs to be eligible, two conditions must apply. First, they must have funded excess capacity which is able to meet service needs attributable to the anticipated development. Second, the excess capacity must be “committed,” that is, either before or at the time it was created, Council must have expressed a clear intention that it would be paid for by D.C.s or other similar charges. For example, this may have been done as part of previous D.C. processes.

4.9 Existing Reserve Funds

Section 35 of the D.C.A. states that:

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 8 of subsection 5(1).”



There is no explicit requirement under the D.C.A. calculation method set out in s.s.5(1) to net the outstanding reserve fund balance as part of making the D.C. calculation; however, s.35 does restrict the way in which the funds are used in future.

The Municipality's D.C. reserve fund balances, by service, are presented in Table 4-3 below. These balances have been applied against future spending requirements within the respective service areas.

Table 4-3
Municipality of Mississippi Mills
D.C. Reserve Funds Balances

Service/Class of Service	Balance
Services Related to a Highway	\$ 1,906,782
Child Care Services	\$ (17,236)
Growth-related Studies	\$ 72,255
Wastewater Services	\$ 462,174
Water Services	\$ 3,530,689
Total	\$ 5,954,664

4.10 Deductions

The D.C.A. potentially requires that four deductions be made to the increase in the need for service. These relate to:

- the level of service ceiling;
- uncommitted excess capacity;
- benefit to existing development; and
- anticipated grants, subsidies, and other contributions.

The requirements behind each of these reductions are addressed as follows:

4.10.1 Reduction Required by Level of Service Ceiling

This is designed to ensure that the increase in need described in section 4.3 does "...not include an increase that would result in the level of service (for the additional development increment) exceeding the average level of the service provided in the municipality over the 15-year period immediately preceding the preparation of the background study..." O. Reg. 82.98 (s.4) goes further to indicate that, "...both the



quantity and quality of a service shall be taken into account in determining the level of service and the average level of service.”

In many cases, this can be done by establishing a quantity measure in terms of units as floor area, land area or road length per capita, and a quality measure in terms of the average cost of providing such units based on replacement costs, engineering standards or recognized performance measurement systems, depending on circumstances. When the quantity and quality factor are multiplied together, they produce a measure of the level of service, which meets the requirements of the Act, i.e. cost per unit.

The average service level calculation sheets for each service component in the D.C. calculation are set out in Appendix B.

4.10.2 Reduction for Uncommitted Excess Capacity

Paragraph 5 of subsection 5 (1) requires a deduction from the increase in the need for service attributable to the anticipated development that can be met using the Municipality’s “excess capacity,” other than excess capacity which is “committed.”

“Excess capacity” is undefined, but in this case must be able to meet some or all of the increase in need for service, in order to potentially represent a deduction. The deduction of uncommitted excess capacity from the future increase in the need for service would normally occur as part of the conceptual planning and feasibility work associated with justifying and sizing new facilities, e.g. if a road widening to accommodate increased traffic is not required because sufficient excess capacity is already available, then widening would not be included as an increase in need, in the first instance.

4.10.3 Reduction for Benefit to Existing Development

Section 5 (1) 6 of the D.C.A. provides that, “The increase in the need for service must be reduced by the extent to which an increase in service to meet the increased need would benefit existing development.” The general guidelines used to consider benefit to existing development included:

- the repair or unexpanded replacement of existing assets that are in need of repair;
- an increase in average service level of quantity or quality;
- the elimination of a chronic servicing problem not created by growth; and



- providing services where none previously existed (generally considered for water or wastewater services).

This step involves a further reduction in the need, by the extent to which such an increase in service would benefit existing development. The level of service cap in section 4.10.1 is related but is not the identical requirement. Sanitary, storm, and water trunks are highly localized to growth areas and can be more readily allocated in this regard than other services such as services related to a highway, which do not have a fixed service area.

Where existing development has an adequate service level which will not be tangibly increased by an increase in service, no benefit would appear to be involved. For example, where expanding existing library facilities simply replicates what existing residents are receiving, they receive limited (or no) benefit as a result. On the other hand, where a clear existing service problem is to be remedied, a deduction should be made accordingly.

In the case of services such as recreation facilities, community parks, libraries, etc., the service is typically provided on a municipal-wide system basis. For example, facilities of the same type may provide different services (i.e. leisure pool vs. competitive pool), different programs (i.e. hockey vs. figure skating), and different time availability for the same service (i.e. leisure skating available on Wednesdays in one arena and Thursdays in another). As a result, residents will travel to different facilities to access the services they want at the times they wish to use them, and facility location generally does not correlate directly with residence location. Even where it does, displacing users from an existing facility to a new facility frees up capacity for use by others and generally results in only a limited benefit to existing development. Further, where an increase in demand is not met for a number of years, a negative service impact to existing development is involved for a portion of the planning period.

4.10.4 Reduction for Anticipated Grants, Subsidies and Other Contributions

This step involves reducing the capital costs necessary to provide the increased services by capital grants, subsidies, and other contributions (including direct developer contributions required due to the local service policy) made or anticipated by Council and in accordance with various rules such as the attribution between the share related to new vs. existing development. That is, some grants and contributions may not



specifically be applicable to growth or where Council targets fundraising as a measure to offset impacts on taxes (O. Reg. 82/98, section 6).

4.11 Municipal-wide vs. Area Rating

This step involves determining whether all of the subject costs are to be recovered on a uniform municipal-wide basis or whether some or all are to be recovered on an area-specific basis. Under the amended D.C.A., it is now mandatory to “consider” area-rating of services (providing charges for specific areas and services); however, it is not mandatory to implement area rating. Further discussion is provided in section 7.3.7.

4.12 Allocation of Development

This step involves relating the costs involved to anticipated development for each period under consideration and using allocations between residential and non-residential development and between one type of development and another, to arrive at a schedule of charges.

4.13 Mandatory Discount for Rental Housing Development

For all rental housing developments that are subject to D.C.s, where a by-law is passed after November 28, 2022, the charge is discounted for the rental housing development relative to the maximum charge that could be imposed under the by-law. The amount of the discount is dependent on the number of bedrooms in each unit, as follows:

- 1) Residential units intended for use as a rented residential premises with three (3) or more bedrooms – 25% discount.
- 2) Residential units intended for use as a rented residential premises with two (2) bedrooms – 20% discount.
- 3) Residential units intended for use as a rented residential premises not referred to 1) or 2) above – 15% discount.

Note that these discounts are not part of the methodology required for calculating the charge, but a rule that has to be included in the by-laws which informs implementation.



Chapter 5

Development Charge Eligible Cost Analysis by Service



5. Development Charge Eligible Cost Analysis by Service

5.1 Introduction

This chapter outlines the basis for calculating eligible costs for the D.C.s to be applied on a uniform basis. In each case, the required calculation process set out in subsection 5 (1) paragraphs 2 to 7 of the D.C.A. and described in Chapter 4 herein was followed in determining D.C. eligible costs.

The nature of the capital projects and timing identified in the Chapter reflects Council's current intention. Over time, however, a municipality's projects and Council priorities may shift; accordingly, Council's intentions may change, and different capital projects (and timing) may be necessary to meet the need for services required by new growth.

5.2 Service Levels and 10-Year Capital Costs for D.C. Calculation

This section evaluates the development-related capital requirements for all of the Municipality-wide services assessed over a 10-year planning period (mid-2025 to mid-2035).

5.2.1 *Growth-related Studies*

Section 7 of the D.C.A. states that a D.C. by-law may provide for any D.C. eligible service or the capital costs with respect to those services. Further, a class may be composed of any number or combination of services and may include parts or portions of each D.C. eligible services. With respect to growth-related studies, subsection 7 (3) of the D.C.A. states that:

“For greater certainty, a development charge by-law may provide for a class consisting of studies in respect of any service listed in subsection 2 (4) whose capital costs are described in paragraphs 5 and 6 of subsection 5 (3)”.

These provisions allow for services to be grouped together to create a class for the purposes of the D.C. by-law and D.C. reserve funds. The D.C. calculations and draft



by-law provided herein include a class for growth-related studies, which are allocated as based on each service to which the study relates.

For planning and asset management related studies, a deduction of 6% has been applied to recognize the extent to which the studies relate to non-D.C.-eligible services. This deduction was estimated based on the share of replacement value of assets related to services that impose a D.C. relative to the total value of all of the Municipality's assets, as identified in the Municipality's 2023 Financial Information Return. All studies have been allocated across the different services that impose D.C.s, based on the proportion of the total net growth-related capital costs. The following provides a breakdown of these allocations:

- Services Related to a Highway – 8%
- Fire Protection Services – 1%
- Parks and Recreation Services – 4%
- Library Services – 4%
- Child Care Services – 3%
- Septage Services – <1%
- Wastewater Services – 57%
- Water Services – 23%

The total gross cost of these studies is \$510,000. Deductions of \$132,000 in recognition of existing benefit and \$15,500 recognizing the portion of studies related to D.C.-ineligible services have been made. Furthermore, approximately \$72,300 has been deducted to reflect the existing D.C. reserve fund balance. As a result, approximately \$290,200 in growth-related studies have been included in the D.C. calculation.

Costs relating to studies that benefit multiple services have been allocated 84% residential and 16% non-residential based on the incremental growth in population to employment for the 10-year forecast period.



Table 5-1
Infrastructure Costs covered in the D.C Calculation – Growth-related Studies

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2025\$)	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 84%	Non-Residential Share 16%
	2025 to 2035										
1	Development Charges Study	2035	50,000	-		50,000	-		50,000	42,000	8,000
2	Secondary Plan for expansion areas	2025	100,000	-		100,000	-		100,000	84,000	16,000
3	Update Official Plan with TMP and WWMP policies	2025	75,000	-		75,000	37,500		37,500	31,500	6,000
4	Update Zoning By-law based on the above master plans	2026	15,000	-		15,000	7,500		7,500	6,300	1,200
5	Official Plan Amendment comprehensive review	2027	75,000	-	4,300	70,700	37,500		33,200	27,888	5,312
6	Official Plan - 5-year Update	2031	75,000	-	4,300	70,700	37,500		33,200	27,888	5,312
7	Community Design Plan	2026	120,000	-	6,900	113,100	12,000		101,100	84,924	16,176
	Reserve Fund Adjustment								(72,255)	(60,694)	(11,561)
	Total		510,000	-	15,500	494,500	132,000	-	290,246	243,806	46,439



5.3 Service Levels and 26-Year Capital Costs for D.C. Calculation

This section evaluates the development-related capital requirements for all of the Municipality-wide services assessed over a 26-year planning period (mid-2025 to mid-2051).

5.3.1 *Services Related to a Highway*

The Municipality has a current inventory of 359 kilometres of roads, 26 bridge and culvert structures, 36 kilometres of sidewalks, and 6 pedestrian crossings. In addition, the Municipality's public works department utilizes 35,536 square feet of facility space and operates a fleet of 40 vehicles and equipment. This historical level of service equates to approximately \$16,485 per capita, resulting in a D.C.-eligible cap of approximately \$146.7 million.

The Municipality recently had a Transportation Master Plan completed that examined future planning decisions and capital investments required to accommodate growth to 2048. The recommendations from the master plan were reviewed and formed the basis for the capital items included in the calculation of the D.C. Several capital items were maintained from the Municipality's prior D.C. background study where they are still anticipated and were outside the scope of the master plan.

It is noted that the population and employment projections used in the Transportation Master Plan exceed those estimated for the 2025-2051 planning period of this D.C. background study. Therefore, post-period benefit deductions have been made from some of the capital items included from the Transportation Master Plan. Projects that are expected to be completed beyond 2051 were fully allocated as a post-period benefit. Projects that are anticipated to be undertaken between 2042 and 2051 were partially allocated as post-period benefit, based on the total PM peak hour trips forecasted within the Transportation Master Plan relative to calculated total PM peak hour trips resulting from incremental population and employment to 2051 as identified in this D.C. background study.

The gross capital costs included total approximately \$119.6 million in gross capital costs. These capital needs consist of new road construction, road retrofits, an



expansion of the public works garage, additional vehicles, and outstanding debt servicing costs associated with the Ottawa St. reconstruction. Deductions of approximately \$86.8 million and \$15.8 million have been included in recognition of post period benefits and benefits to existing, respectively. Furthermore, deductions of approximately \$1.9 million reflecting the funds available in the D.C. reserve fund and approximately \$126,900 reflecting benefits to existing population incline have been included. As a result, approximately \$15.1 million in capital needs has been included in the D.C. calculation.

The net growth-related costs for services related to a highway have been allocated between future residential and non-residential development on the basis of incremental PM peak hour trips over the forecast period (i.e., 71% residential/ 29% non-residential).

5.3.2 *Child Care Services*

The Municipality currently operates the Almonte Daycare Centre and provides child care services out of three school sites. The combined gross floor area totals 17,747 square feet of facility space. In total, these assets provide a historical average level of service of \$509 per capita. This level of investment provides the Municipality with approximately \$4.5 million for eligible future D.C. funding over the 26-year forecast period.

The capital needs required to accommodate growth have a total gross capital cost estimate of approximately \$11.7 million, consisting of lease payments related to additional facility space and an expansion of the Childcare Centre, including financing costs. Additionally, approximately \$17,200 has been included to reflect the existing D.C. reserve fund deficit balance. Deductions of approximately \$5.5 million have been included in recognition of benefits to existing, in addition to approximately \$1.5 million to recognize post period benefits. Furthermore, approximately \$47,600 has been deducted reflecting benefits to existing population incline. As a result, approximately \$4.7 million in capital needs has been included in the D.C. calculation.

The growth-related costs for Child Care Services have been allocated fully to residential development.



Table 5-2
Infrastructure Costs covered in the D.C Calculation – Services Related to a Highway

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2025\$)	Post Period Benefit	Other Deductions	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 71%	Non-Residential Share 29%
	2025 to 2051										
	New Road Infrastructure										
1	New Northeast Corridor (MCEA Study)	2025-2027	300,000	-		300,000	-		300,000	213,000	87,000
2	New Northeast Corridor (from Martin Street to Ramsay Concession 11A) - oversizing portion only	2027-2042	4,300,000	-		4,300,000	-		4,300,000	3,053,000	1,247,000
3	New Southeast Corridor (MCEA Study)	2042-2051	150,000	41,500		108,500	-		108,500	77,035	31,465
4	New Southeast Corridor (from Old Almonte Road to Appleton Side Road)	2052+	13,042,000	13,042,000		-	-		-	-	-
5	New Southeast Corridor (from Bridge E limit to Old Almonte Road)	2052+	8,350,000	8,350,000		-	-		-	-	-
6	New Southwest Corridor (from County Road 29 to Country Street) - oversizing portion only	2027-2042	3,000,000	-		3,000,000	-		3,000,000	2,130,000	870,000
7	New Southwest Corridor (from Country Street to Bridge W Limit)	2052+	15,100,000	15,100,000		-	-		-	-	-
8	South Bridge Crossing	2052+	35,050,000	35,050,000		-	-		-	-	-
	Retrofit										
9	Ramsay Concession 11A (March Road to Leishman Drive) - Add Sidewalk on West Side	2025-2027	1,700,000	-		1,700,000	510,000		1,190,000	844,900	345,100
10	Ramsay Concession 11A (Leishman Drive to Future North Collector Road) - Urban Collector Design with MUP	2042-2051	5,534,750	1,378,200		4,156,550	553,500		3,603,050	2,558,166	1,044,885
11	Old Almonte Road (Robert Hill Street to Almonte South Boundary) - Add Sidewalk on Both Sides	2025-2027	3,100,000	-		3,100,000	310,000		2,790,000	1,980,900	809,100
12	Old Almonte Road (Almonte South Boundary to Appleton Side Road) - Rural Collector Design	2051+	28,167,500	13,802,100		14,365,400	14,365,400		-	-	-
	Previously Completed (recovery of debt)										
13	Ottawa Street Reconstruction - Principal	2025	57,568	-		57,568	11,500		46,068	32,708	13,360
14	Ottawa Street Reconstruction - Interest	2025	2,700	-		2,700	500		2,200	1,562	638
	Public Works New Facilities										
15	6 Bay Garage Expansion	2028	1,138,200	-		1,138,200	-		1,138,200	808,122	330,078
	Public Works New Fleet										
16	Sidewalk Plow	2025	219,500	-		219,500	-		219,500	155,845	63,655
17	Plow Truck	2028	390,200	-		390,200	-		390,200	277,042	113,158
	Adjustment Related to Existing Population Incline								(126,941)	(126,941)	-
	Reserve Fund Adjustment								(1,906,782)	(1,353,815)	(552,967)
	Total		119,602,417	86,763,800	-	32,838,617	15,750,900	-	15,053,995	10,651,524	4,402,471



Table 5-3
Infrastructure Costs covered in the D.C Calculation – Child Care Services

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2025\$)	Post Period Benefit	Other Deductions	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
	2025 to 2051									100%	0%
1	Lease of additional space from Catholic School Board	2025-2051	1,042,609	-		1,042,609	463,400		579,209	579,209	-
2	Childcare Centre Expansion	2025-2026	10,500,000	1,450,177		9,049,823	5,076,200		3,973,623	3,973,623	-
3	Childcare Centre Expansion Financing Costs (net present value of the DC in-period share)	2026-2051	163,486	-		163,486	-		163,486	163,486	-
	Adjustment Related to Existing Population Incline								(47,636)	(47,636)	-
	Reserve Fund Adjustment								17,236	17,236	-
	Total		11,706,095	1,450,177	-	10,255,919	5,539,600	-	4,685,918	4,685,918	-



5.4 Capital Costs for Area-Specific D.C. Calculation

This section evaluates the development-related capital requirements for area-specific services. The Municipality undertook an assessment of their water and wastewater needs to 2048, the findings of which are documented in the 2024 Phase 2 Water and Wastewater Infrastructure Master Plan.

The master plan contains a forecast of residential and non-residential development, and the incremental service demands that are expected to be generated by this development based on defined design criteria. The incremental service demands are used to identify future service constraints and make recommendations for capital investments needed to address those constraints. Therefore, the calculation of D.C.s for Wastewater and Water Services has been based upon the development forecast contained within the Water and Wastewater Infrastructure Master Plan. A summary of the development forecast and the associated incremental average day demand is provided in Table 5-4 below.

Table 5-4
Summary of Water and Wastewater Infrastructure Master Plan Development Forecast and Associated Service Demand

Land Use	Design Criteria	Population	Hectares	Average Day Demand (L/day)	Relative Share
Future Residential	350 L/cap/day	6,854		2,398,900	60%
Future Light Industrial	35,000 L/ha/day		31.4	1,099,000	40%
Future Commercial	28,000 L/ha/day		17.9	501,200	
Total		6,854	49.3	3,999,100	100%

The non-residential development forecast contained within the Water and Wastewater Infrastructure Master Plan was expressed in terms of land area and assumed an employment density of 45 jobs per hectare. However, non-residential D.C.s are calculated on a per square foot of gross floor area basis. Square footage estimates were calculated based on the employee density assumptions identified in Chapter 3 of this report and are summarized in Table 5-5 below.



Table 5-5
Summary of Water and Wastewater Infrastructure Master Plan Employment Forecast
and Conversion to Gross Floor Area

Land Use	Land Area (Hectares)	Employees per Hectare	Employment	Floorspace per Worker (ft ²)	Gross Floor Area (ft ²)
Industrial	31.4	45	1,413	1,400	1,978,200
Commercial	17.9	45	806	500	402,750
Total	49.3		2,219		2,380,950

5.4.1 Wastewater Services

The capital plan for Wastewater Services includes required improvements, including: an expansion of the wastewater treatment plant and associated financing costs, upsizing of wastewater mains, several studies, and outstanding debt servicing costs related to the wastewater treatment plant.

In total, the gross capital cost estimates amount to approximately \$149.6 million. A deduction of approximately \$12.0 million in recognition of benefits to the existing population has been made. A deduction of \$30 million has been made to recognize anticipated grant funding that is attributable to new development. Furthermore, approximately \$462,200 has been deducted to reflect the existing D.C. reserve fund balance. The net capital costs identified for inclusion in the calculation of the charge total approximately \$107.2 million.

These costs have been allocated 60% residential and 40% non-residential, based on the respective average day water demands estimated using the master plan design criteria.

5.4.2 Water Services

The capital plan for water services includes construction and oversizing of water mains, additional water main river crossings, a new well, and additional water storage capacity. Additionally, several items not identified within the master plan include updates to the master plan, creation of a new pressure zone, and additional water main works maintained from the prior D.C. background study.

In total, the gross capital cost estimates are approximately \$62.8 million. A deduction of approximately \$15.4 million recognizing the benefit to existing development has been



made. Furthermore, approximately \$3.5 million has been deducted to reflect the existing D.C. reserve fund balance.

The net capital costs identified for inclusion in the calculation of the D.C. total approximately \$43.9 million. These costs have been allocated 60% residential and 40% non-residential, based on the respective average day water demands estimated using the master plan design criteria.



Table 5-6
Infrastructure Costs covered in the D.C Calculation – Wastewater Services

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2025\$)	Post Period Benefit	Other Deductions	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 60%	Non-Residential Share 40%
1	WWTP Debt Payments - Principal	2025-2037	3,971,155	-		3,971,155	2,157,100		1,814,055	1,088,179	725,876
2	WWTP Debt Payments - Interest	2025-2037	2,189,409	-		2,189,409	1,189,300		1,000,109	599,925	400,184
3	Martin St. N Upgrade		1,347,016	-		1,347,016	673,500		673,516	404,015	269,501
4	Gemmill's Bay SPS Upgrade		15,000,000	-		15,000,000	7,500,000		7,500,000	4,498,950	3,001,050
5	Schedule 'B' Class EA for the Gemmill's Bay SPS Expansion		250,000	-		250,000	-		250,000	149,965	100,035
6	Upsizing Hilan Village Pump Station (oversizing only)		21,573	-		21,573	-		21,573	12,941	8,632
7	Wastewater Treatment Plant Expansion		100,000,000	-		100,000,000	-	30,000,000	70,000,000	41,990,198	28,009,802
8	Wastewater Treatment Plant Expansion - Financing Costs (discounted)		19,069,140	-		19,069,140	-		19,069,140	11,438,814	7,630,326
9	Schedule 'C' Class EA for the WWTP Expansion		350,000	-		350,000	-		350,000	209,951	140,049
10	Industrial Dr., Houston Dr., Paterson St., Ottawa St., and St. James Upgrades		5,813,803	-		5,813,803	-		5,813,803	3,487,468	2,326,335
11	Stormwater and Drainage Master Plan		200,000	-		200,000	140,000		60,000	35,992	24,008
12	Upgrade wastewater main along Florence Street		952,034	-		952,034	190,400		761,634	456,874	304,760
13	Wastewater Master Plan 5-year updates (2031, 2036, 2041, 2046)		400,000	-		400,000	100,000		300,000	179,958	120,042
				-		-	-		-	-	-
	Reserve Fund Adjustment			-		-	-		(462,174)	(277,240)	(184,934)
	Total		149,564,130	-	-	149,564,130	11,950,300	30,000,000	107,151,656	64,275,989	42,875,667



Table 5-7
Infrastructure Costs covered in the D.C Calculation – Water Services

Proj. No.	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2025\$)	Post Period Benefit	Other Deductions	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 60%	Non-Residential Share 40%
1	Third River Crossing		6,500,000	-		6,500,000	3,250,000		3,250,000	1,949,545	1,300,455
2	Geotechnical feasibility study/EA for the Third Crossing		200,000	-		200,000	100,000		100,000	59,986	40,014
3	County Road 29 Extension North		4,014,439	-		4,014,439	2,007,200		2,007,239	1,204,062	803,177
4	Connection between Third River Crossing and County Road 29 (oversizing portion only)		371,347	-		371,347	185,700		185,647	111,362	74,285
5	Upgrade watermain along Florence Street		952,034	-		952,034	190,400		761,634	456,873	304,760
6	Fourth River Crossing		17,000,000	-		17,000,000	1,700,000		15,300,000	9,177,858	6,122,142
7	Schedule 'B' Class EA for the Fourth Crossing		300,000	-		300,000	30,000		270,000	161,962	108,038
8	Country Road 29 Extension South		2,950,859	-		2,950,859	295,100		2,655,759	1,593,084	1,062,675
9	Connecting Existing Reservoir to County Road 29		325,000	-		325,000	162,500		162,500	97,477	65,023
10	Increase Capacity of Wells 7 & 8 (New Well)		2,500,000	-		2,500,000	-		2,500,000	1,499,650	1,000,350
11	Schedule 'B' Class EA to increase the water supply at Wells 7 & 8		250,000	-		250,000	-		250,000	149,965	100,035
12	Well site selection and well testing		500,000	-		500,000	-		500,000	299,930	200,070
13	Schedule 'B' Class EA to establish a new well location		300,000	-		300,000	-		300,000	179,958	120,042
14	New Well(s) installation and expansion		8,000,000	-		8,000,000	-		8,000,000	4,798,880	3,201,120
15	Increase Capacity of Elevated Tank		15,000,000	-		15,000,000	6,648,400		8,351,600	5,009,791	3,341,809
16	Schedule 'B' Class EA for a new elevated water storage tank		200,000	-		200,000	-		200,000	119,972	80,028
17	Paterson St WM Upgrade		580,000	-		580,000	-		580,000	347,919	232,081
	Projects not identified in Master Plan			-		-	-		-	-	-
18	Create Pressure Zone 3		190,400	-		190,400	80,400		110,000	65,985	44,015
19	Carss Street, from Union Street North to Mississippi River		761,300	-		761,300	-		761,300	456,673	304,627
20	Appleton Side Road Looping		1,464,000	-		1,464,000	617,900		846,100	507,542	338,558
21	Water Master Plan 5-year updates (2031, 2036, 2041, 2046)		400,000	-		400,000	100,000		300,000	179,958	120,042
									-	-	-
	Reserve Fund Adjustment								(3,530,689)	(2,117,919)	(1,412,770)
	Total		62,759,379	-	-	62,759,379	15,367,600	-	43,861,090	26,310,512	17,550,578



Chapter 6

D.C. Calculation



6. D.C. Calculation

This chapter presents the D.C. calculations for the growth-related capital costs identified in Chapter 5. Table 6-1 calculates the proposed Municipality-wide D.C.s to be imposed on anticipated development in the Municipality over the 10-year forecast period. Table 6-2 calculates the proposed Municipality-wide D.C.s to be imposed on anticipated development in the Municipality over the 26-year forecast period. Table 6-3 calculates the proposed area-specific D.C.s to be imposed on anticipated development in the urban area.

The calculation for residential development is generated on a per capita basis and is based upon four forms of housing types (single and semi-detached, apartments 2+ bedrooms, bachelor and 1-bedroom apartments, and all other multiples). The non-residential D.C.s have been calculated on a per square foot of gross floor area basis for non-residential development.

The D.C. eligible costs for each service component are provided in Chapter 5 for all municipal services, based on their proposed capital programs.

For the residential calculations, the total cost is divided by the population associated with new units to determine the per capita amount. The eligible-D.C. cost calculations set out in Chapter 5 are based on the forecast new unit population less any decline in the existing population, where applicable. The cost per capita is then multiplied by the average occupancy of the new units (Appendix A, Schedule 4) to calculate the charges in Table 6-1, Table 6-2, and Table 6-3.

With respect to non-residential development, the total costs in the uniform charge allocated to non-residential development (based on need for service) have been divided by the anticipated development over the respective planning periods to calculate a cost per sq.ft. of G.F.A.

Table 6-4 summarizes the calculated schedule of charges for services updated in this study, reflecting the maximum D.C.s by residential dwelling unit type and non-residential G.F.A. for municipal-wide and area-specific services.



Table 6-5 and Table 6-6 compare the total existing charges¹, including D.C.s for services not updated within this study, to the charges proposed for a single detached residential dwelling unit and per square foot of G.F.A. for non-residential development, respectively.

In total, the proposed charge for a single detached dwelling unit would decrease by 5% (- \$609) in the rural area and would increase by 86% (+ \$21,023) in the urban area.

For non-residential development, the proposed D.C. in the rural area would increase by 8% (+ \$0.35 per sq.ft. of G.F.A.) relative to the current charge. In the urban area, the proposed D.C. would increase by 342% (+ \$23.16 per sq.ft. of G.F.A.) relative to the current charge.

¹ For completeness, these tables include all services for which the Municipality imposes D.C.s, not just the ones that are being updated through this D.C. background study.



Table 6-1
Municipality-wide Services D.C Calculation
2025-2035

SERVICE/CLASS	2025\$ D.C.-Eligible Cost		2025\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
1. Growth-related Studies	\$ 243,806	\$ 46,439	\$ 177	\$ 0.09
TOTAL	\$243,806	\$46,439	\$177	\$0.09
D.C.-Eligible Capital Cost	\$ 243,806	\$ 46,439		
10-Year Gross Population/GFA Growth (sq.ft.)	3,542	524,800		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$ 69	\$ 0.09		
By Residential Unit Type	P.P.U.			
Single and Semi-Detached Dwelling	2.575	\$ 177		
Other Multiples	2.291	\$ 158		
Apartments - 2 Bedrooms +	1.516	\$ 104		
Apartments - Bachelor and 1 Bedroom	1.100	\$ 76		

Table 6-2
Municipality-wide Services D.C Calculation
2025-2051

SERVICE/CLASS	2025\$ D.C.-Eligible Cost		2025\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
2. Services Related to a Highway	\$ 10,651,524	\$ 4,402,471	\$ 3,085	\$ 3.52
3. Child Care Services	\$ 4,685,918	\$ -	\$ 1,357	\$ -
TOTAL	\$10,651,524	\$4,402,471	\$3,085	\$3.52
D.C.-Eligible Capital Cost	\$ 10,651,524	\$ 4,402,471		
26-Year Gross Population/GFA Growth (sq.ft.)	8,890	1,249,600		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$ 1,198	\$ 3.52		
By Residential Unit Type	P.P.U.			
Single and Semi-Detached Dwelling	2.575	\$ 3,085		
Other Multiples	2.291	\$ 2,745		
Apartments - 2 Bedrooms +	1.516	\$ 1,816		
Apartments - Bachelor and 1 Bedroom	1.100	\$ 1,318		



Table 6-3
Area-specific D.C Calculation – Water and Wastewater Services
Urban Area

SERVICE/CLASS	2025\$ D.C.-Eligible Cost		2025\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
4. Wastewater Services	\$ 64,275,989	\$ 42,875,667	\$ 24,148	\$ 18.01
5. Water Services	\$ 26,310,512	\$ 17,550,578	\$ 9,885	\$ 7.37
TOTAL	\$90,586,501	\$60,426,245	\$34,033	25.38
D.C.-Eligible Capital Cost	\$90,586,501	\$60,426,245		
Urban Area Gross Population/GFA Growth (sq.ft.)	6,854	2,380,950		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$13,216.59	\$25.38		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.575	\$34,033		
Other Multiples	2.291	\$30,279		
Apartments - 2 Bedrooms +	1.516	\$20,036		
Apartments - Bachelor and 1 Bedroom	1.100	\$14,538		



Table 6-4
Calculated Schedule of D.C. Charges

Service/Class of Service	RESIDENTIAL				NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	(per sq.ft. of Gross Floor Area)
Municipal Wide Services/Class of Service:					
Services Related to a Highway	\$ 3,085	\$ 2,745	\$ 1,816	\$ 1,318	\$ 3.52
Child Care Services	\$ 1,357	\$ 1,207	\$ 799	\$ 580	\$ -
Growth-related Studies	\$ 177	\$ 157	\$ 104	\$ 76	\$ 0.09
Total Municipal Wide Services/Class of Services	\$ 4,619	\$ 4,109	\$ 2,719	\$ 1,974	\$ 3.61
Urban Services					
Wastewater Services	\$ 24,148	\$ 21,485	\$ 14,217	\$ 10,316	\$ 18.01
Water Services	\$ 9,885	\$ 8,795	\$ 5,820	\$ 4,223	\$ 7.37
Total Urban Services	\$ 34,033	\$ 30,280	\$ 20,037	\$ 14,539	\$ 25.38
GRAND TOTAL RURAL AREA	\$ 4,619	\$ 4,109	\$ 2,719	\$ 1,974	\$ 3.61
GRAND TOTAL URBAN AREA	\$ 38,652	\$ 34,389	\$ 22,756	\$ 16,513	\$ 28.99



Table 6-5
Comparison of Current and Proposed Residential (Single Detached) D.C.s

Service/Class of Service	Current	Calculated	Difference
Municipal Wide Services/Classes:			
Services Related to a Highway	\$ 5,059	\$ 3,085	\$ (1,974)
Fire Protection Services	\$ 440	\$ 440	\$ -
Parks and Recreation Services	\$ 3,506	\$ 3,506	\$ -
Library Services	\$ 2,979	\$ 2,979	\$ -
Child Care Services	\$ 169	\$ 1,357	\$ 1,188
Growth-related Studies	\$ -	\$ 177	\$ 177
Total Municipal Wide Services/Classes	\$ 12,153	\$ 11,544	\$ (609)
Rural Services:			
Septage Services	\$ 61	\$ 61	\$ -
Total Rural Services	\$ 61	\$ 61	\$ -
Urban Services:			
Wastewater Services	\$ 7,385	\$ 24,148	\$ 16,763
Water Services	\$ 5,016	\$ 9,885	\$ 4,869
Total Area Specific Services	\$ 12,401	\$ 34,033	\$ 21,632
Grand Total - Rural Area	\$ 12,214	\$ 11,605	\$ (609)
Grand Total - Urban Area	\$ 24,554	\$ 45,577	\$ 21,023



Table 6-6
Comparison of Current and Proposed Non-Residential D.C. (per sq.ft. of G.F.A.)

Service/Class of Service	Current	Calculated	Difference
Municipal Wide Services/Classes:			
Services Related to a Highway	\$ 3.26	\$ 3.52	\$ 0.26
Fire Protection Services	\$ 0.22	\$ 0.22	\$ -
Parks and Recreation Services	\$ 0.39	\$ 0.39	\$ -
Library Services	\$ 0.33	\$ 0.33	\$ -
Child Care Services	\$ -	\$ -	\$ -
Growth-related Studies	\$ -	\$ 0.09	\$ 0.09
Total Municipal Wide Services/Classes	\$ 4.20	\$ 4.55	\$ 0.35
Rural Services:			
Septage Services	\$ 0.03	\$ 0.03	\$ -
Total Rural Services	\$ 0.03	\$ 0.03	\$ -
Urban Services:			
Wastewater Services	\$ 1.83	\$ 18.01	\$ 16.18
Water Services	\$ 0.74	\$ 7.37	\$ 6.63
Total Area Specific Services	\$ 2.57	\$ 25.38	\$ 22.81
Grand Total - Rural Area	\$ 4.23	\$ 4.58	\$ 0.35
Grand Total - Urban Area	\$ 6.77	\$ 29.93	\$ 23.16



Chapter 7

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



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

7.1 Introduction

This chapter outlines the D.C. policy recommendations and by-law rules.

Subsection 5 (1), paragraph 9 of the D.C.A. states that rules must be developed:

“to determine if a development charge is payable in any particular case and to determine the amount of the charge, subject to the limitations set out in subsection 6.”

Paragraph 10 of the section goes on to state that the rules may provide for exemptions, phasing in and/or indexing of D.C.s.

Subsection 5 (6) establishes the following restrictions on the rules:

- the total of all D.C.s that would be imposed on anticipated development must not exceed the capital costs determined under subsection 5 (1) 2-7 for all services involved;
- if the rules expressly identify a type of development, they must not provide for it to pay D.C.s that exceed the capital costs that arise from the increase in the need for service for that type of development; however, this requirement does not relate to any particular development; and
- if the rules provide for a type of development to have a lower D.C. than is allowed, the rules for determining D.C.s may not provide for any resulting shortfall to be made up via other development.

With respect to “the rules,” section 6 states that a D.C. by-law must expressly address the matters referred to above in subsection 5 (1) paragraphs 9 and 10, as well as how the rules apply to the redevelopment of land.

The rules provided give consideration for the recent amendments to the D.C.A. as summarized in section 1.3. However, these policies are provided for Council’s consideration and may be refined prior to adoption of the by-law.



7.2 D.C. By-law Structure

It is recommended that:

- the Municipality impose a Municipality-wide D.C. calculation for all municipal services reviewed in this study, except for wastewater services, and water services;
- the Municipality impose D.C.s for wastewater and water services in the water and wastewater serviced areas only; and
- one municipal D.C. by-law be used for all services reviewed in this study.

7.3 D.C. By-law Rules

The following sets out the recommended rules governing the calculation, payment, and collection of D.C.s in accordance with section 6 of the D.C.A.

It is recommended that the following provides the basis for the D.C.s:

7.3.1 Payment in any Particular Case

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

- (a) the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the *Planning Act*;
- (b) the approval of a minor variance under section 45 of the *Planning Act*;
- (c) a conveyance of land to which a by-law passed under subsection 50 (7) of the *Planning Act* applies;
- (d) the approval of a plan of subdivision under section 51 of the *Planning Act*;
- (e) a consent under section 53 of the *Planning Act*;
- (f) the approval of a description under section 9 of the *Condominium Act, 1998*; or
- (g) the issuing of a permit under the *Building Code Act, 1992* in relation to a building or structure.

7.3.2 Determination of the Amount of the Charge

The following conventions be adopted:



- 1) Costs allocated to residential uses will be assigned to different types of residential units based on the average occupancy for each housing type constructed during the previous decade. Costs allocated to non-residential uses will be assigned based on the amount of square feet of G.F.A. constructed for eligible uses (i.e., industrial, commercial, and institutional).
- 2) Costs allocated to residential and non-residential uses are based upon a number of conventions, as may be suited to each municipal circumstance and are summarized in Chapter 5.

7.3.3 Application to Redevelopment of Land (Demolition and Conversion)

Where, as a result of the redevelopment of land, a building or structure existing on the same land within two years prior to the date of payment of D.C.s in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the D.C.s otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

- 1) the number of dwelling units demolished/converted multiplied by the applicable residential development charge in place at the time the development charge is payable;
- 2) the gross floor area of the building demolished/converted multiplied by the current non-residential development charge in place at the time the development charge is payable.

The demolition/conversion 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 (2 years) prior to the issuance of a building permit.

The credit can, in no case, exceed the amount of development charges that would otherwise be payable.

7.3.4 Exemptions (full or partial)

- a) Statutory exemptions include the following:
 - Partial exemption for industrial building additions of up to and including 50% of the existing G.F.A. (defined in O. Reg. 82/98, section 1) of the building; for industrial building additions that exceed 50% of the existing G.F.A., only the



portion of the addition in excess of 50% is subject to D.C.s (subsection 4 (3) of the D.C.A.);

- Full exemption for buildings or structures owned by and used for the purposes of any municipality, local board, or Board of Education;
- Full exemption for additional residential development within or ancillary to existing buildings: development that results only in the enlargement of an existing dwelling unit, or that results only in the creation of up to two additional dwelling units (based on limits set out in subsection 2 (3.2) of the Act);
- Full exemption for additional residential development within or ancillary to new dwellings: development that includes the creation of up to two additional dwelling units (based on limits set out in subsection 2 (3.3) of the Act);
- Full exemption for the creation of the greater of one residential unit or 1% of the existing residential units in an existing rental residential building;
- Full exemption for a university in Ontario that receives direct, regular, and ongoing operating funding from the Government of Ontario;
- Full exemption for affordable units;
- Full exemption for attainable units, (in effect on a day to be named by proclamation of the Lieutenant Governor);
- Full exemption for affordable inclusionary zoning units;
- Full exemption for non-profit housing developments; and
- Partial exemption through a discount for rental housing units based on bedroom size as prescribed (i.e., three or more bedrooms - 25% discount, two bedrooms - 20% discount, and all others - 15% discount).

b) Non-statutory exemptions included for consideration in the draft by-laws include:

- Industrial buildings;
- Hospitals under the Public Hospitals Act; and
- Non-residential farm buildings for bona fide agricultural use.

7.3.5 Timing of Collection

The D.C.s for all services and classes are payable upon issuance of a building permit for each dwelling unit, building, or structure, subject to early or late payment agreements entered into by the Municipality and an owner under section 27 of the D.C.A.

Rental housing and institutional developments will pay D.C.s in six equal annual payments commencing at occupancy. Moreover, the D.C. amount for all developments



occurring within two (2) years of a Site Plan or Zoning By-law Amendment planning approval (for applications submitted after January 1, 2020 and before June 7, 2024), shall be determined based on the D.C. in effect on the day of the applicable Site Plan or Zoning By-law Amendment application was deemed complete. The D.C. amount for all developments occurring within eighteen (18) months of a Site Plan or Zoning By-law Amendment planning approval (for applications submitted after June 6, 2024), shall be determined based on the D.C. in effect on the day of the applicable Site Plan or Zoning By-law Amendment application.

Installment payments and payments determined at the time of Site Plan or Zoning By-law Amendment application are subject to annual interest charges. The interest rate the Municipality can impose is governed by the Municipality's Council approved Development Charges Interest Policy.

7.3.6 Indexing

Indexing of the D.C.s shall be implemented on a mandatory basis annually on January 1st of each year, in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index for Toronto (currently Table 18-10-0289-01) for the most recent year-over-year period.

7.3.7 D.C Spatial Applicability

The D.C.A. historically has provided the opportunity for a municipality to impose municipal-wide charges or area specific charges. Subsections 2 (7) and 2 (8) of the D.C.A. provide that a D.C. by-law may apply to the entire municipality or only part of it and more than one D.C. by-law may apply to the same area. The D.C.A. now requires municipalities to consider the application of municipal-wide and area-specific D.C.s. Subsection 10 (2), clause (c.1) requires Council to consider the use of more than one D.C. by-law to reflect different needs from services in different areas. Most municipalities in Ontario have established uniform, municipal-wide D.C.s. When area-specific charges are used, it is generally to underpin master servicing and front-end financing arrangements for more localized capital costs.

Based on the foregoing and historical practice in the Municipality, it is proposed that uniform Municipality-wide D.C.s be imposed for all services except wastewater services and water services. Wastewater and water services D.C.s will continue to be imposed on an area-specific basis for development in the wastewater and water serviced areas.



7.4 Other D.C. By-law Provisions

It is recommended that:

7.4.1 Categories of Services for Reserve Fund and Credit Purposes

It is recommended that the Municipality's total D.C. collections be contributed into nine (9) separate reserve funds, including:

- Services Related to a Highway;
- Fire Protection Services;
- Parks and Recreation Services;
- Library Services;
- Child Care Services;
- Growth-related Studies;
- Septage Services;
- Wastewater Services; and
- Water Services.

7.4.2 By-law In-force Date

It is proposed that the new D.C. by-laws will come into force on the date of passage (currently expected to occur on June 17, 2025).

7.4.3 Minimum Interest Rate Paid on Refunds and Charged for Inter-Reserve Fund Borrowing

The minimum interest rate is the Bank of Canada rate on the day on which the by-laws come into force (as per section 11 of O. Reg. 82/98).

7.5 Other Recommendations

It is recommended that Council:

“Whenever appropriate, request that grants, subsidies and other contributions be clearly designated by the donor as being to the benefit of existing development or new development, as applicable;”



“Adopt the assumptions contained herein as an ‘anticipation’ with respect to capital grants, subsidies, and other contributions;”

“Adopt the D.C. approach to calculate the charges on a uniform municipal-wide basis for all services, except for wastewater and water services which will be imposed in the urban serviced area;”

“Approve the capital project listing set out in Chapter 5 of the D.C. Background Study dated April 17, 2025, subject to further annual review during the capital budget process;”

“Approve the D.C. Background Study dated April 17, 2025;”

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

“Approve the D.C. By-law as set out in Appendix F.”



Chapter 8

By-law Implementation



8. By-law Implementation

8.1 Public Consultation Process

8.1.1 Introduction

This chapter addresses the mandatory, formal public consultation process (section 8.1.2), as well as the optional, informal consultation process (section 8.1.3). The latter is designed to seek the co-operation and participation of those involved, in order to produce the most suitable policy. Section 8.2 addresses the anticipated impact of the D.C. on development from a generic viewpoint.

8.1.2 Public Meeting of Council

Section 12 of the D.C.A. indicates that before passing a D.C. by-law, Council must hold at least one public meeting, giving at least 20 clear days' notice thereof, in accordance with the Regulation. Council must also ensure that the proposed by-law and background report are made available to the public at least two weeks prior to the (first) meeting.

Any person who attends such a meeting may make representations related to the proposed by-law.

If a proposed by-law is changed following such a meeting, Council must determine whether a further meeting (under this section) is necessary (i.e., if the proposed by-law which is proposed for adoption has been changed in any respect, Council should formally consider whether an additional public meeting is required, incorporating this determination as part of the final by-law or associated resolution. It is noted that Council's decision, once made, is final and not subject to review by a Court or the Ontario Land Tribunal (O.L.T.) (formerly the Local Planning Appeal Tribunal).

8.1.3 Other Consultation Activity

There are three broad groupings of the public who are generally the most concerned with municipal D.C. policy:

1. The first grouping is the residential development community, consisting of land developers and builders, who are typically responsible for generating the majority



of the D.C. revenues. Others, such as realtors, are directly impacted by D.C. policy. They are, therefore, potentially interested in all aspects of the charge, particularly the quantum by unit type, projects to be funded by the D.C. and the timing thereof, and municipal policy with respect to development agreements, D.C. credits and front-ending requirements.

2. The second public grouping embraces the public at large and includes taxpayer coalition groups and others interested in public policy.
3. The third grouping is the industrial/commercial/institutional/primary development sector, consisting of land developers and major owners or organizations with significant construction plans, such as hotels, entertainment complexes, shopping centres, offices, industrial buildings, institutional buildings, and buildings on agricultural lands. Also involved are organizations such as Industry Associations, the Chamber of Commerce, the Board of Trade, and the Economic Development Agencies, who are all potentially interested in Municipal D.C. policy. Their primary concern is frequently with the quantum of the charge, gross floor area exclusions such as basements, mechanical or indoor parking areas, or exemptions and phase-in or capping provisions in order to moderate the impact.

8.2 Anticipated Impact of the Charge on Development

The establishment of sound D.C. policy often requires the achievement of an acceptable balance between two competing realities. The first is that high non-residential D.C.s can, to some degree, represent a barrier to increased economic activity and sustained industrial/commercial growth, particularly for capital intensive uses. Also, in many cases, increased residential D.C.s can ultimately be expected to be recovered via housing prices and can impact project feasibility in some cases (e.g. rental apartments).

On the other hand, D.C.s or other municipal capital funding sources need to be obtained in order to help ensure that the necessary infrastructure and amenities are installed. The timely installation of such works is a key initiative in providing adequate service levels and in facilitating strong economic growth, investment, and wealth generation.



8.3 Implementation Requirements

8.3.1 *Introduction*

Once the Municipality has calculated the charge, prepared the complete background study, carried out the public process and passed a new by-law, the emphasis shifts to implementation matters. These include notices, potential appeals and complaints, credits, front-ending agreements, subdivision agreement conditions and finally the collection of revenues and funding of projects.

The sections that follow present an overview of the requirements in each case.

8.3.2 *Notice of Passage*

In accordance with section 13 of the D.C.A., when a D.C. by-law is passed, the Municipality Clerk shall give written notice of the passing and of the last day for appealing the by-law (the day that is 40 days after the day it was passed). Such notice must be given no later than 20 days after the day the by-law is passed (i.e., as of the day of newspaper publication or the mailing of the notice).

Section 10 of O. Reg. 82/98 further defines the notice requirements which are summarized as follows:

- notice may be given by publication in a newspaper which is (in the Clerk's opinion) of sufficient circulation to give the public reasonable notice, or by personal service, fax, or mail to every owner of land in the area to which the by-law relates;
- subsection 10 (4) lists the persons/organizations who must be given notice; and
- subsection 10 (5) lists the eight items that the notice must cover.

8.3.3 *By-law Pamphlet*

In addition to the “notice” information, the Municipality must prepare a “pamphlet” explaining each D.C. by-law in force, setting out:

- a description of the general purpose of the D.C.s;
- the “rules” for determining if a charge is payable in a particular case and for determining the amount of the charge;
- the services to which the D.C.s relate; and



- a description of the general purpose of the Treasurer's statement and where it may be received by the public.

Where a by-law is not appealed to the O.L.T., the pamphlet must be made available within 60 days after the by-law comes into force. Later dates apply to appealed by-laws.

The Municipality must give one copy of the most recent pamphlet without charge, to any person who requests one.

8.3.4 Appeals

Sections 13 to 19 of the D.C.A. set out the requirements relative to making and processing a D.C. by-law appeal and O.L.T. hearing in response to an appeal. Any person or organization may appeal a D.C. by-law to the O.L.T. by filing a notice of appeal with the Municipality Clerk, setting out the objection to the by-law and the reasons supporting the objection. This must be done by the last day for appealing the by-law, which is 40 days after the by-law is passed.

The Municipality is conducting a public consultation process in order to address the issues that come forward as part of that process, thereby avoiding or reducing the need for an appeal to be made.

8.3.5 Complaints

A person required to pay a D.C., or his agent, may complain to the Council imposing the charge that:

- the amount of the charge was incorrectly determined;
- the reduction to be used against the D.C. was incorrectly determined; or
- there was an error in the application of the D.C.

Sections 20 to 25 of the D.C.A. set out the requirements that exist, including the fact that a complaint may not be made later than 90 days after a D.C. (or any part of it) is payable. A complainant may appeal the decision of Council to the O.L.T.



8.3.6 Credits

Sections 38 to 41 of the D.C.A. set out a number of credit requirements, which apply where a municipality agrees to allow a person to perform work in the future that relates to a service in the D.C. by-law.

These credits would be used to reduce the amount of D.C.s to be paid. The value of the credit is limited to the reasonable cost of the work which does not exceed the average level of service. The credit applies only to the service to which the work relates unless the municipality agrees to expand the credit to other services for which a D.C. is payable.

8.3.7 Front-Ending Agreements

The Municipality and one or more landowners may enter into a front-ending agreement that provides for the costs of a project that will benefit an area in the Municipality to which the D.C. by-law applies. Such an agreement can provide for the costs to be borne by one or more parties to the agreement who are, in turn, reimbursed in future by persons who develop land defined in the agreement.

Part III of the D.C.A. (sections 44 to 58) addresses front-ending agreements and removes some of the obstacles to their use which were contained in the *Development Charges Act, 1989*. Accordingly, the Municipality assesses whether this mechanism is appropriate for its use, as part of funding projects prior to Municipality funds being available.

8.3.8 Severance and Subdivision Agreement Conditions

Section 59 of the D.C.A. prevents a municipality from imposing directly or indirectly, a charge related to development or a requirement to construct a service related to development, by way of a condition or agreement under section 51 or section 53 of the *Planning Act*, except for:

- "local services, related to a plan of subdivision or within the area to which the plan relates, to be installed or paid for by the owner as a condition of approval under section 51 of the *Planning Act*;" and
- "local services to be installed or paid for by the owner as a condition of approval under section 53 of the *Planning Act*."



It is also noted that subsection 59 (4) of the D.C.A. requires that the municipal approval authority for a draft plan of subdivision under subsection 51 (31) of the *Planning Act*, use its power to impose conditions to ensure that the first purchaser of newly subdivided land is informed of all the D.C.s related to the development, at the time the land is transferred.

In this regard, if the municipality in question is a commenting agency, in order to comply with subsection 59 (4) of the D.C.A. it would need to provide to the approval authority information regarding the applicable municipal D.C.s related to the site.

If the Municipality is an approval authority for the purposes of section 51 of the *Planning Act*, it would be responsible to ensure that it collects information from all entities that can impose a D.C.

The most effective way to ensure that purchasers are aware of this condition would be to require it as a provision in a registered subdivision agreement, so that any purchaser of the property would be aware of the charges at the time the title was searched prior to closing a transaction conveying the lands.



Appendices



Appendix A

Background Information on Residential and Non- Residential Growth Forecast



Schedule 1 Municipality of Mississippi Mills Residential Growth Forecast Summary

Year		Population (Including Census Undercount) ^[1]	Excluding Census Undercount			Housing Units						Person Per Unit (P.P.U.) Total Population/ Total Households
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi- Detached	Multiple Dwellings ^[2]	Apartments ^[3]	Other	Total Households	Equivalent Institutional Households	
Historical	Mid 2011	12,860	12,385	285	12,100	4,201	208	399	28	4,836	259	2.561
	Mid 2016	13,670	13,163	303	12,860	4,470	400	415	15	5,300	275	2.484
	Mid 2021	15,310	14,740	345	14,395	4,935	565	535	5	6,040	314	2.440
Forecast	Mid 2025	16,260	15,663	367	15,296	5,160	692	592	5	6,449	335	2.429
	Mid 2035	19,820	19,090	447	18,643	6,092	899	1,080	5	8,076	411	2.364
	Mid 2051	25,820	24,862	582	24,280	7,012	1,657	1,988	5	10,662	616	2.332
Incremental	Mid 2011 - Mid 2016	810	778	18	760	269	192	16	-13	464	16	
	Mid 2016 - Mid 2021	1,640	1,577	42	1,535	465	165	120	-10	740	39	
	Mid 2021 - Mid 2025	950	923	22	901	225	127	57	0	409	21	
	Mid 2025 - Mid 2035	3,560	3,427	80	3,347	932	207	488	0	1,627	76	
	Mid 2025 - Mid 2051	9,560	9,199	215	8,984	1,852	965	1,396	0	4,213	205	

^[1] Population includes the Census undercount estimated at approximately 3.8% and has been rounded.

^[2] Includes townhouses and apartments in duplexes.

^[3] Includes bachelor, 1-bedroom, and 2-bedroom+ apartment units.

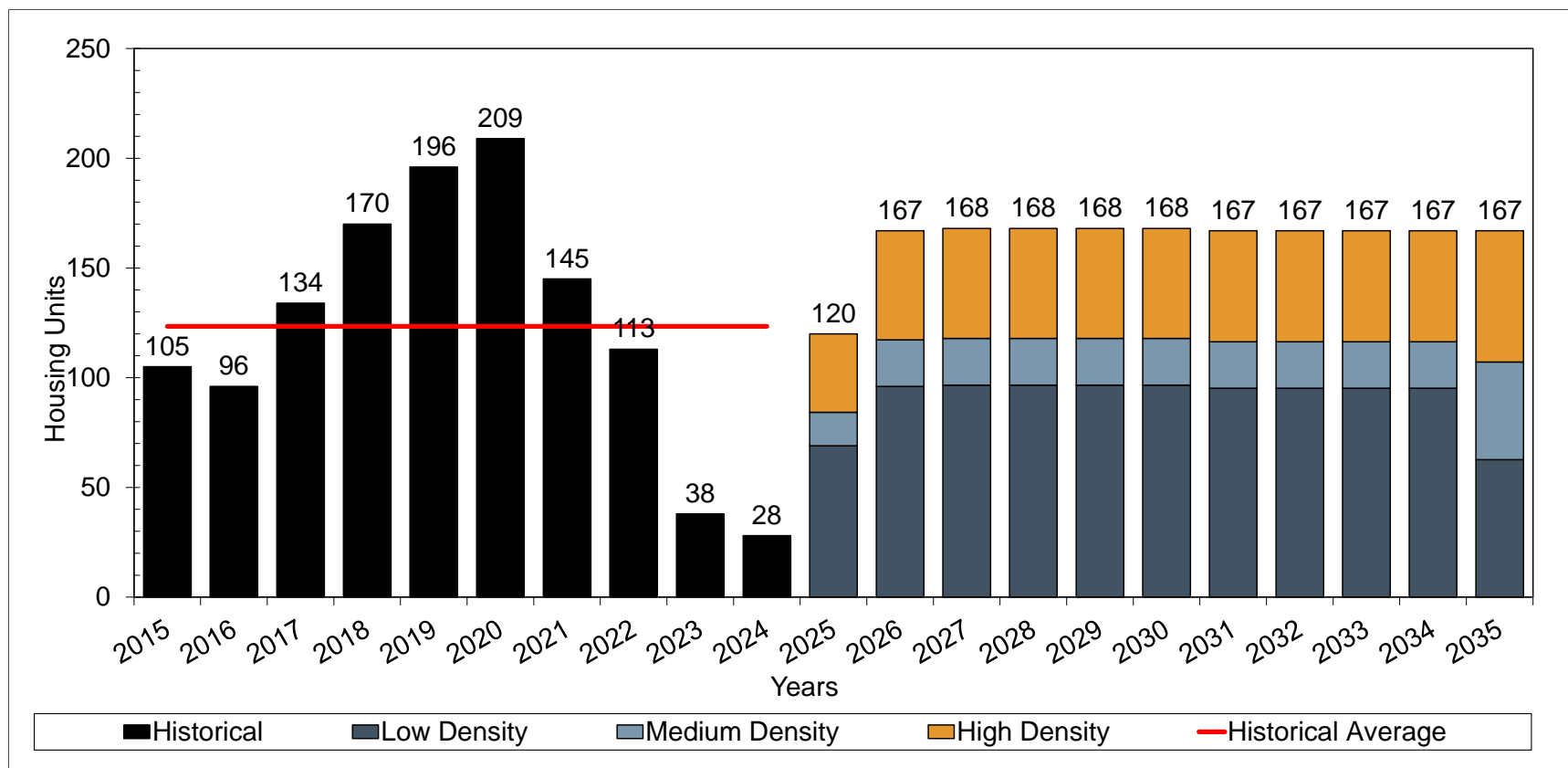
Notes:

Numbers may not add due to rounding.

Source: Derived from the Lanark County Growth Management Strategy Draft Report, November 21, 2024, by Watson & Associates Economists Ltd.



Figure 1
Municipality of Mississippi Mills
Annual Housing Forecast ^[1]



^[1] Growth forecast represents calendar year.

Source: Historical housing activity derived from building permit data for the Municipality of Mississippi Mills, 2015 to 2024.



Schedule 2
Municipality of Mississippi Mills
Current Year Growth Forecast
Mid-2021 to Mid-2025

		Population
Mid 2021 Population		14,740
Occupants of New Housing Units, Mid 2021 to Mid 2025	Units (2)	409
	multiplied by P.P.U. (3)	2.195
	gross population increase	898
Occupants of New Equivalent Institutional Units, Mid 2021 to Mid 2025	Units	21
	multiplied by P.P.U. (3)	1.050
	gross population increase	22
Change in Housing Unit Occupancy, Mid 2021 to Mid 2025	Units (4)	6,040
	multiplied by P.P.U. change rate (5)	0.00050
	total change in population	3
Population Estimate to Mid 2025		15,663
Net Population Increase, Mid 2021 to Mid 2025		923

(1) 2021 population based on Statistics Canada Census unadjusted for Census undercount.

(2) Estimated residential units constructed, Mid-2021 to the beginning of the growth period assuming a six-month lag between construction and occupancy.

(3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit ^[1] (P.P.U.)	% Distribution of Estimated Units ^[2]	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.320	55%	1.276
<i>Multiples (6)</i>	2.264	31%	0.703
<i>Apartments (7)</i>	1.545	14%	0.215
Total		100%	2.195

^[1] Based on 2021 Census custom database.

^[2] Based on Building permit/completion activity.

(4) 2021 households taken from Statistics Canada Census.

(5) Change occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(6) Includes townhouses and apartments in duplexes.

(7) Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



Schedule 3
Municipality of Mississippi Mills
10-Year Growth Forecast
Mid-2025 to Mid-2035

		Population
Mid 2025 Population		15,663
Occupants of New Housing Units, Mid 2025 to Mid 2035	<i>Units (2)</i>	1,627
	<i>multiplied by P.P.U. (3)</i>	2,177
	<i>gross population increase</i>	3,542
Occupants of New Equivalent Institutional Units, Mid 2025 to Mid 2035	<i>Units</i>	76
	<i>multiplied by P.P.U. (3)</i>	1,050
	<i>gross population increase</i>	80
Change in Housing Unit Occupancy, Mid 2025 to Mid 2035	<i>Units (4)</i>	6,449
	<i>multiplied by P.P.U. change rate (5)</i>	-0.03024
	<i>total change in population</i>	-195
Population Estimate to Mid 2035		19,090
<i>Net Population Increase, Mid 2025 to Mid 2035</i>		3,427

(1) Mid 2025 Population based on:

2021 Population (14,740) + Mid 2021 to Mid 2025 estimated housing units to beginning of forecast period (409 x 2.195 = 898) + (21 x 1.05 = 22)
+ (6,040 x 0. = 3) = 15,663

(2) Based upon forecast building permits/completions assuming a lag between construction and occupancy.

(3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit ^[1] (P.P.U.)	% Distribution of Estimated Units ^[2]	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.575	57%	1.475
<i>Multiples (6)</i>	2.291	13%	0.292
<i>Apartments (7)</i>	1.368	30%	0.410
<i>one bedroom or less</i>	1.100		
<i>two bedrooms or more</i>	1.516		
Total		100%	2.177

^[1] Persons per unit based on adjusted Statistics Canada Custom 2021 Census database.

^[2] Forecast unit mix based upon historical trends and housing units in the development process.

(4) Mid 2025 households based upon 2021 Census (6,040 units) + Mid 2021 to Mid 2025 unit estimate (409 units) = 6,449 units.

(5) Change occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(6) Includes townhouses and apartments in duplexes.

(7) Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



Schedule 4 Municipality of Mississippi Mills Long-Term Growth Forecast Mid-2025 to Mid-2051

		Population
Mid 2025 Population		15,663
Occupants of New Housing Units, Mid 2025 to Mid 2051	Units (2)	4,213
	multiplied by P.P.U. (3)	2,110
	gross population increase	8,890
Occupants of New Equivalent Institutional Units, Mid 2025 to Mid 2051	Units	205
	multiplied by P.P.U. (3)	1,050
	gross population increase	215
Change in Housing Unit Occupancy, Mid 2025 to Mid 2051	Units (4)	6,449
	multiplied by P.P.U. change rate (5)	0.01455
	total change in population	94
Population Estimate to Mid 2051		24,862
Net Population Increase, Mid 2025 to Mid 2051		9,199

(1) Mid 2025 Population based on:

2021 Population (14,740) + Mid 2021 to Mid 2025 estimated housing units to beginning of forecast period (409 x 2.195 = 898) + (21 x 1.05 = 22)
+ (6,040 x 0. = 3) = 15,663

(2) Based upon forecast building permits/completions assuming a lag between construction and occupancy.

(3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit ^[1] (P.P.U.)	% Distribution of Estimated Units ^[2]	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.575	44%	1.132
<i>Multiples (6)</i>	2.291	23%	0.525
<i>Apartments (7)</i>	1.368	33%	0.453
<i>one bedroom or less</i>	1.100		
<i>two bedrooms or more</i>	1.516		
Total		100%	2.110

^[1] Persons per unit based on adjusted Statistics Canada Custom 2021 Census database.

^[2] Forecast unit mix based upon historical trends and housing units in the development process.

(4) Mid 2025 households based upon 2021 Census (6,040 units) + Mid 2021 to Mid 2025 unit estimate (409 units) = 6,449 units.

(5) Change occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(6) Includes townhouses and apartments in duplexes.

(7) Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



Schedule 5
Municipality of Mississippi Mills
Historical Residential Building Permits
Years 2015 to 2024

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples ^[1]	Apartments ^[2]	Total
2015	55	49	1	105
2016	71	25	0	96
2017	83	38	13	134
2018	94	50	26	170
2019	114	77	5	196
Sub-total	417	239	45	701
Average (2015 - 2019)	83	48	9	140
% Breakdown	59.5%	34.1%	6.4%	100.0%
2020	73	52	84	209
2021	73	30	42	145
2022	98	15	0	113
2023	29	5	4	38
2024	25	0	3	28
Sub-total	298	102	133	533
Average (2020 - 2024)	60	20	27	107
% Breakdown	55.9%	19.1%	25.0%	100.0%
2015 - 2024				
Total	715	341	178	1,234
Average	72	34	18	123
% Breakdown	57.9%	27.6%	14.4%	100.0%

^[1] Includes townhouses and apartments in duplexes.

^[2] Includes bachelor, 1-bedroom, and 2-bedroom+ apartment units.

Source: Historical housing activity derived from Municipality of Mississippi Mills data, by Watson & Associates Economists Ltd.



Schedule 6a
Municipality of Mississippi Mills
Person Per Unit by Age and Type of Dwelling
(2021 Census)

Age of Dwelling	Singles and Semi-Detached						25 Year Average	25 Year Average Adjusted ⁽¹⁾
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	1.848	2.619	-	2.320		
6-10	-	-	1.737	2.828	-	2.630		
11-15	-	-	1.643	2.620	-	2.448		
16-20	-	-	-	2.932	-	2.578		
21-25	-	-	-	3.139	-	2.898	2.575	2.575
26-30	-	-	-	2.792	-	2.738		
30+	-	1.313	1.821	2.637	3.488	2.499		
Total	0.100	1.591	1.829	2.698	3.470	2.525		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	-	1.741	2.483	-	2.162
6-10	-	-	1.743	2.756	-	2.429
11-15	-	-	1.722	2.574	-	2.296
16-20	-	-	2.000	2.957	-	2.701
21-25	-	-	-	3.054	-	2.679
25-30	-	-	-	2.741	-	2.770
30+	-	1.267	1.691	2.615	3.488	2.337
Total	1.000	1.259	1.752	2.656	3.470	2.381

⁽¹⁾ Adjusted based on historical trends.

Note: Does not include Statistics Canada data classified as "Other."

P.P.U. Not calculated for samples less than or equal to 50 dwelling units and does not include institutional population.



Schedule 6b
County of Lanark
Person Per Unit by Age and Type of Dwelling
(2021 Census)

Age of Dwelling	Multiples ^[1]						25 Year Average	25 Year Average Adjusted ^[3]
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	1.600	2.442	-	2.264		
6-10	-	-	-	2.133	-	2.150		
11-15	-	-	1.583	-	-	1.864		
16-20	-	-	-	2.462	-	2.261		
21-25	-	-	2.083	3.176	-	2.594	2.226	2.291
26-30	-	-	2.083	2.500	-	2.175		
30+	-	1.389	1.759	2.729	-	2.149		
Total	-	1.708	1.820	2.562	-	2.204		

Age of Dwelling	Apartments ^[2]						25 Year Average	25 Year Average Adjusted ^[3]
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	1.233	1.681	-	-	1.545		
6-10	-	-	1.389	-	-	1.440		
11-15	-	-	-	-	-	1.300		
16-20	-	-	-	-	-	-		
21-25	-	-	-	-	-	1.188	1.368	1.368
26-30	-	1.125	1.471	-	-	1.265		
30+	0.733	1.175	1.620	2.545	-	1.455		
Total	0.850	1.169	1.597	2.523	-	1.449		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	1.410	1.827	2.693	4.500	2.434
6-10	-	-	1.684	2.760	5.143	2.667
11-15	-	1.438	1.731	2.700	3.600	2.456
16-20	-	1.600	1.833	2.673	3.043	2.507
21-25	-	1.632	1.791	2.691	3.421	2.497
26-30	-	1.318	1.803	2.676	2.929	2.473
30+	1.500	1.249	1.771	2.501	3.443	2.226
Total	1.583	1.296	1.775	2.580	3.597	2.328

^[1] Includes townhomes and apartments in duplexes.

^[2] Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

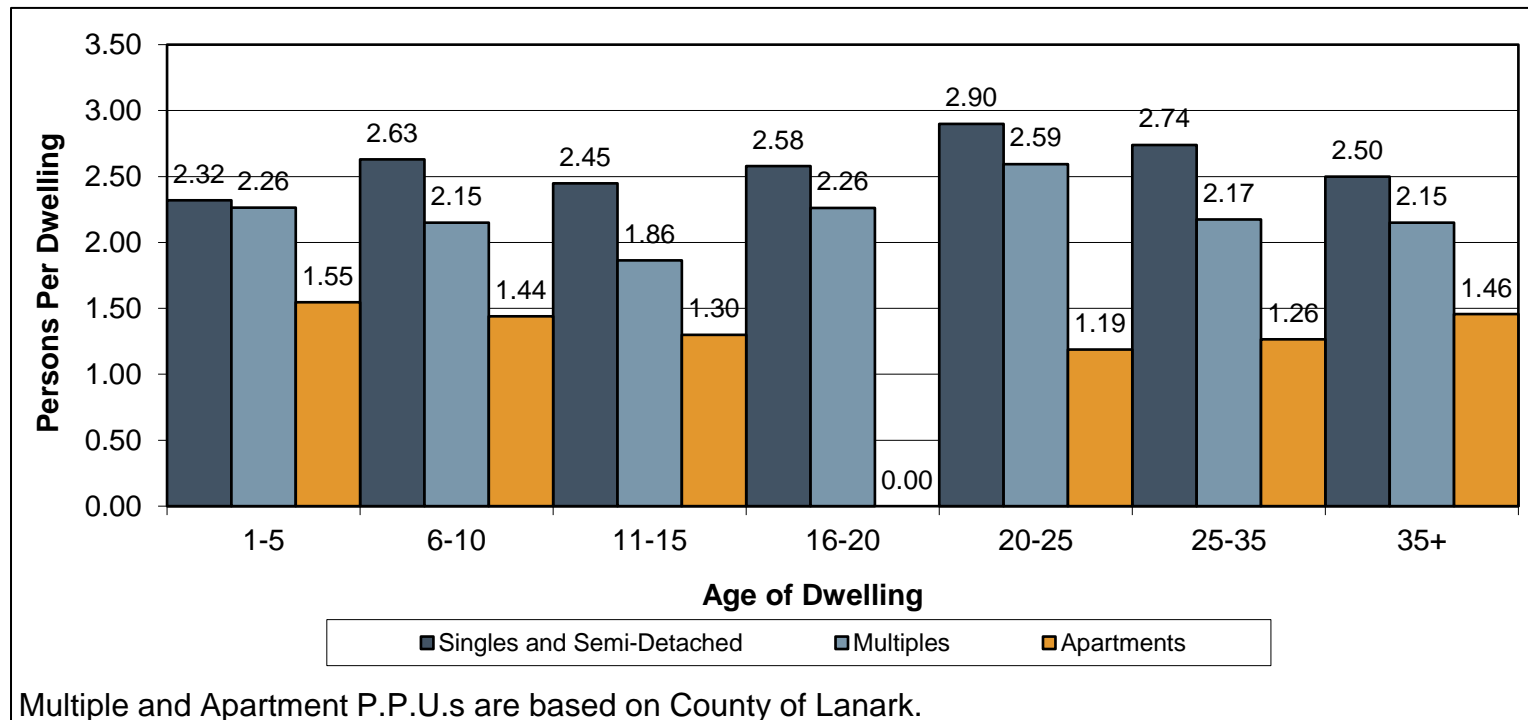
^[3] Adjusted based on historical trends.

Note: Does not include Statistics Canada data classified as "Other."

P.P.U. Not calculated for samples less than or equal to 50 dwelling units and does not include institutional population.



Schedule 7
Municipality of Mississippi Mills
Person Per Unit Structural Type and Age of Dwelling
(2021 Census)





Schedule 8a Municipality of Mississippi Mills Employment Forecast, 2025 to 2051

Period	Population	Activity Rate								Employment								Employment Total (Excluding Work at Home and N.F.P.O.W.)
		Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ^[1]	Total Including N.F.P.O.W.	Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ^[1]	Total Employment (Including N.F.P.O.W.)	
Mid 2011	12,385	0.007	0.053	0.025	0.072	0.072	0.229	0.040	0.269	90	655	305	890	895	2,835	495	3,330	2,180
Mid 2016	13,163	0.005	0.054	0.031	0.095	0.073	0.256	0.051	0.308	60	705	402	1,248	960	3,375	677	4,052	2,670
Mid 2025	15,663	0.004	0.063	0.028	0.084	0.063	0.242	0.057	0.298	60	990	432	1,318	989	3,789	885	4,674	2,799
Mid 2035	19,090	0.003	0.063	0.031	0.085	0.062	0.245	0.059	0.304	66	1,210	587	1,619	1,188	4,670	1,130	5,800	3,460
Mid 2051	24,862	0.003	0.062	0.032	0.082	0.059	0.238	0.060	0.298	76	1,536	791	2,051	1,464	5,918	1,482	7,400	4,382
Incremental Change																		
Mid 2011 - Mid 2016	778	-0.003	0.001	0.006	0.023	0.001	0.027	0.011	0.039	-30	50	97	358	65	540	182	722	490
Mid 2016 - Mid 2025	2,500	-0.001	0.010	-0.003	-0.011	-0.010	-0.014	0.005	-0.009	0	285	30	70	29	414	208	622	129
Mid 2025 - Mid 2035	3,427	0.000	0.000	0.003	0.001	-0.001	0.003	0.003	0.005	6	220	155	301	199	881	245	1,126	661
Mid 2025 - Mid 2051	9,199	-0.001	-0.001	0.004	-0.002	-0.004	-0.004	0.003	-0.001	16	546	359	733	475	2,129	597	2,726	1,583
Annual Average																		
Mid 2011 - Mid 2016	156	-0.001	0.000	0.001	0.005	0.000	0.005	0.002	0.008	-6	10	19	72	13	108	36	144	98
Mid 2016 - Mid 2025	278	0.000	0.001	0.000	-0.001	-0.001	-0.002	0.001	-0.001	0	32	3	8	3	46	23	69	14
Mid 2025 - Mid 2035	343	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.001	1	22	16	30	20	88	25	113	66
Mid 2025 - Mid 2051	354	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	1	21	14	28	18	82	23	105	61

^[1] Statistics Canada defines no fixed place of work (N.F.P.O.W.) employees as "persons who do not go from home to the same workplace location at the beginning of each shift. Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc."

Note: Statistics Canada 2021 Census place of work employment data has been reviewed. The 2021 Census employment results have not been utilized due to a significant increase in work at home employment captured due to Census enumeration occurring during the provincial COVID-19 lockdown from April 1, 2021 to June 14, 2021.

Source: Derived from the Lanark County Growth Management Strategy Draft Report, November 21, 2024, by Watson & Associates Economists Ltd.



Schedule 8b
Municipality of Mississippi Mills
Employment and Gross Floor Area (G.F.A.) Forecast, 2025 to 2051

Period	Population	Employment					Gross Floor Area in Square Feet (Estimated) ^[1]				
		Primary	Industrial	Commercial/ Population Related	Institutional	Total	Primary ^[2]	Industrial	Commercial/ Population Related	Institutional	Total
Mid 2011	12,385	90	305	890	895	2,180					
Mid 2016	13,163	60	402	1,248	960	2,670					
Mid 2025	15,663	60	432	1,318	989	2,799					
Mid 2035	19,090	66	587	1,619	1,188	3,460					
Mid 2051	24,862	76	791	2,051	1,464	4,382					
Incremental Change											
Mid 2011 - Mid 2016	778	-30	97	358	65	490					
Mid 2016 - Mid 2025	2,500	0	30	70	29	129					
Mid 2025 - Mid 2035	3,427	6	155	301	199	661	18,000	217,000	150,500	139,300	524,800
Mid 2025 - Mid 2051	9,199	16	359	733	475	1,583	48,000	502,600	366,500	332,500	1,249,600
Annual Average											
Mid 2011 - Mid 2016	156	-6	19	72	13	98					
Mid 2016 - Mid 2025	278	0	3	8	3	14					
Mid 2025 - Mid 2035	343	1	16	30	20	66	1,800	21,700	15,050	13,930	52,480
Mid 2025 - Mid 2051	354	1	14	28	18	61	1,846	19,331	14,096	12,788	48,062

^[1] Square Foot Per Employee Assumptions

Primary - Non-Bona Fide Farming	3,000
Industrial	1,400
Commercial/Population-Related	500
Institutional	700

^[2] Primary industry includes agriculture and resource related employment.

*Reflects Mid-2025 to Mid-2051 forecast period.

Note: Numbers may not add up precisely due to rounding.

Source: Watson & Associates Economists Ltd.



Schedule 9
Municipality of Mississippi Mills
Employment Categories by Major Employment Sector

NAICS	Employment by industry	Comments
	<u>Primary Industry Employment</u>	
11	<i>Agriculture, forestry, fishing and hunting</i>	Categories which relate to local land-based resources
21	<i>Mining and oil and gas extraction</i>	
	<u>Industrial and Other Employment</u>	
22	<i>Utilities</i>	Categories which relate primarily to industrial land supply and demand
23	<i>Construction</i>	
31-33	<i>Manufacturing</i>	
41	<i>Wholesale trade</i>	
48-49	<i>Transportation and warehousing</i>	
56	<i>Administrative and support</i>	
	<u>Population Related Employment</u>	
44-45	<i>Retail trade</i>	Categories which relate primarily to population growth within the municipality
51	<i>Information and cultural industries</i>	
52	<i>Finance and insurance</i>	
53	<i>Real estate and rental and leasing</i>	
54	<i>Professional, scientific and technical services</i>	
55	<i>Management of companies and enterprises</i>	
56	<i>Administrative and support</i>	
71	<i>Arts, entertainment and recreation</i>	
72	<i>Accommodation and food services</i>	
81	<i>Other services (except public administration)</i>	
	<u>Institutional</u>	
61	<i>Educational services</i>	
62	<i>Health care and social assistance</i>	
91	<i>Public administration</i>	

Note: Employment is classified by North American Industry Classification System (NAICS) Code.

Source: Watson & Associates Economists Ltd.



Appendix B

Level of Service



Table B-1
Historical Level of Service Calculation
Services Related to a Highway – Roads
Length (kilometres) of Roadways

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/km)
Almonte Paved	38	38	38	38	38	38	38	38	38	38	38	38	38	38	38	\$1,799,992
Pakenham Paved	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	\$587,440
Pakenham Surface Treated	48	48	48	48	48	48	48	48	48	48	48	48	48	48	48	\$335,000
Ramsay Paved	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45	\$587,440
Ramsay Surface Treated	43	43	43	43	43	43	43	43	43	43	43	43	43	43	43	\$335,000
Almonte Gravel Roads	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$179,250
Pakenham Gravel Roads	59	59	59	59	59	59	59	59	59	59	59	59	59	59	59	\$179,250
Ramsay Gravel Roads	112	112	112	112	112	112	112	112	112	112	112	112	112	112	112	\$179,250
Total	359	359	359	359	359	359	359	359	359	359	359	359	359	359	359	

Population	11,935	12,100	12,232	12,316	12,540	12,672	12,861	13,037	13,293	13,624	14,038	14,395	14,744	15,052	15,184
Per Capita Standard	0.0301	0.0297	0.0293	0.0291	0.0286	0.0283	0.0279	0.0275	0.0270	0.0264	0.0256	0.0249	0.0243	0.0239	0.0236

15 Year Average	2010 to 2024
Quantity Standard	0.0271
Quality Standard	\$454,949
Service Standard	\$12,329

D.C. Amount (before deductions)	26 Year
Forecast Population	8,890
\$ per Capita	\$12,329
Eligible Amount	\$109,605,966



Table B-2
Historical Level of Service Calculation
Services Related to a Highway – Bridges & Culverts
No. of Bridges & Culverts

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/item)
Bridges	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	\$1,860,600
Structural Culverts	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	\$583,100
																\$0
																\$0
																\$0
																\$0
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																\$0
Total	26	26	26	26	26	26	26	26	26	26	26	26	26	26	26	

Population	11,935	12,100	12,232	12,316	12,540	12,672	12,861	13,037	13,293	13,624	14,038	14,395	14,744	15,052	15,184
Per Capita Standard	0.0022	0.0021	0.0021	0.0021	0.0021	0.0021	0.0020	0.0020	0.0020	0.0019	0.0019	0.0018	0.0018	0.0017	0.0017

15 Year Average	2010 to 2024
Quantity Standard	0.0020
Quality Standard	\$1,295,065
Service Standard	\$2,590

D.C. Amount (before deductions)	26 Year
Forecast Population	8,890
\$ per Capita	\$2,590
Eligible Amount	\$23,026,256



Table B-3
Historical Level of Service Calculation
Services Related to a Highway – Sidewalks
km of Sidewalks

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/km)
Sidewalks	30.88	30.88	31.23	32.28	33.28	33.58	34.04	35.28	35.48	35.99	36.28	36.28	36.34	36.34	36.34	\$104,100
																\$0
																\$0
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Total	30.88	30.88	31.23	32.28	33.28	33.58	34.04	35.28	35.48	35.99	36.28	36.28	36.34	36.34	36.34	

Population	11,935	12,100	12,232	12,316	12,540	12,672	12,861	13,037	13,293	13,624	14,038	14,395	14,744	15,052	15,184
Per Capita Standard	0.0026	0.0026	0.0026	0.0026	0.0027	0.0027	0.0026	0.0027	0.0027	0.0026	0.0026	0.0025	0.0025	0.0024	0.0024

15 Year Average	2010 to 2024
Quantity Standard	0.0026
Quality Standard	\$103,181
Service Standard	\$268

D.C. Amount (before deductions)	26 Year
Forecast Population	8,890
\$ per Capita	\$268
Eligible Amount	\$2,384,920



Table B-4
Historical Level of Service Calculation
Services Related to a Highway – Pedestrian Crossings
No. of Pedestrian Crossings

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/item)
Midblock Pedestrian Signal	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$160,200
Pedestrian Crossing Level 2 Type B	-	-	-	-	-	-	2	2	2	4	4	4	5	5	5	\$51,900
Total	1	1	1	1	1	1	3	3	3	5	5	5	6	6	6	

Population	11,935	12,100	12,232	12,316	12,540	12,672	12,861	13,037	13,293	13,624	14,038	14,395	14,744	15,052	15,184
Per Capita Standard	0.0001	0.0001	0.0001	0.0001	0.0001	0.0001	0.0002	0.0002	0.0002	0.0004	0.0004	0.0003	0.0004	0.0004	0.0004

15 Year Average	2010 to 2024
Quantity Standard	0.0002
Quality Standard	\$100,650
Service Standard	\$20

D.C. Amount (before deductions)	26 Year
Forecast Population	8,890
\$ per Capita	\$20
Eligible Amount	\$178,956



Table B-5
Historical Level of Service Calculation
Services Related to a Highway – Public Works Facilities
sq.ft. of Building Area

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Pakenham Storage Shed	576	576	576	576	576	576	576	576	576	576	576	576	576	576	576	\$119	\$135
Pakenham Sand Shed	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	\$114	\$129
Ramsay Storage Shed	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	\$135	\$152
Pakenham Garage	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	\$217	\$243
Ramsay Salt Shed	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	\$108	\$123
Ramsay Sand Dome	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	\$57	\$66
Ramsay Garage	8,751	8,751	8,751	8,751	8,751	8,751	8,751	12,751	12,751	12,751	12,751	12,751	12,751	12,751	12,751	\$264	\$295
Almonte Garage	2,409	2,409	2,409	2,409	2,409	2,409	2,409	2,409	2,409	2,409	2,409	2,409	2,409	2,409	2,409	\$447	\$496
Total	31,536	31,536	31,536	31,536	31,536	31,536	31,536	35,536	35,536	35,536	35,536	35,536	35,536	35,536	35,536		

Population	11,935	12,100	12,232	12,316	12,540	12,672	12,861	13,037	13,293	13,624	14,038	14,395	14,744	15,052	15,184
Per Capita Standard	2.6423	2.6063	2.5782	2.5606	2.5148	2.4886	2.4521	2.7258	2.6733	2.6083	2.5314	2.4686	2.4102	2.3609	2.3404

15 Year Average	2010 to 2024
Quantity Standard	2.5308
Quality Standard	\$209
Service Standard	\$530

D.C. Amount (before deductions)	26 Year
Forecast Population	8,984
\$ per Capita	\$530
Eligible Amount	\$4,760,172



Table B-6
Historical Level of Service Calculation
Services Related to a Highway – Public Works Vehicles
No. of Vehicles and Equipment

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Value (\$/Vehicle)
4x4 Half Ton Patrol Unit	1	1	2	2	2	2	2	2	2	2	2	2	2	2	2	\$65,000
Half Ton	5	5	4	4	4	4	4	4	4	4	4	5	5	5	5	\$43,900
4X4 three quarter ton	-	-	-	-	-	-	-	-	-	1	1	1	1	1	1	\$90,700
Van - Water/Sewer	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$72,700
1 Ton Truck	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$72,700
Water Utility Truck	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$72,700
SUV	-	-	-	-	-	-	-	-	-	-	1	1	1	1	1	\$37,400
Plow Trucks	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	\$390,200
Backhoe	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$203,300
Loader	2	2	2	2	2	2	2	3	3	3	3	3	2	2	2	\$601,600
Sweeper	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	\$208,900
Grader	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	\$650,400
Sidewalk Plow	3	3	2	2	2	2	2	3	3	3	3	3	3	3	3	\$219,500
Chipper	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$66,600
Steamer	2	2	2	2	2	2	2	2	2	2	2	2	1	1	1	\$24,300
Blower	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$21,800
Trailer	-	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$10,900
Float	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$45,400
Water Tanker	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$236,000
Valve Turner	-	-	-	-	-	-	-	1	1	1	1	1	1	1	1	\$137,700
Brush Cutter	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$569,100
Total	37	38	36	36	36	36	36	39	39	40	41	42	40	40	40	

Population	11,935	12,100	12,232	12,316	12,540	12,672	12,861	13,037	13,293	13,624	14,038	14,395	14,744	15,052	15,184
Per Capita Standard	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

15 Year Average	2010 to 2024
Quantity Standard	0.0029
Quality Standard	\$257,797
Service Standard	\$748

D.C. Amount (before deductions)	26 Year
Forecast Population	8,984
\$ per Capita	\$748
Eligible Amount	\$6,716,528



Table B-7
Historical Level of Service Calculation
Child Care Services – Child Care Facilities
sq.ft. of Building Area

Description	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Almonte Daycare Centre	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	\$450	\$500
Holy Name of Mary Club	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	7,926	7,926	7,926	7,926	7,926	7,926	\$450	\$500
Naismith Club	1,653	1,653	1,653	1,653	1,653	1,653	1,653	1,653	1,653	1,653	1,653	1,653	1,653	1,653	1,653	\$450	\$500
R. Tait McKenzie Club	1,368	1,368	1,368	1,368	1,368	1,368	1,368	1,368	1,368	1,368	1,368	1,368	1,368	1,368	1,368	\$450	\$500
Total	11,021	11,021	11,021	11,021	11,021	11,021	11,021	11,021	11,021	17,747	17,747	17,747	17,747	17,747	17,747		

Population	11,935	12,100	12,232	12,316	12,540	12,672	12,861	13,037	13,293	13,624	14,038	14,395	14,744	15,052	15,184
Per Capita Standard	0.9234	0.9108	0.9010	0.8949	0.8789	0.8697	0.8569	0.8454	0.8291	1.3026	1.2642	1.2329	1.2037	1.1790	1.1688

15 Year Average	2010 to 2024
Quantity Standard	1.0174
Quality Standard	\$500
Service Standard	\$509

D.C. Amount (before deductions)	26 Year
Forecast Population	8,890
\$ per Capita	\$509
Eligible Amount	\$4,522,432



Appendix C

Long-Term Capital and Operating Cost Examination



Appendix C: Long-Term Capital and Operating Cost Examination

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. As part of this analysis, it was deemed necessary to isolate the incremental operating expenditures directly associated with these capital projects, factor in cost savings attributable to economies of scale or cost sharing where applicable and prorate the cost on a per unit basis (i.e., sq.ft. of building space, per vehicle, etc.). This was undertaken through a review of the Municipality's 2023 Financial Information Return.

In addition to the operational impacts, over time the initial capital projects will require replacement. This replacement of capital is often referred to as lifecycle cost. By definition, lifecycle costs are all the costs which are incurred during the life of a physical asset, from the time its acquisition is first considered, to the time it is taken out of service for disposal or redeployment. The method selected for lifecycle costing is the sinking fund method which provides that money will be contributed annually and invested, so that those funds will grow over time to equal the amount required for future replacement.

Table C-1 depicts the annual operating impact resulting from the proposed gross capital projects at the time they are all in place. It is important to note that, while municipal program expenditures will increase with growth in population, the costs associated with the new infrastructure (i.e., facilities) would be delayed until the time these works are in place.

Table C-1
Operating and Capital Expenditure Impacts for Future Capital Expenditures

SERVICE/CLASS OF SERVICE	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
Services Related to a Highway	\$ 726,867	\$ 179,984	\$ 906,852
Child Care Services	\$ 150,075	\$ 470,720	\$ 620,796
Growth-related Studies	\$ -	\$ -	\$ -
Wastewater Services	\$ 2,778,651	\$ 447,348	\$ 3,225,999
Water Services	\$ 816,542	\$ 248,961	\$ 1,065,503
Total	\$ 4,472,136	\$ 1,347,013	\$ 5,819,149



Appendix D

Local Service Policy



Appendix D: Local Service Policy

This Appendix sets out the Municipality's General Local Service Policy Guidelines and delineates between Development Charges (D.C.) and local service funding for the following municipal services:

- Services Related to a Highway;
- Stormwater Management; and
- Water and Wastewater.

The guidelines outline, in general terms, the size and nature of engineered infrastructure that is included as an eligible project in the D.C. Background Study, versus infrastructure that is considered as a local service, to be emplaced or funded directly by landowners pursuant to a development agreement.

The following policy guidelines are general principles by which staff will be guided in considering development applications. However, each application will be considered (in the context of subsection 59(2) of the *Development Charges Act, 1997* (D.C.A.)), on its own merits having regard to the nature, type and location of the development and municipal services and any existing and proposed development in the surrounding area, amongst other factors.

1. Collector, Arterial Roads and Local Roads

- Collector and Arterial roads internal to development – Direct developer responsibility under s.59 of the D.C.A., equivalent to local road standard. Oversizing beyond local standard – Included in the D.C. calculation.
- Roads (collector and arterial) external to development – Included in the D.C. calculation.
- Roads (Local) internal and external to development – Direct developer responsibility under s.59 of the D.C.A.

2. Traffic Signals

- Collector and Arterial roads internal to development - Direct developer responsibility under s.59 of the D.C.A., equivalent to local road standard.
- Roads (collector and arterial) external to development – Included in the D.C. calculation.



- Local roads internal and external to development – Direct developer responsibility under s.59 of the D.C.A.

3. Intersection Improvements

- New roads (collector and arterial) and road (collector and arterial) improvements – Include as part of road costing noted in item 1, to limits of right-of-way.
- Intersections improvements (local), internal and external to the development and all works necessary to connect to entrances (private and specific subdivision) to the roadway – Direct developer responsibility under s.59 of D.C.A.
- Intersections with provincial highways – Included in the D.C. calculation to the extent that they are Municipality responsibility.
- Intersection improvements on other (collector and arterial) roads due to development growth increasing traffic – Included in the D.C. calculation.

4. Streetlights and Sidewalks

- Streetlights and sidewalks on collector and arterial external roads – Included in the D.C. calculation.
- Streetlights and sidewalks within specific developments and external local roads – Direct developer responsibility under s.59 of D.C.A.

5. Bike Routes/Bike Lanes/Bike Paths/Multi-Use Trails/Naturalized Walkways

- Bike routes and bike lanes, within road allowance (collector and arterial roads), external to development – Included in the D.C. calculation.
- Bike routes and bike lanes, within road allowance (local roads), external to development – Direct developer responsibility under s.59 of the D.C.A.
- Bike routes and bike lanes, within road allowance, internal to development – Direct developer responsibility under s.59 of the D.C.A.
- Bike paths/multi-use trails/naturalized walkways external to development – Included in the D.C. calculation.
- Bike paths/multi-use trails/naturalized walkways internal to development – Direct developer responsibility under s.59 of the D.C.A.
- Trail Bridges/Underpasses and associated works – Included in the D.C. calculation.



6. Noise Abatement Measures

- Measures required as a result of development adjacent to existing noise source – Direct developer responsibility under s.59 of the D.C.A.
- Measures required as a result of a new noise source not related to the specific development (new collector or arterial highway) – Included in the D.C. calculation.

7. Traffic Control Systems

- Collector and Arterial roads internal to development – Direct developer responsibility under s.59 of the D.C.A., equivalent to local road standard.
- Roads (collector and arterial) external to development – Included in the D.C. calculation.
- Local roads internal and external to development – Direct developer responsibility under s.59 of the D.C.A.

8. Land Acquisition for Road Allowances

- Land Acquisition for collector and arterial roads – Dedication under the Planning Act subdivision provisions (s.51) through development lands; in areas with limited or no development, included in the D.C. calculation (to the extent eligible).
- Land Acquisition for grade separations, water crossings and bridge and road improvements (beyond normal dedication requirements) – Included in the D.C. calculation to the extent eligible.

9. Land Acquisition for Easements

- Easement costs internal and external to subdivisions – Direct developer responsibility under s.59 of the D.C.A.

10. Storm Water Management

- Quality and Quantity Works – Direct developer responsibility under s.59 of the D.C.A.

11. Water

- Water supply, storage, and treatment facilities – Included in the D.C. calculation.



- Booster pumping stations and storage that are a benefit to lands outside of the development – Included in the D.C. calculation.
- Booster pumping stations and storage that are not a benefit to lands outside of the development – Direct developer responsibility under s.59 of the D.C.A.
- Trunk watermains (300 mm and larger) outside the development area where oversizing is requested (beyond basic need of a development) – Included in the D.C. calculation.
- Watermain distribution (including all valves, connections, hydrants, sampling stations, etc.) internal to the development – Direct developer responsibility under s.59 of the D.C.A.
- Oversizing of watermain within a development, as requested by the Municipality – Included in the D.C. calculation.
- Connections to trunk watermains and booster pumping stations on or off site to service a development's needs – Direct developer responsibility under s.59 of the D.C.A.

12. Wastewater

- All wastewater treatment facilities and regional pumping stations where oversizing is requested or serving other development lands – Included in the D.C. calculation.
- Trunk sanitary sewers (300 mm and larger) outside of the development area where oversizing is requested (beyond basic need of a development) – Included in the D.C. calculation.
- Sanitary sewer collection (including all connections, manhole structures, etc.) internal to the development – Direct developer responsibility under s.59 of the D.C.A.
- Oversizing of sanitary sewer mains within a development, as requested by the Municipality – Included in the D.C. calculation.
- Connections to trunk sewer mains and minor pumping stations on or off site to service a development's needs – Direct developer responsibility under s.59 of the D.C.A.



Appendix E

Asset Management Plan



Appendix E: Asset Management Plan

The *Development Charges Act, 1997*, as amended (D.C.A.) (clause (c.2) of subsection 10 (2)) requires that the background study must include an asset management plan (A.M.P.) related to new infrastructure. Section 10 (3) of the D.C.A. provides:

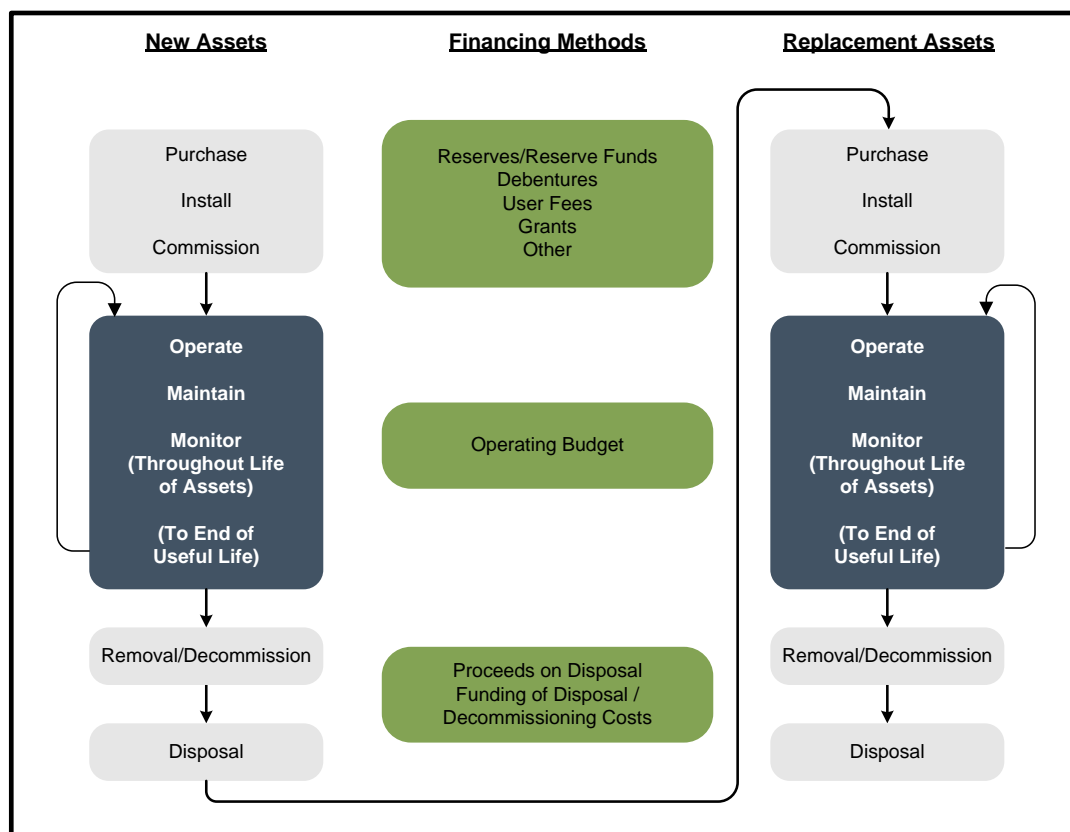
“The asset management plan shall,

- (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.”

In regard to the above, section 8 of the regulations was amended to include subsections (2), (3), and (4) which set out specific detailed requirements for transit (only). For all services except transit, there are no prescribed requirements at this time, thus requiring the municipality to define the approach to include in the background study.

At a broad level, the A.M.P. provides for the long-term investment in an asset over its entire useful life along with the funding. The schematic below identifies the costs for an asset through its entire lifecycle. For growth-related works, the majority of capital costs will be funded by the development charge (D.C.). Non-growth-related expenditures will then be funded from non-D.C. revenues as noted below. During the useful life of the asset, there will be minor maintenance costs to extend the life of the asset along with additional program-related expenditures to provide the full services to the residents. At the end of the life of the asset, it will be replaced by non-D.C. financing sources.

It should be noted that with the passing of the *Infrastructure for Jobs and Prosperity Act* (I.J.P.A.) municipalities are now required to complete A.M.P.s, based on certain criteria, which are to be completed by 2022 for core municipal services and 2024 for all other services. The amendments to the D.C.A. do not require municipalities to complete these A.M.P.s (required under I.J.P.A.) for the D.C. background study, rather the D.C.A. requires that the D.C. background study include information to show the assets to be funded by the D.C. are sustainable over their full lifecycle.



In 2012, the Province developed Building Together: Guide for municipal asset management plans which outlines the key elements for an A.M.P., as follows:

State of local infrastructure: asset types, quantities, age, condition, financial accounting valuation and replacement cost valuation.

Desired levels of service: defines levels of service through performance measures and discusses any external trends or issues that may affect expected levels of service or the municipality's ability to meet them (for example, new accessibility standards, climate change impacts).

Asset management strategy: the asset management strategy is the set of planned actions that will seek to generate the desired levels of service in a sustainable way, while managing risk, at the lowest lifecycle cost.

Financing strategy: having a financial plan is critical for putting an A.M.P. into action. By having a strong financial plan, municipalities can also demonstrate that they have made a concerted effort to integrate the A.M.P. with financial planning and municipal budgeting and are making full use of all available infrastructure financing tools.



Commensurate with the above, the Municipality prepared an A.M.P. in 2022 for its existing core infrastructure assets.

In recognition to the schematic above, the following table (presented in 2025 \$) has been developed to provide the annualized expenditures and revenues associated with new growth. Note that the D.C.A. does not require an analysis of the non-D.C. capital needs or their associated operating costs so these are omitted from the table below. While the analysis presented herein does not represent a fiscal impact assessment (including future tax/rate increases), it is intended to provide insight into the potential affordability of the new assets:

1. The non-D.C. recoverable portion of the projects that will require financing from municipal financial resources (i.e. taxation, rates, fees, etc.). This amount has been presented as an annual debt charge amount based on 20-year financing.
2. Lifecycle costs for the 2025 D.C. capital works have been considered over their estimated useful lives.
3. Incremental operating costs for the D.C. services (only) have been included.
4. The resultant total incremental annualized expenditures are approximately \$8.3 million. The share of these expenditures related to the growth component of the infrastructure is approximately \$6.0 million.
5. Consideration was given to the potential new taxation and user fee revenues which will be generated as a result of new growth. These revenues will be available to finance the expenditures above. The new operating revenues are estimated at approximately \$10.6 million. This amount, totalled with the existing operating revenues of \$30.5 million, will provide annual revenues of \$41.1 million by the end of the period.
6. In consideration of the above, the capital plan is deemed to be financially sustainable.



Table E-1
Asset Management – Future Expenditures and Associated Revenues
2025\$

Asset Management - Future Expenditures and Associated Revenues	2051 (Total)
Expenditures (Annualized)	
Annual Debt Payment on Non-Growth Related Capital ¹	2,237,960
Annual Debt Payment on Post Period Capital ²	208,117
Annual Lifecycle - Municipal-wide Services	876,943
Annual Lifecycle - Area-specific Services ³	3,595,193
Incremental Operating Costs (for D.C. Services)	\$1,347,013
Total Expenditures	8,265,226
Revenue (Annualized)	
Total Existing Revenue ⁴	\$30,483,743
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	\$10,626,947
Total Revenues	\$41,110,690

¹ Non-Growth Related component of Projects

² Interim Debt Financing for Post Period Benefit

³ All infrastructure costs included in Area Specific by-laws have been included

⁴ As per Sch. 10 of FIR



Appendix F

Proposed D.C. By-law



**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI
MILLS**

BY-LAW NO. 25-__

**A BY-LAW FOR THE IMPOSITION OF DEVELOPMENT CHARGES
FOR SERVICES RELATED TO A HIGHWAY, CHILD CARE
SERVICES, GROWTH-RELATED STUDIES, WASTEWATER
SERVICES, AND WATER SERVICES**

BEING a by-law for the imposition of Development Charges

WHEREAS section 2 (1) of the *Development Charges Act, 1997*, S.O. 1997, c. 27, as amended (the “Act”) provides that the council of a municipality may pass By-laws for the imposition of Development Charges against land to pay for increased Capital Costs required because of the need for Services arising from Development in the area to which the By-law applies;

AND WHEREAS the Municipality of Mississippi Mills will experience growth through development and re-development;

AND WHEREAS development and re-development requires the provision of physical and social services by the Municipality of Mississippi Mills;

AND WHEREAS Council desires to ensure that the capital cost of meeting growth-related demands for or burden on municipal services does not place an excessive financial burden on the Municipality of Mississippi Mills or its existing taxpayers while at the same time ensuring new taxpayers contribute no more than the net capital cost attributable to providing the current level of municipal services;

AND WHEREAS a development charge background study has been completed in accordance with the Act;

AND WHEREAS the Council of The Corporation of the Municipality of Mississippi Mills has given notice of and held a public meeting on the 6th day of May, 2025 in accordance with the Act and the regulations thereto;



NOW THEREFORE the Council of The Corporation of the Municipality of Mississippi Mills enacts as follows:

1. Interpretation

1.1 In this by-law the following items shall have the corresponding meanings:

“Act” means the *Development Charges Act, 1997*, S.O. 1997, c. 27, as amended, or any successor thereof;

“Accessory use” means where used to describe a use, building, or structure that the use, building or structure is naturally and normally incidental, subordinate in purpose of floor area or both, and exclusively devoted to a principal use, building or structure;

“Additional dwelling unit” means a dwelling unit, whether contained within a proposed single detached dwelling, semi-detached dwelling or row dwelling, or ancillary to a single detached dwelling, a semi-detached dwelling, or a row dwelling including but not limited to a coach house, laneway suite or structure constructed above an existing garage or other structure separate from the primary dwelling unit, and which is not capable of being legally conveyed as a separate parcel of land from the primary dwelling unit.

“Affordable Residential Unit” means a residential unit that meets the criteria set out in section 4.1 of the Act.

“Agricultural,” when used to describe a use or development that is a bona fide farming operation including, notwithstanding the generality of the foregoing, greenhouses which are not connected to water and wastewater services, sod farms and breeding and boarding of horses including barns, silos and other ancillary development to such agricultural development but excluding any residential or commercial;

“Apartment unit” means any residential unit within a building containing three or more dwelling units where access to each residential unit is obtained through a common entrance or entrances from the street level and the residential units are connected by an interior corridor;



“Attainable Residential Unit” means a residential unit that meets the criteria set out in section 4.1 of the Act.

“Bedroom” means a habitable room larger than seven square metres, including a den, study or other similar area, but does not include a bathroom, living room, dining room or kitchen;

“Benefiting area” means an area defined by map, plan or legal description in a front-ending agreement as an area that will receive a benefit from the construction of a service;

“Board of Education” means a board defined in subsection 1 (1) of the *Education Act*, R.S.O. 1990, c. E.2, as amended, or any successor thereof;

“Building Code Act” means the *Building Code Act*, 1992, S.O. 1992, c. 23 as amended, or any successor thereof;

“Capital cost” means capital costs as defined in subsection 5 (3) of the Act.

“Commercial” means any use of land, structures or buildings for the purposes of buying or selling commodities and services, but does not include industrial or agricultural uses, but does include hotels, motels, motor inns and boarding, lodging and rooming houses;

“Council” means the Council of the Corporation of the Municipality of Mississippi Mills;

“Development” means the construction, erection, or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure with the effect of increasing the size of usability thereof, and includes redevelopment;

“Development charge” means a charge imposed pursuant to this by-law;

“Dwelling unit” means any part of a building or structure used, designed, or intended to be used as a domestic establishment in which one or more persons may sleep and are provided with culinary and sanitary facilities for their exclusive use;



“Existing” means the number, use, and size that existed as of the date this by-law was passed;

“Farm building” means that part of a farming operation encompassing barns, silos, and other accessory use to a bona fide agricultural use or “value add” buildings of a commercial or retail nature for the farming operation or farm help quarters for the farming operation workers but excluding a Residential use;

“Gross floor area” means:

1. in the case of a residential building or structure, the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of party walls dividing the dwelling unit from any other dwelling unit or other portion of a building; and
2. in the case of a non-residential building or structure, or in the case of a mixed-use building or structure in respect of the non-residential portion thereof, the total area of all building floors above or below grade measured between the outside surfaces of the exterior walls, or between the outside surfaces of exterior walls and the centre line of party walls dividing a non-residential use and a residential use, except for:
 - A. a room or enclosed area within the building or structure above or below that is used exclusively for the accommodation of heating, cooling, ventilating, electrical, mechanical, or telecommunications equipment that service the building;
 - b. loading facilities above or below grade; and
 - c. a part of the building or structure below grade that is used for the parking of motor vehicles or for storage or other accessory use;

“Inclusionary zoning residential unit” means residential units that are affordable housing units required to be included in a development or redevelopment pursuant to a by-law passed under section 34 of the *Planning Act* to give effect to the policies described in subsection 16(4) of that Act.



“Industrial” means lands, buildings, or structures used or designed or intended for use for manufacturing, processing, fabricating or assembly of raw goods, warehousing or bulk storage of goods, and includes office uses and the sale of commodities to the general public where such uses are accessory to an industrial use, but does not include the sale of commodities to the general public through a warehouse club;

“Institutional” means land, buildings, structures, or any part thereof used by any organization, group, or association for promotion of charitable, educational or benevolent objectives and not for profit or gain; For the purposes of Section 3.19, means development of a building or structure intended for use:

1. as a long-term care home within the meaning of subsection 2 (1) of the *Long-Term Care Homes Act, 2007*;
2. as a retirement home within the meaning of subsection 2 (1) of the *Retirement Homes Act, 2010*;
3. by any institution of the following post-secondary institutions for the objects of the institution:
 - a. a university in Ontario that receives direct, regular, and ongoing operation funding from the Government of Ontario;
 - b. a college or university federated or affiliated with a university described in subclause (i); or
 - c. an Indigenous Institute prescribed for the purposes of section 6 of the *Indigenous Institute Act, 2017*;
4. as a memorial home, clubhouse, or athletic grounds by an Ontario branch of the Royal Canadian Legion; or
5. as a hospice to provide end of life care;

“Local Board” means a school board, public utility, commission, transportation commission, public library board, board of park management, local board of health, board of commissioners of police, planning board, or any other board, commission, committee, body or local authority established or exercising any



power or authority under any general or special Act with respect to any of the affairs or purposes, including school purposes, of the Municipality or any part or parts thereof

“Local services” means those services, facilities or things which are under the jurisdiction of the Municipality and are related to a plan of subdivision or within the area to which the plan relates with respect to the lands under sections 41, 51 or 53 of the *Planning Act*, R.S.O. 1990, Chap. P.13, as amended, or any successor thereof;

“Mixed-Use” means a building that is used and/or designated to be used for both residential and non-residential purposes;

“Multiple dwelling” includes all dwellings other than a single detached dwelling, a semi-detached dwelling, or apartment unit dwelling;

“Municipal water and sewer serviced area” means all lands within the Community of Almonte or developments outside the Community of Almonte connecting into the municipal water and sewer system;

“Municipality” means The Corporation of the Municipality of Mississippi Mills;

“Non-profit housing” means development of a building or structure intended for use as residential premises by:

1. a corporation to which the *Not-for-Profit Corporations Act, 2010* applies, that is in good standing under that Act and whose primary objective is to provide housing;
2. a corporation without share capital to which the Canada Not-for-profit Corporations Act applies, that is in good standing under that Act and whose primary objective is to provide housing; or
3. a non-profit housing co-operative that is in good standing under the Co-operative *Corporations Act*;

“Non-residential” means a building or structure of any kind whatsoever used, designed, or intended to be used for other than a residential use;



“Official Plan” means the Official Plan adopted for the Municipality and any amendments thereto;

“Owner” means the owner of land or a person who has made application for an approval of the development of land upon which a development charge is imposed;

“Place of worship” means that part of a building or structure that is exempt from taxation as a place of worship under the *Assessment Act, R.S.O. 1990*, Chap. A.31, as amended, or any successor thereof;

“Planning Act” means the *Planning Act, R.S.O. 1990*, c. P.13, as amended;

“Regulation” means any regulation made pursuant to the Act;

“Rental housing” means development of a building or structure with four or more dwelling units all of which are intended for use as rented residential premises;

"Residential use" means the use of a building or structure or portion thereof for one or more dwelling units. This also includes a dwelling unit on land that is used for an agricultural use;

“Residential unit” means the same as dwelling unit as defined in this by-law.

“Row dwelling” means a building containing three or more attached dwelling units in a single row, each of which dwelling units has an independent entrance from the outside and is vertically separated from any abutting dwelling unit. For the purposes of this definition, a row dwelling with up to two additional dwelling units as defined in this by-law is deemed to be a row dwelling;

“Semi-detached dwelling” means a dwelling unit in a residential building consisting of two dwelling units having one vertical wall or one horizontal wall, but not other parts, attached or another dwelling unit where the residential unit are not connected by an interior corridor. For the purposes of this definition, a semi-detached dwelling with up to two additional dwelling units as defined in this by-law is deemed to be a semi-detached dwelling.;

“Service” (or “Services”) means a service designated in section 2.1 to this By-law;



"Servicing agreement" means an agreement between a landowner and the Municipality relative to the provision of municipal services to specified land within the Municipality;

"Single detached dwelling" means a residential building consisting of one dwelling unit and not attached to another structure. For the purposes of this definition, a single detached dwelling with up to two additional dwelling units as defined in this by-law is deemed to be a single detached dwelling.;

"Suite" means a single room or series of rooms of complementary use, operated under a single tenancy.

2. Designation of Services

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

1. Services Related to a Highway;
2. Child Care Services;
3. Growth-related Studies;
4. Wastewater Services; and
5. Water Services.

3. Application of By-law Rules

3.1 Development charges shall be payable in the amounts set out in this by-law where:

1. the lands are located in the area described in section 3.2; and
2. the development of the lands requires any of the approvals set out in subsection 3.4 (1).



Area to Which By-law Applies

- 3.2 Subject to section 3.3, this by-law applies to all lands in the Municipality whether or not the land or use thereof is exempt from taxation under s.13 of the *Assessment Act*.
- 3.3 Notwithstanding clause 3.2 above, this by-law shall not apply to lands that are owned by and used for the purposes of:
1. the municipality or a local board thereof;
 2. a board of education;
 3. the Corporation of the County of Lanark or a local board thereof; or
 4. 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.

Approvals for Development

- 3.4 1. Development charges shall be imposed on all lands, buildings or structures that are developed for residential or non-residential uses if the development requires:
- a. the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the *Planning Act*;
 - b. the approval of a minor variance under section 45 of the *Planning Act*;
 - c. a conveyance of land to which a by-law passed under subsection 50(7) of the *Planning Act* applies;
 - d. the approval of a plan of subdivision under section 51 of the *Planning Act*;
 - e. a consent under section 53 of the *Planning Act*;



- f. the approval of a description under section 50 of the *Condominium Act*, R.S.O. 1990, Chap. C.26, as amended, or any successor thereof; or
 - g. the issuing of a permit under the *Building Code Act* in relation to a building or structure.
- 2. No more than one development charge for each service designated in section 2.1 shall be imposed upon any lands, buildings, or structures to which this by-law applies even though two or more of the actions described in subsection 3.4(a) are required before the lands, buildings, or structures can be developed.
- 3. Despite subsection 3.4(b), if two or more of the actions described in subsection 3.4 (1) occur at different times, additional development charges shall be imposed if the subsequent action has the effect of increasing the need for services.

Exemptions

Residential Units in Existing Residential

- 3.5 This by-law shall not apply to that category of exempt development described in subsections 2 (3), 2 (3.1), and 2 (3.2) of the Act, namely:
- 1. An enlargement to an existing dwelling unit;
 - 2. A second residential unit in an existing detached house, semi-detached house, or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if all buildings and structures ancillary to the existing detached house, semi-detached house or rowhouse cumulatively contain no more than one residential unit;
 - 3. A third residential unit in an existing detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if no building or structure ancillary to the existing detached house, semi-detached house or rowhouse contains any residential units;



4. One residential unit in a building or structure ancillary to an existing detached house, semi-detached house or rowhouse on a parcel of residential land, if the existing detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the existing detached house, semi-detached house or rowhouse contains any residential units; or
5. In an existing rental residential building, which contains four or more residential units, the creation of the greater of one residential unit or one per cent of the existing residential units.

Residential Units in New Residential

3.6 This by-law shall not apply to that category of exempt development described in subsection 2 (3.3) of the Act, namely:

1. A second residential unit in a new detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if all buildings and structures ancillary to the new detached house, semi-detached house or rowhouse cumulatively will contain no more than one residential unit;
2. A third residential unit in a new detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if no building or structure ancillary to the new detached house, semi-detached house or rowhouse contains any residential units; or
3. One residential unit in a building or structure ancillary to a new detached house, semi-detached house or rowhouse on a parcel of residential land, if the new detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the new detached house, semi-detached house or rowhouse contains any residential units.



Enlargement of an Existing Industrial Development

- 3.7 This by-law does not apply to that category of exempt development described in section 4 of the Act, namely:
1. the enlargement of the gross floor area of an existing industrial building, if the gross floor area is enlarged by 50 percent or less;
 2. for the purpose of subsection (1) the terms “gross floor area” and “existing industrial building” shall have the same meaning as those terms have in O. Reg. 82/98 made under the Act.
 3. Notwithstanding subsection (1), if the gross floor area of an existing industrial building is enlarged by more than 50 percent, development charges shall be calculated and collected in accordance with Schedule “A” on the amount by which the enlargement exceeds 50 percent of the gross floor area before the enlargement.
 4. For the purpose of the application of section 4 of the Act to the operation of this by-law:
 - a. the gross floor area of an existing industrial building shall be calculated as it existed prior to the first enlargement in respect of that building for which an exemption under section 4 of the Act is sought; and
 - b. the enlargement of the gross floor area of the existing building must:
 - i. be attached to the existing industrial building;
 - ii. not be attached to the existing industrial building by means only of a tunnel, bridge, canopy, corridor or other passageway, shared below-grade connection, foundation, footing, parking facility, service tunnel or service pipe;
 - iii. be for use or in connection with an industrial purpose as set out in this by-law; and



- iv. constitute a bona fide increase in the size of the existing building.

Non-Profit, Inclusionary Zoning, Affordable, and Attainable

- 3.8 This by-law shall not apply to that category of exempt development described in section 4.2 of the Act, namely that development charges shall not be imposed with respect to non-profit housing development.
- 3.9 This by-law shall not apply to that category of exempt development described in section 4.3 of the Act, namely that development charges shall not be imposed with respect to inclusionary zoning residential unit development.
- 3.10 This by-law shall not apply to that category of exempt development described in section 4.1 of the Act, namely that development charges shall not be imposed with respect to affordable residential units and attainable residential units.

Other Exemptions

- 3.11 Notwithstanding the provision of this by-law, development charges shall not be imposed with respect to:
 1. Industrial development;
 2. Hospitals under the *Public Hospitals Act*; and
 3. Non-residential farm building used for a bona fide agricultural use.

Amount of Charges

Residential

- 3.12 The development charges set out in Schedule “A” shall be imposed on residential uses of lands, buildings or structures, including a dwelling unit accessory to a non-residential use and, in the case of a mixed-use building or structure, on the residential uses in the mixed-use building or structure, according to the type of residential unit, and calculated with respect to each of the services according to the type of residential use.



Non-Residential

- 3.13 The development charges described in Schedule “A” to this by-law shall be imposed on non-residential uses of lands, buildings or structures, and, in the case of a mixed-use building or structure, on the non-residential uses in the mixed-use building or structure, and calculated with respect to each of the services according to the total floor area of the non-residential use.

Reduction of Development Charges for Redevelopment

- 3.14 Despite any other provisions of this by-law, where, as a result of the redevelopment of land, a building or structure existing on the same land within 2 years prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

1. in the case of a residential building or structure, or in the case of a mixed-use building or structure, the residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charge under section 3.12 by the number, according to type, of dwelling units that have been or will be demolished or converted to another principal use; and
2. in the case of a non-residential building or structure or, in the case of mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charges under section 3.13, by the gross floor area that has been or will be demolished or converted to another principal use;

provided that such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.

3. the credits provided under this section do not apply based upon an existing or previously existing development, which is exempt under the provisions of this by-law.



Time of Payment of Development Charges

- 3.15 A development charge shall be calculated and payable in full in money or by provision of Services as may be agreed upon, or by credit granted pursuant to the Act or this by-law, on the date a building permit is issued in relation to a building or structure on land to which a development charge applies.
- 3.16 Where a development charge applies to land in relation to which a building permit is required, the building permit shall not be issued until the development charge has been paid in full.
- 3.17 Notwithstanding sections 3.15 and 3.16, development charges for rental housing and institutional developments are due and payable in six (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 Charges Interest Rate Policy, payable on the anniversary date each year thereafter.
- 3.18 Where the development of land results from the approval of a Site Plan or Zoning By-law Amendment made on or after January 1, 2020, and the approval of the application occurred within the prescribed amount of time from the building permit issuance, the development charges under sections 3.15 and 3.17 shall be calculated based on the rates set out in Schedule "A" 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 sections 3.15 and 3.17 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 "A" on the date of the later planning application.
- 3.21 Despite sections 3.15, 3.17, and 3.18, 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.

4. Payment by Services



- 4.1 Despite the payment required under sections 3.12 and 3.13, Council may, by agreement, give a credit towards a development charge in exchange for work that relates to a service to which a development charge relates under this by-law.

5. Indexing

- 5.1 Development charges imposed pursuant to this by-law shall be adjusted annually on January 1, without amendment to this by-law, in accordance with the most recent twelve-month change in the prescribed index in the Act.

6. Schedules

- 6.1 The following schedules shall form part of this by-law:

Schedule “A” - Residential and Non-Residential Development Charges

7. Conflicts

- 7.1 Where the Municipality and an owner or former owner have entered into an agreement with respect to land within the area to which this by-law applies, and a conflict exists between the provisions of this by-law and such agreement, the provisions of the agreement shall prevail to the extent that there is a conflict.
- 7.2 Notwithstanding section 7.1, where a development which is the subject of an agreement to which section 7.1 applies, is subsequently the subject of one or more of the actions described in subsection 3.4 (1), an additional development charge in respect of the development permitted by the action shall be calculated, payable and collected in accordance with the provisions of this by-law if the development has the effect of increasing the need for services, unless such agreement provides otherwise.

8. Severability

- 8.1 If, for any reason, any provision of this by-law is held to be invalid, it is hereby declared to be the intention of Council that all the remainder of this by-law shall continue in full force and effect until repealed, re-enacted, amended or modified.



9. Date By-law in Force

9.1 This by-law shall come into effect at 12:01 AM on _____, 2025.

10. Date By-law Expires

10.1 This by-law will expire as per Section 9 of the Act unless it is repealed by Council at an earlier date.

11. Repeal Former Development Charges By-Laws

11.1 Upon this by-law coming into effect, By-laws 23-081, 23-085, 23-087, and 23-088 are hereby repealed.

PASSED THIS _____ day of _____, 2025

Mayor

Clerk



SCHEDULE "A" TO BY-LAW 25-____

SCHEDULE OF DEVELOPMENT CHARGES

Service/Class of Service	RESIDENTIAL (per Dwelling Unit)				NON-RESIDENTIAL (per sq.ft. of Gross Floor Area)
	Single and Semi-Detached Dwelling	Other Multiple	Apartment Dwelling Unit – 2 Bedrooms +	Apartment Dwelling Unit – Bachelor and 1 Bedroom	
Municipal-wide Services/Class of Service					
Services Related to a Highway	\$3,085	\$2,745	\$1,816	\$1,318	\$3.52
Child Care Services	\$1,357	\$1,207	\$799	\$580	\$0.00
Growth-related Studies	\$177	\$157	\$104	\$76	\$0.09
Urban Services					
Wastewater Services	\$24,148	\$21,485	\$14,217	\$10,316	\$18.01
Water Services	\$9,885	\$8,795	\$5,820	\$4,223	\$7.37