



# ***Township of Wilmot*** **REPORT**

---

**REPORT NO.** DS 2019-10  
**TO:** Council  
**PREPARED BY:** Harold O’Krafka, Director of Development Services  
**DATE:** April 29, 2019  
**SUBJECT:** 2018 Building Permit Enforcement Cost Summary

---

**Recommendation:**

That Report DS 2019-10 be received for information.

**Background:**

Subsection 7(4) of the Building Code Act S.O. 1992, c23 as amended requires each municipality to prepare a report on the permit fees received and the direct and indirect costs to administer and enforce the Building Code Act in its area of jurisdiction.

The information contained within this report is a summation of information previously provided through the development of the 2019 budget.

**Discussion:**

***2018 Costs of Administering and Enforcing the Building Code in Wilmot Township:***

**1. Operating Revenues**

a) Total Building Permit, Septic Permit and SPMIF fees received: \$ 480,756.77

**Total Revenues \$ 480,756.77**

**2. Operating Expenses**

a) Direct Expenses including the review and inspection of permits: \$ 325,608.86

b) Indirect Expenses including support and overhead costs: \$ 196,449.00

**Total Expenses \$ 522,057.86**

<b>3. Net Transfer to / (from) Bill 124 Reserve</b>	<b>(\$ 41,301.09)</b>
<b>4. Bill 124 Reserve Fund Continuity Schedule</b>	
Opening Balance: January 1, 2018	<b>(\$ 759,971.37)</b>
Less: Net Transfer to Operating	(\$ 41,301.09)
Less: Interest Expense	(\$ 3,801.09)
Closing Balance: December 31, 2018	<b>(\$ 805,073.93)</b>

**Strategic Plan Conformity:**

Reporting annual statistics promotes an engaged community. Ensuring that the enforcement of the Building Code is self funded through activity maintains and sustains the Township's strong fiscal position.

**Financial Considerations:**

Administration and enforcement of the Ontario Building Code is a user pay enterprise and is not funded by general levy.

**Conclusion:**

Staff will continue to monitor building activity levels, and the permit fee levels of neighbouring municipalities.

With the recent approval of OPA #9 which designates sufficient residential lands for a considerable portion of the planning horizon, the recent submission of development plans for the employment lands and the anticipated submission of residential significant development proposals staff expect the return of the building reserve to a positive position as development activity increases.

Harold O'Krafka  
Harold O'Krafka, MCIP RPP  
Prepared and Submitted by Director of Development Services

Grant Whittington  
Reviewed by Chief Administrative Officer