

REPORT

REPORT TO: Mayor R. Bonnette and Members of Council

REPORT FROM: Renée Brown, Deputy Clerk – Legislation and Elections

DATE: April 3, 2019

REPORT NO.: ADMIN-2019-0014

RE: Terms of Reference for the Property Standards Committee and Fence Viewers

RECOMMENDATION:

THAT Report No. ADMIN-2019-0014 dated April 3, 2019 regarding Terms of Reference for the Property Standards Committee and Fence Viewers be received;

AND FURTHER THAT the Terms of Reference for the Property Standards Committee and Fence Viewers (Appendix A to Report No. ADMIN-2019-0014) be adopted.

BACKGROUND:

The Town of Halton Hills has traditionally appointed citizen members for the Property Standards Committee (three members) and as Fence Viewers (three members) separately. These roles are being called on an as needed basis. During the 2014-2018 term of Council there was minimal need for either the Property Standards Committee or the Fence Viewers to be called.

COMMENTS:

Staff reviewed these two roles and saw that the roles could be complementary and as neither role has been heavily called upon in the last term of council an efficiency could be achieved by having a group of people that could be appointed to act in both roles. Those appointed for these dual roles will be trained for both roles and will be called upon on an as needed basis.

Appendix A to this report is a Terms of Reference that covers the dual role of the Property Standards Committee Members and Fence Viewers.

RELATIONSHIP TO STRATEGIC PLAN:

This report is operational in nature and has no direct link to the Strategic Plan.

FINANCIAL IMPACT:

There is no financial impact associated to this report.

CONSULTATION:

The Supervisor of Enforcement and the Enforcement Coordinator – Lead Customer Service Specialist were consulted in the preparation of the Terms of Reference and this Report.

PUBLIC ENGAGEMENT:

This report is operational in nature and therefore the public engagement was not implemented.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The recommendation outlined in this report is not applicable to the Strategy's implementation.

COMMUNICATIONS:

Once approved the appointed members of the Property Standards Committee and Fence Viewers will be provided a copy of the terms of reference.

CONCLUSION:

THAT the Terms of Reference for the Property Standards Committee and Fence Viewers (Appendix A to Report No. ADMIN-2019-0014) be adopted.

Reviewed and Approved by,

A handwritten signature in cursive script, appearing to read "Suzanne Jones".

Suzanne Jones, Clerk & Director of Legislative Services

A handwritten signature in cursive script, appearing to read "Brent Marshall".

Brent Marshall, Chief Administrative Officer