



Development Services Department REPORT 2016-08

To: Chair Braid and Committee of the Whole
From: Dave Fedoriw, Chief Building Official
Date: February 9, 2016
Subject: Building Department 2015 Year End Report

REPORT HIGHLIGHTS

- Summary of Building Department's activities for the 2015 season with regards to building permits, septic re-inspection, VORR's and property standards.

RECOMMENDATION

BE IT RESOLVED THAT Council receive this report for information purposes.

BACKGROUND

The Building Department provides an annual summary report for the Committee each year.

ANALYSIS

The following chart provides an overview of building permit activity for 2015 as well as activity from the previous two years:

	<u>2013</u>	<u>2014</u>	<u>2015</u>
Permits Issued	502	447	514
Dwellings & Cottages	41	30	36
Inspections	1255	1209	1665
Closed Permits	465	416	653
Order To Comply & Stop Work Orders	25	38	60
Construction Values	\$27,345,823	\$21,980,740	\$22,831,571
Permit Fees	\$369,634	\$315,676	\$369,609

All building permits issued in the year 2013 and prior that remained

active/open as of October 2015 are subject to an annual maintenance fee (\$65) and have been invoiced as follows:.

Total permits invoiced -1,244
Maintenance fee's collected - \$80,860

Some adjustments have been made to that original number due to permits being closed and not tracked in our system. Approximately \$78,500 is currently showing as revenue which includes the adjustments noted above.

The Department issued 60 Orders to Comply this year. This is almost doubled from each of the past three years. This is attributed in large part to extending our septic re-inspection program to water access only areas (ie. Big Chute), where the Building Department does not have the chance to patrol on a regular basis with our own boat.

Inspectors attended numerous training sessions during 2015. From attending monthly Ontario Building Code Association chapter meetings to attending the 2015 OBOA Annual Meeting and Training Session held in Toronto and the Ontario Onsite Wastewater Association Conference in Niagara Falls. These are important to attend, not only for obtaining required maintenance points but for what the future holds as a result of the tragedy in Elliott Lake, and the proposed changes to qualification requirements by the Ministry of Municipal Affairs and Housing. Continuing education for all building officials will continue to become a larger part of the job.

Updates were made to Marmak (LISA), which is the Building Department's operational software. This included the following:

- Reporting for easier billing for Maintenance Fees
- Enhancing septic module
- Enhancing septic inspections
- Creating triggers to update building and septic permits (automatic status changes)
- Synchronization of tablets

With these updates now being completed the Department is moving forward with the policies it had started for the inputting of septic records into LISA, as well as a policy for the scanning of building permit files. We hope to have this completed by the time this report is presented to Committee. This will allow for the inputting of information into the database to begin.

Septic Re-inspection

During the 2015 septic re-inspection program, we completed 254 new inspections and also undertook 134 follow-up inspections where issues were

identified from previous years. These numbers do not reflect numerous return visits to a property until the identified issue is addressed. Moving forward we will have 134 outstanding septic re-inspection files that will be visited in 2016.

Existing septic systems are inspected for the following items;

- Ponding water
- Sewage on ground
- Defective pipes and pipe failures
- Unsealed sewage pumps
- Outdoor showers not connected to system

If no issues are observed the inspection is listed as "No Signs of Failure (NSF)" category. If the inspector identifies an issue or is unable to determine where the outlet pipe terminates, a letter is sent to the owner identifying the issue and the requirement for them to schedule a follow-up inspection when they are at the property. If no response is received, the owner is served with an Order to Comply.

The following chart provides an overview of existing septic systems inspected, the areas inspected and the results of those inspections:

Area	Properties Inspected	No Signs of Failure	Repairs Required **	Letters Sent	Repairs Complete	Open	Closed
Port Severn Mandatory	24	19	5	5	2	3	21
Hang Dog to GHB	45	28	17	22	7	10	35
N GHB to Monument Channel	44	29	15	23	3	12	32
Monument Channel to Tadenac Lake	36	22	14	19	2	12	24
Severn River	105	87	18	28	10	8	97
Total	254	185	69	97	24	45	209

** Only one repair in 2015 was sewage on the ground all others were minor

Outstanding Re-inspection

Year	# of Inspections	Open Files	Closed Files
2015	254	45	209

2014	262	35	227
2013	454	39	415
2012	484	15	469
Totals	1454	134	1320

After the 2015 season, we are left with a total of 134 outstanding files to follow up on in 2016.

During the 2015 re-inspection season, 135 outstanding re-inspection files from the 3 previous years have been closed. There are a number of outstanding minor repairs that are in the process of being corrected (i.e. building permits have been issued), but due to time constraints of contractors and the weather, the issues will be corrected early in the 2016 construction season.

Almost 50% of the septic permits issued in 2015 are in areas where septic re-inspection has been completed:

- 2015 re-inspection area, 11 new permits issued for septic system replacements & 2 tank replacements
- 2014 re-inspection area, 11 new permits issued for septic system replacements, 1 tank replacement, 1 septic bed repair and repair of 1 grey water pit
- 2013 re-inspection area, 11 new permits issued for septic system replacements
- 2012 re-inspection area, 6 new permits issued for septic system replacements

This is a combination of repairs that need to be made, people who had a desire to replace an outdated system or a building code requirement because of proposed construction.

Property Standards

Complaints received – 5

Compliance achieved – 4

Outstanding investigations – 1

Vessel Operating Restriction Regulations (VORR)

There was one request in 2015 for a new VORR in Go Home Lake, an inquiry about a new VORR in the area of Nautilus Marina in Honey Harbour, as well as a meeting for the proposed VORR in Big Dog Channel.

A new policy was created at the end of 2015 for Council and Staff to address new requests for VORR's. The draft policy sets out requirements that a

proponent of a VORR must meet prior to the Municipality considering the application.

FINANCIAL CONSIDERATION

There is no financial impact anticipated.

REPORT SUPPORTED BY:

Strategic Plan

Protect and enhance our unique cultural history and natural environment of clean water, clean air, Canadian shield ecosystems, UNESCO World Biosphere Reserve, and lakes adjacent to Georgian Bay for the enjoyment of generations to come.

RELEVANT BACKGROUND REPORT:

None

Respectfully submitted by Dave Fedoriw, Chief Building Official

Reviewed By:

- ☒ Nick Popovich M.PL, MCIP, RPP, ACIP- Director of Development Services
- ☒ Laurie Kennard, CPA, CA - Chief Administrative Officer
- ☒ Jeff Lees, CPA, CGA - Director of Financial Services/Treasurer

Attachments: None