

MONTHLY REPORT

To:	Mayor Strathdee and Members of Council
From:	Building and Development
Date of Meeting:	27 February 2018
Subject:	DEV 04-2018 February Monthly Report (Building Development)

RECOMMENDATION

THAT DEV 04-2018 February Monthly Report (Building and Development) be received for information.

DEPARTMENTAL HIGHLIGHTS

Building

- A total of 7 permits were issued in January 2018 compared to 11 the previous year.
- There were two dwelling units issued this month compared to 4 the previous year.
- The total construction values were \$700,000 compared to \$2,370,000 the previous year.
- The total permit fees were \$4,385.60 compared to \$10,373.00 the previous year.
- A total of 34 appointments were provided by the Building Department for this time period.
- There were 5 Heritage permits issued for this period.

Planning

- PAC review meeting for application for zoning by-law amendment affecting 121 Ontario Street South. Application forwarded to Council for statutory Public Meeting on February 27, 2018.
- Site Plan application affecting 515 James Street South – application triggered by a building addition. This property development predated site plan control in the Town and as such a site plan agreement has not existed for the property prior to this.
- Working with applicant on development agreement for 256 Church Street South as a condition of approval of Minor Variance application to permit a third unit in the dwelling.
- Heritage Property Tax Rebate applications being accepted for 2017 until February 28, 2018. Twelve applications received to date.
- Façade Improvement and Designated Heritage Property grant applications being accepted for 2018 and held in the queue pending budget approval.

PRC Operations

- Sound system upgrade completed in Community Centre. Staff received initial training on Feb 9.
- Building Automations Controls maintenance completed for HVAC unit operation resolving concerns of cool temperatures in meeting spaces such as Community Centre and Friendship Centre.
- Pool maintenance and repairs to filters, salt system, and water level system were required in last 30 days.
- Jeff Blackman retirement has been discussed and approved for August 9, 2018 as last day of work with the town. Started July 1st, 1981.

Facilities Capital

- Cadzow Splash Pad – RFP has been graded, top 3 designs have been released for public input and seeking Council approval for award1.
- Cadzow Pavilion – RFP site tour has been completed, closing date of Feb 27.
- PRC Guest Service Desk – RFP site tour completed with 3 vendors. Closing date of Feb 27.

Facilities Operational

- Friendship Centre East Door replacement – project to begin Feb 26 and completion to be Feb 28
- MOC – heat issue in Finance offices repaired, faulty thermostat
- Town Hall – Community Players investigating raising the seats in balcony for better site lines. Contractor and Engineer contacted for costing
- Library – people rope installed at service desk to block patrons from entering behind desk
- Town Hall – Church Street lower level entrance door closer repaired

OUTSTANDING ISSUES AND PROJECT LIST

- Washroom door Town Hall
- Official Plan Review

SPENDING AND VARIANCE ANALYSIS

All spending has been per budget.

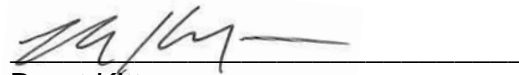
REVIEWED BY

Recommended by the Department



Grant Brouwer
Director of Building Development

Recommended by the CAO



Brent Kittmer
CAO / Clerk