

Inspection and Technical Services

Information Bulletin – Guide for Roles and Responsibilities of ITS and Land Authorities Regarding The Buildings Act

ITS 22-011

The purpose of this bulletin is to clarify the roles and responsibilities of Inspection and Technical Services (ITS) and land authorities with regards to The Buildings Act (the Act) and its regulations. It is not intended to be an exhaustive explanation of requirements under the Act and regulations.

“Land authorities” for the purpose of this document includes municipalities, planning districts, provincial parks and land regulated by Indigenous Reconciliation and Northern Relations (IRNR).

“Planning districts” are established under The Planning Act, and include a person who is authorized to act on the authority’s behalf.

Roles and Responsibilities of Land Authorities:

Municipality/Planning District:

Each municipality/planning district is responsible to adopt and enforce any building construction codes or building construction standards adopted under the Act and is responsible for enforcing the established construction codes as per Section 4 of the Act.

As a result, municipalities shall establish by-laws in relation to the enforcement of the construction codes. Building by-laws outline the requirements for building, plumbing and occupancy permits.

The municipality/planning district is responsible for enforcing by-laws within their jurisdiction including issuing stop work orders regardless of type of building.

Land authorities not within a municipality (provincial parks and IRNR):

Land authorities such as provincial parks and IRNR may require a building permit to be issued by ITS as part of their approval process or make it a condition of their approval for any projects within their jurisdiction.

Roles and Responsibilities of ITS:

ITS is responsible to issue permits and conduct inspections when required by a municipality who does not employ or contract a qualified Part 3 person.

ITS also issues permits when requested by parks or IRNR.

ITS does not determine when a permit is required as it falls under the responsibility of the land authority and it does not issue stop work orders.

ITS will not accept any permit applications without the authorization of the land authority being completed on the permit application.

ITS's role is to review and issue building permits requested by a land authority for compliance with the applicable construction codes and conduct the required inspections as a condition of those permits.

ITS also provides guidance on the legislated requirements and shall endeavor to assist the fire service, building service, land authorities, government departments, manufacturers, industry, and the general public in the interpretation of the building construction codes and/or related matters.

Q & A:

1. If a building is being constructed without a permit who do I notify?

Enforcement of permits lies with the land authority and therefore you should contact them immediately.

2. Does my project need a permit?

The requirements of permits are laid out in by-laws or regulations. Please contact your local land authority to determine if a permit is required.

3. Who has the authority to issue a stop work order?

Land authorities.

4. I want to renovate my cottage in a provincial park, do I call ITS for a building permit?

No. Please contact the land authority under the department of Environment, Climate and Parks. Only if the land authority requires a building permit, would the applicant then contact ITS by submitting the required documentation. Please refer to [ITS BC Guide 05](#).

5. I want to construct a farm building, who do I contact?

Please contact the appropriate land authority to understand their by-law or regulatory requirements.

6. Is ITS a land authority?

ITS is not a land authority.

For any questions or clarifications, please contact the Inspection and Technical Services at

Tel: 204-945-3373 or Email: TechnicalService@gov.mb.ca.