



# BOARD REPORT

**TO:** Chair and Directors **File No:** 3760 06

**SUBJECT:** Electoral Area C: Building Regulation Public Engagement Summary

**DESCRIPTION:** Report from Marty Herbert, Team Leader Building and Bylaw Services, dated June 27, 2018.  
A summary of the public engagement and open houses held in Electoral Area C with regard to the implementation of building regulation in this area.

**RECOMMENDATION:** THAT: the Board receive the report "Electoral Area C: Building Regulation Public Engagement Summary" dated June 27, 2018 from the Team Leader, Building and Bylaw Services for information.

## SHORT SUMMARY:

As previously requested by the Board, Development Services staff created information material and held open houses in Electoral Area C to inform residents about the pending introduction of building regulation (inspection services) in their area slated for the spring 2019. Of the three, the Sunnybrae open house had the highest attendance and all open houses resulted in very good discussions about the proposed service.

This report details the outreach that was conducted and summarizes the results of these meetings with the public in Electoral Area C.

<b>VOTING:</b>	Unweighted Corporate <input checked="" type="checkbox"/>	LGA Part 14 (Unweighted) <input type="checkbox"/>	Weighted Corporate <input type="checkbox"/>	Stakeholder (Weighted) <input type="checkbox"/>
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## BACKGROUND:

Nielsen-Welch Consulting Inc. presented the *Building Inspection Service Electoral Areas B, C and E Business Case* at the Electoral Area Directors (EAD) meeting of December 2, 2016. At that meeting the EAD resolved to recommend to the Board that:

*"The Board, in principle, endorse the process to move forward with a six level building inspection services for Electoral Areas B, E and F for implementation in January 2018."*

The approved 2017 budget included an additional Electoral Area B and E Building Official and Building Inspection Assistant as a result of the EAD recommendation.

As part of the 2018 budget discussion, Director Demenok requested staff to undertake a public engagement project to educate constituents on the implementation of Building Inspection in Electoral Area C in 2019.

Staff were then instructed to prepare a communication engagement plan for the proposed building regulation service. To that end, staff worked with Nielsen-Welch Consulting and produced detailed information about the service that would be disseminated via social media, CSRD website and at three open houses to be held in Electoral Area C. The information created for this outreach included:

- Nielsen-Welch Consulting Inc. presented the *Building Inspection Service Electoral Areas B, C and E Business Case*
- Comprehensive overview document of the proposed building inspection service, i.e. what is the proposed

- service, how did we get to this point, costs of the service, process, building scenarios;
- Frequently Asked Questions (FAQ) sheet and glossary of terms;
- Building Inspection 101 brochure, i.e. what is building inspection, why is it important;
- Benefits and Costs of CSRD Building Inspection;
- Building Permit Primer, i.e. what are building permits, information required; and,
- Service Implementation Chart, i.e. steps being followed to implement the service.

These materials were all made available in hardcopy at the CSRD office and could be viewed and downloaded via the website. Poster boards were also created based on this material and displayed at the open houses. There was also the ability of the public to provide their comments with regard to the proposed service via an online form or at the open houses as written comment.

The open houses were advertised via CSRD social media and website as well as in two editions of most local newspapers; *Market News* and the *Scoop* servicing Electoral Area C. The advertisements included information as to where and when the upcoming open houses would be held, as well as where to find additional information and who to contact about the proposed service.

Open houses were then held in the following areas; the number of attendees and comments submitted to CSRD staff are noted below:

<b>Electoral Area C</b>	<b>Attendees*</b>	<b>Comment Sheets</b>	<b>Online Submissions</b>
South Shuswap Chamber Meeting, "Dreamcycle" Sorrento, June 4, 2018	13	N/A	N/A
Sunnybrae Community Hall June 11, 2018	32	3	1
Blind Bay Memorial Hall June 12, 2018	11	0	2
Sorrento Memorial Hall June 19, 2018	6	0	0

As could be expected the attendance and opinions varied greatly at each open house with regard to the proposed service.

At the first meeting in Sorrento with the South Shuswap Chamber of Commerce, there were 13 attendees and the overall sentiment from attendees was positive. There were comments that did express concern about the application timelines, level of service and technical training staff was expected to have.

The Sunnybrae open house was well attended with thirty two attendees. Three written comments and one comment on the sign in sheet were very supportive of the service. Concerns ranged from building permit fees to specific requirements of BC Housing mandating a warrantied builder or warranted owner/builder for single family homes which requirements were unfamiliar to out of province attendees.

The Blind Bay open house had eleven attendees. Communication from all attendees was positive. Discussion from the attendees included genuine concerns regarding lack of building inspection, incorrectly sited houses and the location and failing of septic systems.

The Sorrento open house had only six attendees. Reporter Dawn Clarke from the South Shuswap Scoop covered the event. Two local contractors were in attendance and all the discussion was favorable to the service. Conversations included concerns for existing buildings completed without inspections and options to occupy a building without occupancy permit issuance in the event you ran out of money.

**POLICY:**

Staff have now completed the community engagement as requested by the Board with regard to the proposed building regulation service. Previously Building Regulation Bylaw No. 660 had been created to replace the existing Building Regulation Bylaw No. 630 and have building regulation service apply to Electoral Areas B and E and the existing service area of Electoral Area F. Taxation to support the implementation of the expanded building regulation service area for Electoral Area C in spring 2019, requires both Building Regulation Bylaw No. 660 and Building Inspection Service Establishment Bylaw No. 5762 to be adopted by the end of October 2018; both Building Regulation Bylaw No.660 and Building Inspection Service Establishment Bylaw No. 5762 require an amendment to add Electoral Area C as a participating area. The Service Establishment Bylaw will also require Ministerial approval, therefore, an amendment to the Service Establishment bylaw should be given three readings in August.

**FINANCIAL:**

Costs associated with the public engagement for the proposed building regulation service included the expenses associated with developing the information materials, newspaper advertisements, hall rentals, travel costs, consultant and staff time. Total expenses came in less than the \$15000 budgeted for the project in the 2018 CSRD budget.

**KEY ISSUES/CONCEPTS:**

The open houses were an excellent opportunity for Development Services staff and Directors to speak with residents and landowners about the proposed building regulation service. Although there were several members of the public that arrived with preconceived ideas as to what the service would be and what the impacts on them individually would mean, staff and Directors were able to hear these concerns first hand while also being able to correct some misinformation about the proposed service. Even though in many conversations there was an understanding as to why the CSRD Board and staff may desire to bring in building inspection to other Electoral Areas, e.g. legal costs, health and safety, some individuals philosophically still felt that there is already too much regulation and do not believe that local government should be bringing in regulation where none currently exists. As detailed in the *Building Inspection Service Electoral Areas B, C & E Business Case* there are several reasons why building regulation is necessary, including for equitable taxation and assessment, consumer protection, building and occupant safety, and others, and these reasons were discussed with the attendees.

**SUMMARY:**

Staff have now completed the public engagement requested by the Board in regard to the proposed

Building Regulation Service for Electoral Area C.

**IMPLEMENTATION:**

Next steps will be for the Board to consider adoption of both Building Regulation Bylaw No. 660 and Building Inspection Service Establishment Bylaw No. 5762 adding Electoral Area C to these bylaws prior to the end of October 2018. The early adoption is necessary to obtain taxation authority required for the expanded building regulation service area anticipated to start in spring 2019. Concurrently, both Building Regulation Bylaw No. 660 and Building Inspection Service Establishment Bylaw No. 5762 will require an amendment to add Electoral Area C as a participating area.

Early 2019 budget approval may also be necessary for an additional Building Official position. The new Building Official is anticipated to start prior to February 2019 in order to begin to liaise with builders, contractors and landowners/homeowners and officially implement the new service as scheduled for spring 2019.

**COMMUNICATIONS:**

Although the formal public engagement is now complete with regard to the proposed building regulation service, all of the material used for this engagement will remain available on the CSRD's website and in hardcopy at the front counter at the CSRD office.

While the Building Regulation Bylaw No. 660 amendment will be considered by the Board in the fall of 2018, additional communications will also be undertaken with other government agencies, e.g. Interior Health and BC Housing as well as reaching out to those involved in the construction industry, with updated informational brochures and face to face contact with building staff.

**DESIRED OUTCOMES:**

That the Board receive this report for information.

**BOARD'S OPTIONS:**

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

**Report Approval Details**

Document Title:	2018-07-19_Board_DS_EAC_Building_Regulation_Public_Meetings.docx
Attachments:	<ul style="list-style-type: none"><li>- Neilson-Welch_Consulting_Inc_2017-10-16_Business_Case.pdf</li><li>- Neilson-Welch_Consulting_Inc_2018-07-03_Memo.pdf</li><li>- Comment_Forms_Area_C_Open_House_2018-06.pdf</li><li>- Frequently_Asked_Questions_2018-06.pdf</li><li>- Overview_Report_2018-06_3760-06.pdf</li><li>- BuildingInspectionServiceArea_2018_OverviewWithC.PDF</li></ul>
Final Approval Date:	Jul 11, 2018

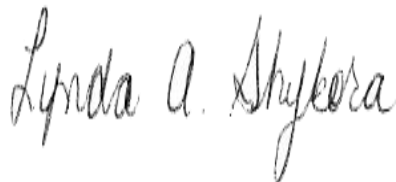
This report and all of its attachments were approved and signed as outlined below:



**Gerald Christie - Jul 11, 2018 - 10:32 AM**



**Jodi Pierce - Jul 11, 2018 - 11:12 AM**



**Lynda Shykora - Jul 11, 2018 - 11:19 AM**



**Charles Hamilton - Jul 11, 2018 - 4:01 PM**