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Date: February 2, 2018
To: Mayor and Council
Author: Jennifer Astrologo, Director of Corporate Services/Clerk
RE: 2018 Building Department Fees
Report No.: CS-2018-005

AIM

To provide Council with information relating to changes to the fees in the Building Department.

BACKGROUND

The *Building Code Act, 1992*, S.O. 1992, c. 23 (the "Act") authorizes the Council of a municipality to pass by-laws applicable to the matters for which the municipality has jurisdiction. This authority extends to setting fees for applications, the issuance of permits and, for requiring the payment of fees for maintenance inspections.

Notice that this By-law was being considered at this Regular Meeting of Council has been given to the public pursuant to the Town's Notice By-law. The proposed fee changes were circulated via email to the contractors/builders contained on the email list maintained by the Building Department.

DISCUSSION

The Building Department is required to be financially self-sufficient. However, the 2018 budget projects a deficit of approximately \$98,000. In the past few years, the Department has been able to turn the deficit into a surplus due to the number of permits issued. However, that trend can't and won't continue indefinitely into the future. The proposed fee changes are recommended to minimize any further deficit and move toward financial self-sufficiency of the Department.

Attached at Schedule "A" are the proposed amendments.

LINK TO STRATEGIC PLAN

Effectively manage corporate resources and maximize performance in day-to-day operations.

FINANCIAL CONSIDERATIONS

The Act indicates that the amount set in connection with these fees must not exceed the anticipated reasonable costs to administer and enforce the Act. Accordingly, the proposed new and amended fees are not in excess of the anticipated cost of the related activity, and will assist in the efficient and effective operation of the building department.

CONSULTATIONS

Financial Services Department

RECOMMENDATION

Council Pass By-law 18-2018, at this Regular Meeting.

Jennifer Astrologo

Jennifer Astrologo, B.H.K. (hons), LL.B.
Director of Corporate Services/Clerk

Peggy Van Mierlo-West

Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer