



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Chris Robinson, CBCO

Position: Chief Building Official

Title / Subject: New Swimming Pool Enclosure By-law

Date of Report: November 1, 2024

Date of Meeting: November 18, 2024

Report No: 2024-DS-014

1.0 Issue / Origin

In 2023 staff made amendments to the Swimming Pool Enclosure By-law with the intent of coming forward with an updated by-law in 2024.

2.0 Background

The building department is responsible for administering swimming pool enclosure permits through the Swimming Pool Enclosure By-law. Staff felt it necessary to update the by-law with respect to the permit process, updated administration and enforcement processes as well as other changes to ensure costs are covered by the permit holder(s).

3.0 Analysis

Staff have been monitoring and making tracked changes to the Swimming Pool Enclosure By-law over the last year in an effort to make it current with permit processes, additions to the by-law where needed, provide a sample site plan so residents have a clear understanding as to what is required to streamline the permit process and add enforcement tools to the bylaw for when noncompliance occurs.

Notable additions to the new by-law include,

- Updated and additional definitions
- A section on permit applications that includes a link to the Cloudpermit portal that is currently used for the permit process

- Detailed fees and refunds section to ensure applicants know what fees may be applicable through the process including a detailed refund section as one did not previously exist
- Offences have been added to the by-law so that set fines can be included for when noncompliance occurs.
- A sample site plan has also been created so it is clear what is to be included with permit applications

4.0 Related Policies / Procedures

By-law #1936-2005-PP as amended by by-law #3216-2023
(consolidated version) – Swimming Pool Fence By-law

5.0 Financial / Budget Assessment

The Swimming Pool Enclosure by-law and associated fees are included in the Township's Fees and Charges by-law as amended and subject to an annual review and increases as deemed appropriate in order to cover the costs to process the associated permits.

6.0 Climate Change Impacts

N/A

7.0 Communications

Notice of the Swimming Pool Enclosure by-law will be posted on the Township's website and social media accounts. Information regarding the permit process is also available on the Township's [website](#).

8.0 Conclusion

Township staff recommend that the Swimming Pool Enclosure By-law appended to this report be considered for adoption at a future Council meeting, subject to the consideration of any public, Council and agency input.

9.0 Recommendation

Be It Resolved That Report No. 2024-DS-014, entitled New Swimming Pool Enclosure By-law, be received; and

THAT staff be directed to consider all public, Council and agency input and bring back the Swimming Pool Enclosure by-law to Council for adoption on December 16, 2024.