



## The Corporation of the Township of Huron-Kinloss

### Budget Report

**Report Title: Building and Planning Budget 2021**

**Prepared By: Matt Farrell, Building & Planning Manager/CBO**

**Department: Building and Planning**

**Date: Feb. 26, 2021**

**Report Number: BLDG-2021-02-5**

**File Number:**

**F05 BUD21**

**Attachments: Business Plan**

#### **Recommendation:**

THAT the Township of Huron-Kinloss Council hereby receives for information Report No. BLDG-2021-02-05 prepared by Matt Farrell, Building & Planning Manager/CBO and approves the 2021 Building and Planning Business Plan in principle.

#### **Budget Overview:**

2021 Proposed Budget

Total Net Expenditures: \$6,500.00

Compare to:	Total Net Expenditures	Difference (\$)	Difference (%)
2020 Budget	\$14,200.00	-\$7,700.00	-54.2%
2020 Actual	\$16,194.89	-\$9,694.89	-59.9%

#### **Discussion:**

We are not proposing any major new expenditures in either the Building or Planning areas in 2021.

While a higher volume of construction is anticipated this year, we feel the resources we currently have in place will be able to meet any increased service demands. The By-law Officer is able to perform many of the inspection duties and will provide more assistance in this area when needed.

Our planning documents remain current and are not scheduled to be updated in the next five years.

**Treasurer's Comments:**

The only portion of the building and planning budget that is funded by the tax rate is planning. We have changed our process for 2021 to be more reflective of the actual time spent preparing zoning compliance reports, which have an offsetting revenue, as opposed to just answering questions related to zoning and real estate transactions.

The building permit fees are designed to cover the activities of issuing the permits and inspections and they are reviewed every three years to ensure they are fair. Any surplus is transferred to reserve and can be used to offset a deficit within the department.

We are entering the final two years of the current septic system inspection program agreement and as per the terms of that agreement, the user fee will increase from \$66.00 to \$70.00 per property with a private septic system.

**Strategic Alignment / Link:**

The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The recommendations contribute to our goals in achieving an accessible community by being open and transparent.

**Respectfully Submitted By:**

Matt Farrell, Building & Planning Manager/CBO

**Approved By:**

Mary Rose Walden, Chief Administrative Officer