

Township of Southgate
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Staff Report HR2021-011

Title of Report: HR2021-011 Building Inspector/By-Law Enforcement Officer Hiring
Department: Human Resources
Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report HR2021-011 for information.

Background:

The Building Inspector is responsible for providing assistance to the Chief Building Official and the delivery of Building Inspection Services for duties legislated under the Ontario Building Code Act. A Building Inspector is expected to be able to work independently with a wide range of knowledge of legislation, codes, by-laws and regulations that govern building and development. The overall responsibility as a Building Inspector is to represent the Township to provide oversight of building construction by looking out for the health and safety of the public. Enforce all By-Laws passed under the Planning, Municipal Act and any other applicable legislation & municipal by-laws. Provides support to CBO, related to enforcement within the Municipality.

The following motion was approved at the March 3, 2021 Council Meeting

Moved By Councillor Shipston **Seconded By** Councillor Dobreen

Be it resolved that Council receive Staff Report HR2021- 003 for information; and **That** Council direct staff to proceed with an internal and external job posting for a Building Inspector/By-Law Enforcement Officer closing March 19, 2021.

Carried No. 2021-113

Staff Comments:

The position was posted internally and externally on March 4, 2021 with a closing date of March 19, 2021. 19 applications were received, and 7 candidates were interviewed between March 31 to April 6 with second interviews occurring on April 14th. Aaron Ryckman was the chosen candidate and he is scheduled to begin in his new position on May 17, 2021.

Financial Implications:

There is no financial impact caused by this report as this new position was approved in the 2021 Budget.

Communications & Community Action Plan Impact:

Goal 2 "Revitalizing Downtown Dundalk"

Action 2-D: The Township will have taken aggressive action to enforce compliance by downtown buildings with property standards Building Code, and Fire Code regulations

Concluding Comments:

Staff are pleased to welcome Aaron into his new role as Building Inspector & By-Law Enforcement Officer.

Respectfully Submitted,

HR Coordinator: *Original Signed By*

Kayla Best, HR Coordinator/Assistant to the CAO

Dept Head Approval: *Original Signed By*

Bev Fisher, CBO/By-Law Enforcement Officer

CAO Approval: *Original Signed By*

Dave Milliner, CAO