Date: March 10, 2020  
Report No. 2020-90

To: Chair and Members  
Committee of the Whole – Community Development

From: Paul Moore  
General Manager Community Development

1.0 Type of Report

Consent Item [ ]
Item For Consideration [X]

2.0 Topic  
Appointment of Building Inspectors/Property Standards Officers [Financial Impact – None]

3.0 Recommendation

A. THAT Staff Report CD2020-90 regarding the appointment of Building Inspectors/Property Standards Officers BE RECEIVED; and

B. THAT the Clerk BE DIRECTED to place the By-law to amend Chapter 429 and Chapter 132 of the City of Brantford Municipal Code, attached hereto as Appendix “A”, before Council for consideration.

4.0 Purpose and Overview

The purpose of this report is to seek Council approval for an appointment by-law, which is required to ensure that all necessary Building Department staff, who are designated as Building Inspector/Property Standards Officers, have been appointed by the Municipality in compliance with the Ontario Building Code Act, 1992.
5.0 Background

Building Inspectors and Property Standards Officers for the City of Brantford are appointed by by-law, which forms part of the City of Brantford Municipal Code. Specifically, the appointment of Property Standards Officers can be found at Chapter 132 of the Municipal Code, and the appointment of Building Inspectors can be found at Article 2 of Chapter 429 of the City of Brantford Municipal Code.

As a result of recent changes in the Building Department staffing, amendments to the these chapters of the City of Brantford Municipal Code is required to ensure that all new staff have been appointed by the Municipality in compliance with the Ontario Building Code Act, 1992 and that former staff have been removed from the By-law.

6.0 Corporate Policy Context

Ensuring that the necessary Building Department staff has been duly appointed conforms to Goal 4 – “Excellence in Governance and Municipal Management”, with the desired outcome that Brantford will be recognized as a fiscally responsible and well-managed City that provides efficient and effective government services.

7.0 Input From Other Sources

This report has been reviewed by the Legal and Real Estate Services Department.

8.0 Analysis

The Building Department has recently filled two vacancies in its By-law Enforcement Division. In addition, two new positions were added as a result of the approval of an unmet need through the 2019 budget process. There was also one employee departure in the Building Services Division of the Building Department.

These staffing changes require that the list of appointed Property Standards Officers, and appointed (Building) Inspectors be updated to reflect the current staff complement. Appointments are required pursuant to Section 3(2) of the Building Code Act, 1992 which states:
The Council of each municipality shall appoint a chief building official and such inspectors as are necessary for the enforcement of this Act in the areas in which the municipality has jurisdiction.

As a result, the noted staffing change requires that the employees listed in Section 429.2.4, Section 132.2.1 and Section 132.2.2 of the City of Brantford Municipal Code be amended.

9.0 Financial Implications

There are no financial implications resulting from the recommendations.

10.0 Conclusion

The City of Brantford Municipal Code Chapter 429 and Chapter 132 must be amended to reflect recent staffing changes. This amendment is required to ensure that all Inspectors responsible for enforcement of the *Ontario Building Code Act*, 1992, are appointed in order to enforce the various Statutes, Regulations and By-laws that fall under the jurisdiction of the Building Department.

Russ Thomson, MAATO, CBCO
Director, Building Services
Community Development

Paul Moore, MCIP, RPP
General Manager
Community Development

Copy to:

In adopting this report, is a by-law or agreement required? If so, it should be referenced in the recommendation section.

By-law required [X] yes [ ] no

Agreement(s) or other documents to be signed by Mayor and/or City Clerk [ ] yes [X] no

Is the necessary by-law or agreement being sent concurrently to Council? [X] yes [ ] no