

HALIFAX

P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Item No. 14.1.4
Halifax Regional Council
July 18, 2017

TO: Mayor Savage and Members of Halifax Regional Council

SUBMITTED BY: Original Signed by 

Jacques Dubé, Chief Administrative Officer

DATE: May 11, 2017

SUBJECT: Appointment of Development Officers

ORIGIN

This report originates from staff.

LEGISLATIVE AUTHORITY

Halifax Regional Municipality Charter, Chapter VIII, Section 258(1):

The Council shall appoint a development officer to administer its land-use by-law and subdivision by-law.

RECOMMENDATION

It is recommended that Halifax Regional Council appoint Stephanie Norman, Janice MacEwen and Dean MacDougall as Development Officers, pursuant to Subsection 258(1) of the *Halifax Regional Municipality Charter*, and that these appointments be effective for the duration of their current conditions of employment with the Halifax Regional Municipality.

BACKGROUND

Development Officers are required to administer the Municipality's land use regulations, as set out in its various land use by-laws, development agreements, the Regional Subdivision By-law and the *HRM Charter*, on behalf of Council. As a result of recent competitions, two staff members were hired to the Planner II position.

DISCUSSION

As part of the Planning and Development Business Unit Renewal Program, two Planner II positions were assigned to the Land Development and Subdivision Program Area within the Current Planning division. As part of this exercise, a new job description for the Planner II position was also created which includes the assignment of Development Officer duties and responsibilities as may be appropriate.

These positions will be responsible for making decisions concerning the more straightforward and routine development applications, thereby creating capacity to allow the existing Principal Planners who are appointed as Development Officers to be able to devote more of their time to respond to the more complicated development applications. This further division of staff roles and responsibilities will help to improve service delivery and allow all development applications to be processed more efficiently.

Both Stephanie Norman and Janice MacEwen have accepted full time positions as Planner IIs within the Land Development and Subdivision Program area. Stephanie Norman is currently on maternity leave and Dean MacDougall has accepted a term placement in this position. Achieving the results identified requires the appointment by Council of these individual as Development Officers.

FINANCIAL IMPLICATIONS

There are no budget implications associated with this report. These are budgeted positions within C420 – Land Development and Subdivision.

RISK CONSIDERATION

There are no significant risks associated with the recommendations contained within this report.

COMMUNITY ENGAGEMENT

Community engagement is not applicable to this report.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

ALTERNATIVES

Council may choose not to appoint the two staff members as Development Officers. In doing so, the added capacity for the more efficient processing of development applications would be lost.

ATTACHMENTS

None.

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.php> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

Report Prepared by: Kevin Warner, Program Manager, Land Development and Subdivision, 902.490.1210

Report Approved by: Original Signed
Kelly Denty, Manager, Current Planning, 902.490.4800

Report Approved by: Original Signed by Director
Bob Bjerke, Director and Chief Planner, Planning and Development, 902.490.1627
