



## Corporation of the Municipality of Temagami

### Memorandum to Council

**Memo No.**  
2019-M-119

☒ **Staff**

**Subject:** Chief Building Official / By-Law Enforcement Officer

**Agenda Date:** July 25, 2019

**Attachments:**

#### **RECOMMENDATION**

BE IT RESOLVED THAT Council receive Memo No. 2019-M-119

AND FURTHER THAT Council direct staff to complete the process to hire a part time Municipal Law Enforcement Officer.

AND FURTHER THAT a letter be sent to the city of Temiskaming Shores to request that they provide the Municipality of Temagami with Building inspector services, until such time that we have a fully qualified Chief Building Official hired.

#### **INFORMATION**

The Municipalities Chief Building Official (CBO) & Municipal Law Enforcement Officer (MLEO) of approximately 15 years has retired as of May 31, 2019. He has agreed to remain on contract as a part time CBO for a short while.

The Municipality advertised for the position in mid-May and received three applications, both individuals who were qualified for the position were interviewed and the position was offered to one of the applicants, who declined because they had already accepted a job elsewhere. We tried to negotiate with the second applicant, but were not able to come up with terms that were agreeable to both parties, as he had an employment opportunity elsewhere that we could not compete with.

We inquired with The Temiskaming Municipal Services Association (TMSA) to see if we could join their association for building services and were informed that it was not feasible for them at this time. We contacted the CBO at the City of Temiskaming Shores to inquire about training and contracting their service for a period of time until we could have someone qualified in the position. They seemed receptive to the idea and said the request would need to come in from our municipality and they would consider it.

Through some online research and conversations with current CBO's it has become very apparent that qualified individuals are in high demand and are typically offered a significantly greater amount of compensation than what we have budgeted for. It is also difficult to find an individual who is qualified in both Building inspections & Municipal Law enforcement.

For the Municipal Law enforcement & Planning Inspection portion of the job that our former CBO was fulfilling; we have received an application and had discussions with an individual that has a combined 30 years' experience in these fields and would be willing to take on this role. He is currently retired and would be willing to work on a part time basis (2-3 days a week) to fulfill these duties. The discussed hourly rate falls within the current salary grid and the municipality would not be paying into a pension plan. He is available right away and owns a truck and a boat that he is willing to use for the job at the current mileage rate we are paying for these services today.

Other options that were considered for the CBO & MLEO position include:

1. Contract out the service from neighboring Municipalities, which may become difficult because of our geography and access to remote location.
2. Continue to have discussions with the TMSA regarding providing building services and the potential for Law enforcement Services.
3. Increase the salary range to attract qualified individuals to the area.

**Respectfully Submitted,  
Sabrina Pandolfo,  
Deputy Treasurer**