



# TERMS OF REFERENCE PROPERTY STANDARDS COMMITTEE

Authorizing or Mandating Legislation: Building Code Act, 1992, section 15.6 as a result of Property Standards By-law 31-1999, as amended

Procedural By-law: N/A see section 15.6 of the Building Code Act, 1992

Approved: November 17, 2014

Evaluation Date: January 2020

Date of Formation: As a result of Property Standards By-law 31-1999 as amended

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## 1.0 PURPOSE

To hear appeals commenced under section 15.3 of the Building Code Act, 1992.

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To promote the general betterment and positive self-image of our community using the identified strengths that exist in the community.

## 2.0 COMMITTEE PARTICULARS

### 2.1 Resource:

2.1.1 Chief Building Official

2.1.2 Property Standards Office

2.1.3 Staff Support: As appointed by Manager of Planning and Development Services

2.1.4 Number of Council Members: Two

2.1.5 Number of Community Members: Three

**2.2 Term:** January, 2019 to November 14, 2022

**2.3 Meeting Frequency:** Upon receipt of appeal of an order made under Property Standards By-law 31-1999, as amended

**2.4 Remuneration:** \$100.00 per attendance

## 3.0 SCOPE OF WORK

The committee shall hear appeals commenced under section 15.3 of the Building Code Act, 1992, (the "Act"), 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 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 Property Standards By-law and the Official Plan and policy statement:

**3.1** Conform, modify or rescind the order to demolish or repair

3.2 Extend the time for complying with the order

**4.0 REQUIRED SKILLS**

Risk Management

Legal

Critical Thinking/Analysis