

Property Standards: Terms of Reference Amendments

Type	Previous Terms of Reference	Proposed Amendments
Format (by sub-heading)	<ol style="list-style-type: none"> 1. Composition 2. Term of Office 3. Remuneration 4. Frequency of Meetings 	<ol style="list-style-type: none"> 1. Name 2. Reports to 3. Status 4. Established 5. Enabling Legislation/ Authorizing By-law 6. Mandate 7. Deliverables 8. Strategic Plan Linkages 9. Committee Composition and Staff Resources 10. Qualifications 11. Frequency of Meetings 12. Budget Consideration 13. Work Plan 14. Remuneration 15. Term of Office 16. Committee Review/ Sunset Date
Mandate	The Town of Newmarket utilizes a Committee to conduct Fenceviewings and hear appeals of Property Standards Orders, Fence By-law Variances, Sign By-law Variances, Vicious dog Orders and Taxi Cab Violations.	<p>The Property Standards Committee is a quasi-judicial body that hears appeals by property owners or their agents who have received an order of the Property Standard Officer from the Town.</p> <p>The committee will be responsible to:</p> <ul style="list-style-type: none"> • Confirm the Property Standards Order; or • Modify the Property Standards Order; or • Quash the Property Standards Order; or • Extend the time for complying with the order provided that in the opinion of the Committee, the general intent and purpose of the Property Standards By-law are maintained.
Composition	The Composition of the Committee is five citizen members. Legislative Requirements: Composition shall not be fewer than three members.	<p>The Property Standards Committee will be composed of:</p> <ul style="list-style-type: none"> • Five (5) residents.
Term of Office	Expiring November 30, 2010.	A Member's term on the Committee shall be concurrent with the Term of Council, unless otherwise indicated in the Committee's Mandate, or until a successor is appointed
Remuneration	\$50.00 per meeting	• \$50.00 per meeting per member.
Frequency of Meetings	The Property Standards/ Fenceviewers/ By-law Appeal Committee meets less than 10 times per year as required. Meetings of the Committee are held on a as-needed basis on a weekday evening. Fenceviewings are conducted on weekday evenings between April and November at the location of the property owners.	• As required, on as-needed basis (at the availability of the individuals involved)

Property Standards: Terms of Reference Amendments

Type	Previous Terms of Reference	Proposed Amendments
Legislation	Not Included.	<p>The Property Standards Committee is established under the authority of the Building Code Act, 1992 SO. 1992 c. 23, as amended, and Town of Newmarket Property Standards By-law number 1999-34, as amended.</p> <p>The Property Standards Committee is required to adhere to the provisions outlined in the Town’s Procedural By-Law 2013-46, as amended from time to time, Committee Public Appointment Policy, and Committee Administration Policy.</p>
Deliverables	Not Included.	<p>The Committee will accomplish its mandate by:</p> <ul style="list-style-type: none"> • Hearing appeals of Property Standard Orders
Strategic Plan Linkages	Not Included.	<p>The Property Standards Committee meets the following Corporate Strategic Goals:</p> <ul style="list-style-type: none"> • <i>Living Well</i> : By focusing on health, safety and the environment to promote activity and enrich lives. • <i>Well-planned and connected</i> : Through revitalization of neighbourhoods starting with the downtown area. • <i>Efficiency/financial Management</i> : By ensuring effective and efficient services <p>The Appeal Committee meets the following Council Strategic Priorities:</p> <ul style="list-style-type: none"> • <i>Efficiency/financial Management</i> : By ensuring effective and efficient services

Property Standards: Terms of Reference Amendments

Type	Previous Terms of Reference	Proposed Amendments
Qualifications	Not Included.	<p>Consideration shall be given to inclusion of the following qualifications during the appointment process:</p> <ul style="list-style-type: none"> • Persons with legal tribunal governance experience. • Persons with land use experience. • Persons with real estate experience.
Budget Consideration	Not Included.	<p>The fiscal year of the Committee shall be from January 1 to December 31. The Committee will work with the assigned staff resource to submit a budget request that reflects their upcoming year's operating and capital needs, in keeping with corporate budget directions and timelines.</p>
Work Plan	Not Included.	<p>A report or presentation summarizing the Committee's accomplishments shall be provided to Council in the fourth (4th) quarter annually.</p>
Committee Review/ Sunset Date	Not Included.	<p>Every four years to coincide with the Term of Council or when a change to legislation impacts the obligations and responsibilities of the Committee.</p>