



**BY-LAW NUMBER XXX-2025
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to establish a Licensing Appeal Committee.

WHEREAS section 23.1 of the Municipal Act, 2001 S.O. 2001 c.25 (the "Municipal Act, 2001") permits a Council to delegate its powers and duties under the Act to a person or body;

AND WHEREAS section 23.2(1) of the Municipal Act, 2001, indicates that a municipality may delegate certain legislative and quasi-judicial powers under the Act only to:

- a) one or more members of its council or a council committee;
- b) a body having at least two members of whom at least 50 per cent are,
 - i. members of its council,
 - ii. individuals appointed by its council,
 - iii. a combination of individuals described in subclauses (i) and (ii);

AND WHEREAS section 23.2 of the Municipal Act, 2001, permits Council to delegate its quasi-judicial powers under the Act, such as its powers to regulate licenses of bed and breakfasts and short term rentals;

AND WHEREAS the City of Stratford passed By-Law 180-2004 being the Bed and Breakfast Licensing By-Law on December 13, 2004 and By-law 130-2022 being the Accommodation Licensing By-law on October 11, 2022;

AND WHEREAS in certain circumstances as set out in the Bed and Breakfast Licensing By-law and the Accommodations Licensing By-Law, there is the possibility of an appeal to the Licensing Appeals Committee;

AND WHEREAS the Council of The Corporation of the City of Stratford wishes to create the Licensing Appeals Committee and to delegate certain powers under the Act to the Licensing Appeals Committee;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1.1 Definitions

1.1 In this by-law, the following words have the following meanings:

- a) "Accommodation Licensing By-law" means the Accommodation Licensing By-law 130-2022, as amended or a successor thereof.
- b) "Bed and Breakfast Licensing By-law" means the Bed and Breakfast Licensing By-law 180-2004, as amended or a successor thereof.

- c) "City" means The Corporation of the City of Stratford.
- d) "Council" means the Council of The Corporation of the City of Stratford.
- e) "Licensing Appeals Committee" means the committee established by this by-law.
- f) "Member" means a member of the Licensing Appeals Committee.

2.1 The Licensing Appeals Committee

- 2.1 The Licensing Appeals Committee is hereby established.
- 2.2 The Licensing Appeals Committee shall conduct the hearings and perform the duties that are assigned to it by by-law.
- 2.3 The Licensing Appeals Committee shall be composed of three (3) members of Council and one (1) alternate member of Council as appointed by Council.
- 2.4 Members shall serve on the Licensing Appeals Committee for the term of Council.
- 2.5 The Licensing Appeals Committee shall meet as often as necessary for the expedient resolution of its case load.

3. Procedures

- 3.1 The Rules of Practice and Procedures for the Licensing Appeals Committee as set out in Schedule "A" and shall govern the Licensing Appeals Committee.
- 3.1 Notwithstanding any other by-law or policy of the City, if required by the Licensing Appeals Committee, it may meet privately to inspect the property, to deliberate, or to write a decision or order.

4. Jurisdiction

- 4.1 The Licensing Appeals Committee shall hear appeals of decisions of the City, which decisions carry a right of appeal to the Licensing Appeals Committee as set out in the Bed and Breakfast Licensing By-law and the Accommodations Licensing By-law.

5. Decisions

- 5.1 The Licensing Appeals Committee shall make decisions as permitted by the Bed and Breakfast Licensing By-law and the Accommodations Licensing By-law, that are consistent with the purpose and intent of the Bed and Breakfast Licensing By-law and the Accommodations Licensing By-law, and that further the public interest.
- 5.2 The decision of the Licensing Appeals Committee is final and there is no further right of appeal to Council.

6. No Liability

- 6.1 No Member or any City employee is personally liable for anything done by it, or them, under authority of this by-law.

7. General

7.1 This By-law shall be known and may be cited as the “Licensing Appeals Committee By-law”

7.2 The by-law shall come into full force and effect on the day it is passed.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 11th day of August, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe

This is Schedule “A” to By-law XX-2025

Adopted this 11th day of August, 2025

Licensing Appeals Committee Rules of Practice and Procedure