

**THE CORPORATION OF THE TOWNSHIP OF ESSA
PUBLIC MEETING MINUTES
DECEMBER 21, 2022**

**PROPOSED BY-LAW AMENDMENT TO BY-LAW 2013-28
FEES AND CHARGES BY-LAW**

MINUTES

A Public meeting was held in person on Wednesday December 21, 2022 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
Councillor Liana Maltby

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer
M. Mikael, Manager of Public Works
J. Coleman, Manager of Parks and Recreation
P. Granes, Chief Building Official
S. Haniff, Senior Planner
O. Ward, Junior Planner
K. Pascoe, Deputy Clerk

Guests: Kristine Loft, Loft Planning Inc.
Melanie Horton, Esher Planning Inc.
Michael Wynia, Skelton Brumwell Associates

Mayor Macdonald opened the meeting at 6:33 p.m. She stated that the purpose of this Public Meeting is to discuss proposed amendments to the Township of Essa's Fees and Charges By-law specifically in relation to recommended increases outlined in Staff Reports C016-22 and PR016-22, and to hear all comments from residents.

She stated that in accordance with section 391 of the *Municipal Act*, 2001, as amended, a municipality is permitted 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, Section 69(1) the *Planning Act* allows a municipality to pass a by-law to establish fees for the processing of applications made in respect of planning matters, in which, the fee shall be designed to meet only the anticipated cost to the municipality.

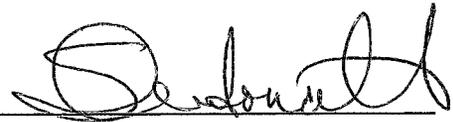
The Deputy Clerk stated that at its meeting of December 7, 2022, Council received Staff Reports C016-22 and PR016-22, which provided Council with an overview of recommended increases to fees specific to the Parks and Recreation Department, Clerks Department, Cemeteries, Planning and Development Department, Building Department, Finance Department and the Fire Department. A summary of the proposed

fees was attached to the Public Meeting Handout for the convenience of Council and the public.

The Mayor asked if anyone in the audience would like to speak, 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.

The Mayor asked Council if they had any questions for clarification.

Mayor Macdonald stated that if there are no further questions, Council wishes to thank all those in attendance for their participation. The Clerk's Department will be preparing a By-law to be presented to Council concerning this matter at the Regular Meeting scheduled on January 18, 2023.



Sandie Macdonald, Mayor



for Krista Pascoe, Deputy Clerk