



**Meeting Date:** March 10, 2021

**Submitted by:** Arnie Marsman, Director of Building Services / Chief Building Official

**Report No:** BLD-01-2021

**Subject:** Building Inspection Service Agreements with the Municipalities of North Middlesex, Adelaide Metcalfe and Southwest Middlesex

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**Recommendation:**

THAT Report BLD-01-2021 regarding Building Inspection Service agreements with the Municipalities of Adelaide Metcalfe, North Middlesex and Southwest Middlesex be received;

AND THAT Council approve the service agreements for the provision of building inspection services with the Municipalities of Adelaide Metcalfe, North Middlesex and Southwest Middlesex;

AND FURTHER THAT Staff be directed to prepare by-laws to authorize approval of agreements appended to Report BLD-01-2021.

**Purpose:**

To advise council of a request for building inspection services from the Municipalities of Adelaide Metcalfe, North Middlesex and Southwest Middlesex, similar to the service agreement Middlesex Centre currently holds with the Township of Lucan Biddulph.

**Background:**

Since 2002, Middlesex Centre has been assisting Lucan Biddulph (through written agreement) in enforcement of the Building Code Act and Ontario Building Code. Since 2006, this agreement has included the responsibilities of the Chief Building Official.

Recently staff has received a request from staff of the Municipalities of Adelaide Metcalfe, North Middlesex, and Southwest Middlesex (AM/NM/SWM) to consider providing similar Building Code Act and Ontario Building Code responsibilities including issuance of permits, conducting inspections and all other responsibilities of the Chief Building Official under the Building Code Act.

In 2020, AM/NM/SWM had worked together to form a combined building services model. Unfortunately, this was not successful as they were unable to retain their workforce. Given that Middlesex Centre and Lucan Biddulph's relationship in this regard has been very successful, we've been asked to consider including these three in a larger partnership.

### **Analysis:**

Staff has reviewed the request and believes that providing building inspection services to these three municipalities can be done effectively and efficiently by hiring two additional building inspectors.

In order to allow our staff to provide building inspection services, a number of variables have been agreed upon by all parties, this includes: administrative staff assistance from AM/NM/SWM, the agreement does not include provisions for by-law enforcement, contract for period of three-year terms, two full time positions will be of no cost to Middlesex Centre and all municipalities will be using Cloudpermit software database.

By using Cloudpermit online platform, staff is of the opinion that efficiencies are immediately found with respect to receiving and processing applications and issuing building permits.

### **Financial Implications:**

This shared services model has been developed such that cost recovery of minimum of two staff positions, mileage and other related expenses.

### **Strategic Plan:**

This matter aligns with following strategic priorities:

- Responsive Municipal Government

This proposal is an example of service-sharing initiatives led by Middlesex Centre

**Attachments:**

Agreements by by-law with each of the three municipalities will be forthcoming for execution.