

HALIFAX

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

Item No. 15.1.2
Halifax Regional Council
January 25, 2022

TO: Mayor Savage and Members of Halifax Regional Council

SUBMITTED BY: Original Signed by 

Jacques Dubé, Chief Administrative Officer

DATE: January 7, 2022

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 Melinda Francis and Ashlee Bevis as Development Officers, pursuant to Subsection 258(1) of the *Halifax Regional Municipality Charter*, and that these appointments be effective for the duration of the current conditions of their employment with the Halifax Regional Municipality.

BACKGROUND / DISCUSSION

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 have been hired to fill two Planner II positions.

A promotion within the division and a retirement has left the Land Development and Subdivision program with vacancies in two Planner II positions. The job description for these Planner II positions includes the assignment of Development Officer duties and responsibilities as may be appropriate.

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

Both Melinda Francis and Ashlee Bevis have accepted full time positions as Planner IIs within the Land Development and Subdivision Program area. Achieving the results identified in the current business plan requires the appointment by Council of these individuals 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

No risk considerations were identified.

COMMUNITY ENGAGEMENT

No community engagement was required.

ENVIRONMENTAL IMPLICATIONS

No environmental implications were identified.

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

No attachments.

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Sean Audas, Land Development & Subdivision Program Manager, 902.476.9553
