

ITEM	8
MANAGER'S REPORT NO.	6
COUNCIL MEETING	1979 01 22

RE: A REVIEW ON THE FEASIBILITY OF COMBINING THE DUTIES OF THE ENGINEERING DEPARTMENT'S BY-LAW AND CLAIMS INSPECTORS WITH THE DUTIES OF INSPECTORS IN THE BUILDING DEPARTMENT

Following is a report from the Municipal Engineer and the Chief Building Inspector regarding the results of the subject review. This matter was raised by Council in the form of an inquiry at a recent meeting on the budget.

The Municipal Manager concurs with the two recommendations in the report. Although it would be consistent with existing procedure for Council to deal with these now, it would perhaps be more appropriate for the entire report to simply be referred to the special meeting which Council will have with staff on January 31.

RECOMMENDATION:

1. THAT this report be referred to the meeting on 1979 January 31 at which time Council will review with staff the manner in which inspections are carried out by various departments.

* * * * *

TO: MUNICIPAL MANAGER 79 01 16
 FROM: CHIEF BUILDING INSPECTOR
 MUNICIPAL ENGINEER
 SUBJECT: POSSIBLE COMBINATION OF DUTIES OF BY-LAW & CLAIMS INSPECTOR (ENGINEERING DEPARTMENT) WITH INSPECTORS FOR THE BUILDING DEPARTMENT.

RECOMMENDATIONS:

1. THAT there be no change in current staffing of inspection procedures, and,
2. THAT the Chief Building Inspector and the Municipal Engineer maintain present review procedures of inspection services.

REPORT

The above subject was raised during recent budget discussions by Council.

I BACKGROUND

The question raised is one that has been discussed from time to time by the Chief Building Inspector and the Municipal Engineer.

These discussions have resulted in the following practices and procedures being adopted by the two Departments:

(cont'd)

1. The Building Department inspects, rather than the Engineering Department, sewer and water "mains" within comprehensive developments along with their own plumbing inspections. Normally, plumbing inspections are done to ascertain accordance with design based on units of plumbing which are functions of the particular plumbing fixtures being installed, i.e. water closet, lavatory, sinks, bathtubs, and venting. Engineering Department inspections of mains is to ascertain if they are in accordance with a design based on grades and volumes. During the discussion of comprehensive developments, it was decided that the most practical approach to provide the best use of Municipal resources was for the Building Department to carry out these inspections.
2. Conversely, the Engineering Department, rather than the Building Department, inspects the "civil" work of underground wiring in subdivision and lighting projects. These inspections are carried out by the Engineering Department Contracts Division Inspectors.
3. The Building Department continually informs the Engineering Department (though informally) of damage to Municipal utilities, dirty streets, or unauthorized filling or encroachment of easements which are observed during Building Department inspections. The Building Department reports to the Engineering Department any private signs that are found to be on Municipal property or road allowance.
4. The Engineering Department, on the other hand, informs the Building Department of possible illegal suites noticed during water inspections or construction for which the Engineering Department Inspector's records do not show that a damage deposit has been collected. The Engineering Department informs the Building Department of parking violations regarding commercial vehicles in residential areas, on private property, and trailers and recreational vehicles parking illegally in front yards.

II REPORT

Other than the cooperative reciprocity of inspections as mentioned above, the Building Department and the Engineering Department knows of no other feasible ways of further integrating inspection duties. This has been reviewed once more and it was found that further integration is precluded because of the timing of particular inspection visits due to sequence of construction and respective areas of responsibility. The Building Department's work is within private property whereas the Engineering Department's work is within public rights-of-way; authorization for these respective areas of responsibility are from different statutes and sections of the Municipal Act.

It has also been determined by experience of both Departments that the best method of inspection is to maintain a continuity of inspection whenever possible; in other words, having the same inspector doing the preliminary, ongoing, and final inspections.

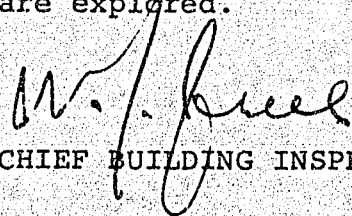
There also arises, when we are considering integration of inspection services, the areas of expertise and job classification relative to the Union Contract. It is our opinion that any further overlapping or integration of inspection services (presuming that the problem of areas of expertise and job classification were overcome) would require complete duplication of records for them to be available to the inspectors in both Departments (this would include each inspector's progress notes). At this time, the work load and present staffing levels of both Departments leaves little or no room for placing additional work load on existing inspectors.

(cont'd)

ITEM	8
MANAGER'S REPORT NO.	6
COUNCIL MEETING	1979 01 22

III CONCLUSIONS

The Building and Engineering Departments wish to advise that further areas of reciprocity or cooperation of inspector services would not appear feasible at this time. We would like to reiterate that both Departments will continue, through discussions between the Chief Building Inspector and Municipal Engineer, to review inspection procedures from time to time to be assured that all avenues of possible cooperation are explored.


CHIEF BUILDING INSPECTOR


MUNICIPAL ENGINEER

EEO/VMT/ch