



BUILDING / BYLAW DEPARTMENT

ANNUAL REPORT

FOR

2018

Introduction

Mayor and Council:

Please accept the Temagami Building and By-law Department Annual Report for the year ending December 31, 2018.

Attached to the report is the 2018 annual report of Building Department permit fees.

Submitted by:

Monty Cummings, CBCO

- Chief Building Official
- Municipal Law Enforcement Officer
- Provincial Offences Officer
- Deputy Fire Chief
- Property Standards Officer
- Fire Prevention Officer
- Zoning Inspector
- Weed Inspector

RECOMMENDATION

That Report 2019-004:, The Building/ By-Law Department Annual Report for 2018 be received for information and whereas the attached report on Building permit fees is filed pursuant to the requirements of Section 7(4) of the Building Code Act, S.O. 1992, c23 and Division C, Sentence 1.9.1.1(1) of the Ontario Building Code Regulations be made available to the public upon request.

Building Department

Permit numbers were down slightly in 2018; with overall construction value down 20% over 2017. The majority of building permits in 2018 were for small projects and minor renovations, with three new cottages.

As with previous years, there were active older permits requiring inspection.

In 2018 the Building Department carried out 220 building inspections, 108 on Lake Temagami, 76 in the rural areas, 26 in the urban neighborhood, 8 on remote properties, 2 on the Rabbit and Cassels lakes system.

The following Tables show permit numbers and construction values for the last 10 years.

10 Year Construction/Demolition Permit Numbers

| | Total Permits | New homes | New cottages | Other Residential | Commercial/Industrial | Government |
|------|---------------|-----------|--------------|-------------------|-----------------------|------------|
| 2009 | 51 | 0 | 2 | 45 | 2 | 2 |
| 2010 | 47 | 1 | 4 | 30 | 10 | 2 |
| 2011 | 37 | 3 | 3 | 29 | 2 | 0 |
| 2012 | 43 | 1 | 1 | 33 | 4 | 4 |
| 2013 | 34 | 0 | 3 | 25 | 3 | 3 |
| 2014 | 37 | 1 | 3 | 27 | 6 | 0 |
| 2015 | 33 | 0 | 0 | 29 | 4 | 0 |
| 2016 | 36 | 1 | 5 | 22 | 7 | 1 |
| 2017 | 42 | 2 | 4 | 28 | 7 | 1 |
| 2018 | 38 | 0 | 3 | 27 | 8 | 0 |

- Other residential includes all renovation and small building permits

- Government includes municipal and provincial

10 Year Construction Values by Type

| Year | Total Value | New homes | New cottages | Other Residential | Commercial/Industrial | Government |
|------|-------------|-----------|--------------|-------------------|-----------------------|------------|
| 2009 | \$1,765,463 | 0 | \$300,000 | \$1,059,463 | \$95,000 | \$311,000 |
| 2010 | \$2,607,699 | \$170,000 | \$931,400 | \$1,153,799 | \$296,500 | \$56,000 |
| 2011 | \$2,360,720 | \$650,000 | \$947,420 | \$762,100 | \$1,200 | 0 |
| 2012 | \$1,655,301 | \$225,000 | \$299,146 | \$842,655 | \$147,000 | \$141,500 |
| 2013 | \$1,340,200 | 0 | \$270,000 | \$880,600 | \$41,000 | \$148,600 |
| 2014 | \$2,088,810 | \$139,000 | \$500,000 | \$914,810 | \$535,000 | 0 |
| 2015 | \$ 830,235 | 0 | 0 | \$756,235 | \$74,000 | 0 |
| 2016 | \$2,766,000 | \$543,000 | \$550,000 | \$1,029,000 | \$444,000 | \$200,000 |
| 2017 | \$2,734,060 | \$700,000 | \$1,043,000 | \$573,360 | \$230,000 | \$187,700 |
| 2018 | \$2,143,315 | 0 | \$525,000 | \$1,286,315 | \$332,000 | 0 |

In 2018 the majority of permits were for residential renovations and new accessory buildings along with three new cottages.

10 Year Permit Distribution by Neighbourhood

| Year # | Urban | Lake Temagami | Rural | Remote | Rabbit Cassels Lakes | Industrial |
|------------|-----------|---------------|-----------|----------|----------------------|------------|
| 2009 51 | 14 27% | 24 47% | 12 24% | 1 2% | 0 | 0 |
| 2010 47 | 13 28% | 18 38% | 9 19% | 4 9% | 3 6% | 0 |
| 2011 37 | 11 30% | 12 32% | 5 14% | 7 19% | 2 5% | 0 |
| 2012 43 | 16 37% | 12 28% | 11 26% | 3 7% | 1 2% | 0 |
| 2013 34 | 8 23% | 18 53% | 6 18% | 2 6% | 0 | 0 |
| 2014 37 | 4 11% | 11 30% | 17 46% | 5 13% | 0 | 0 |
| 2015 33 | 5 15% | 15 46% | 7 21% | 1 3% | 4 12% | 1 3% |
| 2016 36 | 4 11% | 25 69% | 6 17% | 1 3% | 0 | 0 |
| 2017 42 | 8 19% | 15 36% | 13 31% | 6 14% | 0 | 0 |
| 2018 38 | 6 15% | 14 37% | 13 34% | 4 11% | 1 3 % | 0 |

- Remote properties include those properties not located on municipally maintained roads or on lakes other than Rabbit, Cassels or Temagami
- Rural properties are those properties accessible by Highway 11 or municipal roads.
- As with previous years, the majority of permits were on rural, remote or water access properties

Stagnant Permits

As with most Municipal Building Departments ours has a back log of stagnant or open permits. This problem is largely due to contractors or home owners not calling for final inspections. Over the last few years it has been the intention of staff to address this issue. Unfortunately, backfilling for other departments due to staff turnover has made this difficult to achieve. Staff was able to clear some of the stagnant permits in 2018.

Property Standards

There were three formal property standards complaints submitted to the Building and Bylaw department and several phone complaints / inquiries. The complaints varied in nature. These were dealt with quickly with a site visit and direct contact with the occupants. No orders were required in 2018. Two files are still in process.

By-Law Enforcement Activities

Staff dealt with parking complaints at access points and the town waterfront. These were all dealt with promptly. The parking of Commercial vehicles in the train station parking lot was monitored and drivers encountered were educated on the alternative areas to park.

Other By-law enforcement activities during the year included investigating burning bylaw and animal control bylaw complaints, all animal investigations were referred to the Animal Control Officer.

As per our agreement with the MNR, staff attempted to complete two inspections of the Cross Lake Access Point in Torrington Township. The first by road through River Valley was not successful as the road was not passable by pickup truck. The second inspection was carried out by boat. The access point appeared to have been used very little if at all in 2018. The signage in the parking area was in good shape, but in need of brushing, this should be done in 2019. There was no garbage removed from the site in 2018.

Fire Prevention/Investigation

In 2018 staff carried out fire inspections at the Temagami Public School and the Temagami Non Profit Housing facilities. During Fire Prevention Week Staff provided one lucky student with a ride to school in a fire truck then visited the Public School and Seniors Home Support to talk about fire prevention and distribute educational material. Staff maintained pamphlet displays at local marinas, the library and Welcome Centre.

Staff conducted smoke alarm surveys in conjunction with other department duties when time permitted.

Planning

In 2018 Building Departments staff assisted the Planning Department by answering telephone inquiries, meeting with clients when the Planning Assistant was away, reviewing applications and completing field inspections and site visits as required. Department staff have been assisting the planning department since 2005 due to the large turnover of staff in that department.

Breakdown of Department Responsibilities in 2018

| | |
|--|-------------|
| Enforcement of the Ontario Building Code Act | 48% of time |
| - Front counter, dealing with Public | |
| - Pre-consultation | |
| - Permit intake | |
| - Permit review | |
| - Permit Issuance | |
| - Inspections | |
| - Property Standards enforcement | |
| Assisting the planning department | 18% of time |
| - Filling in during the absence of planning staff | |
| - Conduct field inspections and site visits | |
| - Posting of properties under application. | |
| Other duties as assigned including but not limited to the following: | 12% of time |
| - The Industrial Access to Lake Temagami project | |
| - Train station project | |
| - Assist during fire emergency in July | |
| - Health and Safety Rep for the Municipal Office (Monthly inspections, Staff complaints and other issue as they arise) | |
| - Docks project | |
| - Bear complaints | |
| - Emergency management team | |
| - Noxious weeds inquiries and enforcement | |
| - Assist Public works with various tasks | |
| - Staff member on the Protection to Persons and Property committee | |
| - building maintenance | |
| By-law enforcement | 15% of time |
| - Enforcement of Municipal Bylaws on complaint. | |
| - Parking | |
| - Monitoring of the Cross Lake Access Point | |
| - First contact for animal control complaints | |
| - Review and update by laws when time permits. | |
| Fire Department | 7% of time |
| - Fire prevention | |
| - Public education. | |
| - Fire prevention inspections | |
| - Fire education visits at the public school and Non-profit Apartments | |
| - Maintain fire pamphlet displays | |

Municipality of Temagami

Building Department 2018 Annual Report on Permit Fees

This report is filed pursuant to the requirements of Section 7(4) of the Building Code Act, S.O. 1992, c23 and Div. C, Sentence 1.9.1.1(1) of the Ontario Building Code Regulations

Revenues

Total revenues from permits collected for the period, January 1, 2018 to December 31, 2018 under By-Law No. 08-782 \$ 27,959.00

Indirect costs:

Indirect costs are deemed to include the costs for support and overhead services to the Building Department of the Municipality of Temagami. The value is based on estimates for time spent by front desk and other administration staff as well as building maintenance and operations.

Sub Total – Indirect Costs..... \$ 2,500.00

Direct costs:

Direct costs are deemed to include the costs of the Building Department of the Municipality of Temagami for the processing of building permit applications, the review of plans, conducting inspections and building related enforcement duties.

Total Administrative Cost (training and memberships).....\$ 2,519.56

Total Enforcement Costs.....\$ 41,169.11

Sub-total – Direct costs.....\$ 43,688.67

Grand Total Indirect and Direct Costs.....\$ 46,188.67

Revenues over costs as of December 31, 2018\$ NIL

Statement of Reserves for Building Department \$ NIL
(to December 31, 2018)

In summary, the 2018 revenue collected through permit fees did not exceed the municipality's costs for administration of the Ontario Building Code Act's statutory responsibilities.

Dated this 6th Day of February, 2019