

The following provides an update on recent work completed by the Building Department:

#### Department Overview

- Completed the move downstairs and fully utilizing the space.
- The Building Department is taking on the field portion of the Ontario Wildlife Damage Compensation Program and will work towards transitioning to managing the administration portion.

#### Recruitment

- Recruitment concluded for the contract Building Official position. Bill Winn started on January 16, 2023. He comes to us with 16 years of experience as a building official with the City of Kawartha Lakes. Bill has been familiarizing himself with our Township specific processes and is working independently completing inspections in the field.

#### Planning

- Reviewed and responded to planning matters in conjunction with Planning department and County staff.
- Prepared reports to assist in approval process for planning applications.
- Attended and provided comments on Planning Pre-Consultations.
- Participated in preliminary meetings for the future implementation of the planning module in Cloudpermit.

#### Permitting

- The Building Department has had:
  - 22 submitted applications in
  - 20 issued permits in
  - Approximately 50% of issued permits are septic permits
  - 43 Permits in review
  - Various Land Use inquiries and Work Order requests
  - Current collected revenue for 2023 is approximately 51,769.40

#### Bylaw

- Finalizing By-law to regulate signs within the Township.
- Responded to various bylaw enforcement issues (animals, property standards, etc.).

**Report Approval Details**

Document Title:	Report to Council - Building Department Update.docx
Attachments:	
Final Approval Date:	Feb 7, 2023

This report and all of its attachments were approved and signed as outlined below:

Martina Chait-Hartwig

Elana Arthurs