



# The Corporation of the Township of Huron-Kinloss

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## Staff Report

**Report Title: Cloudpermit Renewal Options**

**Date: Jul. 3, 2024**

**Report Number: BLD-2024-06-15**

**Department: Building**

**File Number: C11 BLD 24**

**Prepared By: Staff**

**Attachments: None**

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### **Recommendation:**

THAT the Township of Huron-Kinloss Council hereby receive Report BLD-2024-06-15 as prepared by Staff;

AND FURTHER THAT a By-law authorizing staff to sign the agreement be brought forward to the July 15, 2024 Council meeting.

### **Background:**

The current agreement with Cloudpermit is expiring on September 15, 2024. Staff had heard that Cloudpermit fees were increasing across the County and pre-emptively requested a renewal quote. The initial renewal quote was \$30,000/year for a term of 3 years. Staff met with Cloudpermit and expressed concerns over the jump in price and have received a revised 3 year quote with year 1 \$20,000, year 2 \$25,000 and year 3 \$30,000. Cloudpermit will only negotiate a 3 year agreement.

### **Discussion/Analysis/Overview:**

Cloudpermit is an online community development software that provides local governments with Software-as-a-Service (SaaS) products available 24-7. This allows remote and mobile work on-site and ensures that all parties receive real-time information about applications, inspections and approvals. The program integrates with our GIS application to get accurate location data and up to date property information. It allows the public and developers to submit and track their building applications online and is used across the County.

Some of the benefits of using Cloudpermit are:

- The information from Cloudpermit is available to the Township's stakeholders such as B.M. Ross and is used for the issuance of septic permits.
- The completed building permits and plans are automatically shared with MPAC to ensure timely and accurate assessment values and dates.
- The legislated required building permit information is also automatically shared with Stats Can.
- Cloudpermit is working on an integration with Laserfiche to automatically save permits and related information to our records retention and roll files.

The Township is anticipating future developments in Ripley, Lucknow and along the lakeshore, and having Cloudpermit will assist those developers with applying and scheduling inspections for those new buildings. Staff understands that for the average property owner wanting to build that Cloudpermit may not be more efficient, however, it does streamline the process for developers and staff.

There were 244 permits issued in 2023 and approx. 1200 inspections booked through the cloudpermit system.

For the current year there have been 89 permits issued to date with 537 inspections booked through the cloudpermit system.

**Financial Impacts:**

The cost of Cloudpermit software was 5.5% of the building permit revenue in 2023. This cost will be higher for 2024 and 2025, however, will decline as building permit revenue increases with new development.

Cloudpermit has just launched an inspection app that is fully functional on all devices and out of cell phone range that they will include free in the renewal price.

We have received a quote from another software company that provides a cloud based permit system and the 1<sup>st</sup> year with installation will be approx. \$60,950.00, 2<sup>nd</sup> and 3<sup>rd</sup> year including support would be approx. \$31,960.00.

**Performance Measurement:**

This program supports enhancing municipal service delivery by increasing staff efficiency and improving online services for residents.

**Strategic Area:**

- Embrace a thriving rural lifestyle
- Enhance Municipal Service Delivery
- Prepare for Inclusive Growth
- Ensure Financial Stability

**Strategic Goal: Strive for continuous improvement and increased efficiency**

**Respectfully Submitted By:**

Christine Heinisch, Treasurer

**Report Approved By:**

Jodi MacArthur, Chief Administrative Officer