

## Restructuring of City's Appeal Boards

### ISSUE

This report submits the following bylaws for City Council's consideration:

- Bylaw No. 9963, *The Adult Services Licensing Amendment Bylaw, 2024*;
- Bylaw No. 9966, *The Business Licence Amendment Bylaw, 2024*;
- Bylaw No. 9967, *The Cannabis Business Licence Amendment Bylaw, 2024 (No. 2)*;
- Bylaw No. 9968, *The Drainage Amendment Bylaw, 2024*;
- Bylaw No. 9969, *The Fire and Protective Services Amendment Bylaw, 2024*;
- Bylaw No. 9970, *The Private Swimming Pools Amendment Bylaw, 2024*;
- Bylaw No. 9971, *The Property Maintenance & Nuisance Abatement Amendment Bylaw, 2024*;
- Bylaw No. 9972, *The Saskatoon Appeal Board Bylaw, 2024*;
- Bylaw No. 9973, *The Sewer Use Amendment Bylaw, 2024*;
- Bylaw No. 9974, *The Traffic Amendment Bylaw, 2024 (No. 2)*;
- Bylaw No. 9975, *The Tree Protection Amendment Bylaw, 2024*;
- Bylaw No. 9976, *The Underground Encroachment and Sidewalk Safety Amendment Bylaw, 2024*; and
- Bylaw No. 9977, *The Waste Amendment Bylaw, 2024*

(collectively, the "Bylaws").

This report also submits housekeeping amendments to Council Policy No. C09-006: *Residential Lot Sales – General Policy*.

### RECOMMENDATION

1. That City Council consider:

- (1) Bylaw No. 9963, *The Adult Services Licensing Amendment Bylaw, 2024*;
- (2) Bylaw No. 9966, *The Business Licence Amendment Bylaw, 2024*;
- (3) Bylaw No. 9967, *The Cannabis Business Licence Amendment Bylaw, 2024 (No. 2)*;
- (4) Bylaw No. 9968, *The Drainage Amendment Bylaw, 2024*;
- (5) Bylaw No. 9969, *The Fire and Protective Services Amendment Bylaw, 2024*;
- (6) Bylaw No. 9970, *The Private Swimming Pools Amendment Bylaw, 2024*;
- (7) Bylaw No. 9971, *The Property Maintenance & Nuisance Abatement Amendment Bylaw, 2024*;
- (8) Bylaw No. 9972, *The Saskatoon Appeal Board Bylaw, 2024*;
- (9) Bylaw No. 9973, *The Sewer Use Amendment Bylaw, 2024*;

- (10) Bylaw No. 9974, *The Traffic Amendment Bylaw, 2024 (No. 2)*;  
(11) Bylaw No. 9975, *The Tree Protection Amendment Bylaw, 2024*;  
(12) Bylaw No. 9976, *The Underground Encroachment and Sidewalk Safety Amendment Bylaw, 2024*; and  
(13) Bylaw No. 9977, *The Waste Amendment Bylaw, 2024*.
2. That City Council instruct the City Clerk to make the required amendments to Council Policy No. C09-006: *Residential Lot Sales – General Policy*, effective January 1, 2025.

## **BACKGROUND**

At its [September 27, 2023 Regular Business Meeting](#), City Council considered a report of the City Solicitor's Office dated June 14, 2023 and resolved:

1. That the Property Maintenance Appeal Board, Saskatoon Private Swimming Pools Appeal Board, Environmental Management Appeal Board, Fire Appeal Board, Saskatoon License Appeal Board, Access Transit Appeal Board and City Mortgage Appeal Board be combined into one Appeal Board, with the membership being different than the Board of Revision and maintain the Development Appeals Board as a separate entity (Option 2: Combine All Appeal Boards Established under *The Cities Act* into One Appeal Board and Maintain the Development Appeals Board as a Separate Appeal Board);
2. That the Administration report back to City Council through the Governance and Priorities Committee with Terms of Reference for the new Appeal Board that includes seven members and qualifications outlined in this report;
3. That the compensation provided to members of the new Appeal Board be increased and provided to Appeal Board members on a per meeting basis upon approval of the new Terms of Reference (Option 2: Increase the Compensation Provided to Appeal Board Members and Provide on a Per Meeting Basis);
4. That the current recruitment strategy remain unchanged;
5. That the City Solicitor bring forward any required bylaw amendments to implement the new Appeal Board structure;
6. That the Administration amend all policies as required to implement the new Appeal Board Structure; and
7. That the Governance Subcommittee be instructed to amend Policy No. C01-003, Appointment to Civic Boards, Commissions, Authorities and Committees to add flexibility to the prohibition against a member participating on more than one board at a time.

## **DISCUSSION/ANALYSIS**

In accordance with City Council's instructions, we are pleased to submit the Bylaws for City Council's consideration.

*The Saskatoon Licence Appeal Board Bylaw, 2012* has been repealed and replaced by a new *Saskatoon Appeal Board Bylaw, 2024*.

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The following housekeeping amendments have been made:

- a reference to “stickers” being provided by the Fire Department has been removed from *The Fire and Protective Services Bylaw, 2001*. While the Fire Department used to provide stickers that property owners could attach to the inside of smoke alarms to serve as confirmation of date of last inspection, the Department discontinued providing stickers due to costs;
- the definition sections in *The Private Swimming Pools Bylaw, 2000*, *The Property Maintenance & Nuisance Abatement Bylaw, 2003* and *The Underground Encroachment and Sidewalk Safety Bylaw, 2012* have been repealed and replaced to modernize formatting and make minor updates throughout;
- in *The Sewer Use Bylaw, 2017*, references to a repealed bylaw and repealed provincial regulations have been updated.

Updates to appeal board provisions in *The Vehicles for Hire Bylaw, 2019* are being made through a separate standalone report, as other substantive amendments were required to be made to this bylaw.

The Bylaws are set to come into force on January 1, 2025 as appointments of current board members do not expire until December 31, 2024.

This report additionally submits proposed housekeeping amendments to Council Policy No. C09-029: *Residential Lot Sales – General Policy*. The section discussing the City Mortgage Appeals Board has been updated to refer to the new Saskatoon Appeal Board. The ability to appeal denials of extensions has also been removed since currently persons are only able to appeal decisions respecting requests for forgiveness of mortgages.

*The Saskatoon Appeal Board Bylaw, 2024* repeals *The Remuneration of Members of Appeal Boards Bylaw, 1999*, effective January 1, 2025. This bylaw sets remuneration rates for members of the Property Maintenance Appeal Board as well as members of the Development Appeals Board. Going forward, rates of remuneration for the Property Maintenance Appeal Board as approved by City Council will be outlined in the Saskatoon Appeal Board's Terms of Reference. A separate report to City Council addresses remuneration rates for members of the Development Appeals Board.

In respect to City Council's Resolution #2 above, Terms of Reference for the new Saskatoon Appeal Board are being presented to City Council through a separate report entitled “Saskatoon Appeal Board Terms of Reference”.

### **NEXT STEPS**

Amendments to Council Policy No. C01-003: *Appointment to Civic Boards, Commissions, Authorities and Committees* (Resolution #7 above) will be presented to City Council at a future meeting.

**APPENDICES**

1. Proposed Bylaw No. 9963, *The Adult Services Licensing Amendment Bylaw, 2024*;
2. Proposed Bylaw No. 9966, *The Business Licence Amendment Bylaw, 2024*;
3. Proposed Bylaw No. 9967, *The Cannabis Business Licence Amendment Bylaw, 2024 (No. 2)*;
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12. Proposed Bylaw No. 9976, *The Underground Encroachment and Sidewalk Safety Amendment Bylaw, 2024*;
13. Proposed Bylaw No. 9977, *The Waste Amendment Bylaw, 2024*; and
14. Proposed Council Policy No. C09-006: *Residential Lot Sales – General Policy*.

Report Approval

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