



The Corporation of the
City of Sault Ste. Marie

C O U N C I L R E P O R T

October 14, 2025

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Freddie Pozzebon, Chief Building Official
DEPARTMENT: Public Works and Engineering Services
RE: 2024 Building Division Annual Fee Report

Purpose

The purpose of this report is to inform Council of the annual revenue and expenditures of the Building Division governed under the *Ontario Building Code Act* for the 2024 construction year. The report also details the total remaining reserves as of the end of December 31, 2024.

Background

As required under section 7(4) of the *Ontario Building Code Act*, an annual fee report must be made outlining revenue, expenditures and direct or indirect costs. There must also be a report for any Reserve Fund held for the necessary expenditures. The Reserve Fund is to ensure staffing levels are not detrimentally affected during times when construction activity has been reduced. Please see attached document. (2024 Annual Report Summary)

Analysis

The 2024 budget estimated that the reserve fund would not be required; however, an increase in construction value and construction projects from the previous year resulted in a transfer of funds into the Reserve Fund.

Financial Implications

The transfer of funds (2024 – \$ 68,621.10) to the Reserve Fund will further assist in reducing the financial impacts the Building Division may experience related to the additional workload required from the increase in construction activity.

Strategic Plan / Policy Impact / Climate Impact

This report is not linked to the Strategic Plan but is a requirement of the *Ontario Building Code Act*.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Chief Building Official dated September 25, 2025 concerning the 2024 Annual Fee Report be received as information.

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September 25, 2025
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Respectfully submitted,

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