

## Report to Council

**Report Title:** Chief Building Official Sharing Agreement

**Prepared By:** Sonya Watson, Chief Administrative Officer

**Department:** Administration

**Date:** November 23, 2021

**Report Number:** CAO2021-29                      **File Number:** C11AD

**Attachments:** CBO Sharing Agreement

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### **Recommendation:**

That the Council of the Municipality of Brockton hereby receives Report Number CAO2021-29 – Chief Building Official Sharing Agreement, prepared by Sonya Watson, Chief Administrative Officer and in doing so approves entering into an agreement with the Municipality of South Bruce for the sharing of the Chief Building Official services.

### **Report:**

#### **Background:**

The purpose of this agreement is to ensure Brockton has back up coverage to ensure Chief Building Official services such as issuing orders, building and demolition permits and building inspections, are completed in a timely manner or in the event of a personal conflict. South Bruce has had a long-standing agreement with Huron-Kinloss for this service but is amicable to entering an agreement with Brockton as well for these temporary services.

The Municipality of Brockton has entered into temporary service sharing agreements in the past to cover vacancies for surrounding municipalities, including the Municipality of South Bruce in 2012 and 2020 and the Municipality of Arran Elderslie in 2014. However, this agreement is not in relation to a vacancy and expected service requirement. This agreement is in place should a situation arise where CBO services may be required from another qualified CBO to ensure service can be continually provided by the Municipality. With our current CBO and Building Inspector living in the community there may be situations arise with family that may require an outside CBO to issue the permit.

#### **Analysis:**

The agreement provided will ensure that continuous coverage is possible for both the Municipality of Brockton and the Municipality of South Bruce in the event that either Chief Building Official is in training, sick, on vacation or has a personal conflict and coverage is necessary. There will be no exchange of fees for these

services. In the event that services may be required for an extended period of time an alternate service agreement would need to be arranged if either Municipality was in a position to offer coverage.

This agreement once approved will be sent to South Bruce for Council authorization and approval.

**Sustainability Checklist:**

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- Do the recommendations help move the Municipality closer to its Vision? Yes
- Do the recommendations contribute to achieving Cultural Vibrancy? N/A
- Do the recommendations contribute to achieving Economic Prosperity? Yes
- Do the recommendations contribute to Environmental Integrity? N/A
- Do the recommendations contribute to the Social Equity? Yes

**Financial Impacts/Source of Funding:**

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

There are no financial impacts associated with this report.

**Reviewed By:**



**Trish Serratore, Chief Financial Officer**

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**Respectfully Submitted by:**



**Sonya Watson, Chief Administrative Officer**