

MONTHLY REPORT

To:	Mayor Strathdee and Members of Council
From:	Building and Development
Date of Meeting:	27 March 2018
Subject:	DEV 13-2018 March Monthly Report (Building and Development)

RECOMMENDATION

THAT DEV 13-2018 March Monthly Report (Building and Development) be received for information.

DEPARTMENTAL HIGHLIGHTS

Planning

Staff review of site plan agreement for multi-residential development for 23 units at 275 James Street South (infill) with comments back to proponent. Zoning By-law amendment application will return to PAC for further review once proponent has refined the site plan.

Staff review of site plan agreement for multi-residential development for 121 Ontario Street South (infill) with comments back to proponent. Zoning By-law amendment Z125-2018 approved by Council for this development. Appeal period ending April 4, 2018.

Staff and Town planner held meetings with applicants for 151 Water Street N development to discuss next steps and timelines. Applicant is considering how to move the proposal forward after public meeting held in January, with no timeline shared with staff.

Development agreement prepared between the Town and the owner of 256 Church Street South as a condition of approval of minor variance application A02-2017 to permit a third unit in the existing converted dwelling. In front of Council on March 27, 2018.

Site Plan Agreement approved by Council for 515 James Street South to permit a building addition.

Heritage Property Tax Rebate applications for 2017 closed and under process.

Applications Property Tax Rebate; Façade Improvement; and Designated heritage Property Grant programs for 2018 being accepted into queue.

Tracking draft conditions for Stoneridge Phase 2 development.

Dealing with multiple enquiries for detached garages/accessory buildings as well as secondary units.

Building

A total of 4 permits were issued in February, compared to 7 the previous year.

There were no new dwelling units created in this period as well as the previous year.

The total permit fees were \$589 compared to \$1,380 the previous year.

The total construction value for this period was \$233,500 compared to \$128,350 the previous year.

A total of 30 inspections were performed during this period.

A total of 2 Heritage permits were issued in this time period.

PRC Operations

A tracking spreadsheet has been implemented for all units within the PRC to notify the Operations Supervisor of issues / complaints / repairs needed for faster, more effective communication. Also initiated monthly meeting beginning this week for supervisors of each unit to connect and communicate on current and upcoming topics and how to support each other's needs.

Looking to host a Certified Pool Operator course in June where necessary staff are certified / re-certified in pool operations as well as hosting staff from other organizations at our facility.

Two operators are registered for training at the Ontario Recreation Facility Association's annual Professional Development Program in April to enhance their competency and knowledge within the industry regarding industrial refrigeration. Gains in job specific experience and best practices will be accomplished.

Friendship Centre east entrance upgrades complete with an immediate improvement in customer experience from less cold air coming into the Centre. Energy savings will surely result from preventing hot / cold outside air from penetrating the conditioned space.

Facilities Capital

- Cadzow Splash Pad – RFP has been awarded to OpenSpace Solutions
- Cadzow Pavilion – RFP has been awarded to IntegriBuild Construction Inc
- Pyramid Recreation Centre Guest Service Desk – RFP has been awarded to Unit 11, currently in the design consultation process.
- Water Tower Structural Upgrades - Tender posted, site tour on March 21
- Town Hall & Library Window Restoration & Replacement tender is posted, site tour on March 21
- Library Addition Roof tender posted, site tour on March 21
- Pyramid Recreation Centre Sound System project completed

Facilities Operational

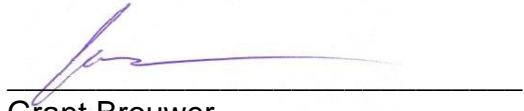
- MOC – new meeting room table delivered
- Town Hall – Community Players investigating raising the seats in balcony for better site lines. Community Players discussing at next Council meeting
- Library – Church Street Door hardware, contractor met for pricing to replace existing hardware with new old style hardware
- Via Station – new Via Office project started

SPENDING AND VARIANCE ANALYSIS

Update on any know budget variances, and why

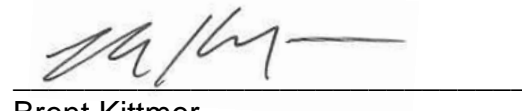
REVIEWED BY

Recommended by the Department

A handwritten signature in purple ink, appearing to read 'Grant Brouwer', is written over a horizontal line.

Grant Brouwer
Director of Building and Development

Recommended by the CAO

A handwritten signature in black ink, appearing to read 'Brent Kittmer', is written over a horizontal line.

Brent Kittmer
CAO / Clerk