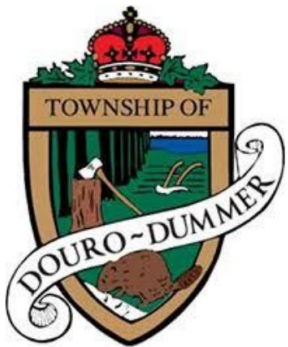


Township of Douro- Dummer Building & Planning Service Review

Committee of the Whole

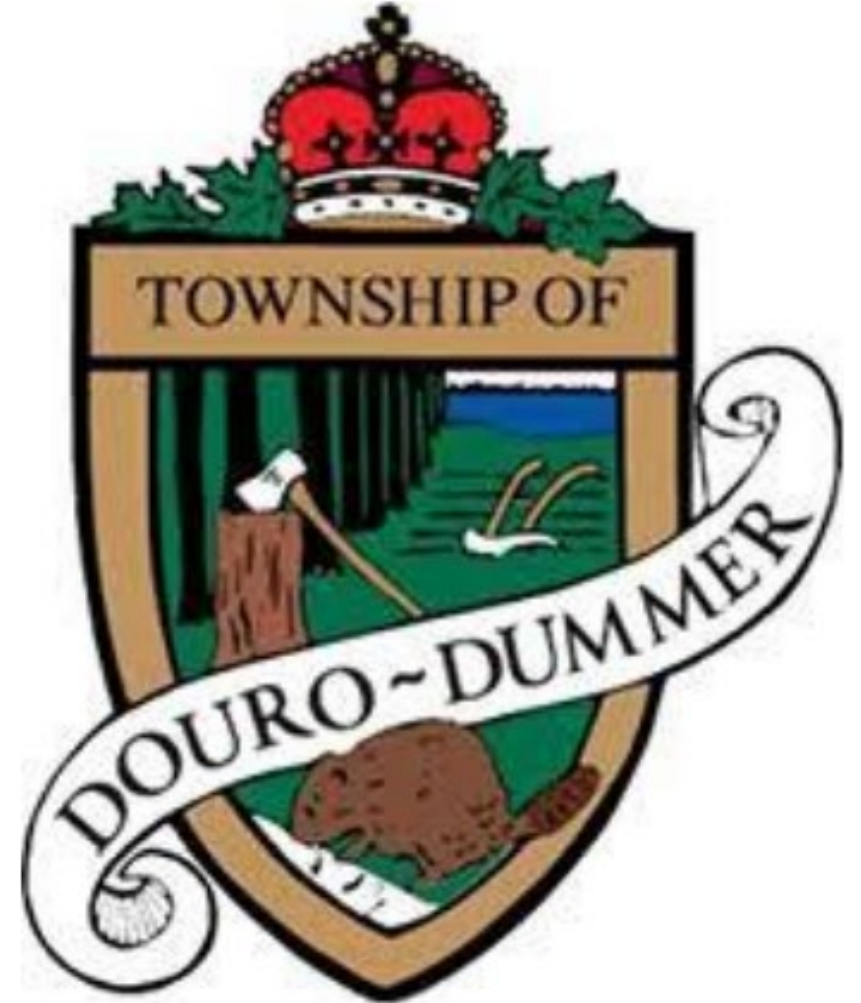
June 17, 2026



**TRITON
ENGINEERING
SERVICES
LIMITED**
Consulting Engineers
Established 1964

Township of Douro-Dummer Building & Planning Service Review

- Agenda
 - ✓ Introduction
 - ✓ Background Research
 - ✓ Questionnaires
 - ✓ Interviews
 - ✓ Open House
 - ✓ Fees
 - ✓ Recommendations
 - ✓ Service Delivery Reports
 - ✓ Feedback and Status



Introduction



- 40 years anniversary in planning field June 2026
- Planner in Owen Sound
- Manager of Building and Planning in Owen Sound
- Director of Community Services Owen Sound (building, planning, recreation, economic development, tourism)
- Chief Administrative Officer Georgian Bluffs
- Chief Administrative Officer, Clerk, Public Work Town of Minto
- Senior Planner Triton Engineering

Background Research

Building Permits

	<u>Year</u>	2022	2023	2024	2025
<u>Permit Type</u>					
Agriculture		8	7	4	8
Single Detached Dwelling		27	30	13	19
Semi Detached or Multiple Dwelling		1	0	0	0
Additional Residential Unit		3	2	1	2
Residential Alteration, Addition		26	27	19	22
Commercial Building		2	2	2	2
Demolition		12	15	11	11
Institutional		4	1	3	2
Sewage System		50	65	38	46
Pools		6	2	7	3
Change of Use		2	1	1	2
Accessory Structures		36	39	32	27
Signs		2	2	1	2
Miscellaneous		<u>17</u>	<u>13</u>	<u>17</u>	<u>25</u>
Total Permits		196	206	149	171
<i>Total Construction Value</i>		\$ 31,260,729	\$ 35,798,274	\$ 41,586,616	\$ 20,681,504

Background Research

Planning Applications

	Authority	2026	2025	2024	2023	2022	2021
Official Plan Amendment	County	0	4	1	0	2	1
Subdivision	County	0	0	0	1	0	1
Zoning By-law Amendment	Township	6	8	15	8	5	17
Minor Variance	Township	4	4	4	6	2	7
Consent	County	5	23	32	17	35	21
Site Plan	Township	2	3	1	0	3	1
Total		17	42	53	32	47	48

Budget Summary

Background Research

Planning	2026		2025		2024		2023		2022		2021	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	
Wages Benefitis	99335	96498	102026	113975	105340	114582	89216	71925	107773	60886	135515	
Contracted Service	14000	47039	9000	6744	9000	3467	4000	3864	35700	4869	35700	
Conservation Authority	123982	116221	116221	108030	108030	104563	104,453	102657	102657	99313	99313	
Other	12700	8308	11800	7601	11200	-1432	9228	-31294	20520	1842	56108	
Total Expense	250017	268066	239047	236350	233570	221180	206,897	147152	266650	166910	326636	
Total Revenue	-39500	-63541	-39500	-46380	-35292	-32036	-40200	-22752	-40350	-46497	-36950	
Balance	210517	204525	199547	189970	198278	189144	166697	124400	226300	120413	289686	
Building & Bylaw	2026		2025		2024		2023		2022		2021	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	
Wages Benefitis	414750	372680	437515	413278	417807	407776	556493	311623	315514	247630	245688	
Contracted Service	50600	6781	50600	27377	43000	33811	55000	61013	60000	27183	53150	
Professional Development	20064	2854	20064	11284	11575	4207	7075	6238	7000	5991	8200	
Other	82457	27077	75598	59467	70550	37344	57753	3121	51040	18548	49632	
Total Expense	567871	409392	583777	511406	542932	483138	676321	381995	433554	299352	356670	
Total Revenue	-624211	-405458	-641708	-523218	-596779	-605271	-743507	-616402	-468719	-666119	-364393	
Balance	0	0	0	0	0	0	0	0	0	0	0	
To (-) From (+) Reserve	-56340	3934	-57931	-11812	-53847	-122133	-67186	-234407	-35165	-366767	-7723	

Background Research

- **Economic Context**
 - International, national, provincial regional and local conditions impact on the service
 - Unemployment Rate around 6.7%
 - CMHC slow growth, decreasing unemployment, home sales increase with lower cost and lower interest rates
 - Increased rental housing with decreased temporary workers
- **Legislative Changes**
 - Bill 109 linked application fees to timelines, site plans, removed appeal rights , surety bonds vs. letter of credit, DC Act
 - Bill 23 Additional Residential Units, parkland dedication, Conservation Authority out of Natural Heritage, DC Act
 - Bill 112 Single tier initiatives, Impact on Counties?
 - Bill 185 further reduced appeals, DC Act
 - Bill 17 school approvals, exclude some setbacks from lot boundaries (water & sewer) DC Act
 - Bill 68 Consolidation of Conservation Authorities
 - Environmental Registry of Ontario has 9 recent listing impacting site plan control, complete applications, standardized official plans, as-of-right variances, parkland dedication, AMPs
- **Service review assumes:**
 - Construction moderate in 2026 recovers and growth in 2027
 - Legislative changes to Planning Act or Building Code have peaked

Questionnaires

- **Questionnaires – comments include**
 - A lot of discussion of the service by word of mouth
 - 21 of 30 respondents familiar with building service and planning service
 - More dissatisfaction than satisfaction with building service, most respondents are neutral
 - Slightly more satisfaction than dissatisfaction with planning service, most respondents are neutral
 - Economic Development issues are encouraging investment, supporting agriculture, promotion, attracting business, reducing red tape
 - 80% believe reducing red tape is good for the economy, less than one-third are familiar with County Economic Development
 - Little appetite for more delegation of Council authority to staff, some interest in shared planning or building services with County or Townships
 - Respondents were involved in construction field with some responding as contractors, developers
 - Customer service, consistency, red tape, seasonal rentals, lack of clarity, comply with Code timelines, excessive studies

Open House



- May 7, 2026
- 15 plus attended
- Open discussion/round table
- Follow up emails received and reviewed
- Some direct emails
- Notes are in the report

Interviews



- 27 Interviews 10 in person, 2 by phone, 18 by Teams
- Staff, Council, Cottage/Environmental Association, Consultants, Locals, Cottagers, First Nation (not formal), Developers
- All documented in Triton files
- Follow up emails reviewed
- Points outlined in the report
- Like the questionnaire customer service, consistency, Code compliance, follow up, clarity and similar
- Some positive feedback

Fees

- Last increase in 2023
- Four municipalities doing rate studies
- Cost of construction versus floor area
- Residential permit samples higher than lower tiers of comparable floor area
- Commercial on the high end
- Agricultural fees compare
- Septic fees all classes lower (offsets in part high residential)
- Fees cover service cost (except 2025)
- Recommend fees unchanged until rate study
- Move from construction cost to building size

Recommendations

- **Technical Compliance**

- Most applications approved every day no issues
- Close outstanding permits systematically
- Code of Conduct complimented by Customer Service Standard
- Cloud Permit assess, training, planning, by-law link to new Financial System
- In field electronic devices to Cloud
- Zoning check at plan review
- Planning pre-consultation streamline
- Scoped peer reviews subject to regulations
- County Official Plan & dated Zoning By-law
- Section 3.28 of Zoning Bylaw interpretation reconsider (minor variance process)
- Site Plan control, 120 metres of wetlands and water; as a condition
- ORCA and Trent Severn Historic Site
- Staff Qualifications

Recommendations



- **Council Staff Relations**
 - Chief Administrative Officer; Deputy CAO/Clerk
 - Code of Conduct for Building Officials P4
 - Council Staff Relations Policy C7
 - CBO and the Building Code Act
 - Department Head
 - Need for up-front information
 - Accountability

Recommendations



- **Customer Service**

- Over-supplying information to the public (building stats, active applications, quarterly building report of successes)
- Review Customer Service & Complaint policies
- Reconcile Staff Contracts with customer service
- Friday availability resolved; Summer Saturdays?
- Status quo fees, move to square footage
- Dedicated office hours, Cloud permit, standard form site and building templates
- By-law enforcement direction from Council
- Short form wording, Administrative Money Penalties (AMP) and MLEO benefits

Recommendations



- **Communication**
 - County Economic Development (GROW) to flow into Business Retention & Expansion BRE, Mayor Breakfast
 - Enhanced building, planning, by-law, economic development info on website
 - Service Reports budget, other services?
 - Staffing

Service Delivery Reports



Department: Building and Planning

Budget Code: 1090

FTE: 1.5

Staff: Planner, Building and Planning Administrator

Strategic Position:

Core Values: Fiscal Responsibility, Environment, Transparency, Service Excellence

Strategic Pillars:

Service Modernization #1. continue to modernize, improve services, processes, and outcomes. Business Attraction, Expansion, Retention #3. Prepare for new Comprehensive Zoning By-law with industrial, commercial zoned land

#4 Incentives to grow business and ensure opportunities to flourish

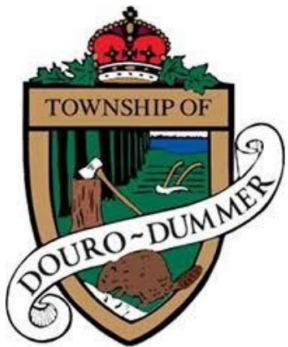
Responsibilities:

- Reports and recommendations to Council on land use planning matters, zoning bylaw amendments and changes to Provincial Planning Policy
- Reports and recommendations to the Committee of Adjustment for applications under Sections 44 and 45 of the Planning Act
- Facilitate Township comments to the County on Official Plan Amendments, Plans of Subdivision (Condominium), and Land Division
- Implement and interpret the Zoning By-law for the public, agencies, and building staff
- Pre-consult on all land use planning matters, assist the public in negotiating the planning process

Feedback and Status

- Final Draft Report posted on Building Service Review Website (June 12- open for comment)
- Presentation on Website (June 12)
- Committee of the Whole Feedback
- Online Feedback through Summer
- Final Report
- Inform 2027 Budget

Questions
Discussion
Thank you



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