



Corporation of the Municipality of Temagami

Memo No.
2024-M-143

Memorandum to Council

Subject:	CBO Recruitment
Agenda Date:	September 12, 2024
Attachments:	Temiskaming Shores - Terminating Service Agreement

RECOMMENDATION

BE IT RESOLVED THAT Council receive the CBO Recruitment memo;

AND FURTHER THAT Council direct staff to advertise for both a part-time CBO and a full time MLEO/CBO, all while reaching out to neighboring Municipalities to determine if there are opportunities to share services;

AND FURTHER THAT Staff investigate the costs and availability of CBO Contractors for the interim and report back with the results at the next regular meeting.

INFORMATION

Purpose:

This memo is to present Council with various options for recruiting a Chief Building Official (CBO) following the notice of non-renewal of the service sharing agreement with Temiskaming Shores, which is set to expire on October 31, 2024.

Background:

Historically, the Municipality of Temagami had combined the roles of By-Law Enforcement Officer and Chief Building Official into a single full-time position. This arrangement worked well until the staff member who held that position retired in 2019. Despite numerous recruitment efforts, the Municipality was unable to fill the combined role.

In response, the decision was made to split the position into two part-time roles. We successfully recruited a part-time By-Law Enforcement Officer and entered into a service-sharing agreement with the City of Temiskaming Shores to utilize their Chief Building Official on a part-time basis. Unfortunately, we have now received notice that this service-sharing agreement will not be renewed, necessitating new arrangements for building services.

Recruitment Challenges:

There has been a widespread shortage of qualified Chief Building Officials across Ontario, particularly in smaller northern municipalities. This issue is compounded by the fact that Temagami cannot compete with the higher wages offered in larger urban centers. As we explore new options, these challenges must be considered.

Options for Recruiting a Chief Building Official:

Explore Other Municipal Service Sharing Agreements

Pros:

Potential cost savings by sharing services with another municipality.
Immediate access to an experienced CBO without the need for training.
Shared workload can reduce the administrative burden on Temagami.

Cons:

Limited availability of partner municipalities, especially with the growing demand for CBOs.
Potential issues with responsiveness and prioritization, as the CBO may be divided between multiple municipalities.
Short-term solution that may be at risk of non-renewal, as experienced with Temiskaming Shores.

Advertise for a Part-Time CBO

Pros:

More flexibility for the Municipality, as a part-time position could align with budget constraints.
May attract semi-retired or freelance professionals looking for part-time work.

Cons:

Given the current shortage of CBOs, a part-time offering may not be attractive to qualified candidates.
Limited coverage, which could delay processing building permits or addressing code compliance issues.
Requires ongoing recruitment efforts if retention becomes an issue due to the part-time nature of the position.

Advertise for a Full-Time Joint By-Law Enforcement and CBO Position (as done historically)

Pros:

May attract candidates looking for full-time work and the opportunity for a dual-role position.
One individual overseeing both areas could streamline communication and operations between by-law enforcement and building services.
Strong historical precedent for the success of this approach.

Cons:

Recruitment for a joint position has proven difficult in the past, particularly in the current climate.
The dual-role may deter candidates who only specialize in one of the two areas.
Increased workload for one individual, which may affect job performance and retention.

Hire a Candidate with Some Background Knowledge and Provide Training

Pros:

Opportunity to hire locally or attract a candidate who is looking to grow into the role.
Investment in training could lead to long-term retention if the candidate is committed to the Municipality.
More flexible in terms of salary expectations as the candidate develops expertise.

Cons:

Will require significant investment in training and time before the individual is fully certified as a CBO.
During the training period, the Municipality may still need temporary or part-time CBO services to meet immediate needs.
Risk that the individual, once trained, may leave for a more lucrative opportunity in another municipality.
Additional Options

Engage a CBO on a Contractual Basis

Pros:

Provides immediate access to services without the need for long-term commitment.
Flexibility in managing costs by paying only for the services needed.

Cons:

Contractual CBOs can be expensive on an hourly basis, especially for specialized work.
Lack of consistency, which may lead to delays in processing permits or addressing compliance issues.
Does not address the long-term need for stability in the position.

Given the challenges faced in recruiting for this position, Staff recommend exploring all options, with the most desirable being advertising for a full-time joint By-Law Enforcement and CBO position. The contractual relationship option would be beneficial in the short term until a long term solution is reached. This approach balances long-term sustainability with the potential for reduced cost and the full priority being our municipality; While keeping other options in mind should the situation evolve.

Respectfully Submitted
Sabrina Pandolfo