

## Report to Council

**Report Title:** 2020 Building Permit Fee Annual Report

**Prepared By:** Trish Serratore, Chief Financial Officer

**Department:** Finance

**Date:** May 11, 2021

**Report Number:** FIN2021-12

**File Number:** C11FIN, P10

**Attachments:**

---

### Recommendation:

That the Council of the Municipality of Brockton hereby accepts Report Number FIN2021-12 – 2020 Building Permit Fee Annual Report, prepared by Trish Serratore, Chief Financial Officer for information purposes.

### Report:

#### Background:

Section 7(4) of the Ontario Building Code Act requires municipalities to publish an Annual Report on Fees to illustrate that building permit fees collected do not exceed the anticipated reasonable expenditures to administer and enforce the Ontario Building Code.

Furthermore, Section 7 (2) Fees - The Building Code Act provides for the establishment of reserve funds to ensure municipalities are able to fulfill the legislative mandate despite downturns in construction activity, to cover capital investments (growth vehicles, computers and software development, etc.) and other costs associated with the building department such as insurance claim deductibles, legal and special costs involved in appeals and lawsuits.

Each year Council authorizes the transfer of any year-end surplus or deficit from the Building Reserve.

#### Analysis:

The Building Rate Stabilization Reserve will be used to administer and enforce the Building Code Act, and to fund expenditures related to the enforcement of the Building Code Act, to cover capital investments for the department, and other costs associated with the building department such as departmental deficit., insurance claim deductibles, legal, and special costs involved in appeals and lawsuits.

The reserve fund can be used to offset lean years, implement service enhancements and cover unexpected expenses related to the administration and enforcement of the Building Code Act.

Building Department						
Statement of Activity						
For the Period Endin December 31st, 2020						
					2019	2020
Building and Septic Permit Fees					172,179.91	251,819.90
Less Expenses					149,627.89	139,225.76
Transfer to Building Stabilization Reserve Fund					22,552.02	112,594.14

BUILDING STABILIZATION RESERVE FUND					
Building Stabilization Opening Balance					74,839.96
Adjust for 2019 Transfer				22,552.02	
Plus:	Current year transfer			112,594.14	
	Interest earned			784.18	
Ending Balance					210,770.30

### 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? N/A
- 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? N/A

### Financial Impacts/Source of Funding:

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

### Respectfully Submitted by:



Trish Serratore, Chief Financial Officer

### Reviewed By:



Sonya Watson, Chief Administrative Officer