

Staff Report for Decision

DATE OF MEETING April 27, 2020

AUTHORED BY JEREMY HOLM, DIRECTOR, DEVELOPMENT APPROVALS

SUBJECT DEPUTY SUBDIVISION APPROVING OFFICER

OVERVIEW

Purpose of Report

To request Council appoint a new Deputy Subdivision Approving Officer.

Recommendation

That Council approve the appointment of Claire Negrin as Deputy Subdivision Approving Officer.

BACKGROUND

As outlined in Section 77 of the *Land Title Act*, the municipal council must appoint an Approving Officer, who is responsible for the review and approval of subdivision applications. Statutorily, the subdivision approval process is separate from Council with the *Land Title Act*, giving the Approving Officer the authority to deal with subdivision applications. In order to support business continuity, the City has traditionally appointed an Approving Officer and one or more Deputy Approving Officers.

Staff recommend that new Manager of Subdivision, Claire Negrin, be appointed as the Deputy Approving Officer.

Jeremy Holm, Director of Development Approvals, will continue in his role as Approving Officer and Dean Mousseau, Manager of Engineering & Environment, will continue to act in the role of Deputy Approving Officer

SUMMARY POINTS

- Staff recommend that new Manager of Subdivision, Claire Negrin, be appointed as the Deputy Approving Officer.
- To support business continuity, Jeremy Holm will continue in his role as Approving Officer and Dean Mousseau will continue to act in the role of Deputy Approving Officer.

Submitted by:

Jeremy Holm
Director, Development Approvals

Concurrence by:

Dale Lindsay
General Manager, Development Services