



Addendum to 2024 Development Charges Background Study

Town of Carleton Place

For Public Circulation and Comment

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1. Background

In accordance with the provisions of the *Development Charges Act, 1997*, as amended (D.C.A.), the Town of Carleton Place (Town) undertook a Development Charges Background Study (D.C.B.S.) and has distributed the study and draft by-law to the public. The following provides a summary of the key dates in the Development Charges (D.C.s) report and draft by-law process:

- December 18, 2024 – Release D.C.B.S. and draft by-law;
- January 14, 2025 – Public Meeting of Council;
- February 18, 2025 – Passage of the Development Charges (D.C.) by-law; and
- February 18, 2025 – Date of by-law enactment.

The purpose of the addendum to the December 18, 2024, D.C.B.S. is to provide refinements to the capital needs that have been included in the D.C. calculation for Services Related to a Highway, Library Services, Child Care and Early Years Programs Services, and Growth-Related Studies. The cash flow calculations for these services and class of service have also been revised to reflect the updated capital programs.

The refinements to the calculation of the charge are detailed in this report and will form part of the D.C.B.S., for Council's consideration and approval prior to adoption of the D.C. By-law. A revised draft proposed by-law is included herein, which embraces the changes and updates to the calculate charges.

2. Addendum

Subsequent to the release of the 2024 D.C.B.S., the Town continued to review comments identified through feedback from the Development Community and continued to review several capital items based on revised timing and cost estimates. This section of the addendum report provides an explanation of the refinements to the services & class of services noted above.

2.1 Services Related to a Highway

Within Services Related to a Highway, refinements have been made to a number of projects, including:



- Allocating 100% of the growth-related costs for the following projects, as a post period benefit, as the infrastructure is no longer anticipated to occur within the 20-year forecast period:
 - Project #11 - McNeely Bridge/Road Widening/MUP Town's share with a gross cost of \$7,768,000;
 - Project #14 - Coleman/Cavanagh Rd MUP (north side) with a gross cost of \$772,000;
 - Project #15 - Townline Road MUP (north side) with a gross cost of \$1,892,000;
 - Project #16 - Lake Ave MUP (north side) with a gross cost of \$2,826,000;
 - Project #17 - Gillies/Mill St. Bridges MUPs with a gross cost of \$1,432,000;
 - Project #18 - McNeely Ave Widening (with County) Hwy 7 to Cavanagh with a gross cost of \$2,490,000; and
 - Project #19 - Townline (McNeely to east Town Limit) with County with gross cost of \$498,000.

The total gross cost of these projects was estimated at \$17,678,000, with a growth share of 75%. Therefore, the growth share of these projects, totalling \$13,258,500 have been removed from the D.C. calculations, as these costs are now considered growth-related costs associated with growth outside the forecast period to 2043 (as per Table 1). These refinements result in a decrease of \$4,019 to the calculated D.C.s for per single detached dwelling and \$2.30 per square foot of gross floor area (G.F.A.) for non-residential development.



Table 1
Town of Carleton Place
Infrastructure Costs Included in the Development Charge Calculation
For Services Related to a Highway (Revised)

Proj. No.	Increased Service Needs Attributable to Anticipated Development 2024 to 2043	Timing (year)	Gross Capital Cost Estimate (2024\$)	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	Cavanagh Rd Arterial Expansion (Hooper to Boundary)	2027	5,670,000	-	5,670,000	283,500	-	5,386,500	4,632,390	754,110
2	Bates Ave Extension	2026-2028	850,000	-	850,000	326,900	163,451	359,649	309,298	50,351
3	Provision for Vehicles (2)	2025-2038	600,000	-	600,000	-	-	600,000	516,000	84,000
4	Design for Franklin Public Works Facility & Franklin Salt/Sand and Cold Storage	2025	300,000	-	300,000	-	-	300,000	258,000	42,000
5	Franklin Public Works Facility Expansion (5 Bays)	2026	2,000,000	-	2,000,000	-	-	2,000,000	1,720,000	280,000
6	Franklin Salt/Sand and Cold Storage Expansion	2026	1,000,000	-	1,000,000	-	-	1,000,000	860,000	140,000
7	New Sidewalks (Franktown Rd & Highway 7)	2026-2028	465,000	-	465,000	232,500	-	232,500	199,950	32,550
8	Provision for Additional Traffic Signals	2025-2043	40,000	-	40,000	-	-	40,000	34,400	5,600
9	McNeely MUP (year of County road widening)	2027	1,581,000	-	1,581,000	-	-	1,581,000	1,359,660	221,340
10	Loader with Plow	2026	350,000	-	350,000	-	-	350,000	301,000	49,000
11	McNeely Bridge/Road Widening/MUP Town's share	2043	7,768,000	7,768,000	-	-	-	-	-	-
12	Townline Road (Industrial to McNeely with County) Town's share	2043	1,786,000	-	1,786,000	447,000	-	1,339,000	1,151,540	187,460
13	Future Employment Lands MUP	2028-2030	560,000	-	560,000	-	-	560,000	481,600	78,400
14	Coleman/Cavanagh Rd MUP (north side)	2043	772,000	772,000	-	-	-	-	-	-
15	Townline Road MUP (north side)	2043	1,892,000	1,892,000	-	-	-	-	-	-
16	Lake Ave MUP (north side)	2043	2,826,000	2,826,000	-	-	-	-	-	-
17	Gillies/Mill St. Bridges MUPs	2043	1,432,000	1,432,000	-	-	-	-	-	-
18	McNeely Ave Widening (with County) Hwy 7 to Cavanagh	2043	2,490,000	2,490,000	-	-	-	-	-	-
19	Townline (McNeely to east Town Limit) with County	2043	498,000	498,000	-	-	-	-	-	-
20	Pedestrian Crossover on Lake Ave at Ottawa Valey Recreation Trail	2026-2029	40,000	-	40,000	24,000	-	16,000	13,760	2,240
21	Pedestrian Crossover on Coleman at Ottawa Valey Recreation Trail	2026-2029	40,000	-	40,000	24,000	-	16,000	13,760	2,240
22	Trail-MUP-Flegg to Town Boundary	2043	140,000	-	140,000	-	-	140,000	120,400	19,600
23	Costello Drive Extension	2043	350,000	-	350,000	-	-	350,000	-	350,000
24	McEachen Drive (Captian A. Roy Brown Blvd. to Hwy 7 Service Road)	2027-2030	1,100,000	-	1,100,000	-	-	1,100,000	946,000	154,000
25	Provision for Multi-Use Paths (3 km)	2024-2043	450,000	-	450,000	-	-	450,000	387,000	63,000
26	Reserve Fund Adjustment			-	-	1,953,371	-	(1,953,371)	(1,679,899)	(273,472)
	Total		\$35,000,000	\$17,678,000	\$17,322,000	\$3,291,271	\$163,451	\$13,867,278	\$11,624,859	\$2,242,419



2.2 Library Services

Within Library Services, the 15-year historical service standard calculations for collection materials have been updated, as identified in Table 2, to reflect the following refinements:

- Ontario Library Service Collection:
 - The number of collection items in 2012 has been refined from 67,772 to 19,614, based on revised data from library staff, vs. the quantities reported to the Ministry through the annual reporting requirements, which were based on the counts of collection items available through a consortium in 2012.
- Database subscriptions:
 - In 2010 and 2011, the number of dataset subscriptions has been refined to 3 dataset subscriptions.
 - In 2012, the number of dataset subscriptions has been refined from 14 to 1.

As a result of the refinements to the quantity counts of the above items, the eligible amount for collection materials in the D.C. calculations has decreased from \$603,063, as report in the D.C.B.S., to \$602,987. Although the historical service standard maximum ceiling has creased, these refinements do not impact the D.C. recoverable costs or the calculated D.C.s for Library Services.



Table 2
Town of Carleton Place
Library Services – Collection Materials (Revised)

Unit Measure: No. of library collection items

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
Materials	59,870	61,951	63,548	64,540	63,565	55,698	53,977	47,386	43,567	39,920	38,917	35,473	37,493	40,622	38,054	\$31
DVD and CD	721	1,005	950	1,141	2,336	2,620	1,597	2,739	2,748	2,845	2,925	2,714	2,931	3,022	2,922	\$38
E-book and E-audio Copies																
Ontario Library Service Collection	-	-	-	19,814	3,647	3,243	3,524	107,915	127,641	147,950	149,848	111,348	113,805	125,769	122,902	\$0.03
Archambault French Collection	-	-	-	-	-	-	-	4,330	5,088	5,968	6,370	8,382	-	-	-	\$0.03
Overdrive Advantage Collection	-	-	-	-	-	-	-	56	-	-	-	-	34	198	115	\$48
Database subscriptions	5	3	3	1	3	2	14	16	10	4	10	11	7	6	6	\$332
Electronic Periodical Titles	-	-	-	-	-	-	49,129	34,158	2,853	401	1,060	1,036	1,019	1,024	1,028	\$2
eLearning Services	-	-	-	-	-	-	-	-	-	1	1	1	1	1	1	\$388
Downloading and streaming services	-	-	-	-	-	-	-	1	3	2	2	2	2	2	2	\$12,000
Public Workstations	-	7	8	12	9	9	9	8	9	8	9	9	5	6	8	\$1,500.00
Total	60,596	62,966	64,509	85,508	69,560	61,572	108,250	196,609	181,919	197,099	199,142	158,976	155,297	170,650	165,038	

Population	9,638	9,678	9,809	9,967	10,138	10,313	10,480	10,644	10,856	11,057	11,243	11,821	12,517	13,052	13,567
Per Capita Standard	6.29	6.51	6.58	8.58	6.86	5.97	10.33	18.47	16.76	17.83	17.71	13.45	12.41	13.07	12.16

15 Year Average	2009 to 2023
Quantity Standard	11.5314
Quality Standard	\$14
Service Standard	\$158

D.C. Amount (before deductions)	10 Year
Forecast Population	3,820
\$ per Capita	\$158
Eligible Amount	\$602,987



2.3 Child Care and Early Years Programs Services

Through the questions raised by the development community, further review of the capital needs for Child Care and Early Years Programs projects, planned within the 10-year forecast period, was undertaken. Based on the additional review, the following projects are being refined (as per Table 3):

- Project #1 - Francis St Childcare Facility (88 New Spaces) (Balance of Growth-Related Funding), has been updated to reflect the costs associated with the outstanding portion of growth that was identified in the prior study a post period benefit that was internally cash flowed, that now benefits the growth contained within the 10-year forecast period. The initial D.C.B.S. incorrectly included the reserve fund adjustment for this project versus the outstanding amount associated with this project. As such, the project has been split into Project #1a (outstanding growth-related debt – Principal) and Project #1b (Interest) and resulted in the following change:
 - the D.C. recoverable cost for this project has decreased from \$655,936 to \$169,479.
- Projects #3 – Carambeck Childcare Expansion Playground, has been updated to reflect a benefit to existing reduction of 90% versus 50%, similar to the expansion of the childcare expansion space. This results in the D.C. recoverable costs decreasing from \$125,000 to \$25,000.

These refinements result in a decrease to the D.C. calculations of \$411 per single detached unit. As this service is assigned 100% to the benefit of the residential development, there is no impact on the overall non-residential charges calculated, due to these refinements.



Table 3
Town of Carleton Place
Infrastructure Costs Included in the Development Charge Calculation
for Child Care and Early Years Programs Services (Revised)

Proj. No.	Increased Service Needs Attributable to Anticipated Development 2024 to 2033	Timing (year)	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 100%	Non-Residential Share 0%
1a	Francis St Childcare Facility (88 New Spaces) (Balance of Growth-Related Debt - Principal)	2025-2033	145,690	-	-	145,690	-	-	145,690	145,690	-
1b	Francis St Childcare Facility (88 New Spaces) (Balance of Growth-Related Debt - Interest - Discounted)	2024-2033	23,789	-	-	23,789	-	-	23,789	23,789	-
2	Carambeck Childcare Expansion	2028-2029	3,000,000	-	-	3,000,000	2,700,000	-	300,000	300,000	-
3	Carambeck Childcare Expansion Playground	2028-2029	250,000	-	-	250,000	225,000	-	25,000	25,000	-
4	Carambeck Childcare Expansion Equipment/Furnishings	2029	200,000	-	-	200,000	180,000	-	20,000	20,000	-
5	Carambeck Additional Kitchen Equipment	2025-2026	10,000	-	-	10,000	5,000	-	5,000	5,000	-
6	Carambeck Middle Yard Playground	2024	80,000	-	-	80,000	40,000	-	40,000	40,000	-
7	Play Gardens Francis/Carambeck	2024	10,000	-	-	10,000	5,000	-	5,000	5,000	-
8	Francis Log Jam climber	2024	80,000	-	-	80,000	40,000	-	40,000	40,000	-
9	Francis Additional Kitchen Equipment	2025-2026	35,000	-	-	35,000	17,500	-	17,500	17,500	-
10	Pergola (3) at Frances	2024	30,000	-	-	30,000	15,000	-	15,000	15,000	-
11	Facility Expansion Feasibility Study	2026	30,000	-	-	30,000	3,000	-	27,000	27,000	-
12	Reserve Fund Adjustment		655,936	-	-	655,936	-	-	655,936	655,936	-
	Total		\$4,550,415	\$0	\$0	\$4,550,415	\$3,230,500	\$0	\$1,319,915	\$1,319,915	\$0



2.4 Growth-related Studies

As a result of the refinements outlined in Sections 2.1 to 2.3, related to Services Related to a Highway and Child Care and Early Years Programs, the allocation for planning-related studies and future D.C. background studies has been revised to reflect each service's updated proportionate share of growth-related costs. The revised allocations are as follows:

- Services Related to a Highway – 10.94%
- Fire Protection Services – 3.48%
- Policing Services – 3.60%
- Parks and Recreation Services – 17.05%
- Library Services – 1.74%
- *Provincial Offences Act*, including By-law Enforcement – 0.20%
- Child Care and Early Years Programs Services – 1.25%
- Waste Diversion Services – 0.09%
- Wastewater Services – 29.33%
- Water Services – 32.32%

These changes result in a decrease of \$200 in D.C. recoverable costs included in the D.C. calculation (as per Table 4). Further, these refinements result in an update to the portion of costs attributable to residential and non-residential development, as presented in Table 5. As such, the calculated D.C. for a single detached unit as decreased by \$1. As the non-residential D.C. for this class of service is low, the refinements do not impact the calculated non-residential charges.



Table 4
Town of Carleton Place
Infrastructure Costs Included in the Development Charge Calculation
for Growth-Related Studies Class of Services (Revised)

Proj. No.	Increased Service Needs Attributable to Anticipated Development 2024 to 2033	Timing (year)	Service to Which Project Relates	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions (to recognize benefit to non-D.C. services)	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
								Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
1	Development Permit and Zoning By-law	2024	All Services	88,000	-	8,800	79,200	39,600	-	39,600	33,810	5,790
2	Development Charges Study	2024	All Services	40,000	-	-	40,000	-	-	40,000	34,156	5,844
3	Official Plan Amendment	2024	All Services	50,000	-	5,000	45,000	22,500	-	22,500	19,214	3,286
4	Development Permit By-law Update	2029	All Services	40,000	-	4,000	36,000	17,900	-	18,100	15,461	2,639
5	Development Charges Study	2029	All Services	40,000	-	-	40,000	-	-	40,000	34,156	5,844
6	Secondary Plan for Future Dev. Lands - Highway 7/Franktown Road	2025	All Services	150,000	-	15,000	135,000	-	-	135,000	115,284	19,716
7	Secondary Plan for Future Dev. Lands – Cavanagh Road	2028	All Services	120,000	-	12,000	108,000	-	-	108,000	92,226	15,774
8	Secondary Plan for Future Dev. Lands Townline Road	2030	All Services	120,000	-	12,000	108,000	-	-	108,000	92,226	15,774
9	Comprehensive Review and boundary Expansion	2030	All Services	120,000	-	12,000	108,000	54,000	-	54,000	46,115	7,885
10	Interim Control By-law	2024	All Services	100,000	-	10,000	90,000	45,000	-	45,000	38,416	6,584
11	Community Improvement Plan Update	2030	All Services	50,000	-	5,000	45,000	22,500	-	22,500	19,214	3,286
12	Transit Feasibility Study	2024	Transit Services	90,000	-	-	90,000	70,200	-	19,800	16,632	3,168
13	Fire Department Staffing Study	2024	Fire Protection Services	10,000	-	-	10,000	1,000	-	9,000	7,740	1,260
14	Master Fire Plan	2029	Fire Protection Services	60,000	-	-	60,000	15,000	-	45,000	38,700	6,300
15	Transportation Master Plan Update	2031	Services Related to a Highway	170,000	-	-	170,000	25,500	-	144,500	124,270	20,230
16	OSIM Bridge Studies (every two years)	2024-2033	Services Related to a Highway	25,000	-	-	25,000	19,500	-	5,500	4,730	770
17	Centennial Park Study	2024	Parks and Recreation Services	20,000	-	-	20,000	10,000	-	10,000	9,500	500
18	Parks & Recreation Master Plan	2032	Parks and Recreation Services	115,000	-	-	115,000	28,800	-	86,200	81,890	4,310
19	Recreation Facility Concept Plan	2025	Parks and Recreation Services	80,000	-	-	80,000	20,000	-	60,000	57,000	3,000
20	Library Review Plan for growth	2024	Library Services	15,000	-	-	15,000	-	-	15,000	14,250	750
21	Facilities Plan	2025	Library Services	30,000	-	-	30,000	3,000	-	27,000	25,650	1,350
22	Library Strategic Plan	2028	Library Services	30,000	-	-	30,000	15,000	-	15,000	14,250	750
23	Library Strategic Plan	2033	Library Services	30,000	-	-	30,000	15,000	-	15,000	14,250	750
24	Water and Wastewater Master Plan	2031	Wastewater Services	60,000	-	-	60,000	12,000	-	48,000	39,360	8,640
25	Water and Wastewater Master Plan	2031	Water Services	60,000	-	-	60,000	12,000	-	48,000	39,360	8,640
26	Reserve Fund Adjustment			280,188	-	-	280,188	-	-	280,188	254,637	25,552
	Total			\$1,993,188	\$0	\$83,800	\$1,909,388	\$448,500	\$0	\$1,460,888	\$1,282,497	\$178,392



Table 5
Town of Carleton Place
Infrastructure Costs Included in the Development Charge Calculation
for Growth-Related Studies Class of Services – Residential/Non-Residential Shares
(Revised)

Services	Total	Residential Share	Non-Residential Share
Water Services	314,700	258,055	56,646
Wastewater Services	291,151	240,789	50,362
Services Related to a Highway	273,248	242,849	30,399
Transit Services	19,800	16,632	3,168
Waste Diversion Services	687	578	109
Policing Services	22,931	19,721	3,210
Fire Protection Services	94,608	81,957	12,650
Library Services	103,490	98,316	5,174
Parks and Recreation Services	329,175	312,716	16,459
Child Care and Early Years Programs and Services	9,750	9,750	-
P.O.A. including By-law Enforcement Services	1,348	1,133	215
Total	\$1,460,888	\$1,282,497	\$178,392
Overall Growth Studies Class of Services Residential/Non-Residential %		88%	12%

2.5 Development Charge Impacts

In aggregate, the changes identified in Sections 2.1 to 2.4 result in a decrease of approximately \$13.83 million in D.C. recoverable costs. This reduction leads to a decrease of \$4,431 in the calculated charge per single and semi-detached dwelling unit compared to the charge outlined in the December 18, 2024, D.C.B.S. Additionally, the updated non-residential D.C.s for new developments within the urban serviced area reflect a decrease of \$2.30 per square foot of Gross Floor Area (G.F.A.) compared to the charges presented in the December 18, 2024, D.C.B.S. The updated schedule of charges is presented in Table 6 below.



Table 6
Town of Carleton Place
Amended Schedule of Development Charges

Service/Class of Service	RESIDENTIAL					NON-RESIDENTIAL	NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care Units	(per sq.ft. of Gross Floor Area)	(per sq.m. of Gross Floor Area)
Municipal Wide Services/Class of Service:							
Services Related to a Highway	4,561	3,958	2,601	1,890	1,804	2.94	31.65
Fire Protection Services	2,056	1,784	1,172	852	813	1.15	12.38
Policing Services	1,411	1,224	805	585	558	0.78	8.40
Parks and Recreation Services	11,509	9,987	6,563	4,768	4,552	1.83	19.70
Library Services	1,174	1,019	669	486	464	0.19	2.04
Child Care and Early Years Programs	906	786	517	375	358	-	0.00
Provincial Offences Act including By-Law Enforcement	118	102	67	49	47	0.05	0.54
Waste Diversion	59	51	34	24	23	0.03	0.32
Growth-Related Studies	871	756	497	361	344	0.39	4.20
Total Municipal Wide Services/Class of Services	\$22,665	\$19,667	\$12,925	\$9,390	\$8,963	\$7.36	\$79.23
Urban Services							
Wastewater Services	8,112	7,040	4,626	3,361	3,208	5.09	54.79
Water Services	8,772	7,612	5,002	3,634	3,469	5.50	59.20
Total Urban Services	\$16,884	\$14,652	\$9,628	\$6,995	\$6,677	\$10.59	\$113.99
GRAND TOTAL RURAL AREA	\$22,665	\$19,667	\$12,925	\$9,390	\$8,963	\$7.36	\$79.23
GRAND TOTAL URBAN AREA	\$39,549	\$34,319	\$22,553	\$16,385	\$15,640	\$17.95	\$193.22

2.6 Development Charges Comparison of Rates

The following Tables 7 and 8, provide a comparison of the current D.C.s with those calculated in the December 18, 2024, D.C.B.S., and those calculated herein for single/semi-detached units, and non-residential charges per square foot of G.F.A.



Table 7
Town of Carleton Place
Comparison of Single/Semi-Detached Unit Development Charges

Service/Class of Service	Current	Calculated - as of Dec. 18, 2024	Calculated - as per Addendum
Municipal Wide Services/Classes:			
Services Related to a Highway	2,733	8,580	4,561
Fire Protection Services	819	2,056	2,056
Policing Services	-	1,411	1,411
Parks and Recreation Services	4,618	11,509	11,509
Library Services	223	1,174	1,174
Child Care and Early Years Programs	460	1,317	906
P.O.A. including By-Law Enforcement	-	118	118
Waste Diversion	-	59	59
Growth-Related Studies	159	872	871
Total Municipal Wide Services/Classes	\$9,012	\$27,096	\$22,665
Urban Services:			
Wastewater Services	4,386	8,112	8,112
Water Services	3,659	8,772	8,772
Total Urban Services	\$8,045	\$16,884	\$16,884
Grand Total	\$17,057	\$43,980	\$39,549



Table 8
Town of Carleton Place
Comparison of Non-Residential Development
per Square Foot of Gross Floor Area

Service/Class of Service	Current	Calculated - as of Dec. 18, 2024	Calculated - as per Addendum
Municipal Wide Services/Classes:			
Services Related to a Highway	1.81	5.24	2.94
Fire Protection Services	0.51	1.15	1.15
Policing Services	-	0.78	0.78
Parks and Recreation Services	0.56	1.83	1.83
Library Services	0.03	0.19	0.19
Child Care and Early Years Programs	-	-	-
P.O.A. including By-Law Enforcement	-	0.05	0.05
Waste Diversion	-	0.03	0.03
Growth-Related Studies	0.10	0.39	0.39
Total Municipal Wide Services/Classes	\$3.01	\$9.66	\$7.36
Urban Services:			
Wastewater Services	2.74	5.09	5.09
Water Services	2.43	5.50	5.50
Total Urban Services	\$5.17	\$10.59	\$10.59
Grand Total	\$8.18	\$20.25	\$17.95

3. Changes to the Development Charges Background Study

Based on the foregoing, the following revisions are made to the December 18, 2024, D.C.B.S., as amended. Accordingly, the amended pages are appended to this report.



Table 7
Town of Carleton Place
Revisions to the December 18, 2024, Development Charges Background Study

Page Reference	Description of Revisions
Executive Summary (pages iv to v and vii to ix)	Updated to reflect the revised charges and D.C. comparison tables as per the refinements provided through this Addendum Report.
1-2	Updated Figure 1-1 related to the D.C. process, including the release date of this addendum report.
5-4 and 5-11	Updated to reflect the textual changes identified in Section 2.3 and the corresponding summary table of capital infrastructure needs related to Child Care and Early Years Programs Services (Table 5-4).
5-6, 5-13, and 5-14	Updated to reflect the textual changes identified in Section 2.6 and the corresponding summary table of capital infrastructure needs related to the Growth-Related Studies class of services (Table 5-6), and the table providing the residential and non-residential shares (Table 5-7).
5-14, 5-15, and 5-17	Updated to reflect the textual changes identified in Section 2.1 and the corresponding summary table of capital infrastructure needs related to Services Related to a Highway (Table 5-8).
6-2	Updated text to reflect the revised calculated charges and the comparison to current rates.
6-3	Table 6-2 updated to reflect the revised D.C. Calculations as per this Addendum report for Services Related to a Highway.



Page Reference	Description of Revisions
6-4	Table 6-3, updated to reflect the revised D.C. Calculations as per this Addendum report for Child Care and Early Years Programs and Growth-Related Studies.
6-5	Table 6-4 updated to reflect the revised D.C.s by residential unit type and non-residential development type.
6-6	Tables 6-5 to 6-6 updated to provide a comparison of the current D.C.s to the D.C.s calculated in the December 18, 2024, Background Study, and the revised calculated rates as per this addendum report.
6-7	Table 6-7 updated to reflect the gross expenditure and sources of revenue summary for costs to be incurred over the 10-year life of the by-law for all services and class of services.
7-9	Updated to reflect this addendum in the recommendations for Council's consideration.
B-2	Updated Table B-1 to reflect the updated maximum ceiling for Library Services based on the collection materials refinements, as identified in section 2.2.
B-18	Updated Table B-20 to reflect the changes to the 15-year historical service standard for collection materials, as identified in section 2.2.
C-3	Updated Table C-2 to reflect changes to the operating and capital expenditure impacts for future capital expenditures due to the changes contained within this addendum report.
F-4 and F-5	Updated asset management calculations as a result of refining the incremental operating costs, including -updates to Table F-1.



Page Reference	Description of Revisions
G-2 and G-3	Updated cash-flow D.C. calculation tables to reflect the revised D.C. Calculations for Services Related to a Highway, as per this Addendum report.
G-12	Updated cash-flow D.C. calculation tables to reflect the revised D.C. Calculations for Child Care and Early Years Programs Services, as per this Addendum report.
G-22 and G-23	Updated cash-flow D.C. calculation tables to reflect the revised D.C. Calculations for the Growth-Related Studies class of services, as per this Addendum report.
H-1 through to H-21	<p>Updated the draft by-law to refer to this addendum report (pages H-2 and H-3).</p> <p>Updated the draft by-law to remove the definition of “Existing Industrial Building” and refine the definition for “Existing” (page H-5).</p> <p>Refined section 6. (2) (a) of the by-law related to the existing industrial building expansion exemption (page H-12).</p> <p>Revised Schedule “B,” Schedule of Development Charges, to the by-law to reflect the changes contained this in Addendum report (originally page H-22, now H-21).</p>



4. Process for Adoption of the Development Charges By-law

The revisions provided herein form the basis for the D.C. by-law and will be incorporated into the D.C.B.S., as amended, to be provided to Council prior to Council's consideration and adoption of the proposed D.C. by-law.

If Council is satisfied with the above noted changes to the D.C.B.S. and D.C. by-law, then prior to by-law passage Council must:

- Approve the D.C.B.S., as amended;
- Determine that no further public meetings are required on the matter; and
- Adopt the new D.C. by-law.



Appendix A

Amended Pages



Table ES-1
Town of Carleton Place
Summary of Anticipated Town-Wide D.C. Residential and
Non-Residential Development

Measure	10 Year Mid-2024 to Mid-2034	20 Year Mid-2024 to Mid-2044	Mid-2024 to Urban Buildout
(Net) Population Increase	3,820	7,093	9,770
(Gross) Population Increase in New Households*	3,949	7,164	9,879
Residential Unit Increase	1,862	3,524	5,047
Non-Residential Employment Increase	727	1,138	2,203
Non-Residential Gross Floor Area Increase (sq.ft.)	490,900	783,300	1,332,100

* Growth includes population in both permanent and institutional households.

5. Table ES-2 includes a summary of the D.C.-eligible capital costs for each eligible service arising from the anticipated development. These capital costs are provided in detail in Chapter 5. The D.C.A. requires that the background study include a summary of the gross and net capital costs to be incurred over the term of the by-law (i.e., 10 years) for existing and future development. This summary is provided by service in Table 6-7 of the D.C. Background Study.

In total, gross capital costs of approximately \$209.55 million are forecast for the 10-year by-law term. These capital costs have been identified through discussions with Town staff. A portion of these capital costs, approximately \$28.37 million, relate to the needs of growth beyond the forecast period. These costs are not included in the D.C. calculation, however, will be considered in future D.C. studies. Other deductions in the determination of the D.C.-recoverable costs include approximately \$27.13 million related to the portion of capital projects that will benefit the existing development, \$83,800 related to costs associated with services not eligible for D.C.s, and \$40.76 million related to grants, subsidies, and other contributions.

The resultant net D.C.-recoverable costs included in the calculations for capital works anticipated over the 10-year forecast period total approximately \$113.21



million, of which \$96.76 million is allocated to the forecast residential development and \$16.45 million allocated to the forecast non-residential development.

Table ES-2
Town of Carleton Place
Summary of Costs Anticipated During the Term of the By-law

Description	Value (2024\$)
Total gross expenditures planned over the next 10 years	\$209,549,108
Less: benefit to existing development	\$27,131,500
Less: post planning period benefit	\$28,365,900
Less: costs associated with D.C.-ineligible services	\$83,800
Less: Grants, subsidies, and other contributions	\$40,755,451
Net costs to be recovered from D.C.s. over the term of the by-law	\$113,212,456

6. At present, the Town imposes D.C.s on residential and non-residential developments in accordance with By-Law 41-2021. The Town is undertaking a D.C. public process and anticipates passing a new D.C. by-law for the services identified in the D.C. Background Study. The statutory mandatory public meeting has been set for January 14, 2025, with adoption of the D.C. by-law anticipated for February 18, 2025.

This report provides the calculations of the residential and non-residential charges to recover the capital costs of the anticipated increase in need for services arising from the forecast development (summarized in Schedule ES-3). The following services and class of services are calculated based on a municipal-wide 10-year forecast period:

- Parks and Recreation Services;
- Library Services;
- Child Care and Early Years Programs Services ;
- Waste Diversion Services;



Table ES-3
Town of Carleton Place
Calculated Schedule of Development Charges

Service/Class of Service	RESIDENTIAL					NON-RESIDENTIAL	NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care Units	(per sq.ft. of Gross Floor Area)	(per sq.m. of Gross Floor Area)
Municipal Wide Services/Class of Service:							
Services Related to a Highway	4,561	3,958	2,601	1,890	1,804	2.94	31.65
Fire Protection Services	2,056	1,784	1,172	852	813	1.15	12.38
Policing Services	1,411	1,224	805	585	558	0.78	8.40
Parks and Recreation Services	11,509	9,987	6,563	4,768	4,552	1.83	19.70
Library Services	1,174	1,019	669	486	464	0.19	2.04
Child Care and Early Years Programs	906	786	517	375	358	-	0.00
Provincial Offences Act including By-Law Enforcement	118	102	67	49	47	0.05	0.54
Waste Diversion	59	51	34	24	23	0.03	0.32
Growth-Related Studies	871	756	497	361	344	0.39	4.20
Total Municipal Wide Services/Class of Services	\$22,665	\$19,667	\$12,925	\$9,390	\$8,963	\$7.36	\$79.23
Urban Services							
Wastewater Services	8,112	7,040	4,626	3,361	3,208	5.09	54.79
Water Services	8,772	7,612	5,002	3,634	3,469	5.50	59.20
Total Urban Services	\$16,884	\$14,652	\$9,628	\$6,995	\$6,677	\$10.59	\$113.99
GRAND TOTAL RURAL AREA	\$22,665	\$19,667	\$12,925	\$9,390	\$8,963	\$7.36	\$79.23
GRAND TOTAL URBAN AREA	\$39,549	\$34,319	\$22,553	\$16,385	\$15,640	\$17.95	\$193.22



7. Tables ES-4 and ES-5 provide a comparison of the D.C.s currently imposed in the Town and the calculated charges herein. These comparisons are provided for a single detached residential house and non-residential development, on a per sq.ft. of G.F.A., respectively.

The calculated charges for new development within the urban serviced area of the Town are \$39,549 for a single detached residential house, representing an increase of \$22,492 over the current charges. The calculated non-residential D.C.s for new development within the urban serviced area are \$17.95 per sq.ft. of G.F.A. representing an increase of \$9.77 compared to the Town's current charges.

Table ES-4
Town of Carleton Place
Single Detached Residential House D.C. Comparison

Service/Class of Service	Current	Calculated - as of Dec. 18, 2024	Calculated - as per Addendum
Municipal Wide Services/Classes:			
Services Related to a Highway	2,733	8,580	4,561
Fire Protection Services	819	2,056	2,056
Policing Services	-	1,411	1,411
Parks and Recreation Services	4,618	11,509	11,509
Library Services	223	1,174	1,174
Child Care and Early Years Programs	460	1,317	906
P.O.A. including By-Law Enforcement	-	118	118
Waste Diversion	-	59	59
Growth-Related Studies	159	872	871
Total Municipal Wide Services/Classes	\$9,012	\$27,096	\$22,665
Urban Services:			
Wastewater Services	4,386	8,112	8,112
Water Services	3,659	8,772	8,772
Total Urban Services	\$8,045	\$16,884	\$16,884
Grand Total	\$17,057	\$43,980	\$39,549



Table ES-5
Town of Carleton Place
Non-Residential D.C. Comparison per sq.ft.
of Gross Floor Area

Service/Class of Service	Current	Calculated - as of Dec. 18, 2024	Calculated - as per Addendum
Municipal Wide Services/Classes:			
Services Related to a Highway	1.81	5.24	2.94
Fire Protection Services	0.51	1.15	1.15
Policing Services	-	0.78	0.78
Parks and Recreation Services	0.56	1.83	1.83
Library Services	0.03	0.19	0.19
Child Care and Early Years Programs	-	-	-
P.O.A. including By-Law Enforcement	-	0.05	0.05
Waste Diversion	-	0.03	0.03
Growth-Related Studies	0.10	0.39	0.39
Total Municipal Wide Services/Classes	\$3.01	\$9.66	\$7.36
Urban Services:			
Wastewater Services	2.74	5.09	5.09
Water Services	2.43	5.50	5.50
Total Urban Services	\$5.17	\$10.59	\$10.59
Grand Total	\$8.18	\$20.25	\$17.95

8. Chapter 7 herein, provides the D.C. by-law policy recommendations and rules that govern the imposition of the charges. Council will consider the findings and recommendations provided herein and, in conjunction with public input, approve such policies and rates it deems appropriate. These directions will refine the draft D.C. by-law, which is appended in Appendix G. These decisions may include:

- adopting the charges and policies recommended herein;
- considering additional exemptions to the D.C. by-law; and
- considering reductions in the charges (obtained by removing certain services or capital costs on which the charge is based and/or by a general reduction in the charge).

The D.C.A. does not allow for D.C. revenue foregone as a result of an exemption or reduction in the charge to be made up through higher D.C.s on other development. As such, any decision to provide further exemptions or reductions should consider alternative funding sources to address the foregone revenue.



input. The public meeting is also being held to answer any questions regarding the study's purpose, methodology, and the proposed D.C. by-law.

In accordance with the legislation, the background study and proposed D.C. by-law will be available for public review on December 18, 2024.

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;
- Refinements to the report, if required; and
- Council consideration of the by-law subsequent to the public meeting.

Figure 1-1 outlines the proposed schedule to be followed with respect to the D.C. by-law adoption process.

Figure 1-1
Town of Carleton Place
Schedule of Key D.C. Process Dates

Process Steps	Dates
Data collection, growth forecast development, staff review, engineering work, D.C. calculations and policy work	Early-2024 to late-2024
Council D.C. Workshop	December 5, 2024
Public release of final D.C. Background study and proposed by-law	December 18, 2024
Public meeting advertisement placed on Town's website	21 days prior to the Public Meeting
Public meeting of Council	January 14, 2025
Public release of Addendum to the 2024 Development Charges Background Study	February 13, 2025
Council considers adoption of background study and passage of by-law	February 18, 2025
Notice given of by-law passage on Town's website	20 days after passage
Last day for by-law appeal	40 days after passage
Town makes pamphlet available (where by-law not appealed)	By 60 days after in force date



the 10-year forecast population, this historical level of investment provides for a maximum D.C.-eligible cost of approximately \$7.12 million.

Based on discussions with staff, the Town will require funds for additional child care spaces and associated furnishings, as presented in Table 5-4. The gross capital cost estimates for the capital program total approximately \$4.55 million. A deduction of \$3.23 million has been made to recognize the costs that will benefit the existing community. After incorporating the \$655,900 existing deficit balance in the D.C. reserve fund, \$1.32 million in net D.C.-recoverable costs have been included in the calculation of the charge.

As the predominant users of child care services tend to be residents of the Town, the forecast growth-related costs have been allocated 100% to residential and 0% to non-residential.

5.2.5 Waste Diversion Services

The Town provides waste diversion services to its community through 880 sq.ft. of eligible facility space. This inventory of assets results in a 15-year average historical level of service of \$26 per capita. In total, the maximum D.C. eligible amount that could be included in the calculation of the charge over the 10-year forecast period is \$100,200.

Table 5-5 provides the capital program related to waste diversion services. It consists of a provision to expand the hazardous waste facility with a gross capital cost estimate of \$500,000. \$239,000 has been deducted to recognize the benefit to existing development. Additionally, \$161,500 has been deducted to account for the benefit to growth beyond the forecast period, resulting in net D.C.-recoverable costs of \$99,500, which have been included in the calculation of the charge.

The net D.C.-recoverable costs have been allocated \$83,600 (84%) to residential and \$15,900 (16%) to non-residential development based on forecast incremental population and employment growth over the 10-year period.

5.2.6 Growth-Related Studies (Class of Service)

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



- Transit Feasibility Study;
- Fire Department Staffing Study;
- Master Fire Plan;
- Transportation Master Plan Update;
- OSIM Bridge Studies (every two years);
- Centennial Park Study;
- Parks and Recreation Master Plan;
- Recreation Facility Concept Plan;
- Library Review Plan for growth;
- Facilities Plan;
- Library Strategic Plan; and
- Water and Wastewater Master Plan.

The list of growth-related studies, as provided in Table 5-6, and the existing deficit balance in the D.C. reserve fund have an estimated gross capital cost of approximately \$1.99 million. For planning related studies, a deduction of 10% of the growth-related costs has been applied to recognize the extent to which the studies relate to non-D.C.-eligible services. The deduction for non-D.C. eligible services totals \$83,800. Additionally, \$448,500 has been deducted to recognize the benefit to existing development. As a result, \$1.46 million in net D.C. recoverable costs has been included in the calculation of the charge.

Planning related studies and future D.C. background studies have been allocated to the services in the following manner:

- Services Related to a Highway – 10.94%
- Fire Protection Services – 3.48%
- Policing Services – 3.60%
- Parks and Recreation Services – 17.05%
- Library Services – 1.74%
- Provincial Offences Act, including By-law Enforcement – 0.20%
- Child Care and Early Years Programs Services – 1.25%
- Waste Diversion Services – 0.09%
- Wastewater Services – 29.33%
- Water Services – 32.32%



Table 5-4
Town of Carleton Place
Infrastructure Costs Included in the Development Charge Calculation
for Child Care and Early Years Programs Services

Proj. No.	Increased Service Needs Attributable to Anticipated Development 2024 to 2033	Timing (year)	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 100%	Non-Residential Share 0%
1a	Francis St Childcare Facility (88 New Spaces) (Balance of Growth-Related Debt - Principal)	2025-2033	145,690	-	-	145,690	-	-	145,690	145,690	-
1b	Francis St Childcare Facility (88 New Spaces) (Balance of Growth-Related Debt - Interest - Discounted)	2024-2033	23,789	-	-	23,789	-	-	23,789	23,789	-
2	Carambeck Childcare Expansion	2028-2029	3,000,000	-	-	3,000,000	2,700,000	-	300,000	300,000	-
3	Carambeck Childcare Expansion Playground	2028-2029	250,000	-	-	250,000	225,000	-	25,000	25,000	-
4	Carambeck Childcare Expansion Equipment/Furnishings	2029	200,000	-	-	200,000	180,000	-	20,000	20,000	-
5	Carambeck Additional Kitchen Equipment	2025-2026	10,000	-	-	10,000	5,000	-	5,000	5,000	-
6	Carambeck Middle Yard Playground	2024	80,000	-	-	80,000	40,000	-	40,000	40,000	-
7	Play Gardens Francis/Carambeck	2024	10,000	-	-	10,000	5,000	-	5,000	5,000	-
8	Francis Log Jam climber	2024	80,000	-	-	80,000	40,000	-	40,000	40,000	-
9	Francis Additional Kitchen Equipment	2025-2026	35,000	-	-	35,000	17,500	-	17,500	17,500	-
10	Pergola (3) at Frances	2024	30,000	-	-	30,000	15,000	-	15,000	15,000	-
11	Facility Expansion Feasibility Study	2026	30,000	-	-	30,000	3,000	-	27,000	27,000	-
12	Reserve Fund Adjustment		655,936	-	-	655,936	-	-	655,936	655,936	-
	Total		\$4,550,415	\$0	\$0	\$4,550,415	\$3,230,500	\$0	\$1,319,915	\$1,319,915	\$0



Table 5-6
Town of Carleton Place
Infrastructure Costs Included in the Development Charge Calculation
for Growth-Related Studies Class of Services

Proj. No.	Increased Service Needs Attributable to Anticipated Development 2024 to 2033	Timing (year)	Service to Which Project Relates	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions (to recognize benefit to non-D.C. services)	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
								Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
1	Development Permit and Zoning By-law	2024	All Services	88,000	-	8,800	79,200	39,600	-	39,600	33,810	5,790
2	Development Charges Study	2024	All Services	40,000	-	-	40,000	-	-	40,000	34,156	5,844
3	Official Plan Amendment	2024	All Services	50,000	-	5,000	45,000	22,500	-	22,500	19,214	3,286
4	Development Permit By-law Update	2029	All Services	40,000	-	4,000	36,000	17,900	-	18,100	15,461	2,639
5	Development Charges Study	2029	All Services	40,000	-	-	40,000	-	-	40,000	34,156	5,844
6	Secondary Plan for Future Dev. Lands - Highway 7/Franktown Road	2025	All Services	150,000	-	15,000	135,000	-	-	135,000	115,284	19,716
7	Secondary Plan for Future Dev. Lands – Cavanagh Road	2028	All Services	120,000	-	12,000	108,000	-	-	108,000	92,226	15,774
8	Secondary Plan for Future Dev. Lands Townline Road	2030	All Services	120,000	-	12,000	108,000	-	-	108,000	92,226	15,774
9	Comprehensive Review and boundary Expansion	2030	All Services	120,000	-	12,000	108,000	54,000	-	54,000	46,115	7,885
10	Interim Control By-law	2024	All Services	100,000	-	10,000	90,000	45,000	-	45,000	38,416	6,584
11	Community Improvement Plan Update	2030	All Services	50,000	-	5,000	45,000	22,500	-	22,500	19,214	3,286
12	Transit Feasibility Study	2024	Transit Services	90,000	-	-	90,000	70,200	-	19,800	16,632	3,168
13	Fire Department Staffing Study	2024	Fire Protection Services	10,000	-	-	10,000	1,000	-	9,000	7,740	1,260
14	Master Fire Plan	2029	Fire Protection Services	60,000	-	-	60,000	15,000	-	45,000	38,700	6,300
15	Transportation Master Plan Update	2031	Services Related to a Highway	170,000	-	-	170,000	25,500	-	144,500	124,270	20,230
16	OSIM Bridge Studies (every two years)	2024-2033	Services Related to a Highway	25,000	-	-	25,000	19,500	-	5,500	4,730	770
17	Centennial Park Study	2024	Parks and Recreation Services	20,000	-	-	20,000	10,000	-	10,000	9,500	500
18	Parks & Recreation Master Plan	2032	Parks and Recreation Services	115,000	-	-	115,000	28,800	-	86,200	81,890	4,310
19	Recreation Facility Concept Plan	2025	Parks and Recreation Services	80,000	-	-	80,000	20,000	-	60,000	57,000	3,000
20	Library Review Plan for growth	2024	Library Services	15,000	-	-	15,000	-	-	15,000	14,250	750
21	Facilities Plan	2025	Library Services	30,000	-	-	30,000	3,000	-	27,000	25,650	1,350
22	Library Strategic Plan	2028	Library Services	30,000	-	-	30,000	15,000	-	15,000	14,250	750
23	Library Strategic Plan	2033	Library Services	30,000	-	-	30,000	15,000	-	15,000	14,250	750
24	Water and Wastewater Master Plan	2031	Wastewater Services	60,000	-	-	60,000	12,000	-	48,000	39,360	8,640
25	Water and Wastewater Master Plan	2031	Water Services	60,000	-	-	60,000	12,000	-	48,000	39,360	8,640
26	Reserve Fund Adjustment			280,188	-	-	280,188	-	-	280,188	254,637	25,552
	Total			\$1,993,188	\$0	\$83,800	\$1,909,388	\$448,500	\$0	\$1,460,888	\$1,282,497	\$178,392



Table 5-7
Infrastructure Costs Covered in the D.C. Calculation – Growth-Related Studies –
Residential/Non-Residential Shares

Services	Total	Residential Share	Non-Residential Share
Water Services	314,700	258,055	56,646
Wastewater Services	291,151	240,789	50,362
Services Related to a Highway	273,248	242,849	30,399
Transit Services	19,800	16,632	3,168
Waste Diversion Services	687	578	109
Policing Services	22,931	19,721	3,210
Fire Protection Services	94,608	81,957	12,650
Library Services	103,490	98,316	5,174
Parks and Recreation Services	329,175	312,716	16,459
Child Care and Early Years Programs and Services	9,750	9,750	-
P.O.A. including By-law Enforcement Services	1,348	1,133	215
Total	\$1,460,888	\$1,282,497	\$178,392
Overall Growth Studies Class of Services Residential/Non-Residential %		88%	12%

5.3 Service Levels and 20-Year Capital Costs for Town-wide D.C. Services Calculation

This section evaluates the development-related capital requirements for services over the mid-2024 to mid-2044 planning period.

5.3.1 Services Related to a Highway

The Town has a current inventory of 21 kilometres of arterial/collector roads (including sidewalks), 10 km of active transportation trails, five bridges and major culverts, and 672 traffic signals and streetlights. Additionally, the Town’s public works department utilizes 14,250 sq.ft. of facility space and operates 34 vehicle/equipment items. The total inventory of assets over the past 15 years results in an invested level of service of \$6,692 per capita. When applied to the 20-year forecast population, a maximum D.C.-eligible cost of approximately \$47.47 million is applicable.

Table 5-8 provides the capital program for services related to a highway. The capital needs include various road and bridge projects, additional vehicles, and facility space required to service growth over the forecast period. The total gross capital cost of the program is approximately \$35.0 million. A deduction of approximately \$1.34 million has



been applied to recognize the benefit to the existing development. Further deductions of \$163,500 for grants and other contributions, and approximately \$1.95 million for the existing reserve fund balance, have been made. Additionally, deduction related to benefit to growth beyond the forecast period totaling approximately \$17.68 million has been made. As a result, the total D.C.-recoverable cost of approximately \$13.87 million has been included in the calculation of the charge.

Approximately \$11.62 million (86%) has been allocated to residential development, and \$2.24 million (14%) to non-residential development, based on the incremental growth anticipated in population and employment over the 20-year forecast period.

5.3.2 Fire Protection Services

The Town currently has one fire station that is a shared facility with the Ontario Provincial Police and By-law Enforcement services, and which provides a total of 10,640 sq.ft. of fire station floor space. The fire department also has a current inventory of nine vehicles and provides 28 sets of equipment for firefighter outfitting. The total inventory of assets over the past 15 years results in a 15-year average historical level of service of \$1,601 per capita. When applied to the 20-year forecast population, this provides a maximum D.C.-eligible cost of approximately \$11.36 million.

The 20-year capital program for fire protection services is provided in Table 5-7. The capital program includes a training centre, additional fire station space, additional vehicles, and firefighter equipment. The total gross capital cost estimate for the capital program is approximately \$10.50 million. After deducting \$3.94 million to recognize the benefit to existing development and \$135,500 to account for the existing reserve fund balance, the net D.C.-recoverable costs are \$6.42 million and have been included in the calculation of the charge.

The D.C.-recoverable costs have been allocated 86% (\$5.52 million) to residential development and 14% (\$898,500) to non-residential development. This allocation is based on the incremental population and employment growth over the forecast period.

5.3.3 Policing Services

The Town utilizes 6,319 sq.ft. of facility space, located in shared facility with the Fire Protection and By-law Enforcement services, to provide policing services. Additionally, five vehicles and 13 sets of equipment for police officers outfitting are utilized in the provision of these services. The asset inventory provides a historical average level of



Table 5-8
Town of Carleton Place
Infrastructure Costs Included in the Development Charge Calculation
For Services Related to a Highway

Proj. No.	Increased Service Needs Attributable to Anticipated Development 2024 to 2043	Timing (year)	Gross Capital Cost Estimate (2024\$)	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	Cavanagh Rd Arterial Expansion (Hooper to Boundary)	2027	5,670,000	-	5,670,000	283,500	-	5,386,500	4,632,390	754,110
2	Bates Ave Extension	2026-2028	850,000	-	850,000	326,900	163,451	359,649	309,298	50,351
3	Provision for Vehicles (2)	2025-2038	600,000	-	600,000	-	-	600,000	516,000	84,000
4	Design for Franklin Public Works Facility & Franklin Salt/Sand and Cold Storage	2025	300,000	-	300,000	-	-	300,000	258,000	42,000
5	Franklin Public Works Facility Expansion (5 Bays)	2026	2,000,000	-	2,000,000	-	-	2,000,000	1,720,000	280,000
6	Franklin Salt/Sand and Cold Storage Expansion	2026	1,000,000	-	1,000,000	-	-	1,000,000	860,000	140,000
7	New Sidewalks (Franktown Rd & Highway 7)	2026-2028	465,000	-	465,000	232,500	-	232,500	199,950	32,550
8	Provision for Additional Traffic Signals	2025-2043	40,000	-	40,000	-	-	40,000	34,400	5,600
9	McNeely MUP (year of County road widening)	2027	1,581,000	-	1,581,000	-	-	1,581,000	1,359,660	221,340
10	Loader with Plow	2026	350,000	-	350,000	-	-	350,000	301,000	49,000
11	McNeely Bridge/Road Widening/MUP Town's share	2043	7,768,000	7,768,000	-	-	-	-	-	-
12	Townline Road (Industrial to McNeely with County) Town's share	2043	1,786,000	-	1,786,000	447,000	-	1,339,000	1,151,540	187,460
13	Future Employment Lands MUP	2028-2030	560,000	-	560,000	-	-	560,000	481,600	78,400
14	Coleman/Cavanagh Rd MUP (north side)	2043	772,000	772,000	-	-	-	-	-	-
15	Townline Road MUP (north side)	2043	1,892,000	1,892,000	-	-	-	-	-	-
16	Lake Ave MUP (north side)	2043	2,826,000	2,826,000	-	-	-	-	-	-
17	Gillies/Mill St. Bridges MUPs	2043	1,432,000	1,432,000	-	-	-	-	-	-
18	McNeely Ave Widening (with County) Hwy 7 to Cavanagh	2043	2,490,000	2,490,000	-	-	-	-	-	-
19	Townline (McNeely to east Town Limit) with County	2043	498,000	498,000	-	-	-	-	-	-
20	Pedestrian Crossover on Lake Ave at Ottawa Valey Recreation Trail	2026-2029	40,000	-	40,000	24,000	-	16,000	13,760	2,240
21	Pedestrian Crossover on Coleman at Ottawa Valey Recreation Trail	2026-2029	40,000	-	40,000	24,000	-	16,000	13,760	2,240
22	Trail-MUP-Flegg to Town Boundary	2043	140,000	-	140,000	-	-	140,000	120,400	19,600
23	Costello Drive Extension	2043	350,000	-	350,000	-	-	350,000	-	350,000
24	McEachen Drvie (Captian A. Roy Brown Blvd. to Hwy 7 Service Road)	2027-2030	1,100,000	-	1,100,000	-	-	1,100,000	946,000	154,000
25	Provision for Multi-Use Paths (3 km)	2024-2043	450,000	-	450,000	-	-	450,000	387,000	63,000
26	Reserve Fund Adjustment			-	-	1,953,371	-	(1,953,371)	(1,679,899)	(273,472)
	Total		\$35,000,000	\$17,678,000	\$17,322,000	\$3,291,271	\$163,451	\$13,867,278	\$11,624,859	\$2,242,419



Tables 6-5 and 6-6 provide a comparison of the D.C.s currently imposed in the Town and the charges proposed herein (Table 6-4). These comparisons are provided for a single detached residential house and non-residential development, on a per sq.ft. of G.F.A., respectively. The calculated charges for new development within the urban serviced area of the Town are \$39,549 for a single detached residential house, representing an increase of \$22,492 over the current charges. The calculated non-residential D.C.s for new development within the urban serviced area are \$17.95 per sq.ft. of G.F.A. representing an increase of \$9.77 compared to the Town's current charges.

Table 6-7 summarizes the gross capital expenditures and sources of revenue for works to be undertaken during the 10-year life of the by-law.

Table 6-1
Town of Carleton Place
Urban Area Services D.C. Calculation
2024-System Buildout

SERVICE/CLASS	2024\$ D.C.-Eligible Cost		2024\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
1. <u>Wastewater Services</u>	30,183,973	6,780,389	8,112	5.09
1.1 Capital Costs	25,941,269	5,694,425		
1.2 Financing Costs	4,242,704	1,085,964		
2. <u>Water Services</u>	32,639,769	7,326,550	8,772	5.50
2.1 Capital Costs	28,013,479	6,149,300		
2.2 Financing Costs	4,626,291	1,177,250		
TOTAL	\$62,823,742	\$14,106,939	\$16,884	\$10.59
D.C.-Eligible Capital Cost	\$62,823,742	\$14,106,939		
Buildout Gross Population/GFA Growth (sq.ft.)	9,879	1,332,100		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$6,359.32	\$10.59		
By Residential Unit Type	P.P.U.			
Single and Semi-Detached Dwelling	2.655	\$16,884		
Other Multiples	2.304	\$14,652		
Apartments - 2 Bedrooms +	1.514	\$9,628		
Apartments - Bachelor and 1 Bedroom	1.100	\$6,995		
Special Care Units	1.050	\$6,677		



Table 6-2
Town of Carleton Place
Town-Wide Services D.C. Calculation
2024-2044

SERVICE/CLASS	2024\$ D.C.-Eligible Cost		2024\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
3. <u>Services Related to a Highway</u>	12,306,969	2,302,902	4,561	2.94
3.1 Capital Costs	11,624,859	2,242,419		
3.2 Financing Costs	682,111	60,483		
4. <u>Fire Protection Services</u>	5,547,715	900,795	2,056	1.15
4.1 Capital Costs	5,519,444	898,514		
4.2 Financing Costs	28,272	2,281		
5. <u>Policing Services</u>	3,807,308	610,974	1,411	0.78
5.1 Capital Costs	3,608,388	587,412		
5.2 Financing Costs	198,920	23,562		
TOTAL	\$21,661,993	\$3,814,671	\$8,028	\$4.87
D.C.-Eligible Capital Cost	21,661,993	\$3,814,671		
20-Year Gross Population/GFA Growth (sq.ft.)	7,164	783,300		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$3,023.73	\$4.87		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.655	\$8,028		
Other Multiples	2.304	\$6,966		
Apartments - 2 Bedrooms +	1.514	\$4,578		
Apartments - Bachelor and 1 Bedroom	1.100	\$3,327		
Special Care Units	1.05	\$3,175		



Table 6-3
Town of Carleton Place
Town-Wide Services D.C. Calculation
2024-2034

SERVICE/CLASS	2024\$ D.C.-Eligible Cost		2024\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
6. <u>Parks and Recreation Services</u>	17,118,283	898,347	11,509	1.83
6.1 Capital Costs	17,113,738	900,723		
6.2 Financing Costs	4,545	(2,376)		
7. <u>Library Services</u>	1,746,187	93,271	1,174	0.19
7.1 Capital Costs	1,746,012	91,895		
7.2 Financing Costs	175	1,376		
8. <u>Growth-Related Studies</u>	1,295,510	191,451	871	0.39
8.1 Capital Costs	1,282,497	178,392		
8.2 Financing Costs	13,013	13,059		
9. <u>Child Care and Early Years Programs</u>	1,347,568	-	906	-
9.1 Capital Costs	1,319,915	-		
9.2 Financing Costs	27,654	-		
10. <u>Provincial Offences Act including By-Law Enforcement</u>	175,511	24,545	118	0.05
10 Capital Costs	175,535	33,435		
10 Financing Costs	(24)	(8,890)		
11. <u>Waste Diversion</u>	87,756	14,727	59	0.03
11 Capital Costs	83,580	15,920		
11 Financing Costs	4,176	(1,193)		
TOTAL	\$21,770,815	\$1,222,341	\$14,637	\$2.49
D.C.-Eligible Capital Cost	\$21,770,815	\$1,222,341		
10-Year Gross Population/GFA Growth (sq.ft.)	3,949	490,900		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$5,512.99	\$2.49		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	2.655	\$14,637		
Other Multiples	2.304	\$12,701		
Apartments - 2 Bedrooms +	1.514	\$8,347		
Apartments - Bachelor and 1 Bedroom	1.100	\$6,063		
Special Care Units	1.050	\$5,788		



Table 6-4
Town of Carleton Place
Calculated Schedule of Development Charges
for Services and Class of Services

Service/Class of Service	RESIDENTIAL					NON-RESIDENTIAL	NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care Units	(per sq.ft. of Gross Floor Area)	(per sq.m. of Gross Floor Area)
Municipal Wide Services/Class of Service:							
Services Related to a Highway	4,561	3,958	2,601	1,890	1,804	2.94	31.65
Fire Protection Services	2,056	1,784	1,172	852	813	1.15	12.38
Policing Services	1,411	1,224	805	585	558	0.78	8.40
Parks and Recreation Services	11,509	9,987	6,563	4,768	4,552	1.83	19.70
Library Services	1,174	1,019	669	486	464	0.19	2.04
Child Care and Early Years Programs	906	786	517	375	358	-	0.00
Provincial Offences Act including By-Law Enforcement	118	102	67	49	47	0.05	0.54
Waste Diversion	59	51	34	24	23	0.03	0.32
Growth-Related Studies	871	756	497	361	344	0.39	4.20
Total Municipal Wide Services/Class of Services	\$22,665	\$19,667	\$12,925	\$9,390	\$8,963	\$7.36	\$79.23
Urban Services							
Wastewater Services	8,112	7,040	4,626	3,361	3,208	5.09	54.79
Water Services	8,772	7,612	5,002	3,634	3,469	5.50	59.20
Total Urban Services	\$16,884	\$14,652	\$9,628	\$6,995	\$6,677	\$10.59	\$113.99
GRAND TOTAL RURAL AREA	\$22,665	\$19,667	\$12,925	\$9,390	\$8,963	\$7.36	\$79.23
GRAND TOTAL URBAN AREA	\$39,549	\$34,319	\$22,553	\$16,385	\$15,640	\$17.95	\$193.22



Table 6-5
Town of Carleton Place
Single Detached Residential House D.C. Comparison

Service/Class of Service	Current	Calculated - as of Dec. 18, 2024	Calculated - as per Addendum
Municipal Wide Services/Classes:			
Services Related to a Highway	2,733	8,580	4,561
Fire Protection Services	819	2,056	2,056
Policing Services	-	1,411	1,411
Parks and Recreation Services	4,618	11,509	11,509
Library Services	223	1,174	1,174
Child Care and Early Years Programs	460	1,317	906
P.O.A. including By-Law Enforcement	-	118	118
Waste Diversion	-	59	59
Growth-Related Studies	159	872	871
Total Municipal Wide Services/Classes	\$9,012	\$27,096	\$22,665
Urban Services:			
Wastewater Services	4,386	8,112	8,112
Water Services	3,659	8,772	8,772
Total Urban Services	\$8,045	\$16,884	\$16,884
Grand Total	\$17,057	\$43,980	\$39,549

Table 6-6
Town of Carleton Place
Non-Residential D.C. Comparison per sq.ft.
of Gross Floor Area

Service/Class of Service	Current	Calculated - as of Dec. 18, 2024	Calculated - as per Addendum
Municipal Wide Services/Classes:			
Services Related to a Highway	1.81	5.24	2.94
Fire Protection Services	0.51	1.15	1.15
Policing Services	-	0.78	0.78
Parks and Recreation Services	0.56	1.83	1.83
Library Services	0.03	0.19	0.19
Child Care and Early Years Programs	-	-	-
P.O.A. including By-Law Enforcement	-	0.05	0.05
Waste Diversion	-	0.03	0.03
Growth-Related Studies	0.10	0.39	0.39
Total Municipal Wide Services/Classes	\$3.01	\$9.66	\$7.36
Urban Services:			
Wastewater Services	2.74	5.09	5.09
Water Services	2.43	5.50	5.50
Total Urban Services	\$5.17	\$10.59	\$10.59
Grand Total	\$8.18	\$20.25	\$17.95



Table 6-7
Town of Carleton Place
Gross Expenditure and Sources of Revenue Summary for Costs
to be Incurred over the 10-Year Life of the By-law for all Services and Class of Services

Services/Class of Services	Total Gross Cost	Sources of Financing					
		Tax Base or Other Non-D.C. Source			Post D.C. Period Benefit	D.C. Reserve Fund	
		Other Deductions	Benefit to Existing	Other Funding		Residential	Non-Residential
1. Wastewater Services							
1.1 Treatment plants & Sewers	83,029,000	-	6,331,000	35,877,000	8,497,400	26,505,352	5,818,248
2. Water Services							
2.1 Treatment, storage and distribution systems	48,313,657	-	3,853,700	4,625,000	4,518,000	28,959,905	6,357,052
3. Services Related to a Highway							
3.1 Roads and Related Infrastructure including Facilities, Vehicles & Equipment	14,568,231	-	890,900	163,451	-	11,621,936	1,891,943
4. Fire Protection Services							
4.1 Fire facilities, vehicles & equipment	7,749,800	-	3,942,900	-	-	3,273,934	532,966
5. Policing Services							
5.1 Facilities, vehicles and equipment, small equipment and gear	15,392,500	-	6,319,000	-	5,270,200	3,270,838	532,462
6. Parks and Recreation Services							
6.1 Park development, amenities, trails, recreation facilities, vehicles, and equipment	30,405,171	-	1,648,800	90,000	8,264,800	19,381,492	1,020,079
7. Library Services							
7.1 Library facilities, materials and vehicles	2,888,000	-	25,900	-	969,000	1,798,445	94,655
8. Growth-Related Studies							
8.1 Library facilities, materials and vehicles	1,713,000	83,800	448,500	-	-	1,027,860	152,840
9. Child Care and Early Years Programs							
9.1 Facilities, vehicles and equipment	3,894,479	-	3,230,500	-	-	663,979	-
10. Provincial Offences Act including By-Law Enforcement							
10 Facilities, vehicles and equipment	1,095,270	-	201,300	-	685,000	175,535	33,435
11. Waste Diversion							
11 Waste diversion facilities, vehicles, equipment and other	500,000	-	239,000	-	161,500	83,580	15,920
Total Expenditures & Revenues	\$209,549,108	\$83,800	\$27,131,500	\$40,755,451	\$28,365,900	\$96,762,856	\$16,449,600



7.5 Other Recommendations

It is recommended that Council:

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

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

“Adopt the D.C. approach to calculate the charges on a uniform Town-wide basis for all services and classes of service, except water and wastewater services;”

“Adopt the D.C. approach to calculate the charges on an area specific basis for water and wastewater services;”

“Approve the capital project listing set out in Chapter 5 of the D.C. Background Study dated December 18, 2024, as amended, subject to further annual review during the capital budget process;”

“Approve the D.C. Background Study dated December 18, 2024, as amended;”

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

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



Table B-1
Town of Carleton Place
Summary of the Level of Service Ceiling by Services Considered

SUMMARY OF SERVICE STANDARDS AS PER DEVELOPMENT CHARGES ACT, 1997, AS AMENDED							
Service Category	Sub-Component	15 Year Average Service Standard					Maximum Ceiling LOS
		Cost (per capita)		Quantity (per capita)	Quality (per capita)		
Service Related to a Highway	Services Related to a Highway - Roads	\$2,830.33	0.0019	km of roadways	1,489,647	per km	20,075,531
	Services Related to a Highway - Bridges, Culverts & Structures	\$1,281.73	0.0005	Number of Bridges, Culverts & Structures	2,563,460	per item	9,091,311
	Services Related to a Highway - Sidewalks and Active Transportation	\$97.40	0.0006	km of active transportation	162,333	per km	690,858
	Services Related to a Highway - Traffic Signals & Streetlights	\$1,236.33	0.0549	No. of Traffic Signals & Streetlights	22,520	per signal	8,769,289
	Public Works - Facilities	\$680.93	1.3116	sq.ft. of building area	519	per sq.ft.	4,829,836
	Public Works - Vehicles & Equipment	\$565.15	0.0025	No. of vehicles and equipment	226,060	per vehicle	4,008,609
Subtotal - Service Related to a Highway							\$47,465,434
Fire Protection	Fire Protection Services - Facilities	\$864.33	0.9264	sq.ft. of building area	933	per sq.ft.	6,130,693
	Fire Protection Services - Vehicles & Equipment	\$662.01	0.0009	No. of vehicles	735,567	per vehicle	4,695,637
	Fire Protection Services - Small Equipment and Gear	\$75.11	0.0026	No. of equipment and gear	28,888	per item	532,755
Subtotal - Fire Protection							\$11,359,085
Policing	Policing Services - Facilities	\$542.65	0.5816	sq.ft. of building area	933	per sq.ft.	3,849,016
	Policing Services - Vehicles	\$45.03	0.0006	No. of vehicles and equipment	75,050	per vehicle	319,398
	Policing Services - Small Equipment and Gear	\$3.88	0.0016	No. of equipment and gear	2,425	per item	27,521
Subtotal - Policing							\$4,195,935
Parks & Recreation	Parkland Development	\$353.31	0.0078	Acres of Parkland	45,296	per acre	1,349,644
	Parkland Amenities	\$595.62	0.0303	No. of parkland amenities	19,657	per amenity	2,275,268
	Parkland Trails	\$33.78	0.0006	km of Paths and Trails	56,300	per linear m	129,040
	Recreation Facilities	\$8,484.76	12.4307	sq.ft. of building area	683	per sq.ft.	32,411,783
	Parks & Recreation Vehicles and Equipment	\$117.94	0.0023	No. of vehicles and equipment	51,278	per vehicle	450,531
Subtotal - Parks & Recreation							\$36,616,266
Library	Library Services - Facilities	\$740.42	0.8520	sq.ft. of building area	869	per sq.ft.	2,828,404
	Library Services - Collection Materials	\$157.85	11.5314	No. of library collection items	14	per collection item	602,987
Subtotal - Library							\$3,431,391
Childcare and Early Years Programs	Child Care and Early Years Programs - Facilities	\$1,825.85	3.0478	sq.ft. of building area	599	per sq.ft.	6,974,747
	Child Care and Early Years Programs - Equipment, Fittings, Toys, etc.	\$37.77	0.0005	No. of equipment, fittings, toy, etc.	75,540	per vehicle	144,281
Subtotal - Childcare and Early Years Programs							\$7,119,028
Provincial Offences Act including By-law Enforcement	Provincial Offences Act including By-law Enforcement - Facilities	\$49.37	0.0538	sq.ft. of building area	917.6580	per sq.ft.	188,593
	Provincial Offences Act including By-law Enforcement - Vehicles & Equipment	\$5.36	0.0003	No. of Vehicles and Equipment	17,866.6667	per vehicle	20,475
Subtotal - Provincial Offences Act including By-law Enforcement							\$209,069
Waste Diversion	Waste Diversion - Facilities - Stations/Depots	\$26.24	0.0810	sq.ft. of building area	324	per sq.ft.	100,237
Subtotal - Waste Diversion							\$100,237
Grand Total							\$110,496,445



Schedule B-20
Town of Carleton Place
Library Services – Collection Materials

Unit Measure: No. of library collection items

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
Materials	59,870	61,951	63,548	64,540	63,565	55,698	53,977	47,386	43,567	39,920	38,917	35,473	37,493	40,622	38,054	\$31
DVD and CD	721	1,005	950	1,141	2,336	2,620	1,597	2,739	2,748	2,845	2,925	2,714	2,931	3,022	2,922	\$38
E-book and E-audio Copies																
Ontario Library Service Collection	-	-	-	67,772	3,647	3,243	3,524	107,915	127,641	147,950	149,848	111,348	113,805	125,769	122,902	\$0.03
Archambault French Collection	-	-	-	-	-	-	-	4,330	5,088	5,968	6,370	8,382	-	-	-	\$0.03
Overdrive Advantage Collection	-	-	-	-	-	-	-	56	-	-	-	-	34	198	115	\$48
Database subscriptions	5	-	-	14	3	2	14	16	10	4	10	11	7	6	6	\$332
Electronic Periodical Titles	-	-	-	-	-	-	49,129	34,158	2,853	401	1,060	1,036	1,019	1,024	1,028	\$2
eLearning Services	-	-	-	-	-	-	-	-	-	1	1	1	1	1	1	\$388
Downloading and streaming services	-	-	-	-	-	-	-	1	3	2	2	2	2	2	2	\$12,000
Public Workstations	-	7	8	12	9	9	9	8	9	8	9	9	5	6	8	\$1,500.00
Total	60,596	62,963	64,506	133,479	69,560	61,572	108,250	196,609	181,919	197,099	199,142	158,976	155,297	170,650	165,038	

Population	9,638	9,678	9,809	9,967	10,138	10,313	10,480	10,644	10,856	11,057	11,243	11,821	12,517	13,052	13,567
Per Capita Standard	6.29	6.51	6.58	13.39	6.86	5.97	10.33	18.47	16.76	17.83	17.71	13.45	12.41	13.07	12.16

15 Year Average	2009 to 2023
Quantity Standard	11.8523
Quality Standard	\$13
Service Standard	\$158

D.C. Amount (before deductions)	10 Year
Forecast Population	3,820
\$ per Capita	\$158
Eligible Amount	\$603,063



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 Town 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-2
Operating and Capital Expenditure Impacts for Future Capital Expenditures

SERVICE/CLASS OF SERVICE	GROSS COST LESS BENEFIT TO EXISTING	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
1. Wastewater Services				
1.1 Treatment plants & Sewers	76,010,094	1,300,486	1,442,760	2,743,246
2. Water Services				
2.1 Treatment, storage and distribution systems	43,305,779	839,648	1,134,367	1,974,015
3. Services Related to a Highway				
3.1 Roads and Related Infrastructure including Facilities, Vehicles & Equipment	31,708,729	854,282	564,966	1,419,248
4. Fire Protection Services				
4.1 Fire facilities, vehicles & equipment	6,417,958	219,212	735,985	955,198
5. Policing Services				
5.1 Facilities, vehicles and equipment, small equipment and gear	9,466,000	285,763	1,312,630	1,598,392
6. Parks and Recreation Services				
6.1 Park development, amenities, trails, recreation facilities, vehicles, and equipment	28,756,371	878,126	730,258	1,608,384
7. Library Services				
7.1 Library facilities, materials and vehicles	2,806,908	113,493	191,040	304,533
8. Growth-Related Studies	1,544,688	-	-	-
9. Child Care and Early Years Programs				
9.1 Facilities, vehicles and equipment	1,319,915	14,283	1,295,011	1,309,294
10. Provincial Offences Act including By-Law Enforcement				
10.1 Facilities, vehicles and equipment	893,970	23,370	101,428	124,799
11. Waste Diversion				
11.1 Waste diversion facilities, vehicles, equipment and other	261,000	2,610	136,379	138,989
Total	202,491,411	4,531,273	7,644,825	12,176,098



Commensurate with the above, the Town prepared an A.M.P. in 2024 for its existing core infrastructure assets; however, it did not consider future growth-related assets. As a result, the asset management requirement for the D.C. must be undertaken in the absence of this information.

In recognition of the schematic above, the following table (presented in 2024\$) 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. As well, as all capital costs included in the D.C.-eligible capital costs are not included in the Town's A.M.P., the present infrastructure gap and associated funding plan have not been considered at this time. Hence 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 that will require financing from municipal financial resources (i.e., rates, fees, etc.). This amount has been presented on an annual debt charge amount based on 20-year financing.
2. Lifecycle costs for the 2024 D.C. capital works have been presented based on a straight-line 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 approximately \$16.43 million.
5. Consideration was given to the potential new tax and user fee revenue which will be generated as a result of new growth. These revenues will be available to assist in financing the expenditures above. The new operating revenues are \$12.69 million. This additional revenue would increase the existing revenues from \$38.03 million to \$50.73 million.
6. In consideration of the above, the capital plan is deemed to be financially sustainable.



Table F-1
Town of Carleton Place
Asset Management – Future Expenditures and Associated Revenues
2024\$

	2043 (Total)
Expenditures (Annualized)	
Annual Debt Payment on Non-Growth Related Capital ¹	\$2,077,732
Annual Debt Payment on Post Period Capital ²	\$2,180,661
Lifecycle	\$4,531,273
Incremental Operating Costs (for D.C. Services)	\$7,644,825
Total Expenditures	\$16,434,490
Revenue (Annualized)	
Total Existing Revenue ⁴	\$38,034,092
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	\$12,694,123
Total Revenues	\$50,728,215

¹ Non-Growth Related component of Projects

² Interim Debt Financing for Post Period Benefit

³ As per Sch. 10 of FIR



Schedule G-1
Town of Carleton Place
Cash-Flow Calculation - Services Related to a Highway (Residential)

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	SDE per year (Rounded)	\$4,561.20	Anticipated Revenues	Annual Surplus/ (Deficit)	3% / 4.5%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%		Per SDE per Year Inflated at (3%) Starting in 2024			D.C. Reserve Fund Interest Earnings/ (Cost)	
2024	1,679,899	19,350	19,350	149	\$4,561.20	679,619	2,340,168	70,205	2,410,373
2025	2,410,373	316,018	325,498	149	4,698.03	700,007	2,784,882	83,546	2,868,428
2026	2,868,428	3,115,647	3,305,390	149	4,838.98	721,007	284,046	8,521	292,567
2027	292,567	6,463,197	7,062,510	149	4,984.15	742,638	(6,027,305)	(271,229)	(6,298,534)
2028	(6,298,534)	631,680	710,962	149	5,133.67	764,917	(6,244,579)	(281,006)	(6,525,585)
2029	(6,525,585)	461,931	535,505	149	5,287.68	787,864	(6,273,225)	(282,295)	(6,555,520)
2030	(6,555,520)	455,051	543,355	149	5,446.31	811,500	(6,287,375)	(282,932)	(6,570,307)
2031	(6,570,307)	58,018	71,354	148	5,609.70	830,235	(5,811,426)	(261,514)	(6,072,940)
2032	(6,072,940)	58,018	73,495	148	5,777.99	855,143	(5,291,292)	(238,108)	(5,529,401)
2033	(5,529,401)	58,018	75,700	148	5,951.33	880,797	(4,724,304)	(212,594)	(4,936,897)
2034	(4,936,897)	58,018	77,971	121	6,129.87	741,714	(4,273,154)	(192,292)	(4,465,446)
2035	(4,465,446)	58,018	80,310	121	6,313.77	763,966	(3,781,790)	(170,181)	(3,951,971)
2036	(3,951,971)	58,018	82,719	121	6,503.18	786,885	(3,247,805)	(146,151)	(3,393,957)
2037	(3,393,957)	58,018	85,201	121	6,698.27	810,491	(2,668,666)	(120,090)	(2,788,756)
2038	(2,788,756)	58,018	87,757	121	6,899.22	834,806	(2,041,707)	(91,877)	(2,133,584)
2039	(2,133,584)	21,161	32,967	121	7,106.20	859,850	(1,306,701)	(58,802)	(1,365,503)
2040	(1,365,503)	21,161	33,956	121	7,319.39	885,646	(513,814)	(23,122)	(536,935)
2041	(536,935)	21,161	34,975	121	7,538.97	912,215	340,304	10,209	350,513
2042	350,513	21,161	36,024	121	7,765.14	939,581	1,254,071	37,622	1,291,693
2043	1,291,693	1,293,101	2,267,460	122	7,998.09	975,767	0	0	0
Total		13,304,758	15,542,459	2,698		16,284,648		(2,422,087)	

Note: Numbers may not add due to rounding



Schedule G-2
Town of Carleton Place
Cash-Flow Calculation - Services Related to a Highway (Non-Residential)

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	Sq. Ft. of Gross Floor Area	\$2.939	Anticipated Revenues	Annual Surplus/ (Deficit)	3% / 4.5%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%		per sq.ft. per Year Inflated at (3%) Starting in 2024			D.C. Reserve Fund Interest Earnings /(Cost)	
2024	273,472	3,150	3,150	49,090	2.939	144,289	414,611	12,438	427,050
2025	427,050	51,445	52,988	49,090	3.027	148,618	522,679	15,680	538,360
2026	538,360	507,198	538,087	49,090	3.118	153,076	153,350	4,600	157,950
2027	157,950	1,052,148	1,149,711	49,090	3.212	157,669	(834,092)	(37,534)	(871,626)
2028	(871,626)	102,832	115,738	49,090	3.308	162,399	(824,965)	(37,123)	(862,089)
2029	(862,089)	75,198	87,175	49,090	3.407	167,271	(781,993)	(35,190)	(817,183)
2030	(817,183)	74,078	88,453	49,090	3.510	172,289	(733,347)	(33,001)	(766,348)
2031	(766,348)	9,445	11,616	49,090	3.615	177,458	(600,506)	(27,023)	(627,529)
2032	(627,529)	9,445	11,964	49,090	3.723	182,781	(456,712)	(20,552)	(477,264)
2033	(477,264)	9,445	12,323	49,090	3.835	188,265	(301,322)	(13,559)	(314,882)
2034	(314,882)	9,445	12,693	29,240	3.950	115,502	(212,072)	(9,543)	(221,615)
2035	(221,615)	9,445	13,074	29,240	4.069	118,967	(115,722)	(5,207)	(120,929)
2036	(120,929)	9,445	13,466	29,240	4.191	122,536	(11,859)	(534)	(12,393)
2037	(12,393)	9,445	13,870	29,240	4.316	126,212	99,950	2,999	102,949
2038	102,949	9,445	14,286	29,240	4.446	129,999	218,661	6,560	225,221
2039	225,221	3,445	5,367	29,240	4.579	133,899	353,753	10,613	364,366
2040	364,366	3,445	5,528	29,240	4.717	137,916	496,754	14,903	511,656
2041	511,656	3,445	5,694	29,240	4.858	142,053	648,016	19,440	667,457
2042	667,457	3,445	5,864	29,240	5.004	146,315	807,907	24,237	832,144
2043	832,144	560,505	982,848	29,240	5.154	150,704	(0)	(0)	(0)
Total		2,515,891	3,143,895	783,300		2,978,219		(107,796)	

Note: Numbers may not add due to rounding



Schedule G-3
Town of Carleton Place
Cash-Flow Calculation - Fire Protection Services (Residential)

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	SDE per year (Rounded)	\$2,056.14	Anticipated Revenues	Annual Surplus/ (Deficit)	3% / 4.5%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%		Per SDE per Year Inflated at (3%) Starting in 2024			D.C. Reserve Fund Interest Earnings/ (Cost)	
2024	116,566	127,280	127,280	149	\$2,056.14	306,366	295,652	8,870	304,522
2025	304,522	542,734	559,016	149	2,117.83	315,557	61,063	1,832	62,894
2026	62,894	266,416	282,640	149	2,181.36	325,023	105,277	3,158	108,436
2027	108,436	137,594	150,352	149	2,246.80	334,774	292,857	8,786	301,643
2028	301,643	338,511	380,997	149	2,314.21	344,817	265,463	7,964	273,427
2029	273,427	347,111	402,397	149	2,383.64	355,162	226,191	6,786	232,977
2030	232,977	333,196	397,854	149	2,455.14	365,817	200,940	6,028	206,968
2031	206,968	330,731	406,758	148	2,528.80	374,262	174,472	5,234	179,707
2032	179,707	330,731	418,960	148	2,604.66	385,490	146,236	4,387	150,623
2033	150,623	760,731	992,582	148	2,682.80	397,055	(444,903)	(20,021)	(464,924)
2034	(464,924)	212,098	285,041	121	2,763.29	334,358	(415,608)	(18,702)	(434,310)
2035	(434,310)	212,098	293,593	121	2,846.19	344,388	(383,514)	(17,258)	(400,772)
2036	(400,772)	212,098	302,400	121	2,931.57	354,720	(348,452)	(15,680)	(364,133)
2037	(364,133)	212,098	311,472	121	3,019.52	365,362	(310,244)	(13,961)	(324,204)
2038	(324,204)	212,098	320,816	121	3,110.10	376,323	(268,698)	(12,091)	(280,790)
2039	(280,790)	212,098	330,441	121	3,203.41	387,612	(223,619)	(10,063)	(233,682)
2040	(233,682)	212,098	340,354	121	3,299.51	399,241	(174,795)	(7,866)	(182,661)
2041	(182,661)	212,098	350,565	121	3,398.49	411,218	(122,008)	(5,490)	(127,498)
2042	(127,498)	212,098	361,082	121	3,500.45	423,554	(65,026)	(2,926)	(67,952)
2043	(67,952)	212,098	371,914	122	3,605.46	439,866	(0)	(0)	(0)
Total		5,636,010	7,386,515	2,698		7,340,963		(71,014)	

Note: Numbers may not add due to rounding



Table G-11
Town of Carleton Place
Cash-Flow Calculation - Child Care and Early Years Programs Services (Residential)

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	SDE per year (Rounded)	\$905.55	Anticipated Revenues	Annual Surplus/ (Deficit)	3% / 4.5%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%		Per SDE per Year Inflated at (3%) Starting in 2024			D.C. Reserve Fund Interest Earnings/ (Cost)	
2024	(655,936)	100,000	100,000	149	\$905.55	134,927	(621,009)	(27,945)	(648,954)
2025	(648,954)	27,438	28,261	149	932.72	138,975	(538,240)	(24,221)	(562,461)
2026	(562,461)	54,438	57,753	149	960.70	143,144	(477,070)	(21,468)	(498,538)
2027	(498,538)	16,188	17,689	149	989.52	147,438	(368,789)	(16,595)	(385,384)
2028	(385,384)	178,688	201,115	149	1,019.20	151,861	(434,637)	(19,559)	(454,196)
2029	(454,196)	198,688	230,334	149	1,049.78	156,417	(528,112)	(23,765)	(551,877)
2030	(551,877)	16,188	19,329	149	1,081.27	161,110	(410,096)	(18,454)	(428,551)
2031	(428,551)	16,188	19,909	148	1,113.71	164,829	(283,630)	(12,763)	(296,394)
2032	(296,394)	16,188	20,506	148	1,147.12	169,774	(147,126)	(6,621)	(153,746)
2033	(153,746)	16,188	21,121	148	1,181.54	174,868	(0)	(0)	(0)
Total		640,190	716,017	1,487		1,543,344		(171,392)	

Note: Numbers may not add due to rounding



Table G-21
Town of Carleton Place
Cash-Flow Calculation – Growth-Related Studies (Residential)

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	SDE per year (Rounded)	\$871.34	Anticipated Revenues	Annual Surplus/ (Deficit)	3% / 4.5%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%		Per SDE per Year Inflated at (3%) Starting in 2024			D.C. Reserve Fund Interest Earnings/ (Cost)	
2024	(245,974)	174,191	174,191	149	\$871.34	129,830	(290,335)	(13,065)	(303,400)
2025	(303,400)	198,407	204,359	149	897.48	133,725	(374,034)	(16,832)	(390,865)
2026	(390,865)	473	502	149	924.41	137,737	(253,630)	(11,413)	(265,044)
2027	(265,044)	473	517	149	952.14	141,869	(123,691)	(5,566)	(129,258)
2028	(129,258)	106,949	120,372	149	980.71	146,125	(103,504)	(4,658)	(108,162)
2029	(108,162)	88,790	102,932	149	1,010.13	150,509	(60,585)	(2,726)	(63,312)
2030	(63,312)	158,028	188,694	149	1,040.43	155,024	(96,981)	(4,364)	(101,345)
2031	(101,345)	203,463	250,234	148	1,071.64	158,603	(192,976)	(8,684)	(201,660)
2032	(201,660)	82,363	104,335	148	1,103.79	163,361	(142,633)	(6,419)	(149,052)
2033	(149,052)	14,723	19,210	148	1,136.91	168,262	(0)	(0)	(0)
Total		1,027,860	1,165,346	1,487		1,485,046		(73,727)	

Note: Numbers may not add due to rounding



Table G-22
Town of Carleton Place
Cash-Flow Calculation - Growth-Related Studies (Non-Residential)

Year	D.C. Reserve Fund Opening Balance	Development Related Expenditures	Development Related Expenditures	Sq. Ft. of Gross Floor Area	\$0.387	Anticipated Revenues	Annual Surplus/ (Deficit)	3% / 4.5%	D.C. Reserve Fund Closing Balance after Interest
		Nominal Project Cost	Project Cost Inflated at 3%		per sq.ft. per Year Inflated at (3%) Starting in 2024			D.C. Reserve Fund Interest Earnings /(Cost)	
2024	(34,214)	27,259	27,259	49,090	0.387	19,011	(42,462)	(1,911)	(44,373)
2025	(44,373)	24,143	24,867	49,090	0.399	19,581	(49,659)	(2,235)	(51,893)
2026	(51,893)	77	82	49,090	0.411	20,169	(31,806)	(1,431)	(33,238)
2027	(33,238)	77	84	49,090	0.423	20,774	(12,548)	(565)	(13,112)
2028	(13,112)	16,601	18,685	49,090	0.436	21,397	(10,400)	(468)	(10,868)
2029	(10,868)	14,860	17,227	49,090	0.449	22,039	(6,055)	(272)	(6,328)
2030	(6,328)	27,022	32,266	49,090	0.462	22,700	(15,893)	(715)	(16,608)
2031	(16,608)	37,587	46,227	49,090	0.476	23,381	(39,454)	(1,775)	(41,230)
2032	(41,230)	4,387	5,557	49,090	0.491	24,083	(22,704)	(1,022)	(23,726)
2033	(23,726)	827	1,079	49,090	0.505	24,805	0	0	0
Total		152,840	173,333	490,900		217,941		(10,394)	

Note: Numbers may not add due to rounding



Appendix H

Proposed Development Charge By-law



BY-LAW NO. ____

**BEING A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE
WITH RESPECT TO DEVELOPMENT CHARGES**

WHEREAS the Town of Carleton Place will experience growth through development and redevelopment; and

AND WHEREAS development and re-development requires the provision of physical and social services by the Town of Carleton Place; and

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 Town of Carleton Place or its existing taxpayers/rate payers while at the same time ensuring new taxpayers/rate payers contribute no more than the net capital cost attributable to providing the current level of municipal services; and

AND WHEREAS Section 2(1) of the *Development Charges Act, 1997*, S.O. 1997, c. 27 (hereinafter called the Act) enables the Council of a municipality to pass by-laws for the imposition of development charges against land located in the municipality where the development of the land would increase the need for municipal services as designated in the by-law and the development requires one or more of the actions set out in Subsection 2(2) of the Act; and

AND WHEREAS a Development Charges Background Study for the Corporation of the Town of Carleton Place, dated December 18, 2024 (the "Study"), as amended, as required by the Act was presented to Council along with a draft of this By-law as then proposed on January 14, 2025; and

AND WHEREAS notice of a public meeting was given pursuant to subsection 12(1) of the Act, and in accordance with the regulations under the Act, on December 6, 2024, and copies of the Study and this proposed development charge by-law were made available to the public not later than December 18, 2024, in accordance with subsection 12(1) of the Act; and

AND WHEREAS a public meeting was held on January 14, 2025, in accordance with the Act to hear comments and representations from all persons who applied to be heard (the "Public Meeting"); and



AND WHEREAS any person who attended the public meeting was afforded an opportunity to make representations and the public generally were afforded an opportunity to make written submissions relating to this proposed By-law; and

AND WHEREAS the Council, in adopting the Town of Carleton Place Development Charges Background Study on December 18, 2024, as amended, directed that development charges be imposed on land under development or redevelopment within the geographical limits of the municipality as hereinafter provided.

Now, therefore, the Council of the Corporation of the Town of Carleton Place enacts as follows:

1. DEFINITIONS

In this by-law,

- (1) “Act” means the *Development Charges Act, 1997, S.O. 1997, c. 27, as amended*;
- (2) “affordable residential unit” means a Residential Unit that meets the criteria set out in subsection 4.1 of the Act;
- (3) “ancillary residential use” means a residential dwelling unit that would be ancillary to a single detached house, semi-detached house, or rowhouse;
- (4) “apartment” means a building or part of a building of residential use, consisting of four or more dwelling units, in which the dwelling units have a common entrance from street level and common halls and/or stairs, elevators, and yards;
- (5) “Assessment Act” means the *Assessment Act, R.S.O. 1990, c. A.31, as amended* or any successor thereto;
- (6) “attainable residential unit” means a residential unit that meets the criteria set out in subsection 4.1 of the Act;
- (7) “bedroom” means any room used, designed, intended, or capable of being used as a sleeping quarter, and includes any room in excess of the first living room, such as a den, a study, a family room, or other such similar room;



- (8) “building” means a structure having a roof supported by columns or walls or directly on the foundation and used for the shelter and accommodation of persons, animals, or goods, and without limiting the foregoing, includes buildings as defined the *Building Code Act*;
- (9) “Building Code Act” means the *Building Code Act, S.O. 1992*, as amended, or any successor thereof;
- (10) "capital costs" means costs incurred or proposed to be incurred by the municipality or a local board thereof directly or under an agreement:
- (a) to acquire land or an interest in land;
 - (b) to improve land;
 - (c) to acquire, construct or improve buildings and structures;
 - (d) to acquire, construct or improve facilities including:
 - (i) rolling stock, furniture, and equipment with an estimated useful life of seven years or more,
 - (ii) materials acquired for circulation, reference or information purposes by a library board as defined in the *Public Libraries Act, 1984, S. 0, 1984, c. 57*,
 - (iii) furniture and equipment, other than computer equipment;
 - (e) to undertake studies in connection with any matter under the Act and any of the matters in clauses (a) to (d), 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 (a), (b), (c) and (d) that are growth-related;
- (11) “children’s residence” means a building, or part of a building of residential use regulated by the *Child, Youth, and Family Services Act, 2017*;
- (12) “Council” means the Council of the Corporation of the Town of Carleton Place;
- (13) “development” includes redevelopment;
- (14) “development charge” means a charge imposed pursuant to this by-law adjusted in accordance with Section 14;



- (15) "Development Permit By-law" means a Development Permit By-law of the Town of Carleton Place or any successor thereof passed pursuant to Section 70.2 of the *Planning Act*.
- (16) "dwelling unit" means a suite operated as a housekeeping unit, used or intended to be used by one or more persons and usually containing cooking, eating, living, sleeping and sanitary facilities, and includes a suite in a retirement home but does not include a room or suite of rooms in a hotel or motel;
- (17) "existing" means legally existing at the date of the passing of this By-law;
- (18) "gross floor area" means the total floor area, measured between the outside of exterior walls or between the outside of exterior walls and the centre line of party walls dividing the building from another building, of all floors above the average level of finished ground adjoining the building at its exterior walls;
- (19) "group home" means a building or part of a building of residential use for the accommodation of persons requiring a supervised living environment and that is licensed, by the Province of Ontario under any general or special act and amendments or replacements thereto;
- (20) "home-based business" means a dwelling unit that contains a subsidiary business which is used and operated by one or more persons who are residents of the dwelling unit, and includes a live/work unit as defined in the Ontario Building Code regulation made under the *Building Code Act, 1992*;
- (21) "home for special care" means a building or part of a building of residential use, as defined in, and licenced under, the *Homes for Special Act, R.S.O. 1990*.
- (22) "hospice" means a building or part of a building of residential use providing palliative care to the terminally ill;
- (23) "house" means a detached house, semi-detached house, or rowhouse, that,



- (a) contains not more than three dwelling units, where the dwelling units may share means of egress, common rooms and areas, and service rooms,
 - (b) contains only residential occupancies, or home-based business,
 - (c) does not exceed three stories in building height, and,
 - (d) does not share any interior means of egress, interior common areas, roof spaces, crawl spaces, service rooms, or other similar spaces, with another house.
- (24) “institutional development,” for the purposes of Subsection 7(2), means development of a building or structure intended for use:
- (a) as a long-term care home within the meaning of subsection 2 (1) of the *Fixing Long-Term Care Act, 2021*, S.O. 2021, c. 39, Sched.1;
 - (b) as a retirement home within the meaning of subsection 2 (1) of the *Retirement Homes Act, 2010*;
 - (c) by any institution of the following post-secondary institutions for the objects of the institution:
 - (i) a university in Ontario that receives direct, regular and ongoing operation funding from the Government of Ontario;
 - (ii) a college or university federated or affiliated with a university described in subclause (i); or
 - (iii) an Indigenous Institute prescribed for the purposes of section 6 of the *Indigenous Institute Act, 2017*;
 - (d) as a memorial home, clubhouse or athletic grounds by an Ontario branch of the Royal Canadian Legion; or
 - (e) as a hospice to provide end of life care.
- (25) “long-term care home” means a building or part of a building of residential use, as defined in subsection 2 (1) of the *Fixing Long-Term Care Homes Act, 2021*;
- (26) “Local Board” means a local board as defined in the Act;



- (27) “non-profit housing development” for the purposes of Subsection 7(3), means development of a building or structure intended for use as residential premises and developed by:
- (a) a corporation to which the *Not-for-profit Corporation Act, 2010* applies, that is in good standing under that Act and whose primary objective is to provide housing,
 - (b) a corporation without share capital to which the *Canada Not-for-Profit Corporations Act, 2010* applies, that is in good standing under that Act and whose primary objective is to provide housing; or
 - (c) a non-profit housing co-operative that is in good standing under the *Co-operative Corporations Act, 2022*.
- (28) “non-residential use” means land, buildings, or structures or portions thereof used, or designed or intended for a use other than a residential use;
- (29) “Official Plan” means the Official Plan adopted for the Town, as amended, and approved;
- (30) “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;
- (31) “other multiple” means any residential dwelling unit which is not within a single-detached house, a semi-detached house, an apartment building, or a special care unit;
- (32) “Planning Act” means the *Planning Act, R.S.O. 1990, c. P.13*, as amended or any successor thereto;
- (33) “rental housing” for the purposes of Subsection 7(2), means development of a building or structure with four or more dwelling units all of which are intended for use as rented residential premises;
- (34) “residential use” means land, buildings, structures, or part thereof of any kind whatsoever used, designed, or intended to be used as a residence for one or more individuals but does not include a hotel or motel;



- (35) "retirement home" means a building or part of a building that is a retirement home as defined in subsection 2 (1) of the *Retirement Homes Act, 2010*;
- (36) "rowhouse" means part of a residential building that is separated from other rowhouses by vertical fire separations extending from top of the footings to the underside of the roof deck, and where the building contains only other rowhouses, and townhouse has a corresponding meaning;
- (37) "semi-detached house" means part of a residential building that is separated from another semi-detached house by a vertical fire separation extending from top of the footings to the underside of the roof deck, and where the building contains only one other semi-detached house;
- (38) "service" (or "services" or "class of services") means a service or class of services designed in Schedule "A" to this By-law;
- (39) "single-detached house" means a residential building that contains only one house, and "detached house" has a corresponding meaning;
- (40) "special care unit" means:
 - (a) An individual resident room or space in a long-term care home, a hospice, a group home, a home for special care, or a children's residence,
 - (b) A dwelling unit in a retirement home;
- (41) "suite" means a single room or series of rooms of complementary use, operated under a single tenancy;

2. SCHEDULE OF DEVELOPMENT CHARGES

- (1) Subject to the provisions of this by-law, development charges against land shall be calculated and collected in accordance with the base rates set out in Schedule "B", which relate to the services set out in Schedule "A".
- (2) The development charge with respect to the use of any land, buildings or structures shall be calculated as follows:



- (a) in the case of residential use development, or the residential use portions of a mixed-use development, based upon the number and type of dwelling units or special care units;
 - (b) in the case of non-residential development use, or the non-residential use portion of a mixed-use development, based upon the gross floor area of such development;
- (3) Where a firewall divides a building in accordance with the Ontario Building Code regulation made under the *Building Code Act*, each portion of the building so divided shall be considered as a separate building;
- (4) Non-residential use rooms and spaces that are part of a residential use building, including but not limited to a pool, fitness room, assembly room, meeting rooms, or party rooms, that do not serve the primary functions of cooking, eating, sleeping and sanitary facilities, exiting and egress facilities, resident storage rooms, and utility rooms for the residential use, shall be calculated as non-residential gross floor area;
- (5) Council hereby determines that the development of land, buildings, or structures for residential use or non-residential use will require the provision, enlargement, expansion, or improvement of the services referenced in Schedule "B".

3. APPLICABLE LANDS

- (1) Subject to Section 6, this by-law applies to all lands in the Town of Carleton Place, whether or not the land or use is exempt from taxation under Section 3 of the *Assessment Act, 1990, c.A..31*.
- (2) Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to land that is owned by and used for purposes of:
- (a) Town of Carleton Place, or any local board thereof;
 - (b) County of Lanark, or any local board thereof; and



- (c) a board of education as defined in subsection 1(1) of the *Education Act*.

4. APPLICATION OF CHARGES

- (1) Development charges shall be imposed on all lands, buildings, or structures that are developed for residential or non-residential uses if the development requires:
 - (a) the passing of a zoning by-law or of an amendment to a zoning by-law (i.e., the Town's Development Permit By-law) under Section 34 of the *Planning Act*,
 - (b) the approval of a minor variance under Section 45 of the *Planning Act*,
 - (c) a conveyance of land to which a by-law passed under Subsection 50(7) of the *Planning Act* applies;
 - (d) the approval of a plan of subdivision under Section 51 of the *Planning Act*,
 - (e) a consent under Section 53 of the *Planning Act*,
 - (f) the approval of a description under Section 50 of the *Condominium Act, R.S.O. 1990, Chap. C.26, as amended*, or any successor thereof; or
 - (g) the issuing of a permit under the *Building Code Act* in relation to a building or structure.
- (2) Subsection (1) shall not apply in respect of local services as described in s.s.59(2) (a) and (b) of the Act;

5. MULTIPLE CHARGES

- (1) Where two or more of the actions described in Section 4(1) are required before land to which a development charge applies can be developed, only one development charge shall be calculated and collected in accordance with the provisions of this by-law.



- (2) Notwithstanding Subsection (1), if two or more of the actions described in Section 4(1) occur at different times, and if the subsequent action has the effect of increasing the need for municipal services as designated in Schedule "A", an additional development charge on the additional residential units and/or non-residential gross floor area shall be calculated and collected in accordance with the provisions of this By-law.

6. EXEMPTIONS

- (1) Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to that category of exempt development described in subsection 2(3), 2(3.1), 2(3.2), and 2(3.3) of the Act, namely:
 - (a) an enlargement to an existing dwelling unit;
 - (b) A second residential unit in an existing detached house, semi-detached house, or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if all buildings and structures ancillary to the existing detached house, semi-detached house or rowhouse cumulatively contain no more than one residential unit;
 - (c) A third residential unit in an existing detached house, semi-detached house, or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if no building or structure ancillary to the existing detached house, semi-detached house or rowhouse contains any residential units;
 - (d) One residential unit in a building or structure ancillary to an existing detached house, semi-detached house or rowhouse on a parcel of land, if the existing detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the existing detached house, semi-detached house or rowhouse contains any residential units;
 - (e) A second residential unit in a new detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if all buildings and



structures ancillary to the new detached house, semi-detached house or rowhouse cumulatively will contain no more than one residential unit;

- (f) A third residential unit in a new detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if no building or structure ancillary to the new detached house, semi-detached house or rowhouse contains any residential units;
 - (g) One residential unit in a building or structure ancillary to a new detached house, semi-detached house or rowhouse on a parcel of land, if the new detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the new detached house, semi-detached house or rowhouse contains any residential units; or
 - (h) In an existing rental residential Building, which contains four or more residential Dwelling Units, the creation of the greater of one residential Dwelling Unit or one percent of the existing residential Dwelling Units.
- (2) Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to that category of exempt development described in in s.4 of the Act, and s.1 of O. Reg. 82/98, namely:
- (a) one or more enlargements of the gross floor area of an existing industrial building on its site, up to a maximum of 50 percent of the gross floor area before the first enlargement for which an exemption was granted;
 - (b) for the purpose of (a), the terms “gross floor area” and “existing industrial building” shall have the same meaning as those terms have in O. Reg. 82/98 under the Act; and
 - (c) notwithstanding subsection (a), if the gross floor area is enlarged by more than 50 per cent, development charges shall be payable and



collected, and the amount payable shall be calculated in accordance with s.4(3) of the Act.

(3) Other Exemptions:

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

- (a) Land vested in or leased to a publicly assisted university where it is intended to be occupied and used by the university that receives direct, regular, and ongoing operating funds from the Government of Ontario for the purposes of post-secondary education if the development is intended to be occupied and used by the university;
- (b) Non-profit housing development;
- (c) Inclusionary zoning residential units, that are affordable housing units required to be included in a development or redevelopment pursuant to a by-law passed under section 34 of the *Planning Act*; ;
- (d) Affordable residential units; and
- (e) Attainable residential units.

7. TIMING OF CALCULATION AND PAYMENT

- (1) Development charges are due and payable in full to the Corporation of the Town of Carleton Place on the date a building permit is issued for any land, buildings, or structures affected by the applicable development charge and a building permit with respect to a building or structure shall be withheld where the applicable development charge has not been paid pursuant to Section 28 of the Act.
- (2) Notwithstanding Subsection 7(1), development charges for rental housing and institutional developments are due and payable in 6 instalments commencing with the first instalment payable on the date of occupancy, and each subsequent instalment, including interest, payable on the anniversary date each year thereafter.



- (3) Despite subsections 7(1) to 7(2), 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) Notwithstanding subsections 7(1) through 7(3), where the development of land results from the approval of a Site Plan or zoning by-law Amendment (i.e., as per the Town's Development Permit By-law) received and approved between January 1, 2020, and June 5, 2024, and the approval of the application occurred within 2 years of building permit issuance, the development charges under Section 2 shall be calculated based on the rates set out in Schedule "B" on the date of the planning application was made, including interest at the prescribed rate. Where both planning applications apply, development charges shall be calculated on the rates set out in Schedule "B", on the date of the latter planning application, including interest at the prescribed rate.
- (5) Notwithstanding subsections 7(1) through 7(3), where the development of land results from the approval of a Site Plan or zoning by-law Amendment (i.e., as per the Town's Development Permit By-law) received on or after January 1, 2020, where the approval of the application occurred on or after June 6, 2024, and the approval of the application occurred within 18 months of building permit issuance, the development charges under Section 2 shall be calculated based on the rates set out in Schedule "B" on the date of the planning application, including interest at the prescribed rate. Where both planning applications apply, development charges shall be calculated on the rates set out in Schedule "B", on the date of the latter planning application, including interest at the prescribed rate.
- (6) Interest for the purposes of sections 7(2), 7(3), 7(4), and 7(5) shall be determined based on the prescribed rate in the Act, where:
 - (a) The base rate shall be equal to the average prime rate, plus 1% on:
 - (i) October 15 of the previous year if the adjustment date is January 1;
 - (ii) January 15 of the same year if the adjustment date is April 1;



- (iii) April 15 of the same year if the adjustment date is July 1;
and
 - (iv) July 15 of the same year if the adjustment date is October 1.
- (b) The average prime rate, on a particular date means, the mean, rounded to the nearest hundredth of a percentage point, of the annual rates of interest announced by each of the Royal Bank of Canada, The Bank of Nova Scotia, the Canadian Imperial Bank of Commerce, the Bank of Montreal and The Toronto-Dominion Bank to be its prime or reference rate of interest in effect on that date for determining interest rates on Canadian dollar commercial loans by that bank in Canada.
- (7) If the development charge or any part thereof imposed by the Town of Carleton Place remains unpaid after the due date, in the absence of an agreement to address the amount unpaid amount per subsection 7(3), then the amount unpaid shall be added to the tax roll as taxes as prescribed by in Section 32 of the Act.

8. DISCOUNTING FOR RENTAL HOUSING

- (1) The Development Charge payable for Rental Housing developments will be reduced based on the number of bedrooms in each unit as follows:
- (a) Three or more bedrooms – 25% reduction;
 - (b) Two bedrooms – 20% reduction; and
 - (c) All other bedroom quantities – 15% reduction.

9. SERVICE STANDARDS

- (1) The approved service standards for the Town of Carleton Place are those contained in the Development Charges Background Study.

10. SERVICES IN LIEU

- (1) Council may authorize an owner, through an agreement under Section 38 of the Act, to substitute the whole or such part of the development charge



applicable to the owner's development as may be specified in an agreement by the provision at the sole expense of the owner, of services in lieu. Such agreement shall further specify that where the owner provides services in lieu, in accordance with the agreement, Council shall give to the owner a credit against the development charge otherwise applicable to the development, equal to the reasonable cost to the owner of providing the services in lieu, provided such credit shall not exceed the total development charge payable by an owner to the municipality.

11. DEVELOPMENT CHARGE CREDITS

- (1) Where residential use space is being converted to non-residential use space, the development charge equivalent that would have been payable on the existing residential use space shall be deducted from the charge calculated on the proposed non-residential use space being added.
- (2) Where non-residential use space is being converted to residential use space, the development charge equivalent that would have been payable on the existing non-residential use space shall be deducted from the charge calculated on the proposed residential use space being added.
- (3) Where residential use space is being converted from one type or quantity of dwelling unit or special care unit to another type or quantity of dwelling unit or special care unit, the development charge equivalent that would have been payable on the existing residential use space shall be deducted from the charge calculated on the proposed residential use space being added.
- (4) An owner who has obtained a demolition permit and demolished existing dwelling units or a non-residential building or structure in accordance with the provisions of *the Building Code Act* shall not be subject to the development charge with respect to the development being replaced, provided that the building permit for the replacement residential units or non-residential building or structure is issued not more than five (5) years after the date of issuance of the demolition permit and provided that any dwelling units or non-residential gross floor area created in excess of what was demolished shall be subject to the development charge imposed under this By-law.



- (5) No redevelopment credit shall be made in excess of the development charge payable for a redevelopment.

12. BY-LAW REGISTRATION

- (1) A certified copy of this by-law may be registered on title to any land to which this by-law applies.

13. RESERVE FUNDS

- (1) Monies received from payment of development charges shall be maintained in separate reserve funds and shall be used only to meet the growth-related net capital costs for which the development charge was levied under this by-law.
- (2) Council directs the Treasurer to divide the reserve fund(s) created hereunder into the separate subaccounts in accordance with the service/class of service categories set out in Schedule "A" to which the development charge payments shall be credited in accordance with the amounts shown, plus interest earned thereon.
- (3) Where any development charge, or part thereof, remains unpaid after the due date, the amount unpaid shall be added to the tax roll and shall be collected as taxes.
- (4) Where any unpaid development charges are collected as taxes under Subsection (3), the monies so collected shall be credited to the development charge reserve fund or funds referred to in Subsection (1).
- (5) The Treasurer is hereby directed to prepare an annual financial statement for the development charges reserve fund as prescribed under Section 12 of Ontario Regulation 82/98 and to submit the statement for Council's consideration and within 60 days thereafter.

14. BY-LAW AMENDMENT OR REPEAL

- (1) Where this by-law or any development charge prescribed thereunder is amended or repealed by order of the Ontario Land Tribunal or by resolution of the Council, the Treasurer shall calculate forthwith the



amount of any overpayment to be refunded as a result of said amendment or repeal.

- (2) Refunds that are required to be paid under Subsection (1) shall be paid to the registered owner of the land on the date on which the refund is paid.
- (3) Refunds that are required to be paid under Subsection (1) shall be paid with interest to be calculated as follows:
 - (a) interest shall be calculated from the date on which the overpayment was collected to the day on which the refund is paid;
 - (b) interest shall be paid at the Bank of Canada rate in effect on the date of enactment of this by-law.

15. DEVELOPMENT CHARGE SCHEDULE INDEXING

- (1) The development charges referred to in Schedule “B” shall be adjusted annually, without amendment to this by-law, on January 1st of each year, in accordance with s.7 of O. Reg. 82/98.

16. BY-LAW ADMINISTRATION

- (1) This by-law shall be administered by the Treasurer.

17. SCHEDULES TO THE BY-LAW

- (1) The following schedules to this by-law form an integral part of this by-law:

Schedule “A” – Designated Municipal Services/Class of Services Under this By-law

Schedule “B” – Schedule of Development Charges

18. SEVERABILITY

- (1) If, for any reason, any provision, section, subsection, or paragraph of this by-law is held to be invalid, it is hereby declared to be the intention of Council that all of the remainder of this by-law shall continue in full force and effect until repealed, re-enacted, or amended, in whole or in part or dealt with in any other way.



19. SHORT TITLE

(1) This by-law may be cited as the Development Charge By-law.

20. REPEAL OF PREVIOUS BY-LAW

(1) That By-law No. 41-2021 is hereby repealed in its entirety.

21. DATE BY-LAW EFFECTIVE

(1) This by-law shall come into force and effect on the date of passing.

READ A FIRST TIME, SECOND TIME, AND THIRD TIME AND FINALLY PASSED
THIS __ DAY OF _____, 2025.

Toby Randell, Mayor

Stacey Blair, Clerk



SCHEDULE “A” TO BY-LAW ____
THE CORPORATION OF THE TOWN OF CARLETON PLACE

Designated Municipal Services/Class of Services Under this By-law

Municipal-wide Services/Class of Services

1. Services Related to a Highway
2. Fire Protection Services
3. Policing Services
4. Parks and Recreation Services
5. Library Services
6. *Provincial Offences Act* including By-law Enforcement
7. Child Care and Early Years Programs Services
8. Waste Diversion Services
9. Growth-Related Studies (class of service)

Urban Services

10. Wastewater Services
11. Water Services



SCHEDULE "B" SCHEDULE OF DEVELOPMENT CHARGES

Service/Class of Service	RESIDENTIAL					NON-RESIDENTIAL	NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care Units	(per sq.ft. of Gross Floor Area)	(per sq.m. of Gross Floor Area)
Municipal Wide Services/Class of Service:							
Services Related to a Highway	4,561	3,958	2,601	1,890	1,804	2.94	31.65
Fire Protection Services	2,056	1,784	1,172	852	813	1.15	12.38
Policing Services	1,411	1,224	805	585	558	0.78	8.40
Parks and Recreation Services	11,509	9,987	6,563	4,768	4,552	1.83	19.70
Library Services	1,174	1,019	669	486	464	0.19	2.04
Child Care and Early Years Programs	906	786	517	375	358	-	0.00
Provincial Offences Act including By-Law Enforcement	118	102	67	49	47	0.05	0.54
Waste Diversion	59	51	34	24	23	0.03	0.32
Growth-Related Studies	871	756	497	361	344	0.39	4.20
Total Municipal Wide Services/Class of Services	\$22,665	\$19,667	\$12,925	\$9,390	\$8,963	\$7.36	\$79.23
Urban Services							
Wastewater Services	8,112	7,040	4,626	3,361	3,208	5.09	54.79
Water Services	8,772	7,612	5,002	3,634	3,469	5.50	59.20
Total Urban Services	\$16,884	\$14,652	\$9,628	\$6,995	\$6,677	\$10.59	\$113.99
GRAND TOTAL RURAL AREA	\$22,665	\$19,667	\$12,925	\$9,390	\$8,963	\$7.36	\$79.23
GRAND TOTAL URBAN AREA	\$39,549	\$34,319	\$22,553	\$16,385	\$15,640	\$17.95	\$193.22