

MINUTES
PUBLIC MEETING

Monday, April 24, 2023, 6:00 PM
South Edwardsburgh Community Centre
24 Sutton Dr.
Johnstown Ontario

PRESENT: Mayor Tory Deschamps
Deputy Mayor Stephen Dillabough
Councillor Joe Martelle
Councillor Waddy Smail
Councillor Chris Ward

STAFF: Dave Grant, CAO
Rebecca Williams, Clerk
Candise Newcombe, Deputy Clerk
Dwayne Crawford, CBO

PUBLIC:

1. Call Meeting to Order

Mayor Deschamps called the meeting to order at 6:05 p.m.

2. Welcome and Introductions

Mayor Deschamps welcomed those present and introduced the subject of the meeting. It was noted that the Public Meeting was regarding proposed amendments to the Building Permit Fee Schedule and noted that the Township welcomes public comments on the proposed amendments presented at tonight's meeting.

It was noted that Council was in attendance to hear comments on the proposed amendments and not to make decisions on the application at this time.

The Chief Building Official (CBO) noted that this Public Meeting is being held under the authority of subsection 7 (6) of the Building Code Act to review changes to the municipality's building permit fee schedule and was advertised in accordance with the requirements of the Building Code Act.

The Chair noted that anyone who wishes to comment on the proposed amendment would be given the opportunity to do so. Individuals wishing to make comments at this meeting were requested to state their full name to the Clerk for the record prior to speaking and were informed that comments are to be recorded in the meeting minutes to become public record.

Following the meeting, it was noted that staff would coordinate the preparation of the final report to Council, taking into consideration any building permit fee

schedule matter brought forward as formal comments tonight or made in writing to Council.

3. Proposal Details

The Chief Building Official (CBO) noted that the purpose of the meeting was to consider proposed amendments to the Building Permit Fee Schedule drafted by the Township's CBO as follows:

- The non-refundable Base Fee will be increased from \$95.00 to \$115.00
- Residential building permits will be increased from \$1.30 per sq. ft. to \$1.35 per sq. ft.
- Fees for Commercial, Industrial, and Institutional building permits will be amended to a minimum building permit fee of \$1000.00 plus \$0.25 per sq. ft up to 6000 sq. ft. Anything over 6000 sq. ft. may require additional building permit fees to cover the cost of engineering and architectural reviews due to the complexity of the building.

The cost of issuing a building permit is regulated in section 7.1 of the Building Code Act (BCA), which states that the total amount of fees must not exceed the anticipated reasonable cost of administration and enforcement of the BCA. Prior to establishing a fee schedule, the municipality is required to prepare a report under subsection 7 (4) of the BCA.

4. Public Comment

There were no public comments.

Council clarified that the suggested edits made at the Committee level were incorporated into the proposed building fee schedule amendments and the compliance review for buildings 10 to 15 sq. meters.

5. Adjournment

Mayor Deschamps adjourned the meeting at 6:15 p.m.

Deputy Clerk