

**THE CORPORATION OF THE TOWNSHIP OF ESSA
PUBLIC MEETING
DECEMBER 4, 2024
PROPOSED AMENDMENTS TO ESSA BY-LAW 2013-01 (FEES AND CHARGES)**

MINUTES

A Public meeting was held in person on Wednesday, December 4, 2024 in the Council Chambers of the Administration Centre, Township of Essa.

In attendance: Mayor Sandie Macdonald
Deputy Mayor Michael Smith
Councillor Pieter Kiezebrink
Councillor Henry Sander

Regrets: Councillor Liana Maltby

Staff in attendance: M. Mikael, CAO
C. Rankin, Manager of Parks and Recreation
S. Haniff, Manager of Planning
P. Granes, Chief Building Official
S. Corbett, Deputy Clerk
L. Lehr, Manager of Legislative Services

Mayor Macdonald opened the Public Meeting at 6:07 p.m. She stated that the purpose of this Public Meeting is to provide the public an opportunity to comment on proposed amendments to the Township of Essa's Fees and Charges By-law specifically in relation to the proposed increases in addition to newly proposed fees as recommended in Staff Report C015-24, of which was presented to Council for consideration at their meeting of November 20, 2024.

The Clerk informed all in attendance that authority was granted to a municipality under section 391 of the *Municipal Act*, 2001, as amended, to impose fees or charges on persons,

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided; and
- (c) for the use of its property including property under its control".

Additionally, she added that the *Building Code Act* allows for fees to be collected that reflect the departmental costs associated with administrative duties as outlined in the *Act*.

The Clerk then proceeded to provide an overview of the proposed amendments to Essa's existing Fee Schedule. She explained that the proposed amendments were in relation to an increase to some existing fees, as well as the addition of newly created administrative fees, all of which were brought forward for Council's consideration through the presentation of Staff Report C015-24 in the Committee of the Whole Meeting held on November 20, 2024.

Mayor Macdonald then welcomed comments and questions from the public, stating that speakers must state their name and address so that proper records may be kept and notice of future decisions can be sent to those persons involved in the review process.

There were no comments or questions brought forward from members of the public.

Mayor Macdonald then opened the floor to Council for any further comments, questions or points of clarification on the proposed amendments.

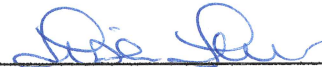
There were no comments, questions or requests for points of clarification from Council.

Mayor Macdonald thanked all in attendance for their participation. She advised that the Clerk's Department will be preparing a By-law to be presented to Council for passage on this matter at the Regular Meeting scheduled on December 18, 2024.

The Public Meeting adjourned at 6:09 p.m.



Sandie Macdonald, Mayor



Lisa Lehr, Manager of Legislative Services/Clerk