

LICENSING COMMITTEE

Composition

The Committee shall be composed of all Members of Council, and that three (3) constitute a quorum.

Duties and Functions (As per By-law 203-1999, as amended)

1. The Committee (will meet very infrequently to hear any licenses that the Town is denying) and shall be empowered to take all measures as are necessary and proper, within the provisions of section 105 of the Municipal Act and other applicable law, to provide a hearing for persons who may wish to obtain a licence, who may wish to renew an existing license or who may be the subject of a hearing to revoke a licence in circumstances where there has been no delegation of Council's licensing authority to a Licensing Officer or in circumstances where the delegation of Council's licensing authority to a Licensing Officer does not permit such person to make a decision to issue, renew or revoke a licence.
2. The Committee shall select a Chair from among its members at each hearing.
3. A quorum shall be not less than three members of the Committee.
4. In circumstances not addressed by these procedures, Roberts Rules of Order shall be utilized.
5. The members present at the commencement of any hearing shall be seized with the matter and only those members may sit as Committee members at subsequent Committee meetings called for the purpose of completing that hearing.
6. The Committee members, in making their decision, shall have regard to the representations of the licence applicant and the representations of other interested parties, which representations shall be fully disclosed to the licence applicant.
7. The Committee shall render its Report of the hearing to Council in a fair and impartial manner, based upon the record presented to the Committee as part of the hearing.

Remuneration

None

Frequency of Meetings

Meetings shall be held regularly and scheduled on the annual calendar.