

STAFF REPORT TO COUNCIL

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DATE: April 14, 2022

TO: MAYOR AND COUNCIL

NAME AND TITLE: DEANNA WASNIK, DIRECTOR OF PLANNING & DEVELOPMENT

SUBJECT: City of Prince George Approving Officer Appointments

ATTACHMENT(S): None

RECOMMENDATION(S):

That Council RESCINDS the appointment of Dave Dyer, Chief Engineer, as Approving Officer.

PURPOSE:

This report is to update the current list of Approving Officer appointments for the City of Prince George.

BACKGROUND:

Currently, the City of Prince George has appointed the following individuals in the Approving Officer role:

- Ms. Natalie Payne, Supervisor of Subdivision and Building Inspection;
- Mr. Alan Clark, Development Engineer; and
- Mr. Dave Dyer, former Director of Public Works.

POLICY/REGULATORY ANALYSIS:

Approving Officers are statutory decision-makers at the municipal and provincial level who ensure that proposed subdivision applications comply with relevant legislation and local bylaws. Municipal Approving Officers are appointed by Council under Section 77 of the *Land Title Act*.

Section 77 of the Land Title Act states the following:

- (1) For land within a municipality, the municipal council must appoint a person as an approving officer.
- (2) An approving officer appointed under this section must be
 - (a) the municipal engineer,
 - (b) the chief planning officer,
 - (c) some other employee of the municipality appointed by the municipal council, or
 - (d) a person who is under contract with the municipality.

DISCUSSION:

Administration recommends removal of Mr. Dyer's appointment as Approving Officer as his appointment is no longer consistent with Section 77 (2) of the *Land Title Act*.

To sustain customer service levels for subdivision approvals, the City of Prince George will maintain the appointments of Ms. Natalie Payne and Mr. Alan Clark as Council appointed Approving Officers.

SUMMARY AND CONCLUSION:

It is recommended that Council rescind the appointment of Mr. Dave Dyer as Approving Officer, and maintain the current appointments of Ms. Natalie Payne and Mr. Alan Clark as Approving Officers for the City of Prince George.

RESPECTFULLY SUBMITTED:

Deanna Wasnik, Director of Planning and Development

PREPARED BY: Brenda Sieben, Supervisor

APPROVED:

Adam Davey, Acting City Manager

Meeting Date: 2022/04/25