



BY-LAW NO. 2022-0049

A By-law to appoint persons as Screening Officers and Hearing Officers

WHEREAS Council of The Corporation of the Town of Halton Hills considers it desirable and necessary to establish the position of a Screening Officer and Hearings Officer to who may be delegated quasi-judicial and other authority under various Town By-laws.

AND WHEREAS Council of The Corporation of the Town of Halton Hills deems it advisable to appoint the Screening Officers and Hearings Officers hereinafter referred to for the purposes designated.

AND WHEREAS on January 17, 2022, Council for the Town of Halton Hill approved Report No.2022-0001, dated November 17, 2021, in which certain recommendations were made relating to Administrative Monetary Penalty System.

NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF HALTON HILLS ENACTS AS FOLLOWS:

1. In this By-law:
 - a. "Council" means the council of the Town;
 - b. "Delegated Power of Decision" means a power or right, conferred by or under a Town By-law, to make a decision deciding or prescribing the legal rights, powers, privileges, immunities, duties or liabilities of any person or party;
 - c. "Hearings Officer" means the person from time to time appointed by Council pursuant to the By-law;
 - d. "Relative" includes any of the following persons:
 - i. Spouse, common-law partner, or any person with whom the person is living as a spouse outside of marriage;
 - ii. Parent, including step-child and grandchild;
 - iii. Siblings and children of siblings;
 - iv. Aunt, uncle, niece, and nephew;
 - v. In-laws, including mother, father, sister, brother, daughter, and son; or
 - vi. Any other person who lives with the person on a permanent basis
 - e. "Screening Officer" means the person from time to time appointed by Council pursuant to this By-law; and
 - f. "Town" means The Corporation of the Town of Halton Hills
2. The position of Screening Officer is established for the purpose of exercising Delegated Powers of Decision and shall be appointed by Council.
3. The following are not eligible for appointment as a Screening Officer:
 - a. A member of Council of the Town; or

- b. The relative of a person referenced in paragraph 3(a);
- 4. The position of Hearings Officer is established for the purpose of exercising Delegated Powers of Decision and shall be appointed by Council.
- 5. The following are not eligible for appointment as a Hearings Officer:
 - a. An employee or member of Council of the Town;
 - b. The Relative of a person referenced in paragraph 5(a); or
 - c. A person indebted to the Town other than
 - i. In respect of current real property taxes; or
 - ii. Pursuant to an agreement with the Town the terms with which the person is in compliance.
- 6. No person shall attempt, directly or indirectly, to communicate for the purpose of influencing a Screening Officer or a Hearings Officer respecting the determination of an issue respecting a Delegated Power of Decision in a proceeding that is or will be pending before the Screening Officer or Hearings Officer except a person who is entitled to be heard in the proceeding or the person's lawyer or licensed paralegal and only by that person or the person's lawyer or licensed paralegal during the hearing of the proceeding in which the issue arises. Failure to comply with this section constitutes an offence.
- 7. The persons listed in Appendix A are appointed as Hearings Officers.
- 8. The persons listed in Appendix B are appointed as Screening Officers.

BY-LAW read and passed by the Council for the Town of Halton Hills this 4th day of July, 2022.

MAYOR – RICK BONNETTE

TOWN CLERK – VALERIE PETRYNIAK

APPENDIX A

1. Tony Thompson

APPENDIX B

1. Crystal Warner
2. Meghan Gilbank