



City Committees - Virtual Information Session

Property Standards Committee

September 15, 2022 7:00 p.m. – 8:30 p.m

Agenda

- Property Standards
- The Property Standards Committee (PSC)
- Duties of the PSC
- The Property Standards Hearing

Property Standards

- The City's Property Standards By-law No. 79-19 (Municipal Code Chapter 1010) provide a framework requiring buildings, structures, surrounding lands and vacant property be maintained and improved to standards set out in the by-law
- Property standards relates to existing buildings and structures and the lands upon which they are situated and do not apply to new construction
- If the property does not conform to the standards of the by-law, a Municipal By-law Enforcement Officer may issue an order requiring compliance with the standards prescribed

Property Standards

- An owner or occupant who is served with an order may appeal the terms and conditions of the order to the PSC
- Notice of the appeal must be made to the secretary of the PSC within 14 days of service of the order
- Upon receipt of notice of appeal, the PSC shall be convened to hold a hearing, and hear the appeal

The Property Standards Committee

- The PSC is established consisting of three persons to be appointed by Council for a three-year term
- Each appointment shall be for the term of one, two and three years providing for one vacancy each year
- Eligibility to be considered by Council as PSC member includes a person who is:
 - a resident, owner or tenant of land in the City
 - a Canadian citizen
 - 18 years of age
 - legally able to vote in an election of Council
 - not a member of Council

Duties of the Property Standards Committee

- The PSC will schedule meetings sufficient to meet the following requirements:
 - The PSC members must elect a chair from among themselves, or in the case of absence must elect an acting chair
 - The PSC members must provide for a secretary who shall keep on file the records of all official business of the PSC including records of all applications and minutes of all decisions
 - Quorum for the PSC shall be a majority of the members
- The Community Standards Division is the lead Division who will provide hearing technical support and scheduling assistance
- Members of the PSC are paid \$50 per hearing compensation

The Property Standards Hearing

- On an appeal of a property standards order, the PSC has all the powers and functions of the Municipal By-law Enforcement Officer who issued the order
- Hearings are conducted in accordance with the City's Hearing Procedure By-law and in accordance with the Statutory Powers Procedures Act
- All persons attending the hearing must be afforded an opportunity to be heard and introduce evidence
- All PSC member may administer the taking of oaths of all persons

The Property Standards Hearing

- Upon review of the property standards order, all evidence and exhibits adduced by all persons, the PSC may:
 - Confirm the order, or
 - Modify the order, including extending the time to comply, or
 - Rescind the order
- Decisions of the PSC may be appealed to the Superior Court of Justice within 14 days after a copy of the decision is sent
- An order that is deemed to be confirmed or modified by either the PSC or the Superior Court is final and binding