

Municipality of East Ferris

Report to Council

Report No.: CBO-2023-01

Date: December 12, 2023

Originator: Paul Gervais, CBO

Subject: Building Permit Fees Review

RECOMMENDATION

THAT Council of the Municipality of East Ferris directs staff to prepare an amendment to our Fees and Charges By-law No. 2023-11 to incorporate the new proposed building permit fees in Appendix 'A'.

BACKGROUND

Building Department staff have performed a review of East Ferris building permit fees with those of area municipalities. The results of the review are attached to this report as Appendix 'A'. Included in the attachment are the new fees being proposed by staff. Area municipalities include Callander, North Bay, Bonfield, Powassan and West Nipissing. As can be seen in the review, East Ferris has some of the lowest permit fees in the area when compared with the other municipalities. East Ferris could increase the majority of our permit fees and remain below the highest fees in the area. Some of our fees were higher and have been reduced to remain competitive with surrounding municipalities.

Building permit fees are collected when building permits are issued. The Building Department normally operates at a deficit. The rationale for increasing building permit fees is to reduce the building department's operating deficit. Although some municipalities have application fees, East Ferris does not have an application fee. It is not recommended that an application fee be put in place.

Under the *Building Code Act, 1992, S.O. 1992, c.23*, prior to passing a by-law or resolution to introduce or change building permit fees, a minimum twenty-one (21) day notice of the public meeting is required to be given. This report shall constitute the notice that we are introducing a by-law at the regular session of Council on January 9th, 2024, to amend building permit fees in the municipality's Fees and Charges By-law No. 2023-11.

ANALYSIS/OPTIONS

Option #1: THAT Council of the Municipality of East Ferris directs staff to prepare an amendment to our Fees and Charges By-law No. 2023-11 to incorporate the new proposed fees in Appendix 'A'.

Option #2: THAT Council of the Municipality of East Ferris does not direct staff to prepare an amendment to our Fees and Charges By-law No. 2023-11 (Status Quo).

FINANCIAL IMPLICATIONS

An increase in building permit fees will result in increased revenues thereby reducing the department's deficit.

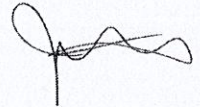
RECOMMENDATION

Respectfully Submitted,



Paul Gervais
Chief Building Official

I concur with this report,
and recommendation.



Jason H. Trottier, HBBA, CPA, CMA
CAO/Treasurer