

Municipal Approving Officer Appointment

RECOMMENDATION:

That Council:

Appoint Lisa Grant, Director of Development Services as the Municipal Approving Officer for the City of Port Coquitlam pursuant to section 77 of the *Land Title Act*.

PREVIOUS COUNCIL/COMMITTEE ACTION

None.

REPORT SUMMARY

The City is required to have a Municipal Approving Officer for matters related to the subdivision of land as prescribed by the Land Title Act. The City's current Approving Officer, Siu Tse Manager of Development Engineering, resigned his position. As such, staff is recommending that Lisa Grant, Director of Development Service be appointed as the Municipal Approving Officer for the City of Port Coquitlam.

BACKGROUND

The role of the Municipal Approving Officer is to make decisions regarding subdivision approvals. The Approving Officer is appointed by Council with responsibilities to independently apply provincial statutes and local bylaws regarding subdivision and uses their independent discretion in making those decisions about subdivision approval. This position is a statutory official with separate and independent jurisdiction from Council.

The Manager of Development Engineering, Siu Tse, is currently the Municipal Approving Officer for the City of Port Coquitlam since his appointment in 2015. Mr. Tse has resigned from the City of Port Coquitlam and will be no longer eligible to fulfill his role after January 24, 2020.

DISCUSSION


It is recommended that Lisa Grant, Director of Development Services be appointed as the Municipal Approving Officer. Ms. Grant was the previous Approving Officer for the City of Pitt Meadows and Deputy Approving Officer for the Village of Harrison Hot Springs. She has also completed the Approving Officer Course through the Local Government Management Association of British Columbia in 2017.

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FINANCIAL IMPLICATIONS

None. The Approving Officer is a statutory position that allows for subdivision of land approvals within the City of Port Coquitlam.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Appoint Lisa Grant, Director of Development Services as the Municipal Approving Officer for the City of Port Coquitlam.
	2	Appoint an alternative staff member as the Municipal Approving Officer for the City of Port Coquitlam.

Lead author(s): Lisa Grant RPP, Director of Development Services