

Report to Planning and Environment Committee

To: Chair and Members
Planning and Environment Committee
From: Scott Mathers, MPA, P.Eng.
Deputy City Manager, Planning and Economic Development
Subject: Amendments to Various Planning Related By-laws Pertaining to Delegation and Signing Authority
Date: April 11, 2023

Recommendation

That, on the recommendation of the Director, Planning and Development, the following actions be taken with respect to the administration title changes:

- a) the proposed by-law (attached as Appendix “A”) to this report **BE INTRODUCED** at the Municipal Council meeting to be held on April 25, 2023, to amend By-law No. CP-1502-129, as amended, being “A by-law to delegate certain authority of Municipal Council to consent to or grant permits for alterations to heritage designated properties” by deleting all references to the title “Manager, Community Planning, Urban Design and Heritage” and replacing them with the title “Manager, Community Planning”.
- b) the proposed by-law (attached as Appendix “B”) to this report **BE INTRODUCED** at the Municipal Council Meeting to be held on April 25, 2023, to amend By-law No. C.P-1470-218, as amended, being “A by-law to delegate the authority to require an applicant to provide information and material in support of various *Planning Act* applications”, to:
 - i) delete all references to the title “Manager, Long Range Planning, Research and Ecology” and replace them with the title “Manager, Long Range Planning”.
 - ii) delete all references to the title “Manager, Community Planning, Urban Design and Heritage” and replace them with the title “Manager, Community Planning”.
- c) the proposed by-law (attached as Appendix “C”) to this report **BE INTRODUCED** at the Municipal Council Meeting to be held on April 25, 2023, to amend By-law No. CP-23, as amended, being “A by-law to provide for the Committee of Adjustment and Consent Authority”, by deleting all references to the title “Manager, Current Planning” and replacing them with the title “Manager, Current Development”.

Executive Summary

As a result of administrative title changes, a review of applicable by-laws was undertaken to ensure that the by-laws reflect the current organizational structure within Planning and Development.

Linkage to the Corporate Strategic Plan

Leading in Public Service.

2.0 Financial Impact/Considerations

None.

3.0 Key Issues and Considerations

Analysis

1.0 Background Information

1.1 Previous Reports Related to this Matter

Corporate Services Committee – August 30, 2021

Planning and Environment Committee – October 10, 2017

Planning and Environment Committee – September 8, 2015

2.0 Discussion and Considerations

The purpose of this report is to recommend that Municipal Council adopt amendments to the following by-laws to reflect Civic Administration title changes, to assist with achieving efficiencies in operations and to improve service to the public:

- By-law No. C.P.-1502-129, as amended, being “A by-law to delegate certain authority of Municipal Council to consent to or grant permits for alterations to heritage designated properties”.
- By-law No. C.P.-1470-218, as amended, being “A by-law to delegate the authority to require an applicant to provide information and material in support of various *Planning Act* applications”
- By-law No. CP-23, as amended, being “A by-law to provide for the Committee of Adjustment and Consent Authority”.

3.0 Financial Impact/Considerations

None.

4.0 Key Issues and Considerations

None.

Conclusion

Amendments to various planning related by-laws pertaining to Delegation and Signing Authority are required to incorporate recent changes to job titles within Planning and Development. Civic administration is recommending amendments to the Delegation and Signing Authority By-laws to reflect the identified title changes.

Prepared and

Recommended by: Heather McNeely, MCIP, RPP
Director, Planning and Development

Submitted by: Scott Mathers, MPA, P.Eng.
Deputy City Manager, Planning and Economic
Development

Attached.

Copy: Michelle Vivinetto, Executive Assistant
Ashleigh Griffiths, Administrative Assistant
Kevin Edwards, Manager Community Planning
Britt O'Hagan, Manager Current Development
Justin Adema, Manager, Long Range Planning (Acting)
Peter Kavcic, Manager, Subdivisions & Development Inspections

APPENDIX "A"

Bill No.
2023

By-law No. C.P.-1502-129-

A by-law to amend By-law C.P.-1502-129, as amended, entitled the "A by-law to delegate certain authority of Municipal Council to consent to or grant permits for alterations to heritage designated properties" to change Civic Administration titles to reflect the current organizational structure.

WHEREAS subsection 5(3) of the *Municipal Act, 2001*, S.O. 2001 c. 25, as amended, provides that a municipal power be exercised by by-law;

AND WHEREAS subsection 33(1) of the *Ontario Heritage Act*, R.S.O. 1990 c. 0.18, as amended ("the *Ontario Heritage Act*"), the Municipal Council may make decisions in respect to the consent of alterations of property designated under Part IV of the *Ontario Heritage Act*,

AND WHEREAS under subsections 33(15) and 33(16) of the *Ontario Heritage Act*, Municipal Council may by by-law, delegate its powers to consent to all alterations or with respect to such classes of alterations as are described in the by-law by the council of a municipality, to an employee or official of the municipality if the council has established a municipal heritage committee and has consulted with the committee prior to delegating power;

AND WHEREAS the Council deems it appropriate to amend By-law C.P.-1502-129, as amended, being "A by-law to delegate certain authority of Municipal Council to consent to or grant permits for alterations to heritage designated properties" to change Civic Administration titles to reflect the current organizational structure;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. By-law C.P.-1502-129, as amended, is hereby further amended, by deleting all references to the title "Manager, Community Planning, Urban Design and Heritage" and by replacing them with the title "Manager, Community Planning".
2. This by-law comes into force and effect on the date that it is passed.

PASSED in Open Council on April 25, 2023.

Josh Morgan
Mayor

Michael Schulthess
City Clerk

First Reading - April 25, 2023
Second Reading - April 25, 2023
Third Reading - April 25, 2023

APPENDIX "B"

Bill No.
2023

By-law No. C.P.-1470-

A by-law to amend By-law No. C.P.-1470-218, as amended, being "A by-law to delegate the authority to require an applicant to provide information and material in support of various Planning Act applications" to change Civic Administration titles to reflect the current organizational structure.

WHEREAS subsection 5(3) of the *Municipal Act, 2001*, S.O. 2001 c. 25, as amended, provides that a municipal power be exercised by by-law;

WHEREAS section 23.1 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that Municipal Council is authorized to delegate its powers and duties under this or any other Act to a person or body subject to any restrictions set out;

AND WHEREAS the Council deems it appropriate to amend By-law CP-1470-218, as amended, being "A by-law to delegate the authority to require an applicant to provide information and material in support of various *Planning Act* applications" to change Civic Administration titles to reflect the current organizational structure;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. By-law C.P.-1470-218, as amended, is hereby further amended, by:
 - i) deleting all references to the title "Manager, Long Range Planning, Research and Ecology" and replace them with the title "Manager, Long Range Planning".
 - ii) deleting all references to the title "Manager, Community Planning, Urban Design and Heritage" and replace them with the title "Manager, Community Planning".
3. This by-law comes into force and effect on the date that it is passed.

PASSED in Open Council on April 25, 2023.

Josh Morgan
Mayor

Michael Schulthess
City Clerk

First Reading - April 25, 2023
Second Reading - April 25, 2023
Third Reading - April 25, 2023

APPENDIX "C"

Bill No.
2023

By-law No. CP-23-

A by-law to amend By-law No. CP-23, as amended, entitled "A by-law to provide for the Committee of Adjustment and Consent Authority" to change Civic Administration titles to reflect the current organizational structure.

WHEREAS subsection 5(3) of the *Municipal Act, 2001*, S.O. 2001 c. 25, as amended, provides that a municipal power be exercised by by-law;

WHEREAS section 23.1 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that Municipal Council is authorized to delegate its powers and duties under this or any other Act to a person or body subject to any restrictions set out;

AND WHEREAS subsection 54(5) of the *Planning Act*, as amended, provides that Municipal Council may by by-law delegate the authority of the council under section 53 of the Act or any part of that authority to an appointed officer identified in the by-law by name or position occupied or to the committee of adjustment;

AND WHEREAS the Council deems it appropriate to amend By-law CP-23, as amended, being "A by-law to provide for the Committee of Adjustment and Consent Authority" to change Civic Administration titles to reflect the current organizational structure;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. By-law CP-23, as amended, is hereby further amended, by deleting all references to the title "Manager, Current Planning" and replacing them with the title "Manager, Current Development".
2. This by-law comes into force and effect on the date that it is passed.

PASSED in Open Council on April 25, 2023.

Josh Morgan
Mayor

Michael Schulthess
City Clerk

First Reading - April 25, 2023
Second Reading - April 25, 2023
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