
To: Mayor and Council

From: Scott McLeod, Chief Building Official

Meeting Date: September 8, 2025

Subject: Report # PB-034-2025- Building Department Activities Report April - June 2025

Recommendation

Be It Resolved that Council of the Township of Clearview hereby receive report PB-034-2025 (Building Department Activities Report April - June 2025) dated September 8, 2025, for information.

Background

The Building Department as part of its regular duties provides additional information with the quarterly building permit statistics outlining the activities of the Building Department for Council's information.

Comments and Analysis

Building Department Activities Report April - June 2025:

This report serves to highlight for Council the Building Departments activities for April through June 2025.

Regular Department Duties:

The normal activities of the Building Department include the following:

- Review and approval of permit applications.
- Inspections.
- Enforcement.
- Complaint review and follow up.
- Applicable law determination and review.
- General enquires.
- Fence permits and Pool permits.

- Implementation of Septic Re-Inspection Program as part of Source Water Protection requirements.

Clearview Committee Support:

Building Department staff provide support to various Clearview committees.

Attendance and background support have been provided to the following committees:

1. Clearview Joint Health and Safety Committee (Staff Member and Co-Chair Lori Kennedy).
2. Clearview Accessibility Advisory Committee (Staff Member Scott Pattison).

Additional Committee Support:

1. Simcoe County Chief Building Officials Committee (SCCBOC) (Committee Coordinator Scott McLeod).

Highlights:

1. Building Permit Activity:

During for the Months of April – June 2025 the Building Department experienced a decreased permit activity. The year-to-year comparison resulted in a decrease in number of permits, construction value and revenue compared with the same time period in 2024.

The April – June 2025 Statistics are below for information.

Figure 1 2024/2025 Permit Count by Month

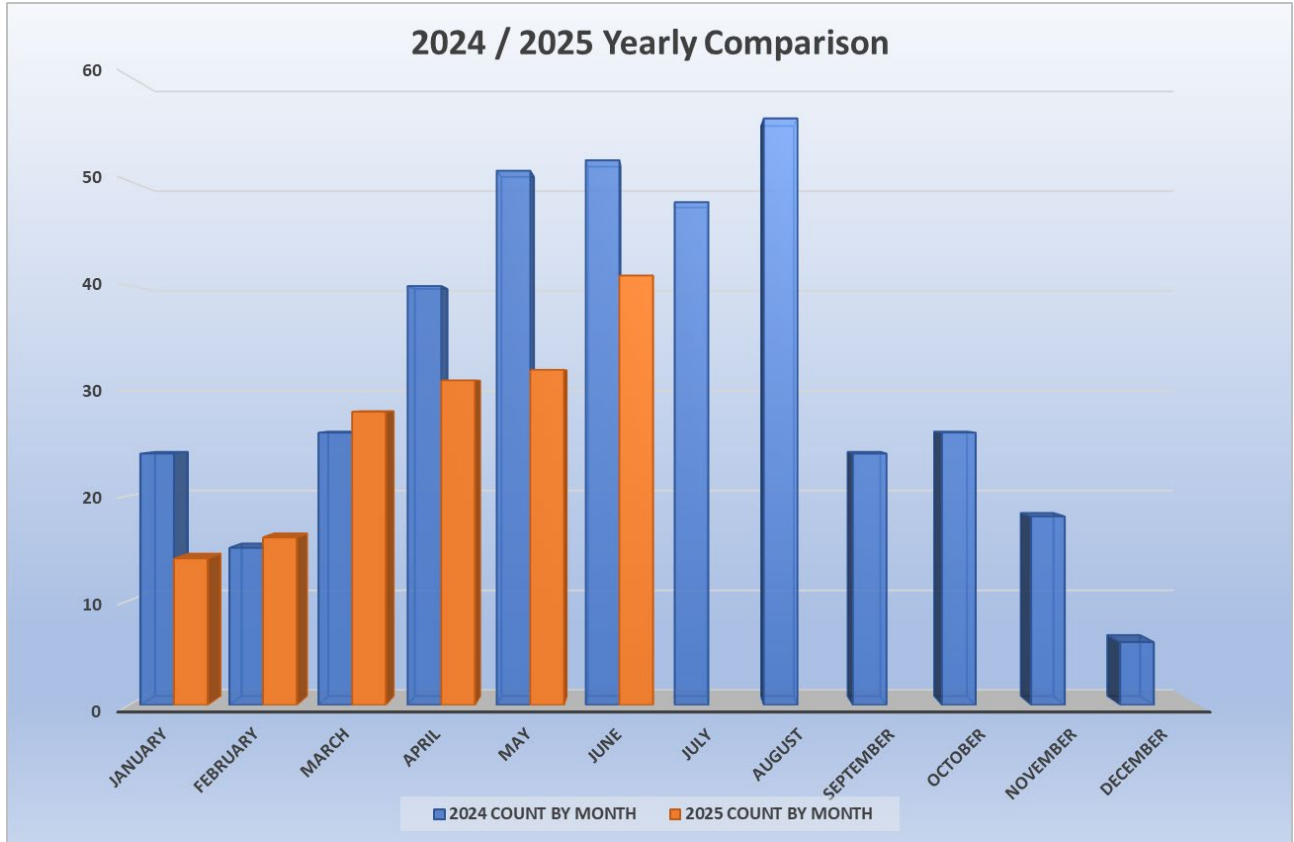


Figure 2 2024/2025 Building Permit Count by Type

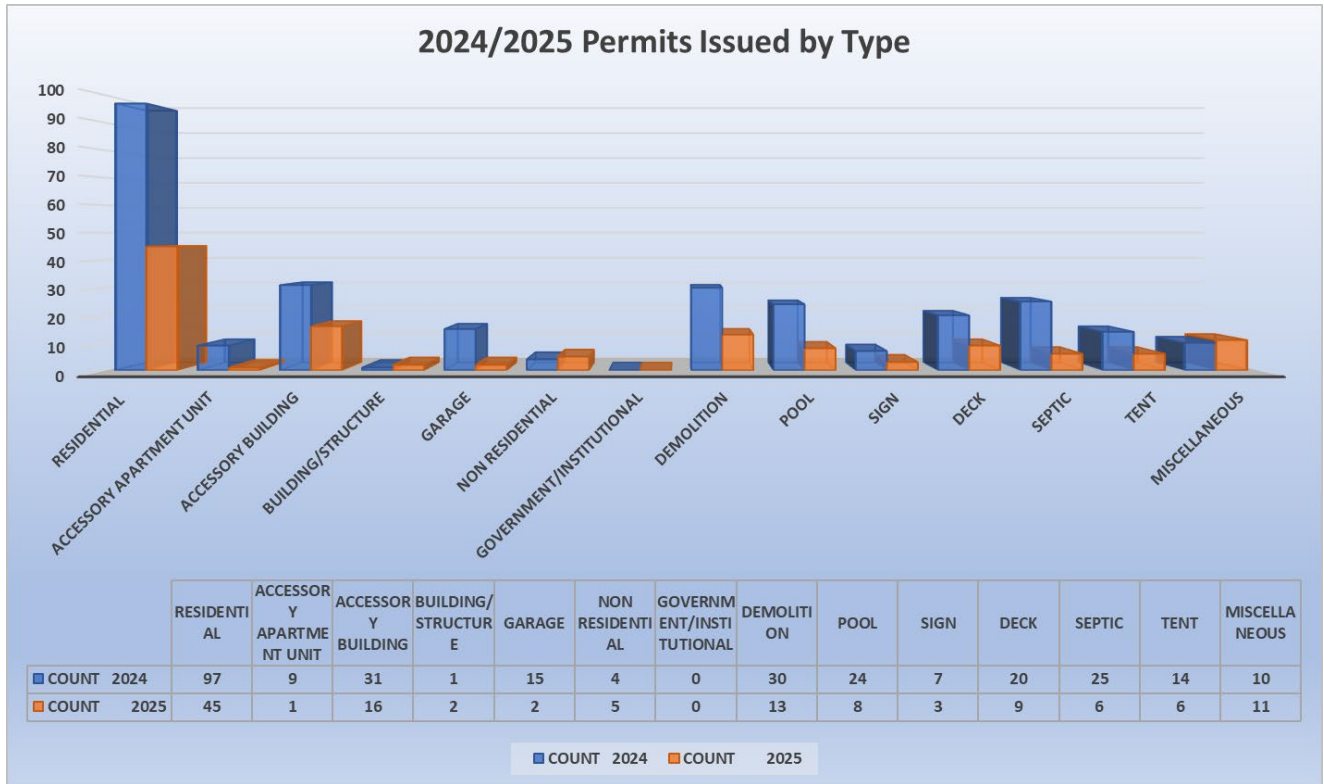


Figure 3 2024/2025 Construction Value

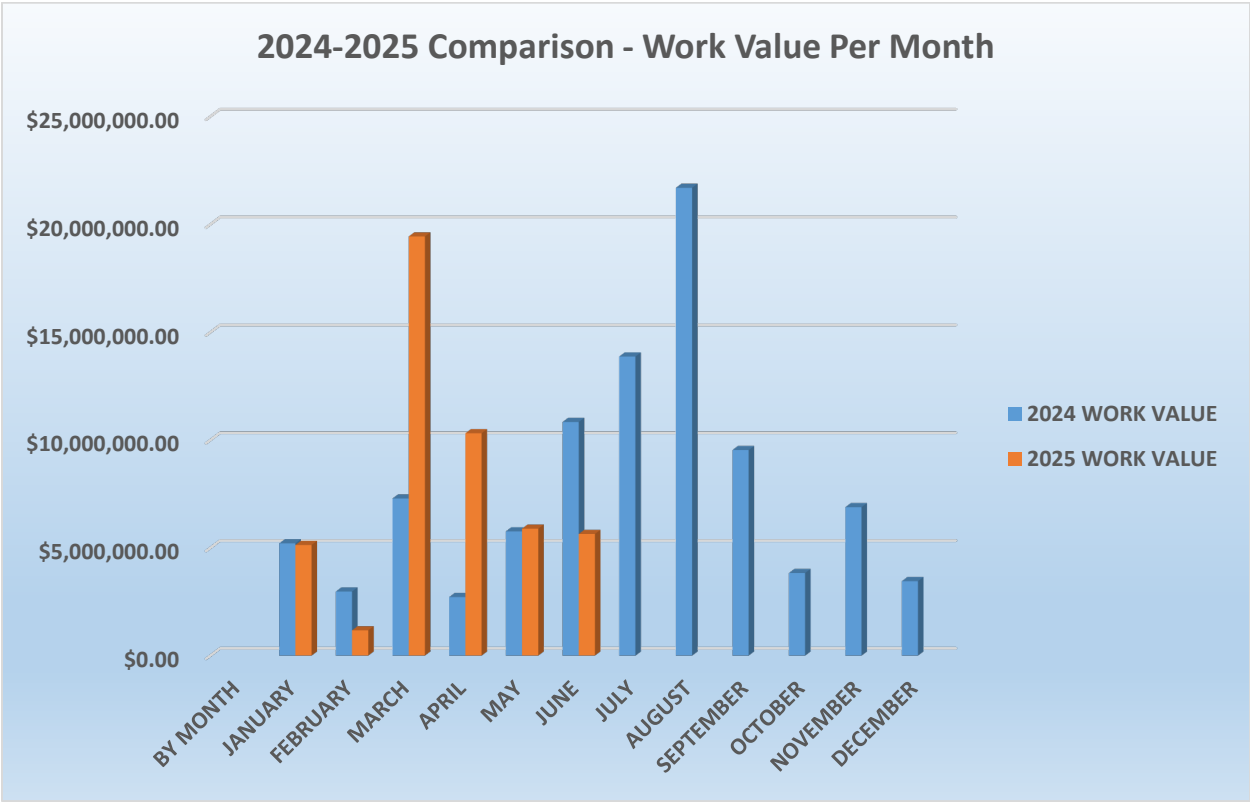


Figure 3 2024/2025 Annual Permit Activity By Type

CLEARVIEW TOWNSHIP		ANNUAL
PERMIT ACTIVITY BY TYPE 2023/2024		
PERMIT TYPE	COUNT 2023	COUNT 2024
RESIDENTIAL	184	17
ACCESSORY APARTMENT UNIT	5	1
ACCESSORY BUILDING	12	7
BUILDING/STRUCTURE	12	0
GARAGE	7	3
NON RESIDENTIAL	1	1
GOVERNMENT/INSTITUTIONAL	0	0
DEMOLITION	26	5
POOL	22	5
SIGN	0	0
DECK	15	6
SEPTIC	21	11
TENT	17	0
MISCELLANEOUS	11	5
TOTAL	333	61

2. Training:

The following training was conducted.

- Staff attended regular Chief Building Official (CBO) and Ontario Building Official Association (OBOA) meetings.
- Conducted regular Health and Safety Talks.
- OBOA Leadership Day.
- CityView Software Training.
- Radon Gas Training Session.
- Source Water Protection Refresher.

3. **Septic Re-inspection Program:** As part of the Source Water Protection requirements Clearview is required to re-inspect all properties that have a septic system located within 100 metres of a municipal well as identified by South Georgian Bay Lake Simcoe Source Water Protection Plan. The septic systems located within the 100 metres are considered to be a significant threat.

Septic systems that have been identified by the Source Water Protection Plan as significant threats are required to be inspected within 5 years of the Source Water Protection plans adoption and then re-inspected every 5 years thereafter.

All affected property owners with septic systems in McKean, Collingwood Lands and Windrose/Buckingham estates subject to re-inspections have been notified of the third round of inspections.

This program has been moving forward and has been well received by property owners. Notices and ground truthing are now occurring in New Lowell.

4. **Staff Changes:** Building Inspector Miranda Murray left Clearview for a new position July 5th.

Ben Stadig is our New Building Inspector joining the team August 25th.

Ben brings with him a BA from the University of Guelph in Social Science with recognition and a Red Seal certification through Georgian Collage in carpentry, along with extensive registered Building Code Qualifications (BCIN).

Financial Implications

No effect on the Clearview Budget.

Clearview's Strategic Plan

The above initiative supports the following strategic pillars:

- Communication

Report Appendices

NA

Approvals

Submitted by: A. Scott McLeod, CBCO, Dipl.M.M., Chief Building Official

Reviewed by: John Ferguson, CAO

**Financial Implications
Reviewed by:** Kelly McDonald, Treasurer

Approved by: John Ferguson, CAO