

# The Corporation of the Municipality of Northern Bruce Peninsula

## By-Law No. 2023-11

### Being A By-Law to Authorize the Appointment of a Property Standards Committee for the Municipality of Northern Bruce Peninsula

Whereas, pursuant to The Building Code Act, as amended, the Council of the Corporation of the Municipality of Northern Bruce Peninsula passed By-law No. 2018-36 being a by-law prescribing for the maintenance and occupancy of property;

And whereas, pursuant to The Building Code Act, as amended, where a by-law is passed prescribing such standards, Council shall provide for the establishment of a Property Standards Committee consisting of not fewer than three (3) persons and who shall hold office for such term as may be prescribed by the Council;

Now Therefore the Council of the Corporation of the Municipality of Northern Bruce Peninsula hereby enacts as follows:

1. That the following persons shall be and are hereby appointed as members of the Property Standards Committee for the Municipality of Northern Bruce Peninsula for the term of the current Council:

John Moiseshyn  
Wayne Eichenberger  
Dave Van Geem  
Councillor Todd Dowd

2. THAT this by-law shall come into full force and effect upon the final passing thereof.

Read a First and Second Time This 13th Day of March 2023.

Read a Third Time, Finally Passed, Signed and Sealed This 13th Day of March 2023.

**Original Signed by Mayor, Milt Mclver and Clerk, Cathy Addison.**

**The signed By-law is available upon request.**



Schedule "A" By-law No. 2023-11

**Terms of Reference  
Property Standards Committee**

**Mandate:**

To hear and determine all appeals to Property Standards Orders issued by the Bylaw Enforcement Officer. To act in accordance with the Building Code Act with respect to committees and appeals to Property Standards Orders. The Committee will only meet upon receipt of appeal of an order made under Property Standards.

To promote the general betterment and positive self-image of our community.

**Composition and Organization:**

The Committee will consist of three (3) volunteer members including one (1) Council representative, each with voting privileges.

The Committee will hear appeals under section 15.3 of the Building Code Act, 1992., and in accordance with section 15.3 (3.1) of the Act, has all the powers and functions of the officer who made the order. The duties are as follows:

- The Committee shall hear the appeal.
- The Committee shall give notice or direct that notice be given of such hearing to such person as the Committee considers should receive such notice.
- On an appeal, the Committee has all the powers and functions of the officer who made the order and the Committee may do any of the following things if, in the Committee's opinion, doing so would maintain the general intent and purpose of the by-law and of the official plan or policy statement:
  1. Confirm, modify or rescind the order to demolish or repair.
  2. Extend the time for complying with the order.
- The Committee has the power to make the final decision, which may be appealed to the Superior Court of Justice by notifying the Clerk of the municipality in writing and by applying to the Court within 14 days after a copy of the decision is sent.

The Committee shall be governed by all applicable Municipal by-laws and policies for the conduct of meetings and activities including but not limited to:

1. Procedural By-law
2. Property Standards By-law
3. Purchasing/Procurement By-law
4. The Municipal Act

## 5. The Municipal Conflict of Interest Act

Persons appointed as Committee members shall complete mandatory training as required by the Municipality from time to time including but not limited to Accessibility, Procedural, Respect in the Workplace and Health and Safety.

### **Meeting Attendance:**

If Members miss three (3) consecutive meeting, a report will have to be submitted to Council to perhaps reconsider the “seat” on the Committee, if applicable

### **Vacancies Mid-Term:**

Members appointed to this Committee should be prepared to commit to participation and duties assigned throughout the duration. Due to the nature of the Committee and the required work plan, mid-term vacancies on the Committee will not be filled and the remaining members shall be deemed to meet the composition required to complete the task.

### **Terms and Conditions:**

The Property Standard Committee shall be appointed by by-law and shall run with the current term of Council.

Meetings shall be established and conducted in accordance with the Municipality Procedural By-law and any other applicable legislation.

### **Available Resources:**

The Committee will:

- have resources available, through the Municipality, such as photocopying, faxing, and similar office functions.