

# Municipality of Mississippi Mills 2018 D.C.s Background Study

For Public Circulation and Comment

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 Planning for growth

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# Contents

	Page
1. Introduction.....	1-1
1.1 Purpose of this Document.....	1-1
1.2 Summary of the Process.....	1-1
2. Current Municipality of Mississippi Mills D.C. Policy.....	2-1
2.1 By-law Enactment.....	2-1
2.2 Services Covered .....	2-1
2.3 Timing of D.C. Calculation and Payment .....	2-1
2.4 Redevelopment Credit .....	2-2
2.5 Exemptions .....	2-2
3. Anticipated Development in the Municipality of Mississippi Mills.....	3-1
3.1 Requirements of the Act .....	3-1
3.2 Basis of Population, Household and Non-Residential Gross Floor Area Forecast .....	3-1
3.3 Summary of Growth Forecast .....	3-2
4. The Approach to the Calculation of the Charge.....	4-1
4.1 Services Potentially Involved .....	4-1
4.2 Local Service Policy.....	4-1
4.3 Capital Forecast.....	4-6
4.4 Treatment of Credits .....	4-6
4.5 Eligible Debt and Committed Excess Capacity .....	4-7
4.6 Existing Reserve Funds .....	4-7
4.7 Deductions.....	4-8
4.7.1 Reduction Required by Level of Service Ceiling .....	4-8
4.7.2 Reduction for Uncommitted Excess Capacity .....	4-9
4.7.3 Reduction for Benefit to Existing Development .....	4-9
4.7.4 Reduction for Anticipated Grants, Subsidies and Other Contributions.....	4-10
4.7.5 The 10% Reduction.....	4-10
5. D.C. Eligible Cost Analysis by Service .....	5-1
5.1 Service Levels and 10-Year Capital Costs for Municipal-wide D.C. Calculation .....	5-1
5.1.1 Parks and Recreation Services .....	5-1
5.1.2 Library Services .....	5-2
5.1.3 Child Care Services .....	5-2
5.1.4 Administration Studies .....	5-3
5.2 Service Levels and 19-Year Capital Costs for Municipal-wide D.C. Calculation.....	5-7
5.2.1 Roads and Road Related.....	5-7
5.2.2 Fire Protection Services.....	5-7
5.3 Service Levels and 19-Year Capital Costs for Area-Specific D.C. Calculation .....	5-11
5.3.1 Wastewater Services .....	5-11

5.3.2	Water Services.....	5-11
5.3.3	Septage Services.....	5-12
6.	D.C. Calculation.....	6-1
7.	D.C. Policy Recommendations and D.C. By-law Rules.....	7-1
7.1	D.C. By-law Structure.....	7-1
7.2	D.C. By-law Rules.....	7-2
7.2.1	Payment in any Particular Case.....	7-2
7.2.2	Determination of the Amount of the Charge.....	7-2
7.2.3	Application to Redevelopment of Land (Demolition and Conversion).....	7-3
7.2.4	Exemptions (full or partial).....	7-3
7.2.5	Phasing in.....	7-4
7.2.6	Timing of Collection.....	7-4
7.2.7	Indexing.....	7-4
7.3	Other D.C. By-law Provisions.....	7-5
7.3.1	Categories of Services for Reserve Fund and Credit Purposes.....	7-5
7.3.2	By-law In-force Date.....	7-5
7.3.3	Minimum Interest Rate Paid on Refunds and Charged for Inter-Reserve Fund Borrowing.....	7-5
7.4	Other Recommendations.....	7-5
8.	Asset Management Plan.....	8-1
8.1	Introduction.....	8-1
9.	By-law Implementation.....	9-1
9.1	Public Consultation.....	9-1
9.1.1	Public Meeting of Council.....	9-1
9.1.2	Other Consultation Activity.....	9-1
9.2	Anticipated Impact of the Charge on Development.....	9-2
9.3	Implementation Requirements.....	9-2
9.3.1	Notice of Passage.....	9-3
9.3.2	By-law Pamphlet.....	9-3
9.3.3	Appeals.....	9-4
9.3.4	Complaints.....	9-4
9.3.5	Credits.....	9-4
9.3.6	Front-Ending Agreements.....	9-4
9.3.7	Severance and Subdivision Agreement Conditions.....	9-5
Appendix A – Background Information on Residential and Non-residential Growth Forecast.....		A-1
Appendix B – Level of Service.....		B-1
Appendix C – Long-term Capital and Operating Cost Examination.....		C-1
Appendix D – Proposed D.C. By-law.....		D-1

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## List of Acronyms and Abbreviations

D.C.	D.C.
D.C.A.	D.C.A.
E.S.A.	Environmentally Safe Area
G.F.A.	Gross floor area
L.P.A.T.	Local Planning Appeal Tribunal
mm	Millimeters
N.F.P.O.W.	No fixed place of work
O.M.B.	Ontario Municipal Board
O.Reg.	Ontario Regulation
para.	Paragraph
P.P.U.	Persons per unit
R.S.O.	Revised Statute of Ontario
sq.ft.	Square foot
s.s.	Subsection

# 1. Introduction

## 1.1 Purpose of this Document

This background study has been prepared pursuant to the requirements of the D.C.A., 1997 (s.10), and accordingly, recommends new D.C.s and policies for the Municipality of Mississippi Mills (Municipality).

The Municipality retained Watson & Associates Economists Ltd. (Watson) to undertake the Development Charges (D.C.) study process in 2018. The Consultant Team worked with senior staff of the Municipality in preparing this D.C. analysis and the 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. It also addresses the forecast amount, type and location of growth (Chapter 3), the requirement for "rules" governing the imposition of the charges (Chapter 7) and the proposed by-law to be made available as part of the approval process (Appendix D).

In addition, the report is designed to set out sufficient background on the legislation, the Municipality's current D.C. policy (Chapter 2) and the policies underlying the proposed by-law, to make the exercise understandable to interested parties. Finally, 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. A full discussion of the statutory requirements for the preparation of a background study and calculation of a D.C. is provided herein.

## 1.2 Summary of the Process

The public meeting required under Section 12 of the D.C.A., 1997, has been scheduled for June 26, 2018. Its purpose is to present the study to the public and to solicit public input on the proposed D.C. by-law. The meeting is also being held to answer any

questions regarding the study's purpose, methodology and the proposed modifications to the Municipality's D.C.s by-law. Figure 1-1 outlines the proposed schedule to be followed with respect to the D.C. by-law adoption process.

In accordance with the legislation, the D.C. background study and proposed D.C. by-law were available for public review on June 11, 2018.

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

- consideration of responses received prior to, at or immediately following the public meeting; and
- meeting with Council on August 14, 2018 to discuss finalization of the study; and
- Council consideration of the by-law at a subsequent meeting.

**Figure 1-1  
Schedule of Key D.C. Process Dates**

Process Steps	Dates
1. Project initiation meetings with Municipality staff	March 6, 2018
2. Data collection, staff interviews, preparation of D.C. calculations	March – April, 2018
3. Preparation of draft D.C. background study and review of draft findings with staff	Early May, 2018
4. Statutory notice of Public Meeting advertisement placed in newspaper(s)	June 5, 2018
5. D.C. background study and proposed D.C. by-law available to public	May 18, 2018
6. Council Workshop Presentation	June 5, 2018
7. Public Meeting of Council	June 26, 2018
8. Council meeting to discuss finalization of the D.C. background study	August 14, 2018
9. Council considers adoption of D.C. background study and passage of by-law	After August 14, 2018
10. Newspaper notice given of by-law passage	By 20 days after passage
11. Last day for by-law appeal	40 days after passage
12. Municipality makes available D.C. pamphlet	Within 60 days after in force date

## **2. Current Municipality of Mississippi Mills D.C. Policy**

### **2.1 By-law Enactment**

On July 29, 2014, the Municipality of Mississippi Mills passed By-law 14-65 under the D.C.A., 1997. The by-law came into effect on the day of its enactment and imposes D.C.s by service (i.e. charge for municipal water and wastewater services only imposed in municipally serviced areas).

### **2.2 Services Covered**

The following services are included under By-law 14-65:

- Roads and Related;
- Fire Protections;
- Parks and Recreation;
- Library;
- Administration – Studies;
- Child Care;
- Septage (rural area only);
- Stormwater (urban area only);
- Water (urban area only); and
- Wastewater (urban area only).

The by-law provides for mandatory annual indexing of the charges. Table 2-1 provides the charges currently in effect, as well as a breakdown of the charges by service component.

### **2.3 Timing of D.C. Calculation and Payment**

D.C.s 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 charge. The by-law also allows the Municipality to enter into payment agreements with owners.



**Table 2-1**  
**Municipality of Mississippi Mills Current D.C.s**

Service	RESIDENTIAL				NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	(per ft <sup>2</sup> of Gross Floor Area)
<b>Municipal Wide Services:</b>					
Roads and Related	\$ 2,208	\$ 1,832	\$ 927	\$ 1,495	\$ 1.38
Fire Protection Services	\$ 499	\$ 414	\$ 210	\$ 338	\$ 0.24
Parks and Recreation	\$ 1,269	\$ 1,053	\$ 534	\$ 860	\$ 0.17
Library Services	\$ 796	\$ 661	\$ 335	\$ 539	\$ 0.09
Administration - Studies	\$ 52	\$ 44	\$ 22	\$ 35	\$ 0.03
Child Care	\$ 130	\$ 108	\$ 54	\$ 87	\$ -
<b>Total Municipal Wide Services</b>	<b>\$ 4,954</b>	<b>\$ 4,112</b>	<b>\$ 2,082</b>	<b>\$ 3,354</b>	<b>\$ 1.91</b>
<b>Rural Services</b>					
Septage	\$ 102	\$ 85	\$ 42	\$ 69	\$ 0.05
<b>Total Rural Services</b>	<b>\$ 102</b>	<b>\$ 85</b>	<b>\$ 42</b>	<b>\$ 69</b>	<b>\$ 0.05</b>
<b>Urban Services</b>					
Stormwater	\$ 135	\$ 112	\$ 57	\$ 91	\$ 0.06
Wastewater	\$ 2,600	\$ 2,157	\$ 1,092	\$ 1,761	\$ 0.86
Water	\$ 2,863	\$ 2,375	\$ 1,202	\$ 1,938	\$ 0.95
<b>Total Urban Services</b>	<b>\$ 5,598</b>	<b>\$ 4,644</b>	<b>\$ 2,351</b>	<b>\$ 3,790</b>	<b>\$ 1.87</b>
GRAND TOTAL RURAL AREA	\$ 5,056	\$ 4,197	\$ 2,124	\$ 3,423	\$ 1.96
GRAND TOTAL URBAN AREA	\$ 10,552	\$ 8,756	\$ 4,433	\$ 7,144	\$ 3.78

## 2.4 Redevelopment Credit

The by-law provides D.C. credits for residential and non-residential redevelopments provided the structure existed on the same land within 24 months prior to the date of payment of the D.C.s.

## 2.5 Exemptions

The Municipality's existing D.C. by-law includes statutory exemptions from payment of D.C.s 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 D.C.s;
- 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 by O.Reg. 82/98).

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

- Industrial development;
- Partial exemption from payment of 50% of the Municipal-wide service components of the charge for:
  - commercial and institutional development; and
  - rental apartment development of 5 dwelling units of greater.
- Partial exemption requiring the payment of only the water, wastewater, and storm sewer components of the charge for:
  - the first two apartment units constructed above a commercial use within the downtown core of the Almonte Ward; and
  - all residential unit types constructed by or for charitable organizations, non-profit organizations and publicly funded non-profit housing and used for residential purposes.
- Buildings used as hospitals as governed by the *Public Hospitals Act*.

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## 3. Anticipated Development in the Municipality of Mississippi Mills

### 3.1 Requirements of the Act

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 Section 5 (1) of the D.C.A. that “the anticipated amount, type and location of development, for which D.C.s can be imposed, must be estimated.”

The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the Municipality of Mississippi Mills will be required to provide services, over a 10-year (mid 2018 to mid 2028), 13-year (mid 2018 to mid 2031), 19-year (mid 2018 to mid 2037), and buildout period<sup>1</sup>.

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

In compiling the growth forecast, the following specific information sources were consulted to assess residential and non-residential development potential for the Municipality over the forecast period; including:

- Municipality of Mississippi Mills Official Plan Five-Year Comprehensive Review, J.L. Richards & Associates Ltd., April 2017;
- Municipality of Mississippi Mills Development Charge Background Study, May, 2014 by Watson & Associates Economists Ltd.;
- A review of historical development activity; and
- Discussions with Municipal staff regarding recent development trends and development that is in the planning process.

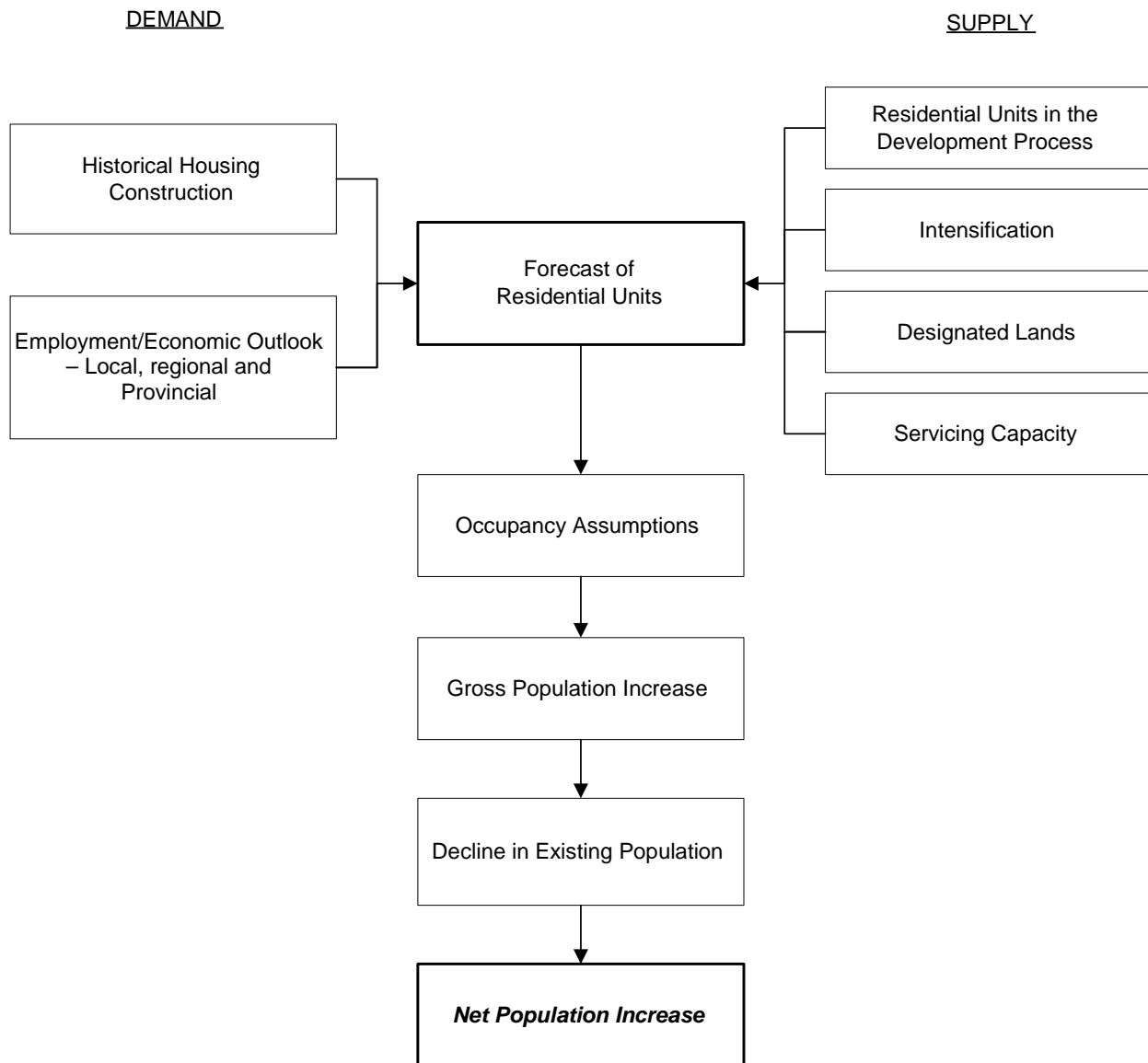
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<sup>1</sup> Buildout reflects the development of all designated vacant urban land supply within the Municipality of Mississippi Mills.

### 3.3 Summary of Growth Forecast

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

**Figure 3-1  
Population and Household Forecast Model**



As identified in Table 3-1 and Schedule 1, the Municipality's population is anticipated to reach approximately 15,820 by 2028, and 17,600 by 2037. This represents an increase of 2,150 and 3,930 persons, respectively, over the 10-year and 19-year periods. The population forecast summarized in Schedule 1 excludes the net Census undercount, which is estimated at approximately 4%. The Census undercount represents the net number of persons missed during Census enumeration. In calculating the D.C. for Municipality of Mississippi Mills, the net Census undercount has been excluded from the growth forecast. Accordingly, all references provided herein to the population forecast exclude the net Census undercount. Provided below is a summary of key assumptions and findings regarding the Municipality of Mississippi Mills D.C. growth forecast.

### **1. Housing Unit Mix (Appendix A – Schedules 1 through 9)**

- The unit mix for the Municipality was derived from historical development activity (as per Schedule 7), residential supply opportunities (Schedule 6a and 6b) and discussions with Municipal staff regarding anticipated development trends for the Municipality.
- Based on the above, the 19-year forecast period household growth forecast is comprised of a housing unit mix of approximately 77% low density (single detached and semi-detached), 18% medium density (multiples except apartments) and 5% high density (bachelor, 1 bedroom and 2+ bedroom apartments).

### **2. Geographic Location of Residential Development (Appendix A – Schedule 2)**

- Schedule 2 summarizes the anticipated amount, type and location of residential development for Municipality of Mississippi Mills by development location. The percentage of forecast housing growth between 2018 and 2037 by area within the Municipality is summarized below.
  - Urban 50%
  - Rural 50%

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

Year	Population (Including Census Undercount) <sup>1</sup>	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 <sup>2</sup>	Apartments <sup>3</sup>	Other	Total Households		Equivalent Institutional Households	
Historical	<i>Mid-2006</i>	12,200	11,734	269	11,465	3,800	245	145	150	4,340	245	2.704
	<i>Mid-2011</i>	12,880	12,385	285	12,100	4,158	303	167	195	4,823	259	2.568
	<i>Mid-2016</i>	13,690	13,163	303	12,860	4,470	400	415	15	5,300	275	2.484
Forecast	<i>Mid-2018</i>	14,210	13,665	316	13,349	4,652	481	416	15	5,564	287	2.456
	<i>Mid-2028</i>	16,450	15,816	364	15,452	5,537	620	452	15	6,624	331	2.388
	<i>Mid-2031</i>	16,960	16,304	382	15,922	5,768	674	467	15	6,924	347	2.355
	<i>Mid-2037</i>	18,300	17,598	400	17,198	6,165	829	515	15	7,524	364	2.339
	<i>Buildout</i>	19,528	18,776	442	18,334	6,584	1,032	569	15	8,200	402	2.290
Incremental	<b>Mid-2006 to Mid-2011</b>	<b>680</b>	<b>651</b>	<b>16</b>	<b>635</b>	<b>358</b>	<b>58</b>	<b>22</b>	<b>45</b>	<b>483</b>	<b>14</b>	
	<b>Mid-2011 to Mid-2016</b>	<b>810</b>	<b>778</b>	<b>18</b>	<b>760</b>	<b>312</b>	<b>97</b>	<b>248</b>	<b>-180</b>	<b>477</b>	<b>16</b>	
	<b>Mid-2016 to Mid-2018</b>	<b>520</b>	<b>502</b>	<b>13</b>	<b>489</b>	<b>182</b>	<b>81</b>	<b>1</b>	<b>0</b>	<b>264</b>	<b>12</b>	
	<b>Mid-2018 to Mid-2028</b>	<b>2,240</b>	<b>2,151</b>	<b>48</b>	<b>2,103</b>	<b>885</b>	<b>139</b>	<b>36</b>	<b>0</b>	<b>1,060</b>	<b>44</b>	
	<b>Mid-2018 to Mid-2031</b>	<b>2,750</b>	<b>2,639</b>	<b>66</b>	<b>2,573</b>	<b>1,116</b>	<b>193</b>	<b>51</b>	<b>0</b>	<b>1,360</b>	<b>60</b>	
	<b>Mid-2018 to Mid-2037</b>	<b>4,090</b>	<b>3,933</b>	<b>84</b>	<b>3,849</b>	<b>1,513</b>	<b>348</b>	<b>99</b>	<b>0</b>	<b>1,960</b>	<b>77</b>	
	<b>Mid-2018 to Buildout</b>	<b>5,318</b>	<b>5,111</b>	<b>126</b>	<b>4,985</b>	<b>1,932</b>	<b>551</b>	<b>153</b>	<b>0</b>	<b>2,636</b>	<b>115</b>	

Source: Watson & Associates Economists Ltd., 2018. Forecast based on Mississippi Mills Official Plan Five Year Comprehensive Review, April, 2017.

<sup>1</sup> Census undercount estimated at approximately 4%. Note: population including the undercount has been rounded.

<sup>2</sup> Includes townhouses and apartments in duplexes.

<sup>3</sup> Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

### 3. Planning Period

- Short- and longer-term time horizons are required for the D.C. process. The D.C.A. limits the planning horizon for certain services, such as parks, recreation and libraries, to a 10-year planning horizon. Roads, water, wastewater and fire services utilize a long-term forecast period (i.e. 19-year period).

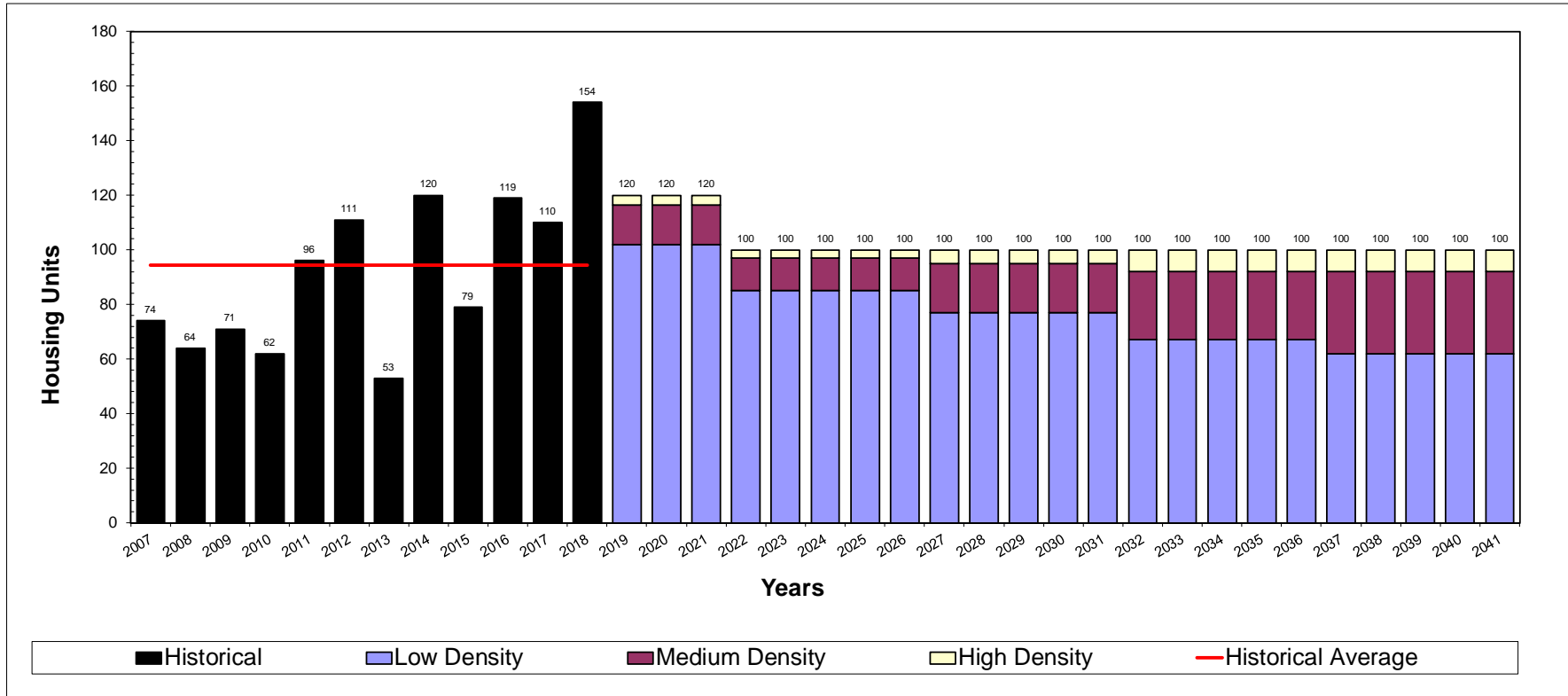
### 4. Population in New Units (Appendix A - Schedules 2 through 8)

- The number of housing units to be constructed in the Municipality of Mississippi Mills during the short-term and long-term periods is presented on Figure 3-2. Over the 19-year period, the Municipality is anticipated to average 103 housing units annually.
- Population in new units is derived from Schedules 3, 4a, 4b, 4c, and 5, which incorporate historical development activity, anticipated units (see unit mix discussion) and average persons per unit by dwelling type for new units.
- Schedule 8 summarizes the average number of persons per unit (P.P.U.) for the new permanent residential housing units by age and type of dwelling, based on 2016 custom Census data. P.P.U. data for low dwelling units was derived based on 2016 Census data for Municipality of Mississippi Mills as outlined in Schedule 8a. Due to data limitations, medium and high-density P.P.U.s were derived from Lanark County as outlined in Schedule 8b. The 20-year average P.P.U.'s by dwelling type are as follows:
  - Low density (Municipality of Mississippi Mills): 2.691
  - Medium density (Lanark County): 2.159
  - High density (Lanark County): 1.481

### 5. Existing Units and Population Change (Appendix A - Schedules 2 through 5)

- Existing households as of 2018 are based on the 2016 Census households, plus estimated residential units constructed between 2016 and 2018, assuming a 6-month lag between construction and occupancy (see Schedule 3).
- The decline in average occupancy levels for existing housing units is calculated in Schedules 3 through 5, by aging the existing population over the forecast period. The forecast population decline in existing households over the 2018 to 2037 forecast period is estimated at approximately 1,120.

**Figure 3-2  
Municipality of Mississippi Mills  
Annual Housing Forecast<sup>1</sup>**



Source: Historical housing activity (2007-2014) based on Statistics Canada building permit data, (2015-2017) based on Town of Mississippi Mills building permit data.

<sup>1</sup> Growth forecast represents calendar year.



## 6. Employment (Appendix A, Schedules 10a, 10b and 10c)

- The long-term Municipal-wide employment forecast by major sector is based on a review of recent non-residential development trends, anticipated demand and available designated non-residential land supply.
- Key employment sectors include primary, industrial, commercial/population-related, institutional, and work at home, which are considered individually below.
- Municipality of Mississippi Mills' 2016<sup>1</sup> employment base by place of work is outlined in Schedule 10a. The 2016 employment base is comprised of the following sectors:
  - 60 primary (approx. 2%);
  - 705 work at home employment (approx. 22%);
  - 443 industrial (approx. 14%);
  - 1,093 commercial/population-related (approx. 34%); and
  - 960 institutional (approx. 29%).
- The 2016 employment base by usual place of work, including work at home, is approximately 3,260 jobs. An additional 820 jobs have been identified for the Municipality of Mississippi Mill as having no fixed place of work (N.F.P.O.W.)<sup>2</sup>. The total employment including N.F.P.O.W. in 2016 is 4,080. As of early-2018 the Municipality's total employment base is estimated at 4,280.
- Schedule 10b, Appendix A, summarizes the employment forecast, excluding work at home employment and N.F.P.O.W., 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 G.F.A. in the retail and accommodation sectors 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 gross floor area (G.F.A.) calculation. Accordingly, work-at-home and N.F.P.O.W.

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<sup>1</sup> 2016 Employment is based on Statistics Canada 2016 Places of Work Employment dataset.

<sup>2</sup> 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 work place location at the beginning of each shift. Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc."

employees have been removed from the D.C. employment forecast and calculation.

- Total employment for Municipality of Mississippi Mills (excluding work at home employment) is anticipated to reach approximately 3,170 by 2028, 3,620 by 2037, and 3,950 by buildout. This represents an employment increase of 480, 930, and 1,260 additional jobs over the 10-year, 13-year, 19-year, and buildout forecast periods, respectively.

## **7. Non-Residential Sq.ft. Estimates (Gross Floor Area (G.F.A.)), Appendix A, Schedule 10b)**

- Square footage estimates were calculated in Schedule 10b based on the following employee density assumptions:<sup>1</sup>
  - 1,400 sq.ft. per employee for industrial;
  - 500 sq.ft. per employee for commercial/population-related;
  - 700 sq.ft. per employee for institutional employment.
- The Municipal-wide incremental non-residential G.F.A. increase is anticipated to be approximately 388,400 sq.ft. over the 10-year forecast period, and 732,600 over the 19-year period.
- In terms of percentage growth, the 19-year incremental G.F.A. forecast by sector is broken down as follows:
  - industrial – approx. 46%;
  - commercial/population-related – approx. 29%; and
  - institutional – approx. 25%.

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<sup>1</sup> Based on discussions with municipal staff regarding anticipated industrial development and based on Watson & Associates Economists Ltd. employment surveys.

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## 4. The Approach to the Calculation of the Charge

This chapter addresses the requirements of s.s.5(1) of the D.C.A., 1997 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.

### 4.1 Services Potentially Involved

Table 4-1 lists the full range of municipal service categories which are provided within the Municipality.

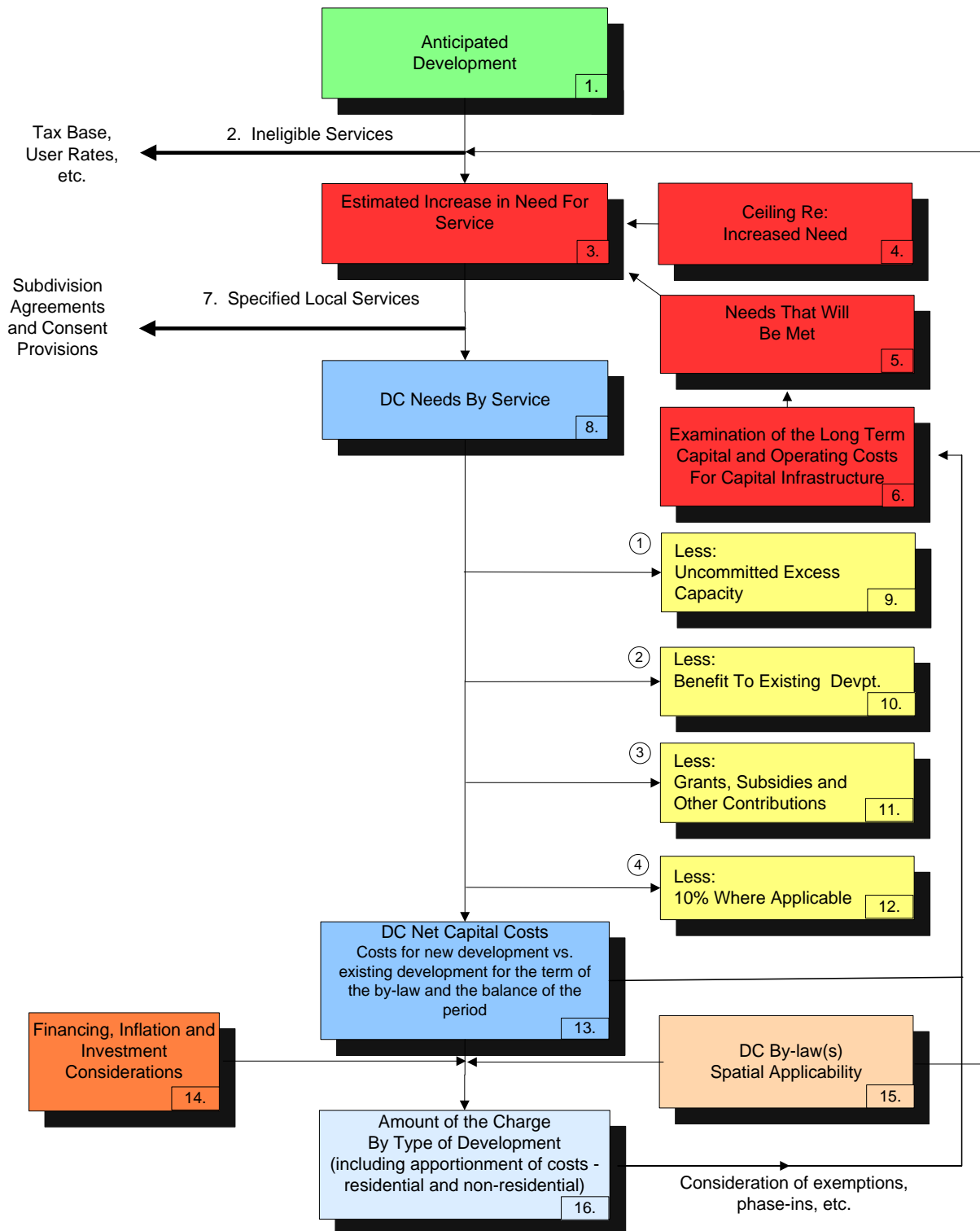
A number of these services are defined in s.s.2(4) of the D.C.A., 1997 as being ineligible for inclusion in D.C.s. These are shown as “ineligible” on Table 4-1. In addition, two ineligible costs defined in s.s.5(3) of the D.C.A. are “computer equipment” and “rolling stock with an estimated useful life 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.”

### 4.2 Local Service Policy

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, s.s.5(1)3, which requires that Municipal 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.

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.

**Figure 4-1**  
**The Process of Calculating a D.C. under the Act**



**Table 4-1  
Categories of Municipal Services  
To Be Addressed as Part of the Calculation**

Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
1. Services Related to a Highway	Yes	1.1 Arterial roads	100
	Yes	1.2 Collector roads	100
	Local Service	1.3 Local roads	100
	Yes	1.4 Intersections and Traffic signals	100
	Yes	1.5 Sidewalks and streetlights	100
2. Other Transportation Services	n/a	2.1 Transit vehicles	100
	n/a	2.2 Other transit infrastructure	100
	n/a	2.3 Municipal parking spaces - indoor	90
	n/a	2.4 Municipal parking spaces - outdoor	90
	Yes	2.5 Works Yards	100
	Yes	2.6 Rolling stock <sup>1</sup>	100
	n/a	2.7 Ferries	90
	n/a	2.8 Airport facilities	90
3. Storm Water Drainage and Control Services	Yes	3.1 Main channels and drainage trunks	100
	Local Service	3.2 Channel connections	100
	Local Service	3.3 Retention/detention ponds	100
4. Fire Protection Services	Yes	4.1 Fire stations	100
	Yes	4.2 Fire pumpers, aerials and rescue vehicles	100
	Yes	4.3 Small equipment and gear	100
5. Outdoor Recreation Services (i.e. Parks and Open Space)	Ineligible	5.1 Acquisition of land for parks, woodlots and E.S.A.s	0
	Yes	5.2 Development of area municipal parks	90
	Yes	5.3 Development of district parks	90
	Yes	5.5 Development of special purpose parks	90
	Yes	5.6 Parks rolling stock <sup>1</sup> and yards	90

<sup>1</sup>with 7+ year life time  
computer equipment excluded throughout

Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
6. Indoor Recreation Services	Yes	6.1 Arenas, indoor pools, fitness facilities, community centres, etc. (including land)	90
	Yes	6.2 Recreation vehicles and equipment <sup>1</sup>	90
7. Library Services	Yes	7.1 Public library space (incl. furniture and equipment)	90
	Yes	7.2 Library materials	90
8. Electrical Power Services	Ineligible	8.1 Electrical substations	0
	Ineligible	8.2 Electrical distribution system	0
	Ineligible	8.3 Electrical system rolling stock <sup>1</sup>	0
9. Provision of Cultural, Entertainment and Tourism Facilities and Convention Centres	Ineligible	9.1 Cultural space (e.g. art galleries, museums and theatres)	0
	Ineligible	9.2 Tourism facilities and convention centres	0
10. Waste Water Services	Yes	10.1 Treatment plants	100
	Yes	10.2 Sewage trunks	100
	Local Service	10.3 Local systems	100
11. Water Supply Services	Yes	11.1 Treatment plants	100
	Yes	11.2 Distribution systems	100
	Local Service	11.3 Local systems	100
12. Waste Management Services	n/a	12.1 Collection, transfer vehicles and equipment	90
	Ineligible	12.3 Landfills and other disposal facilities	0
	n/a	12.3 Other waste diversion facilities	90
13. Police Services	n/a	13.1 Police detachments	100
	n/a	13.2 Police rolling stock <sup>1</sup>	100
	n/a	13.3 Small equipment and gear	100
	n/a	13.4 Policing Contract	100
14. Homes for the Aged	n/a	14.1 Homes for the aged space	90
15. Day Care	Yes	15.1 Day care space	90

Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
16. Health	n/a	16.1 Health department space	90
17. Social Services	n/a	17.1 Social service space	90
18. Ambulance	n/a n/a	18.1 Ambulance station space	90
		18.2 Vehicles <sup>1</sup>	90
19. Hospital Provision	Ineligible	19.1 Hospital capital contributions	0
20. Provision of Headquarters for the General Administration of Municipalities and Area Municipal Boards	Ineligible Ineligible Ineligible	20.1 Office space (all services)	0
		20.2 Office furniture	0
		20.3 Computer equipment	0
21. Other Services	Yes	21.1 Studies in connection with acquiring buildings, rolling stock, materials and equipment, and improving land <sup>2</sup> and facilities, including the D.C. background study cost	0-100
	No	21.2 Interest on money borrowed to pay for growth-related capital	0-100

Eligibility for Inclusion in the DC Calculation	Description
Yes	Municipality provides the service - service has been included in the DC Calculation
No	Municipality provides the service - service has not been included in the DC Calculation
n/a	Municipality does not provide the service
Ineligible	Service is ineligible for inclusion in the DC calculation

<sup>1</sup>with 7+ year life time

<sup>2</sup>same percentage as service component to which it pertains  
computer equipment excluded throughout

### 4.3 Capital Forecast

Paragraph 7 of s.s.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;
- e) interest on money borrowed to pay for the above-referenced costs;
- f) costs to undertake studies in connection with the above-referenced matters; and
- g) costs of the D.C. background study.

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” (s.s.5(1)3). 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 s.3). The capital program contained herein reflects the Municipality’s approved and proposed capital budgets and master servicing/needs studies.

### 4.4 Treatment of Credits

Section 8 para. 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.” s.s.17 para. 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 currently has no outstanding credit obligations.

#### **4.5 Eligible Debt and Committed Excess Capacity**

Section 66 of the D.C.A., 1997 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. Similarly, s.18 of O.Reg. 82/98 indicates that debt with respect to an ineligible service may be included as a capital cost, subject to several restrictions.

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.

Outstanding debt payments related to the growth-related costs of Ottawa Street reconstruction, fire halls, Stewart Community Centre, and Wastewater Treatment Plant have been included in the D.C. calculations.

#### **4.6 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 uncommitted D.C. Reserve Funds balances, by service, as at December 31, 2017, are presented in Table 4-2 below. The balances reflect adjustments to reallocate balances for stormwater and homes for the aged services, which have no identified capital needs and are not included in the D.C. background study. These Reserve Funds’ balances have been applied against future spending requirements for all services.

**Table 4-2**  
**Municipality of Mississippi Mills**  
**D.C. Reserve Funds Balances (as at December 31, 2017)**

Service	Total
Services Related to a Highway	(266,612)
Fire Protection Services	174,783
Parks and Recreation Services	237,068
Library Services	(14,579)
Administration	62,284
Homes for the Aged	-
Child Care	6,566
Stormwater	-
Septage	(62,494)
Wastewater Services	(118,544)
Water Services	1,034,021
Total	1,052,493

## 4.7 Deductions

The D.C.A., 1997 potentially requires that five 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;
- anticipated grants, subsidies and other contributions; and
- a 10% reduction for certain services.

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

### **4.7.1 Reduction Required by Level of Service Ceiling**

This is designed to ensure that the increase in need included in 4.2 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 10-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.

#### **4.7.2 Reduction for Uncommitted Excess Capacity**

Paragraph 5 of s.s.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" (discussed above in 4.6).

"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.

#### **4.7.3 Reduction for Benefit to Existing Development**

This step involves a further reduction to the need, by the extent to which such an increase in service would benefit existing development. The level of services cap in section 4.4 is related but is not the identical requirement. Wastewater (sanitary), stormwater, and water trunks are highly localized to growth areas and can be more readily allocated in this regard than other services such as roads 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 very 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 Wednesday in one arena and Thursday 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 very 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.

#### ***4.7.4 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 made or anticipated by Council and in accordance with various rules such as the attribution between the share related to new vs. existing development O.Reg. 82.98, s.6. Where grant programs do not allow funds to be applied to growth-related capital needs, the proceeds can be applied to the non-growth share of the project exclusively. Moreover, Gas Tax revenues are typically used to fund non-growth-related works or the non-growth share of D.C. projects, given that the contribution is not being made in respect of particular growth-related capital projects.

#### ***4.7.5 The 10% Reduction***

Paragraph 8 of s.s.(1) of the D.C.A. requires that, “the capital costs must be reduced by 10 percent.” This paragraph does not apply to water supply services, wastewater services, stormwater drainage and control services, services related to a highway, police and fire protection services. The primary services that the 10% reduction does apply to include services such as parks and recreation, libraries, child care/social services, ambulance, homes for the aged, health and transit.

The 10% is to be netted from the capital costs necessary to provide the increased services, once the other deductions have been made, as per the infrastructure cost sheets in Chapter 5.

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## 5. D.C. Eligible Cost Analysis by Service

This chapter outlines the basis for calculating D.C. eligible costs for charges to be applied on a Municipal-wide uniform basis, and for septage, stormwater, water, and wastewater services which will be applied on an area-specific basis. The required calculation process set out in s.5(1) paragraphs 2 to 8 in the D.C.A., 1997, and described in Chapter 4, was followed in determining D.C. eligible costs.

The nature of the capital projects and timing identified in this chapter reflects Council's current intention. However, over time, municipal projects and Council priorities change and, accordingly, Council's intentions may alter and different capital projects (and timing) may be required to meet the need for services required by new growth.

### 5.1 Service Levels and 10-Year Capital Costs for Municipal-wide D.C. Calculation

This section evaluates the development-related capital requirements for select services over the 10-year planning period (2018-2028). Each service component is evaluated on two format sheets: the average historical 10-year level of service calculation (see Appendix B), which "caps" the D.C. amounts; and the infrastructure cost calculation, which determines the potential D.C. recoverable cost.

#### 5.1.1 Parks and Recreation Services

The Municipality currently maintains approximately 142 acres of developed parkland and 3,000 linear metres of recreation pathways within its jurisdiction. Furthermore, the Municipality provides a variety of amenities in its parks and operates 102,490 square feet of indoor recreation facility space. The Municipality utilizes an inventory of 134 structures, pieces of equipment, and vehicles in maintaining parks and recreation facilities. The Municipality's level of service over the historical 10-year period averaged \$3,085 per capita plus 0.01 acres per capita of parkland. In total, the maximum DC-eligible amount for parks and recreation services over the 10-year forecast period is \$6.6 million based on the established level of service standards.

The 10-year capital needs for parks and recreation services to accommodate growth have a total gross capital cost of approximately \$3.7 million. These capital needs include additional parkland and trail development, new equipment, as well as recovery of outstanding debt servicing costs associated with previously completed recreation facilities. A reduction of \$237,068 have been provided to reflect existing reserve fund balances. Grant funding of 50% has been assumed for the splashpad at Augusta Park.

In addition, \$25,000 grant funding for the Ottawa Valley Recreation Trail has been included in the calculation. The statutory 10% deduction applicable for parks and recreation services totals \$324,159 resulting in net growth-related capital costs for inclusion in the calculation of \$2,695,366.

As the predominant users of parks and recreation services tend to be residents of the Municipality, the forecast growth-related costs have been allocated 95% to residential and 5% to non-residential

### **5.1.2 Library Services**

The Municipality provides library services through the Almonte and Pakenham Branches. The library facility space totals 12,530 square feet and contains approximately 188,803 circulation items available to the Municipality's residents. The historical level of service for library averages \$565 per capita over the past 10-year period. Based on this service standard, the Municipality would be eligible to collect approximately \$1.21 million from DCs for library facility space and collection materials over the ten-year forecast period.

The Municipality is planning an expansion of the Almonte Library value at \$1.2 million. After observing a deduction for post period benefit and the 10% statutory deduction, the net DC recoverable cost is \$701,547. The need for a new strategic plan and a space needs study have been identified at a combined cost of \$27,000. To maintain the Municipality's historical level of service for collection materials, additional items valued at approximately \$393,504 would need to be purchased during the forecast period. Out of this amount, \$14,579 has been deducted in recognition of the current reserve fund balance, and \$119,988 has been deducted for the statutory 10% requirement. A benefit to existing development of \$625 has been applied to the strategic plan update. On a net cost basis, a total of \$1.1 million has been included in the D.C. calculation for library services based on the 10-year growth projections.

Similar to parks and recreation services, library usage is predominately residential-based with some use of the facility and materials by non-residential users, for the purposes of research and training. To acknowledge this usage pattern, the growth-related capital costs have been allocated 95% residential and 5% non-residential.

### **5.1.3 Child Care Services**

The Municipality operates the Almonte Daycare Centre, and also provides child care services out of three school sites. The combined floor area totals 11,021 square feet of building space. In total, the inventory of daycare service facilities provides a historical

average level of service of \$154 per capita. This historical level of investment in daycare services provides for a DC-eligible amount over the forecast period of approximately \$331,700.

Based on discussions with Municipal staff and historical funding requirements, the Municipality will require funds to lease additional space for child care as well as to purchase additional program equipment. The growth-related capital costs for child care services over the 10-year period total \$377,550. After deducting \$6,566 for the reserve fund adjustment and 10% statutory deduction, the net D.C. recoverable cost is \$205,184. The net growth-related costs for Child Care services have been allocated fully to residential development.

#### **5.1.4 Administration Studies**

The D.C.A. permits the inclusion of studies undertaken to facilitate the completion of the Municipality's capital works program. The Municipality has made provision for the inclusion of new studies undertaken to facilitate this DC process, as well as other studies which benefit growth. The listing of studies included in the D.C., include Official Plan Reviews, Zoning By-law Review, Community Improvement Plan (C.I.P), Asset Management Plan, and D.C. Background Studies.

The cost of these projects totals approximately \$320,000 over the 10-year forecast period, of which \$151,681 is deducted as an existing benefit. After further deductions for funds within the reserve fund, anticipated grant funding towards the Asset Management Plan, and 10% statutory deduction, the net growth-related capital costs included in the charge total approximately \$83,214. These costs have been allocated 82% residential and 18% non-residential based on the incremental growth in population to employment, for the 10-year forecast period.

### Infrastructure Costs Covered in the D.C. Calculation – Parks and Recreation Services

Prj.No	Increased Service Needs Attributable to Anticipated Development  2018-2028	Timing (year)	Gross Capital Cost Estimate (2018\$)	Post Period Benefit	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
						Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share 95%	Non-Residential Share 5%
	<b>Parkland Development</b>											
1	Riverfront Estates Parks - 2.5 ac.	2018-2020	330,000	-	330,000	-		330,000	33,000	297,000	282,150	14,850
2	Mill Run Park - 4.0 ac.	2019-2021	444,200	-	444,200	-		444,200	44,420	399,780	379,791	19,989
3	White Trail Ridge Park - 10.6 ac.	2017-2020	1,177,130	-	1,177,130	-		1,177,130	117,713	1,059,417	1,006,446	52,971
4	Splashpad at Augusta St. Park	2018	80,000	-	80,000	-	40,000	40,000	4,000	36,000	34,200	1,800
5	Gemmill Park	2023	853,000	-	853,000	-		853,000	85,300	767,700	729,315	38,385
	<b>Trails &amp; Pathways</b>											
6	Trails & Pathways Development	2018-2021	249,900	-	249,900	-		249,900	24,990	224,910	213,665	11,246
7	Ottawa Valley Recreation Trail (13 km) (Mississippi Mills portion)		400,000	-	400,000	344,537	25,000	30,463	3,046	27,417	26,046	1,371
	<b>Park Vehicles</b>											
8	Trailer	2020	5,600	-	5,600	-		5,600	560	5,040	4,788	252
	<b>Recreation Facilities</b>											
9	SCC Future Debt Payments - Principal (growth share only)		12,300	-	12,300	-		12,300	-	12,300	11,685	615
10	SCC Future Debt Payments - Interest (growth share only)							2,700	-	2,700	2,565	135
11	Portable Sound System	2018	3,300	-	3,300	-		3,300	330	2,970	2,822	149
12	Parks and Recreation Master Plan Review	2023	67,000	-	67,000	-		67,000	6,700	60,300	57,285	3,015
13	Lawn Bowling Club Expansion/Renovation	2022	82,000	-	82,000	41,000		41,000	4,100	36,900	35,055	1,845
	Reserve Fund Adjustment				(237,068)			(237,068)	-	(237,068)	(225,215)	(11,853)
	<b>Total</b>		<b>3,704,430</b>	<b>-</b>	<b>3,467,362</b>	<b>385,537</b>	<b>65,000</b>	<b>3,019,525</b>	<b>324,159</b>	<b>2,695,366</b>	<b>2,560,598</b>	<b>134,768</b>



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

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2018\$)	Post Period Benefit	Net Capital Cost	Less:		Subtotal	Less: Other (e.g. 10% Statutory Deduction)	Potential D.C. Recoverable Cost		
						Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development			Total	Residential Share	Non-Residential Share
	2018-2028										95%	5%
	<b><u>Library Facilities</u></b>											
1	Almonte Library Expansion (3,500 sq.ft.)	2022	1,172,500	393,004	779,496	-		779,496	77,950	701,547	666,469	35,077
2	Space Needs Study	2018	25,000	-	25,000	-		25,000	2,500	22,500	21,375	1,125
3	Srategic Plan (Update Study)	2023	2,500	-	2,500	625		1,875	188	1,688	1,603	84
	<b><u>Library Materials</u></b>											
4	Future Library Collection Materials	2018-2028	393,504	-	393,504	-		393,504	39,350	354,154	336,446	17,708
	Unfunded Capital				14,579	-		14,579		14,579	13,850	729
	<b>Total</b>		<b>1,593,504</b>	<b>393,004</b>	<b>1,215,080</b>	<b>625</b>	<b>-</b>	<b>1,214,455</b>	<b>119,988</b>	<b>1,094,467</b>	<b>1,039,744</b>	<b>54,723</b>



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## **5.2 Service Levels and 19-Year Capital Costs for Municipal-wide D.C. Calculation**

This section evaluates the development-related capital requirements for select services over the long-term planning period (2018-2037).

### **5.2.1 Roads and Road Related**

The Municipality has a current inventory of 366 lane kilometres of roads, excluding internal local roads. This historic level of infrastructure investment equates to a \$14,787 per capita level of service. In addition to roads, the Municipality's public works department utilizes 35,586 square feet of facility space, and operates 39 pieces of equipment and machinery, including vehicles. When applied to the forecast population growth to 2037, a maximum D.C.-eligible cost of \$67.98 million could be expected to meet the future increase in needs for service.

Review of the Municipality's roads needs and capital plan for the forecast period identified \$20.8 million in gross capital costs. These capital needs include road reconstruction, urbanization, studies, a 6-bay garage expansion, and additional vehicles. Recognizing the benefit to existing development through the resurfacing and replacement of existing infrastructure at the time of addressing growth needs, \$11.4 million has been deducted. Another \$1.3 million has been deducted to account for the benefit to growth that will occur after the forecast period (i.e. post period benefit). The reserve fund deficit, \$266,612, and capital needs identified result in a D.C.-eligible amount of approximately \$8.51 million.

The net growth-related costs for roads and related services have been allocated between future residential and non-residential development on the basis of incremental population to employment growth over the 19-year forecast period (i.e. 81% residential/19% non-residential).

### **5.2.2 Fire Protection Services**

The Municipality currently has two fire stations, a training centre and a storage unit, which provide a combined total of 16,024 square feet of floor space. The fire department also has a current inventory which includes 15 vehicles, 2 portable pumps, and 4 gas monitors, 1 gas calibration machine, 1 set of extraction tools, a skid unit, and provides 47 sets of equipment for firefighter outfitting. In total, the inventory of fire protection assets provides a historic average level of service of \$553 per capita. The

historical level of investment in fire services provides for a D.C.-eligible amount over the forecast period of approximately \$2.2 million.

Based on the department's capital plan and discussions with staff, the Municipality will require funds for a training facility, 2 dry hydrants, office space, Fire Mast Plan study, various equipment and a fire prevention vehicle. The Municipality will also continue repaying outstanding debt associated with the additional fire hall space. In total, gross capital costs over the forecast period are approximately \$0.39 million. After deducting \$18,394 for the benefit to existing development and \$174,783 for the existing reserve fund balance, the net capital costs are \$208,605.

The allocation of net growth-related costs for fire protection services between residential and non-residential development is 81% residential and 19% non-residential, based on population to employment growth over the 19-year forecast period.

### Infrastructure Costs Covered in the D.C. Calculation – Roads and Related Services

Prj .No	TMP Project ID	Increased Service Needs Attributable to Anticipated Development  2018-2037	Timing (year)	Gross Capital Cost Estimate (2018\$)	Post Period Benefit	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 81%	Non- Residential Share 19%
		<b>Roads</b>									
1		Ottawa Street Reconstruction - Principal (growth share only)	2014-2025	491,000	30,167	460,833	-		460,833	373,275	87,558
		Ottawa Street Reconstruction - Interest (growth share only)							105,500	85,455	20,045
2	TMP-1	North Collector Schedule C EA Study and Preliminary Design - Martin Street North to Ramsay Conc 11 (1.5km)		378,800	23,273	355,527	-		355,527	287,976	67,550
3	TMP-2	South Collector Schedule C EA Study and Preliminary Design - Spring Street to Appleton Side Road (1.5 km)		378,800	23,273	355,527	-		355,527	287,976	67,550
		<b>Construction</b>									
4	TMP-13	North Collector Detailed Design and Construction - Martin Street North to Ramsay Conc 11 (1.5km)	2035	5,844,800	359,105	5,485,695	3,884,904		1,600,792	1,296,641	304,150
5	TMP-14	South Collector Detailed Design and Construction - Spring Street to Appleton Side Road (1.5km)	2035	5,844,800	359,105	5,485,695	3,884,904		1,600,792	1,296,641	304,150
6	TMP-20	Ramsay Conc 11A Reconstruction - Ottawa Street to North Collector (600m)	2019-2020	681,900	41,896	640,004	68,190		571,814	463,169	108,645
7	TMP-22	4th Conc. Pakenham Reconstruction - Campbell Side Road (CR24) to Mississippi Mills North Limit (1km)	2035	595,300	36,575	558,725	-		558,725	452,567	106,158
8	TMP-23	Ramsay Conc. 8 Reconstruction - Wolf Grove Road to Clayton Road (3.1km)	2028	1,840,000	113,050	1,726,950	1,288,000		438,950	355,550	83,401
9	TMP-24	Ramsay Conc. 7A Reconstruction - Rae Road to Mississippi Mills South Limit (5.5km)	2035	3,247,100	199,502	3,047,598	2,272,970		774,628	627,449	147,179
10	TMP-26	Menzie Street Construction - Ottawa Street to Maude Street (300m)	2018	409,100	25,135	383,965	-		383,965	311,012	72,953
		<b>Public Works New Facilities</b>									
11		6 Bay Garage Expansion	2028	700,000	43,008	656,992	-		656,992	532,164	124,828
		<b>Public Works New Fleet</b>									
12		Sidewalk Plow	2025	135,000	8,294	126,706	-		126,706	102,632	24,074
14		Half Ton	2021	30,000	1,843	28,157	-		28,157	22,807	5,350
15		Plow Truck	2028	240,000	14,746	225,254	-		225,254	182,456	42,798
		Unfunded Capital							266,612	215,956	50,656
		<b>Total</b>		<b>20,816,600</b>	<b>1,278,972</b>	<b>19,804,240</b>	<b>11,398,967</b>	<b>-</b>	<b>8,510,773</b>	<b>6,893,726</b>	<b>1,617,047</b>

### Infrastructure Costs Covered in the D.C. Calculation – Fire Protection Services

Prj .No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2018\$)	Post Period Benefit	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
						Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
	2018-2037								81%	19%
	<b>Fire Facilities</b>									
1	Future Debt Payments for Firehalls - Principal (growth share only)	2018-2023	180,900	-	180,900			180,900	146,529	34,371
	Future Debt Payments for Firehalls - Interest (growth share only)	2018-2023						15,300	12,393	2,907
	<b>Fire Equipment</b>									
2	2 Dry Hydrants (10th Line Pakenham & Head Pond Rd.)		13,400	-	13,400	-		13,400	10,854	2,546
3	Training Facility Equipment		67,000	-	67,000	-		67,000	54,270	12,730
4	Additional Vehicle		29,000	-	29,000	-		29,000	23,490	5,510
5	Provision for Firefighter Equipment		20,600	-	20,600	-		20,600	16,686	3,914
6	Office Space (360 sq.ft.)		55,182	-	55,182	18,394		36,788	29,798	6,990
7	Fire Master Plan	2018/2023	20,400	-	20,400	-		20,400	16,524	3,876
	Reserve Fund Adjustment				(174,783)			(174,783)	(141,574)	(33,209)
	<b>Total</b>		<b>386,482</b>	<b>-</b>	<b>211,699</b>	<b>18,394</b>	<b>-</b>	<b>208,605</b>	<b>168,970</b>	<b>39,635</b>

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## 5.3 Service Levels and 19-Year Capital Costs for Area-Specific D.C. Calculation

This D.C. Background Study provides for the uniform application of wastewater and water charges within the municipally serviced urban area, and septage treatment charges within the rural area. The anticipated development-related capital requirements for these services have been considered over the 2018-2037 forecast period, consistent with the Municipality's Official Plan, and in respect of the Municipality's 2018 Master Plan Update Report.

### 5.3.1 Wastewater Services

The wastewater capital projects identified include the outstanding growth share of debt payments for the Wastewater Treatment Plant, which has already been constructed and financed. In addition to these debt payments, the Municipality anticipates the expansions to the Spring Street and Gemmill's Bay pumping stations, a number of sewer upgrades to accommodate future growth, as well as periodic updates to the Master Plan.

In total, the gross capital cost estimates amount to approximately \$9.0 million. Approximately \$3.3 million has been deducted to reflect post-period capacity for growth in the urban serviced area beyond 2037, and a further \$2.1 million to reflect benefit to the existing population. Furthermore, a reserve fund adjustment of \$118,544 has been added, for committed funds to address part of the growth-related needs.

The net capital costs identified for inclusion in the calculation total \$3.7 million. These costs have been allocated to residential (79%) and non-residential (21%) based on forecast design flow assumptions underlying the Municipality's 2018 Master Plan Update Report, and the anticipated development to 2037.

### 5.3.2 Water Services

Capital requirements for water services have been established based on The Municipality's 2018 Master Plan Update Report, which identified the long-term infrastructure requirements for the municipal water and wastewater systems. Some of the works identified include in this D.C. background study include the following:

- Medium and long-term water supply and treatment improvements to Wells 7 & 8 to address future demands;
- Construction of a new storage reservoir to provide additional capacity for future growth; and

- Transmission watermains and pressure zone development required to convey water to ensure adequate service in the short, medium and long term.

The gross capital costs for the forecast period total \$16.5 million. Approximately \$8.3 million of capital costs have been deducted as a post period benefit. The benefit to existing deductions total \$2.6 million in recognition of upgrades and improvements to the system. As a result of these deductions and the reserve fund adjustment (\$1.03 million), the net growth-related capital costs total \$4.6 million.

The growth-related capital costs have been allocated between future growth, 86% residential and 14% non-residential based on forecast design flow assumptions underlying the Municipality's 2018 Master Plan Update Report, and the anticipated development to 2037.

### **5.3.3. Septage Services**

The Municipality has identified the need for construction of a containment area. The gross capital costs for this project are \$70,000 with the benefit to existing development amounting to \$50,633. In addition, the Municipality will continue to recover unfunded growth-related capital costs related to previously completed projects. This unfunded amount totals \$62,494.

The D.C.-eligible costs for septage services over the forecast period total \$81,862. These net capital costs have been allocated 94% to residential and 6% to non-residential development, based on population to employment growth over the 19-year forecast period.



### Infrastructure Costs Covered in the D.C. Calculation – Wastewater Services

Prj.No	MP Project ID #	Increased Service Needs Attributable to Anticipated Development  2018-2037	Timing (year)	Gross Capital Cost Estimate (2018\$)	Post Period Benefit	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 79%	Non-Residential Share 21%
1		WWTP Debt Payments - Principal (growth share only)	2018-2037	1,662,700	402,287	1,260,413	-		1,260,413	995,726	264,687
2		WWTP Debt Payments - Interest (growth share only)	2018-2037	1,699,000	411,070	1,287,930	-		1,287,930	1,017,465	270,465
3	I5.1	Gemmill's Bay SPS Expansion (Design)	2019	130,000	95,221	34,779	-		34,779	27,475	7,303
4		Gemmill's Bay SPS Expansion (Construction)	2020	300,000	219,742	80,258	-		80,258	63,404	16,854
5	S4.2	Collection System - Victoria Street Upgrades, from Martin Street North to Ottawa Street	2019	2,105,000	891,116	1,213,884	888,414		325,470	257,121	68,349
6		Union Street North Upgrades	2024	2,000,000	846,666	1,153,334	844,099		309,235	244,296	64,939
7		Water/Sewer Master Plan Updates (5 year cycle)	2023/28/33	82,500	-	82,500	20,625		61,875	48,881	12,994
8	S3.1	Spring Street SPS - Expand SPS to meet long-term needs	2019	140,000	102,546	37,454	-		37,454	29,589	7,865
9	S4.1	Collection System - Easement and State Street Upgrades	2018	235,000	99,483	135,517	99,182		36,335	28,705	7,630
10	S4.3	Collection System - Industrial Park Sewer	2022	615,000	260,350	354,650	259,560		95,090	75,121	19,969
11	S4.4	Collection System - Martin Street North at Victoria Street	2019	25,000	10,583	14,417	10,551		3,865	3,054	812
		Unfunded Capital				118,544	-		118,544	93,650	24,894
		<b>Total</b>		<b>8,994,200</b>	<b>3,339,065</b>	<b>5,773,680</b>	<b>2,122,430</b>	<b>-</b>	<b>3,651,249</b>	<b>2,884,487</b>	<b>766,762</b>

### Infrastructure Costs Covered in the D.C. Calculation – Water Services

Prj.No	MP Project No.	Increased Service Needs Attributable to Anticipated Development  2018-2037	Timing (year)	Gross Capital Cost Estimate (2018\$)	Post Period Benefit	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 86%	Non-Residential Share 14%
1	M4.1	Mid-Term Supply Option (wells 7 & 8) - Increase capacity to demonstrated yield	2021-2023	2,800,000	588,689	2,211,311	-		2,211,311	1,901,728	309,584
2	S3.1	Mid-Term Storage Option - Construct a Reservoir at a new site	2018-2020	4,700,000	3,442,621	1,257,379	-		1,257,379	1,081,346	176,033
3	S4.2	County Road 29 Looping Wylie to Dunn Street Upgrades	2021	125,000	52,917	72,083	52,756		19,327	16,621	2,706
4		Ottawa Street and Mill Run Looping	2019	352,000	149,013	202,987	148,561		54,425	46,806	7,620
5	S4.1	Victoria Street Watermain	2018-2019	410,000	173,567	236,433	173,040		63,393	54,518	8,875
6		Ottawa Street and Industrial Street Looping	2022	799,000	338,243	460,757	337,217		123,540	106,244	17,296
7	L4.2	Create Pressure Zone 3	2028-2037	125,000	52,917	72,083	52,756		19,327	16,621	2,706
8	M5.2	Modify Pressure Zone 2/Pressure Zone 2 Optimization	2024	190,000	80,433	109,567	80,189		29,377	25,265	4,113
9		Water/Sewer Master Plan Updates (5 year cycle)	2023/28/33	82,500	-	82,500	20,625		61,875	53,213	8,663
10	M5.1	County Road 29 Well 6 to Wylie Street Upgrade	2027	795,000	336,550	458,450	335,529		122,921	105,712	17,209
11	M5.3	Martin Street North, from Teskey Street to Carss Street	2026	575,000	243,417	331,583	242,678		88,905	76,458	12,447
12	M5.4	Princess Street and Martin Street North Upgrades	2023	170,000	71,967	98,033	71,748		26,285	22,605	3,680
13	M5.5	Union Street North, from Princess Street to Carss Street	2024	425,000	179,917	245,083	179,371		65,713	56,513	9,200
14	M5.6	Adelaide and Brookdale Street Looping	2026	260,000	110,067	149,933	109,733		40,201	34,573	5,628
15	M5.7	Carss Street, from Mitcheson Street to Union Street North	2024	125,000	91,559	33,441	-		33,441	28,759	4,682
16	M5.8	Carss Street, from Union Street North to Mississippi River	2025	220,000	161,144	58,856	-		58,856	50,616	8,240
17	M5.9	Mississippi River Third Crossing	2025	2,540,000	1,860,480	679,520	-		679,520	584,387	95,133
18	L1.1	Well 3 rehabilitation to demonstrated yield	2028-2037	600,000	72,907	527,093	253,230		273,863	235,523	38,341
19	L2.1	Well 5 rehabilitation to demonstrated yield	2028-2037	600,000	72,907	527,093	253,230		273,863	235,523	38,341
20	L4.1	Appleton Side Road Looping	2028-2037	610,000	258,233	351,767	257,450		94,317	81,112	13,204
		Reserve Fund Adjustment				(1,034,021)	-		(1,034,021)	(889,258)	(144,763)
		<b>Total</b>		<b>16,503,500</b>	<b>8,337,546</b>	<b>7,131,933</b>	<b>2,568,114</b>	<b>-</b>	<b>4,563,818</b>	<b>3,924,884</b>	<b>638,935</b>

**Infrastructure Costs Covered in the D.C. Calculation – Septage Services**

Prj.No	Increased Service Needs Attributable to Anticipated Development  2018-2037	Timing (year)	Gross Capital Cost Estimate (2018\$)	Post Period Benefit	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
						Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share  94%	Non-Residential Share  6%
1	Containment Area	2019	70,000	-	70,000	50,633		19,367	18,112	1,255
	Unfunded Capital				62,494	-		62,494	58,445	4,050
	<b>Total</b>		<b>70,000</b>	<b>-</b>	<b>132,494</b>	<b>50,633</b>	<b>-</b>	<b>81,862</b>	<b>76,557</b>	<b>5,305</b>

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## 6. D.C. Calculation

Table 6-1 to 6-4 present the D.C. calculations for the growth-related capital costs identified in Chapter 5. Table 6-1 presents the proposed D.C.s to be imposed for wastewater and water services in the municipally serviced area over the 2018-2037 forecast period. Table 6-2 calculates the proposed D.C.s for septage services to be imposed on anticipated development in the rural area over the 2018-2037 forecast period. Table 6-3 calculates charges to be imposed on municipal-wide development for roads and related services and fire protection services over the 19-year (2018-2037) forecast period. Furthermore, Table 6-4 calculates the proposed D.C.s to be imposed on anticipated development in the Municipality over the 10-year (2018-2028) planning horizon for all remaining services.

The calculation for residential development is generated on a per capita basis and is based upon five forms of housing types (single and semi-detached, apartments 2+ bedrooms, bachelor and 1-bedroom apartments, all other multiples, and special care/special dwelling units). The non-residential D.C. has been calculated on a per square foot of gross floor area basis for commercial, industrial and institutional development.

For the residential calculations, the total cost is divided by the “gross” (new resident) population to determine the per capita amount. The eligible D.C. cost calculations are based on the net anticipated population increase (the forecast new unit population less the anticipated decline in existing units). The cost per capita is then multiplied by the average occupancy of the new units (Appendix A) to calculate the charge. With respect to non-residential development, the total costs (based on need for service) have been divided by the anticipated development over the planning period to calculate a cost per sq.ft. of gross floor area.

Table 6-5 summarizes calculated maximum D.C.s that could be imposed by Council by residential dwelling type and non-residential gross floor area. Table 6-6 compares the Municipality’s existing charges to the charges proposed herein, for a single detached residential dwelling unit and per square foot of gross floor area of non-residential development.

**Table 6-1  
D.C. Calculation  
Urban Area-Specific Services  
2018-2037**

SERVICE	2018\$ D.C.-Eligible Cost		2018\$ D.C.-Eligible Cost	
	Residential	Non-Residential	SDU	per ft <sup>2</sup>
	\$	\$	\$	\$
1. Wastewater Services	2,884,487	766,762	3,274	1.23
	2,884,487	766,762	3,274	1.23
2. Water Services	3,924,884	638,935	4,454	1.03
	3,924,884	638,935	4,454	1.03
<b>TOTAL</b>	<b>\$6,809,371</b>	<b>\$1,405,697</b>	<b>\$7,728</b>	<b>\$2.26</b>
D.C.-Eligible Capital Cost	\$6,809,371	\$1,405,697		
19-Year Urban Gross Population/GFA Growth (sq.ft.)	2,371	622,700		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$2,871.94	\$2.26		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.691	\$7,728		
Apartments - 2 Bedrooms +	1.520	\$4,365		
Apartments - Bachelor and 1 Bedroom	1.434	\$4,118		
Other Multiples	2.159	\$6,201		
Special Care/Special Dwelling Units	1.100	\$3,159		

**Table 6-2  
D.C. Calculation  
Rural Area-Specific Services  
2018-2037**

SERVICE	2018\$ D.C.-Eligible Cost		2018\$ D.C.-Eligible Cost	
	Residential	Non-Residential	SDU	per ft <sup>2</sup>
	\$	\$	\$	\$
1. Septage Services	76,557	5,305	77	0.05
<b>TOTAL</b>	<b>\$76,557</b>	<b>\$5,305</b>	<b>\$77</b>	<b>\$0.05</b>
D.C.-Eligible Capital Cost	\$76,557	\$5,305		
19-Year Rural Gross Population/GFA Growth (sq.ft.)	2,682	109,900		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$28.54	\$0.05		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.691	\$77		
Apartments - 2 Bedrooms +	1.520	\$43		
Apartments - Bachelor and 1 Bedroom	1.434	\$41		
Other Multiples	2.159	\$62		
Special Care/Special Dwelling Units	1.100	\$31		

**Table 6-3  
D.C. Calculation  
Municipal-wide Services  
2018-2037**

SERVICE	2018\$ D.C.-Eligible Cost		2018\$ D.C.-Eligible Cost	
	Residential	Non-Residential	SDU	per ft²
	\$	\$	\$	\$
4. Services Related to a Highway	6,893,726	1,617,047	3,671	2.21
	6,893,726	1,617,047	3,671	2.21
5. Fire Protection Services	168,970	39,635	90	0.05
	168,970	39,635	90	0.05
<b>TOTAL</b>	<b>\$7,062,696</b>	<b>\$1,656,682</b>	<b>\$3,761</b>	<b>\$2.26</b>
D.C.-Eligible Capital Cost	\$7,062,696	\$1,656,682		
19-Year Gross Population/GFA Growth (sq.ft.)	5,053	732,600		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$1,397.72	\$2.26		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.691	\$3,761		
Apartments - 2 Bedrooms +	1.520	\$2,125		
Apartments - Bachelor and 1 Bedroom	1.434	\$2,004		
Other Multiples	2.159	\$3,018		
Special Care/Special Dwelling Units	1.100	\$1,537		

**Table 6-4  
D.C. Calculation  
Municipal-wide Services  
2018-2028**

SERVICE	2018\$ D.C.-Eligible Cost		2018\$ D.C.-Eligible Cost	
	Residential	Non-Residential	SDU	per ft²
	\$	\$	\$	\$
1. Parks and Recreation Services	2,560,598	134,768	2,476	0.35
	2,560,598	134,768	2,476	0.35
2. Library Services	1,039,744	54,723	1,005	0.14
	1,039,744	54,723	1,005	0.14
3. Administration	68,235	14,978	66	0.04
4. Child Care	205,184	-	198	-
	205,184	-	198	-
<b>TOTAL</b>	<b>\$3,873,760</b>	<b>\$204,470</b>	<b>\$3,745</b>	<b>\$0.53</b>
D.C.-Eligible Capital Cost	\$3,873,760	\$204,470		
10-Year Gross Population/GFA Growth (sq.ft.)	2,783	388,400		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$1,391.94	\$0.53		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.691	\$3,746		
Apartments - 2 Bedrooms +	1.520	\$2,116		
Apartments - Bachelor and 1 Bedroom	1.434	\$1,996		
Other Multiples	2.159	\$3,005		
Special Care/Special Dwelling Units	1.100	\$1,531		

**Table 6-5  
Calculated Schedule of D.C.s**

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
<b>Municipal Wide Services:</b>						
Services Related to a Highway	3,671	2,074	1,956	2,945	1,501	2.21
Fire Protection Services	90	51	48	72	37	0.05
Parks and Recreation Services	2,476	1,399	1,319	1,987	1,012	0.35
Library Services	1,005	568	536	806	411	0.14
Administration	66	37	35	53	27	0.04
Child Care	198	112	106	159	81	0.00
<b>Total Municipal Wide Services</b>	<b>7,506</b>	<b>4,241</b>	<b>4,000</b>	<b>6,022</b>	<b>3,069</b>	<b>2.79</b>
<b>Rural Services</b>						
Septage Services	77	43	41	62	31	0.05
<b>Total Rural Services</b>	<b>77</b>	<b>43</b>	<b>41</b>	<b>62</b>	<b>31</b>	<b>0.05</b>
<b>Urban Services</b>						
Wastewater Services	3,274	1,849	1,745	2,627	1,338	1.23
Water Services	4,454	2,516	2,373	3,573	1,821	1.03
<b>Total Urban Services</b>	<b>7,728</b>	<b>4,365</b>	<b>4,118</b>	<b>6,200</b>	<b>3,159</b>	<b>2.26</b>
<b>GRAND TOTAL RURAL AREA</b>	<b>7,583</b>	<b>4,284</b>	<b>4,041</b>	<b>6,084</b>	<b>3,100</b>	<b>2.84</b>
<b>GRAND TOTAL URBAN AREA</b>	<b>15,234</b>	<b>8,606</b>	<b>8,118</b>	<b>12,222</b>	<b>6,228</b>	<b>5.05</b>

**Table 6-6**  
**Comparison of Current and Calculated D.C.s**

Service	Residential (Single Detached Unit) Comparison		Non-Residential (per Sq.Ft. of GFA) Comparison	
	Current	Calculated	Current	Calculated
<u>Municipal Wide Services:</u>				
Services Related to a Highway	\$2,208	\$3,671	\$1.38	\$2.21
Fire Protection Services	\$499	\$90	\$0.24	\$0.05
Parks and Recreation Services	\$1,269	\$2,476	\$0.17	\$0.35
Library Services	\$796	\$1,005	\$0.09	\$0.14
Administration	\$52	\$66	\$0.03	\$0.04
Child Care	\$130	\$198	\$0.00	\$0.00
Total Municipal Wide Services	\$4,954	\$7,506	\$1.91	\$2.79
<u>Rural Services:</u>				
Septage Services	\$102	\$77	\$0.05	\$0.05
Total Area Specific Services - Rural	\$102	\$77	\$0.05	\$0.05
<u>Urban Services:</u>				
Stormwater Services	\$135	\$0	\$0.06	\$0.00
Wastewater Services	\$2,600	\$3,274	\$0.86	\$1.23
Water Services	\$2,863	\$4,454	\$0.95	\$1.03
Total Area Specific Services - Urban	\$5,598	\$7,728	\$1.87	\$2.26
<b>Grand Total - Rural Area</b>	<b>\$5,056</b>	<b>\$7,583</b>	<b>\$1.96</b>	<b>\$2.84</b>
<b>Grand Total - Urban Area</b>	<b>\$10,552</b>	<b>\$15,234</b>	<b>\$3.78</b>	<b>\$5.05</b>



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

This chapter outlines the D.C. policy recommendations and by-law rules. The rules provided are based on the Municipality's existing policies; however, there are items under consideration at this time and these may be refined prior to adoption of the by-law.

s.s.5(1)9 states that rules must be developed:

“...to determine if a D.C. 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 subsection 5(1) goes on to state that the rules may provide for exemptions, phasing in and/or indexing of D.C.s.

s.s.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 5(1) 2-8 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;
- 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; and
- with respect to “the rules,” subsection 6 states that a D.C. by-law must expressly address the matters referred to above re s.s.5(1) para. 9 and 10, as well as how the rules apply to the redevelopment of land.

### 7.1 D.C. By-law Structure

**It is recommended that:**

- the Municipality impose a uniform municipal-wide D.C. for all municipal services, except for septage, water, and wastewater services;
- D.C.s for water, and wastewater services be imposed in the municipal urban serviced area only;

- D.C.s for septage services be imposed in the rural area only; and
- one municipal D.C. by-law be used for all services.

## **7.2 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 subsection 6 of the D.C.A., 1997.

**It is recommended that the following sections provide the basis for the D.C.s:**

### **7.2.1 *Payment in any Particular Case***

In accordance with the D.C.A. 1997, s.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 section 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; or
- g) the issuing of a building permit under the Building Code Act in relation to a building or structure.

### **7.2.2 *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 period. Costs allocated to non-residential uses will be assigned to industrial and commercial/institutional uses based on the gross floor area constructed.
- 2) Costs allocated to residential and non-residential uses are based upon a number of conventions, as may be suited to each municipal circumstance. These are summarized in Chapter 5 herein.

### **7.2.3 Application to Redevelopment of Land (Demolition and Conversion)**

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

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

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

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

### **7.2.4 Exemptions (full or partial)**

#### a) Statutory exemptions

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

#### b) Non-statutory exemptions

- Industrial development (excluding marijuana and distillery production facilities);
- Partial exemption from payment of 50% of the Municipal-wide service components of the charge (i.e. roads and related, fire protection, parks and recreation, library, administration, and child care) for commercial and institutional development;

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

### ***7.2.5 Phasing in***

No provisions for phasing in the D.C. are provided in the proposed D.C. by-law.

### ***7.2.6 Timing of Collection***

The D.C.s for all services 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 s.27 of the D.C.A., 1997.

### ***7.2.7 Indexing***

All D.C.s will be subject to mandatory indexing annually on January 1<sup>st</sup> of each year, in accordance with provisions under the D.C.A.

### ***7.2.8 D.C. Spatial Applicability***

In accordance with the D.C.A., the Municipality gave consideration to the imposition of D.C.s on an area-specific basis and is maintaining its current approach of imposing uniform Municipal-wide D.C.s for all services excluding water, wastewater, and septage services. Water and wastewater services D.C.s will continue to be imposed on area-specific basis for development in the urban area. D.C.s Septage services will be imposed on development in the rural area of the Municipality.

## **7.3 Other D.C. By-law Provisions**

**It is recommended that:**

### ***7.3.1 Categories of Services for Reserve Fund and Credit Purposes***

It is recommended that the Municipality's D.C. collections be contributed into nine (9) separate reserve funds, including: Services Related to a Highway (Roads and Related); Fire Protection Services; Parks and Recreation Services; Library Services; Administration Services; Child Care Services; Water Services; Wastewater Services and Septage Services.

### ***7.3.2 By-law In-force Date***

The proposed by-law under D.C.A., 1997 will come into force on the date of by-law passage.

### ***7.3.3 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-law comes into force (as per s.11 of O.Reg. 82/98)

## **7.4 Other Recommendations**

**It is recommended that Council:**

“Approve the capital project listing set out in Chapter 5 of the D.C.s Background Study dated June 11, 2018, subject to further annual review during the capital budget process”;

“Approve the D.C.s Background Study dated June 11, 2018”;

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

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

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## 8. Asset Management Plan

### 8.1 Introduction

The recent changes to the D.C.A. (new section 10(c.2)) require 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 A.M.P. shall,**

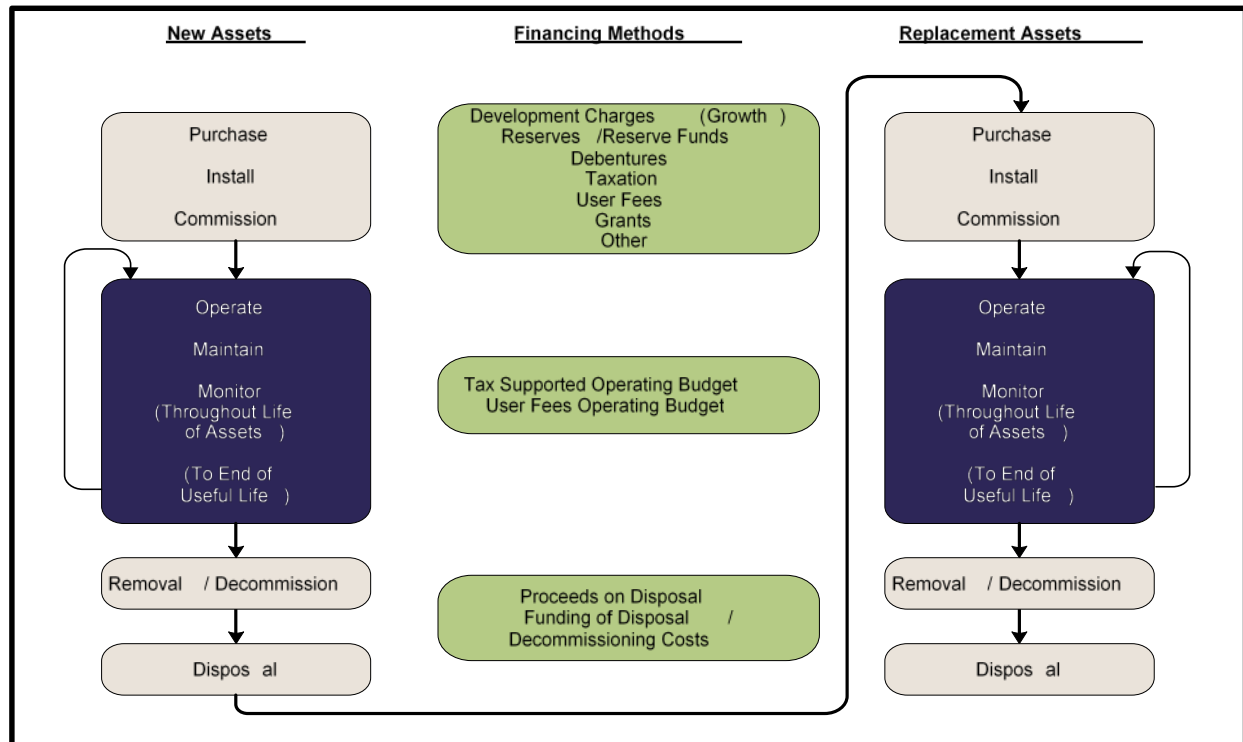
- (a) deal with all assets whose capital costs are proposed to be funded under the development charge by-law;**
- (b) demonstrate that all the assets mentioned in clause (a) are financially sustainable over their full life cycle;**
- (c) contain any other information that is prescribed; and**
- (d) be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

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 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.

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.

The above provides for the general approach to be considered by Ontario municipalities. At this time, there is not a mandated approach for municipalities hence leaving discretion to individual municipalities as to how they plan for the long-term replacement of their assets. The Municipality has undertaken an A.M.P dated October 2016. However, the growth-related needs for the D.C. services have not been considered.

In recognition to the schematic in Section 8.1, the following table (presented in 2018\$) 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. The following does not represent a fiscal impact assessment (including future tax/rate increases) but provides insight into the potential affordability of the new assets:

1. The non-D.C. recoverable portion of the projects which will require financing from Municipality's financial resources (i.e. taxation, rates, fees, etc.). This amount has been presented on an annual debt charge amount based on 20-year financing.
2. Lifecycle costs for the 2018 D.C. capital works have been presented based on a sinking fund basis. The assets 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 annualized expenditures are \$3.9 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 \$4.3 million. This amount, totalled with the existing operating revenues of \$2.4 million, provide annual revenues of \$28.7 million by the end of the period.
6. In consideration of the above, the capital plan is deemed to be financially sustainable.



**Table 8-1**  
**Municipality of Mississippi Mills**  
**Asset Management – Future Expenditures and Associated Revenues (2018\$)**

	<b>Sub-Total</b>	<b>2037 (Total)</b>
<b>Expenditures (Annualized)</b>		
Annual Debt Payment on Non-Growth Related Capital <sup>1</sup>		1,244,786
Annual Debt Payment on Post Period Capital <sup>2</sup>		920,144
<b>Lifecycle:</b>		
Annual Lifecycle - Town Wide Services	\$653,021	
Annual Lifecycle - Area Specific Tax-Supported Services	\$366	
Annual Lifecycle - Area Specific W/WW Services	\$423,000	
<b>Sub-Total - Annual Lifecycle</b>	<b>\$1,076,387</b>	<b>\$1,076,387</b>
<b>Incremental Operating Costs (for D.C. Services)</b>		<b>\$699,784</b>
<b>Total Expenditures</b>		<b>\$3,941,101</b>
<b>Revenue (Annualized)</b>		
Total Existing Revenue <sup>4</sup>		\$24,423,724
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)		\$4,304,366
<b>Total Revenues</b>		<b>\$28,728,090</b>
<b>Net</b>		<b>\$24,786,989</b>

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

<sup>2</sup> Interim Debt Financing for Post Period Benefit

<sup>3</sup> All infrastructure costs included in Area Specific by-laws have been included

<sup>4</sup> As per Sch. 10 of FIR

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## 9. By-law Implementation

### 9.1 Public Consultation

This chapter addresses the mandatory, formal public consultation process (subsection 9.1.1), as well as the optional, informal consultation process (subsection 9.1.2). The latter is designed to seek the co-operation and involvement of those involved, in order to produce the most suitable policy. Section 9.2 addresses the anticipated impact of the D.C. on development, from a generic viewpoint.

#### 9.1.1 *Public Meeting of Council*

Section 12 of the D.C.A., 1997 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, the Council must determine whether a further meeting (under this section) is necessary. For example, if the by-law which is proposed for adoption has been changed in any respect, the 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 O.M.B.

#### 9.1.2 *Other Consultation Activity*

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

1. 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 (e.g. in encouraging a higher non-automobile modal split).
3. The third grouping is the industrial/commercial/institutional 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 and institutions. 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 basement, mechanical or indoor parking areas, or exemptions and phase-in or capping provisions in order to moderate the impact.

## **9.2 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 higher 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.

## **9.3 Implementation Requirements**

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 following provides an overview of the requirements in each case.

### **9.3.1 Notice of Passage**

In accordance with s.13 of the D.C.A., when a D.C. by-law is passed, the municipal 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 not 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:

1. 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;
2. s.s.10 (4) lists the persons/organizations who must be given notice; and
3. s.s.10 (5) lists the eight items which the notice must cover.

### **9.3.2 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:

4. a description of the general purpose of the D.C.s;
5. the "rules" for determining if a charge is payable in a particular case and for determining the amount of the charge;
6. the services to which the D.C.s relate; and
7. a general 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.M.B., the pamphlet must be readied 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.

### **9.3.3 Appeals**

Sections 13 to 19 of the D.C.A., 1997 set out requirements relative to making and processing a D.C. by-law appeal and an O.M.B. Hearing in response to an appeal. Any person or organization may appeal a D.C. by-law to the O.M.B. by filing a notice of appeal with the municipal 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.

### **9.3.4 Complaints**

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

8. the amount of the charge was incorrectly determined;
9. the credit to be used against the D.C. was incorrectly determined; or
10. there was an error in the application of the D.C.

Sections 20 to 25 of the D.C.A., 1997 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 Municipal Council to the O.M.B.

### **9.3.5 Credits**

Sections 38 to 41 of the D.C.A., 1997 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.

### **9.3.6 Front-Ending Agreements**

The Municipality and one or more landowners may enter into a front-ending agreement which provides for the costs of a project which 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., 1997 (Sections 44 to 58) addresses front-ending agreements and removes some of the obstacles to their use which were contained in the D.C.A., 1989. Accordingly, the Municipality assesses whether this mechanism is appropriate for its use, as part of funding projects prior to municipal funds being available.

### **9.3.7 Severance and Subdivision Agreement Conditions**

Section 59 of the D.C.A., 1997 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 s.51 or s.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;”
- “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 s.s.59(4) of the D.C.A., 1997 requires that the municipal approval authority for a draft plan of subdivision under s.s.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., 1997 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 which 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.

# **Appendix A – Background Information on Residential and Non-residential Growth Forecast**

**Schedule 1**  
**Town of Mississippi Mills**  
**Residential Growth Forecast Summary**

Year	Population (Including Census Undercount) <sup>1</sup>	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 <sup>2</sup>	Apartments <sup>3</sup>	Other	Total Households	Equivalent Institutional Households		
Historical	<i>Mid-2006</i>	12,200	11,734	269	11,465	3,800	245	145	150	4,340	245	2.704
	<i>Mid-2011</i>	12,880	12,385	285	12,100	4,158	303	167	195	4,823	259	2.568
	<i>Mid-2016</i>	13,690	13,163	303	12,860	4,470	400	415	15	5,300	275	2.484
Forecast	<i>Mid-2018</i>	14,210	13,665	316	13,349	4,652	481	416	15	5,564	287	2.456
	<i>Mid-2028</i>	16,450	15,816	364	15,452	5,537	620	452	15	6,624	331	2.388
	<i>Mid-2031</i>	16,960	16,304	382	15,922	5,768	674	467	15	6,924	347	2.355
	<i>Mid-2037</i>	18,300	17,598	400	17,198	6,165	829	515	15	7,524	364	2.339
	<i>Buildout</i>	19,528	18,776	442	18,334	6,584	1,032	569	15	8,200	402	2.290
Incremental	<b>Mid-2006 to Mid-2011</b>	<b>680</b>	<b>651</b>	<b>16</b>	<b>635</b>	<b>358</b>	<b>58</b>	<b>22</b>	<b>45</b>	<b>483</b>	<b>14</b>	
	<b>Mid-2011 to Mid-2016</b>	<b>810</b>	<b>778</b>	<b>18</b>	<b>760</b>	<b>312</b>	<b>97</b>	<b>248</b>	<b>-180</b>	<b>477</b>	<b>16</b>	
	<b>Mid-2016 to Mid-2018</b>	<b>520</b>	<b>502</b>	<b>13</b>	<b>489</b>	<b>182</b>	<b>81</b>	<b>1</b>	<b>0</b>	<b>264</b>	<b>12</b>	
	<b>Mid-2018 to Mid-2028</b>	<b>2,240</b>	<b>2,151</b>	<b>48</b>	<b>2,103</b>	<b>885</b>	<b>139</b>	<b>36</b>	<b>0</b>	<b>1,060</b>	<b>44</b>	
	<b>Mid-2018 to Mid-2031</b>	<b>2,750</b>	<b>2,639</b>	<b>66</b>	<b>2,573</b>	<b>1,116</b>	<b>193</b>	<b>51</b>	<b>0</b>	<b>1,360</b>	<b>60</b>	
	<b>Mid-2018 to Mid-2037</b>	<b>4,090</b>	<b>3,933</b>	<b>84</b>	<b>3,849</b>	<b>1,513</b>	<b>348</b>	<b>99</b>	<b>0</b>	<b>1,960</b>	<b>77</b>	
	<b>Mid-2018 to Buildout</b>	<b>5,318</b>	<b>5,111</b>	<b>126</b>	<b>4,985</b>	<b>1,932</b>	<b>551</b>	<b>153</b>	<b>0</b>	<b>2,636</b>	<b>115</b>	

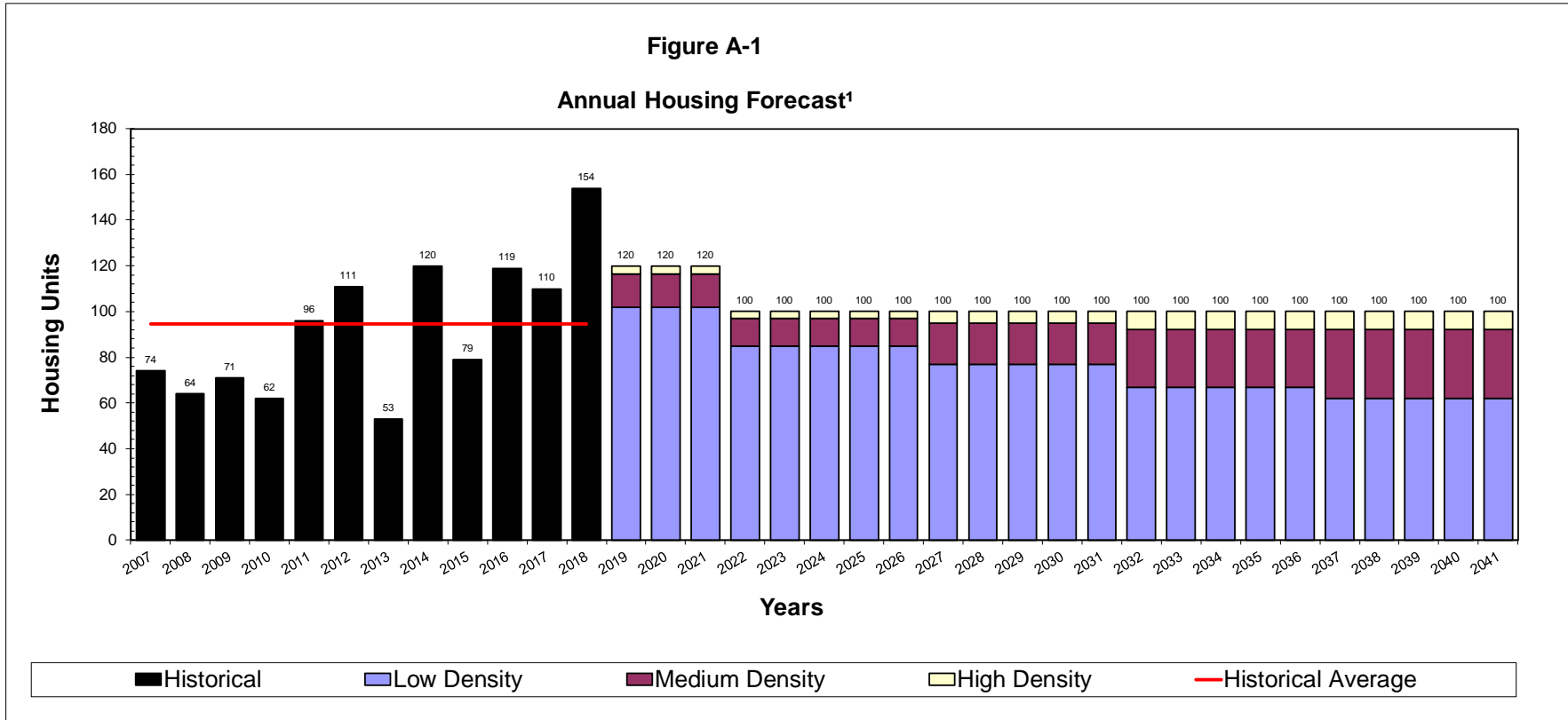
Source: Watson & Associates Economists Ltd., 2018. Forecast based on Mississippi Mills Official Plan Five Year Comprehensive Review, April, 2017.

<sup>1</sup> Census undercount estimated at approximately 4%. Note: population including the undercount has been rounded.

<sup>2</sup> Includes townhouses and apartments in duplexes.

<sup>3</sup> Includes bachelor, 1 bedroom and 2 bedroom+ apartments.





Source: Historical housing activity (2007-2014) based on Statistics Canada building permit data, (2015-2017) based on Town of Mississippi Mills building permit data.

<sup>1</sup> Growth forecast represents calendar year.

**Schedule 2**  
**Town of Mississippi Mills**  
**Estimate of the Anticipated Amount, Type and Location of**  
**Residential Development for which Development Charges can be Imposed**

Development Location	Timing	Single & Semi-Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total Residential Units	Gross Population In New Units	Existing Unit Population Change	Net Population Increase, Excluding Institutional	Institutional Population	Net Population Including Institutional
Urban	2018 - 2028	355	139	36	530	1,309	(251)	1,058	23	1,081
	2018 - 2031	436	193	51	680	1,754	(371)	1,383	33	1,416
	2018 - 2037	533	348	99	980	2,332	(444)	1,888	39	1,927
	2018 - Buildout	614	551	153	1,318	3,069	(647)	2,422	59	2,481
Rural	2018 - 2028	530	0	0	530	1,426	(381)	1,045	25	1,070
	2018 - 2031	680	0	0	680	1,754	(564)	1,190	33	1,223
	2018 - 2037	980	0	0	980	2,637	(676)	1,961	45	2,006
	2018 - Buildout	1,318	0	0	1,318	3,546	(983)	2,563	67	2,630
Town of Mississippi Mills	2018 - 2028	885	139	36	1,060	2,735	(632)	2,103	48	2,151
	2018 - 2031	1,116	193	51	1,360	3,509	(936)	2,573	66	2,639
	2018 - 2037	1,513	348	99	1,960	4,969	(1,120)	3,849	84	3,933
	2018 - Buildout	1,932	551	153	2,636	6,615	(1,630)	4,985	126	5,111

Source: Watson & Associates Economists Ltd., 2018.

<sup>1</sup> Includes townhouses and apartments in duplexes.

<sup>2</sup> Includes accessory apartments, bachelor, 1 bedroom and 2 bedroom+ apartments.

**Schedule 3**  
**Town of Mississippi Mills**  
**Current Year Growth Forecast**  
**Mid-2016 to Mid-2018**

		Population
Mid-2016 Population (1)		13,163
Occupants of New Housing Units, Mid-2016 to Mid-2018	<i>Units (2)</i>	264
	<i>multiplied by P.P.U. (3)</i>	2.572
		679
Occupants of New Equivalent Institutional Units, Mid-2016 to Mid-2018	<i>Units</i>	12
	<i>multiplied by P.P.U. (3)</i>	1.100
		13
Decline in Housing Unit Occupancy, Mid-2016 to Mid-2018	<i>Units (4)</i>	5,300
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.036
		-190
Population Estimate to Mid-2018		13,665
<i>Net Population Increase, Mid-2016 to Mid-2018</i>		502

- (1) 2016 population based on Statistics Canada Census unadjusted for Census undercount.
- (2) Estimated residential units constructed, mid 2016 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 <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.778	69%	1.915
<i>Multiples (6)</i>	2.122	31%	0.651
<i>Apartments (7)</i>	1.412	0%	0.005
Total		100%	2.572

<sup>1</sup> Based on 2016 Census custom database

<sup>2</sup> Based on Building permit/completion activity

- (4) 2016 households taken from Statistics Canada Census.
- (5) Decline 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.

**Schedule 4a**  
**Town of Mississippi Mills**  
**Ten Year Growth Forecast**  
**Mid-2018 to Mid-2028**

		Population
Mid-2018 Population (1)		13,665
Occupants of New Housing Units, Mid-2018 to Mid-2028	<i>Units (2)</i>	1,060
	<i>multiplied by P.P.U. (3)</i>	2,580
	<i>gross population increase</i>	2,735
Occupants of New Equivalent Institutional Units, Mid-2018 to Mid-2028	<i>Units</i>	44
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	48
Decline in Housing Unit Occupancy, Mid-2018 to Mid-2028	<i>Units (4)</i>	5,564
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.114
	<i>total decline in population</i>	-632
Population Estimate to Mid-2028		15,816
<i>Net Population Increase, Mid-2018 to Mid-2028</i>		2,151

(1) Mid-2018 population based on:

(2) 2016 population (13,163) + mid-2016 to mid-2018 estimated housing units to beginning of forecast period (264 x 2.572 = 679) + (12 x 1.1 = 13) + (5,300 x -.036 = -190) = 13,665

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

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

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.691	83%	2.247
<i>Multiples (6)</i>	2.159	13%	0.284
<i>Apartments (7)</i>	1.481	3%	0.050
<i>one bedroom or less</i>	1.434		
<i>two bedrooms or more</i>	1.520		
<b>Total</b>		100%	2.580

<sup>1</sup> Persons per unit based on adjusted Statistics Canada Custom 2016 Census database.

<sup>2</sup> Forecast unit mix based upon historical trends and housing units in the development process.

(4) Mid-2018 households based upon 5,300 (2016 Census) + 264 (mid-2016 to mid-2018 unit estimate) = 5,564

(5) Decline 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.

**Schedule 4b**  
**Town of Mississippi Mills**  
**Thirteen Year Growth Forecast**  
**Mid-2018 to Mid-2031**

		Population
Mid-2018 Population (1)		13,665
Occupants of New Housing Units, Mid-2018 to Mid-2031	<i>Units (2)</i>	1,360
	<i>multiplied by P.P.U. (3)</i>	2,580
	<i>gross population increase</i>	3,509
Occupants of New Equivalent Institutional Units, Mid-2018 to Mid-2031	<i>Units</i>	60
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	66
Decline in Housing Unit Occupancy, Mid-2018 to Mid-2031	<i>Units (4)</i>	5,564
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.168
	<i>total decline in population</i>	-936
Population Estimate to Mid-2031		16,304
<i>Net Population Increase, Mid-2018 to Mid-2031</i>		2,639

(1) Mid-2018 population based on:

(2) 2016 population (13,163) + mid-2016 to mid-2018 estimated housing units to beginning of forecast period (264 x 2.572 = 679) + (12 x 1.1 = 13) + (5,300 x -.036 = -190) = 13,665

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

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

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.691	83%	2.247
<i>Multiples (6)</i>	2.159	13%	0.284
<i>Apartments (7)</i>	1.481	3%	0.050
<i>one bedroom or less</i>	1.434		
<i>two bedrooms or more</i>	1.520		
Total		100%	2.580

<sup>1</sup> Persons per unit based on Statistics Canada Custom 2016 Census database.

<sup>2</sup> Forecast unit mix based upon historical trends and housing units in the development process.

(4) Mid-2018 households based upon 5,300 (2016 Census) + 264 (mid-2016 to mid-2018 unit estimate) = 5,564

(5) Decline 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.

**Schedule 4c**  
**Town of Mississippi Mills**  
**Twenty Year Growth Forecast**  
**Mid 2018 to Mid 2037**

		Population
Mid-2018 Population (1)		13,665
Occupants of New Housing Units, Mid-2018 to Mid-2037	<i>Units (2)</i>	1,960
	<i>multiplied by P.P.U. (3)</i>	2,535
		4,969
Occupants of New Equivalent Institutional Units, Mid-2018 to Mid-2037	<i>Units</i>	77
	<i>multiplied by P.P.U. (3)</i>	1,100
		84
Decline in Housing Unit Occupancy, Mid-2018 to Mid-2037	<i>Units (4)</i>	5,564
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.201
	<i>total decline in population</i>	-1,120
Population Estimate to Mid-2037		17,598
<i>Net Population Increase, Mid-2018 to Mid-2037</i>		3,933

(1) Mid-2018 population based on:

(2) 2016 population (13,163) + mid-2016 to mid-2018 estimated housing units to beginning of forecast period (264 x 2.572 = 679) + (12 x 1.1 = 13) + (5,300 x -.036 = -190) = 13,665

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

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

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.691	77%	2.077
<i>Multiples (6)</i>	2.159	18%	0.384
<i>Apartments (7)</i>	1.481	5%	0.075
<i>one bedroom or less</i>	1.434		
<i>two bedrooms or more</i>	1.520		
<b>Total</b>		100%	2.535

<sup>1</sup> Persons per unit based on Statistics Canada Custom 2016 Census database.

<sup>2</sup> Forecast unit mix based upon historical trends and housing units in the development process.

(4) Mid-2018 households based upon 5,300 (2016 Census) + 264 (mid-2016 to mid-2018 unit estimate) = 5,564

(5) Decline 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.

**Schedule 5**  
**Town of Mississippi Mills**  
**Mid-2018 to Buildout**

		Population
Mid-2018 Population (1)		13,665
Occupants of New Housing Units, Mid-2018 to Buildout	<i>Units (2)</i>	2,636
	<i>multiplied by P.P.U. (3)</i>	2,510
	<i>gross population increase</i>	6,615
		6,615
Occupants of New Equivalent Institutional Units, Mid-2018 to Buildout	<i>Units</i>	115
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	126
		126
Decline in Housing Unit Occupancy, Mid-2018 to Buildout	<i>Units (4)</i>	5,564
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.293
	<i>total decline in population</i>	-1,630
		-1,630
Population Estimate to Buildout		18,776
<i>Net Population Increase, Mid 2018 to Buildout</i>		5,111

(1) Mid-2018 population based on:

(2) 2016 population (13,163) + mid-2016 to mid-2018 estimated housing units to beginning of forecast period (264 x 2.572 = 679) + (12 x 1.1 = 13) + (5,300 x -.036 = -190) = 13,665

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

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

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.691	73%	1.972
<i>Multiples (6)</i>	2.159	21%	0.451
<i>Apartments (7)</i>	1.481	6%	0.086
<i>one bedroom or less</i>	1.434		
<i>two bedrooms or more</i>	1.520		
<b>Total</b>		100%	2.510

<sup>1</sup> Persons per unit based on Statistics Canada Custom 2016 Census database.

<sup>2</sup> Forecast unit mix based upon historical trends and housing units in the development process.

(4) Mid-2018 households based upon 5,300 (2016 Census) + 264 (mid-2016 to mid-2018 unit estimate) = 5,564

(5) Decline 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.

**Schedule 6**  
**Town of Mississippi Mills**  
**Summary of Units in the Development Process and Designated Vacant Residential Land**

	Density Type			
	Singles & Semi-Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total
<b>Registered Not Built</b>	282	121	-	<b>403</b>
<i>% Breakdown</i>	70%	30%	0%	100%
<b>Draft Plan Approved</b>	268	115	-	<b>383</b>
<i>% Breakdown</i>	70%	30%	0%	100%
<b>Application Under Review</b>	-	-	-	<b>-</b>
<i>% Breakdown</i>				
<b>Vacant lands designated for Residential</b>	1,450	400	-	<b>1,850</b>
<i>% Breakdown</i>	78%	22%	0%	100%
<b>Total</b>	<b>2,000</b>	<b>636</b>	<b>-</b>	<b>2,636</b>
<i>% Breakdown</i>	<b>76%</b>	<b>24%</b>	<b>0%</b>	<b>100%</b>

Source: Municipality of Mississippi Mills Official Plan Five Year Comprehensive Review, April 2017.

<sup>1</sup> Includes townhouses and apartments in duplexes.

<sup>2</sup> Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

**Schedule 6a**  
**Urban Settlement Area**  
**Summary of Units in the Development Process and Designated Vacant Residential Land**

	Density Type			
	Singles & Semi-Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total
<b>Registered Not Built</b>	282	121	-	<b>403</b>
<i>% Breakdown</i>	70%	30%	0%	100%
<b>Draft Plan Approved</b>	268	115	-	<b>383</b>
<i>% Breakdown</i>	70%	30%	0%	100%
<b>Application Under Review</b>	-	-	-	<b>-</b>
<i>% Breakdown</i>				
<b>Vacant lands designated for Residential</b>	934	400	-	<b>1,334</b>
<i>% Breakdown</i>	70%	30%	0%	100%
<b>Total</b>	<b>1,484</b>	<b>636</b>	<b>-</b>	<b>2,120</b>
<i>% Breakdown</i>	<b>70%</b>	<b>30%</b>	<b>0%</b>	<b>100%</b>

Source: Municipality of Mississippi Mills Official Plan Five Year Comprehensive Review, April 2017.

<sup>1</sup> Includes townhouses and apartments in duplexes.

<sup>2</sup> Includes bachelor, 1 bedroom and 2 bedroom+ apartments.



**Schedule 6b**  
**Rural Settlement Area**  
**Summary of Units in the Development Process and Designated Vacant Residential Land**

	Density Type			
	Singles & Semi-Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total
<b>Registered Not Built</b> <i>% Breakdown</i>	-	-	-	-
<b>Draft Plan Approved</b> <i>% Breakdown</i>	-	-	-	-
<b>Application Under Review</b> <i>% Breakdown</i>	-	-	-	-
<b>Vacant lands designated for Residential</b> <i>% Breakdown</i>	516 100%	- 0%	- 0%	516 100%
<b>Total</b> <i>% Breakdown</i>	516 100%	- 0%	- 0%	516 100%

Source: Municipality of Mississippi Mills Official Plan Five Year Comprehensive Review, April 2017.

<sup>1</sup> Includes townhouses and apartments in duplexes.

<sup>2</sup> Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

**Schedule 7**  
**Town of Mississippi Mills**  
**Historical Residential Building Permits**  
**Years 2007 - 2017**

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples <sup>1</sup>	Apartments <sup>2</sup>	Total
2007	51	8	5	64
2008	50	15	6	71
2009	46	16	0	62
2010	56	16	24	96
2011	49	27	35	111
Sub-total	252	82	70	404
<b>Average (2007 - 2011)</b>	<b>50</b>	<b>16</b>	<b>14</b>	<b>81</b>
% Breakdown	62.4%	20.3%	17.3%	100.0%
2012	45	8	0	53
2013	52	68	0	120
2014	44	33	2	79
2015	66	52	1	119
2016	83	26	1	110
Sub-total	290	187	4	481
<b>Average (2012 - 2016)</b>	<b>58</b>	<b>37</b>	<b>1</b>	<b>96</b>
% Breakdown	60.3%	38.9%	0.8%	100.0%
2017	99	55	0	154
Sub-total	117	62	12	191
% Breakdown	61.3%	32.5%	6.3%	100.0%
2007 - 2017				
Total	641	324	74	1,039
<b>Average</b>	<b>58</b>	<b>29</b>	<b>7</b>	<b>89</b>
% Breakdown	61.7%	31.2%	7.1%	100.0%

Source: Statistics Canada Publication, 64-001XIB.

<sup>1</sup> Includes townhouses and apartments in duplexes.

<sup>2</sup> Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

**Schedule 8a**  
**Town of Mississippi Mills**  
**Persons Per Unit by Age and Type of Dwelling**  
**(2016 Census)**

Age of Dwelling	Singles and Semi-Detached						20 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	-	2.143	3.114	-	2.778	
6-10	-	-	1.750	2.816	-	2.576	
11-15	-	-	1.846	3.093	-	2.810	
16-20	-	-	-	2.568	-	2.600	2.691
20-25	-	-	-	3.074	-	2.938	
25-35	-	-	1.688	2.816	3.417	2.716	
35+	-	1.412	1.920	2.501	3.667	2.414	
<b>Total</b>	-	<b>1.483</b>	<b>1.874</b>	<b>2.692</b>	<b>3.667</b>	<b>2.573</b>	

Age of Dwelling	Multiples <sup>1</sup>						20 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	-	1.615	1.938	-	2.038	
6-10	-	-	-	-	-	-	
11-15	-	-	-	-	-	-	
16-20	-	-	-	-	-	-	
20-25	-	-	-	-	-	-	
25-35	-	-	-	-	-	-	
35+	-	-	1.455	1.364	-	1.889	
<b>Total</b>	-	<b>0.929</b>	<b>1.583</b>	<b>2.111</b>	-	<b>1.905</b>	

Age of Dwelling	Apartments <sup>2</sup>						20 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	-	-	-	-	-	
6-10	-	-	-	-	-	-	
11-15	-	-	-	-	-	-	
16-20	-	-	-	-	-	-	
20-25	-	-	-	-	-	-	
25-35	-	-	-	-	-	1.000	
35+	-	1.313	1.462	-	-	1.492	
<b>Total</b>	-	<b>1.348</b>	<b>1.567</b>	-	-	<b>1.482</b>	

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	-	2.063	2.745	-	2.458
6-10	-	-	1.833	2.800	-	2.521
11-15	-	-	1.688	2.979	-	2.729
16-20	-	-	1.727	2.703	-	2.424
20-25	-	-	-	3.000	-	2.778
25-35	-	1.182	1.545	2.848	3.417	2.536
35+	-	1.358	1.775	2.524	3.619	2.283
<b>Total</b>	-	<b>1.379</b>	<b>1.786</b>	<b>2.686</b>	<b>3.667</b>	<b>2.422</b>

<sup>1</sup> Includes townhouses and apartments in duplexes.

<sup>2</sup> Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

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 8b**  
**County of Lanark**  
**Persons Per Unit by Age and Type of Dwelling**  
**(2016 Census)**

Age of Dwelling	Singles and Semi-Detached						20 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	-	2.016	2.870	4.923	<b>2.766</b>	
6-10	-	-	1.862	2.779	3.909	<b>2.644</b>	
11-15	-	-	1.942	2.910	3.625	<b>2.796</b>	
16-20	-	1.750	2.000	2.684	3.882	<b>2.628</b>	
20-25	-	-	1.861	2.787	3.421	<b>2.691</b>	
25-35	-	1.385	1.818	2.580	3.302	<b>2.509</b>	
35+	-	1.436	1.923	2.468	3.220	<b>2.353</b>	
<b>Total</b>	-	<b>1.527</b>	<b>1.917</b>	<b>2.600</b>	<b>3.468</b>	<b>2.491</b>	

Age of Dwelling	Multiples <sup>1</sup>						20 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	-	1.688	2.313	-	<b>2.122</b>	
6-10	-	-	-	2.083	-	<b>2.048</b>	
11-15	-	-	-	2.545	-	<b>2.273</b>	
16-20	-	-	1.583	2.600	-	<b>2.195</b>	2.159
20-25	-	-	1.800	2.750	-	<b>2.079</b>	
25-35	-	-	1.600	2.840	-	<b>2.304</b>	
35+	-	-	1.643	2.667	-	<b>2.397</b>	
<b>Total</b>	-	<b>1.500</b>	<b>1.736</b>	<b>2.569</b>	-	<b>2.231</b>	

Age of Dwelling	Apartments <sup>2</sup>						20 Year Average
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	1.500	-	-	-	<b>1.412</b>	
6-10	-	-	-	-	-	-	
11-15	-	-	-	-	-	-	
16-20	-	-	1.600	-	-	<b>1.550</b>	1.481
20-25	-	-	1.842	-	-	<b>1.759</b>	
25-35	-	1.029	1.292	-	-	<b>1.221</b>	
35+	0.714	1.163	1.624	3.130	-	<b>1.490</b>	
<b>Total</b>	<b>1.000</b>	<b>1.156</b>	<b>1.570</b>	<b>2.893</b>	-	<b>1.463</b>	

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	1.333	1.917	2.813	4.923	<b>2.596</b>
6-10	-	-	1.817	2.760	4.143	<b>2.574</b>
11-15	-	1.818	1.925	2.902	3.783	<b>2.736</b>
16-20	-	1.632	1.783	2.681	3.579	<b>2.512</b>
20-25	-	1.320	1.819	2.758	3.474	<b>2.536</b>
25-35	-	1.176	1.621	2.622	3.250	<b>2.345</b>
35+	1.000	1.242	1.809	2.484	3.323	<b>2.214</b>
<b>Total</b>	<b>1.167</b>	<b>1.277</b>	<b>1.798</b>	<b>2.609</b>	<b>3.520</b>	<b>2.352</b>

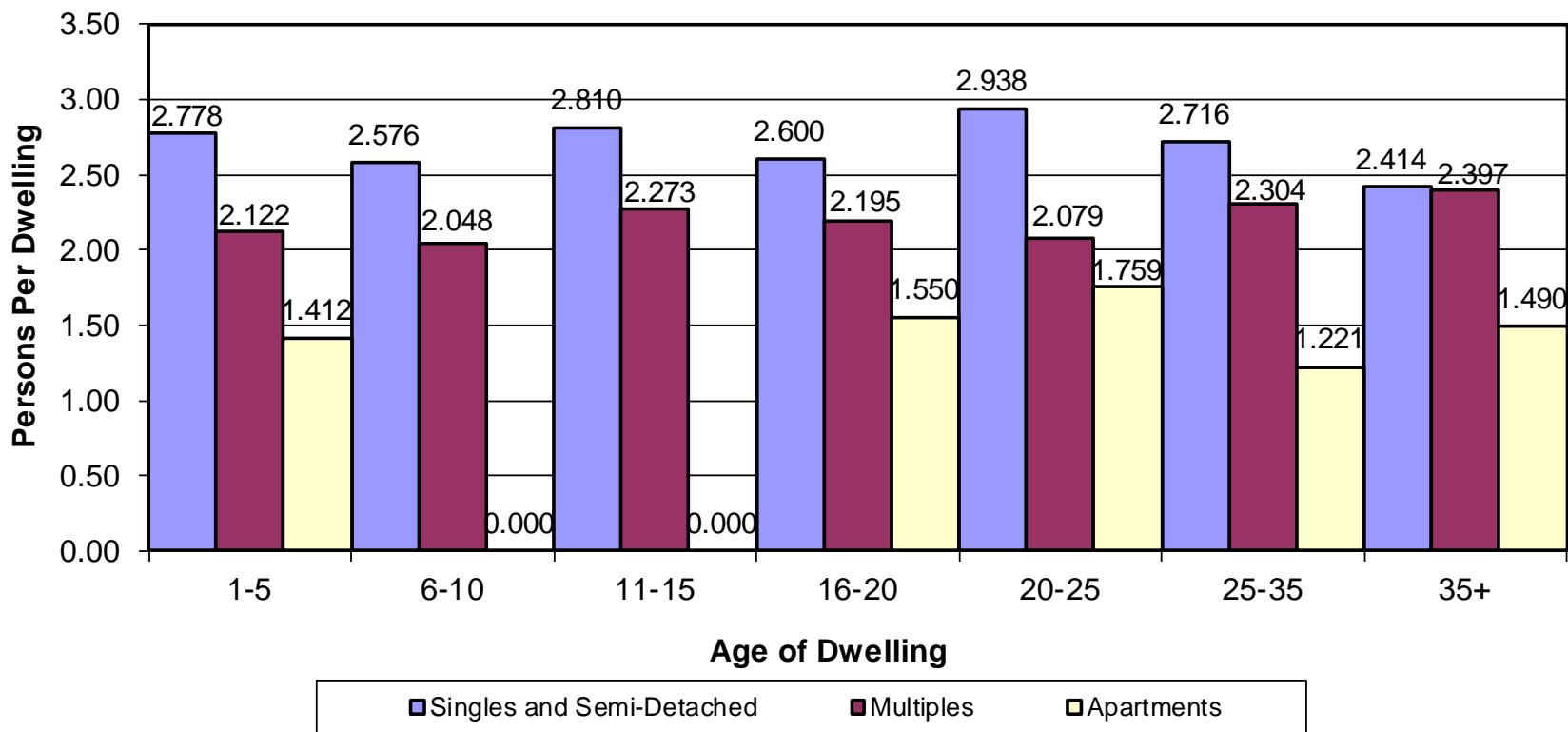
<sup>1</sup> Includes townhouses and apartments in duplexes.

<sup>2</sup> Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

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 9  
Town of Mississippi Mills  
Persons Per Unit By Structural Type and Age of Dwelling  
(2016 Census)**



Multiple and Apartment P.P.U.s are based on County of Lanark.

Schedule 10a  
Town of Mississippi Mills  
Employment Forecast, 2018 to Buildout

Period	Population	Activity Rate								Employment								Employment Total (Excluding N.F.P.O.W. and Work at Home)
		Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. <sup>1</sup>	Total Including N.F.P.O.W.	Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. <sup>1</sup>	Total Employment (Including N.F.P.O.W.)	
Mid-2006	11,734	0.005	0.063	0.039	0.069	0.069	0.246	0.063	0.309	55	740	463	813	815	2,885	735	3,620	2,145
Mid-2011	12,385	0.007	0.053	0.029	0.067	0.072	0.229	0.057	0.286	90	655	355	835	895	2,830	710	3,540	2,175
Mid-2016	13,163	0.005	0.054	0.034	0.083	0.073	0.248	0.062	0.310	60	705	443	1,093	960	3,260	820	4,080	2,555
Mid-2018	13,665	0.004	0.054	0.035	0.085	0.073	0.251	0.062	0.313	60	734	481	1,162	991	3,428	851	4,279	2,694
Mid-2028	15,816	0.004	0.056	0.039	0.087	0.071	0.257	0.062	0.319	60	886	617	1,376	1,121	4,060	985	5,045	3,174
Mid-2031	16,304	0.004	0.058	0.040	0.090	0.072	0.263	0.062	0.325	60	946	646	1,463	1,173	4,288	1,016	5,304	3,342
Mid-2037	17,598	0.003	0.060	0.041	0.090	0.071	0.265	0.062	0.327	60	1,048	722	1,580	1,257	4,667	1,093	5,760	3,619
Buildout	18,776	0.003	0.062	0.042	0.092	0.074	0.272	0.062	0.334	60	1,164	780	1,729	1,381	5,114	1,164	6,278	3,950
Incremental Change																		
Mid-2006 to Mid-2011	651	0.003	-0.010	-0.011	-0.002	0.003	-0.017	-0.005	-0.023	35	-85	-108	23	80	-55	-25	-80	30
Mid-2011 to Mid-2016	778	-0.0027	0.0007	0.0050	0.0156	0.0007	0.0192	0.0050	0.0241	-30	50	88	258	65	430	110	540	380
Mid-2016 to Mid-2018	502	-0.0002	0.0001	0.0016	0.0020	-0.0004	0.0031	0.0000	0.0031	0	29	39	70	31	168	31	199	139
Mid-2018 to Mid-2028	2,151	-0.0006	0.0023	0.0038	0.0020	-0.0016	0.0059	0.0000	0.0059	0	152	136	214	130	632	134	766	480
Mid-2018 to Mid-2031	2,639	-0.0007	0.0043	0.0044	0.0048	-0.0006	0.0122	0.0000	0.0122	0	212	165	301	182	860	165	1,025	648
Mid-2018 to Mid-2037	3,933	-0.0010	0.0058	0.0058	0.0048	-0.0011	0.0144	-0.0002	0.0142	0	314	241	418	266	1,239	242	1,481	925
Mid-2018 to Buildout	5,111	-0.0012	0.0083	0.0064	0.0071	0.0010	0.0216	-0.0003	0.0213	0	430	299	567	390	1,686	313	1,999	1,256
Annual Average																		
Mid-2006 to Mid-2011	130	0.00052	-0.00204	-0.00215	-0.00036	0.00056	-0.00347	-0.00106	-0.00454	7	-17	-22	5	16	-11	-5	-16	6
Mid-2011 to Mid-2016	156	-0.0005	0.0001	0.0010	0.0031	0.0001	0.0038	0.0010	0.0048	-6	10	18	52	13	86	22	108	76
Mid-2016 to Mid-2018	251	-0.0001	0.0001	0.0008	0.0010	-0.0002	0.0016	0.0000	0.0016	0	15	19	35	16	84	16	100	70
Mid-2018 to Mid-2028	215	-0.00006	0.00023	0.00038	0.00020	-0.00016	0.00059	0.00000	0.00059	0	15	14	21	13	63	13	77	48
Mid-2018 to Mid-2031	203	-0.00005	0.00033	0.00034	0.00037	-0.00004	0.00094	0.00000	0.00094	0	16	13	23	14	66	13	79	50
Mid-2018 to Mid-2037	207	-0.00005	0.00031	0.00031	0.00025	-0.00006	0.00076	-0.00001	0.00075	0	17	13	22	14	65	13	78	49
Mid-2018 to Buildout	197	-0.00005	0.00032	0.00025	0.00027	0.00004	0.00083	-0.00001	0.00082	0	17	12	22	15	65	12	77	48

Source: Watson & Associates Economists Ltd., 2018. Forecast based on Mississippi Mills Official Plan Five Year Comprehensive Review, April, 2017.

<sup>1</sup> 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 work place location at the beginning of each shift". Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc.

**Schedule 10b  
Town of Mississippi Mills  
Employment & Gross Floor Area (G.F.A.) Forecast, 2018 to Buildout**

Period	Population	Employment					Gross Floor Area in Square Feet (Estimated) <sup>1</sup>			
		Primary	Industrial	Commercial/ Population Related	Institutional	Total	Industrial	Commercial/ Population Related	Institutional	Total
Mid-2006	11,734	55	463	813	815	2,145				
Mid-2011	12,385	90	355	835	895	2,175				
Mid-2016	13,163	60	443	1,093	960	2,555				
Mid-2018	13,665	60	481	1,162	991	2,694				
Mid-2028	15,816	60	617	1,376	1,121	3,174				
Mid-2031	16,304	60	646	1,463	1,173	3,342				
Mid-2037	17,598	60	722	1,580	1,257	3,619				
Buildout	18,776	60	780	1,729	1,381	3,950				
<b>Incremental Change</b>										
Mid-2006 to Mid-2011	651	35	-108	23	80	30				
Mid-2011 to Mid-2016	778	-30	88	258	65	380				
Mid-2016 to Mid-2018	502	0	39	70	31	139	53,900	34,700	21,700	110,300
Mid-2018 to Mid-2028	2,151	0	136	214	130	480	190,400	107,000	91,000	388,400
Mid-2018 to Mid-2031	2,639	0	165	301	182	648	231,000	150,500	127,400	508,900
Mid-2018 to Mid-2037	3,933	0	241	418	266	925	337,400	209,000	186,200	732,600
Mid-2018 to Buildout	5,111	0	299	567	390	1,256	418,600	283,500	273,000	975,100
<b>Annual Average</b>										
Mid-2006 to Mid-2011	130	7	-22	5	16	6				
Mid-2011 to Mid-2016	156	-6	18	52	13	76				
Mid-2016 to Mid-2018	251	0	19	35	16	70	26,950	17,350	10,850	55,150
Mid-2018 to Mid-2028	215	0	14	21	13	48	19,040	10,700	9,100	38,840
Mid-2018 to Mid-2031	203	0	13	23	14	50	17,769	11,577	9,800	39,146
Mid-2018 to Mid-2037	207	0	13	22	14	49	17,758	11,000	9,800	38,558
Mid-2018 to Buildout	197	0	12	22	15	48	16,100	10,904	10,500	37,504

Source: Watson & Associates Economists Ltd., 2018. Forecast based on Mississippi Mills Official Plan Five Year Comprehensive Review, April, 2017.

<sup>1</sup> Square Foot Per Employee Assumptions  
 Industrial 1,400  
 Commercial/ Population Related 500  
 Institutional 700

**Schedule 10c**  
**Estimate of the Anticipated Amount, Type and Location of**  
**Non-Residential Development for which Development Charges can be imposed**

Development Location	Timing	Industrial G.F.A. S.F. <sup>1</sup>	Commercial G.F.A. S.F. <sup>1</sup>	Institutional G.F.A. S.F. <sup>1</sup>	Total Non-Res G.F.A. S.F.	Employment Increase <sup>2</sup>
Urban	2018 - 2028	162,400	91,000	77,700	331,100	409
	2018 - 2031	196,000	128,000	108,500	432,500	551
	2018 - 2037	287,000	177,500	158,200	622,700	786
	2018 - Buildout	355,600	241,000	232,400	829,000	1,068
Rural	2018 - 2028	28,000	16,000	13,300	57,300	71
	2018 - 2031	35,000	22,500	18,900	76,400	97
	2018 - 2037	50,400	31,500	28,000	109,900	139
	2018 - Buildout	63,000	42,500	40,600	146,100	188
Town of Mississippi Mills	2018 - 2028	190,400	107,000	91,000	388,400	480
	2018 - 2031	231,000	150,500	127,400	508,900	648
	2018 - 2037	337,400	209,000	186,200	732,600	925
	2018 - Buildout	418,600	283,500	273,000	975,100	1,256

Source: Watson & Associates Economists Ltd., 2018.

<sup>1</sup> Square feet per employee assumptions:

Industrial	1,400
Commercial	500
Institutional	700

<sup>2</sup> Employment Increase does not include No Fixed Place of Work.



**Schedule 11**  
**Town of Mississippi Mills**  
**Non-Residential Construction Value**  
**Years 2007 - 2016**  
**(000's 2018 \$)**

YEAR	Industrial				Commercial				Institutional				Total			
	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total	New	Improve	Additions	Total
2007	818	161	0	979	2,235	572	0	2,806	47	881	307	1,235	3,100	1,613	307	5,020
2008	5,082	170	1,140	6,392	24	514	456	994	692	677	0	1,369	5,798	1,361	1,596	8,755
2009	706	38	0	745	1,921	1,959	0	3,880	644	208	0	852	3,271	2,206	0	5,477
2010	28,139	78	0	28,217	89	537	1,896	2,522	13	869	0	882	28,242	1,484	1,896	31,621
2011	478	22	0	499	413	593	438	1,445	0	436	0	436	891	1,051	438	2,381
2012	196	122	0	318	0	283	0	283	0	276	0	276	196	681	0	877
2013	2,692	0	0	2,692	263	876	0	1,139	0	25	0	25	2,955	902	0	3,857
2014	330	168	0	498	1,925	1,587	0	3,512	13,416	304	0	13,720	15,671	2,060	0	17,731
2015	638	519	0	1,157	0	324	0	324	0	94	0	94	638	937	0	1,576
2016	836	556	0	1,392	0	374	0	374	16	83	0	99	853	1,012	0	1,865
Sub-total	39,917	1,834	1,140	42,891	6,870	7,620	2,790	17,280	14,828	3,853	307	18,989	61,615	13,307	4,237	79,159
Percent of Total	93%	4%	3%	100%	40%	44%	16%	100%	78%	20%	2%	100%	78%	17%	5%	100%
<b>Average</b>	<b>3,992</b>	<b>183</b>	<b>114</b>	<b>4,289</b>	<b>687</b>	<b>762</b>	<b>279</b>	<b>1,728</b>	<b>1,483</b>	<b>385</b>	<b>31</b>	<b>1,899</b>	<b>6,162</b>	<b>1,331</b>	<b>424</b>	<b>7,916</b>
2007 - 2011 Period Total				36,832				11,648				4,774				53,255
<b>2007 - 2011 Average</b>				<b>7,366</b>				<b>2,330</b>				<b>955</b>				<b>10,651</b>
% Breakdown				69.2%				21.9%				9.0%				100.0%
2012 - 2016 Period Total				6,059				5,632				14,214				25,905
<b>2012 - 2016 Average</b>				<b>1,212</b>				<b>1,126</b>				<b>2,843</b>				<b>5,181</b>
% Breakdown				23.4%				21.7%				54.9%				100.0%
2007 - 2016 Period Total				42,891				17,280				18,989				79,159
<b>2007 - 2016 Average</b>				<b>4,289</b>				<b>1,728</b>				<b>1,899</b>				<b>7,916</b>
% Breakdown				54.2%				21.8%				24.0%				100.0%

Source: Statistics Canada Publication, 64-001-XIB.

Note: Inflated to year-end 2017 (January, 2018) dollars using Reed Construction Cost Index.

Schedule 12  
Town of Mississippi Mills

Employment to Population Ratio by Major Employment Sector, 2006 to 2016

NAICS		Year				Change		Comments
		2001	2006	2011	2016	06-11	11-16	
<b>Employment by industry</b>								
<b>Primary Industry Employment</b>								
11	Agriculture, forestry, fishing and hunting	215	215	305	185	90	-120	Categories which relate to local land-based resources.
21	Mining and oil and gas extraction	0	0	0	10	0	10	
<b>Sub-total</b>		<b>215</b>	<b>215</b>	<b>305</b>	<b>195</b>	<b>90</b>	<b>-110</b>	
<b>Industrial and Other Employment</b>								
22	Utilities	30	30	0	25	-30	25	Categories which relate primarily to industrial land supply and demand.
23	Construction	110	110	135	235	25	100	
31-33	Manufacturing	290	290	100	165	-190	65	
41	Wholesale trade	115	115	65	35	-50	-30	
48-49	Transportation and warehousing	50	50	50	35	0	-15	
56	Waste management and remediation services	35	35	100	80	65	-20	
<b>Sub-total</b>		<b>630</b>	<b>630</b>	<b>450</b>	<b>575</b>	<b>-180</b>	<b>125</b>	
<b>Population Related Employment</b>								
44-45	Retail trade	400	400	330	535	-70	205	Categories which relate primarily to population growth within the municipality.
51	Information and cultural industries	55	55	35	55	-20	20	
52	Finance and insurance	70	70	75	80	5	5	
53	Real estate and rental and leasing	45	45	35	45	-10	10	
54	Professional, scientific and technical services	190	190	240	270	50	30	
55	Management of companies and enterprises	0	0	0	0	0	0	
56	Administrative and support	35	35	100	80	65	-20	
71	Arts, entertainment and recreation	105	105	130	105	25	-25	
72	Accommodation and food services	230	230	180	270	-50	90	
81	Other services (except public administration)	0	0	0	0	0	0	
<b>Sub-total</b>		<b>1,130</b>	<b>1,130</b>	<b>1,125</b>	<b>1,440</b>	<b>-5</b>	<b>315</b>	
<b>Institutional</b>								
61	Educational services	245	245	225	315	-20	90	
62	Health care and social assistance	585	585	620	665	35	45	
91	Public administration	80	80	105	70	25	-35	
<b>Sub-total</b>		<b>910</b>	<b>910</b>	<b>950</b>	<b>1,050</b>	<b>40</b>	<b>100</b>	
<b>Total Employment</b>		<b>2,885</b>	<b>2,885</b>	<b>2,830</b>	<b>3,260</b>	<b>-55</b>	<b>430</b>	
<b>Population</b>		<b>11,647</b>	<b>11,734</b>	<b>12,385</b>	<b>13,163</b>	<b>651</b>	<b>778</b>	
<b>Employment to Population Ratio</b>								
<b>Industrial and Other Employment</b>		<b>0.05</b>	<b>0.05</b>	<b>0.04</b>	<b>0.04</b>	<b>-0.02</b>	<b>0.01</b>	
<b>Population Related Employment</b>		<b>0.10</b>	<b>0.10</b>	<b>0.09</b>	<b>0.11</b>	<b>-0.01</b>	<b>0.02</b>	
<b>Institutional Employment</b>		<b>0.08</b>	<b>0.08</b>	<b>0.08</b>	<b>0.08</b>	<b>0.00</b>	<b>0.00</b>	
<b>Primary Industry Employment</b>		<b>0.02</b>	<b>0.02</b>	<b>0.02</b>	<b>0.01</b>	<b>0.01</b>	<b>-0.01</b>	
<b>Total</b>		<b>0.25</b>	<b>0.25</b>	<b>0.23</b>	<b>0.25</b>	<b>-0.02</b>	<b>0.02</b>	

Source: Statistics Canada Employment by Place of Work.

Note: 2006-2016 employment figures are classified by North American Industry Classification System (NAICS) Code.

## **Appendix B – Level of Service**

**Municipality of Mississippi Mills  
Service Standard Calculation Sheet**

Service: Parkland Development  
Unit Measure: Acres of Parkland

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Value (\$/Acre)
Gemmill Park	58.0	58.0	58.0	58.0	58.0	60.4	60.4	60.4	60.4	60.4	\$0
Snedden - Casey	11.8	11.8	11.8	11.8	11.8	13.0	13.0	13.0	13.0	13.0	\$0
Clayton Taylor Park	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$0
Augusta Street Park	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	\$0
Don Maynard Park	1.9	1.9	1.9	1.9	1.9	1.0	1.0	1.0	1.0	1.0	\$0
Munro Meadows	2.0	2.0	2.0	2.0	2.0	4.0	4.0	4.0	4.0	4.0	\$0
Meadowglen	1.5	1.5	1.5	1.5	1.5	0.2	0.2	0.2	0.2	0.2	\$0
New England Park	0.4	0.4	0.4	0.4	0.4	0.6	0.6	0.6	0.6	0.6	\$0
Wylie Street Park (Passive)	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	\$0
James Street Park (Passive)	0.3	0.3	0.3	0.3	0.3	0.4	0.4	0.4	0.4	0.4	\$0
Pakenham Community Park	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	\$0
Pakenham Playing Field	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	\$0
Pakenham Golf Course Sub-Division (2 lots)	2.1	2.1	2.1	2.1	2.1	2.1	2.1	2.1	2.1	2.1	\$0
Pakenham Bridge Park (south of 5 span bridge)	0.4	0.4	0.4	0.4	0.4	7.0	7.0	7.0	7.0	7.0	\$0
Pakenham Look-out	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	\$0
Jake Lubber's Memorial Field	9.1	9.1	9.1	9.1	9.1	8.0	8.0	8.0	8.0	8.0	\$0
Appleton Bay Park (2 fields)	1.1	1.1	1.1	1.1	1.1	1.0	1.0	1.0	1.0	1.0	\$0
Eleanor Wright Park	2.4	2.4	2.4	2.4	2.4	1.0	1.0	1.0	1.0	1.0	\$0
R.W. MacGregor Memorial Ball Park/Soccer	9.6	9.6	9.6	9.6	9.6	15.5	15.5	15.5	15.5	15.5	\$0
Metcalfe Park	1.0	1.0	1.0	1.0	1.0	2.0	2.0	2.0	2.0	2.0	\$0
Almonte Civitan Soccer Fields	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	\$0
MacIntosh Park	1.8	1.8	1.8	1.8	1.8	1.2	1.2	1.2	1.2	1.2	\$0
Coleman Island	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	\$0
Veteran's Walkway	-	2.6	2.6	2.6	2.6	2.6	2.6	2.6	2.6	2.6	\$0
Riverfront Estates Park	-	-	-	0.5	0.5	0.5	0.5	2.0	2.0	2.0	\$0
<b>Total</b>	<b>124</b>	<b>126</b>	<b>126</b>	<b>127</b>	<b>127</b>	<b>141</b>	<b>141</b>	<b>142</b>	<b>142</b>	<b>142</b>	

Population	11,988	12,110	12,214	12,385	12,549	12,618	12,825	12,944	13,162	13,362
Per Capita Standard	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01

10 Year Average	2008-2017
Quantity Standard	0.01
Quality Standard	\$ -
Service Standard	\$ -

D.C. Amount (before deductions)	10 Year
Forecast Population	2,151
\$ per Capita	\$ -
Eligible Amount	\$ -

**Municipality of Mississippi Mills  
Service Standard Calculation Sheet**

Service: Parkland Amenities  
Unit Measure: No. of parkland amenities

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Value (\$/item)
Recreation Pathways (linear meters)	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	3,000	3,000	\$100
Outdoor concert area	1	1	1	1	1	1	1	1	1	1	\$8,600
Soccer/Football Field	12	12	12	12	12	12	12	12	12	12	\$10,300
400 metre Track	1	1	1	1	1	1	1	1	1	1	\$10,300
Ball Diamond	5	6	6	6	6	6	6	6	6	6	\$48,700
Tennis Courts	3	3	3	3	3	3	3	3	3	3	\$36,200
Bleachers	8	8	8	8	8	8	8	8	8	8	\$10,300
Play structure	7	7	7	7	7	7	7	7	10	10	\$44,900
Almonte Skateboard Park	1	1	1	1	1	1	1	1	1	1	\$24,200
Swings	3	3	3	3	3	3	3	3	3	3	\$1,700
Field House (Gemmill Park)	1	1	1	1	1	1	1	1	1	1	\$5,000
Field House	1	1	1	1	1	1	1	1	1	1	\$6,200
Canteen	2	2	2	2	2	2	2	2	2	2	\$25,600
Basketball Court	5	6	6	6	6	6	6	6	6	6	\$7,500
Horseshoe pits	10	10	10	10	10	10	10	10	10	10	\$3,500
Beach Hut	2	2	2	2	2	2	2	2	2	2	\$10,300
Lawnbowling Pitch	8	8	8	8	8	8	8	8	8	8	\$5,100
Washrooms	2	2	2	2	2	2	2	2	2	2	\$24,600
Washrooms	1	1	1	1	1	1	1	1	1	1	\$2,600
Splashpad at Gemmel Park	-	-	-	-	-	-	-	-	-	1	\$231,300
Skateboard Park	-	-	-	-	-	-	-	-	-	1	\$209,300
Trails (km)	-	-	-	-	-	-	-	0.53	0.53	0.53	\$30,000
<b>Total</b>	<b>2,073</b>	<b>2,075</b>	<b>2,075</b>	<b>2,075</b>	<b>2,075</b>	<b>2,075</b>	<b>2,075</b>	<b>2,076</b>	<b>3,079</b>	<b>3,081</b>	

Population	11,988	12,110	12,214	12,385	12,549	12,618	12,825	12,944	13,162	13,362
Per Capita Standard	0.17	0.17	0.17	0.17	0.17	0.16	0.16	0.16	0.23	0.23

10 Year Average	2008-2017
Quantity Standard	0.18
Quality Standard	\$666
Service Standard	\$120

D.C. Amount (before deductions)	10 Year
Forecast Population	2,151
\$ per Capita	\$120
Eligible Amount	\$257,711

**Municipality of Mississippi Mills  
Service Standard Calculation Sheet**

Service: Parks Vehicles and Equipment  
Unit Measure: No. of vehicles and equipment

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Value (\$/Vehicle)
<b>Almonte &amp; District Community Centre</b>											
Ice Resurfacer – Almonte	1	1	1	1	1	1	1	1	1	1	\$90,000
Ice Edger – Almonte	1	1	1	1	1	1	1	1	1	1	\$900
Ice Scraper - Almonte	1	1	1	1	1	1	1	1	1	1	\$11,200
Trailer	1	1	1	1	1	1	1	1	1	1	\$5,500
John Deere Tractor	1	1	1	1	1	1	1	1	1	1	\$35,900
Toro Lawn Tractor – Almonte	1	1	-	-	-	-	-	-	-	-	\$51,300
Kubota Lawn Tractor - Almonte	2	2	2	2	2	2	2	2	3	3	\$76,800
Aerator Equipment	2	2	2	2	2	2	2	2	2	2	\$6,700
Push Lawn Mower	1	1	1	1	1	1	1	1	1	1	\$300
2000 Eldorado Truck - Almonte	1	1	1	1	1	1	1	1	1	1	\$51,300
Massey 35 Tractor – Almonte	1	1	1	1	1	1	1	1	1	1	\$102,500
Score Clock	1	1	1	1	1	1	1	1	1	1	\$20,400
2003 Chevy 1/2 Ton	1	1	1	1	1	1	1	1	1	1	\$36,000
<b>Stewart Community Centre</b>											
Ice Resurfacer – Pakenham	1	1	1	1	1	1	1	1	1	1	\$90,000
Ice Edger (gasoline) – Pakenham	1	1	1	1	1	1	1	1	1	1	\$900
Kubota Tractor – Pakenham	2	2	2	2	2	2	2	2	2	2	\$34,200
Score Clock	1	1	1	1	1	1	1	1	1	1	\$20,400
Air Conditioning Unit	1	1	1	1	1	1	1	1	1	1	\$42,700
Portable Bleachers (8)	8	8	8	8	8	8	8	8	8	8	\$18,800
Whipper Snipper (gas)	3	3	3	3	3	3	3	3	3	3	\$100
Ranson Lawn Tractor - Almonte	1	-	-	-	-	-	-	-	-	-	\$42,700
1 Ton Truck	1	1	1	-	-	-	-	-	-	-	\$59,800
1/2 Ton Truck	2	2	2	2	2	2	2	2	2	2	\$36,000
<b>Total</b>	<b>36</b>	<b>35</b>	<b>34</b>	<b>33</b>	<b>33</b>	<b>33</b>	<b>33</b>	<b>33</b>	<b>34</b>	<b>34</b>	

Population	11,988	12,110	12,214	12,385	12,549	12,618	12,825	12,944	13,162	13,362
Quantity Standard (per 1,000)	3.00	2.89	2.78	2.66	2.63	2.62	2.57	2.55	2.58	2.54

10 Year Average	2008-2017
Quantity Standard (per 1,000)	2.68
Quality Standard	\$30,003
Service Standard	\$81

D.C. Amount (before deductions)	10 Year
Forecast Population	2,151
\$ per Capita	\$81
Eligible Amount	\$173,199

**Municipality of Mississippi Mills  
Service Standard Calculation Sheet**

Service: Parks and Recreation  
Unit Measure: ft<sup>2</sup> of building area

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Bld'g Value (\$/sq.ft.)	Value/ft <sup>2</sup> with land, site works, etc.
Almonte & District Community Centre	41,275	41,275	54,223	54,223	54,223	54,223	54,223	54,223	54,223	54,223	\$303	\$338
Stewart Community Centre	30,000	30,000	30,000	30,000	30,000	30,240	30,240	30,240	30,240	30,240	\$303	\$338
Almonte Old Town Hall	13,600	13,600	13,600	13,600	13,600	13,600	13,600	13,600	13,600	13,600	\$513	\$569
Cedar Hill School House - Community Center	1,300	1,300	1,300	1,300	1,300	1,300	1,300	1,300	1,300	1,300	\$191	\$214
Old Registry Office	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	\$296	\$330
Lawn Bowling Club House	1,727	1,727	1,727	1,727	1,727	1,727	1,727	1,727	1,727	1,727	\$146	\$165
<b>Total</b>	<b>89,302</b>	<b>89,302</b>	<b>102,250</b>	<b>102,250</b>	<b>102,250</b>	<b>102,490</b>	<b>102,490</b>	<b>102,490</b>	<b>102,490</b>	<b>102,490</b>		

Population	11,988	12,110	12,214	12,385	12,549	12,618	12,825	12,944	13,162	13,362
Per Capita Standard	7.45	7.37	8.37	8.26	8.15	8.12	7.99	7.92	7.79	7.67

10 Year Average	2008-2017
Quantity Standard	7.91
Quality Standard	\$365
Service Standard	\$2,885

D.C. Amount (before deductions)	10 Year
Forecast Population	2,151
\$ per Capita	\$2,885
Eligible Amount	\$6,205,850

**Municipality of Mississippi Mills  
Service Standard Calculation Sheet**

Service: Library Facilities  
Unit Measure: ft<sup>2</sup> of building area

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Bld'g Value (\$/sq.ft.)	Value/ft <sup>2</sup> with land, site works, etc.
Almonte Library Branch	8,410	8,410	8,410	8,410	8,410	8,410	8,410	8,410	8,410	8,410	\$335	\$408
Pakenham Library Branch	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	4,120	\$335	\$408
<b>Total</b>	<b>11,710</b>	<b>11,710</b>	<b>11,710</b>	<b>11,710</b>	<b>11,710</b>	<b>11,710</b>	<b>11,710</b>	<b>11,710</b>	<b>11,710</b>	<b>12,530</b>		

Population	11,988	12,110	12,214	12,385	12,549	12,618	12,825	12,944	13,162	13,362
Per Capita Standard	0.9768	0.9670	0.9587	0.9455	0.9331	0.9280	0.9131	0.9047	0.8897	0.9377

10 Year Average	2008-2017
Quantity Standard	0.9354
Quality Standard	\$408
Service Standard	\$382

D.C. Amount (before deductions)	10 Year
Forecast Population	2,151
\$ per Capita	\$382
Eligible Amount	\$820,951



**Municipality of Mississippi Mills  
Service Standard Calculation Sheet**

Service: Library Collection Materials  
Unit Measure: No. of library collection items

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Value (\$/item)
Circulating Items (Holdings)	66,412	69,892	50,402	71,920	70,564	71,495	70,822	55,386	55,670	50,734	\$30
Reference	308	298	303	190	477	508	305	323	332	343	\$150
CD & DVDs	-	-	-	8,452	8,452	6,097	9,516	8,487	8,478	9,504	\$50
Print Periodicals	52	61	61	54	51	49	43	48	49	46	\$50
Special Collections - Reference	-	-	-	-	366	366	366	365	365	365	\$150
Electronic Periodicals (magazines)	17,581	18,483	18,483	23,543	45,223	45,223	51,940	49,129	11	19	\$0.06
E-Resources (e-audio, e-book)	-	-	-	4,143	35,133	40,631	77,646	78,995	108,001	127,791	\$0.02
Database Subscriptions	2	27	27	39	13	20	18	18	1	1	\$750
Database Subscriptions - Reference	-	31	32	44	14	14	14	18	-	-	\$750
<b>Total</b>	<b>84,355</b>	<b>88,792</b>	<b>69,308</b>	<b>108,385</b>	<b>160,293</b>	<b>164,403</b>	<b>210,670</b>	<b>192,769</b>	<b>172,907</b>	<b>188,803</b>	

Population	11,988	12,110	12,214	12,385	12,549	12,618	12,825	12,944	13,162	13,362
Per Capita Standard	7.04	7.33	5.67	8.75	12.77	13.03	16.43	14.89	13.14	14.13

10 Year Average	2008-2017
Quantity Standard	11.3183
Quality Standard	\$16
Service Standard	\$183

D.C. Amount (before deductions)	10 Year
Forecast Population	2,151
\$ per Capita	\$183
Eligible Amount	\$393,504

**Municipality of Mississippi Mills  
Service Standard Calculation Sheet**

Service: Child Care Facilities  
Unit Measure: ft² of building area

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Bld'g Value (\$/sq.ft.)	Value/ft² with land, site works, etc.
Almonte Daycare Centre	6,400	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	\$157	\$177
Holy Name of Mary Club	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	\$157	\$177
Naismith Club	1,653	1,653	1,653	1,653	1,653	1,653	1,653	1,653	1,653	1,653	\$157	\$177
R. Tait McKenzie Club	1,368	1,368	1,368	1,368	1,368	1,368	1,368	1,368	1,368	1,368	\$157	\$177
<b>Total</b>	<b>10,621</b>	<b>11,021</b>	<b>11,021</b>	<b>11,021</b>	<b>11,021</b>	<b>11,021</b>	<b>11,021</b>	<b>11,021</b>	<b>11,021</b>	<b>11,021</b>		

Population	11,988	12,110	12,214	12,385	12,549	12,618	12,825	12,944	13,162	13,362
Per Capita Standard	0.89	0.91	0.90	0.89	0.88	0.87	0.86	0.85	0.84	0.82

10 Year Average	2008-2017
Quantity Standard	0.87
Quality Standard	\$177
Service Standard	\$154

D.C. Amount (before deductions)	10 Year
Forecast Population	2,151
\$ per Capita	\$154
Eligible Amount	\$331,727

**Municipality of Mississippi Mills  
Service Standard Calculation Sheet**

Service: Roads  
Unit Measure: km of roadways

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Value (\$/km)
Almonte Paved	34	34	34	34	37	37	37	37	37	37	\$893,800
Pakenham Paved	11	11	11	11	11	11	11	11	11	11	\$893,800
Pakenham Surface Treated	43	46	46	46	46	46	46	46	46	46	\$893,800
Ramsay Paved	37	37	37	39	39	39	39	39	39	39	\$893,800
Ramsay Surface Treated	53	53	53	53	53	53	53	53	53	53	\$893,800
Almonte Gravel Roads	2	2	2	2	2	2	2	2	2	2	\$222,000
Pakenham Gravel Roads	66	62	62	62	62	62	62	62	62	62	\$222,000
Ramsay Gravel Roads	116	116	116	116	116	116	116	116	116	116	\$222,000
<b>Total</b>	<b>361</b>	<b>361</b>	<b>361</b>	<b>363</b>	<b>366</b>	<b>366</b>	<b>366</b>	<b>366</b>	<b>366</b>	<b>366</b>	

Population	11,988	12,110	12,214	12,385	12,549	12,618	12,825	12,944	13,162	13,362
Per Capita Standard	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03

10 Year Average	2008-2017
Quantity Standard	0.03
Quality Standard	\$561,772
Service Standard	\$16,235

D.C. Amount (before deductions)	19 Year
Forecast Population	3,933
\$ per Capita	\$16,235
Eligible Amount	\$63,853,042

**Municipality of Mississippi Mills  
Service Standard Calculation Sheet**

Service: Depots and Domes  
Unit Measure: ft<sup>2</sup> of building area

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Bld'g Value (\$/sq.ft.)	Value/ft <sup>2</sup> with land, site works, etc.
Pakenham Storage Shed	576	576	576	576	576	576	576	576	576	576	\$73	\$84
Pakenham Sand Shed	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	\$70	\$81
Ramsay Storage Shed	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	\$83	\$95
Pakenham Garage	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	\$133	\$150
Ramsay Salt Shed	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	\$66	\$76
Ramsay Sand Dome	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	\$35	\$42
Ramsay Garage (and School House)	8,751	8,751	8,751	8,751	8,751	8,751	8,751	8,751	8,751	12,751	\$162	\$182
Almonte Garage	1,320	2,409	2,409	2,409	2,409	2,409	2,409	2,409	2,409	2,409	\$275	\$307
<b>Total</b>	<b>30,447</b>	<b>31,536</b>	<b>31,536</b>	<b>31,536</b>	<b>31,536</b>	<b>31,536</b>	<b>31,536</b>	<b>31,536</b>	<b>31,536</b>	<b>35,536</b>		

Population	11,988	12,110	12,214	12,385	12,549	12,618	12,825	12,944	13,162	13,362
Per Capita Standard	2.54	2.60	2.58	2.55	2.51	2.50	2.46	2.44	2.40	2.66

10 Year Average	2008-2017
Quantity Standard	2.52
Quality Standard	\$127
Service Standard	\$319

D.C. Amount (before deductions)	19 Year
Forecast Population	3,933
\$ per Capita	\$319
Eligible Amount	\$1,255,768

**Municipality of Mississippi Mills  
Service Standard Calculation Sheet**

Service: Roads and Related Vehicles  
Unit Measure: No. of vehicles and equipment

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Value (\$/Vehicle)
4x4 Half Ton Patrol Unit	1	1	1	1	2	2	2	2	2	2	\$40,000
Half Ton	5	5	5	5	4	4	4	4	4	4	\$27,000
Van - Water/Sewer	1	1	1	1	1	1	1	1	1	1	\$44,700
1 Ton Truck	-	1	1	1	1	1	1	1	1	1	\$44,700
Water Utility Truck	1	1	1	1	1	1	1	1	1	1	\$44,700
Plow Trucks	10	10	10	10	10	10	10	10	10	10	\$240,000
Backhoe	2	2	2	2	2	2	2	2	2	2	\$125,000
Loader	2	2	2	2	2	2	2	2	2	3	\$370,000
Sweeper	1	1	1	1	-	-	-	-	-	-	\$128,500
Grader	3	3	3	3	3	3	3	3	3	3	\$400,000
Sidewalk Plow	3	3	3	3	2	2	2	2	2	3	\$135,000
Chipper	1	1	1	1	1	1	1	1	1	1	\$41,000
Steamer	2	2	2	2	2	2	2	2	2	2	\$15,000
Blower	1	1	1	1	1	1	1	1	1	1	\$13,400
Trailer	-	-	-	1	1	1	1	1	1	1	\$6,700
Float	-	1	1	1	1	1	1	1	1	1	\$27,900
Water Tanker	1	1	1	1	1	1	1	1	1	1	\$145,200
Valve Turner	-	-	-	-	-	-	-	-	-	1	\$84,700
Brush Cutter	1	1	1	1	1	1	1	1	1	1	\$350,000
<b>Total</b>	<b>35</b>	<b>37</b>	<b>37</b>	<b>38</b>	<b>36</b>	<b>36</b>	<b>36</b>	<b>36</b>	<b>36</b>	<b>39</b>	

Population	11,988	12,110	12,214	12,385	12,549	12,618	12,825	12,944	13,162	13,362
Quantity Standard (per 1,000 population)	2.92	3.06	3.03	3.07	2.87	2.85	2.81	2.78	2.74	2.92

10 Year Average	2008-2017
Quantity Standard (per 1,000 population)	2.90
Quality Standard	\$162,509
Service Standard	\$472

D.C. Amount (before deductions)	19 Year
Forecast Population	3,933
\$ per Capita	\$472
Eligible Amount	\$1,855,825

**Municipality of Mississippi Mills  
Service Standard Calculation Sheet**

Service: Fire Facilities  
Unit Measure: ft² of building area

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Bld'g Value (\$/sq.ft.)	Value/ft² with land, site works, etc.
Almonte Firehall	10,882	10,882	10,882	10,882	10,882	10,882	10,882	10,882	10,882	10,882	\$140	\$165
Pakenham Firehall	3,702	3,702	3,702	3,702	3,702	3,702	3,702	3,702	3,702	3,702	\$139	\$164
Training Centres (Almonte) - 8x40 ft. Modules	960	960	960	960	960	1,280	1,280	1,280	1,280	1,280	\$10	\$15
Storage - 8x20 ft. Module	-	-	-	-	160	160	160	160	160	160	\$10	\$15
<b>Total</b>	<b>15,544</b>	<b>15,544</b>	<b>15,544</b>	<b>15,544</b>	<b>15,704</b>	<b>16,024</b>	<b>16,024</b>	<b>16,024</b>	<b>16,024</b>	<b>16,024</b>		

Population	11,988	12,110	12,214	12,385	12,549	12,618	12,825	12,944	13,162	13,362
Per Capita Standard	1.30	1.28	1.27	1.26	1.25	1.27	1.25	1.24	1.22	1.20

10 Year Average	2008-2017
Quantity Standard	1.25
Quality Standard	\$153
Service Standard	\$192

D.C. Amount (before deductions)	19 Year
Forecast Population	3,933
\$ per Capita	\$192
Eligible Amount	\$755,569

**Municipality of Mississippi Mills  
Service Standard Calculation Sheet**

Service: Fire Vehicles  
Unit Measure: No. of vehicles

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Value (\$/Vehicle)
International, Unit 530	1	1	1	1	1	1	1	1	1	1	\$425,000
International, Unit 531	1	1	1	1	1	1	1	1	1	1	\$350,000
Chevrolet Silverado, Unit 581	1	1	1	1	1	1	1	1	1	1	\$35,700
Chevrolet Pumper / Tanker, Unit 73	1	1	1	1	1	1	1	1	-	-	\$297,600
Freighliner Equipment Van, Unit 551	1	1	1	1	1	1	1	1	1	1	\$173,400
GMC Emergency Van, Unit 10	1	1	1	1	1	1	1	1	1	1	\$173,400
Freightliner Pumper, Unit 51	1	1	1	1	1	1	1	1	-	-	\$308,600
GMC Terrain, Unit 570	1	1	1	1	1	1	1	1	1	1	\$45,900
Chevrolet Silverado, Unit 580	1	1	1	1	1	1	1	1	1	1	\$45,900
KME Aerial Truck, Unit 510	1	1	1	1	1	1	1	1	1	1	\$992,000
Ford Ambulance, Unit 112	1	1	1	1	1	1	1	-	-	-	\$165,300
Sterling/Seagrave, Pumper Tanker, Unit 523	1	1	1	1	1	1	1	1	1	1	\$297,600
Sterling/Seagrave, Pumper Tanker, Unit 521	1	1	1	1	1	1	1	1	1	1	\$297,600
Chevrolet Silverado, Unit 571	1	1	1	1	1	1	1	1	1	1	\$45,900
Rescue Truck (County)	1	1	1	1	1	1	1	1	1	1	\$400,000
Portable Pumps	2	2	2	2	2	2	2	2	2	2	\$21,100
Gas Monitor - Station 2	2	2	2	2	2	2	2	2	4	4	\$800
Gas Monitor Calibration Machine	1	1	1	1	1	1	1	1	1	1	\$2,000
Extrication Tools	1	1	1	1	1	1	1	1	1	1	\$60,000
Skid Unit for Chevrolet Silverado (Unit 581)	-	-	-	-	-	1	1	1	1	1	\$15,000
<b>Total</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>22</b>	<b>22</b>	<b>21</b>	<b>21</b>	<b>21</b>	

Population	11,988	12,110	12,214	12,385	12,549	12,618	12,825	12,944	13,162	13,362
Quantity Standard (per 1,000 Population)	1.75	1.73	1.72	1.70	1.67	1.74	1.72	1.62	1.60	1.57

10 Year Average	2008-2017
Quantity Standard (per 1,000 Population)	1.68
Quality Standard	\$188,908
Service Standard	\$318

D.C. Amount (before deductions)	19 Year
Forecast Population	3,933
\$ per Capita	\$318
Eligible Amount	\$1,249,907

**Municipality of Mississippi Mills  
Service Standard Calculation Sheet**

Service: Fire Small Equipment and Gear  
Unit Measure: No. of equipment and gear

Description	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 Value (\$/item)
Equipped Firefighters	54	54	54	54	54	54	51	51	51	47	\$10,300
<b>Total</b>	<b>54</b>	<b>54</b>	<b>54</b>	<b>54</b>	<b>54</b>	<b>54</b>	<b>51</b>	<b>51</b>	<b>51</b>	<b>47</b>	

Population	11,988	12,110	12,214	12,385	12,549	12,618	12,825	12,944	13,162	13,362
Quantity Standard (per 1,000 Population)	4.50	4.46	4.42	4.36	4.30	4.28	3.98	3.94	3.87	3.52

10 Year Average	2008-2017
Quantity Standard (per 1,000 Population)	4.16
Quality Standard	\$10,301
Service Standard	\$43

D.C. Amount (before deductions)	19 Year
Forecast Population	3,933
\$ per Capita	\$43
Eligible Amount	\$168,686.37



## **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., 1997 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. square foot of building space, per vehicle, etc.). This was undertaken through a review of the Municipality's 2017 Financial Information Return.

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	NET GROWTH-RELATED EXPENDITURES	ANNUAL OPERATING EXPENDITURES
1. Services Related to a Highway	9,417,633	56,967
2. Fire Protection Services	368,088	13,059
3. Parks and Recreation Services	3,318,893	23,245
4. Library Services	1,592,879	21,354
5. Administration	168,319	-
6. Child Care	235,278	32,938
7. Septage Services	19,367	686
8. Wastewater Services	6,871,770	373,831
9. Water Services	13,935,386	177,704
<b>Total</b>	<b>35,927,613</b>	<b>699,784</b>

## **Appendix D – Proposed D.C. By-law**

# Appendix D – Proposed D.C. By-law

## THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

### BY-LAW NUMBER 2018-\_\_\_\_

#### A BY-LAW FOR THE IMPOSITION OF DEVELOPMENT CHARGE

**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** the *Development Charges Act, 1997* (the “Act”) provides that the council of a Municipality may by by-law impose development charges against land to pay for increased capital costs required because of increased needs for 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 26th day of June 2018 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*, 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;

“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;

“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” has the same meaning as set out in the *Education Act*, R.S.O. 1990, Chap. E.2, as amended, or any successor thereof;

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

“capital cost” means costs incurred or proposed to be incurred by the Municipality or a local board thereof directly or by others on behalf of and as authorized by the Municipality or local board,

- (1) to acquire land or an interest in land, including a leasehold interest,
- (2) to improve land,
- (3) to acquire, lease, construct or improve buildings and structures,
- (4) to acquire, construct or improve facilities including,
  - (1) furniture and equipment other than computer equipment, and
  - (2) material acquired for circulation, reference or information purposes by a library board as defined in the *Public Libraries Act*, R.S.O. 1990, Chap. P.44, as amended, or any successor thereof; and
  - (3) rolling stock with an estimated useful life of seven years or more, and
- (5) to undertake studies in connection with any matter under the Act and any of the matters in clauses (1) to (4) above, including the development charge background study

required for the provision of services designated in this by-law within or outside the Municipality, including interest on borrowing for those expenditures under clauses (1) to (5) above that are growth-related;

“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 Municipality;

“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 that the effect of increasing the size of usability thereof, and includes redevelopment;

“development charge” means a charge imposed with respect 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;

“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:
  - (1) 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;
  - (2) loading facilities above or below grade; and
  - (3) 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;

“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;

“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 of Mississippi Mills 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 in respect of 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;

“multiple dwellings” means all dwellings other than single-detached, semi-detached and apartment unit dwellings;

“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-residential use” 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, as amended and approved;

“owner” means the owner of land or a person who has made application for an approval for 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;

“rate” means the interest rate established weekly by the Bank of Canada based on Treasury Bills having a term of 91 days;

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

“residential dwelling” means a building, occupied or capable of being occupied as a home, residence or sleeping place by one or more persons, containing one or more dwelling units but not including motels, hotels, tents, truck campers, tourist trailers, mobile camper trailers or boarding, lodging or rooming houses;

“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;

“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;

“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;

“service” means a service designed in Schedule “A” to this by-law, and “services” shall have a corresponding meaning;

“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 unit” means a residential building consisting of one dwelling unit and not attached to another structure; and

“Town” means the area within the geographic limits of the Municipality of Mississippi Mills.

## **2. DESIGNATION OF SERVICES**

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

- (1) Roads and Related Services;
- (2) Fire Protection Services;
- (3) Parks & Recreation Services;
- (4) Library Services;
- (5) Administration Services;
- (6) Child Care Services;
- (7) Wastewater Services;
- (8) Water Services;
- (9) Septage Services

2.2 The components of the services designated in section 2.1 are described in Schedule A.

## **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 of Mississippi Mills whether or not the land or use thereof is exempt from taxation under s.13 or 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; or
  - (3) the Corporation of the County of Lanark or a local board thereof;

#### 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:
  - (1) the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the *Planning Act*;
  - (2) the approval of a minor variance under section 45 of the *Planning Act*;
  - (3) a conveyance of land to which a by-law passed under subsection 50(7) of the *Planning Act* applies;
  - (4) the approval of a plan of subdivision under section 51 of the *Planning Act*;
  - (5) a consent under section 53 of the *Planning Act*;
  - (6) 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

- (7) 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 subsection 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(1) are required before the lands, buildings or structures can be developed.
- (3) Despite subsection 3.4(2), 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

- 3.5 Notwithstanding the provisions of this by-law, development charges shall not be imposed with respect to:
  - (1) an enlargement to an existing dwelling unit;
  - (2) one or two additional dwelling units in an existing single detached dwelling;  
or
  - (3) one additional dwelling unit in any other existing residential building;
- 3.6 Notwithstanding section 3.5(2), development charges shall be imposed if the total gross floor area of the additional one or two units exceeds the gross floor area of the existing dwelling unit.
- 3.7 Notwithstanding section 3.5, development charges shall be imposed if the additional unit has a gross floor area greater than
  - (1) in the case of a semi-detached or row dwelling, the gross floor area of the existing dwelling unit; and
  - (2) in the case of any other residential building, the gross floor area of the smallest dwelling unit contained in the residential building.
- 3.8 Exemption for Industrial Development:

3.8.1 Notwithstanding any other provision of this by-law, no development charge is payable with respect to an enlargement of the gross floor area of an existing industrial building where the gross floor area is enlarged by 50 percent or less.

3.8.2 If the gross floor area of an existing industrial building is enlarged by greater than 50 percent, the amount of the development charge payable in respect of the enlargement is the amount of the development charge that would otherwise be payable multiplied by the fraction determined as follows:

- (1) determine the amount by which the enlargement exceeds 50 percent of the gross floor area before the enlargement;
- (2) divide the amount determined under subsection (1) by the amount of the enlargement

3.9 For the purpose of section 3.8 herein, “existing industrial building” is used as defined in the Regulation made pursuant to the Act.

3.10 Other Exemptions:

Notwithstanding the provision of this by-law, development charges shall not be imposed with respect to:

- (1) Industrial development;
- (2) Partial exemption from payment of 50% of the Municipal-wide service components of the charge (i.e. roads and related, fire protection, parks and recreation, library, administration, and child care) for commercial and institutional development;
- (3) Buildings used as hospitals as governed by the *Public Hospitals Act*;
- (4) Partial exemption requiring the payment of only the water, wastewater and storm sewer components of the charge for the first two apartment units constructed above a commercial use within the downtown core of the Almonte Ward;
- (5) Partial exemption from payment of 50% of the Municipal-wide service components charge (i.e. roads and related, fire protection, parks and

- recreation, library, administration, and child care) for rental apartment development of 5 dwelling units or greater;
- (6) Partial exemption requiring the payment of only the water, wastewater and storm sewer components of the charge for all residential unit types constructed by or for charitable organizations, non-profit organizations and publicly funded non-profit housing and used for residential purposes;
  - (7) Non-residential farm building used for a bona fide agricultural use; and
  - (8) The creation of a secondary residential dwelling unit, on the same lot, detached from an existing residential dwelling unit.

### Amount of Charges

#### Residential

3.11 The development charges set out in Schedule B 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

3.12 The development charges described in Schedule B 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

3.13 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 24 months 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 subsection 3.11 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 subsection 3.12, 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.

3.14 If an owner or former owner has before September 29, 1999 paid all or any portion of a charge related to development pursuant to an agreement under Section 51 or 53 of the *Planning Act, 1990* or a predecessor thereof, with respect to land within the area to which the Bylaw applies, a credit for the amount of the charge already paid shall be granted within the calculation of the development charge applied, provided a receipt of prior payment has been produced by the owner.

## Time of Payment of Development Charges

- 3.15 Development charges imposed under this by-law are calculated, payable, and collected upon issuance of a building permit with respect to each dwelling unit, building or structure.
- 3.16 Despite section 3.15, 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 subsections 3.11 and 3.12, Council may, by agreement, give a credit towards a development charge in exchange for works for services 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, without amendment to this by-law, on on January 1<sup>st</sup> of each year, in accordance with the prescribed index in the Act.

## 6. SCHEDULES

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

Schedule A - Components of Services Designated in section 2.1

Schedule B - Residential and Non-Residential Development Charges

Schedule C - Downtown Core Area within Almonte Ward



**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 \_\_\_\_\_, 2018.

**10. DATE BY-LAW EXPIRES**

10.1 This by-law will expire at 12:01 AM on \_\_\_\_\_, 2023 unless it is repealed by Council at an earlier date.

**11. EXISTING BY-LAW REPEALED**

11.1 By-law No. 14-65 is hereby repealed as of the date and time of this by-law coming into effect.

ENACTED AND PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_

Reeve

\_\_\_\_\_

Clerk

**SCHEDULE "A" TO BY-LAW 2014-**  
**COMPONENTS OF SERVICES DESIGNATED IN SUBSECTION 2.1**

100% Eligible Services

Services Related to a Highway

Fire Protection Services

90% Eligible Services

Administration Services

Parks and Recreation Services

Library Services

Child Care Services

Municipal Water and Sewer Urban Serviced Area

Water Services

Wastewater Services

Municipal Rural Service Area

Septage Services

**SCHEDULE "B"**  
**BY-LAW NO. 2018 - \_\_\_\_\_**  
**SCHEDULE OF DEVELOPMENT CHARGES**

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
<b>Municipal Wide Services:</b>						
Services Related to a Highway	3,671	2,074	1,956	2,945	1,501	2.21
Fire Protection Services	90	51	48	72	37	0.05
Parks and Recreation Services	2,476	1,399	1,319	1,987	1,012	0.35
Library Services	1,005	568	536	806	411	0.14
Administration	66	37	35	53	27	0.04
Child Care	198	112	106	159	81	0.00
<b>Total Municipal Wide Services</b>	<b>7,506</b>	<b>4,241</b>	<b>4,000</b>	<b>6,022</b>	<b>3,069</b>	<b>2.79</b>
<b>Rural Services</b>						
Septage Services	77	43	41	62	31	0.05
<b>Total Rural Services</b>	<b>77</b>	<b>43</b>	<b>41</b>	<b>62</b>	<b>31</b>	<b>0.05</b>
<b>Urban Services</b>						
Wastewater Services	3,274	1,849	1,745	2,627	1,338	1.23
Water Services	4,454	2,516	2,373	3,573	1,821	1.03
<b>Total Urban Services</b>	<b>7,728</b>	<b>4,365</b>	<b>4,118</b>	<b>6,200</b>	<b>3,159</b>	<b>2.26</b>
<b>GRAND TOTAL RURAL AREA</b>	<b>7,583</b>	<b>4,284</b>	<b>4,041</b>	<b>6,084</b>	<b>3,100</b>	<b>2.84</b>
<b>GRAND TOTAL URBAN AREA</b>	<b>15,234</b>	<b>8,606</b>	<b>8,118</b>	<b>12,222</b>	<b>6,228</b>	<b>5.05</b>

SCHEDULE C TO BY-LAW NO. 2018-

DOWNTOWN CORE AREA WITHIN ALMONTE WARD

