

2018-2022 Governance Review – Recommended Amendments: *Licensing By-law* (No. 2002-189), *Property Standards By-law* (No. 2013-416), *Vehicle for Hire By-law* (No. 2016-272)

	Reason for Amendment	Action/Section	Current Language with Proposed Amendments		
			<i>Licensing By-law</i>	<i>Property Standards By-law</i>	<i>Vehicle for Hire By-law</i>
1	Housekeeping – Clarify that the Property Standards and License Appeals Committee has five members	<p><i>Licensing By-law</i> - Amend s. 3, remove s. 4 and s.5, which are no longer relevant</p> <p><i>Property Standards By-law</i> - Amend s. 98(2), remove s. 98(1), 98(3) and 98(8), which are no longer relevant</p> <p><i>Vehicle for Hire By-law</i> - Amend s.</p>	<p>s. 3(1) The License Committee shall be composed of any three (3) members of a panel of six (6) members of Council.</p> <p>(2) A minimum of three (3) members of the panel shall also be members of the Community and Protective Services Committee. <u>The Property Standards and License Appeals Committee shall be composed of five (5) citizen members appointed by City Council.</u></p>	<p>s. 98(1) A License and Property Standards Committee is hereby established.</p> <p>s. 98(2) The Committee shall be composed of three (3) persons appointed in accordance with City Council approved procedure for the appointment to Boards, Committees and Authorities. <u>The Property Standards and License Appeals Committee shall be composed of five (5) citizen members appointed by City Council.</u></p> <p>s. 98(3) The term of office for the members of the Committee shall be for three (3) years with one</p>	<p>s. 161(1)(a) The Property Standards and License Appeals Committee shall hold the review hearing at the time, place and date set out in the notice referred to in Section 160.</p> <p><u>s. 161(1)(b) The Property Standards and License Appeals Committee shall be composed of five (5) citizen members appointed by City Council.</u></p>

		161(1), add new - s. 161(1)(b)	<p>s. 4 The Committee Coordinator of the Emergency and Protective Services Committee is designated the Committee Coordinator of the License Committee.</p> <p>s. 5(1) The License Committee shall meet regularly at 9:30 a.m. on the third Monday of every second month of the year.</p> <p>s. 5(2) A special meeting may be summoned at such a time and date as requested by the Chief License Inspector.</p>	<p>term expiring annually so that the first appointments shall be for one, two and three years.</p> <p>s. 98(8) Two (2) members of the Committee shall constitute a quorum.</p>	
2	Housekeeping – Standardize language regarding Notice of Refusal	<i>Licensing By-law</i> - No change , s. 22 <i>Property Standards By-law</i> - Amend s. 97	s. 22 An applicant in receipt of a notice of refusal given pursuant to Section 21 may, within fourteen (14) days of having been served the notice, apply in writing for a review of the refusal to issue the license applied	s. 97 An owner or occupant who has been served with an order made under the <i>Building Code Act</i> and who is not satisfied with the terms or conditions of the order may appeal to the Property Standards and License Appeals Committee by sending a notice of	s. 157 An applicant in receipt of a notice of refusal given pursuant to Section 156 may, within fourteen (14) days of having been served the notice, apply in writing for a review of the refusal to issue the license applied for by

		<i>Vehicle for Hire By-law - No change</i> , s. 157	for by filing the request for a review with the Chief License Inspector and the provisions of Sections 24 to 28 shall apply.	appeal by registered mail to the secretary of the License and Property Standards Committee <u>Chief License Inspector</u> within fourteen (14) days after being served with the order and paying the processing fee described in Schedule "A".	filing the request for a review with the Chief License Inspector and the provisions of Sections 149 to 153 inclusive shall apply.
3	Housekeeping – Standardize language regarding Dates of Review	<i>Licensing By-law - Amend</i> s. 24 <i>Property Standards By-law - Amend</i> s. 99 <i>Vehicle for Hire By-law - Amend</i> s. 159	s. 24 The Chief License Inspector, (a) upon receipt of the application referred to in Section 22, or (b) upon reporting to the Property Standards and License Appeals Committee as set out in Section 23, shall determine a date with the Committee Coordinator of the Property Standards and License Appeals Committee for the review	s. 99 The secretary <u>Chief License Inspector, with the coordinator</u> of the Committee, in receipt of the notice of appeal, shall a) determine the date, place and time of the hearing of the appeal which shall take place not less than seven (7) days and not more than thirty (30) days from the date of receipt of the aforesaid notice; and b) give notice in writing, via registered mail, of the date, place and time of the hearing referred to in paragraph (a) to: i. the appellant;	s. 159 The Chief License Inspector, a) upon receipt of the application referred to in Section 157, or b) upon reporting to the Property Standards and License Appeals Committee as set out in Section 154, shall determine a date with the Committee Coordinator of the Property Standards and License Appeals Committee for the review hearing by the Property Standards and

			<p>hearing by the License Committee which shall be at least fourteen (14) days hence <u>from receipt of appeal hearing request.</u></p>	<p>ii. the Officer who issued the order; and</p> <p>c) any other interested persons who the Committee considers should receive the notice.</p>	<p>License Appeals Committee which shall be at least fourteen (14) days hence <u>from receipt of appeal hearing request.</u></p>
4	Housekeeping – Standardize language regarding Decision Date	<p><i>Licensing By-law - Amend s. 27</i></p> <p><i>Property Standards By-law - Amend s. 101(2) and s. 101(3)(c)</i></p> <p><i>Vehicle for Hire By-law - No Change, s. 162</i></p>	<p>s. 27 The Property Standards and License Appeals Committee shall give its decision in writing to the Chief License Inspector within seven (7) <u>business</u> days of the date of the completion of the review hearing.</p>	<p>s. 101(1) The Committee may,</p> <p>a) confirm, modify or rescind the order to demolish or repair; or</p> <p>b) extend the time for complying with the order.</p> <p>2) The Committee shall give its decision in writing <u>to the Chief License Inspector within seven (7) business days of the date of the completion of the review hearing.</u></p> <p>3) The secretary of the Committee shall notify,</p> <p>(a) the appellant;</p> <p>(b) the Officer who issued the order; and</p>	<p>s. 162 The Property Standards and License Appeals Committee shall give its decision in writing to the Chief License Inspector within seven (7) business days of the date of the completion of the review hearing.</p>

				(c) any other person who appeared at the hearing of the appeal, of the decision, by causing a copy to be served personally or by registered mail, in accordance with the provisions of Section 96.	
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