Extract from By-Law No. 2014-085 Regarding the Establishment of
the Licensing Appeal Tribunal

“Licensing Appeal Tribunal” means the committee designated by Council for the
purpose of hearing appeals under this By-law.

7. Appeal

7.1. Any Person who has been denied a Licence, or the renewal of a Licence,
has had their Licence suspended or revoked or has had terms or conditions
imposed on a Licence, may appeal the decision of the Director to a
Licensing Appeal Tribunal.

7.2. Section 7.1 of this By-law does not apply to Licence suspensions under
section 6.2. above.

7.3. The Licensing Appeal Tribunal shall be composed of such Individuals, not
fewer than three (3), as Council considers advisable.

7.4. The members of the Licensing Appeal Tribunal shall hold office for the term
of Council. When a vacancy occurs in the membership of the Licensing
Appeal Tribunal, Council shall forthwith fill the vacancy.

7.5. The members of the Licensing Appeal Tribunal shall elect a Chair from
among themselves. When the Chair is absent through illness or otherwise,
the Licensing Appeal Tribunal may appoint another member as acting
Chair.

7.6. A majority of the members of the Licensing Appeal Tribunal constitutes a
quorum for transacting the Licensing Appeal Tribunal’s business. Where the
number of members who, by reason of declaring a conflict of interest are
disabled from participating in a meeting is such that at that meeting the
remaining members are not of sufficient number to constitute a quorum,
then, the remaining number of members shall be deemed to constitute a
quorum, provided such number is not less than two.

7.7. Council shall appoint a Secretary for the Licensing Appeal Tribunal.

7.8. The Secretary of the Licensing Appeal Tribunal shall keep on file the
records of all official business of the Licensing Appeal Tribunal, including
records of all Applications and minutes of all decisions respecting those
Applications.

7.9. The Licensing Appeal Tribunal shall give notice or direct that notice be given
of the hearing of an appeal to such Persons as the Licensing Appeal
Tribunal considers advisable.

7.10. All appeals shall be submitted:

   a) within twenty-one (21) days of the decision of the Director to
deny issuing or renewing a Licence or suspending or revoking a
Licence or imposing terms or conditions on a Licence;

   b) in writing;
c) to the Secretary of the Licensing Appeal Tribunal;
d) setting out, in detail, the grounds for the appeal; and,
e) along with the applicable fee, as outlined in the Fees and Charges By-Law.

7.11. Where an appeal is not submitted within the time set out in subsection 7.10 a), the decision of the Director shall be deemed to be confirmed and no appeal shall be allowed.

7.12. The Licensing Appeal Tribunal shall hear all appeals.

7.13. On an appeal, the Licensing Appeal Tribunal has all the powers and functions of the Director who made the decision and the Licensing Appeal Tribunal may do any of the following things if, in the Licensing Appeal Tribunal's opinion, doing so would maintain the general intent and purpose of the by-law:

a) confirm, modify or rescind the decision of the Director to deny issuing or renewing a Licence or suspending or revoking a Licence or to impose terms or conditions on a Licence.

7.15. Council hereby delegates decision-making authority to the Licensing Appeal Tribunal with regards to appeals under this By-law, as Council is of the opinion that the powers that it is delegating to the Licensing Appeal Tribunal are of a minor nature, and the decision of the Licensing Appeal Tribunal shall be final.